Mohawk Valley Library System
Annual Report for Library Systems - 2020 (Public Library Systems 2020)

	CURRENT YEAR	*PREVIOUS YEAR*

1. General System Information

System/Director Information

Please note: Bibliostat CollectConnect is now compatible with major browsers including Google Chrome, Mozilla Firefox, Safari and Internet Explorer.

Please be advised Bibliostat CollectConnect is now using a new interface. If you have accessed or if you believe you may have accessed the old Bibliostat CollectConnect, please click the new link here and you will be taken to the new interface. Please be sure you exit and close the old Bibliostat CollectConnect before you begin your survey.

Please use the note field to explain answers when necessary. This note field can also be used for local notes.

To avoid loss of data, only one person at a time should be logged into a member library report. Multiple people logged into the same report will cause data to be lost.

Libraries should not have reports from two different years open at the same time.

1.1	SEDCODE	530600700012	*530600700012*
1.2	Institution ID	800000038305	*800000038305*
1.3	System Name	Mohawk Valley Library System	*Mohawk Valley Library System*
1.4	Beginning Reporting Year	01/01/2020	*01/01/2019*
1.5	Ending Reporting Year	12/31/2020	*12/31/2019*
1.6	Street Address	858 Duanesburg Rd.	*858 Duanesburg Rd.*
1.7	City	Schenectady	*Schenectady*
1.8	Zip Code	12306	*12306*
1.9	Four-Digit Zip Code Extension (enter N/A if unknown)	1057	*1057*
1.10	Mailing Address	858 Duanesburg Rd.	*858 Duanesburg Rd.*
1.11	City	Schenectady	*Schenectady*
1.12	Zip Code	12306	*12306*
1.13	Four-Digit Zip Code Extension (enter N/A if unknown)	1057	*1057*
1.14	Library System Telephone Number (enter 10 digits only and hit the Tab key)	(518) 355-2010	*(518) 355-2010*
1.15	Fax Number (enter 10 digits only)	(518) 355-0674	*(518) 355-0674*
1.16	System Home Page URL	www.mvls.info	*www.mvls.info*
1.17	URL of the system's complete Plan of Service	http://www.mvls.info/wp-content/uploads/2016/12/MVLS-Plan-of-Service-State-Format.pdf	*http://www.mvls.info/wp-content/uploads/2016/12/MVLS-Plan-of-Service-State-Format.pdf*
1.18	Population Chartered to Serve (2010 Census)	293,226	*293,226*
1.19	Area Chartered to Serve (square miles)	1725	*1725*

		(square miles)	
1.20	Federal Employer Identification Number	141458888	*141458888*
1.21	County	Schenectady	*Schenectady*
1.22	County (Counties) Served	Fulton, Montgomery, Schenectady, Schoharie	*Fulton, Montgomery, Schenectady, Schoharie*
1.23	School District	Schalmont Central School District	*Schalmont Central School District*
1.24	First Name of System Director	Eric	*Eric*
1.25	Last Name of System Director	Trahan	*Trahan*
1.26	NYS Public Librarian Certification Number of the Director of Public Library System, and Reference and Research Library Resources System.	16164	*16164*
1.31	Telephone Number of the System Director, including area code and extension (enter digits only, field will automatically format with extension)	(518) 355-2010 Ext.223	*(518) 355-2010 Ext.223*
1.32	E-Mail Address of the System Director	etrahan@mvls.info	*etrahan@mvls.info*
1.33	Fax Number of the System Director (enter 10 digits only and hit the Tab key)	(518) 355-0674	*(518) 355-0674*
1.34	Name of Outreach Coordinator	Heather Dickerson	*Vacant*

Contracts/Unusual Circumstances

1.48	Does the reporting system have a contractual agreement with a municipality or district to provide library services to residents of an area not served by a chartered library? Enter Y for Yes, N for No. If yes, please complete one repeating group for each contract. If no, enter N/A on questions 1 through 5 of one repeating group.	N	*N*
1.	Name of Contracting Municipality or District	N/A	*N/A*
2.	Is this a written contract? (Enter Y for Yes, N for No)	N/A	*N/A*
3.	Population of the geographic area served by this contract	N/A	*N/A*
4.	Dollar amount of contract	N/A	*N/A*
5.	Indicate "Full" or "Partial" range of services provided by this contract (Select one)	N/A	*N/A*
1.49	For the reporting year, has the system experienced any unusual circumstance(s) that		

affected the statistics and/or information reported (e.g. natural disaster, fire, closed for renovations, massive weeding of collection, etc.)? Indicate Y for Yes, N for No. If Yes, please annotate using the note.

		Y	*N*

THESE QUESTIONS ARE FOR NYC PUBLIC LIBRARY SYSTEMS ONLY. PLEASE PROCEED TO THE NEXT QUESTION.

1.50	President/CEO Name. If there is no President/CEO please enter "N/A"		
1.51	President/CEO Phone Number		
1.52	President/CEO Email		

2. Personnel Information

2.1	FTE (Full-Time Equivalent Calculation) The number of hours per work week used to compute FTE for all budgeted positions.	35	*35*

BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS
(enter to two decimal places; enter decimal point)

2.4	Public Library System Director per CR 90.3(f) - Filled Position FTE	1	*1*
2.5	Public Library System Director per CR 90.3(f) - Vacant Position FTE		*0*
2.10	Librarians - Filled Position(s) FTE	1	*2*
2.11	Librarians - Vacant Position(s) FTE	1	*0*
2.12	Outreach Coordinator (certified) per CR 90.3 (1)(2) (iii) - Filled Position FTE	1	*0*
2.13	Outreach Coordinator (certified) per CR 90.3 (1)(2) (iii) - Vacant Position FTE	0	*1*
2.14	Total Certified Librarians - Filled Position(s) FTE (total questions 2.4 + 2.10 + 2.12)	3.00	*3.00*
2.15	Total Certified Librarians - Vacant Position(s) FTE (total questions 2.5 + 2.11 + 2.13)	1.00	*1.00*
2.16	Total Other Professional Staff - Filled Position(s) FTE	0	*0*
2.17	Total Other Professional Staff - Vacant Position(s) FTE	0	*0*
2.18	Total Other Staff - Filled Position(s) FTE	2.8	*2.8*
2.19	Total Other Staff - Vacant Position(s) FTE	0	*0*
2.20	Total Paid Staff - Filled Position(s) FTE (total	5.80	*5.80*

	questions 2.14 + 2.16 + 2.18)		
2.21	Total Paid Staff - Vacant Position(s) FTE (total questions 2.15 + 2.17 + 2.19)	1.00	*1.00*

SALARY INFORMATION

2.22	Entry-Level Librarian (certified) FTE	0	*0*
2.23	Entry-Level Librarian (certified) Current Annual Salary	$56,694	*$56,500*
2.24	System Director FTE	1	*1*
2.25	System Director Current Annual Salary	$103,214	*$100,452*

3. System Membership, Outlets and Governance

PUBLIC SERVICE OUTLETS

3.9	Number of member libraries. Do not include branches.	14	*14*
3.15	Main Library/System Headquarters	1	*1*
3.16	Indicate the year the system building was initially constructed	1965	*1965*
3.17	Indicate the year the system building underwent a major renovation costing $25,000 or more	2008	*2008*
3.18	Square footage of the system building	8,536	*8,536*
3.19	Branches of the Library System	0	*0*
3.20	Bookmobiles	0	*0*
3.21	Reading Centers	0	*0*
3.22	Other Outlets	0	*0*
3.23	Total Public Service Outlets (total questions 3.15 through 3.19)	1	*1*
3.24	Name of Central Library/Co-Central Libraries	Schenectady County Public Library	*Schenectady County Public Library*

BOARD/COUNCIL MEETINGS

3.25	Total number of public library system/3Rs board meetings or school library system council meetings held during reporting year	8	*10*
3.26	Current number of voting positions on system board/council. Please add a note if this has changed from the previous year report.	13	*13*
3.27	Term length for system board/council members. Please add a note if this has changed from the previous year report.	5 years	*5 years*

| 3.28 | Board/Council Selection - Enter Board/Council Selection Code (select one; drop-down). If O is selected, please use the State note to explain how members were named to the Board/Council. | E | E |

SYSTEM BOARD/COUNCIL

Public Library Systems - enter information for the period January 1, 2021, through December 31, 2021.

President/Council Chair

3.29	Status	Filled	Filled
3.30	First Name	Jane	Barbara
3.31	Last Name	Borrelli	Madonna
3.32	Institutional Affiliation	N/A	N/A
3.33	Professional Title	President	President
3.34	Mailing Address	PO Box 1311	PO Box 72
3.35	City	Northville	Gloversville
3.36	Zip Code (enter five digits only)	12134	12078
3.37	Telephone for the Board President (enter 10 digits only and hit the Tab key)	(518) 863-8267	(518) 725-0231
3.38	E-mail Address	janeborrelli@hotmail.com	bjmadona@gmail.com
3.39	Term Begins - Month	June	June
3.40	Term Begins - Year (yyyy)	2017	2015
3.41	Term Expires - Month or N/A	June	June
3.42	Term Expires - Year (YYYY) or N/A	2022	2020
3.43	Is this trustee serving a full term? If No, add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	Yes	Yes
3.44	The date the board president took the Oath of Office (mm/dd/yyyy)	05/20/2017	05/19/2015
3.45	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	05/25/2017	05/29/2015
3.46	Is this a brand new trustee?	N	N

Board/Council Member - complete one record for each Board/Council Member. For each vacant position, select "Vacant" in question 1, and enter N/A in questions 2-16 of the repeating group. You may 1) enter the data for the Board/Council Members directly into the survey as usual or 2) send Baker and Taylor the data for this section to be uploaded into CollectConnect. If you choose to send your data for uploading, you must enter the data into the spreadsheet form available in the survey by clicking here. Complete this form and email it to collectconnect@baker-taylor.com. The number of Council members must be 5 to 11 (no less than five and no more than 11).

1.	Status	Filled	Filled
2.	First Name	Rosemary	Rosemary

3.	Last Name	Barger	*Barger*
4.	Institutional Affiliation	N/A	*N/A*
5.	Professional Title	Trustee	*Trustee*
6.	Mailing Address	83 The Mall St	*83 The Mall St.*
7.	City	Amsterdam	*Amsterdam*
8.	Zip Code (enter five digits only)	12010	*12010*
9.	Term Begins - Month	November	*November*
10.	Term Begins - Year (yyyy)	2018	*2018*
11.	Term Expires - Month or N/A	June	*June*
12.	Term Expires - Year (YYYY) or N/A	2022	*2022*
13.	Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	N	*N*
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	12/04/2018	*12/04/2018*
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	12/14/2018	*12/14/2018*
16.	Is this a brand new trustee?	N	*Y*
1.	Status	Filled	*Filled*
2.	First Name	Deb	*Patricia*
3.	Last Name	Escobar	*Franco*
4.	Institutional Affiliation	Schenectady County Public Library	*N/A*
5.	Professional Title	Trustee	*Trustee*
6.	Mailing Address	120 E. Palmer Ave.	*8 Robin St.*
7.	City	Schenectady	*Gloversville*
8.	Zip Code (enter five digits only)	12303	*12078*
9.	Term Begins - Month	June	*June*
10.	Term Begins - Year (yyyy)	2020	*2016*
11.	Term Expires - Month or N/A	June	*June*
12.	Term Expires - Year (YYYY) or N/A	2025	*2020*
13.	Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	Y	*N*
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	07/09/2020	*05/17/2016*
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	07/17/2020	*05/24/2016*
16.	Is this a brand new trustee?	Y	*N*
1.	Status	Filled	*Filled*
2.	First Name	Katherine	*Jane*

1.	Status	Vacant	*Vacant*
2.	First Name	N/A	
3.	Last Name	N/A	
4.	Institutional Affiliation	N/A	
5.	Professional Title	N/A	
6.	Mailing Address	N/A	
7.	City	N/A	
8.	Zip Code (enter five digits only)	N/A	
9.	Term Begins - Month	N/A	
10.	Term Begins - Year (yyyy)	N/A	
11.	Term Expires - Month or N/A	N/A	
12.	Term Expires - Year (YYYY) or N/A	N/A	
13.	Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	N/A	
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	N/A	
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	N/A	
16.	Is this a brand new trustee?	N	
1.	Status	Vacant	*Vacant*
2.	First Name	N/A	
3.	Last Name	N/A	
4.	Institutional Affiliation	N/A	
5.	Professional Title	N/A	
6.	Mailing Address	N/A	
7.	City	N/A	
8.	Zip Code (enter five digits only)	N/A	
9.	Term Begins - Month	N/A	
10.	Term Begins - Year (yyyy)	N/A	
11.	Term Expires - Month or N/A	N/A	
12.	Term Expires - Year (YYYY) or N/A	N/A	
13.	Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	N/A	
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	N/A	
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	N/A	
16.	Is this a brand new trustee?	N	
1.	Status	Vacant	

2.	First Name	N/A
3.	Last Name	N/A
4.	Institutional Affiliation	N/A
5.	Professional Title	N/A
6.	Mailing Address	N/A
7.	City	N/A
8.	Zip Code (enter five digits only)	N/A
9.	Term Begins - Month	N/A
10.	Term Begins - Year (yyyy)	N/A
11.	Term Expires - Month or N/A	N/A
12.	Term Expires - Year (YYYY) or N/A	N/A
13.	Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	N/A
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	N/A
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	N/A
16.	Is this a brand new trustee?	

COORDINATED OUTREACH COUNCIL

| 3.47 | Has the Coordinated Outreach Council met at least two times during the calendar year per CR 90.3 (j)(2)(iv)? (Enter Y for Yes, N for No). | N | *Y* |

Coordinated Outreach Council Members - complete one record for each Council Member for the period January 1, 2021, through December 31, 2021. For each vacant position, select "Vacant" in question 1 and enter N/A in questions 2-5 of the repeating group. You may 1) enter the data for the Coordinated Outreach Council Members directly into the survey as usual or 2) send Baker and Taylor the data for this section to be uploaded into CollectConnect. If you choose to send your data for uploading, you must enter the data into the spreadsheet form available in the survey by clicking here. Complete this form and email it to collectconnect@baker-taylor.com. The number of council members must be 5 to 11 (no less than five and no more than 11).

Note: For questions which include a choice of "Other" in a drop-down menu, please add a Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

1.	Status	Filled	*Filled*
2.	First Name	Barry	*Barry*
3.	Last Name	Finley	*Finley*
4.	Institutional Affiliation	N/A	*N/A*
5.	Professional Title	N/A	*N/A*
1.	Status	Filled	*Filled*
2.	First Name	Heather	*Lois*
3.	Last Name	Dickerson	*Gordon*
4.	Institutional Affiliation	MVLS	*MVLS*
5.	Professional Title	Public Services Consultant	*Outreach Coordinator*
1.	Status	Filled	*Filled*
2	First Name	Sara	*Marion*

2.	First Name	*Cara*	*Marion*
3.	Last Name	Beekman	*Grimes*
4.	Institutional Affiliation	N/A	*U.S. Marines*
5.	Professional Title	N/A	*N/A*
1.	Status	Filled	*Filled*
2.	First Name	Linda	*Linda*
3.	Last Name	Burns	*Burns*
4.	Institutional Affiliation	CASA Centro Civico	*CASA Centro Civico*
5.	Professional Title	Manager	*Manager*
1.	Status	Filled	*Filled*
2.	First Name	Denelle	*Sarah*
3.	Last Name	Baker	*Beekman*
4.	Institutional Affiliation	Schoharie County Community Action	*Schoharie County W.I.C.*
5.	Professional Title	Director	*N/A*

4. Public Library System Transactions and Collection: Borrowers/Visits/Circulation/Holdings

Borrowers/Visits/Circulation/Holdings

4.1	Number of registered system borrowers	254	*256*
4.2	System Visits	1,099	*1,576*
CIRCULATION			
4.3	Total Cataloged Book Circulation	191	*461*
4.4	Total Circulation of Other Materials	232	*326*
4.5	Physical Item Circulation (Total questions 4.3 & 4.4)	423	*787*
4.6	Use of Electronic Material	9,157	*224*
4.7	Successful Retrieval of Electronic Information	0	*0*
4.8	Electronic Content Use (Total Questions 4.6 & 4.7)	9,157	*224*
4.9	Total Circulation of Materials (Total Questions 4.5 & 4.6)	9,580	*1,011*
4.10	Total Collection Use (Total Questions 4.7 & 4.9)	9,580	*1,011*
GENERAL SYSTEM HOLDINGS			
4.11	Total Cataloged Book Holdings	33,290	*36,302*
4.12	Uncataloged Book Holdings	0	*0*
4.13	Total Print Serial Holdings	26	*26*
4.14	All Other Print Materials Holdings	0	*0*
4.15	Total Print Materials (Total questions 4.11, 4.12, 4.13 and 4.14)	33,316	*36,328*
4.16	Electronic Books	14,733	*13,117*
4.17	Local Electronic Collections	1	*1*
4.18	Total Number of NOVELNY Databases	15	*16*

	Databases		
4.19	Total Electronic Collections (Total questions 4.16 + 4.17)	14,734	*13,118*
4.20	Audio - Downloadable Units	3,953	*2,753*
4.21	Video - Downloadable Units	0	*0*
4.22	Other Electronic Materials (Include items that are not included in the above categories, such as e-serials; electronic files; collections of digital photographs; and electronic government documents, reference tools, scores and maps.)	0	*0*
4.23	Total Electronic Materials (Total questions 4.18, 4.19, 4.20, 4.21 and 4.22)	18,702	*15,887*

Holdings Continued

Non-Electronic Materials

4.24	Audio - Physical Units	1,764	*1,703*
4.25	Video - Physical Units	3,755	*3,742*
4.26	Other Non-Electronic Materials	259	*259*
4.27	Total Other Materials Holdings (Total questions 4.24 through 4.26)	5,778	*5,704*
4.28	Grand Total Holdings (Total questions 4.15, 4.23 and 4.27)	57,796	*57,919*

ROTATING COLLECTIONS/BOOK LOANS

4.29	Does the system have rotating collections/bulk loans? (Enter Y for Yes, N for No)	Y	*Y*
4.30	Number of collections	253	*253*
4.31	Average number of items per collection	36	*36*

5. System Services

ILS

TECHNOLOGY AND RESOURCE SHARING

INTEGRATED LIBRARY SYSTEM (ILS)

5.1	Does the system provide an integrated library automation system (ILS) for its member libraries? (Enter Y for Yes, N for No)	Y	*Y*

5.2 Indicate which modules of the system's ILS have been implemented (check all that apply):

a.	Circulation	Yes	Yes
b.	Public Access Catalog	Yes	Yes
c.	Cataloging	Yes	Yes

d.	Acquisitions	Yes	Yes
e.	Inventory	Yes	Yes
f.	Serials Control	Yes	Yes
g.	Media Booking	No	No
h.	Community Information	No	No
i.	Electronic Resource Management	No	No
j.	Digital Collections Management	No	No
5.3	Identify ILS system vendor	III Polaris	*III Polaris*
5.4	How many member libraries fully participate in the ILS?	2	*2*
5.5	% of member libraries participating (calculated field)	14.29%	*14.29%*
5.6	How many member libraries participate in some ILS modules?	12	*12*

5.7 Indicate features of the system's ILS (check all that apply):

a.	ILS shared with other library systems	Yes	Yes
b.	ILS software permits patron-initiated ILL	Yes	Yes
c.	ILL feature implemented and used	Yes	Yes
5.8	Number of titles in the ILS bibliographic database	697,683	*694,747*
5.9	Number of new titles added by the system in the reporting year	4,169	*3,420*
5.10	Number of Central Library Aid titles added in the reporting year	1,038	*1,091*
5.11	Number of new titles added by the members in the reporting year	13,844	*16,638*
5.12	Total new titles (total questions 5.9 through 5.11)	19,051	*21,149*

Catalog

UNION CATALOG OF RESOURCES

For this report, a union catalog is defined as a vehicle that can access member and / or non-member catalogs. It can be either print, disc, or online (virtual) format.

5.13 In what format(s) is the union catalog available? (Check all that apply):

a.	Print	No	No
b.	Disc	No	No
c.	Online (virtual catalog)	Yes	Yes
5.14	How many libraries participate in (or submit records for) the union catalog?	14	*14*
5.15	Is the system's union catalog shared with any other library	Y	Y

	system(s)? (Enter Y for Yes, N for No)	.	,
5.16	Number of titles in the system's union catalog	695,409	*692,747*
5.17	Number of holdings in the system's union catalog	619,419	*639,842*
5.18	Number of new titles added in the last year	13,553	*17,057*
5.19	Number of holdings added in the last year	40,162	*54,935*

5.20   If the union catalog is online (virtual catalog) Indicate the features of the system's virtual catalog (check all that apply):

a.	Non-member catalogs are included (if checked, please name non-member catalogs using the State note)	No	No
b.	Non-library catalogs are included (if checked, please name non-library catalogs using the State note)	No	No
c.	Patron-initiated ILL available and used through this catalog	Yes	Yes

UNION LIST OF SERIALS

5.21	Does the system have a union list of serials? (Enter Y for Yes, N for No. If No, enter zero (0) on question 5.22.)	Y	*Y*
5.22	How many libraries participate in (or submit records for) the union list of serials?	12	*12*

COMBINED SYSTEM UNION CATALOG AND UNION LIST OF SERIALS

5.23	Does the system's union catalog contain both books and serials? (Enter Y for Yes, N for No, or N/A)	Y	*Y*

Website/Interlibrary Loan/Delivery/Continuing Educ

VISITS TO THE SYSTEM'S WEB SITE

5.24	Annual number of visits to the system's web site	81,122	*120,476*

SYSTEM INTERLIBRARY LOAN ACTIVITY

5.25	Total items provided (loaned)	72,734	*103,823*
5.26	Total items received (borrowed)	77,263	*111,851*
5.27	Total requests provided (loaned) unfilled	0	*0*
5.28	Total requests received (borrowed) unfilled	0	*0*
5.29	Total interlibrary loan activity (total questions 5.25 through 5.28)	149,997	*215,674*

DELIVERY

5.30 Indicate delivery methods used by the system (check all that apply):

a.	System courier (on the System's payroll)	No	No
b.	Other system's courier	No	No
d.	Contracted service (paid by System - not on payroll)	Yes	Yes
e.	U.S. Mail	Yes	Yes
f.	Commercial carrier (e.g., UPS, DHL, etc.)	No	No
g.	Other (specify using the note)	No	No
5.31	Number of stops (pick-up and delivery sites per week)	91	91

CONTINUING EDUCATION/STAFF DEVELOPMENT
Workshops/Meetings/Training Sessions

Resource sharing (ILL, collection development, etc.)

5.32	Number of sessions	0	0
5.33	Number of participants	0	0

Continuing Education Cont.

Technology

5.34	Number of sessions	1	1
5.35	Number of participants	17	5

Digitization

5.36	Number of sessions	0	0
5.37	Number of participants	0	0

Leadership

5.38	Number of sessions	7	3
5.39	Number of participants	101	28

Management & Supervisory

5.40	Number of sessions	3	1
5.41	Number of participants	38	12

Planning and Evaluation

5.42	Number of sessions	4	1
5.43	Number of participants	25	12

Awareness and Advocacy

5.44	Number of sessions	1	3
5.45	Number of participants	7	97

Trustee/Council Training

5.46	Number of sessions	8	8
5.47	Number of participants	100	63

Special Client Populations

5.48	Number of sessions	1	0
5.49	Number of participants	18	0

Children's Services/Birth to Kindergarten

5.50	Number of sessions	8	3
5.51	Number of participants	430	30

Children's Services/Elementary Grade Levels

5.52	Number of sessions	17	*4*
5.53	Number of participants	519	*66*

Young Adult Services/Middle and High School Grade Levels

5.54	Number of sessions	1	*2*
5.55	Number of participants	66	*62*

General Adult Services

5.56	Number of sessions	4	*5*
5.57	Number of participants	32	*41*
5.58	**Other:** Does the system provide other Workshops/Meetings/Training Sessions not listed above? Enter Y for Yes, N for No. If Yes, complete one record for each topic; if No, enter N/A for questions 1, 2 and 3 of one repeating group.	N	*N*
1.	Topic	N/A	*N/A*
2.	Number of sessions	N/A	*N/A*
3.	Number of participants	N/A	*N/A*
5.59	**Grand Total Sessions** (total questions 5.32, 5.34, 5.36, 5.38, 5.40, 5.42, 5.44, 5.46, 5.48, 5.50, 5.52, 5.54, 5.56 and total of question #2 of Repeating Group #5)	55	*31*
5.60	**Grand Total Participants** (total questions 5.33, 5.35, 5.37, 5.39, 5.41, 5.43, 5.45, 5.47, 5.49, 5.51, 5.53, 5.55, 5.57 and total of question #3 of Repeating Group #5)	1,353	*416*
5.61	Do library system staff and/or trustees reach outside of the library system building to promote system programs and services through group presentations, information tables and/or other similar educational activities sponsored by the Library System?	N	*N*

Coordinated Services/Consulting/Reference

COORDINATED SERVICES

5.62 Indicate which services the system provides (check all that apply):

Note: For questions which include a choice of "Other", please add a Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

a.	Coordinated purchase of print materials	Yes	Yes
b.	Coordinated purchase of non-	Yes	Yes

	print materials	Yes	Yes
c.	Negotiated pricing for licensed electronic collection purchases (not purchasing)	No	No
d.	Cataloging	Yes	Yes
e.	Materials processing	Yes	Yes
f.	Coordinated purchase of office supplies	Yes	Yes
g.	Coordinated computer services/purchases	Yes	Yes
h.	Virtual reference	No	No
i.	Other (describe using the note)	No	No
j.	N/A	No	No

CONSULTING AND TECHNICAL ASSISTANCE SERVICES

5.63	Number of contacts - Consulting with member libraries and/or branches on grants, and state and federal funding	467	*748*
5.64	Number of contacts - Consulting with member libraries and/or branches on funding and governance	961	*745*
5.65	Number of contacts - Consulting with member libraries and/or branches on charter and registration work	55	*105*
5.66	Number of contacts - Consulting with member libraries and/or branches on automation and technology	5,567	*4,066*
5.67	Number of contacts - Consulting with member libraries and/or branches on youth services	14,451	*16,451*
5.68	Number of contacts - Consulting with member libraries and/or branches on adult services	837	*963*
5.69	Number of contacts - Consulting with member libraries and/or branches on physical plant needs	507	*344*
5.70	Number of contacts - Consulting with member libraries and/or branches on personnel and management issues	604	*306*
5.71	Number of contacts - Consulting with state and county correctional facilities	10	*51*
5.72	Number of contacts - Providing information to local, county, and state legislators and their staffs	117	*111*
5.73	Number of contacts - Providing system and		

	Providing system and member library information to the media	218	*53*
5.74	Number of contacts - Providing website development and maintenance for member libraries	213	*196*
5.75	Does the system provide other Consulting and Technical Assistance Services not listed above? Enter Y for Yes, N for No. If Yes, complete one record for each topic. If No, enter N/A for questions 1 and 2 of one repeating group.	Y	*Y*
1.	Topic	Outreach	*Delivery*
2.	Number of contacts (all types)	126	*853*
1.	Topic	ILL	*ILL*
2.	Number of contacts (all types)	156	*74*
1.	Topic	Delivery	*Outreach*
2.	Number of contacts (all types)	1,186	*98*
5.76	**Total other contacts** (total of question #2 of Repeating Group #6)	1,468	*1,025*
5.77	**Total number of contacts** (total of questions 5.63 through 5.74 and 5.76)	25,475	*25,164*

REFERENCE SERVICES

5.78	Total Reference Transactions	171	*183*

Special Clients/Fees

SERVICES TO SPECIAL CLIENTS (Direct and Contractual)

5.79 Indicate services the system provides to special clients (check all that apply):

a.	Services for patrons with disabilities	Yes	Yes
b.	Services for patrons who are educationally disadvantaged	Yes	Yes
c.	Services for patrons who are aged	Yes	Yes
d.	Services for patrons who are geographically isolated	No	Yes
e.	Services for patrons who are members of ethnic or minority groups in need of special library services	No	No
f.	Services to patrons who are in institutions	Yes	Yes
g.	Services for unemployed and underemployed individuals	No	No

i.	N/A	No	No
5.80	Number of BOOKS BY MAIL loans	0	*0*
5.81	Number of member libraries with Job/Education Information Centers or collections	5	*5*
5.82	Number of State Correctional Facilities libraries served	1	*1*
5.83	Number of County Jails libraries served	3	*3*
5.84	Number of institutions served other than jails or correctional facilities	2	*3*
5.85	Does the system provide other special client services not listed above? If yes, complete one record for each service provided. If no, enter N/A in questions 1 and 2 of one repeating group.	Y	*Y*
1.	Service provided	Lip Reading Service	*Lip Reading Service*
2.	Number of facilities/institutions served	21	*21*
5.86	Does the system charge fees for any program or service? Enter Y for Yes; N for No. If yes, briefly describe using the text box below; if no, enter N/A in Question 5.87.	Y	*Y*
5.87	Description of fees	The system charges fees for computer services, disc cleaning, and some program costs.	*Response has been entered.*

5A. COVID

NOTE: This section of the survey (5A) collects data on the impact of the COVID-19 pandemic . Report all information in Part 5A from March 7, 2020 to December 31, 2020.

CV1	Was the library system headquarters building physically closed to the public/member library staff for any period of time due to the Coronavirus (COVID-19) pandemic?	Yes
CV2	Did the library system add or increase access to electronic collection materials due to the Coronavirus (COVID-19) pandemic?	Yes
CV3	Did the library system allow users to complete registration for system library cards online without having to come to the system during the Coronavirus (COVID-19) pandemic?	Yes

CV4	Did the library system provide live, virtual programs or training via the Internet during the Coronavirus (COVID-19) pandemic?	Yes
CV5	Did the library system create and provide recordings of program or training content via the Internet during the Coronavirus (COVID-19) pandemic?	Yes
CV6	Enter the Number of Weeks System Headquarters Building Closed Due to COVID-19. This is the number of weeks during the year that due to the Coronavirus (COVID-19) pandemic, the library system headquarters building was physically closed, and the public/member library staff could not enter, when it otherwise would have been open.	10
CV7	Enter the Number of Weeks a system headquarters building Had Limited Occupancy Due to COVID-19. This is the number of weeks during the year that a system headquarters building implemented limited public occupancy practices for in person services at the building in response to the Coronavirus (COVID-19) pandemic.	23

Number of library system staff permanently laid off during 2020

| Number of Librarians | 0 |
| Number of Other Staff | 0 |

Number of library system staff furloughed during 2020

Number of Librarians	0
Number of Other Staff	0
Number of Weeks Furloughed	0

6. Operating Funds Receipts

Local Public Funds

LOCAL PUBLIC FUNDS

| 6.1 | Does the system receive county funding? Enter Y for Yes, N for No. If yes, please complete one record for each county. If No, enter N/A on questions 1 through 4 of one repeating group. | N | *N* |

repeating group.

1.	County Name	N/A	N/A
2.	Amount	N/A	$0
3.	Subject to Public Vote (Enter Y for Yes, N for No, or N/A)	N/A	N/A
4.	Written Contract (Enter Y for Yes, N for No, or N/A)	N/A	N/A
6.2	Total County Funding	$0	$0
6.3	All Other Local Public Funds	$0	$0
6.4	**Total Local Public Funds** (total questions 6.2 and 6.3)	$0	$0

STATE AID RECEIPTS - arranged in alphabetical order

6.5	Adult Literacy Library Services Grants	$3,695	$4,730
6.6	Central Library Development Aid	$77,410	$99,322
6.7	Central Book Aid	$52,712	$67,633
6.8	Conservation/Preservation Grants	$0	$0
6.9	Construction for Public Libraries Aid	$0	$0
6.10	Coordinated Outreach Services Aid	$59,804	$76,732
6.11	Correctional Facilities Library Aid	$4,951	$6,353
6.12	County Jails Library Aid	$3,121	$4,005
6.14	Family Literacy Grants	$6,653	$8,512
6.18	Local Library Services Aid - Kept at System	$0	$0
6.19	Local Library Services Aid - Distributed to Members	$56,253	$80,196
6.20	Total LLSA (total questions 6.18 and 6.19)	$56,253	$80,196
6.21	Local Services Support Aid	$45,725	$65,187
6.22	Local Consolidated Systems Aid	$0	$0
6.26	Public Library System Basic Aid	$565,732	$725,870
6.27	Public Library System Supplementary Operational Aid	$90,621	$116,273

State Aid

6.36	Special Legislative Grants and Member Items	$0	$13,000
6.37	The New York Public Library - The Research Libraries	$0	$0
6.38	The New York Public Library, Andrew Heiskell Library for the Blind and Physically Handicapped Aid	$0	$0
6.39	The New York Public Library		

6.39	The New York Public Library, City University of New York	$0	$0
6.40	The New York Public Library, Schomburg Center for Research in Black Culture Library Aid	$0	$0
6.41	The New York Public Library, Science, Industry and Business Library	$0	$0
6.42	Does the system receive state funding from other sources? Enter Y for Yes, N for No. (Report Special Legislative Grants and Member Items on Q 6.36).	Y	Y

Complete one record for each grant. If the system does not receive other state aid, enter N/A on questions 1 and 2 of one repeating group.

1.	Funding Source	NYSCA - Pen & Ink	*NYSCA - Pen & Ink Grant*
2.	Amount	$5,000	*$5,000*
6.43	Total Other State Aid (total question #2 of Repeating Group #9 above)	$5,000	*$5,000*
6.44	**Total State Aid Receipts** (total questions 6.5 through 6.14, questions 6.20 through 6.22, questions 6.26 through 6.27, questions 6.36 through 6.41, and question 6.43)	$971,677	*$1,272,813*

FEDERAL AID

6.45	Library Services and Technology Act (LSTA)	$0	*$0*
6.46	Does the system receive any other Federal Aid (specify Act and Title) e.g., NEH, NEA, etc.? Enter Y for Yes, N for No.	N	*N*

Complete one record for each grant. If the system does not receive other federal aid, enter N/A on questions 1 and 2 of one repeating group

1.	Funding Source	N/A	*N/A*
2.	Amount	$0	*$0*

Federal Aid/Contracts

6.47	Total Other Federal Aid (total questions #2 of Repeating Group #10 above)	$0	*$0*
6.48	**Total Federal Aid** (total questions 6.45 and 6.47)	$0	*$0*

CONTRACTS WITH LIBRARIES, LIBRARY SYSTEMS AND/OR OTHER INSTITUTIONS IN NEW YORK STATE

6.49	Does the system contract with libraries, library systems or other institutions in New York State? Enter Y for Yes, N for No.	N	*N*

No.

Complete one record for each contract. If the system does not contract, enter N/A on questions 1, 2 and 3 of one repeating group.

1.	Contracting Agency	N/A	*N/A*
2.	Contracted Service	N/A	*N/A*
3.	Total Contract Amount	$0	*$0*

6.50	**Total Contracts** (total question #3 of Repeating Group #11 above)	$0	*$0*

MISCELLANEOUS RECEIPTS

6.51	Gifts, Endowments, Fundraising, Foundations		
	(include Gates Grants here; specify project number(s) and dollar amount using the state note)	$39,647	*$21,859*
6.53	Income from Investments	$2,652	*$2,689*

Miscellaneous

Proceeds from Sale of Property

6.54	Real Property	$0	*$0*
6.55	Equipment	$0	*$0*
6.56	Does the system have other miscellaneous receipts in categories not listed in questions 6.51 through 6.55? Enter Y for Yes, N for No.	Y	*Y*

Complete one record for each income category. If the system does not have other miscellaneous receipts, enter N/A on questions 1 and 2 of one repeating group.

1.	Receipt category	Annual Dinner	*Annual Dinner*
2.	Amount	$0	*$1,170*

1.	Receipt category	Computer Equipment - Reimbursable	*Computer Equipment - Reimbursable*
2.	Amount	$77,403	*$220,520*

1.	Receipt category	Electronic Materials - Reimbursable	*Electronic Materials - Reimbursable*
2.	Amount	$92,693	*$86,614*

1.	Receipt category	Member Fees (ILS-JA) - Reimbursable	*Member Fees (ILS-JA) - Reimbursable*
2.	Amount	$238,651	*$248,899*

1.	Receipt category	Miscellaneous - Other Income	*Miscellaneous - Other Income*
2.	Amount	$866	*$366*

1.	Receipt category	Program/Workshop Reimbursements	*Program/Workshop Reimbursements*
2.	Amount	$0	*$5,491*

1.	Receipt category	Other Materials - Reimbursable	*Other Materials - Reimbursable*
2.	Amount	$3,600	*$2,600*

1.	Receipt category	Office & Library Supplies - Reimbursable	*Office & Library Supplies - Reimbursable*
2.	Amount	$288	*$700*

6.57	Total Other Miscellaneous Receipts (total question #2 of Repeating Group #12 above)	$413,501	*$566,360*
6.58	**Total Miscellaneous Receipts** (total questions 6.51 through 6.55 and question 6.57)	$455,800	*$590,908*
6.59	**TOTAL OPERATING FUND RECEIPTS - Total Local Public Funds, Total State Aid, Total Federal Aid, Total Contracts, and Total Miscellaneous Receipts** (total questions 6.4, 6.44, 6.48, 6.50, and 6.58)	$1,427,477	*$1,863,721*
6.60	**BUDGET LOANS**	$95,700	*$0*

Transfers/Grand Total

TRANSFERS

6.61	Transfers from Capital Fund (Same as question 9.6)	$0	*$0*
6.62	Transfers from Other Funds	$0	*$0*
6.63	**Total Transfers** (total questions 6.61 and 6.62)	$0	*$0*
6.64	CASH BALANCE - Beginning of Current Fiscal Reporting Year: Public Library Systems - January 1, 2020. (Same as closing cash balance at the end of previous fiscal reporting year: Public Library Systems - December 31, 2019.)	$1,088,754	*$1,033,745*
6.67	GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS, AND BALANCE/ROLLOVER (Public Library Systems - total questions 6.59, 6.60, 6.63 and 6.64 - must agree with question 7.83)	$2,611,931	*$2,897,466*

7. Operating Fund Disbursements

Staff/Collection/Grants/Capital

STAFF EXPENDITURES
Salaries

7.1	System Director and	$261,954	*$260,207*

	Librarians	$261,954	$360,397
7.2	Other Staff	$150,761	$143,848
7.3	Total Salary and Wages Expenditures (total questions 7.1 and 7.2)	$412,715	$504,245
7.4	Employee Benefits Expenditures	$154,878	$178,106
7.5	**Total Staff Expenditures** (total questions 7.3 and 7.4)	$567,593	$682,351

COLLECTION EXPENDITURES

7.6	Print Materials Expenditures	$21,700	$32,731
7.7	Electronic Materials Expenditures	$104,039	$86,881
7.8	Other Materials Expenditures	$2,198	$2,385
7.9	**Total Collection Expenditures** (total questions 7.6 through 7.8)	$127,937	$121,997

GRANTS TO MEMBER LIBRARIES

Cash Grants Paid From

7.10	Local Library Services Aid (LLSA)	$56,253	$80,196
7.11	Central Library Aid (CLDA/CBA)	$89,390	$99,272
7.15	Other State Aid/Grants (e.g., Construction, Special Legislative or Member Grants)	$198	$14,153
7.16	Federal Aid	$0	$0
7.17	Other cash grants paid from system funds	$13,666	$13,814
7.18	Total Cash Grants (total questions 7.10 through 7.17)	$159,507	$207,435
7.19	Book/Library Materials Grants	$20,436	$8,194
7.20	Other Non-Cash Grants	$1,244	$2,428
7.21	**Total Grants to Member Libraries** (total questions 7.18 through 7.20)	$181,187	$218,057

CAPITAL EXPENDITURES FROM OPERATING FUNDS

7.22	Bookmobile	$0	$0
7.23	Other Vehicles	$0	$0
7.24	Computer Equipment	$0	$2,682
7.25	Furniture/Furnishings	$0	$0
7.26	Other Capital Expenditures	$0	$0
7.27	**Total Capital Expenditures from Operating Fund** (total questions 7.22 through 7.26)	$0	$2,682

Capital Cont./Operation and Maintenance/Miscellane

TOTAL CAPITAL EXPENDITURES BY SOURCE OF FUNDS

7.28	From Local Public Funds (71PF)	$0	$0
7.29	From Other Funds (71OF)	$0	$2,682

7.30	**Total Capital Expenditures by Source** (total questions 7.28 and 7.29; same as question 7.27)	$0	*$2,682*

OPERATION AND MAINTENANCE OF BUILDINGS

Repairs To Buildings and Building Equipment by Source of Funds

7.31	From Local Public Funds (72PF)	$0	*$0*
7.32	From Other Funds (72OF)	$6,312	*$1,808*
7.33	**Total Repairs to Buildings and Building Equipment** (total questions 7.31 and 7.32)	$6,312	*$1,808*
7.34	Other Building & Maintenance Expenses	$23,188	*$30,565*
7.35	**Total Operation and Maintenance of Buildings** (total questions 7.33 and 7.34)	$29,500	*$32,373*

MISCELLANEOUS EXPENSES

7.36	Total Operation & Maintenance of Bookmobiles and Other Vehicles	$1,332	*$684*
7.37	Office and Library Supplies	$522	*$1,375*
7.38	Equipment	$0	*$0*
7.39	Telecommunications	$3,382	*$3,132*
7.40	Binding Expenses	$0	*$0*
7.41	Postage and Freight	$657	*$443*
7.42	Publicity and Printing	$0	*$369*
7.43	Travel	$2,011	*$6,717*
7.44	Fees for Consultants and Professionals - Please include a Note with the consultants' or vendors' names and a brief description of the service(s) provided.	$9,739	*$32,972*
7.45	Membership Dues - Please include a State Note listing Professional Organization Memberships for which dues are being paid.	$4,013	*$6,503*
7.46	Does the system have other miscellaneous expenses in categories not listed in questions 7.36 through 7.45? Enter Y for Yes, N for No.	Y	*Y*

Complete one record for each expense category. If the system does not have other miscellaneous expenses, enter N/A on questions 1 and 2 of one repeating group.

1.	Expense category	Annual Meeti	*Annual Meeti*
2.	Amount	$0	*$2,819*

1.	Expense category	Automation F	*Automation F*
2.	Amount	$126,541	*$120,982*

| 1. | Expense category | Delivery Fee | *Delivery Fee* |
| 2. | Amount | $119,118 | *$131,181* |

| 1. | Expense category | JA Equipment | *JA Equipment* |
| 2. | Amount | $85,222 | *$196,375* |

| 1. | Expense category | JA Fees - IL | *JA Fees - IL* |
| 2. | Amount | $239,882 | *$233,876* |

| 1. | Expense category | Member Libra | *Member Libra* |
| 2. | Amount | $286 | *$378* |

| 1. | Expense category | Programs | *Programs* |
| 2. | Amount | $2,296 | *$1,954* |

| 1. | Expense category | Rental, Main | *Rental, Main* |
| 2. | Amount | $3,900 | *$3,063* |

Miscellaneous Cont./Contracts/Debt Service

| 7.47 | Total Other Miscellaneous Expenses (total question #2 of Repeating Group #13) | $577,245 | *$691,245* |
| 7.48 | **Total Miscellaneous Expenses** (total questions 7.36 through 7.45 and 7.47) | $598,901 | *$743,440* |

CONTRACTS WITH LIBRARIES and/or LIBRARY SYSTEMS IN NEW YORK STATE

| 7.49 | Does the system contract with libraries and/or library systems in New York State? Enter Y for Yes, N for No. | Y | Y |

Complete one record for each contract. If the system does not contract, enter N/A on questions 1, 2, and 3 of one repeating group.

1.	Contracting Agency (specify using the State note)	MVLS/SALS Joint Automation Project	*MVLS/SALS Joint Automation Project*
2.	Contracted Service (specify using the State note)	Cataloging	*Cataloging*
3.	Total Contract Amount	$7,228	*$7,086*

1.	Contracting Agency (specify using the State note)	Southern Adirondack Library System	*Southern Adirondack Library System*
2.	Contracted Service (specify using the State note)	Cataloging	*Cataloging*
3.	Total Contract Amount	$746	*$726*

| 7.50 | **Total Contracts** (total question #3 of Repeating Group #14 above) | $7,974 | *$7,812* |

DEBT SERVICE

Capital Purposes Loans (Principal and Interest)

7.51   From Local Public Funds

7.51	~~From Local Public Funds~~ (73PF)	$0	*$0*
7.52	From Other Funds (73OF)	$0	*$0*
7.53	**Total Capital Purposes Loans** (total questions 7.51 and 7.52)	$0	*$0*

Transfers

Other Loans

7.54	Other Loans	$0	*$0*
7.55	**Total Debt Service** (total questions 7.53 and 7.54)	$0	*$0*
7.56	**TOTAL TOTAL DISBURSEMENTS - Total Staff Expenditures, Total Collection Expenditures, Total Grants to Member Libraries, Total Capital Expenditures, Total Operation and Maintenance of Buildings, Total Miscellaneous Expenses, Total Contracts, and Total Debt Service (total questions 7.5, 7.9, 7.21, 7.27, 7.35, 7.48, 7.50, and 7.55)**	$1,513,092	*$1,808,712*

TRANSFERS

Transfers to the Capital Fund

7.57	From Local Public Funds (76PF)	$0	*$0*
7.58	From Other Funds (76OF)	$0	*$0*
7.59	**Total Transfers to Capital Fund** (total questions 7.57 and 7.58; same as question 8.2)	$0	*$0*
7.60	**Total Transfers to Other Funds**	$0	*$0*
7.61	**Total Transfers** (total questions 7.59 and 7.60)	$0	*$0*
7.62	**TOTAL DISBURSEMENTS AND TRANSFERS** (total questions 7.56 and 7.61)	$1,513,092	*$1,808,712*

Cash Balance/Grand Total/Audit/Bank Balance

7.63	**CLOSING CASH BALANCE at the End of the Current Fiscal Reporting Year (For Public Library Systems - December 31, 2020)**	$1,098,839	*$1,088,754*

7.83	**GRAND TOTAL DISBURSEMENTS, TRANSFERS, & ENDING BALANCE** (total questions 7.62 and 7.63)	$2,611,931	*$2,897,466*

FISCAL AUDIT

Note: For questions which include a choice of "Other" in a drop-down menu, please add a Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

7.84	Last audit performed (mm/dd/yyyy)	09/17/2020	*09/19/2019*
7.85	Time period covered by this audit (mm/dd/yyyy - mm/dd/yyyy)	01/01/19 - 12/31/2019	*01/01/2018 - 12/31/2018*
7.86	Indicate type of audit (select one from drop-down):	Private Accounting Firm	*Private Accounting Firm*

ACCOUNT INFORMATION
Complete one record for each financial account

1.	Name of bank or financial institution	NBT Bank	*NBT Bank*
2.	Amount of funds on deposit	$1,098,848	*$1,088,763*
7.87	**Total Bank Balance** (total question #2 of Repeating Group #15)	$1,098,848	*$1,088,763*
7.88	Does the system have a Capital Fund? Enter Y for Yes, N for No. If yes, please complete the Capital Fund Report. If no, stop here.	N	*N*

8. Capital Fund Receipts

State Aid and Grants for Capital Projects

8.1	**Total Revenue From Local Sources**	$0	*$0*
8.2	**Transfer From Operating Fund** (same as question 7.59)	$0	*$0*

STATE AID FOR CAPITAL PROJECTS

8.3	State Aid Received for Construction	$0	*$0*

ALL OTHER AID AND/OR GRANTS FOR CAPITAL PROJECTS

8.4	Does the system receive any other aid and/or grants for capital projects. Enter Y for Yes, N for No. If yes, complete one record for each award. If no, enter N/A on questions 1 and 2 of one repeating group.	N	*N*
1.	Contracting Agency	N/A	*N/A*
2	Amount	$0	*$0*

Totals/Cash Balance

8.5	**Total Aid and/or Grants** (total question #2 of Repeating Group #16 above)	$0	*$0*
8.6	**TOTAL RECEIPTS - Revenues from Local Sources, Interfund Revenue, State Aid for Capital Projects, and All Other Aid and/or Grants for Capital Projects** (total questions 8.1, 8.2, 8.3, and 8.5)	$0	*$0*
8.7	**NONREVENUE RECEIPTS**	$0	*$0*
8.8	**TOTAL RECEIPTS - Total Receipts and Nonrevenue Receipts** (total questions 8.6 and 8.7)	$0	*$0*
8.9	CASH BALANCE - Beginning of Current Fiscal Reporting Year: Public Library Systems - January 1, 2020. (Same as closing cash balance at the end of previous fiscal reporting year: Public Library Systems - December 31, 2019.)	$0	*$0*

Grand Total

8.10	**TOTAL RECEIPTS AND CASH BALANCE** (total questions 8.8 and 8.9)	$0	*$0*

9. Capital Fund Disbursements

Project Expenditures/Cash Balance

PROJECT EXPENDITURES

9.1	Total Construction	$0	*$0*
9.2	Incidental Construction	$0	*$0*
9.3	Books and Library Materials	$0	*$0*
9.4	Total Other Disbursements	$0	*$0*
9.5	**Total Project Expenditures** (total questions 9.1 through 9.4)	$0	*$0*
9.6	**TRANSFER TO OPERATING FUND** (Same as question 6.61)	$0	*$0*
9.7	**TOTAL NONPROJECT EXPENDITURES**	$0	*$0*

EXPENDITURES

9.8	**TOTAL DISBURSEMENTS - Total Project Expenditures, Transfer to Operating Fund, and Total Nonproject Expenditures** (total questions 9.5 through 9.7)	$0	*$0*
9.9	**CLOSING CASH BALANCE IN CAPITAL FUND at the End of the Current Fiscal Year (December 31, 2020, for Public Library Systems)**	$0	*$0*

Grand Total

9.10	**TOTAL DISBURSEMENTS AND CASH BALANCE** (total questions 9.8 and 9.9)	$0	*$0*

12. Projected Annual Budget For Library Systems
Public Library Systems Budget for January 1, 2021 - December 31, 2021

PROJECTED OPERATING FUND - RECEIPTS

12.1	Total Operating Fund Receipts (include Local Aid, State Aid, Federal Aid, Contracts and Miscellaneous Receipts)	$1,485,866	*$1,733,953*
12.2	Budget Loans	$0	*$0*
12.3	Total Transfers	$0	*$0*
12.4	Cash Balance/Ending Balance in Operating Fund at the end of the previous fiscal year (For Public Library Systems, opening balance on January 1, 2021 must be the same as the December 31, 2020, closing balance reported on Q7.63 of the 2020 annual report)	$1,098,839	*$1,088,754*
12.5	Grand Total Operating Fund Receipts, Budget Loans, Transfers and Ending Balance (total questions 12.1 through 12.4)	$2,584,705	*$2,822,707*

PROJECTED OPERATING FUND - DISBURSEMENTS

12.6	Total Operating Fund Disbursements (include Staff Expenditures, Collection Expenditures, Grants to Member Libraries, Capital Expenditures from Operating Funds, Operation and Maintenance of Buildings, Miscellaneous Expenses	$1,658,589	*$1,753,491*

	Miscellaneous Expenses, Contracts with Libraries and Library Systems in New York State and Debt Service)		
12.7	Total Transfers	$0	*$0*
12.8	Cash Balance/Ending Balance in Operating Fund at the end of the fiscal year (For Public Library Systems, balance as of December 31, 2021)	$926,116	*$1,069,216*
12.9	Grand Total Operating Fund Disbursements, Transfers and Ending Balance (total questions 12.6 through 12.8)	$2,584,705	*$2,822,707*

PROJECTED CAPITAL FUND - RECEIPTS

12.10	Capital Fund Receipts (include Revenues from Local Sources, Transfer from Operating Fund, State Aid for Capital Projects and All Other Aid for Capital Projects)	$0	*$0*
12.11	Nonrevenue Receipts	$0	*$0*
12.12	Cash Balance in Capital Fund at the end of the previous fiscal year (For Public Library Systems, opening balance on January 1, 2021, must be the same as the December 31, 2020, closing balance reported on Q9.9 of the 2020 annual report	$0	*$0*
12.13	Grand Total Capital Fund Receipts and Balance (total questions 12.10 through 12.12)	$0	*$0*

PROJECTED CAPITAL FUND - DISBURSEMENTS

12.14	Capital Fund Disbursements (include Project Expenditures, Transfer to Operating Fund and Nonproject Expenditures	$0	*$0*
12.15	Cash Balance in Capital Fund at the end of the current fiscal year (For Public Library Systems, December 31, 2021)	$0	*$0*
12.16	Grand Total Capital Fund Disbursement, Transfers, and Balance (Sum of questions 12.14 and 12.15)	$0	*$0*

13. State Formula Aid Disbursements

Public Library Systems Basic Aid

PUBLIC LIBRARY SYSTEMS BASIC AID, SUPPLEMENTAL AID and either LOCAL LIBRARY SERVICES AID and LOCAL SERVICES SUPPORT AID or LOCAL CONSOLIDATED SERVICES AID (Brooklyn, New

York Public and Queens Borough only)

Statutory Reference (Basic Aid):	Education Law § 272, 273(1)(a, c, d, e, n) Commissioners Regulations 90.3	
Statutory Reference (LLSA):	Education Law § 272, 273(5) Commissioners Regulations 90.3 and 90.9 The formula is $0.31 per capita of a member library's chartered services area with a minimum of $1,500 per library with formula equity to 1991 LLIA.	
Statutory Reference (LSSA):	Education Law § 272, 273(1)(f)(6) Commissioners Regulations 90.3 and 90.10 The formula is $0.31 per capita for system population living outside the chartered service areas of member libraries plus 2/3 members LLSA.	
Statutory Reference (LCSA):	Education Law § 272, 273(1)(f)(7) Commissioners Regulations 90.3 The formula is $0.31 per capita plus 2/3 of per capita total with formula equity to 1991 LLIA.	
Statutory Reference (Supplemental):	Education Law § 273(12)(a) The formula is a base grant of $39,000 and an amount equal to 10.94% of the amount of Basic Aid provided under Education Law § 273(1)(a, c, d, e, and n).	
BECPL Special Aid:	Education Law § 273(1)(l) Annual sum of $50,000 for a continuity of service project. (Included in Basic Aid Payment)	
Brooklyn Special Aid:	Education Law § 273(1)(k) Annual sum of $350,000 for business library. (Included in Basic Aid Payment)	
Nassau Special Aid:	Education Law § 273(1)(m)	

13.1.1-13.1.2 **Professional Salaries:** Indicate total FTE and salaries for all professional system employees.

13.1.1	Total Full-Time Equivalents (FTE)	2.5	*3*
13.1.2	Total Expenditure for Professional Salaries	$230,207	*$274,156*

13.1.3-13.1.4 **Other Staff Salaries:** Indicate total FTE and salaries for all other system employees.

13.1.3	Total Full-Time Equivalents (FTE)	3.1	*3.1*
13.1.4	Total Expenditure for Other Staff Salaries	$150,761	*$153,357*
13.1.5	**Employees Benefits:** Indicate the total expenditures for all system employee fringe benefits.	$152,753	*$178,105*
13.1.6	**Purchased Services:** Did the system expend funds for purchased services? Enter Y for Yes, N for No.	Y	*Y*

Note: For questions which include a choice of "Other" in a drop-down menu, please add a Note of explanation when

If yes, complete one record for each applicable category; if no, enter N/A for questions 1, 2 and 3 of one repeating group.

1.	Expenditure Category	Delivery/courier	*Delivery/courier*
2.	Provider of Services	Arnoff Global Logistics	*Arnoff Global Logistics*
3.	Expenditure	$119,118	*$29,492*
1.	Expenditure Category	Building and maintenance expenses	*Delivery/courier*
2.	Provider of Services	Various	*Empire Library Delivery*
3.	Expenditure	$29,362	*$1,484*
1.	Expenditure Category	Institutional membership dues	*Library systems vendor contract for automation (e.g, integrated library system, virtual union catalog)*
2.	Provider of Services	Various	*SALS/MVLS JA*
3.	Expenditure	$4,013	*$100,205*
1.	Expenditure Category	Telecommunications	*Delivery/courier*
2.	Provider of Services	Spectrum	*ALDS*
3.	Expenditure	$3,382	*$110,000*
1.	Expenditure Category	Consultant fees/professional fees	*Building and maintenance expenses*
2.	Provider of Services	T.W.Byxbee	*Various*
3.	Expenditure	$3,750	*$32,375*
1.	Expenditure Category	Consultant fees/professional fees	*Institutional membership dues*
2.	Provider of Services	Kathryn McCary	*Various*
3.	Expenditure	$625	*$6,716*
1.	Expenditure Category	Consultant fees/professional fees	*Telecommunications*
2.	Provider of Services	Sky River	*Various*
3.	Expenditure	$7,974	*$3,076*
1.	Expenditure Category	Consultant fees/professional fees	*Consultant fees/professional fees*
2.	Provider of Services	EOS Technologies	*T,M.Byxbee*
3.	Expenditure	$3,900	*$3,750*
1.	Expenditure Category	Consultant fees/professional fees	*Consultant fees/professional fees*
2.	Provider of Services	Paychex	*Kathryn McCary*
3.	Expenditure	$1,686	*$376*

13.1.7	**Total Expenditure - Purchased Services**	$173,810	*$302,597*
13.1.8	**Supplies and Materials:** Did the system expend funds for supply items, postage, library materials, or equipment and furnishings with a unit cost less than	Y	*Y*

$5,000? Enter Y for Yes, N for No.

Note: For questions which include a choice of "Other" in a drop-down menu, please add a Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

If yes, complete one record for each applicable category; if no, enter N/A for questions 1 and 2 of one repeating group.

1.	Expenditure Category	Office/library supplies and postage	*Office/library supplies and postage*
2.	Expenditure	$1,906	*$5,060*
1.	Expenditure Category	Books and other print materials	*Books and other print materials*
2.	Expenditure	$1,546	*$4,576*

13.1.9	**Total Expenditure - Supplies and Materials**	$3,452	*$9,636*
13.1.10	**Travel Expenditures:** Did the system expend funds for travel? Enter Y for Yes, N for No.	Y	*Y*

If yes, complete one record for each applicable category; if no enter N/A for questions 1 and 2 of one repeating group.

1.	Type of Travel	System Staff Travel	*System Staff Travel*
2.	Expenditure	$3,343	*$7,400*

13.1.11	**Total Expenditures - Travel**	$3,343	*$7,400*
13.1.12	**Equipment and Furnishings:** Did the system expend funds for equipment and furnishings with a unit cost of $5,000 or more and having a useful life of more than one year. Enter Y for Yes, N for No.	N	*N*

If yes, complete one record for each applicable category; if no enter N/A for questions 1, 2, 3, and 4 of one repeating group.

1.	Type of Item	N/A	*N/A*
2.	Quantity	N/A	*N/A*
3.	Unit Cost	N/A	*N/A*
4.	Expenditure	N/A	*N/A*

13.1.13	Total Expenditure - Equipment and Furnishings	$0	*$0*
13.1.14	**Local Library Services Aid Expenditures:** Indicate the total expenditures to member libraries for Local Library Services Aid.	$56,253	*$80,196*
13.1.15	**Grants to Member Libraries:** Did the system expend funds for grants to member libraries? Enter Y for Yes, N for no.	Y	*Y*

If yes, complete one record for each grant; if no, enter N/A for questions 1, 2, and 3 of one repeating group.

1.	Recipient	Sharon Springs Free Library	*Schenectady County Public Library*

2.	Allocation	$200	*$500*
3.	Project Description (no more than 300 words)	Annual Volunteer Award	*Response has been entered.*
1.	Recipient	Gloversville Public Library	*Gloversville Public Library*
2.	Allocation	$500	*$200*
3.	Project Description (no more than 300 words)	Annual Trustees Award	*Response has been entered.*

13.1.16	Total Expenditures - Grants for Member Libraries	$700	*$1,264*
13.1.17	Total Expenditure (total 13.1.2, 13.1.4, 13.1.5, 13.1.7, 13.1.9, 13.1.11, 13.1.13, 13.1.14, and 13.1.16)	$771,279	*$1,006,711*
13.1.18	**Cash Balance at the Opening of the Fiscal Year** NOTE: The opening balance must be the same as the closing balance of the previous year.	$198,885	*$218,070*
13.1.19	**Total Allocation from 2020 - 2021 State Aid:**	$962,079	*$987,526*
13.1.20	Total Available Before Expenditures (total 13.1.18 + 13.1.19)	$1,160,964	*$1,205,596*
13.1.21	**Cash Balance at the End of the Current Fiscal Year (total 13.1.19 + 13.1.18 - 13.1.17)**	$389,685	*$198,885*
13.1.22	**Final Narrative:** Provide a brief narrative, no more than fifteen hundred (1500) words, describing the major activities carried out with these State Aid Funds.	Spending was down due to the 20% aid withholding. System services are summarized in the Accomplishments section.	*Response has been entered.*

Central Book Aid

CENTRAL BOOK AID (CBA)

Statutory Reference:	Education Law § 272, 273(1)(b)(2) Commissioners Regulations 90.4 Central Book Aid is a flat sum of $71,500 to each public library system. Please see the Central Library Program Guidelines at http://www.nysl.nysed.gov/libdev/clda/index.html for more information. Include in this category library expenditures for CBA library materials. CBA funds may only be expended for adult non-fiction and foreign language library materials, including electronic content.

Yes must be answered at least once in Questions 13.2.1 - 13.2.5

13.2.1	**Purchased Services:** Did the library system expend

the library system expend CBA funds for purchased services for CBA library materials? Enter Y for Yes, N for No. | Y | | Y

List services purchased with CBA funds in separate repeating groups, itemizing by vendor contract. If yes, complete one record for each allowable expenditure; if no, enter N/A for questions 1, 2, and 3 of one repeating group.

1.	Expenditure Category	Commercial electronic content vendor contracts	*Commercial electronic content vendor contracts*
2.	Provider of Services	Overdrive	*Overdrive*
3.	Expenditure	$25,000	*$20,000*

13.2.2	Total Expenditure - Purchased Services	25,000	*20,000*
13.2.3	**Supplies and Materials**: Did the library system expend CBA funds for adult non-fiction and foreign language library materials with a unit cost less than $5,000? Enter Y for Yes, N for No.	Y	*Y*

If yes, complete one record for each applicable category; if no, enter N/A for questions 1, 2, 3, and 4 of one repeating group.

1.	Expenditure Category	Adult non-fiction and foreign language library materials - print	*Adult non-fiction and foreign language library materials - print*
2.	Quantity	$1,033	*$1,182*
3.	Unit Cost	$19	*$19*
4.	Expenditure	$19,622	*$22,466*

13.2.4	Total Expenditure - Supplies and Materials	$19,622	*$22,466*
13.2.5	**Grants to Central/Co-Central Libraries**: Did the system expend funds for grants to central/co-central libraries? Enter Y for Yes, N for No.	N	*N*

If yes, complete one record for each grant; if no, enter N/A for questions 1,2, and 3 of one repeating group.

1.	Recipient	N/A	*N/A*
2.	Allocation	N/A	*N/A*
3.	Project Description (no more than 300 words)	N/A	

13.2.6	Total Expenditure - Grants to Central/Co-Central Libraries	$0	*$0*
13.2.7	Total Expenditure (total 13.2.2, 13.2.4, and 13.2.6)	$44,622	*$42,466*
13.2.8	**Cash Balance at the Opening of the Current**		

	Opening of the Current Fiscal Year NOTE: The opening balance must be the same as the closing balance of the previous year.	$98,712	*$73,545*
13.2.9	**Total Allocation from 2020 - 2021 State Aid**	$65,890	*$67,633*
13.2.10	Total Available Before Expenditures (total 13.2.8 + 13.2.9)	$164,602	*$141,178*
13.2.11	**Cash Balance at the End of the Current Fiscal Year (total 13.2.9 + 13.2.8 - 13.2.7)**	$119,980	*$98,712*
13.2.12	**Final Narrative**: Provide a brief narrative, no more than five hundred (500) words, describing the major activities carried out with these State Aid Funds.	Spending was down due the the Central Library being closed for many months, and for their budget reductions. Central Library services are provided according to the Central Library plan.	*Response has been entered.*

Central Library Development Aid

CENTRAL LIBRARY DEVELOPMENT AID (CLDA)

Statutory Reference:	Education Law § 272, 273(1)(b)(1) Commissioners Regulations 90.4 The formula is $0.32 per capita or $105,000 whichever is greater. Please see the Central Library Program Guidelines at http://www.nysl.nysed.gov/libdev/clda/index.html for more information. Note: CLDA funds which are expended for library materials must be used for adult non-fiction and foreign language, including electronic content.

13.3.1-13.3.2 **Professional Salaries:** Indicate total FTE and salaries for all professional system employees (paid from CLDA funds).

13.3.1	Total Full-Time Equivalents (FTE)	0	*0*
13.3.2	Total Expenditure for Professional Salaries	$0	*$0*

13.3.3-13.3.4 **Other Staff Salaries:** Indicate total FTE and salaries for all other system employees (paid from CLDA funds).

13.3.3	Total Full-Time Equivalents (FTE)	0	*0*
13.3.4	Total Expenditures for Other Staff Salaries	$0	*$0*
13.3.5	**Employee Benefits:** Indicate the total expenditures for all system employee benefits (paid from CLDA funds).	$0	*$0*
13.3.6	**Purchased Services**: Did the system expend funds for purchased services? Enter Y	N	*N*

purchased services? Enter Y for Yes, N for No.

Note: For questions which include a choice of "Other" in a drop-down menu, please add a Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

If yes, complete one record for each applicable category; if no, enter N/A for questions 1, 2, and 3 of one repeating group.

1.	Expenditure Category	N/A	*N/A*
2.	Provider of Services	N/A	*N/A*
3.	Expenditure	N/A	*N/A*

13.3.7	Total Expenditure - Purchased Services	$0	*$0*
13.3.8	**Supplies and Materials** : Did the system expend funds for supply items, postage, adult nonfiction and foreign language library materials, or equipment and furnishings with a unit cost less than $5,000? Enter Y for Yes, N for No.	N	*N*

Note: For questions which include a choice of "Other" in a drop-down menu, please add a Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

If yes, complete one record for each applicable category; if no, enter N/A for questions 1 and 2 of one repeating group.

1.	Expenditure Category	N/A	*N/A*
2.	Expenditure	N/A	*N/A*

13.3.9	**Total Expenditure - Supplies and Materials**	$0	*$0*
13.3.10	**Travel Expenditures:** Did the system expend funds for travel? Enter Y for Yes, N for No.	N	*N*

If yes, complete one record for each type of travel; if no, enter N/A for questions 1 and 2 of one repeating group.

1.	Type of travel	N/A	*N/A*
2.	Expenditure	N/A	*N/A*

13.3.11	**Total Expenditures - Travel**	$0	*$0*
13.3.12	**Equipment and Furnishings:** Did the system expend funds for equipment and furnishings with a unit cost of $5,000 or more and having a useful life of more than one year. Enter Y for Yes, N for No.	N	*N*

If yes, complete one record for each type of item purchased; if no, enter N/A for questions 1, 2, 3 and 4 of one repeating group.

1.	Type of item	N/A	*N/A*
2.	Quantity	N/A	*N/A*

3.	Unit cost	N/A	*N/A*
4.	Expenditure	N/A	*N/A*

13.3.13 Total Expenditure - Equipment and Furnishings $0 *$0*

13.3.14 Grants to Central/Co-

Central Libraries: Did the system expend funds for grants to central/co-central libraries? Enter Y for Yes, N for No. Y Y

If yes, complete one record for each grant; if no, enter N/A for questions 1, 2, and 3 of one repeating group.

1.	Recipient	Schenectady County Public Library	*Schenectady County Public Library*
2.	Allocation	$89,390	*$99,272*
3.	Project Description (no more than 300 words)	Central Library Services were provided according to the Central Library plan. Services were disrupted by the pandemic.	*Response has been entered.*

13.3.15 Total Expenditure - Grants to Central/Co-Central Libraries $89,390 *$99,272*

13.3.16 Total Expenditure (total 13.3.2, 13.3.4, 13.3.5, 13.3.7, 13.3.9, 13.3.11, 13.3.13, and 13.3.15) $89,390 *$99,272*

13.3.17 Cash Balance at the Opening of the Fiscal Year
NOTE: The opening balance must be the same as the closing balance of the previous year. 99,320.00 *99,270.00*

13.3.18 Total Allocation from 2020 - 2021 State Aid: $96,762 *$99,322*

13.3.19 Total Available Before Expenditures (total 13.3.17 + 13.3.18) $196,082 *$198,592*

13.3.20 Cash Balance at the end of the Current Fiscal Year (total 13.3.18 + 13.3.17 - 13.3.16) 106,692.00 *99,320.00*

13.3.21 Final Narrative: Provide a brief narrative, no more than five hundred (500) words, describing the major activities carried out with these State Aid Funds. Central Library Services were provided according to the Central Library plan. Grants were reduced due to the 20% aid withholding. *Response has been entered.*

Coordinated Outreach Library Services Aid

COORDINATED OUTREACH LIBRARY SERVICES AID

Statutory Reference:	Education Law § 273(1) (h) Commissioners Regulations 90.3

13.4.1-13.4.2 **Professional Salaries:** Indicate total FTE and salaries for all professional system employees.

13.4.1	Total Full-Time Equivalents (FTE)	.4	*1*
13.4.2	Total Expenditure for Professional Salaries	$31,747	*$76,732*

13.4.3-13.4.4 **Other Staff Salaries:** Indicate total FTE and salaries for all other system employees.

13.4.3	Total Full-Time Equivalents (FTE)	0	*N/A*
13.4.4	Total Expenditure for Other Staff Salaries	$0	*N/A*
13.4.5	**Employee Benefits:** Indicate the total expenditures for all system employee benefits.	$0	*$0*
13.4.6	**Purchased Services:** Did the system expend funds for purchased services? Enter Y for Yes, N for No.	N	*N*

Note: For questions which include a choice of "Other" in a drop-down menu, please add a Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

If yes, complete one record for each allowable expenditure; if no, enter N/A for questions 1, 2, and 3 of one repeating group.

1.	Expenditure Category	N/A	*N/A*
2.	Provider of Services	N/A	*N/A*
3.	Expenditure	N/A	*N/A*

13.4.7	**Total Expenditure - Purchased Services**	$0	*$0*
13.4.8	**Supplies and Materials:** Did the system expend funds for supply items, postage, library materials, or equipment and furnishings with a unit cost less than $5,000? Enter Y for Yes, N for No.	Y	*N*

Note: For questions which include a choice of "Other" in a drop-down menu, please add a Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

If yes, complete one record for each applicable category; if no, enter N/A for questions 1 and 2 of one repeating group.

1.	Expenditure Category	Books and other print materials	*N/A*
2.	Expenditure	$1,044	*N/A*

13.4.9	Total Expenditure - Supplies and Materials	1,044	*0*
13.4.10	**Travel Expenditures:** Did the system expend funds for travel? Enter Y for Yes, N for No. Indicate the total expenditures for system employee travel only in this	N	*N*

category.

If yes, complete one record for each type of travel; if no, enter N/A for questions 1 and 2.

1.	Type of Travel	N/A	*N/A*
2.	Expenditure	N/A	*N/A*

13.4.11	**Total Expenditure - Travel**	$0	*$0*
13.4.12	**Equipment and Furnishings:** Did the system expend funds for equipment and furnishings with a unit cost of $5,000 or more and having a useful life of more than one year. Enter Y for Yes, N for No.	N	*N*

If yes, complete one record for each type of item purchased; if no, enter N/A for questions 1, 2, 3, and 4 of one repeating group.

1.	Type of item	N/A	*N/A*
2.	Quantity	N/A	*N/A*
3.	Unit Cost	N/A	*N/A*
4.	Expenditure	N/A	*N/A*

13.4.13	**Total Expenditure - Equipment and Furnishings**	$0	*$0*
13.4.14	Did the system expend funds on grants to member libraries? Enter Y for Yes, N for No.	N	*N*

If yes, complete one record for each grant; if no, enter N/A for questions 1, 2, and 3 of one repeating group.

1.	Recipient	N/A	*N/A*
2.	Allocation	N/A	*N/A*
3.	Description of Project		

13.4.15	Total Expenditure - Grants to Member Libraries	$0	*$0*
13.4.16	Total Expenditure (total 13.4.2, 13.4.4, 13.4.5, 13.4.7, 13.4.9, 13.4.11, 13.4.13, and 13.4.15)	$32,791	*$76,732*
13.4.17	**Cash Balance at the Opening of the Fiscal Year** NOTE: The opening balance must be the same as the closing balance of the previous year.	$0	*$0*
13.4.18	**Total Allocation from 2020 - 2021 State Aid:**	$74,755	*$76,732*
13.4.19	Total Available Before Expenditures (total 13.4.17 + 13.4.18)	$74,755	*$76,732*
13.4.20	**Cash Balance at the End of the Current Fiscal Year (total 13.4.18 + 13.4.17 - 13.4.16)**	$41,964	*$0*
13.4.21	**Final Narrative:** Provide a	The Outreach Coordinator position	

| 13.4.21 | **Final Narrative:** Provide a brief narrative, no more than five hundred (500) words, describing the major activities carried out with these State Aid Funds. | The Outreach Coordinator position was vacant for most of the year. Professional salaries is part of two employees who filled in with Outreach duties while the position was vacant. | *Response has been entered.* |

Services to County Jails Aid

SERVICE TO COUNTY JAILS (INTERINSTITUTIONAL) AID

| | **Statutory Reference:** | Education Law § 285(2) | |

The intent of the Services to County Jails Program is to provide basic reading materials for those individuals who are incarcerated short term in county jails across the State. Examples of appropriate spending include books and magazine / newspaper subscriptions which are acceptable to the institution (Supplies & Materials), as well as programs such as Job Information and other topics directly relevant to the county jail inmate's needs (Purchased Services).

| 13.5.1 | **Purchased Services:** Did the system expend funds for purchased services? Enter Y for Yes, N for No. | N | *N* |

Note: For questions which include a choice of "Other" in a drop-down menu, please add a Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

If yes, complete one record for each allowable expenditure; if no, enter N/A for questions 1, 2, and 3 of one repeating group.

1.	Expenditure Category	N/A	*N/A*
2.	Provider of Services	N/A	*N/A*
3.	Expenditure	N/A	*N/A*

| 13.5.2 | **Total Expenditure - Purchased Services** | $0 | *$0* |

| 13.5.3 | **Supplies and Materials:** Did the system expend funds for supply items, postage, library materials, or equipment and furnishings with a unit cost less than $5,000? Enter Y for Yes, N for No. | Y | *Y* |

Note: For questions which include a choice of "Other" in a drop-down menu, please add a Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

If yes, complete one record for each type of item purchased; if no, enter N/A for questions 1 and 2 of one repeating group.

| 1. | Expenditure Category | Books and other print materials | *Books and other print materials* |
| 2. | Expenditure | $10 | *$4,977* |

13.5.4	**Total Expenditure - Supplies and Materials**	$10	*$5,145*
13.5.5	**Total Expenditure (total 13.5.2, and 13.5.4)**	10.00	*5,145.00*
13.5.6	**Cash Balance at the**		

	Opening of the Fiscal Year: NOTE: The opening balance must be the same as the closing balance from the previous year.	$315	*$1,455*
13.5.7	**Total Allocation from 2020 - 2021 State Aid**	$3,902	*$4,005*
13.5.8	Total Available Before Expenditures (total 13.5.6 + 13.5.7)	$4,217	*$5,460*
13.5.9	**Cash Balance at the End of the Current Fiscal Year (total 13.5.7 + 13.5.6 - 13.5.5)**	$4,207	*$315*
13.5.10	**Final Narrative:** Provide a brief narrative, no more than five hundred (500) words, describing the major activities carried out with these State Aid Funds.	Because the Outreach position was vacant, and jails were not accepting new materials due to COVID, we had very little activity in 2020. We are working on getting back to normal in 2021	*Response has been entered.*

State Correctional Aid

THE FOLLOWING QUESTIONS ARE FOR SYSTEMS WITH STATE CORRECTIONAL FACILITIES ONLY

STATE CORRECTIONAL FACILITIES AID

Statutory Reference: Education Law § 285 (1)
Commissioners Regulations 90.14
The amount provided in Education Law is $9.25 per inmate. Please see the State Corrections Program Guidelines at
www.nysl.nysed.gov/libdev/outreach/corrgdln.htm
for more information.

13.6.1-13.6.2 **Professional Salaries:** Indicate total FTE and salaries for all system professional employees.

13.6.1	Total Full-Time Equivalents (FTE)	0	*N/A*
13.6.2	Total Expenditure for Professional Salaries	$0	*N/A*

13.6.3-13.6.4 **Other Staff Salaries:** Indicate total FTE and salaries for all other system employees.

13.6.3	Total Full-Time Equivalents (FTE)	0	*N/A*
13.6.4	Total Expenditure for Other Staff Salaries	$0	*N/A*
13.6.5	**Employee Benefits:** Indicate the total expenditures for all system employee benefits.	$0	*N/A*
13.6.6	**Purchased Services:** Does the system expend funds for purchased services? Enter Y for Yes, N for No.	N	*Y*

Note: For questions which include a choice of "Other" in a drop-down menu, please add a Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

If yes, complete one record for each applicable category; if no, enter N/A for questions 1, 2 and 3 of one repeating group.

1.	Expenditure Category	N/A	*Consultant fees/professional fees*
2.	Provider of Services	N/A	*Susanna Risley*
3.	Expenditure	N/A	*$3,600*

13.6.7	**Total Expenditure - Purchased Services**	0	*4,764*
13.6.8	**Supplies and Materials:** Did the system expend funds for supply items, postage, library materials, or equipment and furnishings	N	*Y*
	with a unit cost less than $5,000? Enter Y for Yes, N for No.		

Note: For questions which include a choice of "Other" in a drop-down menu, please add a Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

If yes, complete one record for each type of item purchased; if no, enter N/A for questions 1 and 2 of one repeating group.

1.	Expenditure Category	N/A	*Books and other print materials*
2.	Expenditure	N/A	*$1,331*

13.6.9	**Total Expenditure - Supplies and Materials**	$0	*$1,387*
13.6.10	**Travel Expenditures:** Did the system expend funds for travel? Enter Y for Yes, N for No.	N	*N*

If yes, complete one record for each type of item purchased; if no, enter N/A for questions 1 and 2 of one repeating group.

1.	Type of Travel	N/A	*N/A*
2.	Expenditure	N/A	*N/A*

13.6.11	**Total Expenditure - Travel**	$0	*$0*
13.6.12	**Equipment and Furnishings:** Did the system expend funds for equipment and furnishings with a unit cost of $5,000 or more and having a useful life of more than one year. Enter Y for Yes, N for No.	N	*N*

If yes, complete one record for each type of item purchased; if no, enter N/A for questions 1, 2, 3, and 4 of one repeating group.

1.	Type of item	N/A	*N/A*
2.	Quantity	N/A	*N/A*
3.	Unit Cost	N/A	*N/A*
4.	Expenditure	N/A	*N/A*

13.6.13	**Total Expenditure - Equipment and Furnishings**	0.00	*0.00*
13.6.14	Total Expenditure (total 13.6.2, 13.6.4, 13.6.5, 13.6.7, 13.6.9, 13.6.11, and 13.6.13)	$0	*$6,151*
13.6.15	**Cash Balance at the Opening of the Fiscal Year:** NOTE: The opening balance must be the same as the closing balance of the previous year.	$4,731	*$4,529*
13.6.16	**Total Allocation from 2020 - 2021 State Aid:**	$6,189	*$6,353*
13.6.17	Total Available Before Expenditures (total 13.6.15 + 13.6.16)	$10,920	*$10,882*
13.6.18	**Cash Balance at the End of the Current Fiscal Year (total 13.6.16 + 13.6.15 - 13.6.14)**	$10,920	*$4,731*
13.6.19	**Final Narrative:** Provide a brief narrative, no more than five hundred (500) words, describing the major activities carried out with these State Aid Funds	Because the Outreach position was vacant and the facility was not accepting any materials or programs due to COVID, there was no activity in 2020. We are working on getting back to normal in 2021	*Response has been entered.*

14. Summary of Library System Accomplishments

Using the goals from Section 4 in the approved 2017-2021 System Plan of Service, **BRIEFLY** describe the final results of each element for Year 4 (2020).

14.1	Element 1: Resource Sharing - Results	E-books, e-audio, CD audio and DVDs are purchased and shared among the member libraries. Rotating collections are maintained by the system for the members including Large Print, graphic novels, children's and teen titles, and holiday books. Full service ILS maintained and used by all members Technology service including computer support and network maintained for all locations	*Response has been entered.*
14.2	Element 2: Special Client Groups - Results	Delivery made to every open location, Monday - Friday facilitated within the system and with outside agencies Facilitated Adult Literacy Projects at 1 member library Coordinate with social service agencies in four counties Work with 3 county jails and the Hale Creek correctional Facility. Coordinate the Summer Reading program for member libraries Helped members with early literacy services including 1000 Books Before Kindergarten and Picture Book City. Coordinated Science @ Your Library programs for member libraries	*Response has been entered.*

14.3	Element 3: Professional Development and Continuing Education - Results	All member libraries have staff participate in CE programs/workshops Assist member library staff with attending the annual NYLA conference and other CE opportunities	*Response has been entered.*
14.5	Element 5: Consulting and Development Services - Results	Member libraries assisted with a wide variety of governance, management and library operations. Assist member libraries with the state annual report. Computers and other technology purchases done in bulk for all members	*Response has been entered.*
14.6	Element 6: Coordinated Services - Results	Coordinate orders for supplies acquired for members. System provides computer disc maintenance and die-cuts to members. Supplies - paper, CD cases etc. - purchased in bulk	*Response has been entered.*
14.7	Element 7: Awareness and Advocacy - Results	System coordinates member participation in statewide advocacy efforts. System works with all libraries and assisted 4 libraries on local funding issues Developed grant program to assist members with advocacy	*Response has been entered.*
14.8	Element 8: Communication among Member Libraries and/or Branch Libraries - Results	System coordinates Directors' Council meetings. System coordinates group discussions among members on variety of topics including collection development, purchasing & processing, circulation etc. and/or policies and children's services. Maintain system blog and Facebook pages to share information	*Response has been entered.*
14.9	Element 9: Cooperative Efforts with Other Library Systems - Results	MVLS and SALS maintain a shared ILS and computer services, benefiting all member libraries Work regularly with UHLS and CDLC on resource sharing, adult and youth services	*Response has been entered.*
14.10	Element 10: Construction - Results	Four member libraries assisted with new construction applications. Five ongoing projects were assisted with SHPO, bidding and other issues	*Response has been entered.*
14.11	Element 11: Central Library - Results	Central Library Advisory Committee meets several times to set parameters for spending CBA and CLDA Reporting mechanism developed to track CBA purchases New CLDA grant process developed. Central Library holds system workshop.	*Response has been entered.*
14.12	Element 12: Direct Access - Results	System worked with residents in the un-served area of Broadalbin to explore the formation of a new library All but 7% or system population is served by a member library through	*Response has been entered.*

charter or contract.

14.13	Element 13: Other Goal(s) - Results	The Foundation for Mohawk Valley Libraries raised funding for libraries with grants awarded for advocacy, technology and programs. NYSCA grant provides adult book discussion programs at member libraries. Other grants for assisting libraries with adult programming are explored.	*Response has been entered.*

15. Current system URL's

15.1	System Home Page URL	www.mvls.info	*www.mvls.info*
15.2	URL of Current List of Members	www.mvls.info/members/	*www.mvls.info/members/*
15.3	URL of Current Governing Bylaws	www.mvls.info/wp-content/uploads/2015/04/MVLS-BYLAWS-Rev-10-15-2015.pdf	*https://www.mvls.info/wp-content/uploads/2015/04/MVLS-BYLAWS-Rev-10-15-2015.pdf*
15.4	URL of Evaluation Form	www.mvls.info/wp-content/uploads/2016/04/Survey-2016-final.pdf	*https://www.mvls.info/wp-content/uploads/2016/04/Survey-2016-final.pdf*
15.5	URL of Evaluation Results	hwww.mvls.info/wp-content/uploads/2016/04/Preliminary-Survey-Summary.pdf	*https://www.mvls.info/wp-content/uploads/2016/04/Preliminary-Survey-Summary.pdf*
15.6	URL of Central Library Plan	www.mvls.info/wp-content/uploads/2016/12/Central-Library-Plan-2017.pdf	*https://www.mvls.info/wp-content/uploads/2016/12/Central-Library-Plan-2017.pdf*
15.7	URL of Direct Access Plan	www.mvls.info/wp-content/uploads/2016/12/MVLS-2017-Free-Direct-Access-Plan.pdf	*https://www.mvls.info/wp-content/uploads/2016/12/MVLS-2017-Free-Direct-Access-Plan.pdf*

16. Assurance and Contact Information

CONTACT INFORMATION

16.1	Contact name (person completing report)	*Eric Trahan/Joe Sherry*
16.2	Contact telephone number (enter 10 digits only and hit the Tab key)	*(518) 355-2010*
16.3	Contact e-mail address	*mvls@mvls.info*

ASSURANCE

16.4	The Library System operated under its approved Plan of Service in accordance with the provisions of Education Law and the Regulations of the Commissioner, and assures that this "Annual Report" was reviewed and accepted by the System Board/Council on (date - mm/dd/yyyy)	*04/16/2020*

APPROVAL (for New York State Library use only/not a required field)

16.5	The Library System's Annual Report and Projected Annual Budget were reviewed and approved by the New York	*08/31/2020*

approved by the New York
State Library on (date -
mm/dd/yyyy).

Suggested Improvements

Library System	Mohawk Valley Library Association	*Mohawk Valley Library Association*
Name of Person Completing Form		*Eric Trahan/Joe Sherry*
Phone Number and Extension (enter area code, telephone number and extension only):		*5183552010223*
Please share with us your suggestions for improving the *Annual Report*. When providing feedback, if applicable please indicate the question number each comment/suggestion refers to. Thank You!		