1. General System Information

Note: Please add annotations needed to satisfy edit checks in the State Note field of the Survey section, not the Local No

1.1 SEDCODE 199000000000
1.2 System Name Otsego-Delaware-Schoharie-Greene BOCES School Library System
1.3 Beginning Reporting Year 07/01/2016
1.4 Ending Reporting Year 06/30/2017
1.5 Street Address 2020 Jump Brook Road
1.6 City Grand Gorge
1.7 Zip Code 12434
1.8 Four-Digit Zip Code N/A
1.9 Mailing Address Otsego Northern Catskills BOCES PO Box 382
1.10 City Grand Gorge
1.11 Zip Code 12434
1.12 Four-Digit Zip Code Extension (enter N/A if unknown) 0382
1.13 Library System Telephone Number (enter 10 digits only and hit the Tab key) (607) 433-1322
1.14 Fax Number (enter 10 digits only and hit the Tab key) (607) 441-5342
1.15 System Home Page URL http://www.oncboces.org/ISS/onc_boces_school_library_system_
1.16 URL of the system's complete Plan of Service http://www.oncboces.org/UserFiles/Servers/Server_524527/File/School%20Library%20...
1.18 Area Chartered to Serve (square miles) 1,661
1.20 County Delaware
1.21 County (Counties) Served Delaware, Greene, Otsego, Schoharie
1.22 School District Oneonta CSD

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

1.23 Title of System Director: (drop-down): Mr., Mrs., Ms., Dr., Miss
1.24 First Name of System Director Eileen
1.25 Last Name of System Director Coryat

1.28 - School Library System Director Administrative Certification: Indicate information about the certification currently held by the School Library System Director. 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 N/A
c. School Building Leader (SBL) Certificate - Date of Professional Certification 09/01/2013

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

e. School District Leader (SDL) Certificate - Date of Professional Certification 09/01/2014

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

1.31 Telephone Number of the System Director, including area code and extension. (607)433-1322

1.32 E-Mail Address of the System Director ecoryat@oncboces.org

1.33 Fax Number of the System Director (enter 10 digits only and hit the Tab key) (607) 441-5342

1.35 Name of Current SLS Director's Supervisor Anne Pallischeck

1.36 Mailing Address Otsego Northern Catskills BOCES PO Box 57, 1914 County Rte. 35

1.37 City Milford

1.38 Zip Code 13807

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

1.40 Telephone Number (enter 10 digits only and hit the Tab key) (607) 286-7715

1.41 E-Mail Address apallischeck@oncboces.org

1.42 Name of BOCES/Big 5 Cities District Superintendent Nicholas Savin

1.43 Mailing Address PO Box 382, 2020 Jump Brook Road

1.44 City Grand Gorge

1.45 Zip Code 12434

1.46 Four-Digit Zip Code Extension (enter N/A if unknown) 0382

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

N

2. Personnel Information

Note: Please add annotations needed to satisfy edit checks in the State Note field of the Survey section, not the Local No
2.2 FTE (Full-Time Equivalent Calculation)
The number of hours per work week used to compute FTE for all budgeted professional positions

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

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

<table>
<thead>
<tr>
<th>Position Type</th>
<th>FTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.6 School Library System</td>
<td></td>
</tr>
<tr>
<td>Director per CR 90.18 (a) (7)</td>
<td>1.00</td>
</tr>
<tr>
<td>- Filled Position FTE</td>
<td></td>
</tr>
<tr>
<td>2.7 School Library System</td>
<td></td>
</tr>
<tr>
<td>Director per CR 90.18 (a) (7)</td>
<td>0.00</td>
</tr>
<tr>
<td>- Vacant Position FTE</td>
<td></td>
</tr>
<tr>
<td>2.10 Librarians - Filled Position(s) FTE</td>
<td></td>
</tr>
<tr>
<td>2.11 Librarians - Vacant Position(s) FTE</td>
<td></td>
</tr>
<tr>
<td>2.14 Total Certified Librarians - Filled Position(s) FTE</td>
<td>1.00</td>
</tr>
<tr>
<td>(total questions 2.6 + 2.10)</td>
<td></td>
</tr>
<tr>
<td>2.15 Total Certified Librarians - Vacant Position(s) FTE</td>
<td>0.00</td>
</tr>
<tr>
<td>(total questions 2.7 + 2.11)</td>
<td></td>
</tr>
<tr>
<td>2.16 Total Other Professional Staff - Filled Position(s) FTE</td>
<td>1.00</td>
</tr>
<tr>
<td>2.17 Total Other Professional Staff - Vacant Position(s) FTE</td>
<td>0.00</td>
</tr>
<tr>
<td>2.18 Total Other Staff - Filled Position(s) FTE</td>
<td>0.40</td>
</tr>
<tr>
<td>2.19 Total Other Staff - Vacant Position(s) FTE</td>
<td>0.00</td>
</tr>
<tr>
<td>2.20 Total Paid Staff - Filled Position(s) FTE</td>
<td>2.40</td>
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<tr>
<td>(total questions 2.14 + 2.16 + 2.18)</td>
<td></td>
</tr>
<tr>
<td>2.21 Total Paid Staff - Vacant Position(s) FTE</td>
<td>0.00</td>
</tr>
<tr>
<td>(total questions 2.15 + 2.17 + 2.19)</td>
<td></td>
</tr>
</tbody>
</table>

**SALARY INFORMATION**

<table>
<thead>
<tr>
<th>Position Type</th>
<th>FTE</th>
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<tbody>
<tr>
<td>2.24 System Director FTE</td>
<td>1.00</td>
</tr>
<tr>
<td>2.25 System Director Current Annual Salary</td>
<td>$85,176</td>
</tr>
</tbody>
</table>

3. System Membership, Outlets and Governance

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

**PUBLIC SERVICE OUTLETS**
3.10 Number of member public school districts 19
3.11 Number of member non-public schools 0
3.12 Total number of members (Total 3.10 + 3.11) 19
3.13 Number of participating school library media centers 25
3.14 Number of school library system participants (buildings) 25
3.15 Main Library/System Headquarters 1

BOARD /COUNCIL MEETINGS
3.22 Total number of school library system council meetings held during reporting year 4
3.24 Current number of voting positions on system board/council 12
3.25 Board/Council Selection - Enter Board/Council Selection Code (select one; drop-down). If O is selected, please use the State note to explain how members were named to the Board/Council.

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

President/Council Chair
3.26 Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant Mrs.
3.27 First Name Michelle
3.28 Last Name Hitchcock
3.29 Institutional Affiliation Cooperstown CSD
3.30 Professional Title School Librarian
3.36 Term Expires - Month or N/A July
3.37 Term Expires - Year (YYYY) or N/A 2020

Board/Council Member - complete one record for each Board/Council Member. For each vacant position, select "Vacant" in question 1.
1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant Ms.
Janet 2. First Name
Wenner 3. Last Name
Jefferson CSD 4. Institutional Affiliation
School Librarian 5. Professional Title
1332 NY-10 6. Mailing Address
Jefferson 7. City
12093 8. Zip Code (enter five digits only)
July 9. Term Expires - Month or N/A
2018 10. Term Expires - Year (YYYY) or N/A
Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant 1. Title (drop-down):
Ms.

Julia 2. First Name
Corrice 3. Last Name
South Central Regional Library Council 4. Institutional Affiliation
Digital Service Librarian 5. Professional Title
108 North Cayuga St. 6. Mailing Address
Ithaca 7. City
14850 8. Zip Code (enter five digits only)
September 9. Term Expires - Month or N/A
2018 10. Term Expires - Year (YYYY) or N/A
Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant 1. Title (drop-down):
Mr.

Bill 2. First Name
Dorritie 3. Last Name
Laurens CSD 4. Institutional Affiliation
Principal 5. Professional Title
55 Main St P.O. Box 301 6. Mailing Address
Laurens 7. City
13796 8. Zip Code (enter five digits only)
July 9. Term Expires - Month or N/A
2019 10. Term Expires - Year (YYYY) or N/A
Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant 1. Title (drop-down):
Ms.

Julia 2. First Name
Ianello 3. Last Name
Oneonta CSD 4. Institutional Affiliation
Name: Pamela Clarke  
Position: School Librarian  
Institution: Charlotte Valley CSD  
Address: PO Box 202  
City: Oneonta  
Zip: 13820  
Term Expires: July 2018

Name: Stephanie Hazzard  
Position: Director of Education  
Institution: National Baseball Hall of Fame  
Address: 25 Main Street  
City: Cooperstown  
Zip: 13326  
Term Expires: July 2019

Name: Jessica Ewing  
Position: School Librarian  
Institution: South Kortright CSD  
Address: PO Box 113,  
City: South Kortright
<table>
<thead>
<tr>
<th></th>
<th>First Name</th>
<th>Last Name</th>
<th>Institutional Affiliation</th>
<th>Professional Title</th>
<th>Mailing Address</th>
<th>City</th>
<th>ZIP Code (enter five digits only)</th>
<th>Term Expires - Month or N/A</th>
<th>Term Expires - Year (YYYY) or N/A</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>Patricia</td>
<td>Moore</td>
<td>Margaretville CSD</td>
<td>School Librarian</td>
<td>PO Box 319</td>
<td>Margaretville</td>
<td>12455</td>
<td>July</td>
<td>2019</td>
</tr>
<tr>
<td>1</td>
<td>Mary Lynn</td>
<td>Bensen</td>
<td>SUNY Oneonta</td>
<td>Reference/Instruction Librarian</td>
<td>108 Ravine Parkway</td>
<td>Oneonta</td>
<td>13820</td>
<td>July</td>
<td>2020</td>
</tr>
<tr>
<td>1</td>
<td>Maria</td>
<td>Johnson</td>
<td>Roxbury CSD</td>
<td>School Librarian</td>
<td>PO Box 207</td>
<td>Roxbury</td>
<td>12474</td>
<td>July</td>
<td>N/A</td>
</tr>
</tbody>
</table>
5. System Services

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

TECHNOLOGY AND RESOURCE SHARING

UNION CATALOG OF RESOURCES

For this report, a union catalog is defined as a vehicle that can access member and / or non-member catalogs. It can be either print, disc, or online (virtual) format.

5.13 In what format(s) is the union catalog available? (Check all that apply)
   a. Print No
   b. Disc No
   c. Online (virtual catalog) Yes

5.14 How many libraries participate in (or submit records for) the union catalog?
   26

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
   163,519

5.17 Number of holdings in the system's union catalog
   298,055

5.18 Number of new titles added in the last year
   11,919

5.19 Number of holdings added in the last year
   12,054

5.20 If the union catalog is online (virtual catalog), indicate the features of the system's virtual catalog (check all that apply):
a. Non-member catalogs are included (if checked, please name non-member catalogs using the State note)  No

b. Non-library catalogs are included (if checked, please name non-library catalogs using the State note)  No

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

VISITS TO THE SYSTEM'S WEB SITE
5.24 Annual number of visits to the system's web site  1,164

SYSTEM INTERLIBRARY LOAN ACTIVITY
5.25 Total items provided (loaned)  897
5.26 Total items received (borrowed)  705
5.27 Total requests provided (loaned) unfilled  599
5.28 Total requests received (borrowed) unfilled  911
5.29 Total interlibrary loan activity (total questions 5.25 through 5.28)  3,112

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

Note: For questions which include a choice of "Other", please add a State Note of explanation when "Other" is chosen. Also pl

a. System courier (on the System's payroll)  Yes
b. Other system's courier  No
c. BOCES/Big 5 City courier  No
d. Contracted service (paid by System - not on payroll)  No
e. U.S. Mail  No
f. Commercial carrier (e.g., UPS, DHL, etc.)  Yes
g. Other (specify using the State note)  No
5.32 Number of stops (pick-up and delivery sites per week)  54

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  28
5.35 Number of contact hours  9

Technology
5.36 Number of sessions  1
| 5.37 | Number of participants | 44 |
| 5.38 | Number of contact hours | 6 |

**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 | 1 |
| 5.43 | Number of participants | 46 |
| 5.44 | Number of contact hours | 3 |

**Management & Supervisory**

| 5.45 | Number of sessions | 1 |
| 5.46 | Number of participants | 26 |
| 5.47 | Number of contact hours | 1 |

**Planning and Evaluation**

| 5.48 | Number of sessions | 0 |
| 5.49 | Number of participants | 0 |
| 5.50 | Number of contact hours | 0 |

**Awareness and Advocacy**

| 5.51 | Number of sessions | 1 |
| 5.52 | Number of participants | 19 |
| 5.53 | Number of contact hours | 6 |

**Trustee/Council Training**

| 5.54 | Number of sessions | 1 |
| 5.55 | Number of participants | 6 |
| 5.56 | Number of contact hours | 2 |

**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 | 0 |
| 5.61 | Number of participants | 0 |
| 5.62 | Number of contact hours | 0 |

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

| 5.63 | Number of sessions | 1 |
| 5.64 | Number of participants | 16 |
| 5.65 | Number of contact hours | 6 |

**Mentoring**

| 5.66 | Number of sessions | 1 |
| 5.67 | Number of participants | 26 |
| 5.68 | Number of contact hours | 1 |

**Teaching & Learning**

| 5.69 | Number of sessions | 1 |
| 5.70 | Number of participants | 26 |
| 5.71 | Number of contact hours | 1 |

**E-Resources**

| 5.72 | Number of sessions | 2 |
5.73 Number of participants 44
5.74 Number of contact hours 2
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.

1. Topic User Groups
2. Number of sessions 3
3. Number of participants 9
4. Number of Contact Hours 3

5.76 **Grand Total Sessions** (total questions 5.33, 5.36, 5.39, 5.42, 5.45, 5.48, 5.51, 5.54, 5.57, 5.60, 5.63, 5.66, 5.69, 5.72 and total of question #2 of Repeating Group #5) 17

5.77 **Grand Total Participants** (total questions 5.34, 5.37, 5.40, 5.43, 5.46, 5.49, 5.52, 5.55, 5.58, 5.61, 5.64, 5.67, 5.70, 5.73 and total of question #3 of Repeating Group #5) 290

5.78 **Grand Total of Contact Hours** (total questions 5.35, 5.38, 5.41, 5.44, 5.47, 5.50, 5.53, 5.56, 5.59, 5.62, 5.65, 5.68, 5.71, 5.74 and total of question #4 of Repeating Group #5) 40.00

**COORDINATED SERVICES**

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

- a. Coordinated purchase of print materials **Yes**
- b. Coordinated purchase of non-print materials **Yes**
- c. Negotiated pricing for licensed electronic collection purchases (not purchasing) **Yes**
- d. Cataloging **Yes**
- e. Materials processing **Yes**
- f. Coordinated purchase of office supplies **No**
- g. Coordinated computer services/purchases **Yes**
- h. Virtual reference **Yes**

Note: For questions which include a choice of "Other", please add a State Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.
i. Other (describe using the State note)  
   No

j. N/A  
   No

**COSER SERVICES**

5.80 Names of COSERS managed by the SLS Director  
   Educational Media Service

5.80 Names of COSERS managed by the SLS Director  
   Library Services

5.80 Names of COSERS managed by the SLS Director  
   Automation

**CONSULTING AND TECHNICAL ASSISTANCE SERVICES**

5.81 Number of contacts - Consulting with member libraries on grants, state and federal funding  
   37

5.82 Number of contacts - Consulting with member libraries on funding and governance  
   177

5.83 Number of contacts - Consulting with member libraries on automation and technology  
   456

5.84 Number of contacts - Consulting with member libraries on physical plant needs  
   12

5.85 Number of contacts - Consulting with member libraries on personnel and management issues  
   39

5.86 Number of contacts - Providing information to local, county, and state legislators and their staffs  
   51

5.87 Number of contacts - Providing system and member library information to the media  
   7

5.88 Number of contacts - Providing website development and maintenance for member libraries  
   41

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.  
   Y

1. Topic  
   Database Purchasing /Management

2. Number of contacts (all types)  
   166

**Total Other Contacts**
5.90 (total of question #2 of Repeating Group #6) 166

5.91 **Total Number of Contacts** (total of questions 5.81 through 5.88 and 5.90) 986

**REFERENCE SERVICES**

5.92 Total Reference Transactions 776

**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 0

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

1. Service provided  N/A

2. Number of facilities/institutions served  N/A

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. N

5.97 Description of fees  no fees

**6. Operating Funds Receipts**

*Note: Please add annotations needed to satisfy edit checks in the State Note field of the Survey section, not the Local No*

**State Aid**

6.32 Regional Bibliographic Data Bases (RBDB) Grant(s) from 3Rs $0

6.33 School Library Systems Operating Aid $93,491
6.34 School Library Systems Categorical Aid for Automation $9,349
6.35 School Library System Supplementary Operating Aid $46,642
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

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 $0

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

6.44 Total State Aid Receipts (total questions 6.32 through 6.36, and question 6.43) $149,482

FEDERAL AID

6.45 Library Services and Technology Act (LSTA) $0

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

Complete one record for each grant. If the system does not receive other federal aid, enter N/A on questions 1 and 2 of one repeating group.

1. Funding Source N/A
2. Amount $0

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

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

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

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

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 $0

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

COSER FUNDS

6.51 COSER Receipts $141,255
MISCELLANEOUS RECEIPTS

6.57 Does the system have other miscellaneous receipts in categories not listed in questions 6.51 through 6.55?  N
Enter Y for Yes, N for No. If Yes, enter source and amount in the State Note field.

Complete one record for each income category. If the system does not have other miscellaneous receipts, enter N/A on question 1 and 2 of one repeating group.

1. Receipt category  N/A
2. Amount  0

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

6.59 Total Miscellaneous Receipts (total questions 6.51 and 6.58)  $141,255

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)  $290,737

6.66 TOTAL SLS ENDING BALANCE - OPERATING (as of July 1, 2016)  $51,579

6.67 TOTAL SLS ENDING BALANCE - AUTOMATION (as of July 1, 2016)  $0

6.68 GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS, AND BALANCE/ROLLOVER (School Library Systems - total questions 6.60, 6.66 and 6.67 - must agree with question 7.83)  $342,316

7. Operating Fund Disbursements

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

STAFF EXPENDITURES

Salaries

7.1 System Director and Librarians  $85,176
7.2 Other Staff  $72,974
7.3 Total Salary and Wages Expenditures (total questions 7.1 and 7.2)  $158,150
7.4 Employee Benefits Expenditures  $71,133
**Total Staff Expenditures**  
(total questions 7.3 and 7.4) $229,283

**COLLECTION EXPENDITURES**
- Print Materials Expenditures $523
- Electronic Materials Expenditures $28,365
- Other Materials Expenditures $0

**Total Collection Expenditures**  
(total questions 7.6 through 7.8) $28,888

**GRANTS TO MEMBER LIBRARIES**
Cash Grants Paid From
- Other State Aid/Grants (e.g., Special Legislative or Member Grants) $0
- Federal Aid $0
- Other cash grants paid from system funds $0

**Total Cash Grants**  
(total questions 7.15 through 7.17) $0

- Book/Library Materials Grants $0
- Other Non-Cash Grants $0

**Total Grants to Member Libraries**  
(total questions 7.18 through 7.20) $0

**CAPITAL EXPENDITURES FROM OPERATING FUNDS**
- Computer Equipment $1,200
- Furniture/Furnishings $3,332

**Total Capital Expenditures from Operating Fund**  
(total questions 7.24 through 7.25) $4,532

**MISCELLANEOUS EXPENSES**
- Office and Library Supplies $6,801
- Telecommunications $1,165
- Binding Expenses $0
- Postage and Freight $1,133
- Publicity and Printing $0
- Travel $5,332
- 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. $10,305

**Membership Dues** - Please include a State Note listing Professional Organization Memberships for which dues are being paid. $3,434
7.45 Indirect Costs paid to BOCES or Big 5 Cities (same as Question 13.1.16) $3,066

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

Complete one record for each expense category. If the system does not have other miscellaneous expenses, enter N/A on questions 1 and 2 of one repeating group.

1. Expense category N/A
2. Amount $0

7.47 Total Other Miscellaneous Expenses (total question #2 of Repeating Group #13 above) $0

7.48 Total Miscellaneous Expenses (total questions 7.37 through 7.45 and 7.47) $31,236

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

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

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

1. Contracting Agency (specify using State note) N/A
2. Contracted Service (specify using State note) N/A
3. Total Contract Amount $0

7.50 Total Contracts (total question #3 of Repeating Group #14 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, 7.48, and 7.50) $293,939

7.62 TOTAL DISBURSEMENTS (total question 7.56) $293,939

7.82 TOTAL SLS Ending Balance (as of June 30, 2017) $48,377
Complete one record for each financial account

1. Name of bank or financial institution
   N/A

2. Amount of funds on deposit
   $0

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

12. Projected Annual Budget For Library Systems
School Library Systems Budget for July 1, 2017 - June 30, 2018

12.1 Total Operating Fund Receipts (include COSER Funds, State Aid, Federal Aid, $289,886 Contracts and Miscellaneous Receipts)

12.4 Total Ending Balance from the Previous Fiscal Year.
   $48,377

12.5 Grand Total Operating Fund Receipts, Budget Loans, Transfers and Ending Balance $338,263 (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)
   $338,263

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

12.9 Grand Total Operating Fund Disbursements and Ending Balance (total questions 12.6 and 12.8)
   $338,263

13. State Formula Aid Disbursements

SCHOOL LIBRARY SYSTEMS OPERATING AID AND S
School Library Systems are reporting on disbursements for Operating Aid (Basic & Supplemental Aid)

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

13.1.1 **Professional Salaries:** Indicate total FTE and salaries for the system director and for each professional system employee

<table>
<thead>
<tr>
<th></th>
<th>Title</th>
<th>FTE</th>
<th>Expenditure</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>SLS Coordinator</td>
<td>0.52</td>
<td>$47,091</td>
</tr>
</tbody>
</table>

13.1.2 **Total Expenditure - Professional Salaries:** $47,091

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

<table>
<thead>
<tr>
<th></th>
<th>Title</th>
<th>FTE</th>
<th>Expenditure</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Automation Specialist</td>
<td>0.2</td>
<td>$5,764</td>
</tr>
<tr>
<td>2</td>
<td>Keyboard Specialist</td>
<td>0.4</td>
<td>$8,022</td>
</tr>
</tbody>
</table>

13.1.4 **Total Expenditure - Other Staff Salaries:** $13,786

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

**Total Expenditure - Employee Benefits:** $23,679

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

**Total Expenditure - Purchased Services:** $3,434

13.1.7 **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.

**Total Expenditure - Supplies and Materials:** $3,434
2. Expenditure $13,631
1. Expenditure Category Books and other print materials

2. Expenditure $419
1. Expenditure Category Non-print resources (electronic content)

2. Expenditure $28,365
1. Expenditure Category Equipment with a unit cost of less than $5,000
2. Expenditure $4,532

13.1.9 **Total Expenditure - Supplies and Materials** $46,947

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

If yes, complete one record for each applicable category; if no, enter N/A for questions 1 and 2 of one repeating group.

1. Type of Travel System staff
2. Expenditure $5,332

13.1.11 **Total Expenditure - Travel** $5,332

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.

If yes, complete one record for each applicable category; if no, enter N/A for questions 1, 2, 3, and 4 of one repeating group.

1. Type of item N/A
2. Quantity N/A
3. Unit Cost N/A
4. Expenditure N/A

13.1.13 **Total Expenditure - Equipment and Furnishings:** $0

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

If yes, complete one record for each grant; if no, enter N/A for questions 1, 2, and 3 of one repeating group.

1. Recipient N/A
2. Allocation $0
3. Project Description (no more than 300 words) N/A

13.1.15 **Total Expenditure - Grants to Member Libraries** $0

**Indirect Cost:** Computed annually for the Big 5 Cities (New York City, Buffalo, Rochester, Syracuse, and Yonkers) and each charged to Operating Aid only. BOCES and Big 5 Cities must use their approved Department indirect cost rate (supplied by the

13.1.16 **Total Indirect Cost** (same as Question 7.45) $3,066
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.

If yes, complete one record for each allowable expenditure; if no, enter N/A for questions 1, 2 and 3 of one repeating group.

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

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


13.1.20 **Balance at the Opening of the Fiscal Year**

NOTE: The opening balance must be the same as the closing balance of the previous year.  $51,579

13.1.21 **Total Allocation from 2016-2017 State Aid**  $140,133

13.1.22 **Balance at the End of the 2016-2017 Fiscal Year.**  $48,377

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 ONC BOCES SLS budget was developed to reflect the goals of the Five Year Plan. Salaries and benefits for the Coordinator of SLS (.52 FTE), Keyboard Specialist at (.40 FTE) and the Automation Systems Coordinator (.06 FTE In Operational and Supplemental Aid, remainder (.14 FTE in Category Aid) enable staff to coordinate key elements of the System's Plan of Service: Element I: Resource Sharing Union Catalog - The Travel expenses are allocated for the SCOOLS meetings. It is beneficial and necessary the continued enhancement of the resource sharing by building and improving the virt continue to participate in Cooperative Collection Development (CCD) through their plans. Funding plans coordinates services for the purchase of books, periodicals and databases. Funding plans BOCES SLS staff maintains an exclusive catalog for eBook titles, which demands time and timely manner through van delivery services and Campus Ship. A subscription to the SCOOLS union catalog. Online Resources - SLS members have access to online resources such as, Gale, EBSCO, and OverDrive training, GALE EBSCO, and access to TumbleBooks subscription provided by the SLS. Audiobooks are available to all students. The SLS Coordinator shares information regarding SCOOLS union catalog. Scools union catalog. Online Resources - SLS members have access to online resources such as, Gale, EBSCO, and OverDrive training, GALE EBSCO, and access to TumbleBooks subscription provided by the SLS. Audiobooks are available to all students. The SLS Coordinator shares information regarding..."""
librarians would meet and training was offered specifically to their needs. Though the participation Element 4: Consulting and Development Services - New resources are added Facility Planning, Copyright Compliance, and Mentoring as well as other areas. Travel Funding provides staffing, communication and onsite visits to our districts. ONC BOC the 2016 - 2017 year. We continue to work with teachers and push into classes to train with all their automation (OPALS) concerns and questions. ONC BOCES continues to coordinate cooperative purchases of periodicals to save school libraries much needed web-based OPALS automation system. The SLS continues to promote the SLS professional collection for professional book purchases. Element 6: Awareness and Advocacy - ON communicate the importance of sharing the success of their library media programs with achievement. SLS staff provided assistance and statistics to the component school librarians informed regarding advocacy and legislation. The Administrative Symposium was well speaker. She shared her experience with poverty and how school librarians can help. er of the Year Award was presented to the Schenevus administrative team of Thomas Jen school library program. Element 7: Communication among Member Libraries and Librarians participating as presenters as well as participants, actively becoming leaders in their field which include not only librarians, but administrators and teachers from our component include website, listserv and meetings. Element 8: Cooperative Efforts with Other Librarians regional group known as SCOOLS. This group consists of ONC BOCES, DCMO BOCSCOOLS union catalog is the result of the cooperative effort between these systems. Kathleen Odean and others - (Element 3). Participation in statewide SLSA initiatives, such as the districts in participating BOCES. The funding provides institutional memberships for Library System continues to support NOVELNY by providing regional advocacy and Coordinators have collaborated on professional development in the 2016-2017 school bring well-known presenters to our area of the state, and share their travel costs. We h:

13. State Formula Aid Disbursements Cont.

SCHOOL LIBRARY SYSTEMS CATEGORICAL AID F

<table>
<thead>
<tr>
<th>Statutory Reference</th>
<th>Education Law § 284 (1) (g)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Automation Aid):</td>
<td>Commissioners Regulations 90.18</td>
</tr>
</tbody>
</table>

School Library Systems are reporting on disbursements for their Automation Aid

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

13.2.1 **Professional Salaries:** Indicate total FTE and salaries for the system director and for each professional system employee

<table>
<thead>
<tr>
<th>Title</th>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Total Full-Time Equivalents (FTE)</td>
<td>N/A</td>
</tr>
<tr>
<td>3. Expenditure</td>
<td>$0</td>
</tr>
</tbody>
</table>

13.2.2 **Total Expenditure - Professional Salaries:**

$0

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. Automation Specialist

<table>
<thead>
<tr>
<th>Title</th>
<th>Automation Specialist</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Total Full-Time Equivalents (FTE)</td>
<td>0.2</td>
</tr>
<tr>
<td>3. Expenditure</td>
<td>$9,349</td>
</tr>
</tbody>
</table>

13.2.4 **Total Expenditure - Other Staff Salaries**

$9,349

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

<table>
<thead>
<tr>
<th>Title</th>
<th>$0</th>
</tr>
</thead>
<tbody>
<tr>
<td>3. Expenditure</td>
<td>$0</td>
</tr>
</tbody>
</table>

The ONC BOCES automation specialist supports all of the school libraries web-based OPALS automation system. The SLS continues to promote the SLS professional library including professional periodicals and we are moving to an eBook collection for professional book purchases. Element 6: Awareness and Advocacy - ON communicate the importance of sharing the success of their library media programs with achievement. SLS staff provided assistance and statistics to the component school librarians informed regarding advocacy and legislation. The Administrative Symposium was well speaker. She shared her experience with poverty and how school librarians can help. er of the Year Award was presented to the Schenevus administrative team of Thomas Jen school library program. Element 7: Communication among Member Libraries and Librarians participating as presenters as well as participants, actively becoming leaders in their field which include not only librarians, but administrators and teachers from our component include website, listserv and meetings. Element 8: Cooperative Efforts with Other Librarians regional group known as SCOOLS. This group consists of ONC BOCES, DCMO BOCSCOOLS union catalog is the result of the cooperative effort between these systems. Kathleen Odean and others - (Element 3). Participation in statewide SLSA initiatives, such as the districts in participating BOCES. The funding provides institutional memberships for Library System continues to support NOVELNY by providing regional advocacy and Coordinators have collaborated on professional development in the 2016-2017 school bring well-known presenters to our area of the state, and share their travel costs. We h:
13.2.6 **Purchased Services:** Does the system expend funds for purchased services? Enter Y for Yes, N for No.

If yes, complete one record for each applicable category; if no, enter N/A for questions 1, 2 and 3 of one repeating group.

1. Expenditure Category N/A
2. Provider of Services N/A
3. Expenditure $0

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.

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 N/A
2. Expenditure $0

13.2.9 **Total Expenditure - Supplies and Materials** $0

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

If yes, complete one record for each applicable category; if no enter N/A for questions 1 and 2 of one repeating group.

1. Type of travel N/A
2. Expenditure $0

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.

If yes, complete one record for each type of item purchased; if no, enter N/A for questions 1, 2, 3, and 4 of one repeating group:

1. Type of item N/A
2. Quantity N/A
3. Unit Cost N/A
4. Expenditure $0

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

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

If yes, complete one record for each grant; if no, enter N/A for questions 1, 2, and 3 of one repeating group.
1. Recipient  N/A
2. Allocation  $0
3. Project Description (no more than 300 words)  N/A

### 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.

If yes, complete one record for each allowable expenditure; if no, enter N/A for questions 1, 2 and 3 of one repeating group.

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

### 13.2.17 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)
$9,349

### 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.
$0

### 13.2.20 Total Allocation from 2016-2017 State Aid
$9,349

### 13.2.21 Balance at the End of the 2016 - 2017 Fiscal Year
$0

### 13.2.22 Final Narrative:
Provide a brief narrative, no more than five hundred (500) words, describing the major activities carried out with these State Aid Funds.

The categorical aid was used for part of the salary of the automation coordinator's salary. This employee provides tech support and hands-on assistance to the school libraries. This includes OPALS, the database DPS single sign-in, eBooks, and more. This service is vital to the school libraries.

### 14. Summary of Library System Accomplishments
Using the goals from Section 5 in the approved 2011-2016 System Plan of Service briefly describe the final results of each element for Year 4 (2015-2016)

Union Catalog - The Otsego Northern Catskills BOCES continues to enhance the resource sharing collaborative with our regional SCOOLS group made up of six school libraries. This includes OPALS, the database DPS single sign in, eBooks, and more. This service is vital to the school libraries.
14.1 Element 1: Resource Sharing - Results

Library Systems, (Broome Tioga, GST, CO, TST, DCMO and ONC BOCES) by building online. In July of 2016 I attended the OPALS Advisory Group in Montreal. Harry Chan. The updates will benefit the libraries. ILL loans and borrowed items can be managed for three levels of the CCD CoSer. The School Library System coordinates services for three levels of the CCD CoSer. The School Library System coordinates services for special clients in the OPALS catalog and NOVEL databases. Information on Book Share, NEWSELA and NYS Talking Book and Braille Library was offered via listserv and phone calls.

14.2 Element 2: Special Client Groups - Results

The School Library System continues to support special education programs in district met with SESIS and special education teachers twice this past year to share resources. Many databases have the option available to students in OverDrive and by loaning Playaways and CD audiobooks. The special clients in the OPALS catalog and NOVEL databases. Information on Book Share, NEWSELA and NYS Talking Book and Braille Library was offered via listserv and phone calls.

14.3 Element 3: Professional Development and Continuing Education - Results

In August of 2016, Anthony Betrus presented a day long workshop on his research on examples of games and simulations that teachers and librarians can use to foster an environment of problem solving, critical thinking, and creativity. The participants learned about print resources, websites, display ideas, and activities to motivate teens to read these and other books. In March of 2017, Kathleen Odean introduced recently published books for students in grades six through twelve. She presented outstanding new fiction and librarian-approved fun activities to keep celebrating library skills year round. School librarians left this hands on training with useful ideas that they could easily implement.

14.4 Element 4: Consulting and Development Services - Results

Facility Planning: School library facility planning resources are available in the SLS Professional Library including professional periodicals. Cooperative Collection Development - All nineteen districts continue to participate. Cooperative Collection Development- All nineteen districts continue to participate in Cooperative Collection Development (CCD) CoSer. The School Library System coordinates services for school librarians who have new positions for training. SLS coordinator connects new school librarians with experienced school librarians, since they need support and advice.

14.5 Element 5: Coordinated Services - Results

Through onsite visits, listserv communication, and phone assistance, the ONC BOCES staff continues to train and work with districts on eBook use. On online databases and IP issues with the 24/7 search DPS sites for single sign on to onlin add approximately 986 contacts and 776 reference questions. Annual and workshop events have met the goals and intended results in this area. ONC BOCES continues to collaborate on cooperative purchases of periodicals to save school libraries sufficient funds. The SLS to all school libraries, onsite and virtual. The ONC BOCES automation specialist supports the SLS to promote the SLS professional library including professional libraries and online database usage including eBooks and audiobooks.
Through listserv discussions and shared resources, the ONC BOCES SLS has worked the success of their library media programs with their administrators, teachers, and yearly statistics for the school librarians to assist them with reports. Advocacy informational administrative and principal meetings to share resources and information regarding school advocacy opportunities. The Administrative Symposium connects our school librarians; were given to an administrative team for their support of their school library program.

The ONCSLS listserv continues to be an effective form of communication among the librarians, involved in discussions, as well as contribute ideas and information. The SLS listserv is also used as a local tool for ILL among Member Libraries and districts. The SLS Council members continue to become actively involved in discussing the end of June to discuss professional development and were key to assisting with the website. The majority of the librarians attended professional workshops, participating in sharing their knowledge and skills with an ever-widening group of peers which include and neighboring BOCES school districts.

The ONC BOCES SLS continues to be actively involved with the regional group known as South Central Organization Of (school) Library Systems (SCOOLS). This group consists of ONC BOCES, DCMO BOCES, TST BOCES, GST BOCES, BT BOCES, and Cayuga-Onondaga BOCES. The regional SCOOLS union catalog is the result of the cooperative effort between these systems. The SCOOLS group collaborates LaGarde. The SCOOLS group professionals are supportive and cooperative collegial offering when appropriate. The ONC BOCES SLS has been developing cooperative relationships with a librarian, a museum person and a SCRLC librarian as council members. Participation in these efforts resulted in reduced fees for all component districts in participating BOCES. The School and training sessions. The DCMO BOCES and ONC BOCES School Library System 6 year. This collaboration has benefitted both school library systems financially.

Currently there are 8 Elements in the current ONC BOCES SLS Plan of Service.

PARTICIPANT'S EVALUATION OF SYSTEM SERVICES

CONTACT INFORMATION

Eileen Coryat (607) 433-1322 erepreneur@oncboces.org

ASSURANCE

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) 09/26/2017

APPROVAL (for New York State Library use only/not a required field)
The Library System's Annual Report was reviewed and approved by the New York State Library on 01/19/2018.

**Suggested Improvements**

Library System: Otsego-Delaware-Schohaire-Greene BOCES SLS

Name of Person Completing Form: Eileen Coryat

Phone Number and Extension (enter area code, telephone number and extension only): (607) 433-1322

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

The software was easier to use for this report. Having pre-filled answers is also helpful. The report is more than adequate at this time. Please do not continue to change the suggestions for improving the report; it only adds confusion and takes more time to complete. This is my 8th report submitted and it isn't getting any easier with the changes.