Orange-Ulster BOCES SLS

1. General System Information
Note: Please add annotations needed to satisfy edit checks in the State Note field of the Survey section, not the Local Note field.

<p>| | | |</p>
<table>
<thead>
<tr>
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<tr>
<td>1.1</td>
<td>SEDCODE</td>
<td>44900000000</td>
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<tr>
<td>1.2</td>
<td>System Name</td>
<td>Orange-Ulster BOCES School Library System</td>
</tr>
<tr>
<td>1.3</td>
<td>Beginning Reporting Year</td>
<td>07/01/2016</td>
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<td>1.4</td>
<td>Ending Reporting Year</td>
<td>06/30/2017</td>
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<tr>
<td>1.5</td>
<td>Street Address</td>
<td>4 Harriman Drive</td>
</tr>
<tr>
<td>1.6</td>
<td>City</td>
<td>Goshen</td>
</tr>
<tr>
<td>1.7</td>
<td>Zip Code</td>
<td>10924</td>
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<tr>
<td>1.8</td>
<td>Four-Digit Zip Code Extension (enter N/A if unknown)</td>
<td>2410</td>
</tr>
<tr>
<td>1.9</td>
<td>Mailing Address</td>
<td>4 Harriman Drive</td>
</tr>
<tr>
<td>1.10</td>
<td>City</td>
<td>Goshen</td>
</tr>
<tr>
<td>1.11</td>
<td>Zip Code</td>
<td>10924</td>
</tr>
<tr>
<td>1.12</td>
<td>Four-Digit Zip Code Extension (enter N/A if unknown)</td>
<td>2410</td>
</tr>
<tr>
<td>1.13</td>
<td>Library System Telephone Number (enter 10 digits only and hit the Tab key)</td>
<td>(845) 781-4360</td>
</tr>
<tr>
<td>1.14</td>
<td>Fax Number (enter 10 digits only and hit the Tab key)</td>
<td>(845) 781-4368</td>
</tr>
<tr>
<td>1.15</td>
<td>System Home Page URL</td>
<td><a href="http://ouboces.libguides.com/SLS">http://ouboces.libguides.com/SLS</a></td>
</tr>
<tr>
<td>1.16</td>
<td>URL of the system's complete Plan of Service</td>
<td><a href="http://ouboces.libguides.com/ld.php?content_id=33370160">http://ouboces.libguides.com/ld.php?content_id=33370160</a></td>
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<tr>
<td>1.18</td>
<td>Area Chartered to Serve (square miles)</td>
<td>883</td>
</tr>
<tr>
<td>1.20</td>
<td>County</td>
<td>Orange</td>
</tr>
<tr>
<td>1.21</td>
<td>County (Counties) Served</td>
<td>Orange, Ulster</td>
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1.22 School District: Goshen

Please report information for the current system director (as of the date the report is being completed).

1.23 Title of System Director:
(drop-down): Mr., Mrs., Ms., Miss, Dr.

1.24 First Name of System Director: Diana

1.25 Last Name of System Director: Wendell

1.28 - School Library System Director Administrative Certification: Indicate information about the certification currently held by the School Library System Director and the date of the certification. Write N/A for all that do not apply:

a. School Administrator and Supervisor Certificate (SAS) - Certification Date
   N/A

b. School Building Leader (SBL) Certificate - Date of Provisional Certification
   02/01/2010

c. School Building Leader (SBL) Certificate - Date of Professional Certification
   02/01/2014

d. School District Leader (SDL) Certificate - Date of Provisional Certification
   N/A

e. School District Leader (SDL) Certificate - Date of Professional Certification
   02/01/2010

f. A Variance to Obtain Certification was Approved Through the Following Date
   N/A

1.31 Telephone Number of the System Director, including area code and extension.
(845) 781-4360

1.32 E-Mail Address of the System Director
   diana.wendell@ouboces.org

1.33 Fax Number of the System Director (enter
(845) 781-4368
10 digits only and hit the Tab key)

1.35 Name of Current SLS Director's Supervisor Dr. Diane Lang
1.36 Mailing Address 4 Harriman Drive
1.37 City Goshen
1.38 Zip Code 10924
1.39 Four-Digit Zip Code Extension (enter N/A if unknown) 2410
1.40 Telephone Number (enter 10 digits only and hit the Tab key) (845) 781-4363
1.41 E-Mail Address diane.lang@ouboces.org
1.42 Name of BOCES/Big 5 Cities District Superintendent William J. Hecht
1.43 Mailing Address 53 Gibson Road
1.44 City Goshen
1.45 Zip Code 10924
1.46 Four-Digit Zip Code Extension (enter N/A if unknown) 6709
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 N

Y

2. Personnel Information

Note: Please add annotations needed to satisfy edit checks in the State Note field of the Survey section, not the Local Note field.

2.2 FTE (Full-Time Equivalent Calculation)
The number of hours per work week used to 40
compute FTE for all
budgeted professional
positions

2.3 FTE (Full-Time
Equivalent Calculation)
The number of hours per
work week used to
calculate FTE for all
other budgeted staff
positions.

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

2.6 School Library System
Director per CR 90.18 (a) 1
(7) - Filled Position FTE

2.7 School Library System
Director per CR 90.18 (a) 0
(7) - Vacant Position FTE

2.10 Librarians - Filled
Position(s) FTE

2.11 Librarians - Vacant
Position(s) FTE

2.14 Total Certified Librarians
- Filled Position(s) FTE
(total questions 2.6 + 2.10)

2.15 Total Certified Librarians
- Vacant Position(s) FTE
(total questions 2.7 + 2.11)

2.16 Total Other Professional
Staff - Filled Position(s) N/A
FTE

2.17 Total Other Professional
Staff - Vacant Position(s) N/A
FTE

2.18 Total Other Staff - Filled
Position(s) FTE

2.19 Total Other Staff - Vacant
Position(s) FTE

2.20 Total Paid Staff - Filled
Position(s) FTE (total
questions 2.14 + 2.16 + 2.18)
2.21 Total Paid Staff - Vacant Position(s) FTE (total questions 2.15 + 2.17 + 2.19) 0.00

SALARY INFORMATION
2.24 System Director FTE 1
2.25 System Director Current Annual Salary $98,500

3. System Membership, Outlets and Governance

Note: Please add annotations needed to satisfy edit checks in the State Note field of the Survey section, not the Local Note field.

PUBLIC SERVICE OUTLETS
3.10 Number of member public school districts 18
3.11 Number of member non-public schools 20
3.12 Total number of members (Total 3.10 + 3.11) 38
3.13 Number of participating school library media centers 102
3.14 Number of school library system participants (buildings) 102
3.15 Main Library/System Headquarters 1

BOARD /COUNCIL MEETINGS
3.22 Total number of school library system council meetings held during reporting year 4
3.24 Current number of voting positions on system board/council 15
3.25 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.

SYSTEM BOARD/COUNCIL
School Library Systems - enter information for the period July 1, 2017, through June 30, 2018

3.26 Title (drop-down): Mr.,
Mrs., Ms., Miss, Dr., The
Honorable, The
Reverend, Other (specify
using the State note),
Vacant

3.27 First Name Lynn
3.28 Last Name Daniels
3.29 Institutional Affiliation Cornwall Central School District
3.30 Professional Title Librarian
3.36 Term Expires - Month or N/A September
3.37 Term Expires - Year (YYYY) or N/A 2019

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 2-10 of the repeating group.

1. Title (drop-down): Mr.,
Mrs., Ms., Miss, Dr., The
Honorable, The
Reverend, Other (specify
using the State note),
Vacant

2. First Name Christine
3. Last Name Banuls
4. Institutional Affiliation Goshen Middle Schools
5. Professional Title Librarian
6. Mailing Address 41 Lincoln Ave.
7. City Goshen
8. Zip Code (enter five digits only) 10924
<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
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<tr>
<td>1.</td>
<td>Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant</td>
<td>Ms.</td>
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<tr>
<td>2.</td>
<td>First Name</td>
<td>Carolyn</td>
</tr>
<tr>
<td>3.</td>
<td>Last Name</td>
<td>Dilorio</td>
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<tr>
<td>4.</td>
<td>Institutional Affiliation</td>
<td>Chester Union Free School District</td>
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<tr>
<td>5.</td>
<td>Professional Title</td>
<td>Librarian</td>
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<tr>
<td>6.</td>
<td>Mailing Address</td>
<td>64 Hambletonian Ave.</td>
</tr>
<tr>
<td>7.</td>
<td>City</td>
<td>Chester</td>
</tr>
<tr>
<td>8.</td>
<td>Zip Code (enter five digits only)</td>
<td>10918</td>
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<td>October</td>
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<td>10.</td>
<td>Term Expires - Year (YYYY) or N/A</td>
<td>2020</td>
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<td>1.</td>
<td>Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant</td>
<td>Ms.</td>
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<tr>
<td>2.</td>
<td>First Name</td>
<td>Edna</td>
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<td>3.</td>
<td>Last Name</td>
<td>Auefled</td>
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<tr>
<td>4.</td>
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<td>Greenwood Lake UFSD</td>
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<td>6.</td>
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<td>1247 Lakes Road</td>
</tr>
<tr>
<td>7.</td>
<td>City</td>
<td>Monroe</td>
</tr>
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<td>Last Name</td>
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<tr>
<td>1</td>
<td>Reverend, Other</td>
<td>Laura</td>
</tr>
<tr>
<td>2</td>
<td>Maggie</td>
<td>Spicehandler</td>
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<tr>
<td>3</td>
<td>Vanessa</td>
<td>Baron</td>
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<tr>
<td></td>
<td>Professional Title</td>
<td>Mailing Address</td>
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<tr>
<td>1.</td>
<td>Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant</td>
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<tr>
<td>2.</td>
<td>First Name</td>
<td>Deborah</td>
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<tr>
<td>3.</td>
<td>Last Name</td>
<td>Tamulis</td>
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<td>New York Military Academy</td>
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<td>79 Academy Avenue</td>
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<td>7.</td>
<td>City</td>
<td>Cornwall-on-Hudson</td>
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<tr>
<td>2.</td>
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<td></td>
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<tr>
<td>3.</td>
<td>Last Name</td>
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</tr>
<tr>
<td>4.</td>
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<td>Valley Central SD</td>
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<tr>
<td>5.</td>
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<td>City</td>
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<tr>
<td>8.</td>
<td>Zip Code (enter five digits only)</td>
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<td>Term Expires - Month or N/A</td>
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<td>Term Expires - Year (YYYY) or N/A</td>
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<td>Field</td>
<td>Information</td>
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<td>Ms. Vacant</td>
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<tr>
<td>2.</td>
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<td>Kathie</td>
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<td>Last Name</td>
<td>Turner</td>
</tr>
<tr>
<td>4.</td>
<td>Institutional Affiliation</td>
<td>Warwick Valley CSD</td>
</tr>
<tr>
<td>5.</td>
<td>Professional Title</td>
<td>School Librarian</td>
</tr>
<tr>
<td>6.</td>
<td>Mailing Address</td>
<td>Warwick High School</td>
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<td>City</td>
<td>Warwick</td>
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<tr>
<td>1.</td>
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<td>Mr. Vacant</td>
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<tr>
<td>2.</td>
<td>First Name</td>
<td>Karen</td>
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<tr>
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<td>Last Name</td>
<td>Cissel</td>
</tr>
<tr>
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<td>Twin Towers Middle School</td>
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<td>112 Grand Ave.</td>
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<tr>
<td>1.</td>
<td>Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant</td>
<td>Mr. Vacant</td>
</tr>
<tr>
<td>2.</td>
<td>First Name</td>
<td>Randall</td>
</tr>
<tr>
<td>3.</td>
<td>Last Name</td>
<td>Enos</td>
</tr>
<tr>
<td>4.</td>
<td>Institutional Affiliation</td>
<td>Ramapo Catskill Library System</td>
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<tr>
<td></td>
<td>Professional Title</td>
<td>Regional Representative</td>
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<td>6.</td>
<td>Mailing Address</td>
<td>619 Route 17M</td>
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<td>City</td>
<td>Middletown</td>
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<td>8.</td>
<td>Zip Code (enter five digits only)</td>
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<td>9.</td>
<td>Term Expires - Month or N/A</td>
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<td>Term Expires - Year (YYYY) or N/A</td>
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</tr>
<tr>
<td>1.</td>
<td>Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant</td>
<td>Mr.</td>
</tr>
<tr>
<td>2.</td>
<td>First Name</td>
<td>Zachary</td>
</tr>
<tr>
<td>3.</td>
<td>Last Name</td>
<td>Spalding</td>
</tr>
<tr>
<td>4.</td>
<td>Institutional Affiliation</td>
<td>Southern NY Library Resources Council</td>
</tr>
<tr>
<td>5.</td>
<td>Professional Title</td>
<td>Regional Representative</td>
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<tr>
<td>6.</td>
<td>Mailing Address</td>
<td>21 South Elting Corners Road</td>
</tr>
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<td>7.</td>
<td>City</td>
<td>Highland</td>
</tr>
<tr>
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<td>Zip Code (enter five digits only)</td>
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<td>Term Expires - Year (YYYY) or N/A</td>
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</tr>
<tr>
<td>1.</td>
<td>Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant</td>
<td>Ms.</td>
</tr>
<tr>
<td>2.</td>
<td>First Name</td>
<td>Tiffany</td>
</tr>
<tr>
<td>3.</td>
<td>Last Name</td>
<td>Davis</td>
</tr>
<tr>
<td>4.</td>
<td>Institutional Affiliation</td>
<td>Mt Saint Mary's College</td>
</tr>
<tr>
<td>5.</td>
<td>Professional Title</td>
<td>College Rep</td>
</tr>
<tr>
<td>6.</td>
<td>Mailing Address</td>
<td>330 Powell Avenue</td>
</tr>
<tr>
<td>7.</td>
<td>City</td>
<td>Newburgh</td>
</tr>
<tr>
<td>8.</td>
<td>Zip Code (enter five digits only)</td>
<td>12550</td>
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</table>
9. Term Expires - Month or N/A
   June
10. Term Expires - Year (YYYY) or N/A 2019

5. System Services

Note: Please add annotations needed to satisfy edit checks in the State Note field of the Survey section, not the Local Note field.

TECHNOLOGY AND RESOURCE SHARING

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

5.14 How many libraries participate in (or submit records for) the union catalog? 102

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

5.16 Number of titles in the system's union catalog 415,191

5.17 Number of holdings in the system's union catalog 1,229,654

5.18 Number of new titles added in the last year -45,117

5.19 Number of holdings added in the last year -20,059

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 No
c. Patron-initiated ILL available and used through this catalog No

VISITS TO THE SYSTEM’S WEB SITE
5.24 Annual number of visits to the system's web site 11,235

SYSTEM INTERLIBRARY LOAN ACTIVITY
5.25 Total items provided (loaned) 266
5.26 Total items received (borrowed) 295
5.27 Total requests provided (loaned) unfilled 99
5.28 Total requests received (borrowed) unfilled 103
5.29 Total interlibrary loan activity (total questions 5.25 through 5.28) 763

DELIVERY

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

Note: For questions which include a choice of "Other", please add a State 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
b. Other system's courier No
c. BOCES/Big 5 City courier Yes
d. Contracted service (paid by System - not on payroll) No
e. U.S. Mail Yes
f. Commercial carrier (e.g., UPS, DHL, etc.) No
g. Other (specify using the State note) No

5.32 Number of stops (pick-up and delivery sites per week) 26

CONTINUING EDUCATION/STAFF DEVELOPMENT
Workshops/Meetings/Training Sessions

Resource sharing (ILL, collection development, etc.)
5.33 Number of sessions 1
5.34 Number of participants 18
5.35 Number of contact hours 1

Technology
5.36 Number of sessions 2
5.37 Number of participants 27
5.38 Number of contact hours 5

Digitization
5.39 Number of sessions 0
5.40 Number of participants 0
5.41 Number of contact hours 0

Leadership
5.42 Number of sessions 0
5.43 Number of participants 0
5.44 Number of contact hours 0

Management & Supervisory
5.45 Number of sessions 0
5.46 Number of participants 0
5.47 Number of contact hours 0

Planning and Evaluation
5.48 Number of sessions 0
5.49 Number of participants 0
5.50 Number of contact hours 0

Awareness and Advocacy
5.51 Number of sessions 1
5.52 Number of participants 26
5.53 Number of contact hours 3

Trustee/Council Training
5.54 Number of sessions 0
5.55 Number of participants 0
5.56 Number of contact hours 0
Special Client Populations
5.57 Number of sessions 0
5.58 Number of participants 0
5.59 Number of contact hours 0

Children's Services/Elementary Grade Levels
5.60 Number of sessions 3
5.61 Number of participants 65
5.62 Number of contact hours 14

Young Adult Services/Middle and High School Grade Levels
5.63 Number of sessions 3
5.64 Number of participants 201
5.65 Number of contact hours 17

Mentoring
5.66 Number of sessions 0
5.67 Number of participants 0
5.68 Number of contact hours 0

Teaching & Learning
5.69 Number of sessions 56
5.70 Number of participants 47
5.71 Number of contact hours 381

E-Resources
5.72 Number of sessions 2
5.73 Number of participants 36
5.74 Number of contact hours 5

5.75 Other: Does the system provide other
   Workshops/Meetings
   /Training Sessions not
   listed above? Enter Y for
   Yes, N for No. If Yes, N
   complete one record for
   each topic; if No, enter
   N/A for questions 1, 2, 3
   and 4 of one repeating
   group.

1. Topic
2. Number of sessions
3. Number of participants
4. Number of Contact Hours
5.76 **Grand Total Sessions**
(total questions 5.33, 5.36, 5.39, 5.42, 5.45, 5.48, 5.51, 5.54, 5.57, 5.60, 5.63, 5.66, 5.69, 5.72 and total of question #2 of Repeating Group #5)

68

5.77 **Grand Total Participants** (total questions 5.34, 5.37, 5.40, 5.43, 5.46, 5.49, 5.52, 5.55, 5.58, 5.61, 5.64, 5.67, 5.70, 5.73 and total of question #3 of Repeating Group #5)

420

5.78 **Grand Total of Contact Hours** (total questions 5.35, 5.38, 5.41, 5.44, 5.47, 5.50, 5.53, 5.56, 5.59, 5.62, 5.65, 5.68, 5.71, 5.74 and total of question #4 of Repeating Group #5)

426.00

**COORDINATED SERVICES**

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

Note: For questions which include a choice of "Other", please add a State 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
b. Coordinated purchase of non-print materials  Yes
c. Negotiated pricing for licensed electronic collection purchases (not purchasing)  Yes
d. Cataloging  No
e. Materials processing  No
f. Coordinated purchase of office supplies  No
g. Coordinated computer services/purchases  No
<table>
<thead>
<tr>
<th></th>
<th>Description</th>
<th>Yes/No</th>
</tr>
</thead>
<tbody>
<tr>
<td>h.</td>
<td>Virtual reference</td>
<td>Yes</td>
</tr>
<tr>
<td>i.</td>
<td>Other (describe using the State note)</td>
<td>No</td>
</tr>
<tr>
<td>j.</td>
<td>N/A</td>
<td>No</td>
</tr>
</tbody>
</table>

**COSER SERVICES**

5.80 Names of COSERS managed by the SLS Director: Media, Databases, Library Automation, Science Kits, StarLab

**CONSULTING AND TECHNICAL ASSISTANCE SERVICES**

5.81 Number of contacts - Consulting with member libraries on grants, and state and federal funding: 9

5.82 Number of contacts - Consulting with member libraries on funding and governance: 24

5.83 Number of contacts - Consulting with member libraries on automation and technology: 6,500

5.84 Number of contacts - Consulting with member libraries on physical plant needs: 3

5.85 Number of contacts - Consulting with member libraries on personnel and management issues: 0

5.86 Number of contacts - Providing information to local, county, and state legislators and their staffs: 2

5.87 Number of contacts - Providing system and member library information to the media: 0

5.88 Number of contacts - Providing website development and maintenance for member libraries: 25

5.89 Does the system provide other Consulting and: N
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.

1. Topic N/A
2. Number of contacts (all types) N/A

5.90 Total Other Contacts (total of question #2 of Repeating Group #6) 0
5.91 Total Number of Contacts (total of questions 5.81 through 5.88 and 5.90) 6,563

REFERENCE SERVICES
5.92 Total Reference Transactions 312

SERVICES TO SPECIAL CLIENTS (Direct and Contractual)

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

a. Services for patrons with disabilities Yes
b. Services for patrons who are educationally disadvantaged Yes
e. Services for patrons who are members of ethnic or minority groups in need of special library services Yes
i. Other No

5.94 Number of member libraries with Job/Education Information Centers or collections 20

5.95 Does the system provide other special client services not listed above? N If yes, complete one
record for each service provided; if no, enter N/A in questions 1 and 2 of one repeating group.

1. Service provided
2. Number of facilities/institutions served

5.96 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 5.97.

5.97 Description of fees None.

6. Operating Funds Receipts

Note: Please add annotations needed to satisfy edit checks in the State Note field of the Survey section, not the Local Note field.

State Aid

6.32 Regional Bibliographic Data Bases (RBDB) $0

6.33 School Library Systems Operating Aid $109,492

6.34 School Library Systems Categorical Aid for Automation $10,949

6.35 School Library System Supplementary Operating $48,469 Aid

6.36 Special Legislative Grants and Member Items $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).

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  N/A
2. Amount  N/A

6.43 Total Other State Aid
(total question #2 of Repeating Group #9 above)  $0

6.44 Total State Aid Receipts
(total questions 6.32 through 6.36, and question 6.43)  $168,910

FEDERAL AID

6.45 Library Services and Technology Act (LSTA)  $0

6.46 Does the system receive any other Federal Aid (specify Act and Title) e.g., NEH, NEA, etc.?  N
Enter Y for Yes, N for No.

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
2. Amount  N/A

6.47 Total Other Federal Aid
(total questions #2 of Repeating Group #10)  $0

6.48 Total Federal Aid (total questions 6.45 and 6.47)  $0

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

6.49 Does the system contract with libraries and/or library systems 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
2. Contracted Service  N/A
3. Total Contract Amount  N/A
6.50 **Total Contracts** (total question #3 of Repeating $0
Group #11 above)

**COSER FUNDS**

6.51 COSER Receipts $722,349

**MISCELLANEOUS RECEIPTS**

6.57 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. If Yes, enter source and amount in the State Note field.

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 N/A
2. Amount N/A

6.58 Total Other Miscellaneous Receipts (total question #2 of $0 Repeating Group #12 above)

6.59 **Total Miscellaneous Receipts** (total questions $722,349 6.51 and 6.58)

6.60 **TOTAL OPERATING FUND RECEIPTS** -
Total State Aid, Total Federal Aid, Total Contracts, and Total Miscellaneous Receipts ($891,259 (total questions 6.44,
6.48 6.50, and 6.59)

6.66 **TOTAL SLS ENDING BALANCE** -
OPERATING (as of July 1, 2016) $6,760

6.67 **TOTAL SLS ENDING BALANCE** -
AUTOMATION (as of July 1, 2016) $3,446
6.68 GRAND TOTAL RECEPTS, BUDGET LOANS, TRANSFERS, AND BALANCE/ROLLOVER $901,465 (School Library Systems - total questions 6.60, 6.66 and 6.67 - must agree with question 7.83)

7. Operating Fund Disbursements

Note: Please add annotations needed to satisfy edit checks in the State Note field of the Survey section, not the Local Note field.

STAFF EXPENDITURES

Salaries

7.1 System Director and Librarians $149,338
7.2 Other Staff $145,339
7.3 Total Salary and Wages Expenditures (total questions 7.1 and 7.2) $294,677
7.4 Employee Benefits Expenditures $123,244
7.5 Total Staff Expenditures (total questions 7.3 and 7.4) $417,921

COLLECTION EXPENDITURES

7.6 Print Materials Expenditures $4,385
7.7 Electronic Materials Expenditures $323,474
7.8 Other Materials Expenditures $0
7.9 Total Collection Expenditures (total questions 7.6 through 7.8) $327,859

GRANTS TO MEMBER LIBRARIES

Cash Grants Paid From

7.15 Other State Aid/Grants (e.g., Special Legislative) $0
<table>
<thead>
<tr>
<th>Section</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.16</td>
<td>Federal Aid</td>
<td>$0</td>
</tr>
<tr>
<td>7.17</td>
<td>Other cash grants paid from system funds</td>
<td>$0</td>
</tr>
<tr>
<td>7.18</td>
<td>Total Cash Grants (total questions 7.15 through 7.17)</td>
<td>$0</td>
</tr>
<tr>
<td>7.19</td>
<td>Book/Library Materials Grants</td>
<td>$0</td>
</tr>
<tr>
<td>7.20</td>
<td>Other Non-Cash Grants</td>
<td>$0</td>
</tr>
<tr>
<td>7.21</td>
<td><strong>Total Grants to Member Libraries</strong> (total questions 7.18 through 7.20)</td>
<td>$0</td>
</tr>
<tr>
<td>7.24</td>
<td>Computer Equipment</td>
<td>$4,921</td>
</tr>
<tr>
<td>7.25</td>
<td>Furniture/Furnishings</td>
<td>$0</td>
</tr>
<tr>
<td>7.27</td>
<td><strong>Total Capital Expenditures from Operating Fund</strong> (total questions 7.24 through 7.25)</td>
<td>$4,921</td>
</tr>
<tr>
<td>7.37</td>
<td>Office and Library Supplies</td>
<td>$2,330</td>
</tr>
<tr>
<td>7.38</td>
<td>Telecommunications</td>
<td>$0</td>
</tr>
<tr>
<td>7.39</td>
<td>Binding Expenses</td>
<td>$0</td>
</tr>
<tr>
<td>7.40</td>
<td>Postage and Freight</td>
<td>$0</td>
</tr>
<tr>
<td>7.41</td>
<td>Publicity and Printing</td>
<td>$0</td>
</tr>
<tr>
<td>7.42</td>
<td>Travel</td>
<td>$1,069</td>
</tr>
<tr>
<td>7.43</td>
<td>Fees for Consultants and Professionals - Please include a State Note with the consultants' or vendors' names and a brief description of the service(s) provided.</td>
<td>$0</td>
</tr>
<tr>
<td>7.44</td>
<td>Membership Dues - Please include a State Note listing Professional Organization Memberships for which dues are being paid.</td>
<td>$794</td>
</tr>
</tbody>
</table>
7.45 Indirect Costs paid to BOCES or Big 5 Cities (same as Question 13.1.16) $1,227

7.46 Does the system have other miscellaneous expenses in categories not listed in questions 7.37 through 7.45? Enter Y for Yes, N for No. If Yes is answered, please add a State Note describing these Other Miscellaneous Expenses.

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  Operating
2. Amount  $57,772
1. Expense category  Prof. Dev
2. Amount  $56,525

7.47 Total Other Miscellaneous Expenses (total question #2 of Repeating Group #13 above) $114,297

7.48 Total Miscellaneous Expenses (total questions 7.37 through 7.45 and 7.47) $119,717

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.

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

1. Contracting Agency (specify using State note) N/A
2. Contracted Service (specify using State note) N/A
3. Total Contract Amount N/A
7.50 **Total Contracts** (total question #3 of Repeating $0 Group #14 above)

7.56 **TOTAL DISBURSEMENTS** -
- **Total Staff Expenditures, Total Collection Expenditures, Total Grants to Member Libraries, Total Capital Expenditures, Total Miscellaneous Expenses and Total Contracts** (total questions 7.5, 7.9, 7.21, 7.27, 7.48, and 7.50)

7.62 **TOTAL DISBURSEMENTS** $870,418 (total question 7.56)

7.82 **TOTAL SLS Ending Balance** (as of June 30, 2017) $31,047

7.83 **GRAND TOTAL DISBURSEMENTS & ENDING BALANCE** $901,465 (total questions 7.62 and 7.82)

Complete one record for each financial account

1. **Name of bank or financial institution** N/A
2. **Amount of funds on deposit** N/A

7.87 **Total Bank Balance** (total question #2 of Repeating Group #15 above) $0

---

**12. Projected Annual Budget For Library Systems**

**School Library Systems Budget for July 1, 2017 - June 30, 2018**

12.1 **Total Operating Fund Receipts** (include COSER Funds, State Aid, Federal Aid, $1,268,667
Contracts and Miscellaneous Receipts)

12.4 Total Ending Balance from the Previous Fiscal Year.
   $31,047

12.5 Grand Total Operating Fund Receipts, Budget Loans, Transfers and Ending Balance (total questions 12.1 through 12.4)
   $1,299,714

PROJECTED OPERATING FUND - DISBURSEMENTS

12.6 Total Operating Fund Disbursements (include Staff Expenditures, Collection Expenditures, Grants to Member Libraries, Capital Expenditures from Operating Funds, Miscellaneous Expenses, Contracts with Libraries and Library Systems in New York State)
   $0

12.8 Ending Balance in Operating Fund at the end of the current fiscal year (For School Library Systems, ending balance as of June 30, 2018)
   $0

12.9 Grand Total Operating Fund Disbursements and Ending Balance (total questions 12.6 and 12.8)
   $0

13. State Formula Aid Disbursements
    SCHOOL LIBRARY SYSTEMS OPERATING AID AND SUPPLEMENTAL AID

Statutory Reference (Basic Aid): Education Law § 284
Commissioners Regulations 90.18

Statutory Reference (Supplemental): Education Law § 273 (12)
Commissioners Regulations 90.18
School Library Systems are reporting on disbursements for Operating Aid (Basic & Supplemental Aid) 
Note: Please add annotations needed to satisfy edit checks in the State Note field of the Survey section, not the Local Note field.

13.1.1 **Professional Salaries:** Indicate total FTE and salaries for the system director and for each professional system employee; complete one record for each employee.

1. **Title**
   Coordinator of Library

2. **Total Full-Time Equivalents (FTE)**
   N/A

3. **Expenditure**
   $42,240

1. **Title**
   Coordinator of Library

2. **Total Full-Time Equivalents (FTE)**
   N/A

3. **Expenditure**
   $5,775

1. **Title**
   Coordinator of Library

2. **Total Full-Time Equivalents (FTE)**
   0.8

3. **Expenditure**
   $5,335

13.1.2 **Total Expenditure - Professional Salaries:**
   $53,350

13.1.3 **Other Staff Salaries:** Indicate total FTE and salaries for all other system employees, include all support staff; complete one record for each employee.

1. **Title**
   Secretary

2. **Total Full-Time Equivalents (FTE)**
   0.5

3. **Expenditure**
   $28,982

1. **Title**
   Clerk

2. **Total Full-Time Equivalents (FTE)**
   0.15

3. **Expenditure**
   $7,954

13.1.4 **Total Expenditure - Other Staff Salaries**
   $36,936

13.1.5 **Employee Benefits:**
Indicate the total expenditures for all system employee fringe benefits.

   $29,223

13.1.6 **Purchased Services:** Did the system expend funds for purchased services? N
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 and 3 of one repeating group.

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

13.1.7 Total Expenditure - Purchased Services  
   $0

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 $5,000? 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. Expenditure Category  
   Books and other print materials
2. Expenditure  
   $3,803
1. Expenditure Category  
   Non-print resources (electronic content)
2. Expenditure  
   $12,618
1. Expenditure Category  
   Office/library supplies and postage
2. Expenditure  
   $78

13.1.9 Total Expenditure - Supplies and Materials  
   $16,499

13.1.10 Travel Expenditures:
Did the 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
2. Expenditure  
   $240
1. Type of Travel  
   Other
2. Expenditure  
   $120

13.1.11 Total Expenditure - Travel  
   $360

13.1.12 Equipment and Furnishings: Did the system expend funds for equipment and

N
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
2. Quantity  
   N/A
3. Unit Cost  
   N/A
4. Expenditure  
   N/A

13.1.13 Total Expenditure - Equipment and Furnishings:  
   $0

13.1.14 Grants to Member Libraries: Did the system expend funds for grants to member libraries? Enter Y for yes, N for no.

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

13.1.15 Total Expenditure - Grants to Member Libraries  
   $0

Indirect Cost: Computed annually for the Big 5 Cities (New York City, Buffalo, Rochester, Syracuse, and Yonkers) and each BOCES by the New York State Education Department for administrative costs charged to Operating Aid only. BOCES and Big 5 Cities must use their approved Department indirect cost rate (supplied by the New York State Library) when applying it to the school library system program.

13.1.16 Total Indirect Cost  
   (same as Question 7.45)  
   $1,227

13.1.17 Purchased Services with BOCES: Did the system expend funds to purchase services from or cross-contract with a BOCES or a school library system other than the applicant agency?  
   N
Enter Y for Yes, N for No.

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. Description of Services  N/A
2. Name of BOCES  N/A
3. Expenditure  N/A

13.1.18 Total Expenditure - Purchased Services with BOCES  $0


13.1.20 Balance at the Opening of the Fiscal Year
NOTE: The opening balance must be the same as the closing balance of the previous year.  $6,761

13.1.21 Total Allocation from 2016-2017 State Aid  $157,961

13.1.22 Balance at the End of the 2016-2017 Fiscal Year.  $27,127

13.1.23 Budget Narrative:
Provide a brief narrative, no more than fifteen hundred (1500) words, describing the major activities carried out with these State Aid Funds.

A large portion went to pay the SLS Coordinator and secretary’s salary and benefits. Books were purchased to support the Mock Book professional development event. Databases such as TEACHINGBOOKS.NET AND WORLD AND I SCHOOL were purchased for the entire region.

13. State Formula Aid Disbursements Cont.
SCHOOL LIBRARY SYSTEMS CATEGORICAL AID FOR AUTOMATION

Statutory Reference  Education Law § 284 (1) (g)
(Automation Aid):  Commissioners Regulations 90.18

School Library Systems are reporting on disbursements for their Automation Aid
Note: Please add annotations needed to satisfy edit checks in the State Note field of the Survey section, not the Local Note field.