Mid-Hudson Library System
Annual Report for Library Systems - 2015 (Public Library Systems 2015)

1. General System Information

1.1	SEDCODE	131500700010
1.2	System Name	Mid-Hudson Library System
1.3	Beginning Reporting Year	1/1/2015
1.4	Ending Reporting Year	12/31/2015
1.5	Street Address	103 Market Street
1.6	City	Poughkeepsie
1.7	Zip Code	12601
1.8	Four-Digit Zip Code Extension (enter N/A if unknown)	4028
1.9	Mailing Address	103 Market Street
1.10	City	Poughkeepsie
1.11	Zip Code	12601
1.12	Four-Digit Zip Code Extension (enter N/A if unknown)	4028
1.13	Library System Telephone Number (enter 10 digits only and hit the Tab key)	(845) 471-6060
1.14	Fax Number (enter 10 digits only)	(845) 454-5940
1.15	System Home Page URL	http://midhudson.org
1.16	URL of the system's complete Plan of Service	http://midhudson.org/about-mhls/mhls-plan-of-service/
1.17	Population Chartered to Serve (2010 Census)	650,704
1.18	Area Chartered to Serve (square miles)	2,926
1.19	Federal Employer Identification Number	141458489
1.20	County	Dutchess
1.21	County (Counties) Served	Columbia, Dutchess, Greene, Putnam, Ulster
1.22	School District	Poughkeepsie City School District
1.23	Title of System Director: (drop-down): Mr., Mrs., Ms., Miss, Dr.	Mr.
1.24	First Name of System Director	Tom
1.25	Last Name of System Director	Sloan
1.26	NYS Public Librarian Certification Number of	27215

	the Director of Public Library System, and Reference and Research Library Resources System.	
1.31	Telephone Number of the System Director, including area code and extension (enter digits only, field will automatically format with extension)	(845) 471-6060 Ext.217
1.32	E-Mail Address of the System Director	tsloan@midhudson.org
1.33	Fax Number of the System Director (enter 10 digits only and hit the Tab key)	(845) 454-5940
1.34	Name of Outreach Coordinator	Merribeth Advocate
1.48	Does the reporting system have 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 repeating group for each co	Y
1.	Name of Contracting Municipality or District	Town of Union Vale
2.	Is this a written contract? (Enter Y for Yes, N for No)	Y
3.	Population of the geographic area served by this contract	4,877
4.	Dollar amount of contract	$30,000
5.	Indicate "Full" or "Partial" range of services provided by this contract (Select one)	PARTIAL
1.49	For the reporting year, has the system experienced any unusual circumstance(s) that affected the statistics and/or information reported (e.g. natural disaster, fire, closed for renovations, massive weeding of collection, etc.)? Indicate Y for Yes, N for No	N

2. Personnel Information

2.1	FTE (Full-Time Equivalent Calculation) The number of hours per work week used to compute FTE for all budgeted positions.	35

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

2.4	Public Library System Director per CR 90.3(f) - Filled Position FTE	1
2.5	Public Library System Director per CR 90.3(f) - Vacant Position FTE	0

2.10	Librarians - Filled Position(s) FTE	2
2.11	Librarians - Vacant Position(s) FTE	0
2.12	Outreach Coordinator (certified) per CR 90.3 (1)(2)(iii) - Filled Position FTE	1
2.13	Outreach Coordinator (certified) per CR 90.3 (1)(2)(iii) - Vacant Position FTE	0
2.14	Total Certified Librarians - Filled Position(s) FTE (total questions 2.4 + 2.6 + 2.8 + 2.10 + 2.12)	4.00
2.15	Total Certified Librarians - Vacant Position(s) FTE (total questions 2.5 + 2.7 + 2.9 + 2.11 + 2.13)	0.00
2.16	Total Other Professional Staff - Filled Position(s) FTE	3
2.17	Total Other Professional Staff - Vacant Position(s) FTE	0
2.18	Total Other Staff - Filled Position(s) FTE	10.37
2.19	Total Other Staff - Vacant Position(s) FTE	0
2.20	Total Paid Staff - Filled Position(s) FTE (total questions 2.14 + 2.16 + 2.18)	17.37
2.21	Total Paid Staff - Vacant Position(s) FTE (total questions 2.15 + 2.17 + 2.19)	0.00
SALARY INFORMATION		
2.22	Entry-Level Librarian (certified) FTE	0
2.23	Entry-Level Librarian (certified) Current Annual Salary	$0
2.24	System Director FTE	1
2.25	System Director Current Annual Salary	$126,811

3. System Membership, Outlets and Governance
PUBLIC SERVICE OUTLETS

3.9	Number of member libraries	66
3.15	Main Library/System Headquarters	1
3.16	Branches	0
3.17	Bookmobiles	0
3.18	Reading Centers	0
3.19	Other Outlets	0
3.20	Total Public Service Outlets (total questions 3.15 through 3.19)	1
3.21	Name of Central Library/Co-Central Libraries	Poughkeepsie Public Library District

BOARD/COUNCIL MEETINGS

3.22	Total number of public library system/3Rs board meetings or school library system council meetings held during reporting year	7
3.24	Number of <u>voting</u> positions on system board/council	15
3.25	Term length for system board/council members	5 years

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

3.26	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.	O

SYSTEM BOARD/COUNCIL

Public Library Systems - enter information for the period January 1, 2016, through December 31, 2016.

School Library Systems and 3Rs Systems - enter information for the period July 1, 2016, through June 30, 2017

President/Council Chair

3.27	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.
3.28	First Name	Camilla
3.29	Last Name	von Bergen
3.30	Institutional Affiliation	Self-employed attorney
3.31	Professional Title	Esquire
3.32	Mailing Address	16 Ferris Drive
3.33	City	Garrison
3.34	Zip Code (enter five digits only)	10524
3.35	Telephone for the Board President (enter 10 digits only and hit the Tab key)	(845) 424-3871
3.36	E-mail Address	cvonbergen@highlands.com
3.37	Term Begins - Month	January
3.38	Term Begins - Year (yyyy)	2013
3.39	Term Expires - Month or N/A	December
3.40	Term Expires - Year (YYYY) or N/A	2017
3.41	Is this trustee serving a full term? If No, add a	Yes

State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).

3.42	The date the board president took the Oath of Office (mm/dd/yyyy)	01/12/2013
3.43	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	03/12/2013
3.44	Is this a brand new trustee?	N

Board/Council Member - complete one record for each Board/Council Member. For each vacant position, select "Vacant" in question 1, and enter N/A in questions 2-10 of the repeating group. The number of Council members must be 5 to 11 (no less than five and no more than 11).

1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Mr.
2.	First Name	Stuart
3.	Last Name	Auchincloss
4.	Institutional Affiliation	Woodstock Public Library District
5.	Professional Title	Former President
6.	Mailing Address	2342 Glasco Turnpike
7.	City	Woodstock
8.	Zip Code (enter five digits only)	12498
9.	Term Begins - Month	December
10.	Term Begins - Year (yyyy)	2015
11.	Term Expires - Month or N/A	December
12.	Term Expires - Year (YYYY) or N/A	2018
13.	What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	37 months
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	12/11/2015
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	12/14/2015
16.	Is this a brand new trustee?	Y
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Mr.
2.	First Name	John
3.	Last Name	Bickford

4.	Institutional Affiliation	Hyde Park Free Library
5.	Professional Title	N/A
6.	Mailing Address	64 Rogers Road
7.	City	Hyde Park
8.	Zip Code (enter five digits only)	12538
9.	Term Begins - Month	January
10.	Term Begins - Year (yyyy)	2013
11.	Term Expires - Month or N/A	December
12.	Term Expires - Year (YYYY) or N/A	2017
13.	What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	5 years
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/12/2013
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	03/12/2013
16.	Is this a brand new trustee?	N
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.
2.	First Name	Lisa Baker
3.	Last Name	Brill
4.	Institutional Affiliation	Self-employed
5.	Professional Title	Fundraiser/Pub.Relations Consult.
6.	Mailing Address	1501 High Falls Road
7.	City	Catskill
8.	Zip Code (enter five digits only)	12414
9.	Term Begins - Month	January
10.	Term Begins - Year (yyyy)	2012
11.	Term Expires - Month or N/A	December
12.	Term Expires - Year (YYYY) or N/A	2016
13.	What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	5 years
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/21/2012

15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	03/16/2012
16.	Is this a brand new trustee?	N
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Mrs.
2.	First Name	Sharon
3.	Last Name	Davis
4.	Institutional Affiliation	None
5.	Professional Title	School Library Media Specialist
6.	Mailing Address	PO Box 306
7.	City	Copake
8.	Zip Code (enter five digits only)	12516
9.	Term Begins - Month	January
10.	Term Begins - Year (yyyy)	2016
11.	Term Expires - Month or N/A	December
12.	Term Expires - Year (YYYY) or N/A	2020
13.	What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	5 years
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/26/2016
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	02/24/2016
16.	Is this a brand new trustee?	Y
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Mr.
2.	First Name	John
3.	Last Name	Dax
4.	Institutional Affiliation	New Lebanon Library
5.	Professional Title	Trustee
6.	Mailing Address	3583 County Route 9
7.	City	East Chatham
8.	Zip Code (enter five digits only)	12060
9.	Term Begins - Month	January
10.	Term Begins - Year (yyyy)	2014
11.	Term Expires - Month or N/A	December

5.	Professional Title	Trustee
6.	Mailing Address	PO Box 261
7.	City	Round Top
8.	Zip Code (enter five digits only)	12473
9.	Term Begins - Month	January
10.	Term Begins - Year (yyyy)	2015
11.	Term Expires - Month or N/A	December
12.	Term Expires - Year (YYYY) or N/A	2019
13.	What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	5 years
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	3/21/2015
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	3/24/2015
16.	Is this a brand new trustee?	N
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.
2.	First Name	Michele
3.	Last Name	Ment
4.	Institutional Affiliation	Kent Library
5.	Professional Title	Trustee
6.	Mailing Address	1027 Farmers Mill Road
7.	City	Carmel
8.	Zip Code (enter five digits only)	10512
9.	Term Begins - Month	January
10.	Term Begins - Year (yyyy)	2014
11.	Term Expires - Month or N/A	December
12.	Term Expires - Year (YYYY) or N/A	2018
13.	What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	5 years
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/18/2014
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	03/27/2014

16.	Is this a brand new trustee?	N
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Mrs.
2.	First Name	Regina
3.	Last Name	Morini
4.	Institutional Affiliation	Mahopac Library
5.	Professional Title	Trustee
6.	Mailing Address	12 Pine Lane
7.	City	Mahopac
8.	Zip Code (enter five digits only)	10541
9.	Term Begins - Month	January
10.	Term Begins - Year (yyyy)	2012
11.	Term Expires - Month or N/A	December
12.	Term Expires - Year (YYYY) or N/A	2016
13.	What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	5 years
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/21/2012
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	03/16/2012
16.	Is this a brand new trustee?	N
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Mr.
2.	First Name	Barry
3.	Last Name	Ramage, CRPC
4.	Institutional Affiliation	UBS Financial Serv
5.	Professional Title	Financial Advisor
6.	Mailing Address	8 Broadview Lane
7.	City	Red Hook
8.	Zip Code (enter five digits only)	12571
9.	Term Begins - Month	January
10.	Term Begins - Year (yyyy)	2016
11.	Term Expires - Month or N/A	December
12.	Term Expires - Year (YYYY) or N/A	2020
13.	What is the length of this trustee's term? Please	5 years

	add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/30/2016
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	02/24/2016
16.	Is this a brand new trustee?	Y
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.
2.	First Name	Lynne
3.	Last Name	Ridgeway
4.	Institutional Affiliation	Plattekill Public Library
5.	Professional Title	President
6.	Mailing Address	PO Box 282
7.	City	Clintondale
8.	Zip Code (enter five digits only)	12515
9.	Term Begins - Month	January
10.	Term Begins - Year (yyyy)	2013
11.	Term Expires - Month or N/A	December
12.	Term Expires - Year (YYYY) or N/A	2016
13.	What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	4 years
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/12/2013
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	03/12/2013
16.	Is this a brand new trustee?	N
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.
2.	First Name	Myrna
3.	Last Name	Sameth
4.	Institutional Affiliation	Saugerties Public Library
5.	Professional Title	Trustee
6.	Mailing Address	754 Blue Mt. Road

7.	City	Saugerties
8.	Zip Code (enter five digits only)	12477
9.	Term Begins - Month	January
10.	Term Begins - Year (yyyy)	2012
11.	Term Expires - Month or N/A	December
12.	Term Expires - Year (YYYY) or N/A	2016
13.	What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	5 years
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/21/2012
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	03/16/2012
16.	Is this a brand new trustee?	N
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Mr.
2.	First Name	Richard
3.	Last Name	Swierat
4.	Institutional Affiliation	ARC of Westchester
5.	Professional Title	Executive Director
6.	Mailing Address	1 Marcella Boulevard
7.	City	Hopewell Junction
8.	Zip Code (enter five digits only)	12533
9.	Term Begins - Month	January
10.	Term Begins - Year (yyyy)	2015
11.	Term Expires - Month or N/A	December
12.	Term Expires - Year (YYYY) or N/A	2019
13.	What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	5 years
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	02/13/2015
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	03/24/2015
16.	Is this a brand new trustee?	N
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr.,	Mr.

	The Honorable, The Reverend, Other (specify using the State note), Vacant	
2.	First Name	Mark
3.	Last Name	Wilson
4.	Institutional Affiliation	Kinderhook Library
5.	Professional Title	Trustee
6.	Mailing Address	28 William Street
7.	City	Kinderhook
8.	Zip Code (enter five digits only)	12106
9.	Term Begins - Month	January
10.	Term Begins - Year (yyyy)	2015
11.	Term Expires - Month or N/A	December
12.	Term Expires - Year (YYYY) or N/A	2019
13.	What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	5 years
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	03/21/2015
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	03/24/2015
16.	Is this a brand new trustee?	N

COORDINATED OUTREACH COUNCIL

3.45	Has the Coordinated Outreach Council met at least two times during the calendar year per CR 90.3 (j)(2)(iv)? (Enter Y for Yes, N for No).	Y

Coordinated Outreach Council Members - complete one record for each Council Member for the period January 1, 2016, through December 31, 2016. For each vacant position, select "Vacant" in question 1 and enter N/A in questions 2-5 of the repeating group. The number of council members must be 5 to 11 (no less than five and no more than 11).

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

1.	Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.
2.	First Name	Polly
3.	Last Name	Adema
4.	Institutional Affiliation	Arts Mid-Hudson

5.	Professional Title	Director, Folk Arts Program
1.	Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.
2.	First Name	Cassandra
3.	Last Name	Beam
4.	Institutional Affiliation	Ulster Literacy Association
5.	Professional Title	CEO
1.	Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.
2.	First Name	Melissa
3.	Last Name	Clark
4.	Institutional Affiliation	United Way of Dutchess-Orange Region
5.	Professional Title	Manager of Community Mobilization
1.	Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.
2.	First Name	Carolyn
3.	Last Name	Bennett Glauda
4.	Institutional Affiliation	Southeastern NY Library Resources Council
5.	Professional Title	Member Services Librarian for Education & Outreach
1.	Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.
2.	First Name	Mary Ellen
3.	Last Name	Iatropoulos
4.	Institutional Affiliation	Spark Media Project
5.	Professional Title	Director of Education

4. Public Library System Transactions and Collections

4.1	Number of registered system borrowers	0
4.2	Total system circulation	0
4.3	System Visits	1,791

GENERAL SYSTEM HOLDINGS

| 4.4 | Total Cataloged Book Holdings | 190 |
| 4.5 | Uncataloged Book Holdings | 0 |

4.6	Total Print Serial Holdings	7
4.7	All Other Print Materials Holdings	147
4.8	Total Number of NOVELNY Databases	10
4.9	Total Electronic Holdings	15,234
4.10	Other Non-Electronic Materials	325
4.11	Grand Total Holdings (total questions 4.4 through 4.10)	15,913

ROTATING COLLECTIONS/BOOK LOANS

4.12	Does the system have rotating collections/bulk loans? (Enter Y for Yes, N for No)	N
4.13	Number of collections	0
4.14	Average number of items per collection	0

5. System Services
TECHNOLOGY AND RESOURCE SHARING

INTEGRATED LIBRARY SYSTEM (ILS)

| 5.1 | Does the system provide an integrated library automation system (ILS) for its member libraries? (Enter Y for Yes, N for No) | Y |

5.2 Indicate which modules of the system's ILS have been implemented (check all that apply):

a.	Circulation	Yes
b.	Public Access Catalog	Yes
c.	Cataloging	Yes
d.	Acquisitions	Yes
e.	Inventory	Yes
f.	Serials Control	No
g.	Media Booking	No
h.	Community Information	No
i.	Electronic Resource Management	Yes
j.	Digital Collections Management	No

5.3	Identify ILS system vendor	Innovative Interfaces Inc.
5.4	How many member libraries fully participate in the ILS?	66
5.5	% of member libraries participating (calculated field)	100.00%
5.6	How many member libraries participate in some ILS modules?	66

5.7 Indicate features of the system's ILS (check all that apply):

a.	ILS shared with other library systems	No
b.	ILS software permits patron-initiated ILL	Yes
c.	ILL feature implemented and used	Yes
5.8	Number of titles in the ILS bibliographic database	677,178
5.9	Number of new titles added by the system in the reporting year	2,642
5.10	Number of Central Library Aid titles added in the reporting year	1,873
5.11	Number of new titles added by the members in the reporting year	33,041
5.12	Total new titles (total questions 5.9 through 5.11)	37,556

UNION CATALOG OF RESOURCES

5.13	How many libraries participate in (or submit records for) the union catalog?	66
5.14	Is the system's union catalog shared with any other library system(s)? (Enter Y for Yes, N for No)	N
5.15	Number of titles in the system's union catalog	677,178
5.16	Number of holdings in the system's union catalog	3,268,078
5.17	Number of new titles added in the last year	36,583
5.18	Number of holdings added in the last year	530,813

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
5.20	How many libraries participate in (or submit records for) the union list of serials?	66

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)	Y

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
5.23	How many Internet-accessible member library catalogs are included in the virtual catalog?	70
5.24	How many member libraries have holdings	0

included in a database that serves as a link of the virtual catalog?

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

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

c. Patron-initiated ILL available and used through this catalog — Yes

d. N/A — 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. — N

VISITS TO THE SYSTEM'S WEB SITE

5.27 Annual number of visits to the system's web site — 200,067

STATEWIDE INTERNET LIBRARIES (FORMERLY NOVELNY- READY LIBRARIES)

5.28 How many of the system's member libraries have achieved Basic Statewide Internet Library-ready status? — 53

5.29 How many of the system's member libraries have achieved Advanced Statewide Internet Library-ready status? — 13

5.30 How many of the system's member libraries have achieved Leader Statewide Internet Library-ready status? — 4

5.31 Total Statewide Internet Library-Ready Libraries (total questions 5.28 through 5.30) — 70

SYSTEM INTERLIBRARY LOAN ACTIVITY

5.32 Total items provided (loaned) — 511

5.33 Total items received (borrowed) — 4,862

5.34 Total requests provided (loaned) unfilled — 1,322

5.35 Total requests received (borrowed) unfilled — 406

5.36 Total interlibrary loan activity (total questions 5.32 through 5.35) — 7,101

DELIVERY

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

a.	System courier (on the System's payroll)	No
b.	Other system's courier	No
d.	Contracted service (paid by System - not on payroll)	Yes
e.	U.S. Mail	No
f.	Commercial carrier (e.g., UPS, DHL, etc.)	No
g.	Other (specify using the State note)	No
5.39	Number of stops (pick-up and delivery sites per week)	473

CONTINUING EDUCATION/STAFF DEVELOPMENT
Workshops/Meetings/Training Sessions

Resource sharing (ILL, collection development, etc.)

5.40	Number of sessions	17
5.41	Number of participants	270

Technology

5.42	Number of sessions	0
5.43	Number of participants	0

Digitization

5.44	Number of sessions	0
5.45	Number of participants	0

Leadership

5.46	Number of sessions	6
5.47	Number of participants	83

Management & Supervisory

5.48	Number of sessions	6
5.49	Number of participants	77

Planning and Evaluation

5.50	Number of sessions	25
5.51	Number of participants	236

Awareness and Advocacy

5.52	Number of sessions	1
5.53	Number of participants	54

Trustee/Council Training

5.54	Number of sessions	9

5.55	Number of participants	100

Special Client Populations

5.56	Number of sessions	0
5.57	Number of participants	0

Children's Services/Birth to Kindergarten

5.58	Number of sessions	1
5.59	Number of participants	14

Children's Services/Elementary Grade Levels

5.60	Number of sessions	2
5.61	Number of participants	24

Young Adult Services/Middle and High School Grade Levels

5.62	Number of sessions	3
5.63	Number of participants	42

General Adult Services

5.64	Number of sessions	8
5.65	Number of participants	203

5.66	**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.	Y
1.	Topic	Friends
2.	Number of sessions	1
3.	Number of participants	17
5.67	**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, 5.64 and total of question #2 of Repeating Group #5)	79
5.68	**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, 5.65 and total of question #3 of Repeating Group #5)	1,120

COORDINATED SERVICES

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

Note: For questions which include a choice of "Other", please add a State Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

a.	Coordinated purchase of print materials	No

b.	Coordinated purchase of non-print materials	Yes
c.	Negotiated pricing for licensed electronic collection purchases (not purchasing)	Yes
d.	Cataloging	Yes
e.	Materials processing	No
f.	Coordinated purchase of office supplies	No
g.	Coordinated computer services/purchases	Yes
h.	Virtual reference	No
i.	Other (describe using the State note)	No
j.	N/A	No

CONSULTING AND TECHNICAL ASSISTANCE SERVICES

5.70	Number of contacts - Consulting with member libraries on grants, and state and federal funding	64
5.71	Number of contacts - Consulting with member libraries on funding and governance	1,344
5.72	Number of contacts - Consulting with member libraries on charter and registration work	75
5.73	Number of contacts - Consulting with member libraries on automation and technology	8,500
5.74	Number of contacts - Consulting with member libraries on youth services	192
5.75	Number of contacts - Consulting with member libraries on adult services	192
5.76	Number of contacts - Consulting with member libraries on physical plant needs	192
5.77	Number of contacts - Consulting with member libraries on personnel and management issues	1,328
5.78	Number of contacts - Consulting with state and county correctional facilities	816
5.79	Number of contacts - Providing information to local, county, and state legislators and their staffs	120
5.80	Number of contacts - Providing system and member library information to the media	70
5.81	Number of contacts - Providing website development and maintenance for member libraries	560
5.82	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	Y

questions 1 and 2 of one repeating group.

1.	Topic	Marketing
2.	Number of contacts (all types)	544
1.	Topic	Delivery
2.	Number of contacts (all types)	128
1.	Topic	ILL
2.	Number of contacts (all types)	896
5.83	**Total other contacts** (total of question #2 of Repeating Group #6)	1,568
5.84	**Total number of contacts** (total of questions 5.70 through 5.81 and 5.83)	15,021

REFERENCE SERVICES

| 5.85 | Total Reference Transactions | 0 |

**SERVICES TO SPECIAL CLIENTS
(Direct and Contractual)**

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

a.	Services for patrons with disabilities	Yes
b.	Services for patrons who are educationally disadvantaged	Yes
c.	Services for patrons who are aged	Yes
d.	Services for patrons who are geographically isolated	Yes
e.	Services for patrons who are members of ethnic or minority groups in need of special library services	Yes
f.	Services to patrons who are in institutions	Yes
g.	Services for unemployed and underemployed individuals	Yes
i.	N/A	No
5.87	Number of BOOKS BY MAIL loans	0
5.88	Number of member libraries with Job/Education Information Centers or collections	66
5.89	Number of State Correctional Facilities libraries served	6
5.90	Number of County Jails libraries served	5
5.91	Number of institutions served other than jails or correctional facilities	0
5.92	Does the system provide other special client services not listed above? If yes, complete one	N

record for each service provided. If no, enter N/A in questions 1 and 2 of one repeating group.

1.	Service provided	N/A
2.	Number of facilities/institutions served	N/A

5.93	Does the system charge fees for any program or service? Enter Y for Yes; N for No. If yes, briefly describe using the text box below; if no, enter N/A in Question 5.92.	Y
5.94	Description of fees	Member libraries are assessed though a formula of the following 4 elements: a general fee with four fixed levels determined by population served; a holds received/delivery fee based on number of items borrowed by one member from other members; a general ILS fee based on either population served or circulation (whichever is least);a fixed per license fee and 5) a fixed ILS capital set-aside. Fees are also charged to member libraries choosing the a la carte services of Web page hosing, Tech contracts/service, Teleforms and Smart Activity Manger (SAM).

6. Operating Funds Receipts

LOCAL PUBLIC FUNDS

6.1	Does the system receive county funding? Enter Y for Yes, N for No. If yes, please complete one record for each county. If No, enter N/A on questions 1 through 4 of one repeating group.	N
1.	County Name	N/A
2.	Amount	N/A
3.	Subject to Public Vote (Enter Y for Yes, N for No, or N/A)	N/A
4.	Written Contract (Enter Y for Yes, N for No, or N/A)	N/A
6.2	Total County Funding	$0
6.3	All Other Local Public Funds	$30,000
6.4	**Total Local Public Funds** (total questions 6.2 and 6.3)	$30,000

STATE AID RECEIPTS

6.5	Adult Literacy Library Services Grants	$8,028
6.6	Central Library Development Aid	$186,774
6.7	Central Book Aid	$64,134
6.8	Conservation/Preservation Grants	$0
6.9	Construction for Public Libraries Aid	$43,807
6.10	Coordinated Outreach Services Aid	$114,447
6.11	Correctional Facilities Library Aid	$77,826
6.12	County Jails Library Aid	$5,225
6.14	Family Literacy Grants	$12,489

Local Library Services Aid

6.18	Kept at System Headquarters	$7
6.19	Distributed to members	$215,011
6.20	Total LLSA (total questions 6.18 and 6.19)	$215,018
6.21	Local Services Support Aid	$155,002
6.22	Local Consolidated Systems Aid	$0
6.26	Public Library System Basic Aid	$1,307,158

Regional Bibliographic Data Bases (RBDB) Aid

6.31	Regional Bibliographic Data Bases (RBDB) Grant(s) from 3Rs	$0
6.35	Special Legislative Grants and Member Items	$285,500
6.36	Supplementary System Aid	$177,909
6.37	The New York Public Library - The Research Libraries	$0
6.38	The New York Public Library, Andrew Heiskell Library for the Blind and Physically Handicapped Aid	$0
6.39	The New York Public Library, City University of New York	$0
6.40	The New York Public Library, Schomburg Center for Research in Black Culture Library Aid	$0
6.41	The New York Public Library, Science, Industry and Business Library	$0
6.42	Does the system receive state funding from other sources? Enter Y for Yes, N for No. (Report Special Legislative Grants and Member Items on Q 6.35).	Y

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

1.	Funding Source	MTA
2.	Amount	$9,345

6.43	Total Other State Aid (total question #2 of Repeating Group #9 above)	$9,345
6.44	**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 6.41, and question 6.43)	$2,662,662

FEDERAL AID

6.45	Library Services and Technology Act (LSTA)	$0
6.46	Does the system receive any other Federal Aid (specify Act and Title) e.g., NEH, NEA, etc.? Enter Y for Yes, N for No.	N

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

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

6.47	Total Other Federal Aid (total questions #2 of Repeating Group #10 above)	$0
6.48	**Total Federal Aid** (total questions 6.45 and 6.47)	$0

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

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

Complete one record for each contract. If the system does not contract, enter N/A on questions 1, 2 and 3 of one repeating group.

1.	Contracting Agency	Member Libraries
2.	Contracted Service	Automation/Delivery
3.	Total Contract Amount	$585,675
1.	Contracting Agency	Member Libraries
2.	Contracted Service	Tech Support/Services
3.	Total Contract Amount	$31,532
1.	Contracting Agency	Member Libraries
2.	Contracted Service	Databases/Catalog Enhancements
3.	Total Contract Amount	$125,890
1.	Contracting Agency	Member Libraries
2.	Contracted Service	Digital Content
3.	Total Contract Amount	$78,263

| 6.50 | **Total Contracts** (total question #3 of Repeating Group #11 above) | $821,360 |

MISCELLANEOUS RECEIPTS

| 6.51 | Gifts, Endowments, Fundraising, Foundations (include Gates Grants here; specify project number(s) and dollar amount using the state note) | $7,761 |
| 6.53 | Income from Investments | $892 |

Proceeds from Sale of Property

6.54	Real Property	$0
6.55	Equipment	$0
6.56	Does the system have other miscellaneous receipts in categories not listed in questions 6.51 through 6.55? Enter Y for Yes, N for No.	Y

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

1.	Receipt category	Rental of Property
2.	Amount	$1,700
1.	Receipt category	E-rate
2.	Amount	$26,143
1.	Receipt category	Other Miscellaneous
2.	Amount	$15,700

6.57	Total Other Miscellaneous Receipts (total question #2 of Repeating Group #12 above)	$43,543
6.58	**Total Miscellaneous Receipts** (total questions 6.51 through 6.55 and question 6.57)	$52,196
6.59	**TOTAL OPERATING FUND RECEIPTS - Total Local Public Funds, Total State Aid, Total Federal Aid, Total Contracts, and Total Miscellaneous Receipts** (total questions 6.4, 6.44, 6.48, 6.50, and 6.58)	$3,566,218
6.60	**BUDGET LOANS**	$0

TRANSFERS

6.61	From Capital Fund (Same as question 9.6)	$25,006
6.62	From Other Funds	$0
6.63	**Total Transfers** (total questions 6.61 and 6.62)	$25,006
6.64	CASH BALANCE - Beginning of Current Fiscal Reporting Year: Public Library Systems - January 1, 2015; 3Rs - July 1, 2015. (Same as closing cash balance at	$1,891,009

the end of previous fiscal reporting year: Public Library Systems - December 31, 2014; 3Rs - June 30, 2015.)

6.67	GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS, AND BALANCE/ROLLOVER (Public Library Systems and 3Rs - total questions 6.59, 6.60, 6.63 and 6.64 - must agree with question 7.83) (School Library Systems - total questions 6.59, 6.65 and 6.66 - must agree with question 7.83)	$5,482,233

7. Operating Fund Disbursements

STAFF EXPENDITURES
Salaries

7.1	System Director and Librarians	$340,754
7.2	Other Staff	$595,523
7.3	Total Salary and Wages Expenditures (total questions 7.1 and 7.2)	$936,277
7.4	Employee Benefits Expenditures	$352,075
7.5	**Total Staff Expenditures** (total questions 7.3 and 7.4)	$1,288,352

COLLECTION EXPENDITURES

7.6	Print Materials Expenditures	$56,205
7.7	Electronic Materials Expenditures	$220,631
7.8	Other Materials Expenditures	$0
7.9	**Total Collection Expenditures** (total questions 7.6 through 7.8)	$276,836

GRANTS TO MEMBER LIBRARIES
Cash Grants Paid From

7.10	Local Library Services Aid (LLSA)	$215,011
7.11	Central Library Aid (CLDA/CBA)	$250,908
7.15	Other State Aid/Grants (e.g., Construction, Special Legislative or Member Grants)	$294,845
7.16	Federal Aid	$0
7.17	Other cash grants paid from system funds	$27,848
7.18	Total Cash Grants (total questions 7.10 through 7.17)	$788,612
7.19	Book/Library Materials Grants	$0
7.20	Other Non-Cash Grants	$4,895

7.21	**Total Grants to Member Libraries** (total questions 7.18 through 7.20)	$793,507

CAPITAL EXPENDITURES FROM OPERATING FUNDS

7.22	Bookmobile	$0
7.23	Other Vehicles	$0
7.24	Computer Equipment	$12,402
7.25	Furniture/Furnishings	$5,411
7.26	Other Capital Expenditures	$3,395
7.27	**Total Capital Expenditures from Operating Fund** (total questions 7.22 through 7.26)	$21,208

TOTAL CAPITAL EXPENDITURES BY SOURCE OF FUNDS

7.28	From Local Public Funds (71PF)	$0
7.29	From Other Funds (71OF)	$21,208
7.30	**Total Capital Expenditures by Source** (total questions 7.28 and 7.29; same as question 7.27)	$21,208

OPERATION AND MAINTENANCE OF BUILDINGS

Repairs To Buildings and Building Equipment by Source of Funds

7.31	From Local Public Funds (72PF)	$0
7.32	From Other Funds (72OF)	$135,530
7.33	**Total Repairs to Buildings and Building Equipment** (total questions 7.31 and 7.32)	$135,530
7.34	Other Building & Maintenance Expenses	$71,593
7.35	**Total Operation and Maintenance of Buildings** (total questions 7.33 and 7.34)	$207,123

MISCELLANEOUS EXPENSES

7.36	Total Operation & Maintenance of Bookmobiles and Other Vehicles	$1,325
7.37	Office and Library Supplies	$30,391
7.38	Telecommunications	$31,736
7.39	Binding Expenses	$0
7.40	Postage and Freight	$4,802
7.41	Publicity and Printing	$8,592
7.42	Travel	$24,873
7.43	Fees for Consultants and Professionals - Please include a State Note with the consultants' or vendors' names and a brief description of the service(s) provided.	$26,829
7.44	Membership Dues - Please include a State Note listing Professional Organization Memberships	$4,661

for which dues are being paid

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.	Y

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

1.	Expense category	Delivery
2.	Amount	$356,144
1.	Expense category	RetireMed
2.	Amount	$161,101
1.	Expense category	Workshops
2.	Amount	$13,321
1.	Expense category	BOT Devel
2.	Amount	$865
1.	Expense category	EquipLeas
2.	Amount	$6,860
1.	Expense category	ServContr
2.	Amount	$161,495
7.47	Total Other Miscellaneous Expenses (total question #2 of Repeating Group #13)	$699,786
7.48	**Total Miscellaneous Expenses** (total questions 7.36 through 7.45 and 7.47)	$832,995

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.	Y

Complete one record for each contract. If the system does not contract, enter N/A on questions 1, 2, and 3 of one repeating group.

1.	Contracting Agency (specify using the State note)	Beekman Library
2.	Contracted Service (specify using the State note)	UnionVale
3.	Total Contract Amount	$10,800
1.	Contracting Agency (specify using the State note)	Dover Plains Library
2.	Contracted Service (specify using the State note)	UnionVale
3.	Total Contract Amount	$2,100
1.	Contracting Agency (specify using the State	LaGrange Assoc Library

	note)	
2.	Contracted Service (specify using the State note)	UnionVale
3.	Total Contract Amount	$9,300
1.	Contracting Agency (specify using the State note)	Millbrook Library
2.	Contracted Service (specify using the State note)	UnionVale
3.	Total Contract Amount	$7,800
7.50	**Total Contracts** (total question #3 of Repeating Group #14 above)	$30,000

DEBT SERVICE

Capital Purposes Loans (Principal and Interest)

7.51	From Local Public Funds (73PF)	$0
7.52	From Other Funds (73OF)	$0
7.53	**Total Capital Purposes Loans** (total questions 7.51 and 7.52)	$0
7.54	Other Loans	$0
7.55	**Total Debt Service** (total questions 7.53 and 7.54)	$0
7.56	**TOTAL TOTAL DISBURSEMENTS - Total Staff Expenditures, Total Collection Expenditures, Total Grants to Member Libraries, Total Capital Expenditures, Total Operation and Maintenance of Buildings, Total Miscellaneous Expenses, Total Contracts, and Total Debt Service (total questions 7.5, 7.9, 7.21, 7.27, 7.35, 7.48, 7.50, and 7.55)**	$3,450,021

TRANSFERS

Transfers to the Capital Fund

7.57	From Local Public Funds (76PF)	$0
7.58	From Other Funds (76OF)	$86,650
7.59	**Total Transfers to Capital Fund** (total questions 7.57 and 7.58; same as question 8.2)	$86,650
7.60	**Total Transfers to Other Funds**	$0
7.61	**Total Transfers** (total questions 7.59 and 7.60)	$86,650
7.62	**TOTAL DISBURSEMENTS AND TRANSFERS** (total questions 7.56 and 7.61)	$3,536,671

7.63	**CLOSING CASH BALANCE at the End of the Current Fiscal Reporting Year** (For Public Library Systems - December 31, 2015) (For 3Rs - June 30, 2016)	$1,945,562
7.83	**GRAND TOTAL DISBURSEMENTS, TRANSFERS, & BALANCE/ROLLOVER** (total questions 7.62, 7.63, 7.73, and 7.82)	$5,482,233

FISCAL AUDIT

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

7.84	Last audit performed (mm/dd/yyyy)	04/06/2015
7.85	Time period covered by this audit (mm/dd/yyyy - mm/dd/yyyy)	01/01/2014 - 12/31/2014
7.86	Indicate type of audit (select one from drop-down):	Private Accounting Firm

ACCOUNT INFORMATION
Complete one record for each financial account

1.	Name of bank or financial institution	First Niagara Bank
2.	Amount of funds on deposit	$2,013,438
1.	Name of bank or financial institution	First Niagara Bank
2.	Amount of funds on deposit	$11,577
1.	Name of bank or financial institution	First Niagara Bank
2.	Amount of funds on deposit	$441,527
7.87	**Total Bank Balance** (total question #2 of Repeating Group #15)	$2,466,542
7.88	Does the system have a Capital Fund? Enter Y for Yes, N for No. If yes, please complete the Capital Fund Report. If no, stop here.	Y

8. Capital Fund Receipts

8.1	**Total Revenue From Local Sources**	$0
8.2	**Transfer From Operating Fund** (same as question 7.59)	$86,650

STATE AID FOR CAPITAL PROJECTS

8.3	State Aid Received for Construction	$0

ALL OTHER AID AND/OR GRANTS FOR CAPITAL PROJECTS

8.4	Does the system receive any other aid and/or	N

grants for capital projects. Enter Y for Yes, N for No. If yes, complete one record for each award. If no, enter N/A on questions 1 and 2 of one repeating group.

1.	Contracting Agency	N/A
2.	Amount	N/A
8.5	**Total Aid and/or Grants** (total question #2 of Repeating Group #16 above)	$0
8.6	**TOTAL RECEIPTS - Revenues from Local Sources, Interfund Revenue, State Aid for Capital Projects, and Total Federal Aid** (total questions 8.1, 8.2, 8.3, and 8.5)	$86,650
8.7	**NONREVENUE RECEIPTS**	$165
8.8	**TOTAL RECEIPTS - Total Receipts and Nonrevenue Receipts** (total questions 8.6 and 8.7)	$86,815
8.9	CASH BALANCE - Beginning of Current Fiscal Reporting Year: Public Library Systems - January 1, 2015; 3Rs - July 1, 2015. (Same as closing cash balance at the end of previous fiscal reporting year: Public Library Systems - December 31, 2014; 3Rs - June 30, 2015)	$379,718
8.10	**TOTAL RECEIPTS AND CASH BALANCE** (total questions 8.8 and 8.9)	$466,533

9. Capital Fund Disbursements

PROJECT EXPENDITURES

9.1	Total Construction	$0
9.2	Incidental Construction	$0
9.3	Books and Library Materials	$0
9.4	Total Other Disbursements	$0
9.5	**Total Project Expenditures** (total questions 9.1 through 9.4)	$0
9.6	**TRANSFER TO OPERATING FUND** (Same as question 6.61)	$25,006
9.7	**TOTAL NONPROJECT EXPENDITURES**	$0
9.8	**TOTAL DISBURSEMENTS - Total Project Expenditures, Transfer to Operating Fund, and Total Nonproject Expenditures** (total questions 9.5 through 9.7)	$25,006

9.9	**CLOSING CASH BALANCE IN CAPITAL FUND at the End of the Current Fiscal Year (December 31, 2015, for Public Library Systems; June 30, 2016, for 3Rs)**	$441,527
9.10	**TOTAL DISBURSEMENTS AND CASH BALANCE** (total questions 9.8 and 9.9)	$466,533

12. Projected Annual Budget For Library Systems

Public Library Systems Budget for January 1, 2016 - December 31, 2016

PROJECTED OPERATING FUND - RECEIPTS

12.1	Total Operating Fund Receipts (include Local Aid, State Aid, Federal Aid, Contracts and Miscellaneous Receipts)	$3,265,070
12.2	Budget Loans	$0
12.3	Total Transfers	$30,849
12.4	Cash Balance/Rollover in Operating Fund at the end of the previous fiscal year (For Public Library Systems, opening balance on January 1, 2016, must be the same as the December 31, 2015, closing balance reported on Q7.63 of the 2015 annual report)	$1,945,562
12.5	Grand Total Operating Fund Receipts, Budget Loans, Transfers and Balance/Rollover (total questions 12.1 through 12.4)	$5,241,481

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 Library Systems in New York State and Debt Service)	$3,193,759
12.7	Total Transfers	$39,600
12.8	Cash Balance/Rollover in Operating Fund at the end of the fiscal year (For Public Library Systems, balance as of December 31, 2016)	$2,008,122
12.9	Grand Total Operating Fund Disbursements, Transfers and Balance/Rollover (total questions 12.6 through 12.8)	$5,241,481

PROJECTED CAPITAL FUND - RECEIPTS

12.10	Capital Fund Receipts (include Revenues from Local Sources, Transfer from Operating Fund, State Aid for Capital Projects and All Other Aid for Capital Projects)	$39,600
12.11	Nonrevenue Receipts	$100
12.12	Cash Balance in Capital Fund at the end of the previous fiscal year (For Public Library Systems, opening balance on January 1, 2016, must be the same as the December 31, 2015, closing balance reported on Q9.9 of the 2015 annual report)	$441,527
12.13	Grand Total Capital Fund Receipts and Balance (total questions 12.10 through 12.12)	$481,227

PROJECTED CAPITAL FUND - DISBURSEMENTS

12.14	Capital Fund Disbursements (include Project Expenditures, Transfer to Operating Fund and Nonproject Expenditures	$30,849
12.15	Cash Balance in Capital Fund at the end of the current fiscal year (For Public Library Systems, December 31, 2016)	$450,378
12.16	Grand Total Capital Fund Disbursement, Transfers, and Balance (Sum of questions 12.14 and 12.15)	$481,227

13. State Formula Aid Disbursements

Public Library Systems Basic Aid

PUBLIC LIBRARY SYSTEMS BASIC AID, SUPPLEMENTAL AID and either LOCAL LIBRARY SERVICES AID and LOCAL SERVICES SUPPORT AID or LOCAL CONSOLIDATED SERVICES AID (Brooklyn, New York Public and Queens Borough only)

Statutory Reference (Basic Aid):	Education Law § 272, 273(1)(a, c, d, e, n) Commissioners Regulations 90.3
Statutory y	Education Law § 272,

Reference (LLSA): 273(5) Commissioners Regulations 90.3 and 90.9 The formula is $0.31 per capita of a member library's chartered services area with a minimum of $1,500 per library with formula equity to 1991 LLIA.

Statutory Reference (LSSA): Education Law § 272, 273(1)(f)(6) Commissioners Regulations 90.3 and 90.10 The formula is $0.31 per capita for system population living outside the chartered service areas of member libraries plus 2/3 members LLSA.

Statutory Reference Education Law § 272, 273(1)(f)(7) Commissione

(LCSA): rs
Regulations
90.3<

13.1.1-13.1.2 **Professional Salaries:** Indicate total FTE and salaries for all professional system employees.

13.1.1	Total Full-Time Equivalents (FTE)	3.21
13.1.2	Total Expenditure for Professional Salaries	$278,023

13.1.3-13.1.4 **Other Staff Salaries:** Indicate total FTE and salaries for all other system employees.

13.1.3	Total Full-Time Equivalents (FTE)	10.04
13.1.4	Total Expenditure for Other Staff Salaries	$581,008
13.1.5	**Employees Benefits:** Indicate the total expenditures for all system employee fringe benefits.	$323,452
13.1.6	**Purchased Services:** Did the system expend funds for purchased services? Enter Y for Yes, N for No.	Y

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

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

1.	Expenditure Category	Building and maintenance expenses

2.	Provider of Services	Central Hudson, Travelers, etal
3.	Expenditure	$85,728
1.	Expenditure Category	Consultant fees/professional fees
2.	Provider of Services	Architect, Auditors, Attorney, etal
3.	Expenditure	$26,090
1.	Expenditure Category	Institutional membership dues
2.	Provider of Services	ALA, NYLA, PULISDO, SHRM, LTA, SENYLRC
3.	Expenditure	$4,661
1.	Expenditure Category	Telecommunications
2.	Provider of Services	CornerStone, Lightower, Verizon, Verizon Wireless
3.	Expenditure	$26,269
1.	Expenditure Category	Delivery/courier
2.	Provider of Services	Hudson River Transports
3.	Expenditure	$56,555
1.	Expenditure Category	Other (specify using the State note)
2.	Provider of Services	NYSHIP, MVP
3.	Expenditure	$161,101
1.	Expenditure Category	Other (specify using the State note)
2.	Provider of Services	Pitney Bowes, Toshiba
3.	Expenditure	$6,860

1.	Expenditure Category	Other (specify using the State note)
2.	Provider of Services	Various Presenters/Food Service
3.	Expenditure	$9,895

13.1.7	**Total Expenditure - Purchased Services**	$377,159
13.1.8	**Supplies and Materials:** Did the system expend funds for supply items, postage, library materials, or equipment and furnishings with a unit cost less than $5,000? Enter Y for Yes, N for No.	Y

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

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

1.	Expenditure Category	Office/library supplies and postage
2.	Expenditure	$25,369

1.	Expenditure Category	Other (specify using the State note)
2.	Expenditure	$17,813

13.1.9	**Total Expenditure - Supplies and Materials**	$43,182
13.1.10	**Travel**	Y

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

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

1.	Type of Travel	System Staff Travel
2.	Expenditure	$19,744

13.1.11	**Total Expenditures - Travel**	$19,744
13.1.12	**Equipment and Furnishings:** Did the system expend funds for equipment and furnishings with a unit cost of $5,000 or more and having a useful life of more than one year. Enter Y for Yes, N for No.	N

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

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

13.1.13	Total Expenditure - Equipment and Furnishings	$0
13.1.14	**Local Library Services Aid Expenditures:** Indicate the total	$215,011

	expenditures to member libraries for Local Library Services Aid.	
13.1.15	**Grants to Member Libraries:** Did the system expend funds for grants to member libraries? Enter Y for Yes, N for no.	Y

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

1.	Recipient	Member Libraries
2.	Allocation	$4,125
3.	Project Description (no more than 300 words)	A Mileage Equalization Grant to equalize member libraries that are more than 20 miles in distance from MHLS. To compensate libraries for staff to attend meetings, trainings and continuing education at MHLS.

13.1.16	Total Expenditures - Grants for Member Libraries	$4,125
13.1.17	Total Expenditure (total 13.1.2, 13.1.4, 13.1.5, 13.1.7, 13.1.9, 13.1.11, 13.1.13, 13.1.14, and 13.1.16)	$1,841,704
13.1.18	**Cash Balance at the Opening of the Fiscal Year** NOTE: The opening balance must be the same as the closing balance of the	$18,565

	previous year.	
13.1.19	**Total Allocation from 2015 - 2016 State Aid:**	$1,823,139
13.1.20	**Cash Balance at the End of the Current Fiscal Year**	$0
13.1.21	**Final Narrative:** Provide a brief narrative, no more than fifteen hundred (1500) words, describing the major activities carried out with these State Aid Funds.	Budget Summary for Mid-Hudson Library System Public Library Systems Basic Aid: The expenditures help support activities to attain the goals and intended results described in the MHLS 2012-16 POS as follows: PROFESSIONAL SALARIES/BENEFITS: 3.21 FTE to facilitate the promotion of professional library service, provide for professional oversight of system offerings and professional guidance for member libraries on library related issues. OTHER STAFF SALARIES/BENEFITS: 10.04 FTE to work with professional staff to achieve the following: Assist member libraries in developing collections designed to meet the needs of patrons, considering new technologies and formats in addition to traditional formats. | Maintain, support and provide training for an integrated library system (ILS) that responds to member library and patron needs. | Provide physical delivery service to all member libraries. | Facilitate access to nationwide collections for member libraries. | Inform member libraries of literacy service trends, resources and programs, and encourage the sharing of related experiences. | Provide member libraries with the information and awareness to develop programs and services to attract and connect to outreach target populations and form relevant community partnerships at the local level. | Provide services to state and county correctional facility libraries per the Correctional Services State Aid Guidelines. | Provide member libraries the information and awareness to develop sustainable programs and services for youth. | Provide member library directors, staff, Friends and trustees with the opportunity to develop the skills and knowledge necessary to fulfill their roles and responsibilities and to

proactively meet the current and future challenges of the community. | Provide consulting and development services designed to meet the varying needs expressed by member libraries. | Provide member libraries opportunities to participate in cost-sharing and group purchasing of products and services. | Provide member libraries the education, skills and resources to obtain sustainable funding and community support through advocacy and greater public awareness. | Identify, develop and provide for an integrated system of communication among member libraries | Collaborate with other library systems on projects that benefit member libraries. | Support member libraries in facility assessment, development, management and planning, construction and renovation. | PURCHASED SERVICES: Operation and maintenance of buildings for our centrally located office, delivery/sorting space and meeting/workshop space, including utilities and insurance | Consultant and professional fees to assist with system operations including architect, auditors, attorney | Institutional membership fees for relevant staff in professional organizations (ALA, NYLA, PULISDO, SHRM, LTA, SENYLRC) | Telecommunication expenses including phone lines and Internet for the system building | Delivery expenses to facilitating resource sharing on a continuous basis through truck delivery to member libraries | Retiree Medical | Equipment lease of office equipment including copier for internal use and to produce material for members use | Workshop expenses for member library directors, staff, trustees and Friends | SUPPLIES AND MATERIALS: Office supplies including includes postage for the return of ILL loans made to member libraries through OCLC and NYSILL | Furnishings/equipment under $5,000, including computer equipment for system staff | TRAVEL EXPENDITURES: For MHLS staff to provide consultation and training at member libraries, attend meetings throughout the region, as well as state and national conferences | GRANTS TO MEMBER LIBRARIES: LLSA paid to member libraries | Grants to member libraries for mileage

equalization to libraries that are more than 20 miles in distance from MHLS to compensate libraries for staff to attend meetings, trainings and continuing education at MHLS.

CENTRAL BOOK AID (CBA)

Statutory Reference: Education Law § 272, 273(1)(b)(2)
Commissioners Regulations 90.4
Central Book Aid is a flat sum of $71,500 to each public library system. Please see the Central Library Program Guidelines at
http://www.nysl.nysed.gov/libdev/clda/index.html
for more information.
Include in this category library expenditures for CBA library materials. CBA funds may only be expended for adult non-fiction and foreign language library materials, including electronic content.

Yes must be answered at least once in Questions 13.2.1 - 13.2.5

| 13.2.1 | **Purchased Services:** Did the library system expend CBA funds for purchased services for CBA library materials? Enter Y for Yes, N for No. | N |

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

List services purchased with CBA funds in separate repeating groups, itemizing by vendor contract. If yes, complete one record for each allowable expenditure; if no, enter N/A for questions 1, 2, and 3 of one repeating group.

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

13.2.2	Total Expenditure - Purchased Services	$0
13.2.3	**Supplies and Materials**: Did the library system expend CBA funds for adult non-fiction and foreign language library materials with a unit cost less than $5,000? Enter Y for Yes, N for No.	N

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

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

1.	Expenditure Category	N/A
2.	Quantity	N/A
3.	Unit Cost	N/A
4.	Expenditure	N/A

13.2.4	Total Expenditure - Supplies and Materials	$0
13.2.5	**Grants to Central/Co-Central Libraries**: Did the system expend funds for grants to central/co-central libraries? Enter Y for Yes, N for No.	Y

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

1.	Recipient	Poughkeepsie Public Library District
2.	Allocation	$64,134
3.	Project Description (no more than 300 words)	The full amount of CBA is granted to the Poughkeepsie Public Library District, and the program is overseen by the MHLS Central Library / Collection Development Advisory Committee.
13.2.6	Total Expenditure - Grants to Central/Co-Central Libraries	$64,134
13.2.7	Total Expenditure (total 13.2.2, 13.2.4, and 13.2.6)	$64,134
13.2.8	**Cash Balance at the Opening of the Current Fiscal Year** NOTE: The opening balance must be the same as the closing balance of the previous year.	$0
13.2.9	**Total Allocation from 2015 - 2016 State Aid**	$64,134
13.2.10	**Cash Balance at the End of the Current Fiscal Year**	$0
13.2.11	**Final Narrative**: Provide a brief narrative, no more than five hundred (500) words, describing the	As reported in the Central Library Report by the Poughkeepsie Public Library District "CBA funds were used in support of non-fiction purchases for OverDrive content, support of systemwide licensing of Mango (foreign language instruction), digital content for Zinio for Libraries, and circulating non-fiction."

major activities carried out with these State Aid Funds.

CENTRAL LIBRARY DEVELOPMENT AID (CLDA)

Statutory Reference:	Education Law § 272, 273(1)(b)(1) Commissioners Regulations 90.4 The formula is $0.32 per capita or $105,000 whichever is greater. Please see the Central Library Program Guidelines at http://www.nysl.nysed.gov/libdev/clda/index.html for more information. Note: CLDA funds which are expended for library materials must be used for adult non-fiction and foreign language, including electronic content.

13.3.1-13.3.2 Professional Salaries: Indicate total FTE and salaries for all professional system employees (paid from CLDA funds).

13.3.1	Total Full-Time Equivalents (FTE)	0
13.3.2	Total Expenditure for Professional Salaries	$0

13.3.3-13.3.4 Other Staff Salaries: Indicate total FTE and salaries for all other system employees (paid from CLDA funds).

13.3.3	Total Full-Time Equivalents (FTE)	0
13.3.4	Total Expenditures for Other Staff Salaries	$0
13.3.5	**Employee Benefits:** Indicate the total expenditures for all system employee benefits (paid	$0

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

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

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

13.3.7	Total Expenditure - Purchased Services	$0
13.3.8	**Supplies and Materials**: Did the system expend funds for supply items, postage, adult nonfiction and foreign language library materials, or equipment and furnishings with a unit cost less than $5,000? Enter Y for Yes, N for No.	N

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

1.	Expenditure Category	N/A
2.	Expenditure	N/A

13.3.9	**Total Expenditure - Supplies and Materials**	$0
13.3.10	**Travel Expenditures:** Did the system expend funds for travel? Enter Y for Yes, N for No.	N

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

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

13.3.11	**Total Expenditures - Travel**	$0
13.3.12	**Equipment and Furnishings:** Did the system expend funds for equipment and furnishings with a unit cost of $5,000 or more and having a useful life of more than one year. Enter Y for Yes, N for No.	N

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

1.	Type of item	N/A

2.	Quantity	N/A
3.	Unit cost	N/A
4.	Expenditure	N/A

13.3.13	**Total Expenditure - Equipment and Furnishings**	$0
13.3.14	**Grants to Central/Co-Central Libraries**: Did the system expend funds for grants to central/co-central libraries? Enter Y for Yes, N for No.	Y

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

1.	Recipient	Poughkeepsie Public Library District
2.	Allocation	$186,774
3.	Project Description (no more than 300 words)	The full amount of CLDA is granted to the Poughkeepsie Public Library District, and the program is overseen by the MHLS Central Library / Collection Development Advisory Committee.

13.3.15	Total Expenditure - Grants to Central/Co-Central Libraries	$186,774
13.3.16	**Total Expenditure (total 13.3.2, 13.3.4, 13.3.5, 13.3.7, 13.3.9, 13.3.11, 13.3.13, and 13.3.15)**	$186,774
13.3.17	**Cash Balance at the Opening of**	$0

	the Fiscal Year NOTE: The opening balance must be the same as the closing balance of the previous year.	
13.3.18	**Total Allocation from 2015 - 2016 State Aid:**	$186,774
13.3.19	**Cash Balance at the end of the Current Fiscal Year**	$0
13.3.20	**Final Narrative:** Provide a brief narrative, no more than five hundred (500) words, describing the major activities carried out with these State Aid Funds.	As reported in the Central Library Report by the Poughkeepsie Public Library District "Central library staff, in cooperation with an advisory committee of member library directors, provides training and education in reference services. CLDA is used to support catalog enhancements as well as to provide support for information databases (with a member library cost share). Funds are also used to maintain the OverDrive and Zinio service platforms and to purchase eligible e-content. Interlibrary delivery is supported as is some operational overhead of the Central library."

Coordinated Outreach Library Services Aid

COORDINATED OUTREACH LIBRARY SERVICES AID

Statutory Reference:	Education Law § 273(1)(h) Commissioners Regulations 90.3

13.4.1-13.4.2 Professional Salaries: Indicate total FTE and salaries for all professional system employees.

13.4.1	Total Full-Time Equivalents (FTE)	0.67
13.4.2	Total Expenditure for Professional Salaries	$53,321

13.4.3-13.4.4 **Other Staff Salaries:** Indicate total FTE and salaries for all other system employees.

13.4.3	Total Full-Time Equivalents (FTE)	0
13.4.4	Total Expenditure for Other Staff Salaries	$0
13.4.5	**Employee Benefits:** Indicate the total expenditures for all system employee benefits.	$21,977
13.4.6	**Purchased Services:** Did the system expend funds for purchased services? Enter Y for Yes, N for No.	Y

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

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

1.	Expenditure Category	Other (specify using the State note)
2.	Provider of Services	Presenters/Food Service
3.	Expenditure	$3,965

13.4.7	**Total Expenditure - Purchased Services**	$3,965
13.4.8	**Supplies and Materials:** Did the system	Y

expend funds for supply items, postage, library materials, or equipment and furnishings with a unit cost less than $5,000? Enter Y for Yes, N for No.

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

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

1.	Expenditure Category	Office/library supplies and postage
2.	Expenditure	$8,181
1.	Expenditure Category	Books and other print materials
2.	Expenditure	$8,545
1.	Expenditure Category	Non-print resources (electronic content)
2.	Expenditure	$11,000
13.4.9	Total Expenditure - Supplies and Materials	$27,726
13.4.10	**Travel Expenditures:** Did the system expend funds for travel? Enter Y for Yes, N for No. Indicate the total expenditures for system employee travel only in this	Y

category.

If yes, complete one record for each type of travel; if no, enter N/A for questions 1 and 2.

1.	Type of Travel	System staff
2.	Expenditure	$3,495

13.4.11	**Total Expenditure - Travel**	$3,495
13.4.12	**Equipment and Furnishings:** Did the system expend funds for equipment and furnishings with a unit cost of $5,000 or more and having a useful life of more than one year. Enter Y for Yes, N for No.	N

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

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

13.4.13	**Total Expenditure - Equipment and Furnishings**	$0
13.4.14	Did the system expend funds on grants to member libraries? Enter Y for Yes, N for No.	Y

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

1.	Recipient	Desmond & Fish Library
2.	Allocation	$75

| 3. | Description of Project | To reimburse workshop costs for outreach workshop. |

1.	Recipient	8 Member Libraries
2.	Allocation	$675
3.	Description of Project	Provided 8 member libraries with mini-grants for their staff completing the Teen Services Fundamentals course (an Infopeople Online Learning Course, approved by ALA's Library Support Staff Certification program).

1.	Recipient	7 Member Libraries
2.	Allocation	$3,500
3.	Description of Project	Provided 7 member libraries with mini-grants of $500 each to incentivize collaborations with agencies that affect their community, and expand adult literacy through digital and/or arts programming.

1.	Recipient	18 Member Libraries
2.	Allocation	$1,798
3.	Description of Project	Provided 18 member libraries with mini-grants of up to $100 each to reimburse their purchases of electronic content for patrons with physical and geographic limitations.

1.	Recipient	Roeliff Jansen Comm. Library
2.	Allocation	$104
3.	Description of Project	Provided mini-grant to Roeliff Jansen Comm. Library to reimburse them for their previous purchase of a Very Ready Reading Program curriculum kit, as they were part of the MHLS Early Literacy Outreach Mini Grant Program 2015 Phase 2 cohort.

1.	Recipient	Saugerties Public Library
2.	Allocation	$416
3.	Description of Project	Provided mini-grant to Saugerties Public Library to reimburse them for their previous purchase of ZoomText Magnifier/Reader software, as they were part of the 2015 MHLS initiative that every county will have libraries where powerful screen

magnification is available, removing barriers and expanding possibilities for community members with low vision.

13.4.15	Total Expenditure - Grants to Member Libraries	$6,568
13.4.16	Total Expenditure (total 13.4.2, 13.4.4, 13.4.5, 13.4.7, 13.4.9, 13.4.11, 13.4.13, and 13.4.15)	$117,052
13.4.17	**Cash Balance at the Opening of the Fiscal Year** NOTE: The opening balance must be the same as the closing balance of the previous year.	$2,669
13.4.18	**Total Allocation from 2015 - 2016 State Aid:**	$114,447
13.4.19	**Cash Balance at the End of the Current Fiscal Year**	$64
13.4.20	**Final Narrative:** Provide a brief narrative, no more than five hundred (500) words, describing the major activities carried out with these State Aid Funds.	Budget Summary for Coordinated Outreach Library Services Aid: The expenditures, as follows, help support activities to attain the goals and intended results described in the MHLS 2007-2011 POS for Coordinated Outreach Library Services Aid, to insure library services for all area residents including groups traditionally underserved by libraries. The intended result is that member libraries will have the training and resources to recognize, connect with, attract and provide services for outreach target groups at the local level, and to develop

community contacts and relevant local partnerships. | PROFESSIONAL SALARIES AND BENEFITS: .67 FTE of Assistant Director who is designated Outreach Coordinator and works as part of the MHLS senior staff to integrate the mission of outreach into the system's offerings, provide mini-grant opportunities to incentive adoption of best practices to reach target audiences, provide training, and fill member library requests for support and consultation on outreach issues. | PRESENTERS/FOOD SERVICE: $3,965 Workshops for member library staff. | SUPPLIES AND MATERIALS: Purchased assistive devices. Purchased early literacy materials including programming materials for member libraries, and books for jail and prison family waiting rooms. Purchased digital materials for families to borrow. | TRAVEL/ SYSTEM STAFF: To provide education opportunities locally for member library staff, consultation on-demand at member libraries, and attend NYLA conference. | GRANTS TO MEMBER LIBRARIES: Provided 8 member libraries with mini-grants for their staff completing the Teen Services Fundamentals course (an Infopeople Online Learning Course, approved by ALA's Library Support Staff Certification program). | Provided 7 member libraries with mini-grants of $500 each for to incentivize collaborations with agencies that affect their community, and expand adult literacy through digital and/or arts programming. | Provided 18 member libraries with mini-grants of up to $100 each to reimburse their purchases of electronic content to provide service to patrons with physical and geographic limitations. | Provided mini-grant to Roeliff Jansen Comm. Library to reimburse them for their previous purchase of a Very Ready Reading Program curriculum kit, as they were part of the MHLS Early Literacy Outreach Mini Grant Program 2015 Phase 2 cohort. | Provided mini-grant to Saugerties Public Library to reimburse them for their previous purchase of ZoomText Magnifier/Reader software, as they were part of the 2015 MHLS initiative that every county will

have libraries where powerful screen magnification is available, removing barriers and expanding possibilities for community members with low vision.

Services to County Jails Aid

SERVICE TO COUNTY JAILS (INTERINSTITUTIONAL) AID

Statutory Reference:	Education Law § 285(2)

The intent of the Services to County Jails Program is to provide basic reading materials for those individuals who are incarcerated short term in county jails across the State. Examples of appropriate spending include books and magazine / newspaper subscriptions which are acceptable to the institution (Supplies & Materials), as well as programs such as Job Information and other topics directly relevant to the county jail inmate's needs (Purchased Services).

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

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

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

1.	Expenditure Category	Other (specify using the State note)
2.	Provider of Services	System Staff
3.	Expenditure	$800

13.5.2	**Total Expenditure - Purchased Services**	$800
13.5.3	**Supplies and Materials:** Did the system	Y

expend funds for supply items, postage, library materials, or equipment and furnishings with a unit cost less than $5,000? Enter Y for Yes, N for No.

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

1.	Expenditure Category	Office/library supplies and postage
2.	Expenditure	$326
1.	Expenditure Category	Books and other print materials
2.	Expenditure	$4,099
13.5.4	**Total Expenditure - Supplies and Materials**	$4,425
13.5.5	**Total Expenditure (total 13.5.2, and 13.5.4)**	$5,225
13.5.6	**Cash Balance at the Opening of the Fiscal Year:** NOTE: The opening balance must be the same as the closing balance from the previous year.	$0
13.5.7	**Total Allocation from 2015 -**	$5,225

	2016 State Aid	
13.5.8	**Cash Balance at the End of the Current Fiscal Year**	$0
13.5.9	**Final Narrative:** Provide a brief narrative, no more than five hundred (500) words, describing the major activities carried out with these State Aid Funds.	Service to County Jails (Interinstitutional) Aid: The expenditures help support activities to attain the goals and intended results described in the MHLS 2012 -2016 POS for Service to County Jails, as follows: Paperback books are selected and purchased for the jails, centrally received at MHLS, labeled with MHLS Outreach stickers and then mailed to the jails during the year (Other Support for System staff). Titles are selected by MHLS Outreach Coordinator with input from jail staff about local needs and recommendations from the NYS Department of Corrections. Titles concentrate in the following areas: self-help, inspirational materials, relevant biographies, job information, low literacy resources, parenting, anger management, materials in Spanish, and also early literacy books for the facility family waiting rooms. Hudson Valley Connections (a resource guide for ex-offenders returning to Columbia, Dutchess, Greene, Putnam or Ulster counties in New York State) is developed by MHLS staff, printed and distributed.

State Correctional Aid

THE FOLLOWING QUESTIONS ARE FOR SYSTEMS WITH STATE CORRECTIONAL FACILITIES ONLY

STATE CORRECTIONAL FACILITIES AID

Statutory Reference:	Education Law § 285 (1)
	Commissioners Regulations 90.14
	The amount provided in Education Law is $9.25 per inmate. Please see the State Corrections Program Guidelines at www.nysl.nysed.gov/libdev/outreach/corrgdln.htm for more information.

13.6.1-13.6.2 **Professional Salaries:** Indicate total FTE and salaries for all system professional employees.

13.6.1	Total Full-Time	0.12

	Equivalents (FTE)	
13.6.2	Total Expenditure for Professional Salaries	$9,410

13.6.3-13.6.4 **Other Staff Salaries:** Indicate total FTE and salaries for all other system employees.

13.6.3	Total Full-Time Equivalents (FTE)	0.33
13.6.4	Total Expenditure for Other Staff Salaries	$13,715
13.6.5	**Employee Benefits:** Indicate the total expenditures for all system employee benefits.	$6,647
13.6.6	**Purchased Services:** Does the system expend funds for purchased services? Enter Y for Yes, N for No.	Y

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

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

1.	Expenditure Category	Delivery/courier
2.	Provider of Services	Hudson River Transports
3.	Expenditure	$4,596
1.	Expenditure	Other (specify using the State note)

	Category	
2.	Provider of Services	MHLS/Food Service
3.	Expenditure	$138

13.6.7	**Total Expenditure - Purchased Services**	$4,734
13.6.8	**Supplies and Materials:** Did the system expend funds for supply items, postage, library materials, or equipment and furnishings with a unit cost less than $5,000? Enter Y for Yes, N for No.	Y

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

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

1.	Expenditure Category	Office/library supplies and postage
2.	Expenditure	$3,152

1.	Expenditure Category	Books and other print materials
2.	Expenditure	$42,859

13.6.9	**Total Expenditure - Supplies and Materials**	$46,011
13.6.10	**Travel Expenditures:**	Y

	Did the system expend funds for travel? Enter Y for Yes, N for No.	

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

1.	Type of Travel	System staff
2.	Expenditure	$490

1.	Type of Travel	Other
2.	Expenditure	$739

13.6.11	**Total Expenditure - Travel**	$1,229
13.6.12	**Equipment and Furnishings:** Did the system expend funds for equipment and furnishings with a unit cost of $5,000 or more and having a useful life of more than one year. Enter Y for Yes, N for No.	N

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

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

13.6.13	**Total Expenditure - Equipment and Furnishings**	$0
13.6.14	Total Expenditure	$81,746

	(total 13.6.2, 13.6.4, 13.6.5, 13.6.7, 13.6.9, 13.6.11, and 13.6.13)	
13.6.15	**Cash Balance at the Opening of the Fiscal Year:** NOTE: The opening balance must be the same as the closing balance of the previous year.	$5,811
13.6.16	**Total Allocation from 2015 - 2016 State Aid:**	$77,826
13.6.17	**Cash Balance at the End of the Fiscal Year:**	$1,891
13.6.18	**Final Narrative:** Provide a brief narrative, no more than five hundred (500) words, describing the major activities carried out with these State Aid Funds	Budget Summary for State Correctional Facilities Aid: The expenditures help support activities to attain the goals and intended results described in the MHLS 2012 - 2016 POS for Service to State Correctional Facilities, as follows: PROFESSIONAL SALARIES AND BENEFITS: .12 FTE of Assistant Director who is designated Outreach Coordinator and works to provide correctional facility librarians with opportunities for continuing education, downloads from the MHLS database of holdings to CD-ROM, consultation in areas such as collection development and developing programs of topical interest. OTHER STAFF SALARIES AND BENEFITS: .33 FTE of ILL staff to provide the interlibrary loan of books, periodicals, videos and books-on-tape to correctional facility libraries, comparable to that of member public libraries. DELIVERY/COURIER: Delivery support to Hudson River Transports for the flow of interlibrary loan materials and access to System information including weekly distribution of the informational MHLS Bulletin. OFFICE/LIBRARY SUPPLIES: Support MHLS staff activities on behalf of correctional facility

libraries. BOOKS AND OTHER PRINT MATERIAL: Funds provided to correctional facility libraries (distributed based on facility population) for the purchase of books and McNaughton and Baker & Taylor plans. TRAVEL: Outreach Coordinator travel to provide workshops and training for correctional facility librarians and attend relevant professional development opportunities. Correctional facility librarian travel to NYLA conference.

14. Summary of Library System Accomplishments

Using the goals from Section 4 in the approved 2012-2016 System Plan of Service, **<u>BRIEFLY</u>** describe the final results of <u>each element</u> for Year 3 (2014)

| 14.1 | Element 1: Resource Sharing - Results | """"""Element 1 - RESOURCE SHARING - RESULTS: The 2014 Survey of MHLS Library Directors rated MHLS Resource Sharing Services as being Highly Successful, so this element was not resurveyed in 2015. \|4.2 COOPERATIVE COLLECTION DEVELOPMENT: SERVICE EVALUATION: Conducted a detailed report analyzing the Cooperative Collection Development section of the MHLS plan of service including the outputs, outcomes, and resources allocated to the service, and determined the value/return on investment for MHLS Cooperative Collection Development services. This was reviewed and discussed by the MHLS Directors Association and the MHLS Board of Trustees, and will be used in development of the 2017-2021 MHLS Plan of Service. ADVISORY COMMITTEE: Worked with advisory committee throughout the year to review and respond to member library issues and input, to ensure continuous improvement in the area of cooperative collection development, provide adequate access to popular items, and meet member library expectation of fairness in resource sharing. COLLECTION ANALYSIS: Continued an 'Increasing Circulation' initiative to increase member library material circulation. Piloted an "Increasing Circulation Incubator Project" matching up 10 member libraries to explore, implement and report out on best practices, policies and procedures to increase |

circulation. Provided training accessible to all interested member libraries to assist with optimizing collection development, marketing of library collections and the user experience in our libraries. On-demand, MHLS assisted libraries with collection analysis to provide data to use in purchasing materials to meet local needs. eBOOKS & eAUDIO: Coordinated expansion of digital collection development, resulting in digital collections of 12,568 eBooks and 2,666 downloadable audiobooks available to the patrons of every member library. This collection saw a 1,466% increase in checkouts from launch of service. MHLS Directors Association approved revised MHLS OverDrive Collection Development Guidelines to more tightly focus how the cost-share funds are used, including to purchase additional copies when holds hit a level of 4.5 in order to speed materials to patrons, and to use patron driven acquisition as the determiner of repurchasing metered titles that have timed out. Patron access to materials was increased by providing a longer loan period (up to 21 days). System posts monthly digital usage statistics, by library. eMAGAZINES: MHLS Directors Association developed a subgroup of 12 libraries to test the eMagazine patron experience of 2 nationally available products and report findings. Resulted in the approval of Zinio for Libraries System-wide Service for eMagazines. DATABASES: MHLS Central Library/Collection Development Advisory Committee (CLCD) reviewed the usage of system-wide collectively purchased databases to insure they are cost effective and being used enough to be worthy of renewal. The committee reviewed the Central Library Development Aid (CLDA) and Central Book Aid (CBA) budget that cost-shares the price of the databases with the member libraries. The MHLS Directors Association voted to approve the recommended package of cost-shared eResources for the coming year. | 4.3 INTEGRATED LIBRARY SYSTEM: SERVICE EVALUATION: Conducted a detailed report analyzing the Integrated Library System section of the MHLS plan of service (and also a separate

analysis of Cataloging Services) including the outputs, outcomes, and resources allocated to the service, and determined the value/return on investment for MHLS Integrated Library System services. This was reviewed and discussed by the MHLS Directors Association and the MHLS Board of Trustees, and will be used in development of the 2017-2021 MHLS Plan of Service. The 2015 Survey of Library Directors rated MHLS Staff Support for Integrated Library System Services as Successful, the Innovative Interfaces (III) Software Functions as Needs Improvement, and Internet Service Provider (ISP) Services as Needs Improvement. ADVISORY COMMITTEE: Worked with advisory committee throughout the year to review and respond to member library input to insure accuracy of data and reliability of access to member library collections. PATRON FUNCTIONALITY: ILS facilitated 2870760 circulations, and enabled sharing of over 936185 items between member libraries as a result of patron requests. Added Video & Music content (cover images and annotations for CD and DVD materials) to OPAC, and rearranged facet search in left-hand navigation bar. Linked mobile OPAC to full OPAC to facilitate ability of patrons to pay fines online. SUPPORT FOR MEMBER LIBRARY STAFF: Implemented Book Club Request Form that is used by staff to ask other libraries to check on requests of multiple copies for book clubs. Partnered with the Mid-Hudson Joint Management Team (MHJMT), composed of the Dutchess BOCES, Orange/Ulster BOCES, and the Sullivan BOCES, to act as a consortium in soliciting bids for bandwidth to connect MHLS member public libraries to the internet. TRAINING FOR MEMBER LIBRARY STAFF: Provided a variety of training for library staff (designed to ensure the accuracy and efficiency of the shared Sierra database) and monthly topical Sierra lunch time webinars. Expanded the MHLS ILS Knowledge Base (used 2,938 times by MHLS member library staff) to insure effective use of the ILS, and included video recorded trainings. CATALOG ANALYSIS: Designed and

conducted an Exemplar Search analysis to measure catalog quality (replicable search formulas intended to capture the most likely or typical patron search terms likely placed against out against our catalog) resulting in the MHLS OPAC returning outstanding results. CATALOG MAINTENANCE: MHLS staff cataloged over 700 records a week and answered questions ranging from title/sub title changes, to changing number of disks, MHLS staff also perform a variety of clean-up and maintenance work on the catalog as follows - Weekly: Use high demand holds list to prioritize cataloging of prepublication titles; Add subject headings to local history records; Check our catalog for instances of common typographical errors; Delete records with no items or orders attached. Monthly: Delete or suppress records with all orders received and no items attached; Check for mismatches on Material Type vs. General Material Designations; Delete canceled orders. Bi-Yearly: Run searches for incorrect skip digits in cataloged records; Check for invalid subfields or indicators, and correct them. | 4.4 DELIVERY: SERVICE EVALUATION: Conducted a detailed report analyzing MHLS Delivery Service section of the MHLS plan of service including the outputs, outcomes, and resources allocated to the service, and determined the value/return on investment for MHLS Delivery Service. This was reviewed and discussed by the MHLS Directors Association and the MHLS Board of Trustees, and will be used in development of the 2017-2021 MHLS Plan of Service. DELIVERY SERVICE TO MEMBER LIBRARIES: Coordinated 6 day-a-week delivery with 473 stops per week throughout the MHLS region to facilitate resource sharing and achieve same-day and next-day delivery to member libraries. A total of 23,700 individual delivery stops were made. MHLS delivery vans drove 200,750 miles (the equivalent of driving across the United States 58 times). 31,923 boxes came into MHLS headquarters (which if stacked is equal to over 30 times the height of the Empire State Building). 1,436,535 items were sorted and turned around at

MHLS for delivery to member libraries. MHLS Directors Association endorsed a recommendation from the MHLS System Services Advisory Committee to redesign the schedule to adjust outliers and normalize delivery stops based on volume (while keeping Saturday delivery services) for implementation in 2016. | 4.5 INTERLIBRARY LOAN (ILL): ILL SERVICES TO MEMBER LIBRARIES: Brought in 4,862 items not available in the MHLS collection, as requested by member libraries for their patrons. Facilitated the provision of 511 items from MHLS libraries to outside libraries. Communicated with lending libraries across the continental US regarding loan period and costs on behalf of member libraries. REGIONAL SHARING: Provided beta testing as part of revamping SEAL (Southeastern Access to Libraries) to make regional ILL easier among different library types (including college, school, RCLS public libraries) through the eight county area of Columbia, Greene, Ulster, Dutchess, Orange, Sullivan, Putnam and Rockland."""""

| 14.2 | Element 2: Special Client Groups - Results | """""""Element 2 - SPECIAL CLIENT GROUPS - RESULTS: The 2014 Survey of MHLS Library Directors rated MHLS Special Client Services as Needs Attention, so this element was resurveyed in 2015 in more detail. | 4.7 ADULT LITERACY: SERVICE EVALUATION: Conducted a detailed report analyzing the Adult Literacy section of the MHLS plan of service including the outputs, outcomes, and resources allocated to the service, and determined the value/return on investment for MHLS Adult Literacy services. This was reviewed and discussed by the MHLS Directors Association and the MHLS Board of Trustees, and will be used in development of the 2017-2021 MHLS Plan of Service. The 2015 Survey of Library Directors rated MHLS Adult Literacy Services as Needs Attention (34.43% Significantly Exceeds or Exceeds Expectations; 45.90% Meets Expectation; 6.56% Below Expectation or Needs Improvement; 13.11% No Opinion). GRANTS TO MEMBER LIBRARIES: Supported 4 member libraries who have existing partnerships |

with regional literacy providers with NYS Adult Literacy Library Service Grant Program funds of $8,073, being used to develop and expand adult literacy programs which will enhance workforce development services in public libraries and improve adult literacy on the job and in the home. Provided mini-grants of $500 each to 9 member libraries to incentivize collaborations with agencies that affect their community, and expand adult literacy through digital and/or arts programming. TRAINING FOR MEMBER LIBRARY STAFF: Collaborated with 'Legal Services of the Hudson Valley Access to Justice Initiative' who developed online legal aid and self-help resources for Hudson Valley residents, with the goal of increasing access to justice, and introduced library staff to these resources through live webinar. | 4.8 COORDINATED OUTREACH: SERVICE EVALUATION: Conducted a detailed report analyzing the Coordinated Outreach section of the MHLS plan of service including the outputs, outcomes, and resources allocated to the service, and determined the value/return on investment for MHLS Coordinated Outreach services. This was reviewed and discussed by the MHLS Directors Association and the MHLS Board of Trustees, and will be used in development of the 2017-2021 MHLS Plan of Service. The 2015 Survey of MHLS Library Directors rated MHLS Outreach Services as Needs Attention (43.62% Significantly Exceeds or Exceeds Expectations; 39.34% Meets Expectation; 3.28% Below Expectation or Needs Improvement; 14.75% No Opinion). GRANTS TO MEMBER LIBRARIES: Provided mini-grants of $500 each to 19 member libraries from NYS Family Literacy Library Service Grant Program where the libraries were required to collaboratively plan (with agencies that affect their communities) interactive inquiry-based programs for families, before submitting the project to MHLS, resulting in 19 new community partnerships being developed and expanded. 100% of the libraries reported that their collaborations were successful, that they benefited from the collaboration, that families in

their community benefited from the collaboration, and that their community partner agency benefited from the collaboration. Tip Sheet at http://tinyurl.com/oqdl9kx. SUPPORT FOR MEMBER LIBRARY STAFF: Implemented a programming model that consolidates Youth Services into Outreach, reaching a larger cross section of member library staff by providing information, education and sharing of experiences for library staff providing programming for all ages. Purchased ZoomText Magnifier/Reader software for 10 member libraries as part of an initiative that every county will have libraries where powerful screen magnification is available, removing barriers and expanding possibilities for community members with low vision. Distributed information about NYS Talking Book and Braille Library resources, including how to register the public library as an institutional member. Distributed information to assist member libraries in making their programs accessible including: How to create a statement of accessibility for library program & meeting announcements; Adding a budget line for auxiliary aids; 'How to Write and Report about People with Disabilities' from the Research and Training Center on Independent Living; 'ADA Title II and Title III Revised Regulations'. Partnered with a non-profit media arts organization Wave Farm on a project Arts + Culture + Transmission, funded by a grant from the New York State Council on the Arts through Governor Andrew M. Cuomo's Regional Economic Development Council Workforce Investment Program, establishing 4 member libraries as remote broadcast and online streaming venues. | 4.9 CORRECTIONAL FACILITIES (State and Local): SERVICE EVALUATION: Conducted a detailed report analyzing the Correctional Facilities section of the MHLS plan of service including the outputs, outcomes, and resources allocated to the service, and determined the value/return on investment for MHLS Correctional Facilities services. This was reviewed and discussed by the MHLS Directors Association and the MHLS Board of Trustees, and will be used in development of the 2017-

2021 MHLS Plan of Service. SUPPORT FOR CORRECTIONAL FACILITY LIBRARY STAFF: Successfully negotiated annual Authentication and plan of service with correctional facility librarians. Increased access to materials to fill local needs by: Providing Categorical Aid funds for purchase of materials; Providing catalog disks for access to MHLS holdings; Providing instruction on requesting materials through the MHLS OPAC; Providing print copies of electronic McNaughton order lists; Coordinating donations of magazines and paperback books to supplement facility collections; Providing children's books for the facility family waiting rooms as an early literacy initiative. Designed and supplied bookmarks and Hudson Valley Connections (a resource guide for ex-offenders returning to Columbia, Dutchess, Greene, Putnam or Ulster counties in New York State) used by facility librarians at inmate library orientation programs, resulting in more awareness of how they can use the general library now for reentry resources and the public library when they are released. | TRAINING FOR CORRECTIONAL FACILITY LIBRARY STAFF: Coordinated annual Southeastern Region Correctional Facility Librarians meeting (with RCLS, WLS, and the correctional facility libraries in the southeastern region of NY) and Corrections and Outreach Resource Team (CORT) programming at the NYLA Conference, resulting in networking opportunities and sharing of best practices. | 4.10 YOUTH SERVICES: SERVICE EVALUATION: Conducted a detailed report analyzing the Youth Services section of the MHLS plan of service including the outputs, outcomes, and resources allocated to the service, and determined the value/return on investment for MHLS Youth Services. This was reviewed and discussed by the MHLS Directors Association and the MHLS Board of Trustees, and will be used in development of the 2017-2021 MHLS Plan of Service. The 2015 Survey of MHLS Library Directors rated MHLS Youth Services as Needs Improvement (22.92% Significantly Exceeds or Exceeds Expectations; 45.90% Meets

Expectation; 18.03% Below Expectation or Needs Improvement; 13.11% No Opinion). GRANTS TO MEMBER LIBRARIES: Purchased Very Ready Reading Curriculum Kits for 13 member libraries to elevate drop-in storytimes to a comprehensive early literacy program and reach out to the community. Incentivized 8 member library staff to complete Teen Services Fundaments Program (an Infopeople Online Learning Course, approved by ALA's Library Support Staff Certification). SERVICE TO MEMBER LIBRARY STAFF: Collected book donations from Books for Kids for libraries in communities with a poverty level of at 8.3% or above, resulting in 26 MHLS libraries putting new books into the hands of disadvantaged youth. Supported more than 200 competitors and 22 member libraries participating in a Regional Battle of the Books program.""""""

| 14.3 | Element 3: Professional Development and Continuing Education - Results | """"""Element 3 - PROFESSIONAL DEVELOPMENT AND CONTINUING EDUCATION 4.12 - RESULTS: SERVICE EVALUATION: Conducted a detailed report analyzing the Professional Development and Continuing Education section of the MHLS plan of service including the outputs, outcomes, and resources allocated to the service, and determined the value/return on investment for MHLS Professional Development and Continuing Education services. This was reviewed and discussed by the MHLS Directors Association and the MHLS Board of Trustees, and will be used in development of the 2017-2021 MHLS Plan of Service. The 2014 Survey of MHLS Library Directors rated MHLS Professional Development & Continuing Education Services as being Highly Successful, so this element was not resurveyed in 2015. | ADVISORY COMMITTEE: Worked with advisory committee throughout the year to insure training sessions, resources and networking opportunities were comprehensive and responding to member needs. Evaluations are conducted at each workshop, and summaries of the evaluations are reviewed by advisory committee; committee noted overall very positive feedback. | SUPPORT FOR |

MEMBER LIBRARY STAFF: Surveyed Trustees, Directors, and staff regarding training location preference and webinar preferences resulting in a list of preferred locations for workshops and the finding that most Trustees report they are likely to view a webinar on a computer at their home. Provided attendance reports for individual member library staff used in job evaluations, resumes, civil service T&E requirements, and Public Librarians Certification requirements. Distributed information about how directors could support, and individuals could comply, with the education mandates for Public Librarian Certificate retention. Facilitated group buy of Lynda.com Pro licenses (18 libraries participating with 22 licenses) at 50% discount, saving libraries $4,125. | TRAINING FOR MEMBER LIBRARY STAFF: A total of 79 sessions with 1,120 attendances in the following categories: Awareness & Advocacy: 1 session with 54 attendances ('Get the YES Vote Out: Tips & Trends from Around the County') | General Adult Services: 8 sessions with 203 attendances ('Orientation for New Library Staff'; 'How to Respond to a Security Incident in your Library'; 'Dealing with Difficult Patrons'; 'The Future of Programming: Empower, Engage & Excite'; 'Building Great Programs for Patrons in their 20's & 30's') | Leadership: 6 sessions with 83 attendances ('Leadership Circle on Understanding Your Leadership Style'; 'Leadership Circle on Diagnosing Your Library's Organizational Culture'; 'New Directors Roundtable on the Face of the Library'; 'New Directors Roundtable on Personnel, Hiring & Firing'; 'Tax Cap Refresher'; 'Construction Grant Technical Assistance Workshop') | Management & Supervisory: 6 sessions with 77 attendances ('Annual Report Workshop for New Directors'; 'Web Management Report for Circulation Analysis'; 'Policy Clinic on Internal Financial Controls') | Planning & Evaluation: 25 sessions with 236 attendances ('Circulation Incubator Project'; 'Removing Barriers Mini-Conference to Increase Circulation'; 'Create Lists to Increase Circulation - Level 2 & Level 2'; 'Enhancement of Create

		Lists Through Excel - Level 1 & Level 2'; 'Collection Development through Overdrive - Best Practices for Increasing Digital Circulation'; 'Running End of Month Statistics in Web Management Reports'; 'E-rate Changes and Opportunities'; 'Orientation for New Programmers')	Resource Sharing: 17 sessions with 270 participants ('Using Sierra Create Lists to Efficiently Clean up Records'; 'Sierra Data Entry Spring Cleaning'; 'Sierra Date Entry on How Brief is Too Brief'; 'Weeding Workshop')	Trustee Training: 9 sessions with 100 attendances ('Essential Trustee Duties and Responsibilities')	Friends: 1 session with 17 attendances ('MHLS Friends Support Group')	Children's Services/Birth to Kindergarten: 1 session with 14 attendances ('Play, Move & Sing Developmental Play Skills')	Children's Services/Elementary Grade Levels: 2 sessions with 24 attendances ('Building Community Support through Summer Reading & Year-round Collaboration - Programming for All Ages'; 'Fall Into Books Discussion Workshop')	Young Adult Services/Middle and High School Grade Levels: 3 sessions with 42 attendances ('Ulster County Book Banquet'; 'Dutchess County Book Banquet'; 'Fall Into Books Literature Conference')""""
14.5	Element 5: Consulting and Development Services - Results	Element 5 - CONSULTING AND DEVELOPMENT SERVICES 4.13 - RESULTS: SERVICE EVALUATION: Conducted a detailed report analyzing the Consulting and Development Services section of the MHLS plan of service including the outputs, outcomes, and resources allocated to the service, and determined the value/return on investment for MHLS Consulting and Development Services. This was reviewed and discussed by the MHLS Directors Association and the MHLS Board of Trustees, and will be used in development of the 2017-2021 MHLS Plan of Service. The 2014 Survey of MHLS Library Directors rated MHLS Consulting & Development Services as being Highly Successful, so this element was not resurveyed in 2015.	SUPPORT FOR MEMBER LIBRARY STAFF: Consultations provided included technical assistance (in areas such as Municipal

and School District Ballot Initiatives, Public Vote Strategy, NYS Property Tax Cap, Open Meeting Law and use of executive session, Civil Service, Oaths of Office, Freedom of Information Law requests, Non-profit Revitalization Act implications for public libraries and Friends Groups, Charter amendments, Registration for libraries that had converted from association to special district libraries, Meeting Minimum Standards for Public Libraries in New York State, Budget planning, Conflicts of interest, Bylaw revisions, Removal of a trustee) as well as Policy development assistance, Consultations on fiscal accountability/transparency, Board president assistance, Support for boards in hiring a new director, Support for interim directors, Friends Group support, Special District initiatives, Consultation on personnel issues, Risk management assistance and disaster recovery support. Made site visits to member libraries for consultation, information, program support, problem solving, technology support and training.

| 14.6 | Element 6: Coordinated Services - Results | Element 6 - COORDINATED SERVICES 4.14 - RESULTS: SERVICE EVALUTION: Conducted a detailed report analyzing the Coordinated Services section of the MHLS plan of service including the outputs, outcomes, and resources allocated to the service, and determined the value/return on investment for MHLS Coordinated Services. This was reviewed and discussed by the MHLS Directors Association and the MHLS Board of Trustees, and will be used in development of the 2017-2021 MHLS Plan of Service. The 2014 Survey of MHLS Library Directors rated MHLS Coordinated Services as being Successful, so this element was not resurveyed in 2015. | SUPPORT FOR MEMBER LIBRARY STAFF: Web Site Development and Hosting: Designed and maintained websites for 38 libraries (58%), resulting in a total of 770,955 web visits by patrons. Designed and maintained mobile responsive county-based eResources/HOMEACCESS websites used 567,924 times by patrons (Columbia County 51,626; Greene County 70,823; Dutchess County |

295,759; Putnam County 40,744; Ulster County 108,972). | Contracted and Off-Contract IT Support: Provided technical support on-demand at libraries (including 13 under contract) and in-house microcomputer repair/upgrade of member library computers, resulting in improved access to technology and electronic services within their libraries. | IT Purchases for Member Libraries: Facilitated computer equipment purchases for libraries, developing standardized ordering forms that resulted in streamlining the process for member library staff to get the right products and the best prices. | IT Helpdesk: Ticket system implemented for technology and ILS issues was used by member libraries (tickets average 30 minutes to resolve), assisting MHLS in prioritizing issues, improved delegating of responsibilities, keep more accurate statistics, building a training and support knowledgebase, and maintaining open phone lines for emergencies that cannot be handled in other ways. | E-Rate: Provided training and support for member library application for technology reimbursement.

| 14.7 | Element 7: Awareness and Advocacy - Results | Element 7 - AWARENESS AND ADVOCACY 4.15 - RESULTS: SERVICE EVALUATION: Conducted a detailed report analyzing the Awareness and Advocacy section of the MHLS plan of service including the outputs, outcomes, and resources allocated to the service, and determined the value/return on investment for MHLS Awareness and Advocacy services. This was reviewed and discussed by the MHLS Directors Association and the MHLS Board of Trustees, and will be used in development of the 2017-2021 MHLS Plan of Service. The 2014 Survey of MHLS Library Directors rated MHLS Awareness and Advocacy Services as being Successful, so this element was not resurveyed in 2015. | ADVISORY COMMITTEE: Worked with advisory committee throughout the year whose mission is 'to help guide the development of strategies and tools to strengthen member libraries' ability to cultivate support amongst users and nonusers', resulting in coordinated initiatives to build the library base of support. | |

GRANTS FOR MEMBER LIBRARIES: MHLS staff, with endorsement from the MHLS Directors Association, contacted area legislators resulting in Special Legislative Aid Awarded to 56 (85%) MHLS member libraries totaling $250,500; Special Legislative Project Grants to support Summer Reading Programs received from Assemblymember Kevin Cahill for 17 MHLS member libraries in the 103rd Assembly District totaling $25,000; Special Legislative Project Grants to support Summer Reading Programs from Assemblymember Didi Barrett for 15 MHLS member libraries in the 106th Assembly District totaling $10,000. | SUPPORT FOR MEMBER LIBRARY STAFF: Supported 28 libraries holding votes with 93% of member library votes passing. Conducted post-vote assessments, resulting in additional information to use in vote support; Held a County Advocacy Meeting of directors/trustees instrumental in advocating for county funding to share best practices; Collected info from 70% libraries to be used in advocacy about how people are affected by their summer reading program (for example, participants who increased their enjoyment of reading; improved their reading ability; or families who saved money); Coordinated attendance of nearly 50 regional library advocates at NYLA Advocacy Day, making appointments with all regional legislators and arranging for bus transportation; Promoted virtual 'Armchair Advocacy', resulting in a total of 1,481 contacts to representatives of our region. MHLS Coordinator for Library Sustainability serves on NYLA Legislative Committee, provides contact information for every library to their representatives in the NYS Senate and Assembly, and talking points on significant issues for libraries including Tax Cap information, resulting in year-round advocacy.

| 14.8 | Element 8: Communication among Member Libraries and/or Branch Libraries - Results | Element 8 - COMMUNICATIONS AMONG MEMBER LIBRARIES 4.16 - RESULTS: SERVICE EVALUATION: Conducted a detailed report analyzing the Communications Among Member Libraries section of the MHLS plan of service including the outputs, outcomes, and |

resources allocated to the service, and determined the value/return on investment for MHLS Communications Among Member Libraries services. This was reviewed and discussed by the MHLS Directors Association and the MHLS Board of Trustees, and will be used in development of the 2017-2021 MHLS Plan of Service. The 2014 Survey of MHLS Library Directors rated MHLS Communication Among Member Libraries Services as being Successful, so this element was not resurveyed in 2015. | SUPPORT FOR MEMBER LIBRARY STAFF: Established an official communication channel known as the MHLS Alerts List, in order to effectively distribute original MHLS content/information which may be time sensitive to all member libraries via email and homepage postings; Produced weekly MHLS Bulletin of communications, available in print and electronically, resulting in relevant news delivered to each member library and correctional facility library, and sent electronically to 687 subscribers; Managed 5 electronic discussion lists for member libraries which continue to generate positive participation, resulting in member libraries being able to share information, network and get quick answers to questions; Supported the MHLS Directors Association by assisted with scheduling, developing and distributing meeting agendas and documents, and reporting for 10 DA meetings (including 5 Table Talks on the following topics: 'Best Fund Raiser You Have Done or Heard About'; 'Review Information Associated with MHLS Assessment Fees'; 'Best Practices for Implementing Change with Your Staff'; 'Managing and Assessing OverDrive - Locally, by County & System Wide'; 'Impact of Weeding List of Materials 10 years old & no Circulation for 5 years & the Direction for the Future in Your Library'); Assisted with scheduling, developing and distributing meeting agendas and documents, and reporting for 21 DA advisory committees meetings; Compiled and maintained the MHLS Calendar with 293 events posted; Compiled and Summarized Member Library Annual Reports into 13 reports in 2

			formats each; Executive Director participated in 23 County Library Directors/Associations Meetings.
14.9		Element 9: Cooperative Efforts with Other Library Systems - Results	Element 9 - COOPERATIVE EFFORTS WITH OTHER LIBRARY SYSTEMS 4.17 - RESULTS: SERVICE EVALUATION: Conducted a detailed report analyzing the Cooperative Efforts with Other Library Systems section of the MHLS plan of service including the outputs, outcomes, and resources allocated to the service, and determined the value/return on investment for MHLS Cooperative Efforts with Other Library Systems services. This was reviewed and discussed by the MHLS Directors Association and the MHLS Board of Trustees, and will be used in development of the 2017-2021 MHLS Plan of Service. | REGIONAL COOPERATION: Coordinated advocacy efforts with RCLS, WLS, UHLS, FCLS, and MVLS, resulting in more effective legislative office visits; Coordinated Advocacy Day bus with regional library systems, resulting in facilitating attendance from MHLS, RCLS, SENYLRC and 2 BOCES school library systems. Collaborated with area school library systems and regional public library systems on programs including 'Notable Book Banquets' and 'Annual Fall Into Books Children's and Teens Literature Conference', resulting in increasing cost effective regional staff development opportunities. Cooperate on regional delivery of materials by having a weekly transfer exchange point with RCLS, and by delivering to SUNY New Paltz and Vassar College through contract with SENYLRC, resulting in expanded regional access to materials. Coordinated Southeastern Region Correctional Facility Librarians meeting with RCLS and WLS, resulting in networking opportunities and sharing of best practices. Served on SENYLRC Board of Trustees Council resulting in making strong regional connections, more exposure to MHLS services in the community, and affecting regional decisions for the good of member libraries. | STATE-WIDE COOPERATION: ILEAD: MHLS Technology Operations Manager served as the lead

Technology Instructor for the program and MHLS Coordinator for Library Sustainability was a Mentor/Instructor for the HATS team that is working to develop a standardized trustee education framework for New York State. | New York State Library's Ready to Read Initiative: MHLS Assistant Director presented the 'Strategies for Successful Partnerships and Outreach to Families with Young Children's module. | NYLA Sustainability Committee: MHLS Coordinator for Library Sustainability named co-chair and assisted in planning the 'Sustainable, Resilient, Regenerative A Strategy for the Future of New York's Libraries NYLA Sustainability Initiative Retreat' | PULISDO Conference: MHLS Assistant Director served on planning committee. | Handbook for Library Trustees of New York State (2015 edition): MHLS Coordinator for Library Sustainability was co-author.

| 14.10 | Element 10: Construction - Results | Element 10 - CONSTRUCTION 4.18 - RESULTS: SERVICE EVALUATION: Conducted a detailed report analyzing the Construction section of the MHLS plan of service including the outputs, outcomes, and resources allocated to the service, and determined the value/return on investment for MHLS Construction services. This was reviewed and discussed by the MHLS Directors Association and the MHLS Board of Trustees, and will be used in development of the 2017-2021 MHLS Plan of Service. | SUPPORT FOR MEMBER LIBRARY STAFF: Assisted 8 member libraries with construction plans, space planning and capital financing options. Provided Construction Grant Technical Assistance Workshop, attended by 28, 100% of which said it was good use of their time. Produced an introductory webinar to prepare member libraries for the grant program https://youtu.be/uj4tFAZ_D5s. Created a support web page for member libraries at http://midhudson.org/nysconstructiongrant/. | GRANTS TO MEMBER LIBRARIES: 11 member libraries were recommended awarded funds through State Aid for Public Library Construction program, totaling $496,003. All |

funded projects were part of a long-range plan or prioritized facility plan and were ranked for funding on the following criteria: An increase in services, through an increase in usable public space or increased staff efficiencies (e.g., new buildings, additions to current buildings, renovation of existing areas for new uses); and/or An increase in access (e.g., handicapped accessibility; to optimize a space to bring in a new or underserved population); and/or Energy conservation in the context of a professional's recommendations or with an historic preservation element. For the purposes of the board's ranking a "professional's recommendation" will, at least, include the results of an Energy Audit by the NYS Energy Research & Development Authority (NYSERDA).

| 14.11 | Element 11: Central Library - Results | Element 11 - CENTRAL LIBRARY - RESULTS: DIGITAL COLLECTION DEVELOPMENT: Central library staff worked with advisory committee throughout the year whose mission is 'to oversee Central Reference services and to insure that system-wide collections and resources are comprehensive and responsive to patron needs'. CLDA/CBA funds were used to support the purchase of the OverDrive service platform and non-fiction purchases of eBook and downloadable audiobook titles, and also to launch a new eMagazine service for all member libraries through Zinio for Libraries from Recorded Books. \| PUBLIC SERVICE STAFF TRAINING AND EDUCATION: Central library staff published 40 Tuesdays Tips (weekly reference tips at http://poklib.org/reference-and-research/tuesdays-tips/) which are sent out to all member library staff to support best reference practices. \| COLLECTION MANAGEMENT AND USE ANALYSIS: In March, Central Library staff created customized collection development reports for each library. The data in the reports itemizes each member library item that is at least 10 years old and has not circulated for 5 years. The reports were prepared at the request of the Central Library Advisory Committee as part of this year's focus on collection development vis-à- |

vis increased circulation. In October and November, Central Library staff attended County library director meetings to unveil a competencies document designed as a best practices tool by which member libraries can develop local collection development and reference services competencies. Central library staff provided 2 sessions Level 1 & 2 sessions of Level 2 'Enhancement of Create Lists Through Excel', designed for Excel users processing review files of item records exported from the ILS. There were a total of 26 attendances, with 100% of attendees reporting it was worth their time. | REFERENCE SERVICES: There was direct support of online, commercially licensed databases from CLDA and CBA funds. These databases (Chilton's, Gale TERC, JobNow, Mango Languages) are used by member library staff and patrons in support of information needs both in the library and from outside the library. There was direct support of catalog enhancements and federated searching (NextReads, NoveList, and Syndetics) in order to provide added content to search results. | DELIVERY AND INTERLIBRARY LOAN: Provided $47,755 in direct support from CLDA funds for the MHLS delivery service to facilitate resource sharing among member libraries. Interlibrary loan service for all libraries is implemented by staff at MHLS and funded by MHLS, fully. | SUPPLEMENTAL ADULT NON-FICTION COLLECTIONS: 1,873 non-fiction titles funded by CLDA or CBA were added to the collection at the Central Library. Digital non-fiction materials were added to the consortia OverDrive collection.

14.12	Element 12: Direct Access - Results	MHLS and all its member libraries continue to facilitate direct access to public library services for all residents in the Mid-Hudson service area. In March, the MHLS Board of Trustees reviewed claims of "Serious Inequities and Hardships" from the Beekman Library, the LaGrange Library, and the Millbrook Library regarding providing services to residents in the Town of Union Vale. The MHLS Board recognized sufficient efforts have been made to secure adequate support from the Town of Union Vale,

confirmed the Town of Union Vale provided substantially less than the median or average funding for public library services; and accepted the claims of "serious inequities and hardships" filed by the public library boards of the Beekman Library, the Lagrange Library, and the Millbrook Library, based on Town of Union Vale residents representing 5% or more of each library's total circulation based on a three year average. Based on MHLS Board authorization, MHLS implemented a restriction on loaning non-print library materials, as authorized in the MHLS Direct Access Plan, to residents of the Town of Union Vale. In December, the MHLS Board approved a proposed service agreement with the Town of Union Vale for 2016, which would remove the restriction on loaning non-print materials.

| 14.13 | Element 13: Other Goal(s) - Results | n/a |

15. Current system URL's

15.1	System Home Page URL	http://midhudson.org/
15.2	URL of Current List of Members	http://midhudson.org/libraries/
15.3	URL of Current Governing Bylaws	http://board.midhudson.org/wp-content/uploads/2013/11/Bylaws2014.pdf
15.4	URL of Evaluation Form	https://www.surveymonkey.com/r/NNNW5KW
15.5	URL of Evaluation Results	http://da.midhudson.org/wp-content/uploads/2014/01/MHLS-Staff-Report-on-Directors-Survey.pdf
15.6	URL of Central Library Plan	http://midhudson.org/wp-content/uploads/2013/08/POS-Central-Library-ADOPTED.pdf
15.7	URL of Direct Access Plan	http://midhudson.org/wp-content/uploads/2013/08/free_direct_access.pdf

16. Assurance and Contact Information

CONTACT INFORMATION

16.1	Contact name (person completing report)	Merribeth Advocate/Linda Vittone
16.2	Contact telephone number (enter 10 digits only and hit the Tab key)	(845) 471-6060
16.3	Contact e-mail address	madvocate@midhudson.org/lvittone@midhudson.org

ASSURANCE

16.4	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" and "Projected Annual Budget" were reviewed and accepted by the System Board/Council on (date - mm/dd/yyyy).	05/11/2016

APPROVAL (for New York State Library use only/not a required field)

16.5	The Library System's Annual Report and Projected Annual Budget were reviewed and approved by the	05/11/2016

New York State
Library on (date -
mm/dd/yyyy).

Suggested Improvements

Library System	Mid-Hudson Library System
Name of Person Completing Form	Merribeth Advocate/Linda Vittone
Phone Number and Extension (enter area code, telephone number and extension only):	(845) 471-6060 Ext.254
Please share with us your suggestions for improving the *Annual Report*. Thank You!	