

Orleans-Niagara BOCES SLS Annual Report for Library Systems - 2019 (School Library Systems 2019-2020)

1. General System Information

System/Director Information

Please be sure to read all instructions in the survey and in the separate instructions document (see Instructions link at the top right of the screen).

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

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

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

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

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

1.1	SEDCODE	459000000000
1.2	System Name	Orleans-Niagara BOCES School Library System
1.3	Beginning Reporting Year	07/01/2019
1.4	Ending Reporting Year	06/30/2020
1.5	Street Address	4124 Saunders Settlement Road
1.6	City	Sanborn
1.7	Zip Code	14132
1.8	Four-Digit Zip Code Extension (enter N/A if unknown)	9419
1.9	Mailing Address	4124 Saunders Settlement Road
1.10	City	Sanborn
1.11	Zip Code	14132
1.12	Four-Digit Zip Code Extension (enter N/A if unknown)	9419
1.13	Library System Telephone Number (enter 10 digits only and hit the Tab key)	(716) 731-6800
1.14	Fax Number (enter 10 digits only and hit the Tab key)	(716) 731-4134
1.15	System Home Page URL	https://www.onboces.org/domain/59
1.16	URL of the system's complete Plan of Service	https://www.onboces.org/Domain/66
1.18	Area Chartered to Serve (square miles)	770
1.20	County	Niagara

1.21 County (Counties) Served Niagara, Orleans
1.22 School District Medina Central School District

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

1.24 First Name of System Director Lindsay

1.25 Last Name of System Director Delaney

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) - N/A
Certification Date
- b. School Building Leader (SBL) Certificate - Date of Provisional Certification 8/9/16
- c. School Building Leader (SBL) Certificate - Date of Professional Certification 9/1/16
- d. School Building Leader (SBL) Certificate - Date of Initial Certification 9/1/2016
- e. School District Leader (SDL) Certificate - Date of Provisional Certification N/A
- f. School District Leader (SDL) Certificate - Date of Professional Certification 09/01/2015
- g. School District Administrator (SDA) Certificate - Date of Professional Certification N/A
- h. A Variance to Obtain Certification was Approved Through the Following Date N/A

Director Information Cont./Supervisor and Superint

1.31 Telephone Number of the System Director, including area code and extension. (716) 731-6800 Ext. 3751

1.32 E-Mail Address of the System Director ldelaney@onboces.org

1.33 Fax Number of the System Director (enter 10 digits only and hit the Tab key) (716) 731-4134

1.35 Name of Current SLS Director's Supervisor Dr. Clark Godshall

1.36 Mailing Address 4232 Shelby Basin Road

1.37 City Medina

1.38 Zip Code 14103

1.39 Four-Digit Zip Code Extension (enter N/A if unknown) 9514

1.40 Telephone Number (enter 10 digits only and hit the Tab key) (716) 731-6800

- 1.41 E-Mail Address cgodshall@onbooces.org
- 1.42 Name of BOCES/Big 5 Cities District Superintendent Clark Godshall, Ed.D.
- 1.43 Mailing Address 4232 Shelby Basin Road
- 1.44 City Medina
- 1.45 Zip Code 14103
- 1.46 Four-Digit Zip Code Extension (enter N/A if unknown) 9514
- 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

- 2.2 FTE (Full-Time Equivalent Calculation)
The number of hours per work week used to compute FTE for all budgeted professional positions 37.5
- 2.3 FTE (Full-Time Equivalent Calculation)
The number of hours per work week used to compute FTE for all other budgeted staff positions. 37.5

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) (7) - Filled Position FTE 0.83
- 2.7 School Library System Director per CR 90.18 (a) (7) - Vacant Position FTE 0
- 2.10 Librarians - Filled Position(s) FTE 0
- 2.11 Librarians - Vacant Position(s) FTE 0
- 2.14 **Total Certified Librarians - Filled Position(s) FTE (total questions 2.6 + 2.10)** 0.83
- 2.15 **Total Certified Librarians - Vacant Position(s) FTE (total questions 2.7 + 2.11)** 0.00
- 2.16 Total Other Professional Staff - Filled Position(s) FTE 0
- 2.17 Total Other Professional Staff - Vacant Position(s) FTE 0.83
- 2.18 0.66

	Total Other Staff - Filled Position(s) FTE	
2.19	Total Other Staff - Vacant Position(s) FTE	0
2.20	Total Paid Staff - Filled Position(s) FTE (total questions 2.14 + 2.16 + 2.18)	1.49
2.21	Total Paid Staff - Vacant Position(s) FTE (total questions 2.15 + 2.17 + 2.19)	0.83
SALARY INFORMATION		
2.24	System Director FTE	0.83
2.25	System Director Current Annual Salary	\$46,000

3. System Membership, Outlets and Governance

PUBLIC SERVICE OUTLETS

3.10	Number of member public school districts	13
3.11	Number of member non- public schools	4
3.12	Total number of members (Total 3.10 + 3.11)	17
3.13	Number of participating school library media centers	61
3.14	Number of school library system participants (buildings)	61
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
3.23	URL of the Minutes of the SLS Council's meetings for the period July 1, 2019 - June 30, 2020.	https://www.onboces.org/domain/67
3.24	Current number of <u>voting</u> positions on system board/council. Please add a note if this has changed from the previous year report.	14
3.25	Board/Council Selection - Enter Board/Council Selection Code (select one; drop-down). If O is selected, please use the Note to explain how members were named to the Board/Council.	A

SYSTEM BOARD/COUNCIL

School Library Systems - enter information for the period July 1, 2020, through June 30, 2021

President/Council Chair

3.26	Status: Filled, Vacant	Filled
3.27	First Name	Lori
3.28	Last Name	Moskaluk
3.29	Institutional Affiliation	Niagara Falls City Schools
3.30	Professional Title	School library Media Specialist
3.31	Mailing Address	4455 Porter Rd
3.32	City	Niagara Falls
3.33	Zip (enter five digits only)	14305
3.34	Telephone (enter 10 digits only and hit the Tab key)	(716) 248-5800
3.35	E-mail Address	LMoskaluk@nfschools.net
3.36	Term Expires - Month or N/A	June
3.37	Term Expires - Year (YYYY) or N/A	2023

Repeating Group #2 Board/Council Member - complete one record for each current voting Board/Council Member. For each vacant position, select "Vacant" in question 1, and enter N/A in questions 2-10 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 Collect. If you choose to send your data for uploading, you must enter the data into the spreadsheet form available in the survey by clicking [here](#). Complete this form and email it to bibliostat@baker-taylor.com.

The board president should not be included on the spreadsheet. Please enter board president information in the section above.

1.	Status: Filled, Vacant	Vacant
2.	First Name	
3.	Last Name	
4.	Institutional Affiliation	College /University
5.	Professional Title	
6.	Term Expires - Month or N/A	
7.	Term Expires - Year (YYYY) or N/A	
1.	Status: Filled, Vacant	Filled
2.	First Name	Jennifer
3.	Last Name	O'Toole
4.	Institutional Affiliation	Medina CSD
5.	Professional Title	School Librarian
6.	Term Expires - Month or N/A	June
7.	Term Expires - Year (YYYY) or N/A	2021
1.	Status: Filled, Vacant	Vacant
2.	First Name	
3.	Last Name	
4.	Institutional Affiliation	Member District / Non-public School
5.	Professional Title	
6.	Term Expires - Month or N/A	
7.	Term Expires - Year (YYYY) or N/A	
1.	Status: Filled, Vacant	Filled
2.	First Name	Maureen
3.	Last Name	Mahar
4.	Institutional Affiliation	Wilson CSD
5.	Professional Title	School Librarian
6.	Term Expires - Month or N/A	June

7.	Term Expires - Year (YYYY)	2021
	or N/A	
1.	Status: Filled, Vacant	Filled
2.	First Name	Lisa
3.	Last Name	Erickson
4.	Institutional Affiliation	NIOGA
5.	Professional Title	Outreach Director
6.	Term Expires - Month or N/A	June
7.	Term Expires - Year (YYYY)	2023
	or N/A	
1.	Status: Filled, Vacant	Filled
2.	First Name	Janet
3.	Last Name	Morrow
4.	Institutional Affiliation	Barker CSD
5.	Professional Title	School Librarian
6.	Term Expires - Month or N/A	June
7.	Term Expires - Year (YYYY)	2022
	or N/A	
1.	Status: Filled, Vacant	Filled
2.	First Name	Tom
3.	Last Name	Bindeman
4.	Institutional Affiliation	NIOGA
5.	Professional Title	Nioga Director
6.	Term Expires - Month or N/A	June
7.	Term Expires - Year (YYYY)	2021
	or N/A	
1.	Status: Filled, Vacant	Filled
2.	First Name	Terri
3.	Last Name	Faut
4.	Institutional Affiliation	Lewiston-Porter Central School District
5.	Professional Title	School Library Media Specialist
6.	Term Expires - Month or N/A	June
7.	Term Expires - Year (YYYY)	2023
	or N/A	
1.	Status: Filled, Vacant	Filled
2.	First Name	Dana
3.	Last Name	Prebis
4.	Institutional Affiliation	Lockport CSD
5.	Professional Title	School Librarian
6.	Term Expires - Month or N/A	June
7.	Term Expires - Year (YYYY)	2022
	or N/A	
1.	Status: Filled, Vacant	Filled
2.	First Name	Laura
3.	Last Name	Rizzo
4.	Institutional Affiliation	Starpoint CSD
5.	Professional Title	School Librarian
6.	Term Expires - Month or N/A	June
7.	Term Expires - Year (YYYY)	2022
	or N/A	
1.	Status: Filled, Vacant	Filled
2.	First Name	Della
3.	Last Name	Morales

- | | | |
|----|-----------------------------------|---------------------|
| 4. | Institutional Affiliation | Albion CSD |
| 5. | Professional Title | School Librarian |
| 6. | Term Expires - Month or N/A | June |
| 7. | Term Expires - Year (YYYY) or N/A | 2022 |
| 1. | Status: Filled, Vacant | Filled |
| 2. | First Name | Jennifer |
| 3. | Last Name | Ray |
| 4. | Institutional Affiliation | Newfane CSD |
| 5. | Professional Title | School Librarian |
| 6. | Term Expires - Month or N/A | June |
| 7. | Term Expires - Year (YYYY) or N/A | 2023 |
| 1. | Status: Filled, Vacant | Filled |
| 2. | First Name | Diane |
| 3. | Last Name | Balcom |
| 4. | Institutional Affiliation | North Tonawanda CSD |
| 5. | Professional Title | School Librarian |
| 6. | Term Expires - Month or N/A | June |
| 7. | Term Expires - Year (YYYY) or N/A | 2023 |
| 1. | Status: Filled, Vacant | Filled |
| 2. | First Name | Sheryl |
| 3. | Last Name | Knab |
| 4. | Institutional Affiliation | WNYLRC |
| 5. | Professional Title | Executive Director |
| 6. | Term Expires - Month or N/A | June |
| 7. | Term Expires - Year (YYYY) or N/A | 2023 |

5. System Services

Catalog

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 in print, disc, online or 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 or Virtual Catalog | Yes |
| d. | No Catalog | No |
- 5.14 How many libraries participate in (or submit records for) the union catalog? 47
- 5.15 Is the system's union catalog shared with any other library system(s)? (Enter Y for Yes, N for No) Y

- 5.16 Number of titles in the system's union catalog 270,115
- 5.17 Number of holdings in the system's union catalog 624,711
- 5.18 Number of new titles added in the last year 7,852
- 5.19 Number of holdings added in the last year 25,730
- 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 Note) No
 - b. Non-library catalogs are included (if checked, please name non-library catalogs using the Note) No
 - c. Patron-initiated ILL available and used through this catalog Yes

Interlibrary Loan/Delivery/Continuing Education

VISITS TO THE SYSTEM'S WEB SITE

- 5.24 Annual number of visits to the system's web site 2,789

SYSTEM INTERLIBRARY LOAN ACTIVITY

- 5.25 Total items provided (loaned) 2,607
- 5.26 Total items received (borrowed) 1,867
- 5.27 Total requests provided (loaned) unfilled 7
- 5.28 Total requests received (borrowed) unfilled 16
- 5.29 Total interlibrary loan activity (total questions 5.25 through 5.28) 4,497

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 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.) Yes
- g. Other (specify using the Note) No

5.32 Number of stops (pick-up and 256
delivery sites per week)

**CONTINUING EDUCATION/STAFF DEVELOPMENT
Workshops/Meetings/Training Sessions**

Resource sharing (ILL, collection development, etc.)

5.33 Number of sessions 4
5.34 Number of participants 53
5.35 Number of contact hours 14

Continuing Education Cont.

Technology

5.36 Number of sessions 4
5.37 Number of participants 72
5.38 Number of contact hours 18

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 3

Planning and Evaluation

5.48 Number of sessions 2
5.49 Number of participants 56
5.50 Number of contact hours 22

Awareness and Advocacy

5.51 Number of sessions 2
5.52 Number of participants 26
5.53 Number of contact hours 13

Trustee/Council Training

5.54 Number of sessions 4
5.55 Number of participants 54
5.56 Number of contact hours 42

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 55
5.62 Number of contact hours 27

Young Adult Services/Middle and High School Grade Levels

5.63 Number of sessions 3
5.64 Number of participants 77
5.65 Number of contact hours 8

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	5
5.70	Number of participants	208
5.71	Number of contact hours	37

E-Resources

5.72	Number of sessions	4
5.73	Number of participants	54
5.74	Number of contact hours	16

5.75 **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, 3 and 4 of one repeating group.

Repeating Group #3

1.	Topic	N/A
2.	Number of sessions	N/A
3.	Number of participants	N/A
4.	Number of Contact Hours	N/A

Coordinated Services/Consulting Services

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 #2)	31
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 #2)	655
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 #3)	200.00

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 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) No
- d. Cataloging No
- e. Materials processing No
- f. Coordinated purchase of office supplies No
- g. Coordinated computer services/purchases No
- h. Virtual reference Yes
- i. Other (describe using the Note) No
- j. N/A No

Repeating Group #4 COSER SERVICES

- 5.80 Names of COSERS managed by the SLS Director Library Resources - Online Databases
- 5.80 Names of COSERS managed by the SLS Director Itinerant Librarian
- 5.80 Names of COSERS managed by the SLS Director Media Services

CONSULTING AND TECHNICAL ASSISTANCE SERVICES

- 5.81 Number of contacts - Consulting with member libraries on grants, and state and federal funding 5
- 5.82 Number of contacts - Consulting with member libraries on funding and governance 47
- 5.83 Number of contacts - Consulting with member libraries on automation and technology 347
- 5.84 Number of contacts - Consulting with member libraries on physical plant needs 23
- 5.85 Number of contacts - Consulting with member libraries on personnel and management issues 174
- 5.86 Number of contacts - Providing information to local, county, and state legislators and their staffs 37
- 5.87 Number of contacts - Providing system and 0

- member library information to the media
- 5.88 Number of contacts - Providing website development and maintenance for member libraries 0
- 5.89 Does the system provide other Consulting and Technical Assistance Services not listed above? Enter Y for Yes, N for No. If Yes, complete one record for each topic; if No, enter N/A for questions 1 and 2 of one repeating group. N/A

Repeating Group #5

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

Reference/Special Clients

- 5.90 **Total Other Contacts** (total of question #2 of Repeating Group #5) 0
- 5.91 **Total Number of Contacts** (total of questions 5.81 through 5.88 and 5.90) 633

REFERENCE SERVICES

- 5.92 Total Reference Transactions 256

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 N/A

- 5.95 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

Repeating Group #6

- 1. Service provided N/A
- 2. Number of facilities/institutions served N/A

Fees

- 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. Y
- 5.97 Description of fees We charge and administrative fee for our Library Resources - Online Databases CoSer.

6. Operating Funds Receipts

State and Federal Aid

State Aid

- 6.32 Regional Bibliographic Data Bases (RBDB) Grant(s) from 3Rs \$0
- 6.33 School Library Systems Operating Aid \$98,022
- 6.34 School Library Systems Categorical Aid for Automation \$9,802
- 6.35 School Library System Supplementary Operating Aid \$47,358
- 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). N

Repeating Group #7 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 #7 above)** \$0
- 6.44 **Total State Aid Receipts (total questions 6.32 through 6.36, and question 6.43)** \$155,182

FEDERAL AID

- 6.45 Library Services and Technology Act (LSTA) N/A

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

Repeating Group #8 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

Contracts/COSER

6.47 **Total Other Federal Aid (total questions #2 of Repeating Group #8)** \$0

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

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

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

Repeating Group #9 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 Group #9 above)** \$0

COSER FUNDS

6.51 COSER Receipts \$0

Miscellaneous

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 Note field. N

Repeating Group #10 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 Repeating Group #10 above)** \$0

6.59	Total Miscellaneous Receipts (total questions 6.51 and 6.58)	\$0
6.60	TOTAL OPERATING FUND RECEIPTS - Total State Aid, Total Federal Aid, Total Contracts, and Total Miscellaneous Receipts (total questions 6.44, 6.48 6.50, and 6.59)	\$155,182
6.66	Total SLS Beginning Balance (Operating and Automation Aid Funds) (as of July 1, 2019)	\$136,061

Grand Total

6.67	GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS, AND BALANCE/ROLLOVER (School Library Systems - total questions 6.60, 6.66 - must agree with question 7.83)	\$291,243
------	--	-----------

7. Operating Fund Disbursements

Staff/Collection/Grants/Capital

STAFF EXPENDITURES

Salaries

7.1	System Director and Librarians	\$45,852
7.2	Other Staff	\$20,863
7.3	Total Salary and Wages Expenditures (total questions 7.1 and 7.2)	\$66,715
7.4	Employee Benefits Expenditures	\$35,064
7.5	Total Staff Expenditures (total questions 7.3 and 7.4)	\$101,779

COLLECTION EXPENDITURES

7.6	Print Materials Expenditures	\$2,079
7.7	Electronic Materials Expenditures	\$27,787
7.8	Other Materials Expenditures	\$0
7.9	Total Collection Expenditures (total questions 7.6 through 7.8)	\$29,866

GRANTS TO MEMBER LIBRARIES

Cash Grants Paid From

7.15		\$0
------	--	-----

	Other State Aid/Grants (e.g., Special Legislative or Member Grants)	
7.16	Federal Aid	\$0
7.17	Other cash grants paid from system funds	\$0
7.18	Total Cash Grants (total questions 7.15 through 7.17)	\$0
7.19	Book/Library Materials Grants	\$0
7.20	Other Non-Cash Grants	\$0
7.21	Total Grants to Member Libraries (total questions 7.18 through 7.20)	\$0

CAPITAL EXPENDITURES FROM OPERATING FUNDS

7.24	Computer Equipment	\$519
7.25	Furniture/Furnishings	\$0
7.27	Total Capital Expenditures from Operating Fund (total questions 7.24 through 7.25)	\$519

Miscellaneous/Contracts

MISCELLANEOUS EXPENSES

7.37	Office and Library Supplies	\$919
7.38	Equipment	\$0
7.39	Telecommunications	\$0
7.40	Binding Expenses	\$1,739
7.41	Postage and Freight	\$0
7.42	Publicity and Printing	\$0
7.43	Travel	\$907
7.44	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.	\$1,773
7.45	Membership Dues - Please include a State Note listing Professional Organization Memberships for which dues are being paid.	\$1,784
7.46	Indirect Costs paid to BOCES or Big 5 Cities (same as Question 13.1.16)	\$4,644
7.47	Does the system have other miscellaneous expenses in categories not listed in questions 7.37 through 7.46? Enter Y for Yes, N for No. If Yes is answered, please add a State Note describing these Other Miscellaneous Expenses.	N

Repeating Group #11 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 N/A
- 2. Amount N/A

7.48 **Total Other Miscellaneous Expenses** (total question #2 of \$0 Repeating Group #11 above)

7.49 **Total Miscellaneous Expenses** (total questions 7.37 through 7.46 and 7.48) \$11,766

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

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

Repeating Group #12 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

Totals/Bank Information

7.51 **Total Contracts** (total question #3 of Repeating Group #12 above) \$0

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, 7.49 and 7.51) \$143,930

7.62 **TOTAL DISBURSEMENTS** (total question 7.56) \$143,930

7.82 **TOTAL SLS Ending Balance** (as of June 30, 2020) \$147,313

7.83 **GRAND TOTAL DISBURSEMENTS & ENDING BALANCE** (total questions 7.62 and 7.82) \$291,243

Repeating Group #13 Complete one record for each financial account

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

Bank Balance

7.87 **Total Bank Balance** (total question #2 of Repeating Group #13 above) \$0

12. Projected Annual Budget For Library Systems

School Library Systems Budget for July 1, 2020 - June 30, 2021

12.1 Total Operating Fund Receipts (include COSER Funds, State Aid, Federal Aid, \$151,177 Contracts and Miscellaneous Receipts)

12.4 Cash Balance/Ending Balance in Operating Fund at the end of the previous fiscal year \$147,313

12.5 **Grand Total Operating Fund Receipts, Budget Loans, Transfers and Ending Balance** \$298,490 (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, Miscellaneous Expenses, Contracts with Libraries and Library Systems in New York State) \$145,000

12.8 Ending Balance in Operating Fund at the end of the current fiscal year \$50,000 (For School Library Systems, ending balance as of June 30, 2021)

12.9 **Grand Total Operating Fund Disbursements and Ending Balance** (total questions 12.6 and 12.8) \$195,000

13. State Formula Aid Disbursements

SLS OPERATING AID AND SUPPLEMENTAL AID

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: 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

Repeating Group #14 13.1.1 **Professional Salaries:** Indicate total FTE and salaries for all system employees paid from each category of state aid; complete one record for each employee.

1.	Title	SLS Coordinator
2.	Total Full-Time Equivalents (FTE) - System Director and Librarians Only	.83
3.	Expenditure	\$45,852

13.1.2 **Total Expenditure - Professional Salaries:** \$45,852

Repeating Group #15 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	SLS Clerical
2.	Total Full-Time Equivalents (FTE)	.66
3.	Expenditure	\$20,863

13.1.4 **Total Expenditure - Other Staff Salaries** \$20,863

13.1.5 **Employee Benefits:** Indicate the total expenditures for all system employee fringe benefits. \$35,065

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

Repeating Group #16 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	Consultant fees/professional fees/per diem
2.	Provider of Services	Stephanie Cole Adams
3.	Expenditure	\$533

1.	Expenditure Category	Consultant fees/professional fees/per diem
2.	Provider of Services	Paige Jaeger
3.	Expenditure	\$800

1.	Expenditure Category	Consultant fees/professional fees/per diem
2.	Provider of Services	Kulture Khazana LLC
3.	Expenditure	\$250

1.	Expenditure Category	Consultant fees/professional fees/per diem
2.	Provider of Services	Stephanie Cole Adams
3.	Expenditure	\$190

1.	Expenditure Category	Institutional membership
2.	Provider of Services	WNYRLC
3.	Expenditure	\$709

1.	Expenditure Category	Institutional membership
2.	Provider of Services	EMTA
3.	Expenditure	\$200

1.	Expenditure Category	Institutional membership
2.	Provider of Services	SLSA
3.	Expenditure	\$1,635

13.1.7 **Total Expenditure - Purchased Services** \$4,317

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. Y

Repeating Group #17 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	Equipment with a unit cost of less than \$5,000
2.	Expenditure	\$467

1.	Expenditure Category	Office/library supplies and postage
2.	Expenditure	\$917

1.	Expenditure Category	Books and other print materials
2.	Expenditure	\$1,854

1.	Expenditure Category	Non-print resources (electronic content)
2.	Expenditure	\$18,417

13.1.9 **Total Expenditure - Supplies and Materials** \$21,655

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

Repeating Group #18 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	\$147

13.1.11 **Total Expenditure - Travel** \$147

13.1.12 **Equipment and Furnishings:** Did the system expend funds for equipment and furnishings with a unit cost of \$5,000 or more and having a useful life of more than one year? Enter Y for Yes, N for No. N

Repeating Group #19 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
2. Quantity
3. Unit Cost
4. Expenditure

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. N

Repeating Group #20 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
2. Allocation
3. Project Description (no more than 300 words)

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 7.46) \$4,644

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? Enter Y for Yes, N for No. N

Repeating Group #21 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
2. Name of BOCES
3. Expenditure

13.1.18 **Total Expenditure - Purchased Services with BOCES** \$0

13.1.19 **Total Expenditure (total 13.1.2, 13.1.4, 13.1.5, 13.1.7, 13.1.9, 13.1.11, 13.1.13, 13.1.15, 13.1.16, and 13.1.18)** \$132,543

13.1.20 **Balance at the Opening of the Fiscal Year** \$53,193
NOTE: The opening balance must be the same as the

closing balance of the previous year.

13.1.21 **Total Allocation from 2019-2020 State Aid** \$145,380

13.1.22 **Balance at the End of the 2019-2020 Fiscal Year.** \$66,030

13.1.23 **Budget Narrative:** Provide a brief narrative, no more than 1500 words, describing the major activities provide Fact Cite 123 for our Elementary librarians. The O/N SLS is always carried out with these State Aid Funds. THE SLS put on 4 PD works hops with wonderful presenters. We were again able to purchase Gale Biography in Context for all of our HS Librarians. We also describing the major activities provide Fact Cite 123 for our Elementary librarians. The O/N SLS is always carried out with these State Aid Funds. grateful to DLD and NYSED for our funding.

13. State Formula Aid Disbursements Cont.

SLS CATEGORICAL AID FOR AUTOMATION

SCHOOL LIBRARY SYSTEMS CATEGORICAL AID FOR AUTOMATION

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

School Library Systems are reporting on disbursements for their Automation Aid

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

Repeating Group #22 13.2.1 **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
- 2. Total Full-Time Equivalents (FTE)
- 3. Expenditure

13.2.2 **Total Expenditure - Professional Salaries:** \$0

Repeating Group #23 13.2.3 **Other Staff Salaries:** Indicate total FTE and salaries for all other system employees; complete one record for each employee.

- 1. Title
- 2. Total Full-Time Equivalents (FTE)
- 3. Expenditure

13.2.4 **Total Expenditure - Other Staff Salaries** \$0

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

13.2.6 **Purchased Services:** Does the system expend funds for purchased services? Enter Y for Yes, N for No. Y

Repeating Group #24 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
2. Provider of Services
3. Expenditure

13.2.7 **Total Expenditure - Purchased Services** \$0

13.2.8 **Supplies and Materials:**
Does 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

Repeating Group #25 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 \$2,016

1. Expenditure Category Non-print resources (electronic content)
2. Expenditure \$9,370

13.2.9 **Total Expenditure - Supplies and Materials** \$11,386

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

Repeating Group #26 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
2. Expenditure

13.2.11 **Total Expenditure - Travel** \$0

13.2.12 **Equipment and Furnishings:** Does 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

Repeating Group #27 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
2. Quantity
3. Unit Cost
4. Expenditure

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

13.2.14 N

Grants to Member

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

Repeating Group #28 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
2. Allocation
3. Project Description (no more than 300 words)

13.2.15 **Total Expenditure - Grants to Member Libraries** \$0

13.2.16 **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? Enter Y for Yes, N for No. N

Repeating Group #29 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
2. Name of BOCES
3. Expenditure

13.2.17 **Total Expenditure - Purchased Services with BOCES** \$0

13.2.18 **Total Expenditure (total 13.2.2, 13.2.4, 13.2.5, 13.2.7, 13.2.9, 13.2.11, 13.2.13, 13.2.15, and 13.2.17)** \$11,386

13.2.19 **Balance at the Opening of the Fiscal Year**
NOTE: The opening balance must be the same as the closing balance of the previous year. \$25,276

13.2.20 **Total Allocation from 2019-2020 State Aid** \$9,802

13.2.21 **Balance at the End of the 2019 - 2020 Fiscal Year** \$23,692

13.2.22 **Final Narrative:** Provide a brief narrative, no more than five hundred (500) words, We were able to purchase books to be loaned to member library's and also help describing the major activities support our fact cute 123 Subscription. carried out with these State Aid Funds.

14. Summary of Library System Accomplishments

Library System Accomplishments

Using the goals from Section 4 in the approved 2016-2021 System Plan of Service, BRIEFLY describe the final results of each element for Year 4 (2019-2020).

- | | | |
|------|--|---|
| 14.1 | Element 1: Resource Sharing - Results | Using our ListServ our librarians can reach out and connect with one another. Many times weekly our SLMS will ask questions, request reference assistance and also recommendations for differing titles. The SLS provides us with a go through for sharing of resources and collaborations. |
| 14.2 | Element 2: Special Client Groups - Results | The several O/N BOCES special education resource learning centers have had me come out a show the usability and Lexile searching on many of the resources provided by our SLS. We have been able to provide this special client group with appropriate resources that can help achieve these students' goals. We also had a workshop on Indian culture that was very well received. |
| 14.3 | Element 3: Professional Development and Continuing Education - Results | We had several successful PD sessions. We had 2 days on Copyright and a day with Paige Jaeger on AASL. |
| 14.4 | Element 4: Consulting and Development Services - Results | The SLS coordinates many services. We cross promote other BOCES professional development opportunities, and also interact highly with WNYLRC. By being a WNYLRC member it vastly expands the PD we can offer along with the physical materials to the SLMS and students. |
| 14.5 | Element 5: Coordinated Services - Results | We coordinate many services here at O/N BOCES. We run PD for all of our component districts, an itinerant librarian Coser, Library Databases Coser, and Media Services CoSer. We also assist in author visits, district visits to promote our services and offerings while provide our users with the best service we are capable of. |

Library System Accomplishments Cont.

- | | | |
|------|---|--|
| 14.6 | Element 6: Awareness and Advocacy - Results | We coordinate many services here at O/N BOCES. We run PD for all of our component districts, an itinerant librarian Coser, Library Databases Coser, and Media Services CoSer. We also assist in author visits, district visits to promote our services and offerings while provide our users with the best service we are capable of. |
| 14.7 | Element 7: Communication among Member Libraries and Library Systems - Results | The O/N BOCES has members of the NIOGA public library, WNYLRC and local colleges on our council. This opens a pathway for communication and collaboration. We have been able to give our SLMS the access to public librarians to supportive common core learning initiatives and the state-wide summer reading programs. We have also hosted CC meeting at the NIOGA library so that we know what services are available and meet face to face to collaborate and share ideas. |
| 14.8 | Element 8: Cooperative Efforts with Other Library Systems - Results | We are working to tweak and refine the SLS media collection to suite the needs of librarians. Our PD's were attended in some of the highest numbers I have ever seen, and I attribute that to the quality of PD we are delivering. The SLS Office is constantly out in the field assisting librarians, even with having a very small staff. |
| 14.9 | Element 9: Other Goal(s) - Results | N/A |

PARTICIPANT'S EVALUATION OF SYSTEM SERVICES

- | | | |
|-------|--|---|
| 14.11 | URL of System's Blank Evaluation Form | https://docs.google.com/forms/d/e/1FAIpQLScJKGLwnB9RrJbMJJoN07Ndv6v-pZqe7DIP9Qu_7hh-HzsMUg/viewform |
| 14.12 | URL of the Tabulated Results of the System's Evaluation Form | https://www.onboces.org/site/handlers/filedownload.ashx?moduleinstanceid=98&dataid=7485&FileName=2019-2020%20Results.pdf |

15. Assurance and Contact Information

CONTACT INFORMATION

- | | |
|------|-----------------|
| 15.1 | Lindsay Delaney |
|------|-----------------|

- Contact name (person completing report)
- 15.2 Contact telephone number (enter 10 digits only and hit the Tab key) (716) 731-6800
- 15.3 Contact e-mail address Ldelaney@onboces.org

ASSURANCE

- 15.4 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) 10/1/20

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

- 15.5 The Library System's Annual Report was reviewed and approved by the New York State Library on (date - mm/dd/yyyy) 2/22/2021

Suggested Improvements

Library System Orleans-Niagara BOCES SLS

Name of Person Completing Form Lindsay Delaney

Phone Number and Extension (enter area code, telephone number and extension only): 7167316800

Please share with us your suggestions for improving the *Annual Report*. Thank you!