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
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@onboces.org
1.42 Name of BOCES/Big 5 Cities        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     9514

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) 0.83
- Filled Position FTE

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

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

Total Paid Staff - Filled Position(s) FTE (total questions 2.14 + 2.16 + 2.18) 2.20 1.49
Total Paid Staff - Vacant Position(s) FTE (total questions 2.15 + 2.17 + 2.19) 2.21 0.83

SALARY INFORMATION
System Director FTE 2.24 0.83
System Director Current Annual Salary 2.25 $46,000

3. System Membership, Outlets and Governance

PUBLIC SERVICE OUTLETs
Number of member public school districts 3.10 13
Number of member non-public schools 3.11 4
Total number of members (Total 3.10 + 3.11) 3.12 17
Number of participating school library media centers 3.13 61
Number of school library system participants (buildings) 3.14 61
Main Library/System Headquarters 3.15 1

BOARD /COUNCIL MEETINGS
Total number of school library system council meetings held during reporting year 3.22 4
URL of the Minutes of the SLS Council's meetings for the period July 1, 2019 - June 30, 2020. 3.23 https://www.onboces.org/domain/67
Current number of voting positions on system board/council. Please add a note if this has changed from the previous year report. 3.24 14
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. 3.25 A

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

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

**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](mailto: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 | 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) | 2021 |

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 |
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)  or N/A  2021

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)  or N/A  2022

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)  or N/A  2021

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)  or N/A  2023

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)  or N/A  2022

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)  or N/A  2022

1. Status: Filled, Vacant  Filled
2. First Name  Della
3. Last Name  Morales
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
<table>
<thead>
<tr>
<th>5.32</th>
<th>Number of stops (pick-up and delivery sites per week)</th>
</tr>
</thead>
</table>

**CONTINUING EDUCATION/STAFF DEVELOPMENT**

**Workshops/Meetings/Training Sessions**

**Resource sharing (ILL, collection development, etc.)**

<table>
<thead>
<tr>
<th>5.33</th>
<th>Number of sessions</th>
<th>4</th>
</tr>
</thead>
<tbody>
<tr>
<td>5.34</td>
<td>Number of participants</td>
<td>53</td>
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<tr>
<td>5.35</td>
<td>Number of contact hours</td>
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Continuing Education Cont.

**Technology**

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<tr>
<td>5.38</td>
<td>Number of contact hours</td>
<td>18</td>
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**Digitization**

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<tr>
<th>5.39</th>
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<tr>
<td>5.41</td>
<td>Number of contact hours</td>
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**Leadership**

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</tr>
<tr>
<td>5.44</td>
<td>Number of contact hours</td>
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**Management & Supervisory**

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<th>Number of sessions</th>
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<td>5.46</td>
<td>Number of participants</td>
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</tr>
<tr>
<td>5.47</td>
<td>Number of contact hours</td>
<td>3</td>
</tr>
</tbody>
</table>

**Planning and Evaluation**

<table>
<thead>
<tr>
<th>5.48</th>
<th>Number of sessions</th>
<th>2</th>
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<tbody>
<tr>
<td>5.49</td>
<td>Number of participants</td>
<td>56</td>
</tr>
<tr>
<td>5.50</td>
<td>Number of contact hours</td>
<td>22</td>
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</table>

**Awareness and Advocacy**

<table>
<thead>
<tr>
<th>5.51</th>
<th>Number of sessions</th>
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<tr>
<td>5.52</td>
<td>Number of participants</td>
<td>26</td>
</tr>
<tr>
<td>5.53</td>
<td>Number of contact hours</td>
<td>13</td>
</tr>
</tbody>
</table>

**Trustee/Council Training**

<table>
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<th>5.54</th>
<th>Number of sessions</th>
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<tbody>
<tr>
<td>5.55</td>
<td>Number of participants</td>
<td>54</td>
</tr>
<tr>
<td>5.56</td>
<td>Number of contact hours</td>
<td>42</td>
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**Special Client Populations**

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<td>0</td>
</tr>
<tr>
<td>5.59</td>
<td>Number of contact hours</td>
<td>0</td>
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</table>

**Children's Services/Elementary Grade Levels**

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<th>5.60</th>
<th>Number of sessions</th>
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<td>Number of participants</td>
<td>55</td>
</tr>
<tr>
<td>5.62</td>
<td>Number of contact hours</td>
<td>27</td>
</tr>
</tbody>
</table>

**Young Adult Services/Middle and High School Grade Levels**

<table>
<thead>
<tr>
<th>5.63</th>
<th>Number of sessions</th>
<th>3</th>
</tr>
</thead>
<tbody>
<tr>
<td>5.64</td>
<td>Number of participants</td>
<td>77</td>
</tr>
<tr>
<td>5.65</td>
<td>Number of contact hours</td>
<td>8</td>
</tr>
</tbody>
</table>

**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
- Itinerant Librarian
- 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
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 an 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.

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 N State? Enter Y for Yes, N for No.

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.

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 |

**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 |

**Total Collection Expenditures** (total questions $29,866 7.6 through 7.8)

**GRANTS TO MEMBER LIBRARIES**

**Cash Grants Paid From**

| 7.15 | | $0 |
### Other State Aid/Grants (e.g., Special Legislative or Member Grants)

<table>
<thead>
<tr>
<th>Question</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>
</tbody>
</table>

### CAPITAL EXPENDITURES FROM OPERATING FUNDS

<table>
<thead>
<tr>
<th>Question</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.24</td>
<td>Computer Equipment</td>
<td>$519</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>$519</td>
</tr>
</tbody>
</table>

### MISCELLANEOUS EXPENSES

<table>
<thead>
<tr>
<th>Question</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.37</td>
<td>Office and Library Supplies</td>
<td>$919</td>
</tr>
<tr>
<td>7.38</td>
<td>Equipment</td>
<td>$0</td>
</tr>
<tr>
<td>7.39</td>
<td>Telecommunications</td>
<td>$0</td>
</tr>
<tr>
<td>7.40</td>
<td>Binding Expenses</td>
<td>$1,739</td>
</tr>
<tr>
<td>7.41</td>
<td>Postage and Freight</td>
<td>$0</td>
</tr>
<tr>
<td>7.42</td>
<td>Publicity and Printing</td>
<td>$0</td>
</tr>
<tr>
<td>7.43</td>
<td>Travel</td>
<td>$907</td>
</tr>
<tr>
<td>7.44</td>
<td>Fees for Consultants and Professionals - Please include a State Note</td>
<td>$1,773</td>
</tr>
<tr>
<td></td>
<td>with the consultants' or vendors' names and a brief description of</td>
<td></td>
</tr>
<tr>
<td></td>
<td>the service(s) provided.</td>
<td></td>
</tr>
<tr>
<td>7.45</td>
<td>Membership Dues - Please include a State Note listing Professional</td>
<td>$1,784</td>
</tr>
<tr>
<td></td>
<td>Organization Memberships for which dues are being paid.</td>
<td></td>
</tr>
<tr>
<td>7.46</td>
<td>Indirect Costs paid to BOCES or Big 5 Cities (same as Question 13.1.16)</td>
<td>$4,644</td>
</tr>
<tr>
<td>7.47</td>
<td>Does the system have other miscellaneous expenses in categories not listed</td>
<td></td>
</tr>
<tr>
<td></td>
<td>in questions 7.37 through 7.46? Enter Y for Yes, N for No. If Yes is</td>
<td></td>
</tr>
<tr>
<td></td>
<td>answered, please add a State Note describing these Other Miscellaneous</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Expenses.</td>
<td></td>
</tr>
</tbody>
</table>
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

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

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

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

N

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

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

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

TOTAL DISBURSEMENTS (total question 7.56) $143,930

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

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
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 (For School Library Systems, ending balance as of June 30, 2021) $50,000

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**

**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.
<table>
<thead>
<tr>
<th>Type of item</th>
<th>Quantity</th>
<th>Unit Cost</th>
<th>Expenditure</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Expenditure</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Equipment and</td>
<td>$0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Furnishings:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Grants to Member</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Libraries:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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

**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)

**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.

**Total Indirect Cost** (same as Question 7.46) $4,644

**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.

**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

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


**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 fifteen hundred (1500) words, describing the major activities 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 provide Fact Cite 123 for our Elementary librarians. The O/N SLS is always 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**
- 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.
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.

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.

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

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.

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.
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, describing the major activities support our fact cute 123 Subscription. We were able to purchase books to be loaned to member library's and also help carried out with these State Aid Funds.

14. Summary of 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/1FAIpQLScJKGLwnB9RjblMJoN07Ndvn6v-pZq7DIP9Qu_7hh-HzsMUG/viewform

14.12 URL of the Tabulated Results of the System's Evaluation Form

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!
Thank you!