

# Finger Lakes Library System

## Annual Report for Library Systems - 2023 (Public Library Systems 2023)

### 1. General System Information

1.49 For the reporting year, has the system experienced any unusual circumstance(s) that affected the statistics and/or information reported (e.g. natural disaster, fire, closed for renovations, massive weeding of collection, etc.)? Indicate Y for Yes, N for No. If Yes, please annotate using the note.

Our Business Manager left on November 15, 2023. We only had intermittent/temporary financial assistance through the end of the year.

### 2. Personnel Information

No Notes

### 3. System Membership, Outlets and Governance

Repeating Group 3

9. Office Held or Trustee

Vice President

Repeating Group 5

9. Office Held or Trustee

Secretary

Repeating Group 7

14. Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).

Completing Cindy Buerkle's term.

Repeating Group 8

14. Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).

Steve Moolin's term actually expired December 2023. Trustee Maroney is filling a vacancy.

### 4. Public Library System Transactions and Collections

4.11 Total Cataloged Book Holdings

TCPL houses FLLS-owned CBA items at their library. They completed a weeding project and removed over half of our items.

### 5. System Services

5.8	Number of titles in the ILS bibliographic database	TCPL completed a weeding project and removed a large quantity of items from their own collection and the CBA collection.
5.9	Number of new titles added by the system in the reporting year	Includes OverDrive titles added to catalog.
5.16	Number of titles in the system's union catalog	TCPL completed a weeding project and removed a large quantity of items from their own collection and the CBA collection.
a.	Non-member catalogs are included (if checked, please name non-member catalogs using the State note)	Durland Alternatives Library at Cornell University is an associate library of FLLS.
5.26	Total items received (borrowed)	Out-of-system Interlibrary loan was shut down in March 2020 due to the COVID-19 pandemic and restarted in in late 2022. ILL has always been incredibly popular with local academic communities and we are returning to pre-pandemic numbers now that people are aware that the service is back.
5.27	Total requests provided (loaned) unfilled	Out-of-system Interlibrary loan was shut down in March 2020 due to the COVID-19 pandemic and restarted in in late 2022. ILL has always been incredibly popular with local academic communities and we are returning to pre-pandemic numbers now that people are aware that the service is back. We cannot fill every request due to various restrictions.
5.33	Number of participants	FLLS was the host for the statewide Collection Management Toolkit Webinar with Stephanie Cole Adams held in 2022. This workshop was not repeated in 2023.
5.75	Other Consulting and Technical Assistance Services not listed above – Add Note	Annual Report assistance

## 6. Operating Funds Receipts

- 6.6 Central Library Services Aid CLSA was received late due to Central Library's failure of Maintenance of Effort.
- 6.18 Local Library Services Aid - Kept at System Note: the remaining 10% of LLSA funds was received in 2024.(\$10,106)
- 6.21 Local Services Support Aid Note: the remaining 10% of LSSA funds was received in 2024.(\$8,868)
- 6.56 Does the system have other miscellaneous receipts in categories not listed in questions 6.51 through 6.55? Enter Y for Yes, N for No. Note: Please see individual notes in each sub-component.

Repeating Group 1

2. Amount E-Rate is the telecommunications reimbursement program (land line and internet)for our member libraries as a subsidy to offset costs.

Repeating Group 2

2. Amount Purchase of ebooks and audiobooks for OverDrive. Note: \$29,934 in 2022

Repeating Group 3

2. Amount Group purchasing of Swank movie licenses for member libraries. Note: 18 Month Contract in 2020, no payment made in 2021, balance payment made in 2022.

6.67 GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS, AND BALANCE/ROLLOVER (Public Library Systems – total questions 6.59, 6.60, 6.63 and 6.64 – must agree with question 7.82)

Because the Central Library failed Maintenance of Effort, there was no payment from the State in 2022. In 2023, FLLS had received funds in the amount of \$337,764. However, no payment was passed through to the Central Library until 2024.

**7. Operating Fund Disbursements**

- 7.11 Central Library Services Aid (CLSA) The 2023 funds in the amount of \$337,764 were not disbursed until 2024.

7.17 Other cash grants paid from system funds	Note: Outreach Mini Grants 2022 - \$9,708 2023 - \$15,223 Collection Development Grant 2022 - \$0, 2023 - \$64,000 (\$2,000 for 32 Libraries, one declined funding)
7.23 Other Vehicles	Purchase of delivery van.
7.31 From Local Public Funds (72PF)	Insulation of outer walls.
7.42 Fees for Consultants and Professionals - Please include a Note with the consultants' or vendors' names and a brief description of the service(s) provided.	Note: Port, Kashdin, & McSherry CPA's - Audit & 990: \$8,000.00 Sharon Campanella, Treasurer, Reconciliations of Bank Accounts: \$600.00 Family & Children's Services - EAP Contract: \$518.00 ADP - Payroll Processing: \$5,000.00 Wasabi Technologies - Cloud Storage - \$880.00 Barclay Damon - Legal Services - \$532.00
7.43 Membership Dues - Please include a State Note listing Professional Organization Memberships for which dues are being paid.	Note: PULISDO \$400.00 SHRM - Professional / Business \$229.00 NYALS 2023 & 2024 \$3,215.00 South Central Regional Library Council \$197.00 ARSL \$226.00 NYLA \$1903.00
Repeating Group 1	
1. Expense category	Note: Polaris and Related Software
Repeating Group 2	
1. Expense category	Polaris and related software
Repeating Group 2	
2. Amount	Polaris and related software
Repeating Group 1	
2. Contracted Service (specify using the State note)	Note: FLLS purchases in bulk or bulk licensing, and resells computers, library supplies, computer printers, barcode scanners, software licenses, etc. to member libraries.

**7.61 CLOSING CASH BALANCE at the End of the Current Fiscal Reporting Year (For Public Library Systems - December 31, 2023)**

Because the Central Library failed Maintenance of Effort, there was no payment from the State in 2022. In 2023, FLLS had received funds in the amount of \$337,764. However, no payment was passed through to the Central Library until 2024.

**8. Capital Fund Receipts**

No Notes

**9. Capital Fund Disbursements**

No Notes

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

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

Because the Central Library failed Maintenance of Effort, there was no payment from the State in 2022. In 2023, FLLS had received funds in the amount of \$337,764. However, no payment was passed through to the Central Library until 2024.

**13. State Formula Aid Disbursements**

Repeating Group 3

1. Expenditure Category

Canon copier lease.

Repeating Group 19

1. Expenditure Category

Vehicle operations and maintenance

Repeating Group 21

1. Expenditure Category

Software

Repeating Group 22

1. Expenditure Category

Software

Repeating Group 23

1. Expenditure Category

Medical insurance for Retirees and Former Employees

Repeating Group 4

2. Provider of Services	Institutional, Vehicle and Trustee insurance.
Repeating Group 19	
2. Provider of Services	AAA Pritchard Automotive, Maguire (Vehicle maintenance and repairs)
Repeating Group 1	
1. Expenditure Category	Note: Postage and UPS Charges
Repeating Group 2	
1. Expenditure Category	Note: Office & ILS Supplies
Repeating Group 3	
1. Expenditure Category	Various small \$ purchases in various categories
Repeating Group 4	
1. Expenditure Category	Note: Expensed Equipment
Repeating Group 2	
1. Type of Travel	Note: Van gasoline - for Transit vans for ILL delivery and pickup. Also for Minivan use for meetings.
Repeating Group 1	
1. Type of Travel	Correctional Facilities Librarians - NYLA Conference
Repeating Group 2	
1. Type of Travel	Gas, Vehicle Maintenance, Vehicle Insurance allocation of expenses for Delivery of Books and Supplies to the Correctional Facilities

**14. Summary of Library System Accomplishments**

No Notes

**15. Current system URL's**

No Notes

**16. Assurance and Contact Information**

No Notes

## **Suggested Improvements**

No Notes