Mohawk Valley Library System
Annual Report for Library Systems - 2024 (Public Library Systems 2024)

	CURRENT YEAR	**PREVIOUS YEAR**

1. General System Information

System / Director Information

Please be advised of two improvements that have been implemented:

- The report now saves automatically after every new entry or change.
- Multiple users can now view and edit reports at the same time. When logging in, you will receive a pop-up message notifying you if someone else is also using the report to enable coordination.

		CURRENT YEAR	PREVIOUS YEAR
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	01/01/2024	*01/01/2023*
1.5	Ending Reporting Year	12/31/2024	*12/31/2023*
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	https://www.mvls.info/wp-content/uploads/2021/10/Plan-of-Service-State-Submitted.pdf	*https://www.mvls.info/wp-content/uploads/2021/10/Plan-of-Service-State-Submitted.pdf*
1.18	Population Chartered to Serve (2020 Census)	290,631	*290,631*
1.19	Area Chartered to Serve (square miles)	1,725	*1,725*
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	Beth Rienti	*Beth Rienti*

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.

N

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"   William Bonner   *Mary VanPatten*

1.51 President/CEO Phone Number   (518) 332-2790   *(518) 727-2798*

1.52 President/CEO Email   wmbonner@gmail.com   *mvanpatten@gmail.com*

2. Personnel Information

2.1	FTE (Full-Time Equivalent Calculation)	35		35

The number of hours per work week used to compute FTE for all budgeted positions.

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		0
2.10	Certified Librarians - Filled Position(s) FTE	2		2
2.11	Certified Librarians - Vacant Position(s) FTE	0		0
2.12	Outreach Coordinator (certified) per CR 90.3 (1)(2)(iii) - Filled Position FTE	1		1
2.13	Outreach Coordinator (certified) per CR 90.3 (1)(2)(iii) - Vacant Position FTE	0		0
2.14	Total Certified Librarians - Filled Position(s) FTE (total questions 2.4 + 2.10 + 2.12)	4.00		4.00
2.15	Total Certified Librarians - Vacant Position(s) FTE (total questions 2.5 + 2.11 + 2.13)	0.00		0.00
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	1.8		1.8
2.19	Total Other Staff - Vacant Position(s) FTE	0		0
2.20	Total Paid Staff - Filled Position(s) FTE (total questions 2.14 + 2.16 + 2.18)	5.80		5.80

2.21 Total Paid Staff - Vacant Position(s) FTE (total questions 2.15 + 2.17 + 2.19)	0.00	*0.00*

SALARY INFORMATION

2.22 Entry-Level Librarian (certified) FTE	0	*0*
2.23 Entry-Level Librarian (certified) Current Annual Salary	$58,000	*$58,000*
2.24 System Director FTE	1	*1*
2.25 System Director Current Annual Salary	$113,295	*$113,295*

3. System Membership, Outlets and Governance

Service Outlets / Meetings / System Council

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, 3.19 through 3.22)	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	7
3.26	Current number of <u>voting</u> positions on system board/council. Please add a note if this has changed from the previous year report.	9	*9*
3.27	Term length for system board/council members. Please add a note if this has changed from the previous year report.	5	*5*

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.

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*

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 2-17 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 <u>here</u>. Note that the trustee and coordinated outreach council positions have been pre-filled with last year's information. Please make sure that information is updated as needed. The spreadsheet option is still available if that is easier to update. Complete this form and email it to <u>collectconnect@baker-taylor.com</u>. 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	Mary	*Mary*
3.	Last Name	VanPatten	*VanPatten*
4.	Institutional Affiliation	retired school librarian	*retired school librarian*
5.	Professional Title	Trustee	*President*
6.	Mailing Address	8 Glenvue Dr	*8 Glenvue Dr*
7.	City	Scotia	*Scotia*
8.	Zip Code (enter five digits only)	12302	*12302*
9.	Email Address	mvanpatten@gmail.com	
10.	Office Held or Trustee	Trustee	*President*

No.	Field	Value	Value 2
11.	Term Begins - Month	January	*January*
12.	Term Begins - Year (yyyy)	2022	*2022*
13.	Term Expires - Month or N/A	December	*December*
14.	Term Expires - Year (YYYY) or N/A	2026	*2026*
15.	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).	No	*No*
16.	The date the trustee took the Oath of Office (mm/dd/yyyy)	02/15/2022	*02/15/2022*
17.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	02/18/2022	*02/18/2022*
18.	Is this a brand new trustee?	Y	*Y*
1.	Status	Filled	*Filled*
2.	First Name	William	*Rosemary*
3.	Last Name	Bonner	*Barger*
4.	Institutional Affiliation	Amsterdam Friends of the Library	*Amsterdam Friends of the Library*
5.	Professional Title	President	*Finance Officer*
6.	Mailing Address	410 Fuller Rd.	*83 The Mall St*
7.	City	Amsterdam	*Amsterdam*
8.	Zip Code (enter five digits only)	12010	*12010*
9.	Email Address	wmbonner@gmail.com	
10.	Office Held or Trustee	President	*Trustee*
11.	Term Begins - Month	July	*January*
12.	Term Begins - Year (yyyy)	2024	*2023*
13.	Term Expires - Month or N/A	December	*December*
14.	Term Expires - Year (YYYY) or N/A	2027	*2027*

#	Field	Value	Value
18.	Is this a brand new trustee?	N	*N*
1.	Status	Filled	*Filled*
2.	First Name	Katherine	*Katherine*
3.	Last Name	Hawkins	*Hawkins*
4.	Institutional Affiliation	author	*author*
5.	Professional Title	Secretary	*Vice President*
6.	Mailing Address	PO Box 201	*PO Box 201*
7.	City	Summit	*Summit*
8.	Zip Code (enter five digits only)	12175	*12175*
9.	Email Address	kchawk@midtel.net	
10.	Office Held or Trustee	Trustee	*Trustee*
11.	Term Begins - Month	January	*January*
12.	Term Begins - Year (yyyy)	2023	*2023*
13.	Term Expires - Month or N/A	December	*December*
14.	Term Expires - Year (YYYY) or N/A	2027	*2027*
15.	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).	Yes	*Yes*
16.	The date the trustee took the Oath of Office (mm/dd/yyyy)	11/08/2022	*11/08/2022*
17.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	11/18/2022	*11/18/2022*
18.	Is this a brand new trustee?	N	*N*
1.	Status	Filled	*Filled*
2.	First Name	Susan	*Susan*
3.	Last Name	London	*London*
4.	Institutional Affiliation	retired teacher	*retired teacher*
5.	Professional Title	Vice President	*Trustee*
6.	Mailing Address	135 Indian Springs Lane	*135 Indian Springs Lane*

#	Field		
7.	City	Middleburgh	*Middleburgh*
8.	Zip Code (enter five digits only)	12122	*12122*
9.	Email Address	londonsusan737@gmail.com	
10.	Office Held or Trustee	Trustee	*Trustee*
11.	Term Begins - Month	June	*June*
12.	Term Begins - Year (yyyy)	2021	*2021*
13.	Term Expires - Month or N/A	December	*December*
14.	Term Expires - Year (YYYY) or N/A	2026	*2026*
15.	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).	Yes	*Yes*
16.	The date the trustee took the Oath of Office (mm/dd/yyyy)	06/21/2021	*06/21/2021*
17.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	06/29/2021	*06/29/2021*
18.	Is this a brand new trustee?	N	*N*
1.	Status	Filled	*Filled*
2.	First Name	Jane	*Rebecca*
3.	Last Name	Borrelli	*Sokol*
4.	Institutional Affiliation	retired teacher	*retired teacher*
5.	Professional Title	Finance Officer	*Trustee*
6.	Mailing Address	13 Country Club Dr.	*140 Allen Heights*
7.	City	Gloversville	*St Johnsville*
8.	Zip Code (enter five digits only)	12078	*13452*
9.	Email Address	jtrborrelli77@gmail.com	
10.	Office Held or Trustee	Trustee	*Trustee*
11.	Term Begins - Month	September	*June*
12.	Term Begins - Year (yyyy)	2024	*2021*
13.	Term Expires - Month or N/A	December	*December*

14.	Term Expires - Year (YYYY) or N/A	2026	*2026*
15.	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).	No	*Yes*
16.	The date the trustee took the Oath of Office (mm/dd/yyyy)	10/01/2024	*11/12/2020*
17.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	10/09/2024	*11/23/2020*
18.	Is this a brand new trustee?	N	*N*
1.	Status	Vacant	*Filled*
2.	First Name	N/A	*Christine*
3.	Last Name	N/A	*Witkowski*
4.	Institutional Affiliation	N/A	*SCPL*
5.	Professional Title	N/A	*Trustee*
6.	Mailing Address	N/A	*723 Sanders Ave*
7.	City	N/A	*Scotia*
8.	Zip Code (enter five digits only)	N/A	*12302*
9.	Email Address	N/A	
10.	Office Held or Trustee	N/A	*Trustee*
11.	Term Begins - Month	N/A	*June*
12.	Term Begins - Year (yyyy)	N/A	*2019*
13.	Term Expires - Month or N/A	N/A	*December*
14.	Term Expires - Year (YYYY) or N/A	N/A	*2024*
15.	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	*Y*
16.	The date the trustee took the Oath of Office (mm/dd/yyyy)	N/A	*05/15/2019*

No.	Field		
17.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	N/A	*05/23/2019*
18.	Is this a brand new trustee?	N	*N*
1.	Status	Filled	*Filled*
2.	First Name	Teresa	*Kim*
3.	Last Name	Pavoldi	*Zimmer*
4.	Institutional Affiliation	Middleburgh Library	*The Community Library*
5.	Professional Title	Trustee	*Trustee*
6.	Mailing Address	323 Main St.	*107 St. Rt. 146, Apt. 2*
7.	City	Middleburgh	*Schoharie*
8.	Zip Code (enter five digits only)	12122	*12157*
9.	Email Address	tpavoldi@mvls.info	
10.	Office Held or Trustee	Trustee	*Trustee*
11.	Term Begins - Month	January	*September*
12.	Term Begins - Year (yyyy)	2025	*2022*
13.	Term Expires - Month or N/A	December	*December*
14.	Term Expires - Year (YYYY) or N/A	2025	*2025*
15.	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*
16.	The date the trustee took the Oath of Office (mm/dd/yyyy)	12/02/2024	*09/20/2022*
17.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	12/05/2024	*09/26/2022*
18.	Is this a brand new trustee?	Y	*Y*
1.	Status	Filled	*Filled*
2.	First Name	Haileab	*Haileab*
3.	Last Name	Samuel	*Samuel*
4.	Institutional Affiliation	Schenectady County	*SCPL*

5.	Professional Title	Trustee	*Trustee*
6.	Mailing Address	801 Parkside Ave	*801 Parkside Ave*
7.	City	Schenectady	*Schenectady*
8.	Zip Code (enter five digits only)	12309	*12309*
9.	Email Address	haileab.samuel@scubeenterprise.com	
10.	Office Held or Trustee	Trustee	*Trustee*
11.	Term Begins - Month	November	*November*
12.	Term Begins - Year (yyyy)	2022	*2022*
13.	Term Expires - Month or N/A	December	*December*
14.	Term Expires - Year (YYYY) or N/A	2025	*2025*
15.	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*
16.	The date the trustee took the Oath of Office (mm/dd/yyyy)	11/22/2022	*11/22/2022*
17.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	12/05/2022	*12/05/2022*
18.	Is this a brand new trustee?	Y	*Y*

Coordinated Outreach Council

COORDINATED OUTREACH COUNCIL

3.29	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).	Y	*N*

Coordinated Outreach Council Members - complete one record for each Council Member for the period January 1, 2025, through December 31, 2025. 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. Please Note: It is customized and contains all the data entered last year to be updated this year. 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	Lori	*Lori*
3.	Last Name	Bargstead	*Bargstead*
4.	Institutional Affiliation	HFM BOCES	*HFM BOCES*
5.	Professional Title	Adult Education Coordinator	*Adult Education Coordinator*
1.	Status	Filled	*Filled*
2.	First Name	Marcus	*Marcus*
3.	Last Name	Stanford	*Stanford*
4.	Institutional Affiliation	SafeInc Schenectady	*SafeInc Schenectady*
5.	Professional Title	Outreach Coordinator	*Outreach Coordinator*
1.	Status	Filled	*Filled*
2.	First Name	Jamel	*Mary*
3.	Last Name	Muhammed	*Hill*
4.	Institutional Affiliation	Schenectady County Jail	*FMS Workforce Development*
5.	Professional Title	Inmate Services Coordinator	*Program Coordinator*
1.	Status	Filled	*Filled*
2.	First Name	Sarah	*Sarah*
3.	Last Name	Beekman	*Beekman*
4.	Institutional Affiliation	Schoharie County WIC	*Schoharie County WIC*
5.	Professional Title	NA	*NA*
1.	Status	Filled	*Filled*
2.	First Name	Kaela	*Andrea*

3.	Last Name	Wallman	*Fettinger*
4.	Institutional Affiliation	Schenectady Takes Action for Reading Success	*Fulton County Office of Aging & Youth*
5.	Professional Title	Coordinator	*N/A*

4. Public Library System Transactions and Collections

Borrowers / Visits / Circulation / Holdings

4.1	Number of registered system borrowers	354	*330*
4.2	System Visits	1076	*1,109*

CIRCULATION

4.3	Total Cataloged Book Circulation	220	*85*
4.4	Total Circulation of Other Materials	53	*71*
4.5	Physical Item Circulation (Total questions 4.3 & 4.4)	273	*156*

E-Material Circulation

Electronic (digital) materials can be accessed online from an electronic device. Types of electronic materials include e-books, e-serials, e-audio, and e-video. Only count items that require user authentication and have a limited period of use. Count all checkouts, including renewals. If the system can separate out use for each member library please do so and ask the member libraries to report. Do not also report in the system report. If the system cannot separate out the use by each member library please report on the system report.

4.6a	The total circulation of e-books during the reporting period	1,849
4.6b	The total circulation of e-serials during the reporting period.	15
4.6c	The total circulation of e-audio during the reporting period	340
4.6d	The total circulation of e-videos during the reporting period.	0
4.7	Successful Retrieval of Electronic Information	593	*0*

4.8	Electronic Content Use (Total Questions 4.6a + 4.6b + 4.6c + 4.6d + 4.7)	2,797	*138*
4.9	Total Circulation of Materials (Total Questions 4.5 + 4.6a + 4.6b + 4.6c + 4.6d)	2,477	*294*
4.10	Total Collection Use (Total Questions 4.7 & 4.9)	3,070	*294*

GENERAL SYSTEM HOLDINGS

4.11	Total Cataloged Book Holdings	26,775	*27,463*
4.12	Uncataloged Book Holdings	0	*1*
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)	26,801	*27,490*

Holdings Continued

Non-Electronic Materials

4.16	Audio - Physical Units	1,097	*1,149*
4.17	Video - Physical Units	3,361	*3,527*
4.18	Other Non-Electronic Materials	236	*230*
4.19	Total Other Materials Holdings (Total questions 4.16 through 4.18)	4,694	*4,906*
4.20	Grand Total Holdings (Total questions 4.15 and 4.19)	31,495	*56,553*

4.21	Did the system provide access to NOVELny?	Yes
4.22	Did the system provide access to e-books for its member libraries (excluding NOVELny)?	Yes
4.23	Did the system provide access to e-serials for its member libraries (excluding NOVELny)?	Yes

4.24   Did the system provide access to Yes
e-audio for its member libraries
(excluding NOVELny)?

4.25   Did the system provide access to No
e-videos for its member libraries
(excluding NOVELny)?

4.26   Did the system provide access to No
research databases for its member
libraries (excluding NOVELny)?

4.27   Did the system provide access to No
online learning platforms for its member
libraries?

ROTATING COLLECTIONS/BOOK LOANS

4.28 Does the system have rotating collections/bulk loans? (Enter Y for Yes, N for No)	Y		*Y*
4.29 Number of collections	253		*253*
4.30 Average number of items per collection	38		*38*

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?	4	*5*
5.5	% of member libraries participating (calculated field)	28.57%	*35.71%*
5.6	How many member libraries participate in some ILS modules?	9	*9*

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	717,181	*733,559*
5.9	Number of new titles added by the system in the reporting year	3,670	*5,028*
5.10	Number of Central Library Aid titles added in the reporting year	484	*738*
5.11	Number of new titles added by the members in the reporting year	14,295	*14,233*
5.12	Total new titles (total questions 5.9 through 5.11)	18,449	*19,999*

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
b.	Disc		No
c.	Online (virtual catalog)	Yes	Yes

5.14 How many libraries participate in (or submit records for) the union catalog? — 13 — *14*

5.15 Is the system's union catalog shared with any other library system(s)? (Enter Y for Yes, N for No) — Y — *Y*

5.16 Number of titles in the system's union catalog — 708,874 — *725,209*

5.17 Number of holdings in the system's union catalog — 319,387 — *586,859*

5.18 Number of new titles added in the last year — 11,651 — *13,423*

5.19 Number of holdings added in the last year — 37,158 — *42,085*

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

b. Non-library catalogs are included (if checked, please name non-library catalogs using the State note) — 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? — 11 — *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 |

VISITS TO THE SYSTEM'S WEB SITE

| 5.24 | Annual number of visits to the system's web site | 129,878 | | 128,421 |

SYSTEM INTERLIBRARY LOAN ACTIVITY

5.25	Total items provided (loaned)	69,921		80,846
5.26	Total items received (borrowed)	78,652		93,199
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)	148,573		174,045

DELIVERY

5.30 Indicate delivery methods used by the system (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.	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	24	*0*
5.33	Number of participants	183	*0*

Continuing Education Cont.

Technology

5.34	Number of sessions	8	*41*
5.35	Number of participants	48	*223*

Digitization

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

Leadership

5.38	Number of sessions	8	*8*
5.39	Number of participants	86	*157*

Management & Supervisory

5.40	Number of sessions	0	*0*
5.41	Number of participants	0	*0*

Planning and Evaluation

5.42	Number of sessions	15	*19*
5.43	Number of participants	125	*169*

Awareness and Advocacy

5.44	Number of sessions	3	*5*
5.45	Number of participants	21	*81*

Trustee/Council Training

5.46	Number of sessions	3	*8*
5.47	Number of participants	21	*79*

Special Client Populations

| 5.48 | Number of sessions | 2 | 1 |
| 5.49 | Number of participants | 15 | 5 |

Children's Services/Birth to Kindergarten

| 5.50 | Number of sessions | 2 | 4 |
| 5.51 | Number of participants | 17 | 70 |

Children's Services/Elementary Grade Levels

| 5.52 | Number of sessions | 2 | 10 |
| 5.53 | Number of participants | 16 | 99 |

Young Adult Services/Middle and High School Grade Levels

| 5.54 | Number of sessions | 3 | 3 |
| 5.55 | Number of participants | 30 | 17 |

General Adult Services

| 5.56 | Number of sessions | 2 | 8 |
| 5.57 | Number of participants | 13 | 70 |

| 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) | 72 | 107 |

| 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) | 575 | 970 |

| 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? | Y | *Y* |

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-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

Indicate which consulting and technical assistance services the system provides (check all that apply).

Note: If "Other" is selected, please add a Note of explanation.

| 5.63 Consulting with member libraries and/or branches on grants, and state and federal funding | Y | *Y* |

5.64 Consulting with member libraries and/or branches on funding and governance	Y	*Y*
5.65 Consulting with member libraries and/or branches on charter and registration work	Y	*Y*
5.66 Consulting with member libraries and/or branches on automation and technology	Y	*Y*
5.67 Consulting with member libraries and/or branches on youth services	Y	*Y*
5.68 Consulting with member libraries and/or branches on adult services	Y	*Y*
5.69 Consulting with member libraries and/or branches on physical plant needs	Y	*Y*
5.70 Consulting with member libraries and/or branches on personnel and management issues	Y	*Y*
5.71 Consulting with state and county correctional facilities	Y	*Y*
5.72 Providing information to local, county, and state legislators and their staffs	Y	*Y*
5.73 Providing system and member library information to the media	Y	*Y*
5.74 Providing website development and maintenance for member libraries	Y	*Y*
5.75 Other Consulting and Technical Assistance Services not listed above – Add Note	N	*N*

REFERENCE SERVICES

5.76 Total Reference Transactions	148	*111*

Special Clients / Fees

SERVICES TO SPECIAL CLIENTS
(Direct and Contractual)

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

a.	Services for patrons with disabilities	No	No
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	Yes	No
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

5.78	Number of BOOKS BY MAIL loans	0	0
5.79	Number of member libraries with Job/Education Information Centers or collections	5	5
5.80	Number of State Correctional Facilities libraries served	1	1
5.81	Number of County Jails libraries served	4	4
5.82	Number of institutions served other than jails or correctional facilities	0	0
5.83	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.	N	N
1.	Service provided	N/A	N/A

2.	Number of facilities/institutions served	N/A	*N/A*
5.84	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 5.85.	Y	*Y*
5.85	Description of fees	Libraries pay fees for ILS and computer support services. Libraries also pay costs for cooperative purchasing.	*Response has been entered.*

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*
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

6.6	Central Library Services Aid	$344,767	*$0*
6.8	Conservation/Preservation Grants	$0	*$0*

6.9	Construction for Public Libraries Aid	$0	*$0*
6.10	Coordinated Outreach Services Aid	$185,143	*$0*
6.11	Correctional Facilities Library Aid	$13,119	*$0*
6.12	County Jails Library Aid	$8,822	*$0*
6.18	Local Library Services Aid - Kept at System	$0	*$0*
6.19	Local Library Services Aid - Distributed to Members	$92,934	*$73,419*
6.20	Total LLSA (total questions 6.18 and 6.19)	$92,934	*$73,419*
6.21	Local Services Support Aid	$75,203	*$59,410*
6.22	Local Consolidated Systems Aid	$0	*$0*
6.26	Public Library System Basic Aid	$759,702	*$731,032*
6.27	Public Library System Supplementary Operational Aid	$121,905	*$117,305*

State Aid

6.36	Special Legislative Grants and Member Items	$155,000	*$0*
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, 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	New York State - Love Your Library	*Love Your Library Summer Reading Aid*
2.	Amount	$2,603	*$6,000*

6.43	Total Other State Aid (total question #2 of Repeating Group #9 above)	$2,603	*$6,000*
6.44	**Total State Aid Receipts** (total questions 6.6 through 6.12, questions 6.20 through 6.22, questions 6.26 through 6.27, questions 6.36 through 6.41, and question 6.43)	$1,759,198	*$987,166*

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   N   N
libraries, library systems or other
institutions in New York State? Enter Y
for Yes, N for 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	N/A

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

MISCELLANEOUS RECEIPTS

6.51   Gifts, Endowments, $62,497 $47,710
Fundraising, Foundations (include
Gates Grants here; specify project
number(s) and dollar amount using the
state note)

6.53   Income from Investments $71,589 $11,553

Miscellaneous

Proceeds from Sale of Property

6.54	Real Property	$0	$0
6.55	Equipment	$0	$0

6.56   Does the system have other   Y   Y
miscellaneous receipts in categories not
listed in questions 6.51 through 6.55?
Enter Y for Yes, N for No.

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	Computer Equipment - Reimbursable	Computer Equipment Reimbursable
2.	Amount	$34,691	$157,930
1.	Receipt category	Electronic Materials Reimbursable	Electronic Materials Reimbursable
2.	Amount	$77,081	$91,231

1.	Receipt category	Member Fees Reimbursable	*Member Fees Reimbursable*
2.	Amount	$218,953	*$194,192*
1.	Receipt category	Miscellaneous Other Income	*Miscellaneous Other Income*
2.	Amount	$5,994	*$2,134*
1.	Receipt category	Program & Workshop Reimbursements	*Program & Workshop Reimbursements*
2.	Amount	$400	*$100*
1.	Receipt category	Office & Library Supplies - Reimbursable	*Office & Library Supplies Reimbursable*
2.	Amount	$7,612	*$524*

6.57 Total Other Miscellaneous Receipts (total question #2 of Repeating Group #12 above)	$344,731	*$446,111*
6.58 **Total Miscellaneous Receipts** (total questions 6.51 through 6.55 and question 6.57)	$478,817	*$505,374*
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)	$2,238,015	*$1,492,540*
6.60 **BUDGET LOANS**	$0	*$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, 2024. (Same as closing cash balance at the end of previous fiscal reporting year: Public Library Systems – December 31, 2023.)	$1,330,706	*$1,549,622*
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 7.82)	$3,568,721	*$3,042,162*

7. Operating Fund Disbursements

Staff / Collection / Grants / Capital

STAFF EXPENDITURES
Salaries

7.1 System Director and Certified Librarians	$354,701	*$237,388*
7.2 Other Staff	$144,285	*$210,227*
7.3 Total Salary and Wages Expenditures (total questions 7.1 and 7.2)	$498,986	*$447,615*
7.4 Employee Benefits Expenditures	$206,758	*$175,935*
7.5 **Total Staff Expenditures** (total questions 7.3 and 7.4)	$705,744	*$623,550*

COLLECTION EXPENDITURES

7.6 Print Materials Expenditures	$13,670	*$19,504*
7.7 Electronic Materials Expenditures	$96,132	*$129,299*
7.8 Other Materials Expenditures	$3,888	*$558*
7.9 **Total Collection Expenditures** (total questions 7.6 through 7.8)	$113,690	*$149,361*

GRANTS TO MEMBER LIBRARIES
Cash Grants Paid From

7.10	Local Library Services Aid (LLSA)	$92,934	*$81,558*
7.11	Central Library Services Aid (CLSA)	$48,382	*$96,764*
7.15	Other State Aid/Grants (e.g., Construction, Special Legislative or Member Grants)	$157,603	*$2,209*
7.16	Federal Aid	$0	*$0*
7.17	Other cash grants paid from system funds	$67,802	*$24,051*
7.18	Total Cash Grants (total questions 7.10 through 7.17)	$366,721	*$204,582*
7.19	Book/Library Materials Grants	$7,220	*$2,713*
7.20	Other Non-Cash Grants	$8,120	*$3,255*
7.21	**Total Grants to Member Libraries** (total questions 7.18 through 7.20)	$382,061	*$210,550*

CAPITAL EXPENDITURES FROM OPERATING FUNDS

7.22	Bookmobile	$0	*$0*
7.23	Other Vehicles	$0	*$0*
7.24	Computer Equipment	$1,445	*$2,318*
7.25	Furniture/Furnishings	$218	*$0*
7.26	Other Capital Expenditures	$0	*$0*
7.27	**Total Capital Expenditures from Operating Fund** (total questions 7.22 through 7.26)	$1,663	*$2,318*

Capital Cont. / Operation and Maintenance / Misc.

TOTAL CAPITAL EXPENDITURES BY SOURCE OF FUNDS

7.28	From Local Public Funds (71PF)	$0	*$0*
7.29	From Other Funds (71OF)	$1,663	*$2,318*
7.30	**Total Capital Expenditures by Source** (total questions 7.28 and 7.29; same as question 7.27)	$1,663	*$2,318*

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)	$2,053	*$1,061*
7.33	**Total Repairs to Buildings and Building Equipment** (total questions 7.31 and 7.32)	$2,053	*$1,061*
7.34	Other Building & Maintenance Expenses	$31,563	*$38,134*
7.35	**Total Operation and Maintenance of Buildings** (total questions 7.33 and 7.34)	$33,616	*$39,195*

MISCELLANEOUS EXPENSES

7.36	Total Operation & Maintenance of Bookmobiles and Other Vehicles	$0	*$0*
7.37	Office and Library Supplies	$1,438	*$8,527*
7.38	Equipment	$2,707	*$0*
7.39	Telecommunications	$2,989	*$3,142*
7.40	Publicity and Printing	$24	*$1,545*
7.41	Travel	$4,513	*$2,988*
7.42	Fees for Consultants and Professionals - Please include a Note with the consultants' or vendors' names and a brief description of the service(s) provided.	$15,653	*$6,740*
7.43	Membership Dues - Please include a State Note listing Professional Organization Memberships for which dues are being paid.	$8,296	*$7,172*
7.44	Does the system have other miscellaneous expenses in categories not listed in questions 7.36 through 7.43? 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	Automation F	*Annual Meeti*

2.	Amount	$123,071	*$838*
1.	Expense category	Delivery Fee	*Automation F*
2.	Amount	$177,751	*$117,422*
1.	Expense category	JA Equipment	*Delivery Fee*
2.	Amount	$31,743	*$162,745*
1.	Expense category	JA Fees - Co	*JA Equipment*
2.	Amount	$218,177	*$154,218*
1.	Expense category	Postage & Fr	*JA Fees - Co*
2.	Amount	$1,291	*$207,422*
1.	Expense category	Programs Exp	*Member Libra*
2.	Amount	$1,808	*$808*

Miscellaneous Cont. / Contracts / Debt Service

7.45 Total Other Miscellaneous Expenses (total question #2 of Repeating Group #13)	$553,841	*$649,177*
7.46 **Total Miscellaneous Expenses** (total questions 7.36 through 7.44 and 7.46)	$589,461	*$679,291*

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

7.47 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	$7,406	*$7,191*

7.48 **Total Contracts** (total question #3 of Repeating Group #14 above)	$7,406	*$7,191*

DEBT SERVICE

Capital Purposes Loans (Principal and Interest)

7.49	From Local Public Funds (73PF)	$0	*$0*
7.50	From Other Funds (73OF)	$0	*$0*
7.51	**Total Capital Purposes Loans** (total questions 7.49 and 7.50)	$0	*$0*

Transfers

Other Loans

7.52	Other Loans	$0	*$0*
7.53	**Total Debt Service** (total questions 7.51 and 7.52)	$0	*$0*
7.54	**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, 7.46, 7.48, and 7.53)**	$1,833,641	*$1,711,456*

TRANSFERS

Transfers to the Capital Fund

7.55	From Local Public Funds (76PF)	$0	*$0*
7.56	From Other Funds (76OF)	$0	*$0*
7.57	**Total Transfers to Capital Fund** (total questions 7.55 and 7.56; same as question 8.2)	$0	*$0*
7.58	**Total Transfers to Other Funds**	$0	*$0*
7.59	**Total Transfers** (total questions 7.57 and 7.58)	$0	*$0*

7.60	**TOTAL DISBURSEMENTS AND TRANSFERS** (total questions 7.54 and 7.59)	$1,833,641	*$1,711,456*

Cash Balance / Grand Total / Audit / Bank Balance

7.61	**CLOSING CASH BALANCE at the End of the Current Fiscal Reporting Year (For Public Library Systems - December 31, 2024)**	$1,735,080	*$1,330,706*
7.82	**GRAND TOTAL DISBURSEMENTS, TRANSFERS, & ENDING BALANCE** (total questions 7.60 and 7.61)	$3,568,721	*$3,042,162*

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.

7.83	Last audit performed (mm/dd/yyyy)	07/19/2024	*11/09/22*
7.84	Time period covered by this audit (mm/dd/yyyy - mm/dd/yyyy)	01/01/2023 - 12/31/2023	*01/01/2021 - 12/31/2021*
7.85	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	$143,678	*$320,559*
1.	Name of bank or financial institution	NYLAF - New York Liquid Asset Fund	*NYLAF - New York Liquid Asset Fund*
2.	Amount of funds on deposit	$1,591,402	*$1,010,139*
7.86	**Total Bank Balance** (total question #2 of Repeating Group #15)	$1,735,080	*$1,330,698*

7.87   Does the system have a Capital   N   *N*
Fund? Enter Y for Yes, N for No. If yes,
please complete the Capital Fund
Report. If no, stop here.

8. Capital Fund Receipts

State Aid and Grants for Capital Projects

8.1   **Total Revenue From Local** $0   *$0*
Sources

8.2   **Transfer From Operating** $0   *$0*
Fund
(same as question 7.57)

STATE AID FOR CAPITAL PROJECTS

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

ALL OTHER AID AND/OR GRANTS FOR CAPITAL PROJECTS

8.4   Does the system receive any   N   *N*
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.

1.   Contracting Agency   N/A   *N/A*

2.   Amount $0   *$0*

Totals / Cash Balance

8.5   **Total Aid and/or Grants** (total $0   *$0*
question #2 of Repeating Group #16
above)

8.6   **TOTAL RECEIPTS -** $0   *$0*
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)

| 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, 2024. (Same as closing cash balance at the end of previous fiscal reporting year: Public Library Systems – December 31, 2023.) $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*

9.8   TOTAL DISBURSEMENTS - $0   *$0*
Total Project Expenditures, Transfer
to Operating Fund, and Total
Nonproject Expenditures (total
questions 9.5 through 9.7)

9.9   CLOSING CASH BALANCE $0   *$0*
IN CAPITAL FUND at the End of the
Current Fiscal Year (December 31,
2024, for Public Library Systems)

Grand Total

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

12. Projected Annual Budget For Library Systems

Public Library Systems Budget for January 1, 2025 - December 31, 2025

PROJECTED OPERATING FUND - RECEIPTS

12.1   Total Operating Fund $1,667,875   *$1,761,951*
Receipts (include Local Aid, State
Aid, Federal Aid, Contracts and
Miscellaneous Receipts)

12.2   Budget Loans $0   *$0*

12.3   Total Transfers $0   *$0*

12.4   Cash Balance/Ending Balance $1,735,080   *$1,330,706*
in Operating Fund at the end of the
previous fiscal year
(For Public Library Systems, opening
balance on January 1, 2025 must be
the same as the December 31, 2024,
closing balance reported on Q7.61 of
the 2024 annual report)

12.5   Grand Total Operating Fund $3,402,955   *$3,092,657*
Receipts, Budget Loans, Transfers
and Ending Balance (total questions
12.1 through 12.4)

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, Contracts with Libraries and Library Systems in New York State and Debt Service)	$1,667,875	*$1,792,463*
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, 2025)	$1,735,080	*$1,300,194*
12.9 Grand Total Operating Fund Disbursements, Transfers and Ending Balance (total questions 12.6 through 12.8)	$3,402,955	*$3,092,657*

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, 2025, must be the same as the December 31, 2024, closing balance reported on Q9.9 of the 2024 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 $0   *$0*
at the end of the current fiscal year
(For Public Library Systems,
December 31, 2025)

12.16 Grand Total Capital Fund $0   *$0*
Disbursement, Transfers, and
Balance (Sum of questions 12.14 and
12.15)

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   Education Law § 272, 273(1)(a, c, d, e, n)
(Basic Aid):   Commissioners Regulations 90.3

Statutory Reference   Education Law § 272, 273(1)(f)(1)
(LLSA):   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   Education Law § 272, 273(1)(f)(2)
(LSSA):   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   Education Law § 272, 273(1)(f)(3)
(LCSA):   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   Education Law § 273(11)(a)
(Supplemental):   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)**	3	*2*
13.1.2	**Total Expenditure for Professional Salaries**	$277,738	*$179,866*

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)**	1.8	*2.8*
13.1.4	**Total Expenditure for Other Staff Salaries**	$144,285	*$210,227*
13.1.5	**Employees Benefits: Indicate the total expenditures for all system employee fringe benefits.**	$197,656	*$146,392*
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 "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	Delivery/courier	*Delivery/courier*
2.	Provider of Services	Arnoff Global Logistics	*Arnoff Global Logistics*
3.	Expenditure	$174,289	*$162,745*
1.	Expenditure Category	Consultant fees/professional fees	*Building and maintenance expenses*
2.	Provider of Services	Sky River	*Various*
3.	Expenditure	$7,407	*$39,195*
1.	Expenditure Category	Consultant fees/professional fees	*Consultant fees/professional fees*

2.	Provider of Services	EOS Technologies	*Sky River*
3.	Expenditure	$1,802	*$7,191*
1.	Expenditure Category	Consultant fees/professional fees	*Consultant fees/professional fees*
2.	Provider of Services	Various	*EOS Technologies*
3.	Expenditure	15414	*$2,905*
1.	Expenditure Category	Consultant fees/professional fees	*Consultant fees/professional fees*
2.	Provider of Services	TM Byxbee	*Various*
3.	Expenditure	$3,750	*$14,750*
1.	Expenditure Category	Consultant fees/professional fees	*Telecommunications*
2.	Provider of Services	Stephanie Adams	*Spectrum*
3.	Expenditure	$3,450	*$3,142*
1.	Expenditure Category	Telecommunications	*Printing*
2.	Provider of Services	Spectrum/Sangoma	*Various*
3.	Expenditure	$2,989	*$1,545*
1.	Expenditure Category	Library systems vendor contract for automation (e.g, integrated library system, virtual union catalog)	*Library systems vendor contract for automation (e.g, integrated library system, virtual union catalog)*
2.	Provider of Services	III/MVLS/SALS JA	*MVLS/SALS JA Project*
3.	Expenditure	$123,071	*$117,422*
1.	Expenditure Category	Building and maintenance expenses	
2.	Provider of Services	various	
3.	Expenditure	$33,616	
13.1.7	**Total Expenditure - Purchased Services**	**$365,788**	*$348,895*

13.1.8 Supplies and Materials: Did   Y   *Y*
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.

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	*Office/library supplies and postage*
2.	Expenditure	2768	*$10,729*
1.	Expenditure Category	Office/library supplies and postage	*Books and other print materials*
2.	Expenditure	$5,104	*$2,886*

13.1.9 Total Expenditure - Supplies $7,872   *$13,615*
and Materials

13.1.10 Travel Expenditures: Did the   Y   *Y*
system expend funds for travel?
Enter Y for Yes, N for No.

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	$4,471	*$4,343*

13.1.11 Total Expenditures - Travel $4,471   *$4,343*

13.1.12 Equipment and Furnishings: N   *N*
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.

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. — $92,934 — *$81,558*

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	Member libraries	*Member Libraries*
2.	Allocation	1075	*$1,815*
3.	Project Description (no more than 300 words)	Annual Meeting Merit Awards	*Response has been entered.*
1.	Recipient	Member Libraries	*Member Libraries*
2.	Allocation	5163	*$2,050*
3.	Project Description (no more than 300 words)	NYLA Membership Grants	*Response has been entered.*

13.1.16 Total Expenditures - Grants for Member Libraries — $6,238 — *$17,373*

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) — $1,096,982 — *$1,002,269*

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. — $422,047 — *$428,390*

13.1.19 Total Allocation from 2024 - 2025 State Aid: — $1,034,984 — *$995,926*

13.1.20 Total Available Before Expenditures (total 13.1.18 + 13.1.19) — $1,457,031 — *$1,424,316*

13.1.21 Cash Balance at the End of the Current Fiscal Year (total 13.1.19 + 13.1.18 - 13.1.17)	$360,049	*$422,047*
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.	**General Aid MVLS Provides services to member libraries using basic state aid funds. These funds pay for MVLS staff expertise and consulting, the cooperative ILS and delivery service. Accomplishments are in section 14.**	*Response has been entered.*

Central Library Services Aid

CENTRAL LIBRARY SERVICES AID (CLSA)

Statutory Reference:	**Education Law § 273(1)(b) Commissioners Regulations 90.4 Central Library Services Aid is $0.32 per capita with a minimum amount of $105,000 and an additional $71,500. Include in this category CLSA expenditures for services and library materials. CLSA funds which are expended for library materials must be used for adult non–fiction and foreign language, including electronic content. See http://www.nysl.nysed.gov/libdev/clda/index.html for more information.**

13.2.1-13.2.2 Professional Salaries: Indicate total FTE and salaries for all professional system employees (paid from CLSA funds).

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

13.2.3-13.2.4 Other Staff Salaries: Indicate total FTE and salaries for all other system employees (paid from CLSA funds).

13.2.3 Total Full-Time Equivalents (FTE)	**0**	*0*
13.2.4 Total Expenditures for Other Staff Salaries	**$0**	*$0*

13.2.5 Employee Benefits: Indicate the total expenditures for all system employee benefits (paid from CLSA funds).	$0		*$0*
13.2.6 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 "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**	**Commercial electronic content vendor contracts**	*Commercial electronic content vendor contracts*
2.	**Provider of Services**	**Overdrive**	*Overdrive*
3.	**Expenditure**	**$25,500**	*$37,167*

13.2.7 Total Expenditure - Purchased Services	$25,500	*$37,167*
13.2.8 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.	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 applicable category; if no, enter N/A for questions 1 and 2 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.	**Expenditure**	**$9,860**	*$13,979*

13.2.9 Total Expenditure - Supplies and Materials	$9,860	*$13,979*
13.2.10 Travel Expenditures: Did the system expend funds for travel? Enter Y for Yes, N for No.	Y	*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	System committee members	*N/A*
2.	Expenditure	900	*N/A*

13.2.11 Total Expenditures - Travel $900 *$0*

13.2.12 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*

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

13.2.14 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	$48,342	*$96,764*
3.	Project Description (no more than 300 words)	Two staff members of our incoming central library, the Amsterdam Free Library, attended meetings to become familiar with the requirements and services.	*Response has been entered.*

13.2.15 Total Expenditure - Grants to Central/Co-Central Libraries $48,342 *$96,764*

13.2.16 Total Expenditure (total 13.2.2, 13.2.4, 13.2.5, 13.2.7, 13.2.9, 13.2.11, 13.2.13, and 13.2.15)	$84,602	*$147,910*
13.2.17 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.	299,574.00	*278,416.00*
13.2.18 Total Allocation from 2024 - 2025 State Aid:	$175,699	*$169,068*
13.2.19 Total Available Before Expenditures (total 13.2.17 + 13.2.18)	$475,273	*$447,484*
13.2.20 Cash Balance at the end of the Current Fiscal Year (total 13.2.18 + 13.2.17 - 13.2.16)	390,671.00	*299,574.00*
13.2.21 Final Narrative: Provide a brief narrative, no more than five hundred (500) words, describing the major activities carried out with these State Aid Funds.	**Our central library was in transition in 2024. The SCPL left the system ILS, and refused to sign off on the Central Library Plan, so some spending was curtailed. Everything is in place to resume purchases in 2025.**	*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)	1	*1*
13.4.2 Total Expenditure for Professional Salaries	$76,963	*$57,522*

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	*0*

13.4.4 Total Expenditure for Other Staff Salaries	$0		*$0*

13.4.5 **Employee Benefits:** Indicate the total expenditures for all system employee benefits. $8,694   *$29,543*

13.4.6 **Purchased Services:** Did the system expend funds for purchased services? 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 allowable expenditure; if no, enter N/A for questions 1, 2, and 3 of one repeating group.

1.	Expenditure Category	Consultant fees/professional fees	*N/A*
2.	Provider of Services	Various	*N/A*
3.	Expenditure	$249	*N/A*

13.4.7 **Total Expenditure - Purchased Services** $249   *$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   *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 and 2 of one repeating group.

1.	Expenditure Category	Books and other print materials	*Office/library supplies and postage*
2.	Expenditure	$2,920	*$638*
1.	Expenditure Category	Office/library supplies and postage	*Books and other print materials*
2.	Expenditure	$479	*$2,848*

13.4.9 Total Expenditure - Supplies and Materials 3,399   *3,486*

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 category. — N — *Y*

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	*System staff*
2.	Expenditure	N/A	*$240*

13.4.11 Total Expenditure - Travel — $0 — *$240*

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. — Y — *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	Various	*N/A*
2.	Allocation	$5,047	*N/A*
3.	Description of Project	Outreach Minigrants were awarded to several member libraries	

13.4.15 Total Expenditure - Grants to Member Libraries — $5,047 — *$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)	$94,352	*$90,791*
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.	$40,392	*$40,392*
13.4.18 **Total Allocation from 2024 – 2025 State Aid:**	$94,352	*$90,791*
13.4.19 Total Available Before Expenditures (total 13.4.17 + 13.4.18)	$134,744	*$131,183*
13.4.20 **Cash Balance at the End of the Current Fiscal Year (total 13.4.18 + 13.4.17 - 13.4.16)**	$40,392	*$40,392*
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 Salary and Benefits are for our Outreach Coordinator, who provides services to member libraries and regional organizations. Books are large type collections available to member libraries.	*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 incarcerated individuals' needs (Purchased Services). Salaries and benefits for system personnel providing programs and services to county jails are also appropriate expenditures.

13.5.1-13.5.2 **Professional Salaries:** Indicate total FTE and salaries for all professional system employees

13.5.1 Total Full-Time Equivalents (FTE)	0	*0*
13.5.2 Total Expenditure for Professional Salaries	$0	*$0*

13.5.3-13.5.4 Other Staff Salaries: Indicate total FTE and salaries for all other system employees

13.5.3	Total Full-Time Equivalents (FTE)	0	*0*
13.5.4	Total Expenditures for Other Staff Salaries	$0	*$0*
13.5.5	**Employee Benefits:** Indicate the total expenditures for all system employee benefits	$0	*$0*
13.5.6	**Purchased Services:** Did the system expend funds for purchased services? Enter Y for Yes, N for No.	N	*N*

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*

13.5.7	**Total Expenditure - Purchased Services**	$0	*$0*
13.5.8	**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.	N	*Y*

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	*Office/library supplies and postage*
2.	Expenditure	N/A	*$189*

13.5.9	**Total Expenditure - Supplies and Materials**	$0	*$2,354*

13.5.10 **Total Expenditure (total 13.5.2 + 13.5.4 + 13.5.5 + 13.5.7 + 13.5.9)**	0.00	*2,354.00*
13.5.11 **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.	$8,563	*$6,861*
13.5.12 **Total Allocation from 2024 - 2025 State Aid**	$4,766	*$4,056*
13.5.13 Total Available Before Expenditures (total 13.5.11 + 13.5.12)	$13,329	*$10,917*
13.5.14 **Cash Balance at the End of the Current Fiscal Year (total 13.5.12 + 13.5.11 - 13.5.10)**	$13,329	*$8,563*
13.5.15 **Final Narrative:** Provide a brief narrative, no more than five hundred (500) words, describing the major activities carried out with these State Aid Funds.	Our new Outreach Coordinator made contacts will all 4 county jails in 2024,a nd attended several meetings, but we were unable to make any purchases due to lack of interest in the jails. We are making good progress toward resuming activities in 2025	*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 incarcerated individual. 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	*0*

13.6.2 Total Expenditure for Professional Salaries	$0		*$0*

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		*0*
13.6.4 Total Expenditure for Other Staff Salaries	$0		*$0*
13.6.5 **Employee Benefits:** Indicate the total expenditures for all system employee benefits.	$0		*$0*
13.6.6 **Purchased Services:** Does the system expend funds for purchased services? 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 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*

13.6.7 **Total Expenditure - Purchased Services**	0		*0*
13.6.8 **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		*Y*

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	*Office/library supplies and postage*
2.	Expenditure	$78	*$5,340*

13.6.9 **Total Expenditure - Supplies and Materials**	$78		*$7,298*
13.6.10 **Travel Expenditures:** Did the system expend funds for travel? Enter Y for Yes, N for No.	N		*Y*

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	*Other (specify using Note field)*
2.	Expenditure	N/A	*$405*

13.6.11 **Total Expenditure - Travel**	$0		*$405*
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.	Y		*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	Office furniture	*N/A*
2.	Quantity	$1	*N/A*
3.	Unit Cost	$744	*N/A*
4.	Expenditure	$744	*N/A*

13.6.13 **Total Expenditure - Equipment and Furnishings**	744.00		*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)	$822		*$7,703*
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.	$12,581		*$13,851*
13.6.16 **Total Allocation from 2024 – 2025 State Aid:**	$6,686		*$6,433*
13.6.17 Total Available Before Expenditures (total 13.6.15 + 13.6.16)	$19,267		*$20,284*

13.6.18 **Cash Balance at the End of the Current Fiscal Year (total 13.6.16 + 13.6.15 - 13.6.14)**	$18,445	*$12,581*
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	The facility librarian was out on medical leave for most of the year. She is now back, and activities ar resuming.	*Response has been entered.*

14. Summary of Library System Accomplishments

System Accomplishments

Using the goals from Section 4 in the approved 2022-2026 System Plan of Service, **<u>BRIEFLY</u>** describe the final results of <u>each element</u> for Year 3 (2024).

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 One library left the system ILS in late 2024. Technology service including computer support and network maintained for all participating locations Delivery made to every open location a minimum of 3x per week facilitated within the system and with outside agencies	*Response has been entered.*

14.2 Element 2: Special Client Groups - Results	Facilitated technology programs for seniors at member libraries Coordinate with social service agencies in four counties Work with 4 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.	*Response has been entered.*
14.3 Element 3: Professional Development and Training - 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.*
14.4 Element 4: 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.*
14.5 Element 5: Coordinated Services for Members - Results	Coordinate orders for supplies acquired for members. System provides computer disc maintenance and die-cuts to members. Supplies - labels, CD cases etc. - purchased in bulk.	*Response has been entered.*
14.6 Element 6: Awareness and Advocacy - Results	MVLS coordinates member participation in statewide advocacy efforts. System works with all libraries and assisted 6 libraries on local funding issues. Developed grant program to assist members with advocacy.	*Response has been entered.*

14.7 Element 7: Communication Among Member Libraries and/or Branch Libraries - Results	MVLS participates fully in 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.*
14.8 Element 8: Collaborative 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.*
14.9 Element 9: Other - Results		*Response has been entered.*
14.10 Element 10: Construction - Results	Six 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: 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 charter or contract.	*Response has been entered.*

14.12 Element 12: Central Library - Results	The Central Library was in transition in 2024, due to the Schenectady County Public Library leaving the system ILS. Both e=resources and books continued to be purchased and were available to all member libraries. Much work went into developing a new central library plan, which was submitted to DLD in September 2024.	*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	https://www.mvls.info/members/	*https://www.mvls.info/members/*
15.3	URL of Current Governing Bylaws	https://www.mvls.info/wp-content/uploads/2025/01/MVLS-BYLAWS-Jan-2025-2.pdf	*https://www.mvls.info/wp-content/uploads/2024/03/MVLS-BYLAWS-2024.pdf*
15.4	URL of Evaluation Form	https://www.mvls.info/wp-content/uploads/2024/08/Post-Symposium-Survey-Results-July-2024.pdf	*https://www.mvls.info/wp-content/uploads/2021/12/MVLS-Member-Staff-Survey-2021-Full-Responses.pdf*
15.5	URL of Evaluation Results	https://www.mvls.info/wp-content/uploads/2024/08/Post-Symposium-Survey-Results-July-2024.pdf	*https://www.mvls.info/wp-content/uploads/2021/10/MVLS-Survey-2021-Library-Directors-and-Staff-Results-Summary.pdf*
15.6	URL of Central Library Plan	https://www.mvls.info/central-library-services-plan/	*https://www.mvls.info/wp-content/uploads/2023/03/Mohawk-Valley-Library-System-Central-Library-Plan-of-Service-for-2022-2026-Final.pdf*
15.7	URL of Direct Access Plan	https://www.mvls.info/free-direct-access-plan/	*https://www.mvls.info/wp-content/uploads/2022/12/MVLS-2022-Free-Direct-Access-Plan.pdf*

16. Assurance and Contact Information
CONTACT INFORMATION

16.1	Contact name (person completing report)	Eric Trahan	*Eric Trahan*

| 16.2 Contact telephone number (enter 10 digits only and hit the Tab key) | (518) 355-2010 | *(518) 355-2010* |
| 16.3 Contact e-mail address | etrahan@mvls.info | *etrahan@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) | 03/20/2025 | *03/21/2024* |

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 State Library on (date - mm/dd/yyyy). | | *09/24/2024* |

Suggested Improvements

Library System	Mohawk Valley Library Association	*Mohawk Valley Library Association*
Name of Person Completing Form	Eric Trahan	*Eric Trahan/ Joe Sherry*
Phone Number and Extension (enter area code, telephone number and extension only):	(518) 355-2010 Ext.223	*5183552010*

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!