Orchard Park Public Library
Annual Report For Public And Association Libraries - 2024

1. GENERAL LIBRARY INFORMATION

Library / Director Information

[Outline of Major Changes](#)

Please be advised of two improvements that have been implemented:

- The report now saves automatically after every new entry or change.
- Multiple users can now view and edit reports at the same time. When logging in, you will receive a pop-up message notifying you if someone else is also using the report to enable coordination.

Report all information in Part 1 as of December 31, 2024, <u>except</u> for questions related to the <u>current</u> library director/manager (questions 1.37 through 1.44).

1.1	Library ID Number	0800144820
1.2	Library Name	ORCHARD PARK PUBLIC LIBRARY
1.3	Name Status (State use only)	00 (for no change from previous year)
1.4	Structure Status (State use only)	00 (for no change from previous year)
1.5	Community	Orchard Park
1.6	Beginning Fiscal Reporting Year	01/01/2024
1.7	Ending Fiscal Reporting Year	12/31/2024
1.8	Is the library now reporting on a different fiscal year than it reported on in the previous Annual Report?	No
1.9	If yes, please indicate the beginning date of library's new reporting year. Enter N/A if No was answered to Question 1.8.	N/A

1.10   Please indicate the ending date of library's new reporting year. Enter N/A if No was answered to Question 1.8.

N/A

1.11   Beginning Local Fiscal Year

01/01/2024

1.12   Ending Local Fiscal Year

12/31/2024

1.13   Address Status

00 (for no change from previous year)

1.14   Street Address

4570 SOUTH BUFFALO STREET

1.15   City

ORCHARD PARK

1.16   Zip Code

14127

1.17   Mailing Address

4570 SOUTH BUFFALO STREET

1.18   City

ORCHARD PARK

1.19   Zip Code

14127

1.20   Telephone Number (enter 10 digits only and hit the Tab key; enter M (Missing) if no telephone number)

(716) 662-9851

1.21   Fax Number (enter 10 digits only and hit the Tab key; enter M (Missing) if no telephone number)

(716) 667-3098

1.22   E-Mail Address (enter M (Missing) if no E-Mail)

opk@buffalolib.org

1.23   Library Home Page URL (Enter M (Missing) if no home page URL)

https://www.buffalolib.org/locations-hours/orchard-park-public-library

1.24   Population Chartered to Serve (per 2020 Census)

29,686

1.25   Indicate the type of library as stated in the library's charter (select one):   PUBLIC

1.26   Indicate the area chartered to serve as stated in the library's charter (select one):   Town

1.27   During the reporting year, has there been any change to the library's legal service area boundaries? Changes must be the result of a Regents charter action. Answer Y for Yes, N for No.   N

1.28   Indicate the type of charter the library currently holds (select one):   Absolute

1.29   Date the library was granted its absolute charter <u>or</u> the date of the provisional charter if the library does not have an absolute charter   09/26/1969

1.30   Date the library was last registered   09/26/1969

1.31   Federal Employer Identification Number   160814184

1.32   County   ERIE

1.33   School District   Orchard Park

1.34   Town/City   Orchard Park

1.35   Library System   Buffalo & Erie County Public Library

THESE QUESTIONS ARE FOR NYC LIBRARIES ONLY. PLEASE PROCEED TO THE NEXT QUESTION.

1.36a   President/CEO Name   N/A

1.36b   President/CEO Phone Number   N/A

1.36c   President/CEO Email   N/A

NOTE: For questions 1.37 through 1.44, report all information for the <u>current</u> library director/manager.

1.37   First Name of Library   Thomas
Director/Manager

1.38   Last Name of Library   Carloni
Director/Manager

1.39   NYS Public Librarian   24599
Certification Number

1.40   What is the highest education   Master's Degree
level of the library manager/director?

1.41   If the library manager/director   Y
holds a Master's Degree, is it a Master's
Degree in Library/Information Science?

1.42   Do all staff working in the   Y
budgeted Librarian (certified) positions
reported in 6.4 have an active NYS
Public Librarian Certificate? If No, list
the name and e-mail address of each
staff member without an active
certificate in a Note.

1.43   E-mail Address of the   carlonit@buffalolib.org
Director/Manager

1.44   Fax Number of the   (716) 667-3098
Director/Manager

1.45   Does the library charge fees for   N
library cards to people residing outside
the system's service area?

Note: Out of county fees were discontinued beginning March, 2024.

Public Votes / Contracts

1.46   Was all or part of the library's   N
funding subject to a public vote(s) held
during Calendar Year 2024? (Please
respond even if the vote was
unsuccessful). Enter Y for Yes, N for
No. If Yes, complete one record for the
public vote from each funding source. If
no, go to question 1.47.

Please Note: last year's answers for repeating groups cannot be displayed.

1.   Name of municipality or district   N/A
holding the public vote

2.   Indicate the type of municipality N/A
or district holding the public vote

3.   Date the vote was held   N/A
(mm/dd/2024)

4.   Was the vote successful? Y/N   N/A

5.   What type of public vote was it?   N/A

6a.   Most recent prior year approved   N/A
appropriation from a public vote:

6b.   Proposed increase in   N/A
appropriation as a result of the vote held
on the date reported in question number
3:

6c.   Total proposed appropriation   N/A
(manually sum of 6a and 6b):

This question should only be answered if "No" was answered in Q1.46 OR the library has votes
from different municipalities/districts that were held in different years, both current and prior.

1.47   Did the library receive funding   N
from an appropriation which was
approved by public vote in a prior year?
(Prior to Calendar Year 2024) Enter Y
for Yes, N for No. If Yes, complete one
record for the vote from each funding
source. If No, go to question 1.48.

1.   Name of municipality or district   N/A
holding the public vote

2.   Indicate the type of municipality   N/A
or district holding the public vote

3.   Date the last successful vote was   N/A
held (mm/dd/yyyy)

4.   What type of public vote was it?   N/A

5.   What was the total dollar   N/A
amount of the appropriation from tax
dollars resulting from the last successful
vote?

Unusual Circumstances

1.48   Does the reporting library have   N
a contractual agreement with a
municipality or district to provide
library services to residents of an area
not served by a chartered library? Enter
Y for Yes, N for No. If yes, please
complete one record for *each* contract.
If no, go to question 1.49.

1.   Name of contracting   N/A
municipality or district

2.   Is this a written contractual   N/A
agreement?

3.   Population of the geographic   N/A
area served by this contract

4.   Dollar amount of contract   N/A

5.	Enter the appropriate code for range of services provided (select one):	N/A

1.49	For the reporting year, has the library experienced any unusual circumstance(s) that affected the statistics reported (e.g., natural disaster, fire, closed for renovations, massive weeding of collection, etc.)? If yes, please annotate explaining the circumstance(s) and the impact on the library using the Note; if no, please go to Part 2, Library Collection.	N

2. LIBRARY COLLECTION

Physical Holdings

Report holdings, additions, and subscriptions as of the end of the fiscal year reported in Questions 1.6 and 1.7 in Part 1. Please read general information instructions below before completing this section.

This section of the survey (2.1-2.16) collects data on selected types of materials.

It does not cover all materials (i.e., microforms, loose sheet music, maps, and pictures) for which expenditures are reported under Print Materials Expenditures, Electronic Materials Expenditures, and Other Materials Expenditures (questions 12.6, 12.7 and 12.8). Under this category report only items that have been purchased, leased or licensed by the library, a consortium, the state library, a donor or other person or entity. Included items must only be accessible with a valid library card or at a physical library location; inclusion in the catalog is not required. Do not include items freely available without monetary exchange.

PRINT MATERIALS

Cataloged Books

2.1	Adult Fiction Books	21,142
2.2	Adult Non-fiction Books	14,690
2.3	Total Adult Books (Total questions 2.1 & 2.2)	35,832
2.4	Children's Fiction Books	15,259
2.5	Children's Non-fiction Books	6,186

2.6   Total Children's Books (Total   21,445
questions 2.4 & 2.5)

2.7   Total Cataloged Books (Total   57,277
questions 2.3 & 2.6)

Other Print Materials

2.8   Total Uncataloged Books   3,022

2.9   Total Print Serials   1,752

2.10   All Other Print Materials   1

2.11   Total Other Print Materials   4,775
(Total questions 2.8 through 2.10)

2.12   Total Print Materials (Total   62,052
questions 2.7 and 2.11)

ALL OTHER MATERIALS

2.13   Audio - Physical Units   4,428

2.14   Video - Physical Units   12,210

2.15   Other Circulating Physical Items 97

2.16   Total Other Physical Materials   16,735
(Total questions 2.13 through 2.15)

Grand Total / Additions to Holdings

2.17   **GRAND TOTAL HOLDINGS** 78,787
(Total questions 2.12 and 2.16)

ADDITIONS TO HOLDINGS - Do <u>not</u> subtract withdrawals or discards.

2.18   Cataloged Books   3,678

2.19   All Other Print Materials   1,133

2.20	All Other Materials	841

2.21	Total Additions (Total questions 2.18 through 2.20)	5,652

3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

Visits / Borrowers / Policies / Accessibility

Report all information on questions 3.1 through 3.3 and 3.17a through 3.34e as of the last day of the fiscal year stated in 1.6. and 1.7 in Part 1; report information on questions 3.4 through 3.16 and 3.35 through 3.77b based on the 2024 <u>calendar</u> year. Please click <u>here</u> to read general instructions before completing this section.

Please report information on LIBRARY USE as of the end of the fiscal year reported in Questions 1.6 and 1.7 in Part 1.

LIBRARY USE

3.1	Library visits (total annual attendance)	144,500

3.1a	Regarding the number of Library Visits entered, is this an annual count or an annual estimate based on a typical week or weeks?	CT - Annual Count

3.2	Registered resident borrowers	18,651

3.3	Registered non-resident borrowers	127

Please report information on WRITTEN POLICIES as of 12/31/24.

WRITTEN POLICIES (Answer Y for Yes, N for No)

Answers are prefilled with the prior year's answers. If a change is made please add a note of explanation.

3.4	Does the library have an open meeting policy?	Y

3.5	Does the library have a policy protecting the confidentiality of library records?	Y

3.6   Does the library have an Internet Y
use policy?

3.7   Does the library have a disaster Y
plan?

3.8   Does the library have a board- Y
approved conflict of interest policy?

3.9   Does the library have a board- Y
approved whistle blower policy?

3.10   Does the library have a board- Y
approved sexual harassment prevention
policy?

Please report information on ACCESSIBILITY as of 12/31/24.

ACCESSIBILITY (Answer Y for Yes, N for No)

3.11   Does the library provide service Y
to persons who cannot visit the library
(homebound persons, persons in nursing
homes, persons in jail, etc.)?

Note: Library by Mail offered at the System level.

3.12   Does the library have assistive N
devices for persons who are deaf and
hearing impaired (TTY/TDD)?

3.13   Does the library have large print Y
books?

3.14   Does the library have assistive Y
technology for people who are visually
impaired or blind?

3.15 - If so, what do you have? If no, go to next question

       screen reader, such as JAWS,   Yes
Windoweyes or NVDA

refreshable Braille commonly referred to as a refreshable Braille display

screen magnification software, such as Zoomtext   Yes

electronic scanning and reading software, such as OpenBook

3.16   Is the library registered for services from either the New York State Talking Book and Braille Library (New York State Library, Albany) or the Andrew Heiskell Braille and Talking Book Library (The New York Public Library, New York)?   N

Library Sponsored Programs

LIVE PROGRAM SESSIONS and ATTENDANCE

Report information on Library Program Sessions and Attendance based on the fiscal reporting year entered for Questions 1.6 and 1.7 in Section 1 General Library Information.

Live Program Sessions

- A live program session is any planned event which introduces the group attending to library services or which provides information to participants.
- Program sessions may cover use of the library, library services, or library tours. Program sessions may also provide cultural, recreational, or educational information.
- Examples of these types of program sessions include, but are not limited to, film showings, lectures, story hours, literacy programs, citizenship classes, and book discussions.
- For specific examples of live and prerecorded programs (previously called synchronous and asynchronous), please refer to the chart in Instructions.

IMPORTANT: If no programs within a category were offered/attended, enter 0. If they were offered/attended but that data is not available, enter M (Missing). N/A should not be entered for any programs.

NOTE: Summer Reading, Early Literacy, Adult Literacy, ESOL, and Digital Literacy programs are subsets of Live and Prerecorded programs and should be entered in those sections as well as in the appropriate subsequent section.

3.17a   Number of Sessions Targeted at   115
Children Ages 0-5

3.17b Attendance at Sessions Targeted 3,851
at Children Ages 0-5

3.18a Number of Sessions Targeted at 81
Children Ages 6-11

3.18b Attendance at Sessions Targeted 1,839
at Children Ages 6-11

3.19a Number of Sessions Targeted at 77
Young Adults Ages 12-18

3.19b Attendance at Sessions Targeted 662
at Young Adults Ages 12-18

3.20a Number of Sessions Targeted at 85
Adults Age 19 or Older

3.20b Attendance at Sessions Targeted 884
at Adults Age 19 or Older

3.21a Number of General Interest 232
Program Sessions

3.21b Attendance at General Interest 4,853
Program Sessions

3.22 Total Sessions of Live Programs 590
Categorized by Age (sum of 3.17a,
3.18a, 3.19a, 3.20a, 3.21a)

3.23 Total Attendance at Live 12,089
Programs Categorized by Age (sum of
3.17b, 3.18b, 3.19b, 3.20b, 3.21b)

Live Programs Categorized by Venue

3.24a Total Live Onsite Program 572
Sessions

3.24b Total Live Onsite Program 11,196
Attendance

3.25a   Total Live Offsite Program   18
Sessions

3.25b   Total Live Offsite Program   893
Attendance

3.26a   Total Live Virtual Program   0
Sessions

3.26b   Total Live Virtual Program   0
Attendance

3.27   Total Sessions of Live Programs 590
Categorized by Venue (sum of 3.24a,
3.25a, 3.26a)

3.28   Total Attendance at Live   12,089
Programs Categorized by Venue (sum of
3.24b, 3.25b, 3.26b)

Prerecorded and One-on-One Programs

3.29   Total Number of Prerecorded   0
Program Presentations

3.30   Total Views of Prerecorded   0
Program Presentations within 30 Days

3.31   One-on-One Program Sessions   6,588

3.32   Attendance at One-on-One   6,588
Program Sessions

Teen-Led / Promotion / Summer Reading

3.33   Did your library offer teen-led   Y
activities during the 2024 calendar year?

3.34a   Do library staff, trustees and/or volunteers reach outside of the library to promote library programs and services through group presentations, information tables and/or other similar educational activities sponsored by the Library?   Yes

3.34b   Does your library use Facebook for promotion?   Yes

3.34c   Does your library use Instagram for promotion?   Yes

3.34d   Does your library use Twitter/X for promotion?   No

3.34e   Does your library use TikTok for promotion?   No

Please report information on SUMMER READING PROGRAMS for the 2024 calendar year. These are a subset of Library Sponsored Programs and should *also* be entered there.

SUMMER READING PROGRAM

3.35   Did the library offer a summer reading program in 2024? (Enter Y for Yes, N for No) If entering no, proceed to the next section.   Y

3.36   Library outlets offering the summer reading program   1

3.37   Children registered for the library's summer reading program   962

3.38   Young adults registered for the library's summer reading program   77

3.39   Adults registered for the library's summer reading program   135

3.40   Total number registered for the   1,174
library's summer reading program (total
3.37 + 3.38 + 3.39)

3.41a   Children's program sessions -   43
Summer 2024

3.41b   Children's program attendance -   2,439
Summer 2024

3.42a   Young adult program sessions -   22
Summer 2024

3.42b   Young adult program attendance   216
- Summer 2024

3.43a   Adult program sessions -   11
Summer 2024

3.43b   Adult program attendance -   120
Summer 2024

3.44   Total program sessions -   76
Summer 2024 (total 3.41a + 3.42a +
3.43a)

3.45   Total program attendance -   2,775
Summer 2024 (total 3.41b + 3.42b +
3.43b)

3.46   Did the library use the Summer   Y
Reading at New York Libraries name
and/or logo?

3.47   Did the library use the   Y
Collaborative Summer Library Program
(CSLP) Manual, provided through the
New York State Library?

COLLABORATORS

3.48   Public school district(s) and/or   1
BOCES

3.49	Non-public school(s)	0
3.50	Childcare center(s)	2
3.51	Summer camp(s)	0
3.52	Municipality/Municipalities	1
3.53	Literacy provider(s)	0
3.54	Other (describe using the State note)	1

Note: Cornell Cooperative Extension of Erie County

3.55	Total Collaborators (total 3.48 through 3.54)	5

Early Literacy

Please report information on EARLY LITERACY for the 2024 calendar year. These are a subset of Library Sponsored Programs and should *also* be entered there.

EARLY LITERACY PROGRAMS

3.56	Did the library offer early literacy programs in 2024? (Enter Y for Yes, N for No) If entering no, proceed to the next section.	Y
3.57a	Focus on birth - school entry (kindergarten) sessions	115
3.57b	Focus on birth - school entry (kindergarten) attendance	3,851
3.58a	Focus on parents & caregivers sessions	0

3.58b	Focus on parents & caregivers attendance	0
3.59a	Combined audience sessions	35
3.59b	Combined audience attendance	1,389
3.60	Total Sessions	150
3.61	Total Attendance	5,240

3.62 - Collaborators (check all that apply):

a.	Childcare center(s)	Yes
b.	Public School District(s) and/or BOCES	Yes
c.	Non-Public School(s)	
d.	Health care providers/agencies	
e.	Other (describe using the State note)	Yes

Note: Buffalo Museum of Science, https://www.sciencebuff.org/

Adult Literacy

Please report information on ADULT LITERACY for the 2024 calendar year. These are a subset of Library Sponsored Programs and should *also* be entered there.

ADULT LITERACY

3.63	Did the library offer adult literacy programs in 2024? (Enter Y for Yes, N for No) If entering no, proceed to the next section.	N

3.64a   Total group program sessions

3.64b   Total group program attendance

3.65a   Total one-on-one program sessions

3.65b   Total one-on-one program attendance

3.66 - Collaborators (check all that apply)

a.   Literacy NY (Literacy Volunteers of America)

b.   Public School District(s) and/or BOCES

c.   Non-Public Schools

d.   Other (see instructions and describe using Note)

ESOL / Digital Literacy

Please report information on ESOL, for the 2024 calendar year. These are a subset of Library Sponsored Programs and should *also* be entered there.

ENGLISH FOR SPEAKERS OF OTHER LANGUAGES (ESOL) PROGRAMS

3.67   Did the library offer English for   N Speakers of Other Languages (ESOL) programs in 2024? (Enter Y for Yes, N for No) If entering no, proceed to the next section.

3.68a   Children's program sessions

3.68b   Children's program attendance

3.69a   Young adult program sessions

3.69b   Young adult program attendance

3.70a   Adult program sessions

3.70b   Adult program attendance

3.71   Total program sessions (total   0
3.68a + 3.69a + 3.70a)

3.72   Total program attendance (total   0
3.68b + 3.69b + 3.70b)

3.73a   One-on-one program sessions

3.73b   One-on-one program attendance

3.74 - Collaborators (check all that apply):

a.   Literacy NY (Literacy
Volunteers of America)

b.   Public School District(s) and/or
BOCES

c.   Non-Public School(s)

d.   Other (describe using the Note)

Please report information on DIGITAL LITERACY for the 2024 calendar year. These are a subset of
Library Sponsored Programs and should *also* be entered there.

DIGITAL LITERACY

3.75   Did the library offer digital   Y
literacy programs in 2024? (Enter Y for
Yes, N for No) If entering no, proceed
to the next section.

3.76a   Total group program sessions   7

3.76b   Total group program attendance   10

3.77a   Total one-on-one program   102
sessions

3.77b   Total one-on-one program   102
attendance

4. LIBRARY TRANSACTIONS

Circulation / Reference Transactions

Report all transactions as of the end of the fiscal year reported in Questions 1.6 and 1.7 in Part 1. (Please note: Internal Library usage is <u>not</u> considered part of circulation.)

CATALOGED BOOK CIRCULATION

4.1   Adult Fiction Books   82,828

4.2   Adult Non-fiction Books   25,298

4.3   Total Adult Books (Total   108,126
questions 4.1 & 4.2)

4.4   Children's Fiction Books   77,888

4.5   Children's Non-fiction Books   14,580

4.6   Total Children's Books (Total   92,468
questions 4.4 & 4.5)

4.7   Total Cataloged Book   200,594
Circulation (Total question 4.3 & 4.6)

CIRCULATION OF OTHER MATERIALS

4.8   Circulation of Adult Other   72,555
Materials

4.9   Circulation of Children's Other   21,243
Materials

4.10   Circulation of Other Physical   93,798
Items (Total questions 4.8, 4.9)

4.11   Physical Item Circulation (Total   294,392
questions 4.7 & 4.10)

4.12   As of the end of the reporting   No
period, does the library charge overdue
fines to any users when they fail to
return physical print materials by the
date due?

4.13   Did your library offer automatic   Yes
renewal for any physical materials
during the reporting period? NOTE:
Patrons do not have to take any action
for automatic renewals. The Integrated
Library System [ILS] rules determine
how/when automatic renewals occur.

REFERENCE TRANSACTIONS

4.14   Total Reference Transactions   2,831

4.14a   Regarding the number of   CT - Annual Count
Reference Transactions entered, is this
an annual count or an annual estimate
based on a typical week or weeks?

4.15   Does the library offer virtual   Y
reference?

Interlibrary Loan / E-Rate

INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

4.16   TOTAL MATERIALS   0
RECEIVED

Note: This is being reported at the System level.

INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

4.17   TOTAL MATERIALS   0
PROVIDED

Note: This is being reported at the System level.

E-RATE

4.18   Does the library file for E-rate   Y
benefits?

Note: Included as a component unit of B&ECPL.

4.19   Is the library part of a   N
consortium for E-rate benefits?

4.20   If yes, in which consortium are   N/A
you participating?

5. ELECTRONIC USE

Electronic Holdings

These are new questions added by IMLS that will be required to be answered for the 2025 report, and are voluntary for this year. All questions are simply reformulated methods of gathering data that has been previously required; no new data gathering should be needed by libraries to answer these questions.

For all questions: Answer *Missing* if the answer is unknown

Report information for Electronic Use based on the fiscal reporting year entered for Questions 1.6 and 1.7 in Section 1 General Library Information.

Electronic Books

E-books are the digital equivalent of printed books that may be accessed online from an electronic device. E-books also include e-comics. Do not consider resources available for free in the public domain when answering the following questions.

5.1   Did the library provide access to No
e-books purchased solely by the library?

Note: Answered Yes at System Level.

5.2   Did the library provide access to No
e-books purchased via a consortium,
cooperative, or other similar group at
the local, regional, or state level?

5.3   Did the library provide access to No
e-books provided by the New York State
Library at no or minimal cost to the
library?

Electronic Serials

E-serials are periodic digital publications equivalent to printed newspapers, magazines, and similar
media that are viewed as entire issues rather than as single articles returned from a research query. Do
not consider resources available for free in the public domain when answering the following questions.
Answer Yes/No/Missing (Unknown)

5.4   Did the library provide access to No
e-serials purchased solely by the
library?

Note: Answered Yes at System Level.

5.5   Did the library provide access to No
e-serials purchased via a consortium,
cooperative, or other similar group at
the local, regional, or state level?

5.6   Did the library provide access to No
e-serials provided by the New York
State Library at no or minimal cost to
the library?

Electronic Audio

E-audio are digital files of sound only (e.g., audiobooks, music) that may be accessed online from an
electronic device. Do not consider resources available for free in the public domain when answering the
following questions. Answer Yes/No/Missing (Unknown)

5.7   Did the library provide access to No
e-audio purchased solely by the library?

Note: Answered Yes at System Level.

5.8   Did the library provide access to No
e-audio purchased via a consortium,
cooperative, or other similar group at
the local, regional, or state level?

5.9   Did the library provide access to No
e-audio provided by the New York State
Library at no or minimal cost to the
library?

Electronic Video

E-videos are digital files of moving visual images with or without sound (e.g., movies, television shows) that may be accessed online from an electronic device. Examples include Hoopla, Kanopy, and cloudlibrary. Do not consider resources available for free in the public domain when answering the following questions. Answer Yes/No/Missing (Unknown)

5.10   Did the library provide access to   No
e-videos purchased solely by the
library?

Note: Answered Yes at System Level.

5.11   Did the library provide access to   No
e-videos purchased via a consortium,
cooperative, or other similar group at
the local, regional, or state level? (Do
not include New York State Library-
provided content here; that should be
entered in 5.12.)

5.12   Did the library provide access to   No
e-videos provided by the New York
State Library at no or minimal cost to
the library?

Databases / Online Learning / E-Material Circulation

Research Databases

Research databases are organized collections of electronic data or records (e.g., facts, abstracts, articles, bibliographic data, texts, photographs) that can be searched to retrieve information. Do not consider resources available for free when answering the following questions. Answer Yes/No/Missing (Unknown)

5.13   Did the library provide access to   No
research databases purchased solely by
the library?

Note: Answered Yes at System Level.

5.14   Did the library provide access to   No
research databases purchased via a
consortium, cooperative, or other
similar group at the local, regional, or
state level?

5.15   Did the library provide access to Yes
research databases provided by the New
York State Library at no or minimal cost
to the library (e.g., NOVELny)?

Online Learning

Online learning platforms primarily provide instruction, tools, and resources to enhance education, lifelong learning, and skill building. Platforms may offer homework assistance, language learning, test preparation, professional development, resume assistance, hobby instruction, etc. Answer Yes if library provided access to a platform even if the platform itself is not owned by the library (e.g., paying for access to Ryan Dowd's Homeless Library). Do not consider resources available for free when answering the following questions. Answer Yes/No/Missing (Unknown)

5.16   Did the library provide access to No
online learning platforms purchased
solely by the library?

5.17   Did the library provide access to No
online learning platforms purchased via
a consortium, cooperative, or other
similar group at the local, regional, or
state level?

5.18   Did the library provide access to No
online learning platforms provided by
the New York State Library at no or
minimal cost to the library?

E-Material Circulation

Electronic (digital) materials can be accessed online from an electronic device. Types of electronic materials include e-books, e-serials, e-audio, and e-video. Only count items that require user authentication and have a limited period of use. Count all checkouts, including renewals.

5.19   The total circulation of e-books   0
during the reporting period

Note: Reported at system level.

5.20   The total circulation of e-serials   0
during the reporting period.

Note: Reported at system level.

5.21   The total circulation of e-audio   0
during the reporting period

Note: Reported at system level.

5.22   The total circulation of e-videos   0
during the reporting period.

Note: Reported at system level.

6. STAFF INFORMATION

All staff questions refer to PAID staff.
Note: Report figures as of the last day of the fiscal year reported in Questions 1.6 and 1.7 in Part 1. Include the FTE for all positions funded in the library's budget whether those positions are filled or not. This report requires conversion of part–time hours to full–time equivalents (FTE). To compute the FTE of employees in any category, take the total number of hours worked per week for all budgeted positions in that category and divide that total by the number of hours per week the library considers to be full–time. Report the FTE to two decimal places.

FTE (FULL-TIME EQUIVALENT CALCULATION)

6.1   The number of hours per   35
workweek used to compute FTE for all
paid library personnel in this section.

BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS

6.2   Library Director (certified)   1

6.3   Vacant Library Director   0
(certified)

6.4   Library Manager (not certified)   0

6.5   Vacant Library Manager (not   0
certified)

6.6   Librarian   2.03

6.7   Vacant Librarian   1

6.8   Library   0
Specialist/Paraprofessional

6.9   Vacant Library   0
Specialist/Paraprofessional

6.10   Other Staff   6.8

6.11   Vacant Other Staff   .74

6.12   TOTAL PAID STAFF (Total   9.83
questions 6.2, 6.4, 6.6, 6.8 & 6.10)

6.13   VACANT TOTAL PAID STAFF   1.74
(Total questions 6.3, 6.5, 6.7, 6.9 &
6.11)

SALARY INFORMATION

6.14   FTE - Library Director   1
(certified)

6.15   Salary - Library Director $84,142
(certified)

6.16   FTE - Library Manager (not   0
certified)

6.17   Salary - Library Manager (not $0
certified)

6.18   FTE - Librarian   1

6.19   Salary - Librarian $49,211

7. MINIMUM PUBLIC LIBRARY STANDARDS

All public, free association and Indian libraries in New York State are required to meet the minimum standards listed below. Please indicate which of these standards your library meets as of **December 31, 2024**. Please click here to read general instructions before completing this section. Helpful information for meeting minimum public library standards is available on the State Library's website.

1.   Is governed by written bylaws which define the structure and governing functions of the library board of trustees, and which shall be reviewed and re–approved by the board of trustees at least once every five years or earlier if required by law.   Y

2.   Has a community-based, board-approved, written long-range plan of service developed by the library board of trustees and staff.   Y

3.   Provides a board-approved written annual report to the community on the library's progress in meeting its mission, goals and objectives, as outlined in the library's long-range plan of service.   Y

4.   Has board-approved written policies for the operation of the library, which shall be reviewed and updated at least once every five years or earlier if required by law.   Y

5.   Annually prepares and publishes a board-approved, written budget, which enables the library to address the community's needs, as outlined in the library's long-range plan of service.   Y

6.   Periodically evaluates the effectiveness of the library's programs, services and collections to address community needs, as outlined in the library's long-range plan of service.   Y

7.   Is open the minimum standard number of public service hours for population served. (see instructions)   Y

8. Maintains a facility that addresses community needs, as outlined in the library's long-range plan of service, including adequate:

8a.   space   Y

8b.	lighting	Y
8c.	shelving	Y
8d.	seating	Y
8e.	power infrastructure	Y
8f.	data infrastructure	Y
8g.	public restroom	Y
9.	Provides programming to address community needs, as outlined in the library's long-range plan of service.	Y

10. Provides

10a.	a circulation system that facilitates access to the local library collection and other library catalogs	Y
10b.	equipment, technology, and internet connectivity to address community needs and facilitate access to information.	Y
11.	Provides access to current library information in print and online, facilitating the understanding of library services, operations and governance; information provided online shall include the standards referenced in numbers (1) through (5) above.	Y
12.	Employs a paid director in accordance with the provisions of Commissioner's Regulation 90.8.	Y

13.   Provides library staff with annual technology training, appropriate to their position, to address community needs, as outlined in the library's long-range plan of service.   Y

14.   Establishes and maintains partnerships with other educational, cultural or community organizations which enable the library to address the community's needs, as outlined in the library's long-range plan of service.   Y

8. PUBLIC SERVICE INFORMATION

Report all information as of the end of the fiscal year reported in Questions 1.6 and 1.7 in Part 1. Please click here to read general instructions before completing this section. Questions 8.1-8.4 are pre-filled with prior year answers but not locked to allow updating.

PUBLIC SERVICE OUTLETS - Libraries reporting main libraries, branches and bookmobiles should complete Service Outlets Information in Part 9.

8.1   Main Library   1

8.2   Branches   0

8.3   Bookmobiles   0

8.4   Other Outlets   0

8.5   TOTAL PUBLIC SERVICE OUTLETS (Total questions 8.1 - 8.4)   1

PUBLIC SERVICE HOURS - Report hours to two decimal places.

8.6   Minimum Weekly Total Hours - Main Library   55.00

8.7   Minimum Weekly Total Hours - Branch Libraries   0.00

8.8   Minimum Weekly Total Hours - Bookmobiles   0.00

8.9   Minimum Weekly Total Hours -   55.00
Total Hours Open (Total questions 8.6 -
8.8)

8.10   Annual Total Hours - Main   2,882.00
Library

8.11   Annual Total Hours - Branch   0.00
Libraries

8.12   Annual Total Hours -   0.00
Bookmobiles

8.13   Annual Hours Open - Total   2,882.00
Hours Open (Total questions 8.10
through 8.12)

9. SERVICE OUTLET INFORMATION

Outlets should be arranged in alphabetical order if possible.

Report all information as of the end of the fiscal year reported in Questions 1.6 and 1.7 in Part 1. Please click here to read general instructions before completing this section. Questions 1–14, 20–25, and 34–36 are pre–filled with prior year answers but not locked to allow updating.

NOTE: Libraries reporting Public Service Outlets in questions 8.1, 8.2 and 8.3 of Part 8 are required to complete this part of the Annual Report. Use this section to enter outlet information on main libraries, branches or bookmobiles. Complete one record for each main library, branch or bookmobile.

NEW OUTLETS: If a new outlet was open in the reporting year for any amount of time, it must be entered here. For locked fields, use the note to input information; enter *New* in the note for Question 40.

CLOSED OUTLETS: Even if an outlet was closed for the entire year it still must be reported and not simply left out of reporting. In these cases, enter either *Closed, will reopen or Closed permanently* in the note for Question 40. Permanently closed outlets will be removed and not appear in subsequent reports.

If you have multiple libraries, you may 1) enter the data for the Service Outlet Information section directly into the survey as usual or 2) send Baker and Taylor the data for this section to be uploaded into CollectConnect. If you choose to send your data for uploading, you will enter the data into the spreadsheet form available in the survey by clicking a link to an Excel sheet listing prior year outlets is located in section 9. Complete this form and email it to collectconnect@baker-taylor.com and your data will be uploaded into CollectConnect within 24 hours. The data will be loaded in the same order in which it appears in your file, so libraries should be in the correct order on the spreadsheet.

Outlet fields 5–6, 11–14, and 20–23 should be locked.

1.   Outlet Name   ORCHARD PARK PUBLIC LIBRARY

2. Outlet Name Status 00 (for no change)

3. Street Address 4570 SOUTH BUFFALO STREET

4. Outlet Street Address Status 00 (for no change)

5. City ORCHARD PARK

6. Zip Code 14127

7. Phone (enter 10 digits only) (716) 662-9851

8. Fax Number (enter 10 digits only) (716) 667-3098

9. E-mail Address opk@buffalolib.org

10. Outlet URL https://www.buffalolib.org/locations-hours/orchard-park-public-library

11. County ERIE

12. School District Orchard Park Central School

13. Library System Buffalo & Erie County Public Library

14. Outlet Type Code (select one): CE

15. Public Service Hours Per Year for This Outlet 2,882

16. Number of Weeks This Outlet is Open 52

17. Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)? Y

18. Is the meeting space available for public use even when the outlet is closed?   N

19. Total number of non-library sponsored programs, meetings and/or events at this outlet   910

20. Enter the appropriate outlet code (select one):   LRF

21. Who owns this outlet building?   Town

22. Who owns the land on which this outlet is built?   Town

23. Indicate the year this outlet was initially constructed   1969

24. Indicate the year this outlet underwent a major renovation costing $25,000 or more   2009

25. Square footage of the outlet   11,761

26. Number of Internet Computers Used by General Public   22

27. Number of uses (sessions) of public Internet computers per year   8,205

27a Reporting Method for Number of Uses of Public Internet Computers Per Year   CT - Annual Count

28. Type of connection on the outlet's public Internet computers   Other (specify using the State note)

Note: Ethernet connections to central.

29. Maximum <u>download</u> speed of connection on the outlet's public Internet computers   10 Greater than or equal to 50 mbps and less than 100 mbps

| 30. | Maximum upload speed of connection on the outlet's public Internet computers | 10 Greater than or equal to 50 mbps and less than 100 mbps |

| 31. | Internet Provider | Crown Castle Fiber |

| 32. | WiFi Access | Password required |

| 33. | Wireless Sessions | 25,357 |

| 33a | Reporting Method for Wireless Sessions | CT - Annual Count |

| 34. | Does the outlet have a building entrance that is physically accessible to a person in a wheelchair? | Y |

| 35. | Is every public part of the outlet accessible to a person in a wheelchair? | Y |

| 36. | Does your **outlet** have a Makerspace? | N |

| 37. | *LIBID* | 0800144820 |

| 38. | *FSCSID* | NY0024 |

| 39. | *Number of Bookmobiles in the Bookmobile Outlet Record* | 0 |

| 40. | *Outlet Structure Status* | 00 (for no change from previous year) |

10. OFFICERS AND TRUSTEES

Trustees and Terms / Trustee Names

Report information about trustee meetings as of December 31, 2024. All public and association libraries are required by Education Law to hold at least four meetings a year.

BOARD MEETINGS

10.1   Total number of board meetings   10
held during calendar year (January 1,
2024 to December 31, 2024)

Note: Board held 4 special meetings in 2024 regarding hiring a new library director.

NUMBER OF TRUSTEES AND TERMS

10.2   If the library's charter   N/A
documents (incorporation) state a range
of trustees, what is it? If a range is not
stated, enter N/A.

10.3   If your library has a range, how   N/A
many voting positions are stated in the
library's current by-laws? If a range is
not stated, enter N/A.

10.4   If your library does not have a   5
range, how many voting positions are
stated in the library's charter documents
(incorporation)? If library does have a
range, enter N/A here.

10.5   What is the **trustee term   5 years
length, as stated in your library's
charter documents (incorporation)?** If
a term length is not stated, please
explain in a Note.

10.6   I attest that all trustees   Y
participated in trustee education in the
last calendar year (2024). If entering
No, provide explanation in a Note.

BOARD MEMBER SELECTION

10.7   Enter Board Member Selection   A - board members are appointed by municipality(ies)
Code (select one):

List Officers and Board Members as of February 1 of the CURRENT year.

Trustee information has been pre-filled with prior year answers but not locked; please make sure to delete former trustees, add new ones, and update position titles, dates and make any other needed changes. You may 1) enter the data for the Officers and Board Members directly into the survey as usual or 2) send Baker and Taylor the data for this section to be uploaded into CollectConnect. If you choose to send your data for uploading, you must enter the data into the spreadsheet form available here . Please Note: It is customized and contains previously entered data in need of updating. Complete this form and email it to collectconnect@baker-taylor.com.

1.	Status	Filled
2.	First Name of Board Member	Ann Marie
3.	Last Name of Board Member	Newbury
4.	Mailing Address	27 Pine Terr.
5.	City	Orchard Park
6.	Zip Code (5 digits only)	14127
7.	E-mail address	newburys@gmail.com
8.	Office Held or Trustee	Financial Officer
9.	Term Begins - Month	January
10.	Term Begins - Year (year)	2022
11.	Term Expires	December
12.	Term Expires - Year (yyyy)	2026
13.	Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.	Yes

14. The date the Oath of Office (mm/dd/yyyy) was taken   01/19/2022

15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)   01/19/2022

16. Is this a brand new trustee?   N

1. Status   Filled

2. First Name of Board Member   Christine

3. Last Name of Board Member   Tempestoso

4. Mailing Address   30 Fox Chapel Dr.

5. City   Orchard Park

6. Zip Code (5 digits only)   14127

7. E-mail address   Cmtempestoso@gmail.com

8. Office Held or Trustee   Secretary

9. Term Begins - Month   July

10. Term Begins - Year (year)   2024

11. Term Expires   December

12. Term Expires - Year (yyyy)   2028

13.	Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.	No

Note: Trustee Tempestoso is filling the remainder of John Hinner's term, which was to run from January 2024 to December 2028.

14.	The date the Oath of Office (mm/dd/yyyy) was taken	07/25/2024
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	07/25/2024
16.	Is this a brand new trustee?	Y
1.	Status	Filled
2.	First Name of Board Member	Douglas
3.	Last Name of Board Member	McFarland
4.	Mailing Address	120 Park Pl.
5.	City	Orchard Park
6.	Zip Code (5 digits only)	14127
7.	E-mail address	douglasmcfarland@howardhanna.com
8.	Office Held or Trustee	President
9.	Term Begins - Month	January
10.	Term Begins - Year (year)	2021

11.	Term Expires	December
12.	Term Expires - Year (yyyy)	2025
13.	Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.	Yes
14.	The date the Oath of Office (mm/dd/yyyy) was taken	02/17/2021
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	02/17/2021
16.	Is this a brand new trustee?	N
1.	Status	Filled
2.	First Name of Board Member	Robert
3.	Last Name of Board Member	Kubiak
4.	Mailing Address	26 Falconcrest Ln..
5.	City	Orchard Park
6.	Zip Code (5 digits only)	14127
7.	E-mail address	robkubiak716@gmail.com
8.	Office Held or Trustee	Trustee
9.	Term Begins - Month	October

10.	Term Begins - Year (year)	2024

11.	Term Expires	December

12.	Term Expires - Year (yyyy)	2027

13.	Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.	No

Note: Trustee Kubiak is filling the remainder of Marianne Eimer's term, which was to run from January 2023 to December 2027.

14.	The date the Oath of Office (mm/dd/yyyy) was taken	10/04/2024

15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	10/04/2024

16.	Is this a brand new trustee?	Y

1.	Status	Filled

2.	First Name of Board Member	Peggy

3.	Last Name of Board Member	Snajczuk

4.	Mailing Address	9 Quaker Lake Terr.

5.	City	Orchard Park

6.	Zip Code (5 digits only)	14127

7.	E-mail address	peggy.snajczuk@gmail.com

8.	Office Held or Trustee	Vice President
9.	Term Begins - Month	January
10.	Term Begins - Year (year)	2025
11.	Term Expires	December
12.	Term Expires - Year (yyyy)	2029
13.	Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.	Yes
14.	The date the Oath of Office (mm/dd/yyyy) was taken	01/13/2025
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	01/13/2025
16.	Is this a brand new trustee?	N

11. OPERATING FUNDS RECEIPTS

Local Public Funds / System Cash
Grants / Other State

Report financial data based on the fiscal reporting year reported in Part 1. (Q1.6 and Q1.7, or Q1.9 and Q1.10 if the fiscal reporting year has changed since the previous annual report). *ROUND TO THE NEAREST DOLLAR.* Please click here to read general instructions before completing this section.

LOCAL PUBLIC FUNDS
Specify by name the municipalities or school districts which are the source of funds.

11.1   Does the library receive any local public funds? If yes, complete one record for each taxing authority; if no, go to question 11.3.   Y

1.   Source of Funds   County

2.   Name of funding County, Municipality or School District   Erie

3.   Amount $805,973

4.   Subject to public vote held in reporting year or in a previous reporting year(s).   N

5.   Written Contractual Agreement   Y

11.2   **TOTAL LOCAL PUBLIC FUNDS** $805,973

SYSTEM CASH GRANTS TO MEMBER LIBRARY

11.3   Local Library Services Aid (LLSA) $9,161

11.4   Record all Central Library Services Aid monies received from system headquarters $0

11.5   Additional State Aid received from the System $0

11.6   Federal Aid received from the System $0

11.7   Other Cash Grants $0

11.8   **TOTAL SYSTEM CASH GRANTS** (Add Questions 11.3, 11.4, 11.5, 11.6 and 11.7) $9,161

OTHER STATE AID

11.9   State Aid other than LLSA, $0
Central Library Aid (CLDA and/or
CBA), or other State Aid reported as
system cash grants

Federal Aid / Other Receipts

FEDERAL AID FOR LIBRARY OPERATION

11.10   LSTA $0

11.11   Other Federal Aid $0

11.12   **TOTAL FEDERAL AID** (Add $0
Questions 11.10 and 11.11)

11.13   **CONTRACTS WITH $0
PUBLIC LIBRARIES AND/OR
PUBLIC LIBRARY SYSTEMS IN
NEW YORK STATE**

OTHER RECEIPTS

11.14   Gifts and Endowments $7,780

11.15   Fund Raising $763

11.16   Income from Investments $11,707

11.17   Library Charges $6,525

11.18   Other $0

11.19   **TOTAL OTHER RECEIPTS** $26,775
(Add Questions 11.14, 11.15, 11.16,
11.17 and 11.18)

11.20   **TOTAL OPERATING FUND $841,909
RECEIPTS** (Add Questions 11.2, 11.8,
11.9, 11.12, 11.13 and 11.19)

11.21   **BUDGET LOANS** $0

Transfers / Grand Total

TRANSFERS

11.22   From Capital Fund (Same as $0
Question 14.8)

11.23   From Other Funds $0

11.24   **TOTAL TRANSFERS** (Add $0
Questions 11.22 and 11.23)

11.25   BALANCE IN OPERATING $305,687
FUND - Beginning Balance for Fiscal
Year Ending 2024 (Same as Question
12.39 of previous year if fiscal year has
not changed)

11.26   **GRAND TOTAL RECEIPTS,** $1,147,596
BUDGET LOANS, TRANSFERS
AND BALANCE (Add Questions
11.20, 11.21, 11.24 and 11.25; Same as
Question 12.40)

12. OPERATING FUND DISBURSEMENTS

Staff / Collection / Capital
Operation and Maintenance

Report financial data based on the fiscal reporting year reported in Part 1. (Q1.6 and Q1.7, or Q1.9 and Q1.10 if the fiscal reporting year has changed since the previous annual report). ROUND TO THE NEAREST DOLLAR. Please click here to read general instructions before completing this section.

STAFF EXPENDITURES

Salaries & Wages Paid from Library Funds

12.1   Certified Librarians $271,668

| 12.2 | Other Staff | $200,273 |

12.3 **Total Salaries & Wages Expenditures** (Add Questions 12.1 and 12.2) $471,941

12.4 **Employee Benefits Expenditures** $169,166

12.5 **Total Staff Expenditures (Add Questions 12.3 and 12.4)** $641,107

COLLECTION EXPENDITURES

| 12.6 | Print Materials Expenditures | $55,502 |

| 12.7 | Electronic Materials Expenditures | $48,560 |

| 12.8 | Other Materials Expenditures | $31,184 |

12.9 **Total Collection Expenditures** (Add Questions 12.6, 12.7 and 12.8) $135,246

CAPITAL EXPENDITURES FROM OPERATING FUNDS

| 12.10 | From Local Public Funds (71PF) | $0 |

| 12.11 | From Other Funds (71OF) | $0 |

12.12 **Total Capital Expenditures** (Add Questions 12.10 and 12.11) $0

OPERATION AND MAINTENANCE OF BUILDINGS

Repairs to Building & Building Equipment

| 12.13 | From Local Public Funds (72PF) | $0 |

| 12.14 | From Other Funds (72OF) | $0 |

12.15 **Total Repairs** (Add Questions 12.13 and 12.14) $0

12.16 Other Disbursements for Operation & Maintenance of Buildings $20,461

12.17 **Total Operation & Maintenance of Buildings** (Add Questions 12.15 and 12.16) $20,461

MISCELLANEOUS EXPENSES

12.18 Office and Library Supplies $8,854

12.19 Telecommunications $1,652

12.21 Professional & Consultant Fees $0

12.22 Equipment $0

12.23 Other Miscellaneous $17,890

12.24 **Total Miscellaneous Expenses** (Add Questions 12.18, 12.19, 12.21, 12.22 and 12.23) $28,396

Contracts / Debt Service / Transfers / Grand Total

12.25 **CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE** $0

DEBT SERVICE

Capital Purposes Loans (Principal and Interest)

12.26 From Local Public Funds (73PF) $0

12.27 From Other Funds (73OF) $0

12.28   **Total** (Add Questions 12.26 and 12.27) $0

Other Loans

12.29   Budget Loans (Principal and Interest) $0

12.30   Short-Term Loans $0

12.31   **Total Debt Service** (Add Questions 12.28, 12.29 and 12.30) $0

12.32   **TOTAL OPERATING FUND DISBURSEMENTS** (Add Questions 12.5, 12.9, 12.12, 12.17, 12.24, 12.25 and 12.31) $825,210

TRANSFERS

Transfers to Capital Fund

12.33   From Local Public Funds (76PF) $0

12.34   From Other Funds (76OF) $0

12.35   **Total Transfers to Capital Fund** (Add Questions 12.33 and 12.34; same as Question 13.8) $0

12.36   **Transfer to Other Funds** $4,019

12.37   **TOTAL TRANSFERS** (Add Questions 12.35 and 12.36) $4,019

12.38   **TOTAL DISBURSEMENTS AND TRANSFERS** (Add Questions 12.32 and 12.37) $829,229

12.39   BALANCE IN OPERATING FUND - Ending Balance for the Fiscal Year Ending 2024 $318,367

12.40 **GRAND TOTAL DISBURSEMENTS, TRANSFERS & BALANCE** (Add Questions 12.38 and 12.39; same as Question 11.26) $1,147,596

ASSURANCE

12.41   The Library operated in accordance with all provisions of Education Law and the Regulations of the Commissioner, and assures that the "Annual Report" was reviewed and accepted by the Library Board on (date - mm/dd/yyyy).   03/29/2025

FISCAL AUDIT

12.42   Last audit performed (mm/dd/yyyy)   N/A

12.43   Time period covered by this audit (mm/dd/yyyy) - (mm/dd/yyyy)   N/A

12.44   Indicate type of audit (select one):   N/A

CAPITAL FUND

12.45   Does the library have a separate Capital Fund? Enter Y for Yes, N for No. If No, stop here. If Yes, complete the Capital Fund Report.   N

13. CAPITAL FUND RECEIPTS

Report financial data based on the fiscal year reported in Questions 1.6 and 1.7 in Part 1. *ROUND TO THE NEAREST DOLLAR*. Please click here to read general instructions before completing this section.

REVENUES FROM LOCAL SOURCES

13.1   Revenues from Local Government Sources $0

13.2   All Other Revenues from Local Sources $0

13.3   **Total Revenues from Local** $0
Sources (Add Questions 13.1 and 13.2)

STATE AID FOR CAPITAL PROJECTS

13.4   State Aid Received for $0
Construction

13.5   Other State Aid $0

13.6   **Total State Aid** (Add Questions $0
13.4 and 13.5)

FEDERAL AID FOR CAPITAL PROJECTS

13.7   **TOTAL FEDERAL AID** $0

INTERFUND REVENUE

13.8   Transfer from Operating Fund $0
(Same as Question 12.35)

13.9   **TOTAL REVENUES** (Add $0
Questions 13.3, 13.6, 13.7 and 13.8)

13.10   **NON-REVENUE RECEIPTS** $0

13.11   **TOTAL CASH RECEIPTS** $0
(Add Questions 13.9 and 13.10)

13.12   BALANCE IN CAPITAL $0
FUND - Beginning Balance for Fiscal
Year Ending 2024 (Same as Question
14.11 of previous year, if fiscal year has
not changed)

13.13   **TOTAL CASH RECEIPTS** $0
AND BALANCE(Add Questions 13.11
and 13.12; same as Question 14.12)

14. CAPITAL FUND DISBURSEMENTS

Report financial data based on the fiscal reporting year reported in Part 1. ROUND TO THE NEAREST DOLLAR. Please click here to read general instructions before completing this section.

PROJECT EXPENDITURES

14.1   Construction $0

14.2   Incidental Construction $0

Other Disbursements

14.3   Purchase of Buildings $0

14.4   Interest $0

14.5   Collection Expenditures $0

14.6   Total Other Disbursements (Add $0
Questions 14.3, 14.4 and 14.5)

14.7   **TOTAL PROJECT** $0
EXPENDITURES (Add Questions
14.1, 14.2 and 14.6)

14.8   **TRANSFER TO** $0
OPERATING FUND (Same as
Question 11.22)

14.9   **NON-PROJECT** $0
EXPENDITURES

14.10   **TOTAL CASH** $0
DISBURSEMENTS AND
TRANSFERS (Add Questions 14.7,
14.8 and 14.9)

14.11   **BALANCE IN CAPITAL** $0
FUND - Ending Balance for the Fiscal
Year Ending 2024

14.12 **TOTAL CASH** $0
DISBURSEMENTS AND BALANCE
(Add Questions 14.10 and 14.11; same
as Question 13.13)

15. CENTRAL LIBRARIES

PART 15 EXISTS FOR THE CENTRAL/CO-CENTRAL LIBRARIES ONLY. PLEASE PROCEED TO
SECTION 16. FEDERAL TOTALS AND CONTINUE ON WITH YOUR SURVEY

16. FEDERAL TOTALS

All questions in Part 16 are calculated, locked fields.
Note: See instructions for definitions and calculations of each of these Federal Totals.

16.1	Total ALA-MLS	3.53
16.2	Total Librarians	3.53
16.3	All Other Paid Staff	6.60
16.4	Total Paid Employees	10.13
16.5	State Government Revenue	$9,161
16.6	Federal Government Revenue	$0
16.7	Other Operating Revenue	$26,775
16.8	Total Operating Revenue	$841,909
16.9	Other Operating Expenditures	$48,857
16.10	Total Operating Expenditures	$825,210
16.11	Total Capital Expenditures	$0
16.12	Print Materials	62,051
16.12a	Total Physical Items in Collection	78,786

16.13	Circulation of Children's Physical Material	113,711
16.14	Total Registered Borrowers	18,778
16.15	Other Capital Revenue and Receipts	$0
16.16	Number of Internet Computers Used by General Public	22
16.17	Total Uses (sessions) of Public Internet Computers Per Year	8,205
16.18	Wireless Sessions	25,357
16.19	Total Capital Revenue	$0

17. FOR NEW YORK STATE LIBRARY USE ONLY

17.1	*LIB ID*	0800144820
17.2	*Interlibrary Relationship Code*	ME
17.3	*Legal Basis Code*	CI
17.4	*Administrative Structure Code*	SO
17.5	*FSCS Public Library Definition*	Y
17.6	*Geographic Code*	CD1
17.7	*FSCS ID*	NY0024
17.8	*SED CODE*	142301700802
17.9	*INSTITUTION ID*	800000052031

SUGGESTED IMPROVEMENTS

Library Name: ORCHARD PARK PUBLIC LIBRARY

Library System: Buffalo & Erie County Public Library

Name of Person Completing Form: Thomas Carloni

Phone Number: (716) 662-9851

I am satisfied that this resource (Collect) is meeting library needs: Agree

Applying this resource (Collect) will help improve library services to the public: Agree

Please share with us your suggestions for improving the *Annual Report.* When providing feedback, if applicable please indicate the question number each comment/suggestion refers to. Thank you! There are no suggestions at this time.