

Mid-Hudson Library System

Annual Report for Library Systems - 2010 (Public Library Systems)

1. General System Information

1.1	SEDCODE	131500700010
1.2	System Name	Mid-Hudson Library System
1.3	Beginning Reporting Year	1/1/2010
1.4	Ending Reporting Year	12/31/2010
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 is 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)	(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/plan_of_service.htm
1.17	Population Chartered to Serve (2000 Census)	627,046
1.18	Area Chartered to Serve (square miles)	2,937
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	Michael
1.25	Last Name of System Director	Nyerges
1.26	NYS Public Librarian Certification Number of the Director of Public Library System, and Reference and Research Library Resources System.	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
- 1.32 E-Mail Address of the System Director mnyerges@midhudson.org
- 1.33 Fax Number of the System Director (enter 10 digits only) (845) 454-5940
- 1.34 Name of Outreach Coordinator Merribeth Advocate
- 1.47 Does the system charge a membership fee? Enter Y for Yes, N for No. 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
1. Name of Contracting Municipality or District N/A
2. Is this a written contract? (Enter Y for Yes, N for No) N/A
3. Population of the geographic area served by this contract N/A
4. Dollar amount of contract N/A
5. Indicate "Full" or "Partial" range of services provided by this contract (Select one) 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. 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. 35.00

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
- 2.5 Public Library System Director per CR 90.3(f) - Vacant Position FTE 0
- 2.10 Librarians - Filled Position(s) FTE 3
- 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)** 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
- 2.16 Total Other Professional Staff - Filled Position(s) FTE 2.75
- 2.17 Total Other Professional Staff - Vacant Position(s) FTE 0
- 2.18 Total Other Staff - Filled Position(s) FTE 14.23
- 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)** 21.98
- 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 \$105,000

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/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 8

3.24 Number of voting positions on system board/council 15

3.25 Have the members of the system board taken and filed the Oath of Office? Y

3.26 The date trustees took the Oath of Office (mm/dd/yyyy) 01/11/2011

3.27 The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 03/15/2011

3.28 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, 2011, through December 31, 2011.
School Library Systems and 3Rs Systems - enter information for the period July 1, 2010, through June 30, 2011
President/Council Chair

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

3.30 First Name Frank J.

3.31 Last Name Tuttle

3.32 Institutional Affiliation Kinderhook Memorial Library

3.33 Professional Title Board Member

Mailing Address

City

3.36 Zip Code (enter five digits only)

3.37 Telephone for the Board President (enter 10 digits only)

E-mail Address

3.39 Term Expires - Month or N/A December

3.40 Term Expires - Year (YYYY) or N/A 2013

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.

1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant Mr.
2. First Name William
3. Last Name Conine
4. Institutional Affiliation Heermance Memorial Library
5. Professional Title Board Member

Mailing Address

City

8. Zip Code (enter five digits only)

9. Term Expires - Month or N/A December

10. Term Expires - Year (YYYY) or N/A 2014

1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant Mr.
2. First Name Steve
3. Last Name Benson
4. Institutional Affiliation Taconic Hill Central School System
5. Professional Title Retired Teacher

Mailing Address

City

8. Zip Code (enter five digits only)

9. Term Expires - Month or N/A December

10. Term Expires - Year (YYYY) or N/A 2014

1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant Ms.
2. First Name Caroline
3. Last Name Benton Profera
Cairo Public Library

4. Institutional Affiliation
5. Professional Title Board Member
Mailing Address
City
8. Zip Code (enter five digits only)

9. Term Expires - Month or N/A December
10. Term Expires - Year (YYYY) or N/A 2015

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

2. First Name Jean
3. Last Name Ehnebuske
4. Institutional Affiliation Ut Dana Center/Tspe
5. Professional Title Retired Editor
Mailing Address
City
8. Zip Code (enter five digits only)

9. Term Expires - Month or N/A December
10. Term Expires - Year (YYYY) or N/A 2011

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

2. First Name Peter R.
3. Last Name Hoffman
4. Institutional Affiliation Marlboro Free Library
5. Professional Title Registered Architect
Mailing Address
City
8. Zip Code (enter five digits only)

9. Term Expires - Month or N/A December
10. Term Expires - Year (YYYY) or N/A 2013

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

2. First Name Martin
3. Last Name Miller
4. Institutional Affiliation Patterson Library
5. Professional Title Former Board President/Bd Member
Mailing Address

City

8. Zip Code (enter five digits only)
9. Term Expires - Month or N/A December
10. Term Expires - Year (YYYY) or N/A 2011
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/Public Relations Consult.

Mailing Address

City

8. Zip Code (enter five digits only)
9. Term Expires - Month or N/A December
10. Term Expires - Year (YYYY) or N/A 2011
1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant Ms.
2. First Name Patricia M.
3. Last Name Miller
4. Institutional Affiliation Somers Library
5. Professional Title Director

Mailing Address

City

8. Zip Code (enter five digits only)
9. Term Expires - Month or N/A December
10. Term Expires - Year (YYYY) or N/A 2011
1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant Dr.
2. First Name Michael
3. Last Name Minor
4. Institutional Affiliation H.V. Mental Health
5. Professional Title Board Chair

Mailing Address

City

8. Zip Code (enter five digits only)

9. Term Expires - Month or N/A December
10. Term Expires - Year (YYYY) or N/A 2011
1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant Mr.
2. First Name Roland M.
3. Last Name Patterson
4. Institutional Affiliation Poughkeepsie Public Library District
5. Professional Title Board Member
- Mailing Address
- City
8. Zip Code (enter five digits only)
9. Term Expires - Month or N/A December
10. Term Expires - Year (YYYY) or N/A 2015
1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant Ms.
2. First Name Janet R.
3. Last Name Schnitzer
4. Institutional Affiliation Hudson City School District
5. Professional Title Professional Engineer
- Mailing Address
- City
8. Zip Code (enter five digits only)
9. Term Expires - Month or N/A December
10. Term Expires - Year (YYYY) or N/A 2015
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 Board Member
- Mailing Address
- City
8. Zip Code (enter five digits only)
9. Term Expires - Month or N/A December
10. Term Expires - Year (YYYY) or N/A 2012

1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant Ms.
2. First Name Sally
3. Last Name Rhoads
4. Institutional Affiliation Elting Memorial Library
5. Professional Title Retired Consultant
- Mailing Address
- City
8. Zip Code (enter five digits only)
9. Term Expires - Month or N/A December
10. Term Expires - Year (YYYY) or N/A 2012

1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant Mr.
2. First Name Stephen M.
3. Last Name MacNish
4. Institutional Affiliation Pleasant Valley Free Library
5. Professional Title Past President
- Mailing Address
- City
8. Zip Code (enter five digits only)
9. Term Expires - Month or N/A December
10. Term Expires - Year (YYYY) or N/A 2014

COORDINATED OUTREACH COUNCIL

- 3.41 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, 2010, through December 31, 2010. 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., Other (specify using the State note), Vacant Mr.
2. First Name Ronald
3. Last Name VanKleeck
4. Institutional Affiliation Highland Residential Center
5. Professional Title Administrator
1. Title (drop down): Mr., Mrs., Ms., Miss, Dr., Other (specify using the State note), Vacant Ms.
2. First Name Marcella

3.	Last Name	Beigel
4.	Institutional Affiliation	Columbia County RSVP
5.	Professional Title	Director
1.	Title (drop down): Mr., Mrs., Ms., Miss, Dr., Other (specify using the State note), Vacant	Ms.
2.	First Name	Hilda
3.	Last Name	Flowers
4.	Institutional Affiliation	Ulster County BOCES
5.	Professional Title	Educator
1.	Title (drop down): Mr., Mrs., Ms., Miss, Dr., Other (specify using the State note), Vacant	Mr.
2.	First Name	Charles
3.	Last Name	DeSimone
4.	Institutional Affiliation	Barnes & Noble Booksellers
5.	Professional Title	Community Relations Manager
1.	Title (drop down): Mr., Mrs., Ms., Miss, Dr., Other (specify using the State note), Vacant	Ms.
2.	First Name	Phyllis
3.	Last Name	Keaton
4.	Institutional Affiliation	Howland Public Library
5.	Professional Title	Director
1.	Title (drop down): Mr., Mrs., Ms., Miss, Dr., Other (specify using the State note), Vacant	Mr.
2.	First Name	Polly
3.	Last Name	Adema
4.	Institutional Affiliation	Dutchess County Arts Council
5.	Professional Title	Folklorist
1.	Title (drop down): Mr., Mrs., Ms., Miss, Dr., Other (specify using the State note), Vacant	Ms.
2.	First Name	Kathy
3.	Last Name	Jamison
4.	Institutional Affiliation	Dutchess County Office for the Aging
5.	Professional Title	Case Worker
1.	Title (drop down): Mr., Mrs., Ms., Miss, Dr., Other (specify using the State note), Vacant	Ms.
2.	First Name	Fran
3.	Last Name	Shepherd
4.	Institutional Affiliation	Wappingers Central Schools
5.	Professional Title	retired school librarian

4. Public Library System Trans and Collection

4.1	Number of registered system borrowers	0
4.2	Total system circulation	0

4.3 System Visits 1,772

SYSTEM HOLDINGS

4.4 Total Cataloged Book Holdings 2,908

4.5 Non-Cataloged Book Holdings 0

4.6 Total Print Serial Holdings 7

4.7 All Other Print Materials Holdings 123

4.8 Total Electronic Holdings 106

4.9 All Other Holdings 0

4.10 **Grand Total Holdings (total questions 4.4 through 4.9)** 3,144

ROTATING COLLECTIONS/BOOK LOANS

4.11 Does the system have rotating collections/bulk loans? (Enter Y for Yes, N for No) Y

4.12 Number of collections 30

4.13 Average number of items per collection 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

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 | 628,978 |
| 5.9 | Number of new titles added by the system in the reporting year | 115 |
| 5.10 | Number of Central Library Aid titles added in the reporting year | 1,719 |
| 5.11 | Number of new titles added by the members in the reporting year | 35,426 |
| 5.12 | Total new titles (total questions 5.9 through 5.11) | 37,260 |

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 | 628,978 |
| 5.16 | Number of holdings in the system's union catalog | 2,307,637 |
| 5.17 | Number of new titles added in the last year | 35,426 |
| 5.18 | Number of holdings added in the last year | 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 |
| 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 included in a database that serves as a link of the virtual catalog? 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
 - b. Non-library catalogs are included (if checked, please name non-library catalogs using the State note) No
 - c. Responses are mediated Yes
 - d. Patron-initiated ILL available and used through this catalog Yes
 - e. 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 6,921,696

NOVEL_{NY}-READY LIBRARIES

- 5.28 How many of the system's member libraries have achieved Basic NOVEL_{NY}-ready status? 27
- 5.29 How many of the system's member libraries have achieved Advanced NOVEL_{NY}-ready status? 39
- 5.30 How many of the system's member libraries have achieved Leader NOVEL_{NY}-ready status? 0
- 5.31 **Total NOVEL_{NY}-Ready Libraries (total questions 5.28 through 5.30)** 66

SYSTEM INTERLIBRARY LOAN ACTIVITY

- 5.32 Total items provided (loaned) 710
- 5.33 Total items received (borrowed) 6,723
- 5.34 Total requests provided (loaned) unfilled 1,290
- 5.35 Total requests received (borrowed) unfilled 4,258

5.36 Total interlibrary loan activity
(total questions 5.32 through 5.35) 12,981

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

5.39 Number of stops (pick-up and delivery sites per week) 435

CONTINUING EDUCATION/STAFF DEVELOPMENT Workshops/Meetings/Training Sessions

Resource sharing (ILL, collection development, etc.)

5.40 Number of sessions 13
5.41 Number of participants 298

Technology

5.42 Number of sessions 8
5.43 Number of participants 193

Digitization

5.44 Number of sessions 0
5.45 Number of participants 0

Leadership

5.46 Number of sessions 3
5.47 Number of participants 32

Management & Supervisory

5.48 Number of sessions 4
5.49 Number of participants 55

Planning and Evaluation

5.50 Number of sessions 6
5.51 Number of participants 138

Awareness and Advocacy

5.52 Number of sessions 7
5.53 Number of participants 175

Trustee/Council Training

5.54 Number of sessions 6
5.55 Number of participants 63

Special Client Populations

5.56 Number of sessions 5
5.57 Number of participants 71

Children's Services/Elementary Grade Levels

5.58 Number of sessions 8

5.59 Number of participants 124

Young Adult Services/Middle and High School Grade Levels

5.60 Number of sessions 4

5.61 Number of participants 46

General Adult Services

5.62 Number of sessions 10

5.63 Number of participants 132

5.64 **Other:** Does the system provide other Workshops/Meetings/Training Sessions not listed above? Enter Y for Yes, N for No. If Yes, complete one record for each topic; if No, enter N/A for questions 1, 2 and 3 of one repeating group. Y

1. Topic Construction

2. Number of sessions 2

3. Number of participants 75

1. Topic Orientation

2. Number of sessions 4

3. Number of participants 54

5.65 **Grand Total Sessions** (total questions 5.40, 5.42, 5.44, 5.46, 5.48, 5.50, 5.52, 5.54, 5.56, 5.58, 5.60, 5.62 and total of question #2 of Repeating Group #5) 80

5.66 **Grand Total Participants** (total questions 5.41, 5.43, 5.45, 5.47, 5.49, 5.51, 5.53, 5.55, 5.57, 5.59, 5.61, 5.63 and total of question #3 of Repeating Group #5) 1,456

COORDINATED SERVICES

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

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

5.68 Number of contacts -
Consulting with member
libraries on grants, and state
and federal funding 137

5.69 Number of contacts -
Consulting with member
libraries on funding and
governance 682

5.70 Number of contacts -
Consulting with member
libraries on charter and
registration work 50

5.71 Number of contacts -
Consulting with member
libraries on automation and
technology 3,050

5.72 Number of contacts -
Consulting with member
libraries on youth services 526

5.73 Number of contacts -
Consulting with member
libraries on adult services 279

5.74 Number of contacts -
Consulting with member
libraries on physical plant
needs 106

5.75 Number of contacts -
Consulting with member
libraries on personnel and
management issues 165

5.76 Number of contacts -
Consulting with state and
county correctional facilities 86

5.77 Number of contacts -
Providing information to local,
county, and state legislators
and their staffs 107

5.78 Number of contacts -
Providing system and member
library information to the
media 116

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

1. Topic Marketing

2. Number of contacts (all types) 341

5.81 **Total Other Contacts** (total of question #2 of Repeating Group #6) 341

5.82 **Total Contacts** (Total of questions 5.68 through 5.79 and 5.81) 5,778

REFERENCE SERVICES

5.83 Total Reference Transactions 0

SERVICES TO SPECIAL CLIENTS (Direct and Contractual)

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

a. Services for patrons with disabilities Yes

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 & underemployed individuals Yes

i. N/A No

5.85 Number of BOOKS BY MAIL loans 0

5.86 Number of member libraries with Job/Education Information Centers or collections 40

5.87 Number of State Correctional Facilities libraries served 7

5.88 Number of County Jails libraries served 5

5.89 Number of institutions served other than jails or correctional facilities 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
1. Service provided N/A
 2. Number of facilities/institutions served 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, please go to Part 6. Y
- 5.92 Description of fees Began member library contribution to the System operating budget, through a fee structure decided on by the Directors Association, based on a 3-year average of the number of materials brought in from other libraries.

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 \$0
- 6.4 **Total Local Public Funds**
(total questions 6.2 and 6.3) \$0

STATE AID RECEIPTS

- 6.5 Adult Literacy Library Services Grants \$0
- 6.6 Central Library Development Aid \$0
- 6.7 Central Book Aid \$0
- 6.8 Conservation/Preservation Grants \$0
- 6.9 Construction for Public Libraries Aid \$0
- 6.10 Coordinated Outreach Services Aid \$107,340

6.11	Correctional Facilities Library Aid	\$74,797
6.12	County Jails Library Aid	\$4,394
6.14	Family Literacy Grants (formerly Parent & Child)	\$0
Local Library Services Aid		
6.18	Kept for Headquarters	\$0
6.19	Distributed to members	\$10,410
6.20	Total LLSA (total questions 6.18 and 6.19)	\$10,410
6.21	Local Services Support Aid	\$7,561
6.22	Local Consolidated Systems Aid	\$0
6.26	Public Library System Basic Aid	\$1,387,618

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	\$70,324
6.36	The New York Public Library - The Research Libraries	\$0
6.37	The New York Public Library, Andrew Heiskell Library for the Blind and Physically Handicapped Aid	\$0
6.38	The New York Public Library, City University of New York	\$0
6.39	The New York Public Library, Schomburg Center for Research in Black Culture Library Aid	\$0
6.40	The New York Public Library, Science, Industry and Business Library	\$0
6.41	Does the system receive state funding from other sources? Enter Y for Yes, N for No. (Report Special Legislative Grants and Member Items on Q 6.35).	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	Dutchess Co. Dept.Mental Hygiene/OASAS
2.	Amount	\$99,585
6.42	Total Other State Aid (total question #2 of Repeating Group #9 above)	\$99,585
Total State Aid Receipts		

6.43 (total questions 6.5 through 6.14, question 6.17, questions 6.20 through 6.22, questions 6.25 through 6.27, questions 6.30 through 6.40, and question 6.42) \$1,762,029

FEDERAL AID

6.44 Library Services and Technology Act (LSTA) \$29,423

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

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

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

6.47 **Total Federal Aid** (total questions 6.44 and 6.46) \$29,423

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

6.48 Does the system contract with libraries and/or library systems in New York State? Enter Y for Yes, N for No. 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/Database Lic/Delivery
 3. Total Contract Amount \$438,916

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

MISCELLANEOUS RECEIPTS

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

6.52 Income from Investments \$3,386
 Proceeds from Sale of Property

6.53 Real Property \$0

6.54 Equipment \$0

6.55 Does the system have other miscellaneous receipts in categories not listed in questions 6.50 through 6.54? Enter Y for Yes, N for No. 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 | Tech Supp |
| 2. | Amount | \$13,629 |
| 1. | Receipt category | Web Host |
| 2. | Amount | \$9,000 |
| 1. | Receipt category | Rotating |
| 2. | Amount | \$4,450 |
| 1. | Receipt category | Prop.Rent |
| 2. | Amount | \$2,700 |
| 1. | Receipt category | E-rate |
| 2. | Amount | \$33,790 |
| 1. | Receipt category | Other |
| 2. | Amount | \$21,363 |

- | | | |
|------|--|-------------|
| 6.56 | Total Other Miscellaneous Receipts (total question #2 of Repeating Group #12 above) | \$84,932 |
| 6.57 | Total Miscellaneous Receipts (total questions 6.50 through 6.54 and question 6.56) | \$164,456 |
| 6.58 | TOTAL OPERATING FUND RECEIPTS - Total Local Public Funds, Total State Aid, Total Federal Aid, Total Contracts, and Total Miscellaneous Receipts (total questions 6.4, 6.43, 6.47, 6.49, and 6.57) | \$2,394,824 |

6.59 **BUDGET LOANS** \$0

TRANSFERS

- | | | |
|------|---|-----------|
| 6.60 | From Capital Fund (Same as question 9.6) | \$15,500 |
| 6.61 | From Other Funds | \$0 |
| 6.62 | Total Transfers (total questions 6.60 and 6.61) | \$15,500 |
| 6.63 | CASH BALANCE -
Beginning of Current Fiscal Reporting Year:
Public Library Systems -
January 1, 2009; 3Rs - July 1, 2009. (Same as closing cash balance at the end of previous fiscal reporting year: Public Library Systems - December 31, 2008; 3Rs - June 30, 2009.) | \$909,214 |

6.66	GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS, AND BALANCE/ROLLOVER (Public Library Systems and 3Rs - total questions 6.58, 6.59, 6.62 and 6.63 - must agree with question 7.72)	\$3,319,538
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7. Operating Fund Disbursements

STAFF EXPENDITURES

Salaries

7.1	System Director and Librarians	\$335,668
7.2	Other Staff	\$671,898
7.3	Total Salary and Wages Expenditures (total questions 7.1 and 7.2)	\$1,007,566
7.4	Employee Benefits Expenditures	\$313,947
7.5	Total Staff Expenditures (total questions 7.3 and 7.4)	\$1,321,513

COLLECTION EXPENDITURES

7.6	Print Materials Expenditures	\$13,507
7.7	Electronic Materials Expenditures	\$132,848
7.8	Other Materials Expenditures	\$5,376
7.9	Total Collection Expenditures (total questions 7.6 through 7.8)	\$151,731

GRANTS TO MEMBER LIBRARIES

Cash Grants Paid From

7.10	Local Library Services Aid (LLSA)	\$10,410
7.11	Central Library Aid (CLDA/CBA)	\$0
7.15	Other State Aid/Grants (e.g., Construction, Special Legislative or Member Grants)	\$0
7.16	Federal Aid	\$0
7.17	Other cash grants paid from system funds	\$129,838
7.18	Total Cash Grants (total questions 7.10 through 7.17)	\$140,248
7.19	Book/Library Materials Grants	\$0
7.20	Other Non-Cash Grants	\$8,240
7.21	Total Grants to Member Libraries (total questions 7.18 through 7.20)	\$148,488

CAPITAL EXPENDITURES FROM OPERATING FUNDS

7.22	Bookmobile	\$0
7.23	Other Vehicles	\$0

7.24	Computer Equipment	\$5,686
7.25	Furniture/Furnishings	\$0
7.26	Other Capital Expenditures	\$0
7.27	Total Capital Expenditures from Operating Fund (total questions 7.22 through 7.26)	\$5,686

TOTAL CAPITAL EXPENDITURES BY SOURCE OF FUNDS

7.28	From Local Public Funds (71PF)	\$0
7.29	From Other Funds (71OF)	\$5,686
7.30	Total Capital Expenditures by Source (total questions 7.28 and 7.29; same as question 7.27)	\$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
7.32	From Other Funds (72OF)	\$1,642
7.33	Total Repairs to Buildings and Building Equipment (total questions 7.31 and 7.32)	\$1,642
7.34	Other Building & Maintenance Expenses	\$58,326
7.35	Total Operation and Maintenance of Buildings (total questions 7.33 and 7.34)	\$59,968

MISCELLANEOUS EXPENSES

7.36	Total Operation & Maintenance of Bookmobiles and Other Vehicles	\$1,740
7.37	Office and Library Supplies	\$28,971
7.38	Telecommunications	\$35,273
7.39	Binding Expenses	\$0
7.40	Postage and Freight	\$7,776
7.41	Publicity and Printing	\$9,143
7.42	Travel	\$28,641
7.43	Fees for Consultants and Professionals	\$29,268
7.44	Membership Dues	\$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

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	Retiree M
2.	Amount	\$111,958
1.	Expense category	Delivery
2.	Amount	\$275,240

1.	Expense category	Eq.Rental
2.	Amount	\$31,364
1.	Expense category	Contr.Fee
2.	Amount	\$105,544
7.47	Total Other Miscellaneous Expenses (total question #2 of Repeating Group #13)	\$524,106
7.48	Total Miscellaneous Expenses (total questions 7.36 through 7.45 and 7.47)	\$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

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

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 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)	\$2,355,649

TRANSFERS

Transfers to the Capital Fund

7.57	From Local Public Funds (76PF)	\$0
7.58	From Other Funds (76OF)	\$30,475
7.59	Total Transfers to Capital Fund (total questions 7.57 and 7.58; same as question 8.2)	\$30,475
7.60	Total Transfers to Other Funds	\$0
7.61	Total Transfers (total questions 7.59 and 7.60)	\$30,475
7.62	TOTAL DISBURSEMENTS AND TRANSFERS (total questions 7.56 and 7.61)	\$2,386,124
7.63	CLOSING CASH BALANCE at the End of the Current Fiscal Reporting Year (For Public Library Systems - December 31, 2009) (For 3Rs - June 30, 2010)	\$933,414
7.72	GRAND TOTAL DISBURSEMENTS, TRANSFERS, & BALANCE/ROLLOVER (total questions 7.62, 7.63, 7.67, and 7.71)	\$3,319,538

FISCAL AUDIT

7.73	Last audit performed (mm/dd/yyyy)	08/11/2010
7.74	Time period covered by this audit (mm/dd/yyyy - mm/dd/yyyy)	01/01/2009-12/31/2009
7.75	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	HSBC Bank, USA
2.	Amount of funds on deposit	\$79,016
1.	Name of bank or financial institution	HSBC Bank, USA
2.	Amount of funds on deposit	\$63
1.	Name of bank or financial institution	HSBC Bank, USA
2.	Amount of funds on deposit	\$957,034
7.76	Total Bank Balance (total question #2 of Repeating Group #15)	\$1,036,113
7.77	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** \$299
- 8.2 **Transfer From Operating Fund** \$30,475
(same as question 7.59)

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 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

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) \$30,774

- 8.7 **NONREVENUE RECEIPTS** \$0

- 8.8 **TOTAL RECEIPTS - Total Receipts and Nonrevenue Receipts** (total questions 8.6 and 8.7) \$30,774

- 8.9 CASH BALANCE - Beginning of Current Fiscal Reporting Year: Public Library Systems - January 1, 2009; 3Rs - July 1, 2009. (Same as closing cash balance at the end of previous fiscal reporting year: Public Library Systems - December 31, 2008; 3Rs - June 30, 2009.) \$143,883

- 8.10 **TOTAL RECEIPTS AND CASH BALANCE** (total questions 8.8 and 8.9) \$174,657

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 6.60)	\$15,500
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)	\$15,500
9.9	CLOSING CASH BALANCE IN CAPITAL FUND at the End of the Current Fiscal Year (December 31, 2009, for Public Library Systems; June 30, 2010, for 3Rs)	\$159,157
9.10	TOTAL DISBURSEMENTS AND CASH BALANCE (total questions 9.8 and 9.9)	\$174,657

12. Projected Annual Budget For Library Systems

Public Library Systems January 1, 2011 — December 31, 2011

12.1	Total Operating Fund Receipts (include Local Aid, State Aid, Federal Aid, Contracts and Miscellaneous Receipts)	\$2,496,460
12.2	Budget Loans	\$0
12.3	Total Transfers	\$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, 2011, must be the same as the December 31, 2010, closing balance reported on Q7.63 of the 2010 annual report)	\$933,414
12.5	Grand Total Operating Fund Receipts, Budget Loans, Transfers and Balance/Rollover (total questions 12.1 through 12.4)	\$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)	\$2,326,432
12.7	Total Transfers	\$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, 2011)	\$1,071,442
12.9	Grand Total Operating Fund Disbursements, Transfers and Balance/Rollover (total questions 12.6 through 12.8)	\$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)	\$32,300
12.11	Nonrevenue Receipts	\$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, 2011, must be the same as the December 31, 2010, closing balance reported on Q9.9 of the 2010 annual report)	\$143,883
12.13	Grand Total Capital Fund Receipts and Balance (total questions 12.10 through 12.12)	\$176,183

PROJECTED CAPITAL FUND - DISBURSEMENTS

12.14	Capital Fund Disbursements (include Project Expenditures, Transfer to Operating Fund and Nonproject Expenditures)	\$0
12.15	Cash Balance in Capital Fund at the end of the current fiscal year (For Public Library Systems, December 31, 2011)	\$176,183

12.16 **Grand Total Capital Fund Disbursement, Transfers, and Balance (Sum of questions 12.14 and 12.15)** \$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) 03/12/2011

13. Summary of Library System Accomplishments

Using the goals from Section 5 in the approved 2006-2011 System Plan of Service, **BRIEFLY** describe the final results of each element for Year 4 (2010)

13.1 Element 1: Resource Sharing - Results

Cooperative Collection Development

â€¢ Goal: The macro-collection will be comprehensive.

â€¢ Intended Result(s): A comprehensive system-wide plan for collection development that will provide guidelines for purchasing and weeding for efficient use of library funds and to insure responsibility of each member library to provide appropriate materials and contribute to cooperative collection development / consortia lending; Balance collection needs such as remote use vs. physical browsing; foreign languages; readers' advisory; new formats; coordination of unique collections.

â€¢ 2010 Progress: ï¶ Added a system-wide digital collection through OverDrive (downloadable audiobooks & eBooks), with all items included in the MHLS online catalog. ï¶ Analyzed system-wide ILL requests to determine underrepresented areas of the collective collection. ï¶ Strengthened system-wide collection with new materials purchased from Central Book Aid funds in targeted areas, including downloadable audio language materials. ï¶ Identified outdated health materials in member library collections as a system-wide problem. Began discussions to develop a coordinated method of examining materials to address the problem system-wide.

Delivery

â€¢ Goal: Provide delivery service to all members.

â€¢ Intended Result(s): Library materials will be distributed and collected by the most efficient and cost effective method, through continuous refinement of methods to expedite delivery.

â€¢ 2010 Progress: ï¶ Sorting all boxes - every item, every day (5,500+ items a day on average) to achieve next-day delivery to member libraries. ï¶ Increased number of delivery stops to 435/week. ï¶ Refined design / procedures in MHLS sorting / delivery bay to improve capacity and expedite delivery. ï¶ New efficiencies were incorporated into the Holds System for sharing materials to keep holds moving and increase the fill rate at member libraries without unnecessary shipping. ï¶ Began member library contribution to the System operating budget, through a fee structure decided on by the Directors Association, based on a 3-year average of the number of materials brought in from other libraries.

Interlibrary Loan (ILL)

â€¢ Goal: Provide access to material outside of system holdings.

â€¢ Intended Result(s): Member libraries will have access to nationwide collections as stated in the Central Reference Services Plan, in a timely and cost effective way. ILL efforts will be maximized based on exploration of regional ILL changes with members and other systems.

â€¢ 2010 Progress: ï¶ Processed nearly 13,000 requests in MHLS ILL Department. ï¶ Refined policies and procedures to increase member library access to materials in the continental US including more trained participants using Southeastern Access to Libraries (SEAL) for regional electronic interlibrary loan, and redistribution of SEAL request rotas to improve regional equity. ï¶ Reduced overall shipping costs for out-of-system OCLC

materials.

13.2 Element 2: Technology Services - Results

""Integrated Library System Goal: A comprehensive ILS will be supported. Intended Result(s): The ILS will have patron-friendly features; Data entry will follow standardized procedures; Member library staff will be able to take advantage of the full functionality of the ILS. 2010 Progress: Enhanced 'patron-friendly' aspects of the online catalog, increasing access to materials by: reordering material types to improve patron experience; adding information about initial establishment of a PIN to both OverDrive & HomeACCESS interfaces; initiating a mobile web presence for MHLS online catalog by implementing AirPAC; and enabling a holds queue management feature for patrons who can now 'freeze' items requested while they are on vacation, regulate the order they receive books in a series and customize the flow of items they are receiving. Participated in a usability project with SUNY Albany to get patron feedback on MHLS Catalog. Designed the next iteration of the OPAC with many patron-friendly improvements. Provided member library staff access to it through an internal test site and collected feedback. Surveyed member library staff about areas needing improvement in the MHLS Kids' OPAC, and made suggested adjustments to improve patron usability. Promoted Kids' OPAC as the 'September MHLS Word of Mouth Marketing Experiment' topic by distributing promotional materials for member libraries and their patrons, and designing an online training module that was used by 67 member library staff. Made over 130,000 editorial changes to bibliographic and authority records, improving the accessibility and subject searching to provide a more user friendly catalog to staff and patrons. Improved catalog information regarding last-system-copies, while reducing member library effort and increased efficiency by running regular reports at the system level to remove bibliographic records that have no attached items. Improved operations of Cataloging Department by auditing and documenting regular to ensure continuity, and putting in place measures to track daily performance and long term goals. Conducted 13 Millennium training sessions (presented by MHLS staff) ranging from base-line to advanced topics. Began documenting corrections necessary by member library to help focus where training is needed. Measured and analyzed ILS errors related to data entry. MHLS staff conducted training sessions (attended by 98.5% of libraries = 151 attendances) which resulted in improved data-entry standardization and increased accuracy system-wide as shown by the error-free nature of the subsequent statistical collection report. Conducted training (provided by MHLS staff) for 55 member library staff, designed to help demystify the computer equipment and wires in their library, boost staff confidence when talking to tech support people and save their library money. Facilitated MHLS Cataloging Department customer service to member libraries by establishing a new group email to receive requests including loading vendor records as well as reporting bibliographic record inaccuracies, problems with Syndetics displays, and broken holds. Improved technology continuity to respond to current member library needs by formalizing the communication process regarding shared technological resources. Through analysis of member calls to the MHLS Tech Support Line, we reorganized schedules to boost the staffing in the Tech Department during the most active times of the day without incurring additional costs. Piloted adding remote technological support, with great feedback from member libraries. It has the additional benefit of cutting system staff travel costs as well as improving response time. Improved member library ability to deal with ILS downtime by creating & distributing information packets to help libraries maintain business continuity when electricity or connectivity goes down at their library or at the System. Redesigned MHLS Tech Support contracts to proactively cure problems in member library networks, create more problem-free public access computing and staff computing environments and to provide the resources libraries need to be able to overcome some typical problems quickly. Provided training for Directors and Administrators (provided by MHLS staff) on the ILS to assist them in day-to-day planning and setting future goals including the many ways to gather statistical information about collections and patrons; tracking income and transactions; and

setting up modules and parameters to meet member library's needs. i□¶ Developed a new System Technology Plan for 2010-2013. i□¶ Reviewed and updated the MHLS Resource Sharing Standards, a system-wide document approved by the MHLS Directors Association. Virtual Reference â€¢ Goal: Staff and patrons will have access to relevant electronic resources in the library and remotely. â€¢ Intended Result(s): Member libraries will have a balanced package of centralized electronic offerings that integrate with the OPAC, assist with reference requests including those for unique higher-demand information, and fulfill the objective of providing comprehensive reference support as stated in the Central Reference Services Plan. â€¢ 2010 Progress: i□¶ Ensured remote access for all electronic materials offered by NYS and member libraries. i□¶ Conducted assessment of virtual reference offerings based on statistical use and contribution to comprehensive reference support to determine best use of funds. Renewal decisions based on this. i□¶ Designed and implemented specialized training for front-desk staff in each county on 'Helping Patrons Find Genealogical information' and 'Helping Patrons Find the Answer' using virtual reference resources, which resulted in increased use of these resources system-wide. ""

13.3 Element 3: Special Client Group Needs - Results

"" Adult Literacy â€¢ Goal: Library staff will be able to respond to literacy related issues. â€¢ Intended Result(s): Libraries will develop their collections for all literacy levels and be able to refer people to literacy support agencies in their community. â€¢ 2010 Progress: i□¶ Assisted member libraries with making connections with the literacy support agencies in each county. i□¶ Promoted resources and programs for new adult readers through the Adult Summer Reading Program workshop. i□¶ Contributed to services supporting adult education through association with Hudson Valley / Catskill Partnership. i□¶ Promoted the Gale Testing & Education Reference Center (practice tests and resources for people who want to explore a new career, need help with their resume, want to go back to school or get into college), available through HOMEACCESS on every member library's web site, as the 'April MHLS Word of Mouth Marketing Experiment' topic by distributing promotional materials for use by member libraries and their patrons and designing an online training module that was used by 75 member library staff. i□¶ Purchased materials for new adult readers for correctional facility and jails. Coordinated Outreach â€¢ Goal: Insure library services for all area residents including those traditionally underserved by libraries. â€¢ Intended Result(s): Member libraries will have 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. â€¢ 2010 Progress: i□¶ Facilitated the ability for member libraries to provide "Homebound and Extension services" where no daily fines will accrue by adding a new Patron Type to the ILS. i□¶ Provided training and information to raise staff awareness that as more businesses and government agencies requiring applicants to apply on line, job-seeking resources are among the most critical and most in demand among the technology resources available in libraries. i□¶ Promoted the Mango Languages product (22 languages and 14 ELS courses), available through HOMEACCESS on every member library's web site, as the 'May MHLS Word of Mouth Marketing Experiment' topic by distributing promotional materials for use by member libraries and their patrons and designing an online training module that was used by 108 member library staff. i□¶ Awarded 'Diversity Awareness Programming Mini-Grants' to eight member libraries for youth programming geared toward expanding literacy and increasing diversity awareness within the community. i□¶ Recipient of a 2010 Eleanor Roosevelt Val-Kill Medal. Local coverage in several publications included from the Poughkeepsie Journal: "The Mid-Hudson Library System supports 66 libraries in five Hudson Valley counties. It works to keep member libraries' costs down and to improve the services each member library can offer its community. The system helps libraries offer roughly 685,000 people in the Hudson Valley opportunities to read, learn and become involved with their communities." Mid-Hudson Library System's medalist profile: Insurer of the public's right to free access | Provider of opportunities to everyone - young and old - to take action - to read, listen, discuss and learn |

Facilitator of economical resource sharing between libraries | Promoter of professional library services | Devotes its resources to assisting public libraries in providing quality library service to the community. i¶ Provided member libraries with a professionally designed brochure, "Your Library Card: Always Valuable, Now Priceless," developed with input from the Marketing Advisory Committee. i¶ Hosted Kathleen Marshall from the Anderson Center for Autism speaking on the topic of Children With Special Needs for a MHLS Children's Services Roundtable. i¶ Attended council and coalition meetings throughout the service area on behalf of member libraries, connecting media specialists, social workers, school superintendents, youth bureaus, prevention specialists and mental health organizations with the value found in local libraries. i¶ Distributed current copies of MHLS produced 'Hudson Valley Connections' - a 41 page bilingual (English/Spanish) resource guide for ex-offenders. i¶ Purchased new materials and weeded large print collections and Spanish rotating collections. Correctional Facilities

â€¢ Goal: Services will be provided to state and county correctional facility libraries. â€¢ Intended Result(s): Correctional facility libraries will augment their collections, technology and reference services through system support services, as annually negotiated. â€¢ 2010 Progress: i¶ County Facilities: 5 facilities serving 1,039 inmates. Provided self-help books, Spanish materials, job information and transitional support materials. i¶ State Facilities: 7 facilities serving 8,275 inmates. Received 8,533 ILL requests; provided consultation for collection development and reference materials in English and Spanish, information about speakers/performers with programs of topical interest, technology consultation; participated in an inmate pre-release job fair; facilitated regional discussions of topics of current interest. i¶ Hosted the annual meeting and training for correctional facility librarians who work in the southeastern and east central regions of the state. A full day of training was arranged by Outreach Coordinators from MHLS and RCLS. In attendance: Deputy and Assistant Superintendents of Programs, Corrections Counselors, and Department of Correctional Services Librarians from MHLS, RCLS & WLS. i¶ Distributed updated copies of Hudson Valley Connections, the MHLS produced resource guide for ex-offenders returning to Columbia, Dutchess, Greene, Putnam or Ulster counties in New York State, to MHLS correctional facilities and jails and on-demand to fill individual requests from inmates. i¶ Facilitated NYLA Outreach meeting, and four programs sponsored by the Corrections & Outreach Resources Team Roundtable: i, § Building Library Support at Your Facility i, § Promoting the Library to Non-Readers i, § Free and Low-Cost Programs for Facilities i, § Boosting Facility Library Collections and Services Youth Services

â€¢ Goal: Insure professional library services for the full age continuum of youth. â€¢ Intended Result(s): Members will have strategic guidelines for local provision of youth services relevant to library size and community needs that support the integration of developmental literacy practices into library programs; Assist libraries with legal and behavioral issues specific to youth services; Provide training and resources for members to develop local school contacts and collaborations. â€¢ 2010 Progress i¶ Supported the integration of developmental literacy practices into library programs by providing training including 'Summer Reading Programs', 'Children's Services Roundtables', 'Teen Outreach Roundtables', 'Battle of the Books'. i¶ Provided opportunity for over 200 teens from 23 member libraries representing all five counties to participate in 5th annual Battle of the Books. i¶ Promotion of teen-focused 2010 National Health Observances to plan displays and programs as well as provide reference information for patrons throughout the year. i¶ Designed Summer Reading Program Mini-Grants from MHLS to support diversity, teen services and bringing new community members into the library. i¶ Distributed information about revised competency guidelines 'Young Adults Deserve the Best: Competencies for Serving Youth'. i¶ Promoted MHLS created online 'Kids' Port' (to help kids and their parents find safe, fun and educational web sites, as well as access library resources), available through every member library's web site, as the 'August MHLS Word of Mouth Marketing Experiment' topic by distributing promotional materials for member libraries and their patrons and designing an online training module that was used by 108 member library staff. Also, promoted Kids OPAC as the 'September

MHLS Word of Mouth Marketing Experiment' topic. i□¶ Provided training and resources for members to develop local school contacts and collaborations by: â€¢ creating Health Information Project (HIP) Resource Guides promoting library materials - targeted at local high school and middle school health teachers, guidance counselors and PTA representatives. â€¢ collaborating with RCLS, Orange/Ulster and Dutchess BOCES on 'Fall into Books' to bring public and school librarians together to network and form partnerships to further literacy. Adult Programming â€¢ Goal: Build more diverse offering of Adult programming. â€¢ Intended Result(s): Member libraries will have education and resources to target varying segments of adult groups for program needs. Sharing program ideas and successes among libraries will be facilitated. â€¢ 2010 Progress: i□¶ Provided workshops in 2 locations focusing on adult summer reading, attended by 25. i□¶ Promoted methods developed through MHLS 'Building Your Base' project for libraries to reach targeted segments of adult groups through programming. i□¶ Coordinated the cooperatively funded 'Book Club in a Bag' program, which has grown since 2006 to 127 program-in-a-bag kits. i□¶ Number of member library programs for adults increased nearly 50% from 2007 to 2009. ""

13.4 Element 4: Continuing Education/Training - Results

""Continuing Education (CE) & Training i□¶ Goal: Library directors, staff, friends, and trustees have the skills and knowledge necessary to provide quality library service to their communities. i□¶ Intended Result(s): Directors, staff, trustees, volunteers, and friends will have core knowledge, continuing education opportunities and resources in target areas including Resource Sharing, Technology, Leadership, Management & Supervision, Planning & Evaluation, Awareness & Advocacy, Trustee Training, Special Client Populations, Children's Services, Young Adult Services, Adult Services, Training Patrons, and Reference education as stated in the Central Reference Services Plan. Members will have targeted educational resources available on-demand through the system web site. i□¶ 2010 Progress: i□¶ Conducted 80 programs with a total of 1,456 attendances. Collected feedback from all attendees - reviewed by MHLS Continuing Education/ Professional Development Advisory Committee; evaluations continue to show MHLS CE program is meeting members needs. i□¶ Advisory Committee reviewed input collected from members regarding "What do you struggle with on a daily basis" - discussion included the importance of prioritizing training topics to address needs. Additionally, the committee participated in a visioning/planning exercise to facilitate change and development of the MHLS continuing education program. i□¶ Added a widget to the homepage of midhudson.org that displays a constantly updating list of the upcoming continuing education opportunities offered to member libraries through MHLS. i□¶ Began online training in the form of '5-Question' or '30-Second' trainings for the monthly MHLS Word-of-Mouth Marketing Experiment. Reviewed participation and comments - many staff reporting good results. Also, began promoting free webinars from vendors and professional organizations. i□¶ Developed methods of defining a successful patron experience in the library and on the phone, to use as a basis for an on-demand evaluation service. i□¶ Administered 6-month post-workshop evaluations for several workshops, showing participants reporting that they made lasting changes as a result of the training. i,§ MHLS 'Display & Exhibit Design @ Your Library' workshop (provided by MHLS staff) resulted in participants reporting de-cluttering their circ desk areas and entrances. i,§ Comments from attendees regarding changes as a result of the MHLS 'Role of the Board President' workshop: "I applied some of the information to better facilitate a board meeting." "I now do more effective meeting planning - sending out info ahead of time to give board members a chance to digest it and to save meeting time for open issues." i,§ Comments from attendees regarding changes as a result of the MHLS 'Play, Move and Sing in Storytime with Sukey Malloy' workshop: "My music and rhythm presentations are now more developmentally appropriate." "I added many more songs and movement activities to my story hours. I also now focus on having a rhythm to my story hours so I can better keep the childrens interest." i□¶ Developed incentive program to encourage libraries to have all their trustees attend MHLS 'Essential Trustee Duties & Responsibilities'. Distributed free NYS Trustee

Handbook (new 2010 edition) to 63 attendees. Included MHLS 'Education for Library Directors, Staff & Trustees' document in the session to emphasize the importance of staff training and the need to adequately budget in the area of staff education. Comments from attendees: i, § "My attitude towards the job of trustee has been jolted to a higher level. You made me aware of the responsibility associated with this job. I need to study this information and try to contribute to our meetings to elevate the level and enhance the library. Thank you so much." i, § "I wish all my trustees could have come to this program as new trustees. Hope NYS makes it mandatory." i □ ¶ Brought in nationally known speaker Lee Rainie, Director, Pew Internet & American Life Project, to speak about 'Libraries as Social Networks'. i □ ¶ Brought in nationally known speaker Peggy Wadsworth, Certified Volunteer Administrator for 'Recruiting & Managing Volunteers Effectively' workshop, addressing the best practices for enhancing the delivery of library services by engaging volunteers. Attended by 42. i, § "Fantastic workshop - learned so much that can be applied to both paid staff and volunteers." i, § "Outstanding! This workshop was exactly what I needed to handle the problem of volunteers. They are wanted as well as needed." ""

13.5 Element 5 Consulting and Technical Assistance Services - Results

Consulting & Technical Assistance Services i □ ¶ Goal: MHLS will employ informed professional staff who can provide services to members and make onsite visits to libraries. i □ ¶ Intended Result(s): Members will be able to choose consulting and technical assistance services that best suit their needs from a menu of free and fee-based services. i □ ¶ 2010 Progress: i □ ¶ MHLS staff made 338 visits (totaling 869 hours) on-site at member libraries for consultation, information, program support, technology support and training. i □ ¶ Targeted consultations and customized training programs available to be conducted at the library on-demand include 19 topics for library directors and staff, 11 topics for boards, 8 topics for Friends. i □ ¶ MHLS staff conducted 5,778 consults with member libraries (does not include system-wide communications). i □ ¶ Developed MHLS data collection methods regarding service use to provide a factual basis for future decision making. i □ ¶ 36 member libraries contract with MHLS for web site development and maintenance. In 2010, as part of an improvement project, brought up half of them with new sites that have an updated look, increase staff functionality and more of what patrons are looking for. i □ ¶ 5 member libraries contract with MHLS for technical support. i □ ¶ Instituted an Essential Documents Inventory project to insure each member library has in-place the documents to meet NYS Minimum Standards for Public Libraries including a current long-range plan, report to the community and a full complement of both internal and external policies. i □ ¶ The 'Handbook for New Directors in New York State' by MHLS Coordinator for Library Growth & Sustainability, Rebekkah Smith Aldrich, available through the MHLS web site, to assist new directors in understanding the basics and how to provide quality library service to the community. In the acknowledgements, she has dedicated the Handbook to MHLS' Member Library Directors: "This Handbook for New Public Library Directors in New York State is dedicated to the member library directors of the Mid-Hudson Library System (MHLS). Their hard work, dedication and perseverance have been the drive behind the creation of this handbook." She was also named one of Library Journal's 2010 Movers & Shakers. i □ ¶ Assisted 14 member libraries with the Gates Library Initiative's Opportunity Online Broadband Grant program.

13.6 Element 6 Coordinated Services - Results

Coordinated Services â€¢ Goal: MHLS will negotiate coordinated purchases as needed. â€¢ Intended Result(s): Member libraries will have opportunities for cost effective group buys. â€¢ 2010 Progress: i □ ¶ Increased member libraries opportunities for cost-effective purchasing by providing recommendations for technology / library material / supply purchasing. i □ ¶ Negotiated reduced prices for system-wide database subscriptions.

"" Awareness & Advocacy i □ ¶ Goal: There will be an overall cooperative marketing

13.7 Element 7: Awareness and Advocacy - Results

strategy. ¶ Intended Result(s): Member libraries will have the education and resources to educate public officials, understand and respond to demographic trends, know what concerns the community and develop community support. The profile / value / awareness of libraries will be raised. ¶ 2010 Progress: ¶ Launched the 2010 'Word-of-Mouth-Marketing Experiment' from the MHLS Marketing & Program Advisory Committee, each month focusing on "selling" one product/service/idea to patrons System-wide to increase the impact of the message. ¶ Coordinated appointments with all 13 area legislators that represent the MHLS service area for NYLA's Library Lobby Day in Albany. MHLS was well represented with more than 50 library supporters in attendance. ¶ Promoted 'Library Use Value Calculator' to demonstrate to patrons how much they would pay out-of-pocket for services received at the library and incorporated the calculator into more than 50% of member library webpages. ¶ Provided consultations on educating public officials, understanding and responding to demographic trends, knowing what concerns the community and developing community support. ¶ Held a County Funding Advocacy 'think tank' meeting for members. ¶ 53 out of 66 libraries have or have had their budget voted on. 85% passed in 2010. 2010 county funding: 2 counties maintained funding, 3 were decreased. ¶ Provided 'Public Library Vote Toolbox Workshop - Know-how for your library's vote' workshop for library directors, trustees and Friends proposing a public vote on a budget increase. ¶ Topic of Across the Board Trustee newsletter was "7 Steps to Savvy Advocacy". ¶ Brought in Kathy Miller, 2010 New York Library Association (NYLA) President and Director of the Rochester Regional Library Council and Jennifer Morris, 2006 NYLA President and former Executive Director of the Pioneer Library System, Canandaigua to provide 'Advocacy 101: the Five Keys to Effective Advocacy' workshop. ¶ Conducted Parents As Supporters focus groups with parents of story time kids in libraries throughout the System, asking: What they value most about the library; How they get local information; What motivates them to come out and vote on an issue. Findings include that many parents are users of library services but not supporters (in terms of coming out to vote for the library budget). They use the library to meet people, get acquainted with their community and find inexpensive programs for their families. They are unaware how libraries are funded and/or about recent or upcoming library votes. This is a crucial, core group to focus on for budget vote success. Further work will be devoted to how libraries can do a better job communicating funding issues, needs and goals. ¶ Provided workshops, support and information regarding which online tools are effective and make the best use of staff time through the 'Building Your Base Online Grant Project', designed to identify best practices when communicating online to leverage online communications to build libraries' base of support. Brought in nationally known speaker Nancy Dowd, Marketing Director for the New Jersey State Library and author of Bite-Sized Marketing: Realistic Solutions for the Overworked Librarian for workshop. Brought in Pam McClusky, Cybrarian of the Desmond-Fish Library for discussion focused on libraries as an entertainment venue and her guidance for how to make supporters "come back for more" using online communication. Evaluated member library web presence in six areas: Basic information; Access to services/products; Access to programs; Interactivity; Design; Responsiveness. ¶ Thanksgiving Challenge was run, encouraging libraries Friends and patrons to write letters to the editor in local newspapers and to post on Facebook why they are thankful for their library. 25 points of contact were achieved. ¶ Conducted 5 community focus groups on behalf of member libraries. ""

Communications Among Member Libraries ¶ Goal: Library services will be

- 13.8 Element 8: Communication among Member Libraries and/or Branch Libraries - Results
- strengthened through sharing of ideas and successes. ~~â€¢~~ Intended Result(s): Member library staff will have meetings / listserv / opportunities to network with others who do the same things and share expertise, facilitated by the System. ~~â€¢~~ 2010 Progress: Formed Ad Hoc System Services Committee of member library directors to provide input during this time of budget reassessment and development of a new plan of service. MHLS communication vehicles (The Bulletin, Across The Board, MHLS website and 5 MHLS listservs) continue to get positive response from member libraries regarding sharing of ideas and successes. In addition to the print and online readers, 388 now subscribe to the weekly MHLS Bulletin via email (39% increase). MHLS transitioned in 2010 to Google Groups for listserv communications as a cost-savings measure, and for the enhancement of being able to send attachments. 'Across the Board' newsletter for member library trustees covered '7-Steps to Savvy Advocacy' and 'e-Books, E-Readers and Libraries'. Facilitated networking opportunities (including 'Small Libraries Roundtable', 'Millennium Users Group', 'SAM Users Group', 'Trustee Education', 'Friends Support Group', 'Small Libraries Roundtable' and 'Roundtable for New Directors') so member library staff can meet others who do the same things and share expertise. "I always feel revitalized by these meetings." "The support group renews my enthusiasm." "As usual these meetings are really inspirational. Getting together and networking is invaluable."
- 13.9 Element 9: Cooperative Efforts with Other Library Systems - Results
- Cooperative Services with Other Library Systems ~~â€¢~~ Goal: MHLS will collaborate with other library systems on targeted projects. ~~â€¢~~ Intended Result(s): Libraries will benefit from collaborations that enhance the efforts of staff at the local level, maximize cost effectiveness and increase regional opportunities. ~~â€¢~~ 2010 Progress: Participated in the New York Alliance of Library Systems discussions including how Systems save libraries money through economy of scale, how Systems help libraries build capacity to meet the needs of ever more demanding tech savvy users, and how implementing cooperation among Systems can help to cut or hold the line on costs. Joined a pilot project with some other public library systems through NYLA to potentially further reduce databases charges. Hosted an intern from SUNY Albany School of Information who is assisted this summer with the MHLS LSTA Service Improvement Project. Prepared a report from discussion with SENYLRC and RCLS regarding merging. Neither of these seem to provide advantages. Coordinated Southeastern Regional Correctional Facility Librarians meeting. Provided training at New York State Library Association Conference (NYLA). System staff worked with Southeastern New York Library Resources Council members to coordinate regional training opportunities. Enhanced efforts of staff at the local level, maximize cost effectiveness and increase regional opportunities by collaborating with area school library systems and regional public library systems on the Annual Fall Into Books Children's and Teens Literature Conference. Hosted regional Construction Grant Application Assistance workshop. Coordinated advocacy efforts with RCLS, Westchester, Upper Hudson, Four County and MVLS.
- 13.10 Element 10: Construction - Results
- Construction ~~â€¢~~ Goal: Insure libraries will have adequate space to meet the needs of their communities. ~~â€¢~~ Intended Result(s): Members will have training, resources and consultation on library space needs and assessment, construction planning, construction funding and bonds, and support with the NYS construction grant process. ~~â€¢~~ 2010 Progress: Provided training, resources and on-site consultations on library space needs and assessment, construction planning, energy efficiency projects, construction funding and bonds. Held a 'Greening Your Library' workshop to help libraries identify and pursue energy efficient and sustainable facility operations choices. Comments from attendees: "Workshop gave lots of ideas and resources." "Very comprehensive." Facilitated the New York State Aid for Public Library Construction grant application process. fifteen member libraries were recommended awards under the State Aid for Public Library Construction Program.

13.11 Element 11: Central Library - Results

Mid-Hudson Library System/Poughkeepsie Public Library District Central Reference Service Plan - 2010 Results Goal 1: Improve the ability of library staff to answer or refer reference requests Intended Results: 1. Member library staff will be competent in core reference knowledge. 2 evaluation tools developed and administered: i, § Information collected from 35 member library staff, representing each of the 5 counties, regarding "What do you struggle with on a daily basis" i, § Administered a Central Library Training Survey two times in 2010 (in Spring [94% of libraries participated] to establish a baseline, in Winter [95.5% of libraries participated] after related training was provided). The intent was to measure improvement in staff skills as result of the training presented on 3 topics, between the two survey periods. In each of the 3 areas it was shown that participants who attended training did increase their skill level. 2. Member library staff will have reference education opportunities provided locally. 2 sessions given: 3 topics ('Have a Great Day - Customer Service That Works for You & Your Patrons'; 'Helping Patrons Find the Answer Through great Reference Resources'; Helping Patrons Find Genealogy Information') with a total of 14 sessions held in locations all around the service area. 2 staff attending: 176 2 Workshop evaluations: i, § 97.3% of attendees said the workshop was worth their time. i, § Comments included: "Good refresher plus new ideas about customer service." "I realized how much I did not know!" "I feel confident now in dealing with people's questions." 3. Virtual resources will be improved to provide comprehensive reference support. 2 BookLetters purchased system-wide to provide provides readers' advisory tool: i, § Featured in the online catalog, providing patrons with book suggestions in categories they choose. i, § Featured on over 50% of member library webpages. 2 Pathfinders were developed: i, § Fitness and Exercise i, § Grants for Individuals i, § Grants (Funds) for Small Businesses i, § How to Write a Novel and Get It Published i, § Job Hunting & Career Exploration i, § Martin Luther King, Jr. i, § Resources for Choosing a College i, § Resources for Locating Mental Health Information i, § Resources for Small Businesses i, § Resources on Nutrition 4. System wide Electronic Database collection will be enhanced. 2 Databases funded in part (through a cost share of CLDA/CBA and member library funds) or fully through CLDA/CBA funds: i, § Chilton's Auto Repair manuals: 3,705 uses in 2010. i, § HertiageQuest online: 73,279 searches in 2010. i, § GaleTesting & Education Reference Center: 3,279 uses in 2010. i, § Mango: 5,340 sessions in 2010. i, § BookLetters: added to the online catalog 2 All databases reviewed by MHLS Central Library / Collection Development Advisory committee (made up of member library directors) for usage and satisfaction. 5. Direct support will be provided for member library reference service 2 1 issue of TheCentral Library Bulletin newsletter was produced, highlighting studies. 26 subject searches were performed. Goal 2: Build a strong system-wide non-fiction collection Intended results: 1. The overall non-fiction collection will be professionally evaluated and gaps reduced 2 Analyzed system-wide ILL requests to determine underrepresented areas of the collective collection. 2 Developing a plan with the Central Library / Collection Development Advisory Committee (made up of member library directors) for analysis of member library non-fiction collections by looking at use and age of the materials, followed by specific recommendations and guidelines for weeding. 2. Reduce gaps in Nonfiction collection. 2 Strengthened system-wide collection with new materials purchased from Central Book Aid funds in targeted areas, including downloadable audio language materials. Goal 3: Support Access to nationwide collections Intended results: 1. Patrons will have requests placed and filled through OCLC. 2 Total OCLC requests from member libraries: 1,372 2 OCLC fills: 951 2 Fill rate = 69% Note: OCLC fillrates are influenced by several factors: owning libraries can choose not to fill a request, some requests are for items that do not circulate, requesting patrons may be unwilling to pay the borrowing fee (this is a normal surcharge that helps offset OCLC and postage costs). 2. Contributed \$40,000 from CLDA funds to offset system charges to member libraries, approved by a vote of MHLS Directors Association. ""

2010 Free Direct Access Plan update: 2 There have been no reports of serious

- 13.12 Element 12: Direct Access - Results inequities or hardship. Concern has been raised about the Town of Unionvale, however over-usage thresholds have not reached the levels defined in the Free Direct Access Plan. • Information on increasing local funds through chapter 259, chapter 414 or special district provided through: o 682 consultations on funding and governance o All sessions of Trustee Education included information on increased funding. o Served as primary consultant to the Olive Free Library Association in West Shokan who passed their first 414 vote in 2010. • 85% Success Ratio (28:5) of library votes passing (details at <http://www.midhudson.org/GTY/member-library-votes.htm>)
- 13.13 Element 13: Other Goal(s) - Results N/A

14. Assurance and Contact Information

CONTACT INFORMATION

- 14.1 Contact name (person completing report) Linda Vittone/Merribeth Advocate
- 14.2 Contact phone number (enter 10 digits only) (845) 471-6060
- 14.3 Contact e-mail address lvittone@midhudson.org/madvocate@midhudson.org

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) 03/12/2011

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) N/A

Suggested Improvements

- Library System Mid-Hudson Library System
- Name of Person Completing Form Linda Vittone/Merribeth Advocate
- Phone Number and Extension (enter area code, telephone number and extension only): (845) 471-6060 Ext.213
- Please share with us your suggestions for improving the *Annual Report*. Thank You! There are no suggestions at this time.