

Cattaraugus-Allegany-Erie-Wyoming BOCES SLS Annual Report for Library Systems - 2009 (School Library Systems)

	CURRENT YEAR	PREVIOUS YEAR	
1. General System Information			
1.1	SEDCODE	049000000000	049000000000
1.2	System Name	Cattaraugus-Allegany-Erie-Wyoming BOCES School Library System	<i>Cattaraugus-Allegany-Library System</i>
1.3	Beginning Reporting Year	7/1/2009	7/1/2008
1.4	Ending Reporting Year	6/30/2010	6/30/2009
1.5	Street Address	1825 Windfall Road	<i>25 Windfall Road</i>
1.6	City	Olean	<i>Olean</i>
1.7	Zip Code	14760	<i>14760</i>
1.8	Four-Digit Zip Code Extension (enter N/A is unknown)	9299	9299
1.9	Mailing Address	1825 Windfall Road	<i>1825 Windfall Road</i>
1.10	City	Olean	<i>Olean</i>
1.11	Zip Code	14760	<i>14760</i>
1.12	Four-Digit Zip Code Extension (enter N/A if unknown)	9299	9299
1.13	Library System Telephone Number (enter 10 digits only)	(716) 376-8206	<i>(716) 376-8206</i>
1.14	Fax Number (enter 10 digits only)	(716) 376-8459	<i>(716) 376-8459</i>
1.15	System Home Page URL	casls2.org	<i>http://www.caboces.or</i>
1.16	URL of the system's complete Plan of Service	http://www.caboces.org/sites/default/files/documents/2006-2011 Plan of Service.pdf	<i>http://www.caboces.or of Service Elements.pd</i>
1.18	Area Chartered to Serve (square miles)	2,159	<i>2,159</i>
1.20	County	Cattaraugus	<i>Cattaraugus</i>
1.21	County (Counties) Served	Allegany, Cattaraugus, Erie, Wyoming	<i>Allegany, Cattaraugus</i>
1.22	School District	Olean City School District	<i>Olean City School Dis</i>
1.23	Title of System Director: (drop-down): Mr., Mrs., Ms., Miss, Dr.	Mrs.	<i>Mrs.</i>
1.24	First Name of System Director	Mary	<i>Mary</i>
1.25	Last Name of System Director	Hebert	<i>Hebert</i>

1.28	Indicate whether the School Library System Director holds a School Administrator and Supervisor (SAS) certificate and/or School District Administrator (SDA) certificate or School Building Leader (SBL) certificate and/or School District Leader (SDL) certificate issued by NYSED. (Enter Y for Yes, N for No).	N	N
1.29	Date School Administrator and Supervisor (SAS) or School District Administrator (SDA) certificate was granted by NYSED before September 1, 2008).	N/A	N/A
1.30	Date School Building Leader (SBL) certificate or School District Leader (SDL) certificate was granted by NYSED after September 1, 2008.	N/A	N/A
1.31	Telephone Number of the System Director, including area code and extension (enter digits only, field will automatically format with extension)	(716) 376-8206	(716) 376-8206
1.32	E-Mail Address of the System Director	maryann_hebert@caboces.org	maryann_hebert@cab
1.33	Fax Number of the System Director (enter 10 digits only)	(716) 376-8459	(716) 376-8459
1.35	Name of SLS Director's Supervisor	Tim Cox	Tim Cox
1.36	Mailing Address	1825 Windfall Road	1825 Windfall Road
1.37	City	Olean	Olean
1.38	Zip Code	14760	14760
1.39	Four-Digit Zip Code Extension (enter N/A if unknown)	9299	9299
1.40	Telephone Number (enter 10 digits only)	(716) 376-8247	(716) 376-8247
1.41	E-Mail Address	tim_cox@caboces.org	tim_cox@caboces.org
1.42	Name of BOCES/Big 5 Cities District Superintendent	Dr. Robert D. Olczak	Dr. Robert D. Olczak
1.43	Mailing Address	1825 Windfall Rd.	1825 Windfall Rd.
1.44	City	Olean	Olean
1.45	Zip Code	14760	14760
1.46	Four-Digit Zip Code Extension (enter N/A if unknown)	9299	9299

1.48 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 State note.

	N	N
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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	40	40
2.3	FTE (Full-Time Equivalent Calculation) The number of hours per work week used to compute FTE for all other budgeted staff positions.	37.50	37.50

BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS

(enter to two decimal places; enter decimal point)

2.6	School Library System Director per CR 90.18 (a) (7) - Filled Position FTE	1.0	1.0
2.7	School Library System Director per CR 90.18 (a) (7) - Vacant Position FTE	N/A	N/A
2.10	Librarians - Filled Position(s) FTE	N/A	N/A
2.11	Librarians - Vacant Position(s) FTE	N/A	N/A
2.14	Total Certified Librarians - Filled Position(s) FTE (total questions 2.4 + 2.6 + 2.8 + 2.10 + 2.12)	1.00	1.00
2.15	Total Certified Librarians - Vacant Position(s) FTE (total questions 2.5 + 2.7 + 2.9 + 2.11 + 2.13)	0.00	0.00
2.16	Total Other Professional Staff - Filled Position(s) FTE	N/A	N/A
2.17	Total Other Professional Staff - Vacant Position(s) FTE	N/A	N/A
2.18	Total Other Staff - Filled Position(s) FTE	1	1
2.19	Total Other Staff - Vacant Position(s) FTE	N/A	N/A

2.20	Total Paid Staff - Filled Position(s) FTE (total questions 2.14 + 2.16 + 2.18)	2.00	2.00
2.21	Total Paid Staff - Vacant Position(s) FTE (total questions 2.15 + 2.17 + 2.19)	0.00	0.00
SALARY INFORMATION			
2.22	Entry-Level Librarian (certified) FTE	N/A	N/A
2.23	Entry-Level Librarian (certified) Current Annual Salary	N/A	N/A
2.24	System Director FTE	1	1
2.25	System Director Current Annual Salary	\$61,621	\$59,046

3. System Membership, Outlets and Governance

PUBLIC SERVICE OUTLETS

3.10	Number of member public school districts	23	23
3.11	Number of member non-public schools	3	3
3.12	Total number of members (Total 3.10 + 3.11)	26	26
3.13	Number of participating school library media centers	52	52
3.14	Number of school library system participants (buildings)	43	43
3.15	Main Library/System Headquarters	1	1

BOARD /COUNCIL MEETINGS

3.22	Total number of public library system/3Rs board meetings or school library system council meetings held during reporting year	4	4
3.23	URL of the Minutes of the SLS Council's meetings for the period July 1, 2009 - June 30, 2010.	http://www.caboces.org/iss/resources/school-library-system	
3.24	Number of <u>voting</u> positions on system board/council	9	9
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.	A	A

SYSTEM BOARD/COUNCIL

Public Library Systems - enter information for the period January 1, 2010, through December 31, 2010.
 School Library Systems and 3Rs Systems - enter information for the period July 1, 2010, through June 30, 2011

President/Council Chair

- 3.26 Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant Ms. Ms.
- 3.27 First Name Pam Susan
- 3.28 Last Name Wolfram Garmon
- 3.29 Institutional Affiliation Community member Bolivar Richburg
- 3.30 Professional Title Retired Library Media Specialist School Library Media
- 3.36 Term Expires - Month or N/A June June
- 3.37 Term Expires - Year (YYYY) or N/A 2011 2010

Board/Council Member - complete one record for each Board/Council Member. For each vacant position, select "Vacant" in questions 2-5 of the repeating group.

- 1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant Ms. Ms.
- 2. First Name Pam Pam
- 3. Last Name Wolfram Wolfram
- 4. Institutional Affiliation Community member Community member
- 5. Professional Title Retired Library Media Specialist Retired Library Media
- 6. Mailing Address 243 Cuba Lake 243 Cuba Lake
- 7. City Cuba Cuba
- 8. Zip Code (enter five digits only) 14727 14727
- 9. Term Expires - Month or N/A June June
- 10. Term Expires - Year (YYYY) or N/A 2011 2011
- 1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant Mrs. Mr.
- 2. First Name Cecelia Lance
- 3. Last Name Fuoco Chaffee
- 4. Institutional Affiliation Genesee Valley CSD Olean Public Library
- 5. Professional Title Library Media Specialist Director
- 6. Mailing Address 1 Jaguar Drive 134 N. 2nd St.
- 7. City Belmont Olean
- 8. Zip Code (enter five digits only) 14813 14760
- 9. Term Expires - Month or N/A June June
- 10. Term Expires - Year (YYYY) or N/A 2013 2011

1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Mr.	<i>Ms.</i>
2.	First Name	Lance	<i>Colleen</i>
3.	Last Name	Chaffee	<i>Brawdy</i>
4.	Institutional Affiliation	Olean Public Library	<i>Allegany-Limestone Central School Library Media</i>
5.	Professional Title	Director	<i>3131 Five Mile Rd.</i>
6.	Mailing Address	134 N. 2nd St.	<i>Allegany</i>
7.	City	Olean	
8.	Zip Code (enter five digits only)	14760	<i>14706</i>
9.	Term Expires - Month or N/A	June	<i>June</i>
10.	Term Expires - Year (YYYY) or N/A	2011	<i>2012</i>
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.	<i>Ms.</i>
2.	First Name	Colleen	<i>Sheryl</i>
3.	Last Name	Brawdy	<i>Knab</i>
4.	Institutional Affiliation	Allegany-Limestone Central School	<i>Western New York Library Resources Council</i>
5.	Professional Title	School Library Media Specialist	<i>Director</i>
6.	Mailing Address	3131 Five Mile Rd.	<i>4455 Genesee St. PO Box 400</i>
7.	City	Allegany	<i>Buffalo</i>
8.	Zip Code (enter five digits only)	14706	<i>14225</i>
9.	Term Expires - Month or N/A	June	<i>June</i>
10.	Term Expires - Year (YYYY) or N/A	2012	<i>2012</i>
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.	<i>Ms.</i>
2.	First Name	Sheryl	<i>Ann</i>
3.	Last Name	Knab	<i>Tenglund</i>
4.	Institutional Affiliation	Western New York Library Resources Council	<i>St. Bonaventure University</i>
5.	Professional Title	Director	<i>Coordinator for Library Literacy</i>
6.	Mailing Address	4455 Genesee St. PO Box 400	<i>St. Bonaventure University</i>
7.	City	Buffalo	<i>St. Bonaventure</i>
8.	Zip Code (enter five digits only)	14225	<i>14778</i>
9.	Term Expires - Month or N/A	June	<i>June</i>
10.	Term Expires - Year (YYYY) or N/A	2012	<i>2012</i>

1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.	<i>Ms.</i>
2.	First Name	Ann	<i>Shannon</i>
3.	Last Name	Tenglund	<i>Whiteside</i>
4.	Institutional Affiliation	St. Bonaventure University	<i>Hinsdale Central Scho</i>
5.	Professional Title	Coordinator for Library Computer Services & Information Literacy	<i>School Library Media</i>
6.	Mailing Address	St. Bonaventure University	<i>3701 Main St.</i>
7.	City	St. Bonaventure	<i>Hinsdale</i>
8.	Zip Code (enter five digits only)	14778	<i>14743</i>
9.	Term Expires - Month or N/A	June	<i>June</i>
10.	Term Expires - Year (YYYY) or N/A	2012	<i>2010</i>
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.	<i>Ms.</i>
2.	First Name	Shannon	<i>Wendy</i>
3.	Last Name	Whiteside	<i>Sprague</i>
4.	Institutional Affiliation	Hinsdale Central School	<i>Cuba Rushford CSD</i>
5.	Professional Title	School Library Media Specialist	<i>School Library Media</i>
6.	Mailing Address	3701 Main St.	<i>5476 Route 305 N</i>
7.	City	Hinsdale	<i>Cuba</i>
8.	Zip Code (enter five digits only)	14743	<i>14727</i>
9.	Term Expires - Month or N/A	June	<i>June</i>
10.	Term Expires - Year (YYYY) or N/A	2013	<i>2010</i>
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.	<i>Ms.</i>
2.	First Name	Wendy	<i>Nell</i>
3.	Last Name	Sprague	<i>Fellows</i>
4.	Institutional Affiliation	Cuba Rushford CSD	<i>Franklinville CSD / Wi</i>
5.	Professional Title	School Library Media Specialist	<i>School Library Media</i>
6.	Mailing Address	5476 Route 305 N	<i>North Main St.</i>
7.	City	Cuba	<i>Franklinville</i>
8.	Zip Code (enter five digits only)	14727	<i>14737</i>
9.	Term Expires - Month or N/A	June	<i>June</i>
10.	Term Expires - Year (YYYY) or N/A	2013	<i>2011</i>

1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Ms. Other (specify using the State note), Vacant
2. First Name Nell
3. Last Name Fellows
4. Institutional Affiliation Franklinville CSD / Whitesville CSD
5. Professional Title School Library Media Specialist
6. Mailing Address North Main St.
7. City Franklinville
8. Zip Code (enter five digits only) 14737
9. Term Expires - Month or N/A June
10. Term Expires - Year (YYYY) or N/A 2011

5. System Services

TECHNOLOGY AND RESOURCE SHARING

UNION CATALOG OF RESOURCES

- | | | | |
|------|--|---------|---------|
| 5.13 | How many libraries participate in (or submit records for) the union catalog? | 45 | 45 |
| 5.14 | Is the system's union catalog shared with any other library system(s)? (Enter Y for Yes, N for No) | Y | Y |
| 5.15 | Number of titles in the system's union catalog | 462,567 | 457,929 |
| 5.16 | Number of holdings in the system's union catalog | 523,885 | 517,366 |
| 5.17 | Number of new titles added in the last year | 234,336 | 229,571 |
| 5.18 | Number of holdings added in the last year | 234,336 | 229,571 |

UNION LIST OF SERIALS

- | | | | |
|------|--|----|----|
| 5.19 | Does the system have a union list of serials? (Enter Y for Yes, N for No. If No, enter zero (0) on question 5.20.) | Y | Y |
| 5.20 | How many libraries participate in (or submit records for) the union list of serials? | 44 | 44 |

COMBINED SYSTEM UNION CATALOG AND UNION LIST OF SERIALS

- | | | | |
|------|---|---|---|
| 5.21 | Does the system's union catalog contain both books and serials? (Enter Y for Yes, N for No, or N/A) | N | N |
|------|---|---|---|

VIRTUAL CATALOG

5.22	Does the system provide a virtual catalog for member libraries? (Enter Y for Yes, No for No, or N/A)	Y	Y
5.23	How many Internet-accessible member library catalogs are included in the virtual catalog?	0	0
5.24	How many member libraries have holdings included in a database that serves as a link of the virtual catalog?	0	0
5.25	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	No
b.	Non-library catalogs are included (if checked, please name non-library catalogs using the State note)	No	No
c.	Responses are mediated	No	No
d.	Patron-initiated ILL available and used through this catalog	Yes	Yes
e.	N/A	No	No
5.26	Does the library system provide access to member library catalogs which are not Internet accessible through the virtual catalog? (Enter Y for Yes, N for No) If yes, please describe using the State note.	Y	Y

VISITS TO THE SYSTEM'S WEB SITE

5.27 Annual number of visits to the system's web site N/A

NOVEL_{NY}-READY LIBRARIES

5.28	How many of the system's member libraries have achieved <u>Basic</u> NOVEL _{NY} -ready status?	30	30
5.29	How many of the system's member libraries have achieved <u>Advanced</u> NOVEL _{NY} -ready status?	11	11
5.30	How many of the system's member libraries have achieved <u>Leader</u> NOVEL _{NY} -ready status?	5	5
5.31	Total NOVEL _{NY} -Ready Libraries (total questions 5.28 through 5.30)	46	46

SYSTEM INTERLIBRARY LOAN ACTIVITY

5.32 Total items provided (loaned) 5,193 3,832

5.33	Total items received (borrowed)	4,445	4,187
5.34	Total requests provided (loaned) unfilled	102	23
5.35	Total requests received (borrowed) unfilled	245	226
5.36	Total interlibrary loan activity (total questions 5.32 through 5.35)	9,985	8,268

DELIVERY

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

a.	System courier (on the System's payroll)	No	No
b.	Other system's courier	No	No
c.	BOCES/Big 5 City courier	No	No
d.	Contracted service (paid by System - not on payroll)	Yes	Yes
e.	U.S. Mail	Yes	Yes
f.	Commercial carrier (e.g., UPS, DHL, etc.)	Yes	Yes
g.	Other (specify using the State note)	No	No
5.39	Number of stops (pick-up and delivery sites per week)	112	112

CONTINUING EDUCATION/STAFF DEVELOPMENT Workshops/Meetings/Training Sessions

Resource sharing (ILL, collection development, etc.)

5.40	Number of sessions	20	9
5.41	Number of participants	80	78

Technology

5.42	Number of sessions	9	7
5.43	Number of participants	57	135

Digitization

5.44	Number of sessions	2	1
5.45	Number of participants	1	1

Leadership

5.46	Number of sessions	10	7
5.47	Number of participants	100	28

Management & Supervisory

5.48	Number of sessions	40	5
5.49	Number of participants	40	5

Planning and Evaluation

5.50	Number of sessions	10	17
5.51	Number of participants	200	139

Awareness and Advocacy

5.52	Number of sessions	10	7
5.53	Number of participants	63	61

Trustee/Council Training

5.54	Number of sessions	4	7
5.55	Number of participants	121	121

Special Client Populations

5.56	Number of sessions	1	1
5.57	Number of participants	32	23

Children's Services/Elementary Grade Levels

5.58	Number of sessions	5	12
5.59	Number of participants	220	187

Young Adult Services/Middle and High School Grade Levels

5.60	Number of sessions	2	5
5.61	Number of participants	41	122

General Adult Services

5.62	Number of sessions	15	18
5.63	Number of participants	98	121

5.64 **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 and 3 of one repeating group. N

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

5.65 **Grand Total Sessions** (total questions 5.40, 5.42, 5.44, 5.46, 5.48, 5.50, 5.52, 5.54, 5.56, 5.58, 5.60, 5.62 and total of question #2 of Repeating Group #5) 128 96

5.66 **Grand Total Participants** (total questions 5.41, 5.43, 5.45, 5.47, 5.49, 5.51, 5.53, 5.55, 5.57, 5.59, 5.61, 5.63 and total of question #3 of Repeating Group #5) 1,053 1,021

COORDINATED SERVICES

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

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

g.	Coordinated computer services/purchases	No	No
h.	Virtual reference	No	No
i.	Other (describe using the State note)	No	No
j.	N/A	No	No

CONSULTING AND TECHNICAL ASSISTANCE SERVICES

5.68	Number of contacts - Consulting with member libraries on grants, and state and federal funding	530	210
5.69	Number of contacts - Consulting with member libraries on funding and governance	130	52
5.71	Number of contacts - Consulting with member libraries on automation and technology	102	176
5.73	Number of contacts - Consulting with member libraries on adult services	150	79
5.74	Number of contacts - Consulting with member libraries on physical plant needs	10	1
5.75	Number of contacts - Consulting with member libraries on personnel and management issues	6	16
5.77	Number of contacts - Providing information to local, county, and state legislators and their staffs	22	35
5.78	Number of contacts - Providing system and member library information to the media	30	20
5.79	Number of contacts - Providing website development and maintenance for member libraries	41	26
5.80	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	N
1.	Topic	N/A	N/A
2.	Number of contacts (all types)	N/A	N/A

Total Other Contacts

5.81	(total of question #2 of Repeating Group #6)	0	0
5.82	Total Contacts (total of questions 5.68 through 5.79 and 5.81)	1,021	615

REFERENCE SERVICES

5.83	Total Reference Transactions	700	677
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SERVICES TO SPECIAL CLIENTS

(Direct and Contractual)

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

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

5.86	Number of member libraries with Job/Education Information Centers or collections	23	23
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5.90	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	N
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1.	Service provided	N/A	N/A
2.	Number of facilities/institutions served	N/A	N/A

6. Operating Funds Receipts

Regional Bibliographic Data Bases (RBDB) Aid

6.32	Regional Bibliographic Data Bases (RBDB) Grant(s) from 3Rs	\$0	\$0
6.33	School Library Systems Operating Aid	\$134,868	\$152,858
6.34	School Library Systems Categorical Aid for Automation	\$9,618	\$10,430
6.35	Special Legislative Grants and Member Items	\$0	\$0

6.41 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 6.34). N 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 repea

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

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

6.43 **Total State Aid Receipts (total questions 6.5 through 6.14, question 6.17, questions 6.20 through 6.22, questions 6.25 through 6.27, questions 6.30 through 6.40, and question 6.42)** \$144,486 \$163,288

FEDERAL AID

6.44 Library Services and Technology Act (LSTA) \$0 0

6.45 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 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 rep

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

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

6.47 **Total Federal Aid (total questions 6.44 and 6.46)** \$0 \$0

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

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

1. Contracting Agency N/A N/A
2. Contracted Service N/A N/A
3. Total Contract Amount N/A N/A

6.49 **Total Contracts (total question #3 of Repeating Group #11 above)** \$0 \$0

MISCELLANEOUS RECEIPTS

6.55 Does the system have other miscellaneous receipts in categories not listed in questions 6.50 through 6.54? Enter Y for Yes, N for No. N N

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

1.	Receipt category	N/A	N/A
2.	Amount	N/A	N/A
6.56	Total Other Miscellaneous Receipts (total question #2 of Repeating Group #12 above)	\$0	\$0
6.57	Total Miscellaneous Receipts (total questions 6.50 through 6.54 and question 6.56)	\$0	\$0
6.58	TOTAL OPERATING FUND RECEIPTS - Total Local Public Funds, Total State Aid, Total Federal Aid, Total Contracts, and Total Miscellaneous Receipts (total questions 6.4, 6.43, 6.47, 6.49, and 6.57)	\$144,486	\$163,288
6.64	TOTAL SLS ROLLOVER - OPERATING (as of July 1, 2009; same as June 30, 2009)	\$40,142	\$17,148
6.65	TOTAL SLS ROLLOVER - AUTOMATION (as of July 1, 2009; same as June 30, 2009)	\$10,430	\$8,633
6.66	GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS, AND BALANCE/ROLLOVER (Public Library Systems and 3Rs - total questions 6.58, 6.59, 6.62 and 6.63 - must agree with question 7.72) (School Library Systems - total questions 6.58, 6.64 and 6.65 - must agree with question 7.72)	\$195,058	\$189,069

7. Operating Fund Disbursements

STAFF EXPENDITURES

Salaries

7.1	System Director and Librarians	\$65,869	\$49,496
7.2	Other Staff	\$23,133	\$22,221
7.3	Total Salary and Wages Expenditures (total questions 7.1 and 7.2)	\$89,002	\$71,717
7.4	Employee Benefits Expenditures	\$31,220	\$23,599
7.5	Total Staff Expenditures (total questions 7.3 and 7.4)	\$120,222	\$95,316

COLLECTION EXPENDITURES

7.6	Print Materials Expenditures	\$1,792	\$12,246
7.7	Electronic Materials Expenditures	\$3,852	\$10,642
7.8	Other Materials Expenditures	\$0	\$0
7.9	Total Collection Expenditures (total questions 7.6 through 7.8)	\$5,644	\$22,888

GRANTS TO MEMBER LIBRARIES

Cash Grants Paid From

7.15	Other State Aid/Grants (e.g., Construction, Special Legislative or Member Grants)	\$0	\$0
7.16	Federal Aid	\$0	0
7.17	Other cash grants paid from system funds	\$0	0
7.18	Total Cash Grants (total questions 7.10 through 7.17)	\$0	\$0
7.19	Book/Library Materials Grants	\$0	0
7.20	Other Non-Cash Grants	\$0	0
7.21	Total Grants to Member Libraries (total questions 7.18 through 7.20)	\$0	\$0

CAPITAL EXPENDITURES FROM OPERATING FUNDS

7.24	Computer Equipment	\$0	\$2,984
7.25	Furniture/Furnishings	\$0	\$0
7.27	Total Capital Expenditures from Operating Fund (total questions 7.22 through 7.26)	\$0	\$2,984

MISCELLANEOUS EXPENSES

7.37	Office and Library Supplies	\$1,472	\$1,050
7.38	Telecommunications	\$0	\$0
7.39	Binding Expenses	\$0	\$0
7.40	Postage and Freight	\$1,288	\$1,935
7.41	Publicity and Printing	\$441	\$1,070
7.42	Travel	\$3,487	\$4,678
7.43	Fees for Consultants and Professionals	\$5,582	\$0
7.44	Membership Dues	\$1,703	\$1,985
7.45	Indirect Costs paid to BOCES or Big 5 Cities	\$6,013	\$6,591
7.46	Does the system have other miscellaneous expenses in categories not listed in questions 7.36 through 7.45? Enter Y for Yes, N for No.	N	N

Complete one record for each expense category. If the system does not have other miscellaneous expenses, enter N/A on quest

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

7.47	Total Other Miscellaneous Expenses (total question #2 of Repeating Group #13 above)	\$0	\$0
7.48	Total Miscellaneous Expenses (total questions 7.36 through 7.45 and 7.47)	\$19,986	\$17,309

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.	N	N
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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	N/A
2.	Contracted Service (specify using State note)	N/A	N/A
3.	Total Contract Amount	N/A	N/A

7.50	Total Contracts (total question #3 of Repeating Group #14 above)	\$0	\$0
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7.56	Total Staff Expenditures, Total Collection Expenditures, Grants to Member Libraries, Total Capital Expenditures, Operation and Maintenance of Buildings, Automotive Expenses, Miscellaneous Expenses, Contracts and Debt Service (Sum of questions 7.5, 7.9, 7.2)	\$145,852	\$138,497
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7.62	TOTAL DISBURSEMENTS AND TRANSFERS (total questions 7.56 and 7.61)	\$145,852	\$138,497
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TOTAL SLS ROLLOVER - OPERATING (as of June 30, 2010)

7.64	Code 40 (same as Q11.12)	\$7,026	\$35,963
7.65	Code 45 (same as Q11.16)	\$2,430	\$2,918
7.66	Code 20 (same as Q11.32)	\$0	\$1,261
7.67	Total (total questions 7.64-7.66) (same as Q11.35 and 11.36)	\$9,456	\$40,142

TOTAL SLS ROLLOVER - AUTOMATION (as of June 30, 2010)

7.68	Code 40 (same as Q11.48)	\$8,453	\$8,500
7.69	Code 45 (same as Q11.52)	\$1,165	\$1,930
7.70	Code 20 (same as Q11.65)	\$0	\$0
7.71	Total (total questions 7.68-7.70) (same as Q11.68 and 11.69)	\$9,618	\$10,430

7.72	GRAND TOTAL DISBURSEMENTS, TRANSFERS, & BALANCE/ROLLOVER	\$164,926	\$189,069
	(total questions 7.62, 7.63, 7.67, and 7.71)		

ACCOUNT INFORMATION

Complete one record for each financial account

1.	Name of bank or financial institution	N/A	N/A
2.	Amount of funds on deposit	N/A	N/A
7.76	Total Bank Balance (total question #2 of Repeating Group #15 above)	\$0	\$0

10. Approved Co-Ser(s)

APPROVED CO-SER(S) ADMINISTERED BY AND/OR THAT BENEFIT THE SCHOOL LIBRARY SYSTEM

Applicable only to BOCES based school library systems

CO-SER (Library Automation)

Activity Code Number 6320

10.1	Total Dollar Amount of CO-SER	\$206,771	\$198,154
10.2	Number of Districts and Nonpublics in 6320 service for <u>this reporting year only</u>	21	20
10.3	Number of buildings participating in 6320 service for <u>this reporting year only</u>	43	41

CO-SER (Library/Media)

Activity Code Number 6316

10.4	Total Dollar Amount of CO-SER	\$179,654	\$150,372
10.5	Number of Districts and Nonpublics in 6316 service for <u>this reporting year only</u>	18	18
10.6	Number of buildings participating in 6316 service for <u>this reporting year only</u>	39	39

Other CO-SER Aid

(Include other BOCES aidable services managed by the SLS Director)

10.7	Activity Code Number	0	N/A
10.8	Dollar Amount	\$0	N/A
10.9	Activity Code Number	0	N/A
10.10	Dollar Amount	\$0	N/A
10.11	Activity Code Number	0	N/A
10.12	Dollar Amount	\$0	N/A
10.13	Activity Code Number	n/a	N/A
10.14	Dollar Amount	\$0	N/A
10.15	Activity Code Number	n/a	N/A
10.16	Dollar Amount	n/a	N/A
10.17	Activity Code Number	n/a	N/A

10.18	Dollar Amount	n/a	N/A
10.19	Total Other CO-SER(S) Aid (total questions 10.8, 10.10, 10.12, 10.14, 10.16 and 10.18)	\$0	\$0
10.20	Total CO-SER(S) MONIES ADMINISTERED BY SLS (Total questions 10.1, 10.4 and 10.19)	\$386,425	\$348,526

11. 2009-2010 Final Expenditure Report

OPERATING AID

Final Expenditure Report and Rollover Form

Note: Rollover Funds may only be expended for Purchased Services (Code 40), Supplies and Materials (Code 45) or Eq 20).

Click [here](#) to complete form.

CATEGORICAL AID FOR AUTOMATION

Final Expenditure Report and Rollover Form

Note: Rollover Funds may only be expended for Purchased Services (Code 40), Supplies and Materials (Code 45) or Eq 20).

Click [here](#) to complete form.

12. Projected Annual Budget For Library Systems

Public Library Systems January 1, 2010 - December 31, 2010

12.1	Total Operating Fund Receipts (include Local Aid, State Aid, Federal Aid, Contracts and Miscellaneous Receipts)	\$167,594	\$166,449
12.4	Cash Balance/Rollover in Operating Fund at the end of the previous fiscal year (For School Library Systems, opening balance on July 1, 2010, must be the same as the June 30, 2010, rollover reported on Q7.67 + Q7.71 of the 2009-2010 annual report)	\$19,074	\$50,572
12.5	Grand Total Operating Fund Receipts, Budget Loans, Transfers and Balance/Rollover (total questions 12.1 through 12.4)	\$186,668	\$217,021

PROJECTED OPERATING FUND - DISBURSEMENTS

12.6	Total Operating Fund Disbursements (include Staff Expenditures, Collection Expenditures, Grants to Member Libraries, Capital Expenditures from Operating Funds, Operation and Maintenance of Buildings, Miscellaneous Expenses, Contracts with Libraries and Lib	\$167,594	\$166,449
12.8	Cash Balance/Rollover in Operating Fund at the end of the current fiscal year (For School Library Systems, balance as of June 30, 2011)	\$19,074	\$50,572
12.9	Grand Total Operating Fund Disbursements, Transfers and Balance/Rollover (total questions 12.6 through 12.8)	\$186,668	\$217,021

ASSURANCE

12.17	The library system will be operating under its approved Plan of Service in accordance with the provisions of Education Law and the Regulations of the Commissioner, and assures that the "Budget Summary" was reviewed and accepted by the System Board/Council on (date - mm/dd/yyyy)	08/10/2010	10/23/2008
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13. Summary of Library System Accomplishments

Using the goals from Section 5 in the approved 2006-2011 System Plan of Service, **BRIEFLY** describe the final results of each

13.1	Element 1: Resource Sharing - Results	Increase Cooperative Collection - Multiple awards were given to school libraries of CCD collections. All libraries that sent requests were granted at least a partial collection request. Increase usage of ILL - The system statistics show a substantial increase in loans and requests. The new CCD collection was added to the collection development wiki under appropriate headings. Delivery of ILL is consistent and timely. Mail and UPS are used when necessary. Improved Efficiency - Use of the library listserv to request materials as well requesting directly to the provider has increased.	<i>Response has been ent</i>
13.2	Element 2: Technology Services - Results	Union Catalog contribution of records occur yearly by all schools except for the non public schools. Weeding - Web sites and reference materials were shared with members on the importance of weeding. WNYlibraries.org continues to provide timely access to monographic and serial holdings region wide. Improved services to non-public schools - They have access and	<i>Response has been ent</i>

13.3 Element 3: Special Client Groups - Results	participate in Membership Days, Communication Coordinator's meetings and workshops put on by the system. Improved services to special needs students - The system worked closely with special education teachers to provide age and need appropriate materials to member schools. Special needs integration in library services - Workshops, trainings and materials were made available to special education teachers and librarians.	<i>Response has been ent</i>
13.4 Element 4: Continuing Education/Training - Results	Educational opportunites -Two Membership Days were presented and planned by the membership. A survey was included in the Membership Plan requesting professional development ideas. The Teacher Center provided specialized training in reaching children with special needs and some of the librarians attended. WNYLRC provided training on site, and in webinar format. The webinar format allowed the librarians who work a considerable distance from Buffalo access. Collaboration with Erie 1, Erie 11 and Orleans Niagara provided educational opportunites for the member libraries that would not have been possible alone.	<i>Response has been ent</i>
13.5 Element 5: Consulting and Technical Assistance Services - Results	Digital Collections - Training, promotion and collaborative assessment of collections ocured through out the fiscal year. Digital information use -The school system listserv allowed members to collaborate in integrating digital content into curriculum. The system wiki provided programs, ideas, curriculum and collaboration activites that promoted the use of digital collections. Workshops on digital collections were attended by the system staff and disseminated to members.	<i>Response has been ent</i>
13.6 Element 6: Coordinated Services - Results	Increase Coser participation - The membership involved in the Coser increased the amount of databases bought through the Coser. Support, trials and price of databases was given in a timely manner.	<i>Response has been ent</i>
13.7 Element 7: Awareness and Advocacy - Results	Administration participation in Membership Days -Flyers, e-mail and special invitations were sent to participating schools' administration. CASLS services were included in the book of offerings sent to administration by BOCES. SLMS participated in school district newsletters. Advocacy training was consistently presented at every Communication Coordinator's meeting, Membership Days and within the system wiki. The School Library System web page was revamped and is consistent with the wishes of the membership.	<i>Response has been ent</i>
13.8 Element 8: Communication among Member Libraries - Results	Improved communication - The system wiki has provided an avenue for the system to provide information, technology, and identification of specific needs of member libraries. The system webpage has been changed per the suggestion of the membership. Attention was given to ease of navigation of the web page. The system is updating the page when needed.	<i>Response has been ent</i>
13.9 Element 9: Cooperative Efforts with Other Library Systems - Results	Cooperation between academic and school libraries - An academic librarian from St. Bonaventure is a member of the Council. Schools have participated in professional development that Jamestown Community College amd St. Bonaventure provided in partnership with BOCES, the Teacher Center and the School Library System. The system belongs to NYALS and attends the meetings and the summer institute. The system has made a concerted effort to become an integral	<i>Response has been ent</i>

13.10	Element 10: Other Goal(s) - Results	part of BOCES professional development. The system has established a working relationship with the various departments and has presented itself as a source of information and support.	<i>Response has been ent</i>
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PARTICIPANT'S EVALUATION OF SYSTEM SERVICES

13.11	URL of System's Blank Evaluation Form	http://www.surveymonkey.com/MySurveys.aspx
13.12	URL of the Tabulated Results of the System's Evaluation Form	http://www.surveymonkey.com/MySurveys.aspx

14. Assurance and Contact Information

CONTACT INFORMATION

14.1	Contact name (person completing report)	Mary Ann Hebert	<i>Mary Ann Hebert</i>
14.2	Contact phone number (enter 10 digits only)	(716) 376-8206	<i>(716) 376-8206</i>
14.3	Contact e-mail address	maryann_hebert@caboces.org	<i>maryann_hebert@cab</i>

ASSURANCE

14.4	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)	10/18/2010	<i>1/25/2010</i>
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APPROVAL (for New York State Library use only/not a required field)

14.5	The Library System's Annual Report was reviewed and approved by the New York State Library on (date - mm/dd/yyyy)
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Suggested Improvements

Library System	Cattaraugus-Allegany-Erie-Wyoming BOCES SLS	<i>Cattaraugus-Allegany-</i>
Name of Person Completing Form	Mary Ann Hebert	<i>Mary Ann Hebert</i>
Phone Number and Extension (enter area code, telephone number and extension only):	(716) 376-8206	<i>(716) 376-8206</i>
Please share with us your suggestions for improving the <i>Annual Report</i> . Thank You!	If there are going to be changes it would be better to know them earlier. The system would have done the annual survey differently. Last year the system sent the actual survey in. The system used the free version of survey monkey and it has limited options. When I put the report in PDF some of section 13 did not come out.	<i>Response has been ent</i>