

# Mid-Hudson Library System

## Annual Report for Library Systems - 2011 (Public Library Systems)

### CURRENT YEAR

### PREVIOUS YEAR

### 1. General System Information

1.1	SEDCODE	131500700010	<i>131500700010</i>
1.2	System Name	Mid-Hudson Library System	<i>Mid-Hudson Library System</i>
1.3	Beginning Reporting Year	1/1/2011	<i>1/1/2010</i>
1.4	Ending Reporting Year	12/31/2011	<i>12/31/2010</i>
1.5	Street Address	103 Market Street	<i>103 Market Street</i>
1.6	City	Poughkeepsie	<i>Poughkeepsie</i>
1.7	Zip Code	12601	<i>12601</i>
1.8	Four-Digit Zip Code Extension (enter N/A is unknown)	4028	<i>4028</i>
1.9	Mailing Address	103 Market Street	<i>103 Market Street</i>
1.10	City	Poughkeepsie	<i>Poughkeepsie</i>
1.11	Zip Code	12601	<i>12601</i>
1.12	Four-Digit Zip Code Extension (enter N/A if unknown)	4028	<i>4028</i>
1.13	Library System Telephone Number (enter 10 digits only and hit the Tab key)	(845) 471-6060	<i>(845) 471-6060</i>
1.14	Fax Number (enter 10 digits only)	(845) 454-5940	<i>(845) 454-5940</i>
1.15	System Home Page URL	<a href="http://midhudson.org">http://midhudson.org</a>	<i><a href="http://midhudson.org">http://midhudson.org</a></i>
1.16	URL of the system's complete Plan of Service	<a href="http://midhudson.org/plan_of_service.htm">http://midhudson.org/plan_of_service.htm</a>	<i><a href="http://midhudson.org/plan_of_serv">http://midhudson.org/plan_of_serv</a></i>
1.17	Population Chartered to Serve (2010 Census)	627,046	<i>627,046</i>
1.18	Area Chartered to Serve (square miles)	2,937	<i>2,937</i>
1.19	Federal Employer Identification Number	141458489	<i>141458489</i>
1.20	County	Dutchess	<i>Dutchess</i>
1.21	County (Counties) Served	Columbia, Dutchess, Greene, Putnam, Ulster	<i>Columbia, Dutchess, Greene, Putn</i>
1.22	School District	Poughkeepsie City School District	<i>Poughkeepsie City School District</i>
1.23	Title of System Director: (drop-down): Mr., Mrs., Ms., Mr. Miss, Dr.	Mr.	<i>Mr.</i>
1.24	First Name of System Director	Michael	<i>Michael</i>
1.25	Last Name of System Director	Nyerges	<i>Nyerges</i>

1.26	NYS Public Librarian Certification Number of the Director of Public Library System, and Reference and Research Library Resources System.	13708	13708
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	(845) 471-6060 Ext.217
1.32	E-Mail Address of the System Director	mnyerges@midhudson.org	mnyerges@midhudson.org
1.33	Fax Number of the System Director (enter 10 digits only and hit the Tab key)	(845) 454-5940	(845) 454-5940
1.34	Name of Outreach Coordinator	Merribeth Advocate	Merribeth Advocate
1.47	Does the system charge a membership fee? Enter Y for Yes, N for No.	N	N
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 contract. If no, enter N/A on questions 1 through 5 of one repeating group.	N	N
1.	Name of Contracting Municipality or District	N/A	N/A
2.	Is this a written contract? (Enter Y for Yes, N for No)	N/A	N/A
3.	Population of the geographic area served by this contract	N/A	N/A
4.	Dollar amount of contract	N/A	N/A
5.	Indicate "Full" or "Partial" range of services provided by this contract (Select one)	N/A	N/A
1.49	For the reporting year, has the system experienced any unusual circumstance(s) that affected the statistics and/or information reported (e.g. natural disaster, fire, closed for renovations, massive weeding of collection, etc.)? Indicate Y for Yes, N for No. If Yes, please annotate using the State note	Y	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	35.00

### 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	1
2.5	Public Library System Director per CR 90.3(f) - Vacant Position FTE	0	0
2.10	Librarians - Filled Position(s) FTE	2	3
2.11	Librarians - Vacant Position(s) FTE	0	0
2.12	Outreach Coordinator (certified) per CR 90.3 (1)(2)(iii) - Filled Position FTE	1	1
2.13	Outreach Coordinator (certified) per CR 90.3 (1)(2)(iii) - Vacant Position FTE	0	0
2.14	Total Certified Librarians - Filled Position(s) FTE (total questions 2.4 + 2.6 + 2.8 + 2.10 + 2.12)	4.00	5.00
2.15	Total Certified Librarians - Vacant Position(s) FTE (total questions 2.5 + 2.7 + 2.9 + 2.11 + 2.13)	0.00	0.00
2.16	Total Other Professional Staff - Filled Position(s) FTE	1	2.75
2.17	Total Other Professional Staff - Vacant Position(s) FTE	0	0
2.18	Total Other Staff - Filled Position(s) FTE	10.6	14.23
2.19	Total Other Staff - Vacant Position(s) FTE	0	0
2.20	Total Paid Staff - Filled Position(s) FTE (total questions 2.14 + 2.16 + 2.18)	15.60	21.98
2.21	Total Paid Staff - Vacant Position(s) FTE (total questions 2.15 + 2.17 + 2.19)	0.00	0.00

### SALARY INFORMATION

2.22	Entry-Level Librarian (certified) FTE	0	0
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2.23	Entry-Level Librarian (certified) Current Annual Salary	\$0	\$0
2.24	System Director FTE	1	1
2.25	System Director Current Annual Salary	\$105,000	\$105,000

### 3. System Membership, Outlets and Governance

#### PUBLIC SERVICE OUTLETS

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

#### BOARD/COUNCIL MEETINGS

3.22	Total number of public library system/3Rs board meetings or school library system council meetings held during reporting year	6	8
3.24	Number of <u>voting</u> positions on system board/council	15	15
3.25	Board/Council Selection - Enter Board/Council Selection Code (select one; drop-down). If O is selected, please use the State note to explain how members were named to the Board/Council.	O	O

#### SYSTEM BOARD/COUNCIL

Public Library Systems - enter information for the period January 1, 2012, through December 31, 2012.

School Library Systems and 3Rs Systems - enter information for the period July 1, 2012, through June 30, 2013

President/Council Chair

3.26	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Mr.	Mr.
3.27	First Name	Peter R.	Frank J.
3.28	Last Name	Hoffmann	Tuttle
3.29	Institutional Affiliation	Marlboro Free Library	
3.30	Professional Title		
3.31	Mailing Address		
3.32	City		

3.33	Zip Code (enter five digits only)	██████	1██████
3.34	Telephone for the Board President (enter 10 digits only and hit the Tab key)	██████████	██████████
3.35	E-mail Address	██████████████████	██████████████████
3.36	Term Expires - Month or N/A	December	December
3.37	Term Expires - Year (YYYY) or N/A	2013	2013
3.38	The date the board president took the Oath of Office (mm/dd/yyyy)	01/24/2012	
3.39	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	03/16/2012	

Board/Council Member - complete one record for each Board/Council Member. For each vacant position, select "Vacant" in question 1. Enter N/A in questions 2-10 of the repeating group.

1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Mr.	Mr.
2.	First Name	William	William
3.	Last Name	Conine	Conine
4.	Institutional Affiliation	Heermance Memorial Library	██
5.	Professional Title	██████████	██████████
6.	Mailing Address	██████████ ████████	████████████████████
7.	City	██████████	██████████
8.	Zip Code (enter five digits only)	██████	██████
9.	Term Expires - Month or N/A	December	December
10.	Term Expires - Year (YYYY) or N/A	2014	2014
11.	The date the trustee took the Oath of Office (mm/dd/yyyy)	03/10/2012	01/11/2011
12.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	03/16/2012	03/15/2011

  

1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.	Mr.
2.	First Name	Caroline	Steve
3.	Last Name	Benton Profera	Benson
4.	Institutional Affiliation	Cairo Public Library	██
5.	Professional Title	██████████	██████████
6.	Mailing Address	██████████	██████████
7.	City	██████████	██████████
8.	Zip Code (enter five digits only)	██████	██████
9.	Term Expires - Month or N/A	December	December

- |     |   |                   |                |
|-----|---|-------------------|----------------|
| 10. | Term Expires - Year (YYYY) or N/A   | 2015              | 2014           |
| 11. | The date the trustee took the Oath of Office (mm/dd/yyyy)   | 03/10/2012        |                |
| 12. | The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)  | 03/16/2012        |                |
| 1.  | Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant | Ms.               | Ms.            |
| 2.  | First Name  | Jean              | Caroline       |
| 3.  | Last Name   | Ehnebuske         | Benton Profera |
| 4.  | Institutional Affiliation   | [REDACTED]        | [REDACTED]     |
| 5.  | Professional Title  | [REDACTED]        | [REDACTED]     |
| 6.  | Mailing Address   | [REDACTED]        | [REDACTED]     |
| 7.  | City  | [REDACTED]        | [REDACTED]     |
| 8.  | Zip Code (enter five digits only)   | [REDACTED]        | [REDACTED]     |
| 9.  | Term Expires - Month or N/A   | December          | December       |
| 10. | Term Expires - Year (YYYY) or N/A   | 2012              | 2015           |
| 11. | The date the trustee took the Oath of Office (mm/dd/yyyy)   | 01/24/2012        |                |
| 12. | The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)  | 03/16/2012        |                |
| 1.  | Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant | Mr.               | Ms.            |
| 2.  | First Name  | Martin            | Jean           |
| 3.  | Last Name   | Miller            | Ehnebuske      |
| 4.  | Institutional Affiliation   | Patterson Library | [REDACTED]     |
| 5.  | Professional Title  | [REDACTED]        | [REDACTED]     |
| 6.  | Mailing Address   | [REDACTED]        | [REDACTED]     |
| 7.  | City  | [REDACTED]        | [REDACTED]     |
| 8.  | Zip Code (enter five digits only)   | [REDACTED]        | [REDACTED]     |
| 9.  | Term Expires - Month or N/A   | December          | December       |
| 10. | Term Expires - Year (YYYY) or N/A   | 2011              | 2011           |
| 11. | The date the trustee took the Oath of Office (mm/dd/yyyy)   | 03/10/2012        |                |
| 12. | The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)  | 03/16/2012        |                |

1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.	<i>Mr.</i>
2.	First Name	Lisa Baker	<i>Peter R.</i>
3.	Last Name	Brill	<i>Hoffman</i>
4.	Institutional Affiliation		<i>Marlboro Free Library</i>
5.	Professional Title		
6.	Mailing Address		
7.	City		
8.	Zip Code (enter five digits only)		
9.	Term Expires - Month or N/A	December	<i>December</i>
10.	Term Expires - Year (YYYY) or N/A	2011	<i>2013</i>
11.	The date the trustee took the Oath of Office (mm/dd/yyyy)	03/10/2012	
12.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	03/16/2012	

1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Mrs.	<i>Mr.</i>
2.	First Name	Regina	<i>Martin</i>
3.	Last Name	Morini	<i>Miller</i>
4.	Institutional Affiliation	Mahopac Library	<i>Patterson Library</i>
5.	Professional Title		
6.	Mailing Address		
7.	City		
8.	Zip Code (enter five digits only)		
9.	Term Expires - Month or N/A	December	<i>December</i>
10.	Term Expires - Year (YYYY) or N/A	2016	<i>2011</i>
11.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/24/2012	
12.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	03/16/2012	

1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Dr.	<i>Ms.</i>
2.	First Name	Michael	<i>Lisa Baker</i>
3.	Last Name	Minor	<i>Brill</i>
4.	Institutional Affiliation		
5.	Professional Title		
6.	Mailing Address		

7.	City	██████████	██████████
8.	Zip Code (enter five digits only)	██████	██████
9.	Term Expires - Month or N/A	December	<i>December</i>
10.	Term Expires - Year (YYYY) or N/A	2016	<i>2011</i>
11.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/24/2012	
12.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	03/16/2012	
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Mr.	<i>Ms.</i>
2.	First Name	Roland M.	<i>Patricia M.</i>
3.	Last Name	Patterson	<i>Miller</i>
4.	Institutional Affiliation	Poughkeepsie Public Library District	<i>Somers Library</i>
5.	Professional Title	██████████	██████████
6.	Mailing Address	██████████	██████████
7.	City	██████████	██████████
8.	Zip Code (enter five digits only)	██████	██████
9.	Term Expires - Month or N/A	December	<i>December</i>
10.	Term Expires - Year (YYYY) or N/A	2015	<i>2011</i>
11.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/24/2012	
12.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	03/16/2012	
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.	<i>Dr.</i>
2.	First Name	Janet R.	<i>Michael</i>
3.	Last Name	Schnitzer	<i>Minor</i>
4.	Institutional Affiliation	Hudson City School District	████████████████████
5.	Professional Title	██████████	██████████
6.	Mailing Address	██████████	██████████
7.	City	██████	██████████
8.	Zip Code (enter five digits only)	██████	██████
9.	Term Expires - Month or N/A	December	<i>December</i>
10.	Term Expires - Year (YYYY) or N/A	2015	<i>2011</i>
11.	The date the trustee took the Oath of Office (mm/dd/yyyy)	03/10/2012	



12. The date the Oath of Office  
was filed with town or county clerk (mm/dd/yyyy) 03/16/2012

1. Title (drop-down): Mr., Mrs.,  
Ms., Miss, Dr., The  
Honorable, The Reverend, Mr.  
Other (specify using the State  
note), Vacant

*Mr.*

2. First Name John

*Roland M.*

3. Last Name Bickford

*Patterson*

4. Institutional Affiliation Hyde Park Free Library

*Poughkeepsie Public Library Distr*

5. Professional Title [REDACTED]

[REDACTED]

6. Mailing Address [REDACTED]

[REDACTED]

7. City [REDACTED]

[REDACTED]

8. Zip Code (enter five digits  
only) [REDACTED]

[REDACTED]

9. Term Expires - Month or N/A December

*December*

10. Term Expires - Year (YYYY)  
or N/A 2012

*2015*

11. The date the trustee took the  
Oath of Office (mm/dd/yyyy) 03/10/2012

12. The date the Oath of Office  
was filed with town or county clerk (mm/dd/yyyy) 03/16/2012

1. Title (drop-down): Mr., Mrs.,  
Ms., Miss, Dr., The  
Honorable, The Reverend, Ms.  
Other (specify using the State  
note), Vacant

*Ms.*

2. First Name Myrna

*Janet R.*

3. Last Name Sameth

*Schnitzer*

4. Institutional Affiliation Saugerties Public Library

*Hudson City School District*

5. Professional Title [REDACTED]

[REDACTED]

6. Mailing Address [REDACTED]

[REDACTED]

7. City [REDACTED]

[REDACTED]

8. Zip Code (enter five digits  
only) [REDACTED]

[REDACTED]

9. Term Expires - Month or N/A December

*December*

10. Term Expires - Year (YYYY)  
or N/A 2012

*2015*

11. The date the trustee took the  
Oath of Office (mm/dd/yyyy) 01/24/2012

12. The date the Oath of Office  
was filed with town or county clerk (mm/dd/yyyy) 03/16/2012

1. Title (drop-down): Mr., Mrs.,  
Ms., Miss, Dr., The  
Honorable, The Reverend, Mr.  
Other (specify using the State  
note), Vacant

*Mr.*

2. First Name Stephen M.

*John*

3. Last Name MacNish

*Bickford*

4.	Institutional Affiliation	Pleasant Valley Free Library	<i>Hyde Park Free Library</i>
5.	Professional Title	██████████	██████████
6.	Mailing Address	██████████████████	██████████████████
7.	City	██████████	██████████
8.	Zip Code (enter five digits only)	████	████
9.	Term Expires - Month or N/A	December	<i>December</i>
10.	Term Expires - Year (YYYY) or N/A	2014	<i>2012</i>
11.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/24/2012	
12.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	03/16/2012	
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Mr.	<i>Ms.</i>
2.	First Name	Matthew	<i>Sally</i>
3.	Last Name	Perry	<i>Rhoads</i>
4.	Institutional Affiliation	Philmont Public Library	<i>Elting Memorial Library</i>
5.	Professional Title	██████████	██████████
6.	Mailing Address	██████████████████	██████████████████
7.	City	██████	██████
8.	Zip Code (enter five digits only)	████	████
9.	Term Expires - Month or N/A	December	<i>December</i>
10.	Term Expires - Year (YYYY) or N/A	2014	<i>2012</i>
11.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/24/2012	
12.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	03/16/2012	
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Mr.	<i>Mr.</i>
2.	First Name	Frank J.	<i>Stephen M.</i>
3.	Last Name	Tuttle	<i>MacNish</i>
4.	Institutional Affiliation	Kinderhook Memorial Library	<i>Pleasant Valley Free Library</i>
5.	Professional Title	██████████	██████████
6.	Mailing Address	██████████████████	██████████████████
7.	City	██████████	██████████
8.	Zip Code (enter five digits only)	████	████
9.	Term Expires - Month or N/A	December	<i>December</i>
10.	Term Expires - Year (YYYY) or N/A	2013	<i>2014</i>

11. The date the trustee took the Oath of Office (mm/dd/yyyy) 03/10/2012
12. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 03/16/2012

### COORDINATED OUTREACH COUNCIL

- 3.40 Has the Coordinated Outreach Council met at least two times during the calendar year Y 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, 2012, through 2012. For each vacant position, select "Vacant" in question 1 and enter N/A in questions 2-5 of the repeating group.

- |    |   |                              |                                       |
|----|---|------------------------------|---------------------------------------|
| 1. | Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant | Ms.                          | <i>Mr.</i>                            |
| 2. | First Name  | Phyllis                      | <i>Ronald</i>                         |
| 3. | Last Name   | Keaton                       | <i>VanKleeck</i>                      |
| 4. | Institutional Affiliation   | Howland Public Library       | <i>Highland Residential Center</i>    |
| 5. | Professional Title  | Director                     | <i>Administrator</i>                  |
| 1. | Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant | Ms.                          | <i>Ms.</i>                            |
| 2. | First Name  | Polly                        | <i>Marcella</i>                       |
| 3. | Last Name   | Adema                        | <i>Beigel</i>                         |
| 4. | Institutional Affiliation   | Dutchess County Arts Council | <i>Columbia County RSVP</i>           |
| 5. | Professional Title  | Folklorist                   | <i>Director</i>                       |
| 1. | Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant | Ms.                          | <i>Ms.</i>                            |
| 2. | First Name  | Fran                         | <i>Hilda</i>                          |
| 3. | Last Name   | Shepherd                     | <i>Flowers</i>                        |
| 4. | Institutional Affiliation   | Wappingers Central Schools   | <i>Ulster County BOCES</i>            |
| 5. | Professional Title  | Retired School Librarian     | <i>Educator</i>                       |
| 1. | Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant | Ms.                          | <i>Mr.</i>                            |
| 2. | First Name  | Cassandra                    | <i>Charles</i>                        |
| 3. | Last Name   | Beam                         | <i>DeSimone</i>                       |
| 4. | Institutional Affiliation   | Ulster Literacy Association  | <i>Barnes &amp; Noble Booksellers</i> |
| 5. | Professional Title  | CEO                          | <i>Community Relations Manager</i>    |

1.	Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.	<i>Ms.</i>
2.	First Name	Margaret	<i>Phyllis</i>
3.	Last Name	Pfaff	<i>Keaton</i>
4.	Institutional Affiliation	Literacy Connections Dutchess County	<i>Howland Public Library</i>
5.	Professional Title	Executive Director	<i>Director</i>
1.	Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.	<i>Mr.</i>
2.	First Name	Ruth J.	<i>Polly</i>
3.	Last Name	Hirsch	<i>Adema</i>
4.	Institutional Affiliation	Bringing Agencies Together	<i>Dutchess County Arts Council</i>
5.	Professional Title	Licensed Marriage & Family Therapist	<i>Folklorist</i>
1.	Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.	<i>Ms.</i>
2.	First Name	Kathryn	<i>Kathy</i>
3.	Last Name	Bellizzi	<i>Jamison</i>
4.	Institutional Affiliation	United Way of Dutchess County	<i>Dutchess County Office for the Aging</i>
5.	Professional Title	Community Liaison	<i>Case Worker</i>
1.	Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.	<i>Ms.</i>
2.	First Name	Linda	<i>Fran</i>
3.	Last Name	Monkman	<i>Shepherd</i>
4.	Institutional Affiliation	Dutchess Co. Dept. of Mental Hygiene	<i>Wappingers Central Schools</i>
5.	Professional Title	Coordinator of Children's Services	<i>retired school librarian</i>

#### 4. Public Library System Trans and Collection

4.1	Number of registered system borrowers	0	<i>0</i>
4.2	Total system circulation	0	<i>0</i>
4.3	System Visits	1,786	<i>1,772</i>
<b>SYSTEM HOLDINGS</b>			
4.4	Total Cataloged Book Holdings	835	<i>2,908</i>
4.5	Non-Cataloged Book Holdings	0	<i>0</i>
4.6	Total Print Serial Holdings	7	<i>7</i>
4.7	All Other Print Materials Holdings	139	<i>123</i>
4.8	Total Electronic Holdings	4	<i>106</i>

4.9	All Other Holdings	2,088	0
4.10	<b>Grand Total Holdings (total questions 4.4 through 4.9)</b>	3,073	3,144

## ROTATING COLLECTIONS/BOOK LOANS

4.11	Does the system have rotating collections/bulk loans? (Enter Y for Yes, N for No)	N	Y
4.12	Number of collections	N/A	30
4.13	Average number of items per collection	N/A	18

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

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

5.3	Identify ILS system vendor	Innovative Interfaces Inc.	<i>Innovative Interfaces Inc.</i>
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5.4	How many member libraries fully participate in the ILS?	66	66
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5.5	<b>% of member libraries participating (calculated field)</b>	100.00%	100.00%
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5.6	How many member libraries participate in some ILS modules?	66	66
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5.7 Indicate features of the system's ILS (check all that apply):

a.	ILS shared with other library systems	No	No
b.	ILS software permits patron-initiated ILL	Yes	Yes
c.	ILL feature implemented and used	Yes	Yes

5.8	Number of titles in the ILS bibliographic database	640,419	628,978
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5.9	Number of new titles added by the system in the reporting year	34	115
5.10	Number of Central Library Aid titles added in the reporting year	1,787	1,719
5.11	Number of new titles added by the members in the reporting year	34,952	35,426
5.12	<b>Total new titles (total questions 5.9 through 5.11)</b>	36,773	37,260

#### **UNION CATALOG OF RESOURCES**

5.13	How many libraries participate in (or submit records for) the union catalog?	66	66
5.14	Is the system's union catalog shared with any other library system(s)? (Enter Y for Yes, N for No)	N	N
5.15	Number of titles in the system's union catalog	640,418	628,978
5.16	Number of holdings in the system's union catalog	2,329,867	2,307,637
5.17	Number of new titles added in the last year	34,986	35,426
5.18	Number of holdings added in the last year	191,597	301,437

#### **UNION LIST OF SERIALS**

5.19	Does the system have a union list of serials? (Enter Y for Yes, N for No. If No, enter zero (0) on question 5.20.)	Y	Y
5.20	How many libraries participate in (or submit records for) the union list of serials?	66	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	Y
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#### **VIRTUAL CATALOG**

5.22	Does the system provide a virtual catalog for member libraries? (Enter Y for Yes, No for No, or N/A)	Y	Y
5.23	How many Internet-accessible member library catalogs are included in the virtual catalog?	70	70

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

#### **VISITS TO THE SYSTEM'S WEB SITE**

5.27	Annual number of visits to the system's web site	2,542,649	6,921,696
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#### **STATEWIDE INTERNET LIBRARIES (FORMERLY NOVEL<sub>NY</sub>- READY LIBRARIES)**

5.28	How many of the system's member libraries have achieved <u>Basic</u> Statewide Internet Library-ready status?	62	27
5.29	How many of the system's member libraries have achieved <u>Advanced</u> Statewide Internet Library-ready status?	4	39
5.30	How many of the system's member libraries have achieved <u>Leader</u> Statewide Internet Library-ready status?	0	0
5.31	Total Statewide Internet Library-Ready Libraries (total questions 5.28 through 5.30)	66	66

#### **SYSTEM INTERLIBRARY LOAN ACTIVITY**

5.32	Total items provided (loaned)	474	710
5.33	Total items received (borrowed)	5,935	6,723
5.34	Total requests provided (loaned) unfilled	760	1,290
5.35	Total requests received (borrowed) unfilled	2,447	4,258

5.36	Total interlibrary loan activity (total questions 5.32 through 5.35)	9,616	12,981
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## **DELIVERY**

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

a.	System courier (on the System's payroll)	No	No
b.	Other system's courier	No	Yes
d.	Contracted service (paid by System - not on payroll)	Yes	Yes
e.	U.S. Mail	No	Yes
f.	Commercial carrier (e.g., UPS, DHL, etc.)	No	Yes
g.	Other (specify using the State note)	No	No

5.39	Number of stops (pick-up and delivery sites per week)	435	435
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## **CONTINUING EDUCATION/STAFF DEVELOPMENT Workshops/Meetings/Training Sessions**

### **Resource sharing (ILL, collection development, etc.)**

5.40	Number of sessions	11	13
5.41	Number of participants	161	298

### **Technology**

5.42	Number of sessions	7	8
5.43	Number of participants	55	193

### **Digitization**

5.44	Number of sessions	0	0
5.45	Number of participants	0	0

### **Leadership**

5.46	Number of sessions	3	3
5.47	Number of participants	71	32

### **Management & Supervisory**

5.48	Number of sessions	6	4
5.49	Number of participants	37	55

### **Planning and Evaluation**

5.50	Number of sessions	2	6
5.51	Number of participants	23	138

### **Awareness and Advocacy**

5.52	Number of sessions	22	7
5.53	Number of participants	319	175

### **Trustee/Council Training**

5.54	Number of sessions	6	6
5.55	Number of participants	48	63

### **Special Client Populations**

5.56	Number of sessions	4	5
5.57	Number of participants	31	71

### **Children's Services/Elementary Grade Levels**

5.58	Number of sessions	2	8
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5.59	Number of participants	29	124
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**Young Adult Services/Middle and High School Grade Levels**

5.60	Number of sessions	5	4
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5.61	Number of participants	45	46
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**General Adult Services**

5.62	Number of sessions	5	10
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5.63	Number of participants	66	132
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5.64	<b>Other:</b> 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	Y
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1.	Topic	Public Library Construction Grant	<i>Construction</i>
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2.	Number of sessions	1	2
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3.	Number of participants	22	75
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1.	Topic	Orientation to System Services	<i>Orientation</i>
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2.	Number of sessions	1	4
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3.	Number of participants	19	54
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1.	Topic	System Planning Focus Groups	
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2.	Number of sessions	20	
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3.	Number of participants	244	
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5.65	<b>Grand Total Sessions</b> (total questions 5.40, 5.42, 5.44, 5.46, 5.48, 5.50, 5.52, 5.54, 5.56, 5.58, 5.60, 5.62 and total of question #2 of Repeating Group #5)	95	80
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5.66	<b>Grand Total Participants</b> (total questions 5.41, 5.43, 5.45, 5.47, 5.49, 5.51, 5.53, 5.55, 5.57, 5.59, 5.61, 5.63 and total of question #3 of Repeating Group #5)	1,170	1,456
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**COORDINATED SERVICES**

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

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

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

#### **CONSULTING AND TECHNICAL ASSISTANCE SERVICES**

5.68	Number of contacts - Consulting with member libraries on grants, and state and federal funding	357	137
5.69	Number of contacts - Consulting with member libraries on funding and governance	699	682
5.70	Number of contacts - Consulting with member libraries on charter and registration work	60	50
5.71	Number of contacts - Consulting with member libraries on automation and technology	3,842	3,050
5.72	Number of contacts - Consulting with member libraries on youth services	561	526
5.73	Number of contacts - Consulting with member libraries on adult services	429	279
5.74	Number of contacts - Consulting with member libraries on physical plant needs	373	106
5.75	Number of contacts - Consulting with member libraries on personnel and management issues	619	165
5.76	Number of contacts - Consulting with state and county correctional facilities	219	86
5.77	Number of contacts - Providing information to local, county, and state legislators and their staffs	122	107
5.78	Number of contacts - Providing system and member library information to the media	130	116
5.79	Number of contacts - Providing website development and maintenance for member libraries	165	133

5.80	Does the system provide other Consulting and Technical Assistance Services not listed above? Enter Y for Yes, N for No. If Yes, complete one record for each topic; if No, enter N/A for questions 1 and 2 of one repeating group.	Y	Y
1.	Topic Marketing		Marketing
2.	Number of contacts (all types)	169	341
1.	Topic Friends Groups		
2.	Number of contacts (all types)	84	
5.81	<b>Total other contacts</b> (total of question #2 of Repeating Group #6)	253	341
5.82	<b>Total number of contacts</b> (total of questions 5.68 through 5.79 and 5.81)	7,829	5,778
<b>REFERENCE SERVICES</b>			
5.83	Total Reference Transactions	0	0
<b>SERVICES TO SPECIAL CLIENTS (Direct and Contractual)</b>			
5.84	Indicate services the system provides to special clients (check all that apply):		
a.	Services for patrons with disabilities	Yes	Yes
b.	Services for patrons who are educationally disadvantaged	Yes	Yes
c.	Services for patrons who are aged	Yes	Yes
d.	Services for patrons who are geographically isolated	Yes	Yes
e.	Services for patrons who are members of ethnic or minority groups in need of special library services	Yes	Yes
f.	Services to patrons who are in institutions	Yes	Yes
g.	Services for unemployed and underemployed individuals	Yes	Yes
i.	N/A	No	No
5.85	Number of BOOKS BY MAIL loans	0	0
5.86	Number of member libraries with Job/Education Information Centers or collections	66	40
5.87	Number of State Correctional Facilities libraries served	7	7
5.88	Number of County Jails libraries served	5	5

5.89	Number of institutions served other than jails or correctional facilities	0	0
5.90	Does the system provide other special client services not listed above? If yes, complete one record for each service provided; if no, enter N/A in questions 1 and 2 of one repeating group.	N	N
1.	Service provided	N/A	N/A
2.	Number of facilities/institutions served	N/A	N/A
5.91	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	Y
5.92	Description of fees	The System charges fees for attendance by non-member library individuals to System workshops and training.	<i>Response has been entered</i>

## 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	N
1.	County Name	N/A	N/A
2.	Amount	N/A	N/A
3.	Subject to Public Vote (Enter Y for Yes, N for No, or N/A)	N/A	N/A
4.	Written Contract (Enter Y for Yes, N for No, or N/A)	N/A	N/A
6.2	<b>Total County Funding</b>	\$0	\$0
6.3	All Other Local Public Funds	\$0	\$0
6.4	<b>Total Local Public Funds</b> (total questions 6.2 and 6.3)	\$0	\$0

### STATE AID RECEIPTS

6.5	Adult Literacy Library Services Grants	\$0	\$0
6.6	Central Library Development Aid	\$322,945	\$0
6.7	Central Book Aid	\$115,076	\$0
6.8	Conservation/Preservation Grants	\$0	\$0
6.9	Construction for Public Libraries Aid	\$0	\$0

6.10	Coordinated Outreach Services Aid	\$200,403	\$107,340
6.11	Correctional Facilities Library Aid	\$139,645	\$74,797
6.12	County Jails Library Aid	\$8,390	\$4,394
6.14	Family Literacy Grants	\$0	\$0
Local Library Services Aid			
6.18	Kept for Headquarters	\$0	\$0
6.19	Distributed to members	\$327,072	\$10,410
6.20	<b>Total LLSA (total questions 6.18 and 6.19)</b>	\$327,072	\$10,410
6.21	Local Services Support Aid	\$236,653	\$7,561
6.22	Local Consolidated Systems Aid	\$0	\$0
6.26	Public Library System Basic Aid	\$1,110,311	\$1,387,618

Regional Bibliographic Data Bases (RBDB) Aid

6.31	Regional Bibliographic Data Bases (RBDB) Grant(s) from 3Rs	\$0	\$0
6.35	Special Legislative Grants and Member Items	\$0	\$70,324
6.36	Supplementary System Aid	\$209,790	
6.37	The New York Public Library - The Research Libraries	\$0	\$0
6.38	The New York Public Library, Andrew Heiskell Library for the Blind and Physically Handicapped Aid	\$0	\$0
6.39	The New York Public Library, City University of New York	\$0	\$0
6.40	The New York Public Library, Schomburg Center for Research in Black Culture Library Aid	\$0	\$0
6.41	The New York Public Library, Science, Industry and Business Library	\$0	\$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).	N	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	N/A	<i>Dutchess Co. Dept. Mental Hygiene</i>
2.	Amount	N/A	\$99,585
6.43	<b>Total Other State Aid (total question #2 of Repeating Group #9 above)</b>	\$0	\$99,585
<b>Total State Aid Receipts</b>			

6.44

(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)

\$2,670,285

\$1,762,029

**FEDERAL AID**

6.45 Library Services and Technology Act (LSTA) \$33,901

\$29,423

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. Y

N

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

1. Funding Source Dutchess Co. Dept of Mental Hygiene/OASAS N/A

2. Amount \$12,623 N/A

6.47 **Total Other Federal Aid** (total questions #2 of Repeating Group #10 above) \$12,623 \$0

6.48 **Total Federal Aid** (total questions 6.45 and 6.47) \$46,524 \$29,423

**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 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 *Member Libraries*

2. Contracted Service Automation/Database Licenses/Delivery *Automation/Database Lic/Delivery*

3. Total Contract Amount \$748,768 \$438,916

6.50 **Total Contracts** (total question #3 of Repeating Group #11 above) \$748,768 \$438,916

**MISCELLANEOUS RECEIPTS**

6.51 Gifts, Endowments, Fundraising, Foundations (include Gates Grants here; specify project number(s) and dollar amount using the state note) \$63,349 \$76,138

6.53 Income from Investments \$4,653 \$3,386

Proceeds from Sale of Property

6.54 Real Property \$0 \$0

6.55 Equipment \$100 \$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 Y

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

1.	Receipt category	Tech Support	<i>Tech Supp</i>
2.	Amount	\$14,897	<i>\$13,629</i>
1.	Receipt category	Web Hosting	<i>Web Host</i>
2.	Amount	\$8,875	<i>\$9,000</i>
1.	Receipt category	Property Rental	<i>Rotating</i>
2.	Amount	\$3,400	<i>\$4,450</i>
1.	Receipt category	E-rate	<i>Prop.Rent</i>
2.	Amount	\$28,420	<i>\$2,700</i>
1.	Receipt category	Refund - Prior Year	<i>E-rate</i>
2.	Amount	\$5,729	<i>\$33,790</i>
1.	Receipt category	Other	<i>Other</i>
2.	Amount	\$39,069	<i>\$21,363</i>
6.57	<b>Total Other Miscellaneous Receipts (total question #2 of Repeating Group #12 above)</b>	\$100,390	<i>\$84,932</i>
6.58	<b>Total Miscellaneous Receipts (total questions 6.51 through 6.55 and question 6.57)</b>	\$168,492	<i>\$164,456</i>
6.59	<b>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)</b>	\$3,634,069	<i>\$2,394,824</i>
6.60	<b>BUDGET LOANS</b>	\$0	<i>\$0</i>
	<b>TRANSFERS</b>		
6.61	From Capital Fund (Same as question 9.6)	\$62,000	<i>\$15,500</i>
6.62	From Other Funds	\$0	<i>\$0</i>
6.63	<b>Total Transfers (total questions 6.61 and 6.62)</b>	\$62,000	<i>\$15,500</i>
6.64	CASH BALANCE - Beginning of Current Fiscal Reporting Year: Public Library Systems - January 1, 2011; 3Rs - July 1, 2011. (Same as closing cash balance at the end of previous fiscal reporting year: Public Library Systems - December 31, 2010; 3Rs - June 30, 2011.	\$933,414	<i>\$909,214</i>
6.67	<b>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)</b>	\$4,629,483	<i>\$3,319,538</i>

## 7. Operating Fund Disbursements

### STAFF EXPENDITURES

#### Salaries

7.1	System Director and Librarians	\$294,527	\$335,668
7.2	Other Staff	\$490,970	\$671,898
7.3	<b>Total Salary and Wages Expenditures</b> (total questions 7.1 and 7.2)	\$785,497	\$1,007,566
7.4	Employee Benefits Expenditures	\$279,075	\$313,947
7.5	<b>Total Staff Expenditures</b> (total questions 7.3 and 7.4)	\$1,064,572	\$1,321,513

### COLLECTION EXPENDITURES

7.6	Print Materials Expenditures	\$28,207	\$13,507
7.7	Electronic Materials Expenditures	\$175,567	\$132,848
7.8	Other Materials Expenditures	\$212	\$5,376
7.9	<b>Total Collection Expenditures</b> (total questions 7.6 through 7.8)	\$203,986	\$151,731

### GRANTS TO MEMBER LIBRARIES

#### Cash Grants Paid From

7.10	Local Library Services Aid (LLSA)	\$343,811	\$10,410
7.11	Central Library Aid (CLDA/CBA)	\$438,021	\$0
7.15	Other State Aid/Grants (e.g., Construction, Special Legislative or Member Grants)	\$0	\$0
7.16	Federal Aid	\$8,100	\$0
7.17	Other cash grants paid from system funds	\$45,540	\$129,838
7.18	<b>Total Cash Grants</b> (total questions 7.10 through 7.17)	\$835,472	\$140,248
7.19	Book/Library Materials Grants	\$0	\$0
7.20	Other Non-Cash Grants	\$7,151	\$8,240
7.21	<b>Total Grants to Member Libraries</b> (total questions 7.18 through 7.20)	\$842,623	\$148,488

### CAPITAL EXPENDITURES FROM OPERATING FUNDS

7.22	Bookmobile	\$0	\$0
7.23	Other Vehicles	\$0	\$0
7.24	Computer Equipment	\$0	\$5,686
7.25	Furniture/Furnishings	\$0	\$0
7.26	Other Capital Expenditures	\$0	\$0



7.27	<b>Total Capital Expenditures from Operating Fund</b> (total questions 7.22 through 7.26)	\$0	\$5,686
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#### TOTAL CAPITAL EXPENDITURES BY SOURCE OF FUNDS

7.28	From Local Public Funds (71PF)	\$0	\$0
7.29	From Other Funds (71OF)	\$0	\$5,686
7.30	<b>Total Capital Expenditures by Source</b> (total questions 7.28 and 7.29; same as question 7.27)	\$0	\$5,686

#### OPERATION AND MAINTENANCE OF BUILDINGS

Repairs To Buildings and Building Equipment by Source of Funds

7.31	From Local Public Funds (72PF)	\$0	\$0
7.32	From Other Funds (72OF)	\$8,343	\$1,642
7.33	<b>Total Repairs to Buildings and Building Equipment</b> (total questions 7.31 and 7.32)	\$8,343	\$1,642
7.34	Other Building & Maintenance Expenses	\$62,198	\$58,326
7.35	<b>Total Operation and Maintenance of Buildings</b> (total questions 7.33 and 7.34)	\$70,541	\$59,968

#### MISCELLANEOUS EXPENSES

7.36	Total Operation & Maintenance of Bookmobiles and Other Vehicles	\$106	\$1,740
7.37	Office and Library Supplies	\$28,526	\$28,971
7.38	Telecommunications	\$35,434	\$35,273
7.39	Binding Expenses	\$0	\$0
7.40	Postage and Freight	\$5,594	\$7,776
7.41	Publicity and Printing	\$2,340	\$9,143
7.42	Travel	\$17,496	\$28,641
7.43	Fees for Consultants and Professionals	\$32,823	\$29,268
7.44	Membership Dues	\$2,104	\$3,345
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	Y

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

1.	Expense category	Delivery	<i>Retiree M</i>
2.	Amount	\$321,338	<i>\$111,958</i>
1.	Expense category	Retiree M	<i>Delivery</i>
2.	Amount	\$153,381	<i>\$275,240</i>
1.	Expense category	EquipLeas	<i>Eq.Rental</i>
2.	Amount	\$13,172	<i>\$31,364</i>
1.	Expense category	ContrFees	<i>Contr.Fee</i>

2.	Amount	\$222,358	\$105,544
1.	Expense category	Other Mis	
2.	Amount	\$125	
7.47	<b>Total Other Miscellaneous Expenses</b> (total question #2 of Repeating Group #13)	\$710,374	\$524,106
7.48	<b>Total Miscellaneous Expenses</b> (total questions 7.36 through 7.45 and 7.47)	\$834,797	\$668,263

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

7.49	Does the system contract with libraries and/or library systems in New York State? Enter Y for Yes, N for No.	N	N
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Complete one record for each contract. If the system does not contract, enter N/A on questions 1, 2, and 3 of one repeating group.

1.	Contracting Agency (specify using the State note)	N/A	N/A
2.	Contracted Service (specify using the State note)	N/A	N/A
3.	Total Contract Amount	N/A	N/A
7.50	<b>Total Contracts</b> (total question #3 of Repeating Group #14 above)	\$0	\$0

#### DEBT SERVICE

Capital Purposes Loans (Principal and Interest)

7.51	From Local Public Funds (73PF)	\$0	\$0
7.52	From Other Funds (73OF)	\$0	\$0
7.53	<b>Total Capital Purposes Loans</b> (total questions 7.51 and 7.52)	\$0	\$0
7.54	Other Loans	\$0	\$0
7.55	<b>Total Debt Service</b> (total questions 7.53 and 7.54)	\$0	\$0
7.56	<b>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</b> (total questions 7.5, 7.9, 7.21, 7.27, 7.35, 7.48, 7.50, and 7.55)	\$3,016,519	\$2,355,649

#### TRANSFERS

Transfers to the Capital Fund

7.57	From Local Public Funds (76PF)	\$0	\$0
7.58	From Other Funds (76OF)	\$84,325	\$30,475
7.59	<b>Total Transfers to Capital Fund</b> (total questions 7.57 and 7.58; same as question 8.2)	\$84,325	\$30,475
7.60	<b>Total Transfers to Other Funds</b>	\$0	\$0
7.61	<b>Total Transfers</b> (total questions 7.59 and 7.60)	\$84,325	\$30,475
7.62	<b>TOTAL DISBURSEMENTS AND TRANSFERS</b> (total questions 7.56 and 7.61)	\$3,100,844	\$2,386,124
7.63	<b>CLOSING CASH BALANCE at the End of the Current Fiscal Reporting Year</b> (For Public Library Systems - December 31, 2011) (For 3Rs - June 30, 2012)	\$1,528,639	\$933,414
7.83	<b>GRAND TOTAL DISBURSEMENTS, TRANSFERS, &amp; BALANCE/ROLLOVER</b> (total questions 7.62, 7.63, 7.73, and 7.82)	\$4,629,483	\$3,319,538
<b>FISCAL AUDIT</b>			
7.84	Last audit performed (mm/dd/yyyy)	05/24/2011	08/11/2010
7.85	Time period covered by this audit (mm/dd/yyyy - mm/dd/yyyy)	01/01/2010 - 12/31/2010	01/01/2009-12/31/2009
7.86	Indicate type of audit (select one from drop-down):	Private Accounting Firm	Private Accounting Firm
<b>ACCOUNT INFORMATION</b>			
Complete one record for each financial account			
1.	Name of bank or financial institution	HSBC Bank, USA	HSBC Bank, USA
2.	Amount of funds on deposit	\$138,447	\$79,016
1.	Name of bank or financial institution	HSBC Bank, USA	HSBC Bank, USA
2.	Amount of funds on deposit	\$147	\$63
1.	Name of bank or financial institution	HSBC Bank, USA	HSBC Bank, USA
2.	Amount of funds on deposit	\$1,597,273	\$957,034
7.87	<b>Total Bank Balance</b> (total question #2 of Repeating Group #15)	\$1,735,867	\$1,036,113

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	<i>Y</i>
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## 8. Capital Fund Receipts

8.1	<b>Total Revenue From Local Sources</b>	\$283	\$299
8.2	<b>Transfer From Operating Fund</b> (same as question 7.59)	\$84,325	\$30,475

### STATE AID FOR CAPITAL PROJECTS

8.3	State Aid Received for Construction	\$0	\$0
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### ALL OTHER AID AND/OR GRANTS FOR CAPITAL PROJECTS

8.4	Does the system receive any other aid and/or 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.	N	<i>N</i>
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1.	Contracting Agency	N/A	<i>N/A</i>
2.	Amount	N/A	<i>N/A</i>

8.5	<b>Total Aid and/or Grants</b> (total question #2 of Repeating Group #16 above)	\$0	\$0
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8.6	<b>TOTAL RECEIPTS - Revenues from Local Sources, Interfund Revenue, State Aid for Capital Projects, and Total Federal Aid</b> (total questions 8.1, 8.2, 8.3, and 8.5)	\$84,608	\$30,774
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8.7	<b>NONREVENUE RECEIPTS</b>	\$0	\$0
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8.8	<b>TOTAL RECEIPTS - Total Receipts and Nonrevenue Receipts</b> (total questions 8.6 and 8.7)	\$84,608	\$30,774
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8.9	<b>CASH BALANCE - Beginning of Current Fiscal Reporting Year: Public Library Systems - January 1, 2011; 3Rs - July 1, 2011.</b> (Same as closing cash balance at the end of previous fiscal reporting year: Public Library Systems - December 31, 2010; 3Rs - June 30, 2011.)	\$159,157	\$143,883
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8.10	<b>TOTAL RECEIPTS AND CASH BALANCE</b> (total questions 8.8 and 8.9)	\$243,765	\$174,657
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## 9. Capital Fund Disbursements

### PROJECT EXPENDITURES

9.1	Total Construction	\$0	\$0
9.2	Incidental Construction	\$0	\$0
9.3	Books and Library Materials	\$0	\$0
9.4	Total Other Disbursements	\$0	\$0
9.5	<b>Total Project Expenditures</b> (total questions 9.1 through 9.4)	\$0	\$0
9.6	<b>TRANSFER TO OPERATING FUND</b> (Same as question 6.61)	\$62,000	\$15,500
9.7	<b>TOTAL NONPROJECT EXPENDITURES</b>	\$0	\$0
9.8	<b>TOTAL DISBURSEMENTS - Total Project Expenditures, Transfer to Operating Fund, and Total Nonproject Expenditures</b> (total questions 9.5 through 9.7)	\$62,000	\$15,500
9.9	<b>CLOSING CASH BALANCE IN CAPITAL FUND at the End of the Current Fiscal Year (December 31, 2011, for Public Library Systems; June 30, 2012, for 3Rs)</b>	\$181,765	\$159,157
9.10	<b>TOTAL DISBURSEMENTS AND CASH BALANCE</b> (total questions 9.8 and 9.9)	\$243,765	\$174,657

## 12. Projected Annual Budget For Library Systems

### Public Library Systems Budget for January 1, 2012 - December 31, 2012

#### PROJECTED OPERATING FUND - RECEIPTS

12.1	Total Operating Fund Receipts (include Local Aid, State Aid, Federal Aid, Contracts and Miscellaneous Receipts)	\$2,792,861	\$2,496,460
12.2	Budget Loans	\$0	\$0
12.3	Total Transfers	\$35,000	\$0

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, \$1,528,639 2012, must be the same as the December 31, 2011, closing balance reported on Q7.63 of the 2011 annual report)		\$933,414
12.5	Grand Total Operating Fund Receipts, Budget Loans, Transfers and Balance/Rollover (total questions 12.1 through 12.4)	\$4,356,500	\$3,429,874

#### **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)	\$2,731,718	\$2,326,432
12.7	Total Transfers	\$57,600	\$32,000
12.8	Cash Balance/Rollover in Operating Fund at the end of the fiscal year (For Public Library Systems, balance as of December 31, 2012)	\$1,567,182	\$1,071,442
12.9	Grand Total Operating Fund Disbursements, Transfers and Balance/Rollover (total questions 12.6 through 12.8)	\$4,356,500	\$3,429,874

#### **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)	\$57,600	\$32,300
12.11	Nonrevenue Receipts	\$0	\$0
12.12	Cash Balance in Capital Fund at the end of the previous fiscal year (For Public Library Systems, opening balance on January 1, \$181,765 2012, must be the same as the December 31, 2011, closing balance reported on Q9.9 of the 2011 annual report)		\$143,883

12.13	Grand Total Capital Fund Receipts and Balance (total questions 12.10 through 12.12)	\$239,365	\$176,183
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#### PROJECTED CAPITAL FUND - DISBURSEMENTS

12.14	Capital Fund Disbursements (include Project Expenditures, Transfer to Operating Fund and Nonproject Expenditures)	\$35,000	\$0
12.15	Cash Balance in Capital Fund at the end of the current fiscal year (For Public Library Systems, December 31, 2012)	\$204,365	\$176,183
12.16	Grand Total Capital Fund Disbursement, Transfers, and Balance (Sum of questions 12.14 and 12.15)	\$239,365	\$176,183

#### ASSURANCE

12.17	The library system will be operating under its approved Plan of Service in accordance with the provisions of Education Law and the Regulations of the Commissioner, and assures that the "Budget Summary" was reviewed and accepted by the System Board/Council on (date - mm/dd/yyyy)	12/10/2011	03/12/2011
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### 13. Summary of Library System Accomplishments

Using the goals from Section 5 in the approved 2006-2012 System Plan of Service, **BRIEFLY** describe the final results of eac Year 5 (2011)

13.1	Element 1: Resource Sharing - Results	COLLECTION DEVELOPMENT: 1) The Resource Sharing Advisory Committee, the Library System, and the Directors Association continued to review and revise system-wide standards and procedures to facilitate the loaning and borrowing of nearly 2 million items among member libraries, including analyzing three years of items loaned and borrowed between member libraries. 2) The Central Library and Collection Development Advisory Committee, System, Central Library and the Directors Association continued to review and guide the system-wide development of collections, including analyzing the use of Overdrive ebooks and downloadable audio, which continued to be included in the MHLS catalog. The number of ebooks were increased significantly and guidelines for purchasing ebooks and downloadable audio were developed. DELIVERY: 1) The Resource Sharing Advisory Committee continued to review and revise system-wide delivery procedures to minimize damage to and loss of member items in delivery. 2) Delivery continued to be supported by a
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member library fee based on a 3-year average of holds placed by member library patrons. 3) The System continued a six-day delivery schedule that included 435 delivery stops per week; it continued its six-day sorting of approximately 5,100 items per day to achieve next-day delivery for member libraries; the number of daily-items-sorted ranged as high as 6,000 items during the summer. It sought to continually improve its sorting procedures and use of its delivery bay to expedite delivery. 4) An ad hoc committee of member library directors and System staff reviewed delivery patterns and statistics to ensure that delivery is cost-effective. 5) The Advisory Committee reviewed and revised goals and intended results for delivery in a draft of the System's 2012-2016 Plan of Service.

*Response has been entered*

INTERLIBRARY LOAN: 1) The Central Library and Collection Development Advisory Committee formed a sub-committee to analyze the System's ILL requests, fill rates, and costs. The Advisory Committee accepted the sub-committee's recommendation to limit member library ILL requests for items either not available for purchase or for items costing \$25 or more; \$25 was the approximate per item cost for out-of-system loans. The recommendation was approved by the Directors Association and implemented by the System. 2) The System processed 9,616 requests. 3) Seventy percent of requests from member libraries for out-of-system items were filled. Thirty-eight percent of requests from out-of-system libraries were filled. 4) The System processed 6,301 requests from correctional facilities; it filled 84% of the requests, or 5,265 items, which were primarily drawn from member library collections. 5) The Advisory Committee reviewed and revised the goals and intended results on ILL in a draft of the System's 2012-2016 Plan of Service.

13.2 Element 2: Technology  
Services - Results

INTEGRATED LIBRARY SYSTEM: 1) The Resource Sharing Advisory Committee continued to review and update system-wide rules and procedures to facilitate the most effective use of the ILS and to achieve a balance between local access to new materials and access to new materials for system-wide sharing. 2) The Directors Association formed a sub-committee to review the issues of upgrading from Millennium to Sierra, Innovative's next generation ILS; and approved the sub-committee's recommendation that the System migrate to Sierra as an early adopter. 3) The System signed a contract with Innovative in October 2011 to migrate to Sierra in 2013. 4) The System made nearly 150,000 editorial changes to bibliographic and authority records to provide a more user-friendly catalog and improve subject searching and the accessibility of items. 5) The System continued to conduct system-wide edits, such as removing bibliographic records that have no

*Response has been entered*



attached items, to maintain the integrity of the ILS and to assist member libraries. 6) The System conducted eight Millennium training sessions for member library staff, ranging from base-line to advanced topics; it provided on-going support to directors and staff, including planning, gathering statistical information, tracking income and transactions, and using modules effectively. 7) The System reorganized its Millennium and technology staff to improve communication to and the support of member libraries. 8) The System continued to review and revise the support of member library computer networks and computers under contract. 9) The Advisory Committee reviewed and revised the goals and intended results of the ILS in a draft of the System's 2012-2016 Plan of Service.

### 13.3 Element 3: Special Client Group Needs - Results

""ADULT LITERACY: 1) The System assisted member libraries with making connections with literacy support agencies in each county. 2) The System purchased materials for new adult readers for correctional facility and jails based on the recommendations from Ulster and Putnam County providers. 3) The System contributed to services supporting adult education through association with Hudson Valley and Catskill Partnership. 4) The System led a discussion among area literacy providers on community needs and support for literacy. 5) The Outreach Coordinator participated in the NYS Digital Literacy Advisory Committee. COORDINATED OUTREACH: 1) The System developed online job resource lists for member libraries and their patrons, which linked to resources for veterans and the state provided JobNow and the Adult Learning Center. 2) The System provided member libraries with a professionally designed brochure, "Your Library Card: Always Valuable, Now Priceless," developed with input from the Marketing Advisory Committee. 3) The Outreach Coordinator attended council and coalition meetings throughout the service area on behalf of member libraries, connecting media specialists, social service providers and mental health organizations to local library services. 4) The Outreach Coordinator promoted Digital Downloads from the Talking Book and Braille Library to member library directors by demonstrating the service at a Directors Association meeting. 5) The System held a focus group sessions with eight (8) member library staff involved in outreach in the development of its 2012-2016 Plan of Service. CORRECTIONAL FACILITIES: 1) The Library System supported library services at five county jails with 1,107 inmates (July) by providing self-help books, Spanish materials, job information and transitional support materials. 2) It supported library services at seven state correctional facilities with 8,068 inmates (July) by handling the interlibrary loans of

5,265 items for inmates and by providing information to correctional facility staff on collection development, reference materials in English and Spanish, speakers and performers with programs of interest to inmates, and technology. 3) It reviewed ILL statistics and service standards to correctional facilities with Member Library Directors. 4) It led the member library collection and donation of 450 audiotope titles and 50 VHS tapes to correctional facility libraries, and continued the collection and donation of magazines. 5) It held two training sessions in support of correctional facility libraries, including a Southeastern Regional Correctional Facility Library meeting with eight correctional facilities in attendance from both Mid-Hudson and Ramapo Catskill Library System. 6) It continued to distribute its Hudson Valley Connections, its forty-one page bilingual (English/Spanish) resource guide for ex-offenders. 7) The Outreach Coordinator facilitated NYLA Outreach and Corrections & Outreach Resources Roundtable meetings on 'Supporting Veterans and Military Families' and 'Job Seeking After Prison.' 8) The System led correctional facility staff in a review and revision of the goals and intended results for system services to state and county correctional facilities in developing the System's 2012-2016 Plan of Service. YOUTH SERVICES:

*Response has been entered*

1) The System developed a competitive rubric-based summer reading mini-grant program to support literacy and encourage member libraries to target strategic audiences or non-traditional users, meet the changing needs of their communities, or form community partnerships. 2) It provided two workshops to member library staff on planning and implementing community reading programs. 3) It led thirty-four member library youth service providers in developing a collection of 'Big Books' which are available to member libraries for programing. 4) It sponsored a 'Summer Reader Users Group' to support member libraries on the Summer Reader online service, increasing the number of participating member libraries from 12 to 27. 5) It increased the attendance by public library staff at 'Fall into Books,' an annual program that provides opportunities for and information on collaboration between local schools and libraries and is sponsored jointly by RCLS and the BOCES of Orange & Ulster, Dutchess and Putnam & Northern Westchester counties. 6) It expanded the OverDrive ebook collection to include YA titles and included titles from school reading lists and from the 'YALSA 2011 Best Fiction for Young Adults' list, which were added with state summer reading grant funds. 7) It promoted local and regional programs to support and encourage the development of youth services, including the Ulster School Library System Book Banquet, the Dutchess School Library System 2011 Notable Books

Banquet and the state-wide AWE group buy. 8) The System held two focus group sessions with twenty-one member library youth services staff in developing its 2012-2016 Plan of Service. ADULT PROGRAMING: 1) The System created an online Book Club in a Bag Reservation System to enable patrons to book kits directly. 2) The Library System held a focus group session for sixteen member library adult programing staff in developing its 2012-2016 Plan of Service."""

13.4 Element 4: Continuing Education/Training - Results

1) The System conducted 70 programs with a total of 714 participants and topics. Topics included summer reading, advocacy, sustainable funding, achieving success in budget votes, website development, building the digital library and circulation. Participants included trustees, directors, member library staff, and Friends. Feedback was collected from all participants. 2) It sponsored a number of "Trustee Essentials" workshops, as well as a special trustee workshop on legal issues provided by the attorneys Robert Schofield and Ellen Bach. 3) It established a laptop lab with an LSTA grant to support the hands-on training of member library staff in technology, updating member library websites and using the ILS effectively. 4) It provided three programs for the System's Friends Support Group, addressing the topics of advocacy, fundraising and recruitment. 5) It launched "Building Your Base Online," an LSTA-supported series of workshops, which focused on using social media, such as Twitter and Facebook, in marketing library services; and it developed a follow-up series of ten self-directed online programs to begin in 2012. 6) The Central Library provided member library staff three workshops on medical information and reference and two workshops on the Gale Testing and Education Reference Center. 7) The Continuing Education and Professional Development Advisory Committee met twice, reviewed CE session evaluations, and concluded that the System's CE program was providing the training members wanted. 8) The Advisory Committee reviewed and revised the goals and intended results for the System's CE program in the development of the System's 2012-2016 Plan of Service.

*Response has been entered*

13.5 Element 5 Consulting and Technical Assistance Services - Results

1) System staff made 281 on-site visits (totaling 588 hours) at member libraries for consultation, information, program support, technology support and training. 2) System staff conducted 7,612 consults with member libraries, not including system-wide notices and communication. 3) The System offered on-demand consultations and customized training that included 19 topics for library directors and staff, 11 topics for boards, 8 topics for Friends. 4) The System supported member libraries impacted by Hurricane Irene by collating information on the libraries affected,

enabling libraries to share accurate information with the public, and providing follow-up support and consultation to those most seriously affected. It surveyed all libraries to identify how they supported their communities after the storm by providing shelter and access to electricity, information and Internet-based communications. 5) It provided website development and hosting to thirty-two member libraries under contract, which included training and assistance on updating these sites and providing the sites with a mobile interface. It provided technical support to six libraries by contract. 6) It continued the 'Essential Documents Inventory' project to assist member libraries in applying "best practices" on long-range plans, bylaws, annual reports to the community and policies. Two more libraries have a complete set of "essential documents" bringing the total to eight.

*Response has been entered*

13.6 Element 6 Coordinated Services - Results

1) The System increased member libraries opportunities for cost-effective purchasing by providing recommendations for technology, library materials and supply purchasing. 2) It negotiated reduced prices for system-wide database subscriptions. 3) It coordinated one group purchase of PCs. 4) It continued to support the online payment of patron fines in the catalog for all member libraries.

*Response has been entered*

13.7 Element 7: Awareness and Advocacy - Results

1) The Library System continued to organize state-level advocacy efforts, including coordinating appointments with the legislators representing the System's service area on NYLA's Advocacy Day, to which over 60 Mid-Hudson library supporters attended representing over 20 member libraries. 2) The Executive Director attended and provided testimony before the Public Hearing held by the New York State Assembly Standing Committee on Libraries and Education Technology in and was accompanied by two member library trustees and a member library director. 3) The Executive Director provided the keynote address on the future of libraries--trends, challenges and opportunities--at the System's annual meeting attended by 70 system and member library trustees, directors, and staff. 4) The System conducted significant outreach to the Office of the State Comptroller on the the issues affecting libraries in the implementation of the Property Tax Cap legislation and kept its members continually informed of these issues and the implementation of the law. 5) The System provided clarity on the voting machine issue to those members affected and provided information to members and legislators on efforts to repeal the MTA tax. 6) It provided nine Advocacy "Boot Camp" training sessions for frontline staff, trustees, and Friends. It provided a workshop on sustainable funding for association and municipal public libraries and a workshop on strategies for achieving a successful budget vote by using the System's

*Response has been entered*

Public Library Vote Toolbox. 7) It continued its Word-of-Mouth Marketing Project with six topics, including 'Save Green by Going Green @your library' and 'Back to School @your library.' 8) The Marketing Advisory Committee conducted an in-depth survey of libraries in part to help libraries self-assess their marketing and PR efforts and help the System understand areas of needed support and training. 9) It continued to promote the 'Library Use Value Calculator,' resulting in the calculator appearing on a majority of member library websites. 10) The System continued to encourage sustainable funding for member libraries. The Coordinator for Library Growth & Sustainability supported six libraries in 414 votes. Five were successful and one was the library's first 414. The Coordinator also worked with two libraries on transitioning to special districts. Over 90% of public votes in the MHLS region were successful in 2011 and by year's end, 83% of member libraries have held public votes on their budget.

13.8 Element 8: Communication among Member Libraries and/or Branch Libraries - Results

1) The System continued supporting its five (5) member library listservs; identifying and sharing system-wide news of member libraries in the media; distributing 52 issues of the Bulletin and 2 issues of the trustee newsletter, Across the Board; facilitating and contributing to On the Shelves, a monthly review of books in the Poughkeepsie Journal; and providing weekly statistics on high-demand items in member libraries to the Daily Freeman. 2) It facilitated networking opportunities and the sharing of expertise in four user groups: Millennium, SAM, Library Friends, and New Directors. 3) The Executive Director and System coordinators provided extensive written reports to the Directors Association. 4) An Ad Hoc System Services Committee of member library directors met five times to review and revise the System's 2012-2016 Plan of Service, informing the Directors Association on the plan's progress.

*Response has been entered*

13.9 Element 9: Cooperative Efforts with Other Library Systems - Results

1) System staff participated in the New York Alliance of Library Systems and Public Library System Directors' Organization of New York State meetings and discussions. 2) They coordinated Southeastern Regional Correctional Facility Librarians meeting. 3) They provided training at New York State Library Association Conference (NYLA). 4) They worked with Southeastern New York Library Resources Council members to coordinate regional training opportunities and served on the Council's planning committee. 5) They coordinated advocacy efforts with Ramapo Catskill, Westchester, Upper Hudson, Four County and Mohawk Valley Library Systems. 6) They enhanced efforts of staff at the local level, and maximized cost effectiveness and increased regional opportunities by collaborating with area school library systems and regional public library

*Response has been entered*

systems on the Annual Fall Into Books Children's and Teens Literature Conference.

13.10 Element 10: Construction - Results

1) The System provided training, resources and on-site consultations on library space needs and assessment, construction planning, energy efficiency projects, construction funding and bonds. 2) It successfully shepherded Public Library Construction program FY2011 grants to completion; developed and provided a technical assistance workshop to aid FY2012 applicants; and learned and supported the new online application program. 3) The Coordinator for Library Growth & Sustainability served on the Preservation League/NYSERDA advisory committee to develop "CODE GREEN" curriculum (historic preservation/energy efficiency) and authored an article for Library Journal, "A Whole Systems Approach: Integrated Building Design," (Sept. 15, 2011).

*Response has been entered*

13.11 Element 11: Central Library - Results

REFERENCE: 1) The Central Library and Collection Development Advisory Committee met five times to discuss reference services provided by the Central Library, including the Ask Us 24/7 reference service. 2) Central Library Staff provided two Testing & Education Reference Center Database workshops for member library staff on assisting patrons planning careers, considering college, preparing to take Civil Service exams and seeking employment; it offered three workshops on medical and health information resources to member libraries. 3) The Advisory Committee reviewed and approved a plan by the Central Library to develop weekly reference tips--Tuesdays Tips--and distribute these system wide. 4) The Advisory Committee and System conducted an on-going assessment of digital resources in support of virtual reference. This included reviewing the use of databases purchased by member libraries under a cost sharing agreement and with Central Library Development Aid. 5) The System continued to provide member libraries and library patrons remote access to all digital materials offered by NYS and member libraries with library card-based authentication. 6) The Advisory Committee reviewed and revised the goals and intended results on central library reference in a draft of the Central Library 2012-2016 Plan of Service. COLLECTION DEVELOPMENT 1) The Central Library and Collection Development Advisory Committee, System, Central Library and the Directors Association continued to review and guide the system-wide development of system-wide collections. This included: a) reviewing the use of databases purchased by member libraries under a cost sharing agreement and with Central Library Development Aid; b) targeting non-fiction and reference purchases, including downloadable audio and digital resources on jobs with BTOP funding; c)

*Response has been entered*

analyzing the use of Overdrive ebooks and downloadable audio, which continued to be included in the MHLS catalog; and expanding the number of ebooks. d) developing guidelines for purchasing ebooks and downloadable audio; e) implementing a plan for Central Library Staff to identify out-of-date medical materials in member library collections and reporting the results to each library with recommendations for weeding and updating, and sharing the analysis the county member library associations; f) comparing and contrasting the BookLetters readers advisory service with NextReads to determine which better connects readers to existing and new materials, and adopting a plan for 2012. 2) The Central Library and Collection Development Advisory Committee reviewed and revised goals on collection development in a draft of the Central Library 2012-2016 Plan of Service.

- |       |                                     |   |                                  |
|-------|-------------------------------------|---|----------------------------------|
| 13.12 | Element 12: Direct Access - Results | <p>An ad hoc direct access committee was formed by the Resources Sharing Advisory Committee to develop a new direct access plan in order to address member library concerns about residents of unserved areas receiving services for which no support was provided. The committee included member library directors as well as system staff. It reviewed the current plan, other library system plans and Commissioner's Regulations. It met three times and drafted a plan that was submitted to the Directors Association in April. It was then revised to address concerns of the Directors Association and a draft was shared with Mid-Hudson's liaison at the Division of Library Development. The Directors Association approved a final draft of the plan, with some last minute clarifications and amendments, at its May meeting. A majority of the member libraries were present and approval was unanimous. The plan was also reviewed and approved with minor changes by the Mid-Hudson Trustee Planning and Personnel Committee. The plan was approved by the Mid-Hudson Library System Board of Trustees on July 13 and submitted to the state for review and approval.</p> | <i>Response has been entered</i> |
|-------|-------------------------------------|---|----------------------------------|

- |       |                                     |                 |                                  |
|-------|-------------------------------------|-----------------|----------------------------------|
| 13.13 | Element 13: Other Goal(s) - Results | None applicable | <i>Response has been entered</i> |
|-------|-------------------------------------|-----------------|----------------------------------|

## 14. Assurance and Contact Information

### CONTACT INFORMATION

- |      |   |   |   |
|------|---|---|---|
| 14.1 | Contact name (person completing report)                         | Mike Nyerges/Linda Vittone                    | <i>Linda Vittone/Merribeth Advocate</i> |
| 14.2 | Contact phone number (enter 10 digits only and hit the Tab key) | (845) 471-6060                                | <i>(845) 471-6060</i>                   |
| 14.3 | Contact e-mail address  | mnyerges@midhudson.org/lvittone@midhudson.org | <i>lvittone@midhudson.org/madvoca</i>   |

### ASSURANCE

14.4	The Library System operated under its approved Plan of Service in accordance with the provisions of Education Law and the Regulations of the Commissioner, and assures that this "Annual Report" was reviewed and accepted by the System Board/Council on (date - mm/dd/yyyy)	03/10/2012	<i>03/12/2011</i>
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**APPROVAL** (for New York State Library use only/not a required field)

14.5	The Library System's Annual Report was reviewed and approved by the New York State Library on (date - mm/dd/yyyy)	03/10/2012	<i>06/27/2011</i>
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**Suggested Improvements**

Library System	Mid-Hudson Library System	<i>Mid-Hudson Library System</i>
Name of Person Completing Form	Michael Nyerges/Linda Vittone	<i>Linda Vittone/Merribeth Advocate</i>
Phone Number and Extension (enter area code, telephone number and extension only):	(845) 471-6060 Ext.217	<i>(845) 471-6060 Ext.213</i>
Please share with us your suggestions for improving the <i>Annual Report</i> . Thank You!		<i>Response has been entered</i>