Mid-Hudson Library System
Annual Report for Library Systems - 2014 (Public Library Systems)

1. General System Information

1.1	SEDCODE	131500700010
1.2	System Name	Mid-Hudson Library System
1.3	Beginning Reporting Year	1/1/2014
1.4	Ending Reporting Year	12/31/2014
1.5	Street Address	103 Market Street
1.6	City	Poughkeepsie
1.7	Zip Code	12601
1.8	Four-Digit Zip Code Extension (enter N/A if unknown)	4028
1.9	Mailing Address	103 Market Street
1.10	City	Poughkeepsie
1.11	Zip Code	12601
1.12	Four-Digit Zip Code Extension (enter N/A if unknown)	4028
1.13	Library System Telephone Number (enter 10 digits only and hit the Tab key)	(845) 471-6060
1.14	Fax Number (enter 10 digits only)	(845) 454-5940
1.15	System Home Page URL	http://midhudson.org
1.16	URL of the system's complete Plan of Service	http://midhudson.org/about-mhls/mhls-plan-of-service/
1.17	Population Chartered to Serve (2010 Census)	650,704
1.18	Area Chartered to Serve (square miles)	2,926
1.19	Federal Employer Identification Number	141458489
1.20	County	Dutchess
1.21	County (Counties) Served	Columbia, Dutchess, Greene, Putnam, Ulster
1.22	School District	Poughkeepsie City School District
1.23	Title of System Director: (drop-down): Mr., Mrs., Ms., Miss, Dr.	Mr.
1.24	First Name of System Director	Tom
1.25	Last Name of System Director	Sloan
1.26	NYS Public Librarian Certification Number of the Director of Public Library System, and Reference and Research Library Resources System.	27215

1.31	Telephone Number of the System Director, including area code and extension (enter digits only, field will automatically format with extension)	(845) 471-6060 Ext.217
1.32	E-Mail Address of the System Director	tsloan@midhudson.org
1.33	Fax Number of the System Director (enter 10 digits only and hit the Tab key)	(845) 454-5940
1.34	Name of Outreach Coordinator	Merribeth Advocate
1.48	Does the reporting system have a contractual agreement with a municipality or district to provide library services to residents of an area not served by a chartered library? Enter Y for Yes, N for No. If yes, please complete one repeating group for each contract. If no, enter N/A on questions 1 through 5 of one repeating group.	Y
1.	Name of Contracting Municipality or District	Town of Union Vale
2.	Is this a written contract? (Enter Y for Yes, N for No)	Y
3.	Population of the geographic area served by this contract	4,877
4.	Dollar amount of contract	$30,000
5.	Indicate "Full" or "Partial" range of services provided by this contract (Select one)	Full
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 |

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

2.4	Public Library System Director per CR 90.3(f) - Filled Position FTE	1
2.5	Public Library System Director per CR 90.3(f) - Vacant Position FTE	0
2.10	Librarians - Filled Position(s) FTE	2
2.11	Librarians - Vacant Position(s) FTE	0
2.12	Outreach Coordinator (certified) per CR 90.3 (1)(2)(iii) - Filled Position FTE	1
2.13	Outreach Coordinator (certified) per CR 90.3 (1)(2)(iii) - Vacant Position FTE	0
2.14	Total Certified Librarians - Filled Position(s) FTE (total questions 2.4 + 2.6 + 2.8 + 2.10 + 2.12)	4.00
2.15	Total Certified Librarians - Vacant Position(s) FTE (total questions 2.5 + 2.7 + 2.9 + 2.11 + 2.13)	0.00
2.16	Total Other Professional Staff - Filled Position(s) FTE	2
2.17	Total Other Professional Staff - Vacant Position(s) FTE	0
2.18	Total Other Staff - Filled Position(s) FTE	11.14
2.19	Total Other Staff - Vacant Position(s) FTE	0
2.20	Total Paid Staff - Filled Position(s) FTE (total questions 2.14 + 2.16 + 2.18)	17.14
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	$123,000

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 Library/Co-Central Libraries	Poughkeepsie Public Library District

BOARD/COUNCIL MEETINGS

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

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

3.25	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

SYSTEM BOARD/COUNCIL

Public Library Systems - enter information for the period January 1, 2015, through December 31, 2015.

School Library Systems and 3Rs Systems - enter information for the period July 1, 2015, through June 30, 2016

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.
3.27	First Name	Roland
3.28	Last Name	Patterson
3.29	Institutional Affiliation	Poughkeepsie Public Library District
3.30	Professional Title	Trustee
3.31	Mailing Address	2 Hewlett Road
3.32	City	Poughkeepsie
3.33	Zip Code (enter five digits only)	12603
3.34	Telephone for the Board President (enter 10 digits only and hit the Tab key)	(845) 471-4955

3.35	E-mail Address	cskippatterson@aol.com
3.36	Term Begins - Month	January
3.37	Term Begins - Year (yyyy)	2011
3.38	Term Expires - Month or N/A	December
3.39	Term Expires - Year (YYYY) or N/A	2015
3.40	What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	5 years
3.41	The date the board president took the Oath of Office (mm/dd/yyyy)	01/08/2011
3.42	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	03/16/2012
3.43	Is this a brand new trustee?	N

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

1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Mr.
2.	First Name	Dean
3.	Last Name	Lavin
4.	Institutional Affiliation	Cairo Public Library
5.	Professional Title	Trustee
6.	Mailing Address	PO Box 261
7.	City	Round Top
8.	Zip Code (enter five digits only)	12473
9.	Term Begins - Month	January
10.	Term Begins - Year (yyyy)	2015
11.	Term Expires - Month or N/A	December
12.	Term Expires - Year (YYYY) or N/A	2019
13.	What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	5 years

14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	03/21/2015
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	03/24/2015
16.	Is this a brand new trustee?	Y
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.
2.	First Name	Caroline
3.	Last Name	Benton Profera
4.	Institutional Affiliation	Cairo Public Library
5.	Professional Title	Board Member
6.	Mailing Address	PO Box 16
7.	City	Round Top
8.	Zip Code (enter five digits only)	12473
9.	Term Begins - Month	January
10.	Term Begins - Year (yyyy)	2011
11.	Term Expires - Month or N/A	December
12.	Term Expires - Year (YYYY) or N/A	2015
13.	What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	5 years
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/08/2011
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	03/16/2012
16.	Is this a brand new trustee?	N
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Mr.
2.	First Name	John
3.	Last Name	Dax
4.	Institutional Affiliation	New Lebanon Library
5.	Professional Title	Trustee
6.	Mailing Address	391 State Street
7.	City	Albany
8.	Zip Code (enter five digits only)	12210

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

13.	What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	5 years
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/21/2012
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	03/16/2012
16.	Is this a brand new trustee?	N
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Mr.
2.	First Name	David
3.	Last Name	Rolfe
4.	Institutional Affiliation	Kingston Public Library
5.	Professional Title	Trustee
6.	Mailing Address	58 Fairmont Avenue
7.	City	Kingston
8.	Zip Code (enter five digits only)	12401
9.	Term Begins - Month	January
10.	Term Begins - Year (yyyy)	2014
11.	Term Expires - Month or N/A	December
12.	Term Expires - Year (YYYY) or N/A	2018
13.	What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	5 years
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/18/2014
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	03/27/2014
16.	Is this a brand new trustee?	N
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Mr.
2.	First Name	Mark

3.	Last Name	Wilson
4.	Institutional Affiliation	Kinderhook Library
5.	Professional Title	Trustee
6.	Mailing Address	28 William Street
7.	City	Kinderhook
8.	Zip Code (enter five digits only)	12106
9.	Term Begins - Month	July
10.	Term Begins - Year (yyyy)	2013
11.	Term Expires - Month or N/A	December
12.	Term Expires - Year (YYYY) or N/A	2014
13.	What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	5 years
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	03/22/2014
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	03/27/2014
16.	Is this a brand new trustee?	N
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.
2.	First Name	Janet R.
3.	Last Name	Schnitzer
4.	Institutional Affiliation	Hudson City School District
5.	Professional Title	Professional Engineer
6.	Mailing Address	41 Green Acres Road
7.	City	Hudson
8.	Zip Code (enter five digits only)	12534
9.	Term Begins - Month	January
10.	Term Begins - Year (yyyy)	2011
11.	Term Expires - Month or N/A	December
12.	Term Expires - Year (YYYY) or N/A	2015

13.	What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	5 years
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/08/2011
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	03/16/2012
16.	Is this a brand new trustee?	N
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Mr.
2.	First Name	John
3.	Last Name	Bickford
4.	Institutional Affiliation	Hyde Park Free Library
5.	Professional Title	Board Member
6.	Mailing Address	64 Rogers Road
7.	City	Hyde Park
8.	Zip Code (enter five digits only)	12538
9.	Term Begins - Month	January
10.	Term Begins - Year (yyyy)	2013
11.	Term Expires - Month or N/A	December
12.	Term Expires - Year (YYYY) or N/A	2017
13.	What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	5 years
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/12/2013
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	03/12/2013
16.	Is this a brand new trustee?	N
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.
2.	First Name	Myrna

13.	What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	5 years
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/12/2013
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	03/12/2013
16.	Is this a brand new trustee?	N
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Mrs.
2.	First Name	Camilla
3.	Last Name	von Bergen
4.	Institutional Affiliation	Self-employed attorney
5.	Professional Title	Esquire
6.	Mailing Address	11 Lewis Lane
7.	City	Garrison
8.	Zip Code (enter five digits only)	10524
9.	Term Begins - Month	January
10.	Term Begins - Year (yyyy)	2013
11.	Term Expires - Month or N/A	December
12.	Term Expires - Year (YYYY) or N/A	2017
13.	What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	5 years
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/12/2013
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	03/12/2013
16.	Is this a brand new trustee?	N
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Mr.
2.	First Name	Richard

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

COORDINATED OUTREACH COUNCIL

3.44	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, 2015, throu December 31, 2015. For each vacant position, select "Vacant" in question 1 and enter N/A in questions 2-5 of the repeating group. The number of council members must be 5 to 11 (no less than five and no more than 11).

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

1.	Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.
2.	First Name	Phyllis
3.	Last Name	Keaton
4.	Institutional Affiliation	Howland Public Library
5.	Professional Title	Director
1.	Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.

2.	First Name	Polly
3.	Last Name	Adema
4.	Institutional Affiliation	Arts MidHudson
5.	Professional Title	Folklorist
1.	Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, 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
1.	Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.
2.	First Name	Cassandra
3.	Last Name	Beam
4.	Institutional Affiliation	Ulster Literacy Association
5.	Professional Title	CEO
1.	Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.
2.	First Name	Margaret
3.	Last Name	Pfaff
4.	Institutional Affiliation	Literacy Connections: Dutchess, Columbia & Greene County
5.	Professional Title	Executive Director
1.	Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.
2.	First Name	Ruth J.
3.	Last Name	Hirsch
4.	Institutional Affiliation	Bringing Agencies Together
5.	Professional Title	Licensed Marriage & Family Therapist
1.	Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.
2.	First Name	Diane
3.	Last Name	Hart
4.	Institutional Affiliation	United Way of Dutchess County
5.	Professional Title	Community Liaison

1.	Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, 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	Literacy Instructor

4. Public Library System Transactions and Collection

4.1	Number of registered system borrowers	0
4.2	Total system circulation	0
4.3	System Visits	1,566

GENERAL SYSTEM HOLDINGS

4.4	Total Cataloged Book Holdings	563
4.5	Uncataloged Book Holdings	0
4.6	Total Print Serial Holdings	7
4.7	All Other Print Materials Holdings	154
4.8	Total Number of NOVELNY Databases	11
4.9	Total Electronic Holdings	9,811
4.10	Other Non-Electronic Materials	326
4.11	Grand Total Holdings (total questions 4.4 through 4.10)	10,872

ROTATING COLLECTIONS/BOOK LOANS

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

5. System Services
TECHNOLOGY AND RESOURCE SHARING

INTEGRATED LIBRARY SYSTEM (ILS)

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

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

a.	Circulation	No
b.	Public Access Catalog	No
c.	Cataloging	No
d.	Acquisitions	No

e.	Inventory	No
f.	Serials Control	No
g.	Media Booking	No
h.	Community Information	No
i.	Electronic Resource Management	No
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	No
c.	ILL feature implemented and used	No
5.8	Number of titles in the ILS bibliographic database	675,919
5.9	Number of new titles added by the system in the reporting year	2,228
5.10	Number of Central Library Aid titles added in the reporting year	2,039
5.11	Number of new titles added by the members in the reporting year	30,471
5.12	Total new titles (total questions 5.9 through 5.11)	34,738

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	675,919
5.16	Number of holdings in the system's union catalog	2,935,778
5.17	Number of new titles added in the last year	30,471

| 5.18 | Number of holdings added in the last year | 301,116 |

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.	Patron-initiated ILL available and used through this catalog	No
d.	N/A	Yes

| 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 | 1,182,080 |

STATEWIDE INTERNET LIBRARIES (FORMERLY NOVELNY- READY LIBRARIES)

5.28	How many of the system's member libraries have achieved <u>Basic</u> Statewide Internet Library-ready status?	57
5.29	How many of the system's member libraries have achieved <u>Advanced</u> Statewide Internet Library-ready status?	9
5.30	How many of the system's member libraries have achieved <u>Leader</u> Statewide Internet Library-ready status?	4
5.31	Total Statewide Internet Library-Ready Libraries (total questions 5.28 through 5.30)	70

SYSTEM INTERLIBRARY LOAN ACTIVITY

5.32	Total items provided (loaned)	602
5.33	Total items received (borrowed)	5,244
5.34	Total requests provided (loaned) unfilled	1,530
5.35	Total requests received (borrowed) unfilled	566
5.36	Total interlibrary loan activity (total questions 5.32 through 5.35)	7,942

DELIVERY

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

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

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

5.39	Number of stops (pick-up and delivery sites per week)	473

CONTINUING EDUCATION/STAFF DEVELOPMENT
Workshops/Meetings/Training Sessions

Resource sharing (ILL, collection development, etc.)

5.40	Number of sessions	7
5.41	Number of participants	103

Technology

5.42	Number of sessions	30
5.43	Number of participants	227

Digitization

5.44	Number of sessions	0
5.45	Number of participants	0

Leadership

5.46	Number of sessions	2
5.47	Number of participants	28

Management & Supervisory

5.48	Number of sessions	3
5.49	Number of participants	54

Planning and Evaluation

5.50	Number of sessions	9
5.51	Number of participants	69

Awareness and Advocacy

5.52	Number of sessions	12
5.53	Number of participants	143

Trustee/Council Training

5.54	Number of sessions	10
5.55	Number of participants	198

Special Client Populations

5.56	Number of sessions	1
5.57	Number of participants	31

Children's Services/Elementary Grade Levels

5.58	Number of sessions	5
5.59	Number of participants	55

Young Adult Services/Middle and High School Grade Levels

5.60	Number of sessions	2
5.61	Number of participants	39

General Adult Services

5.62	Number of sessions	6
5.63	Number of participants	77

5.64	**Other:** Does the system provide other Workshops/Meetings/Training Sessions not listed above? Enter Y for Yes, N for No. If Yes, complete one record for each topic; if No, enter N/A for questions 1, 2 and 3 of one repeating group.	N
1.	Topic	N/A
2.	Number of sessions	N/A
3.	Number of participants	N/A
5.65	**Grand Total Sessions** (total questions 5.40, 5.42, 5.44, 5.46, 5.48, 5.50, 5.52, 5.54, 5.56, 5.58, 5.60, 5.62 and total of question #2 of Repeating Group #5)	87
	Grand Total Participants	

5.66

1,024

COORDINATED SERVICES

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

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

a.	Coordinated purchase of print materials	No
b.	Coordinated purchase of non-print materials	Yes
c.	Negotiated pricing for licensed electronic collection purchases (not purchasing)	No
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	507
5.69	Number of contacts - Consulting with member libraries on funding and governance	1,378
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	10,166
5.72	Number of contacts - Consulting with member libraries on youth services	728
5.73	Number of contacts - Consulting with member libraries on adult services	442

5.74	Number of contacts - Consulting with member libraries on physical plant needs	1,170
5.75	Number of contacts - Consulting with member libraries on personnel and management issues	2,158
5.76	Number of contacts - Consulting with state and county correctional facilities	458
5.77	Number of contacts - Providing information to local, county, and state legislators and their staffs	102
5.78	Number of contacts - Providing system and member library information to the media	70
5.79	Number of contacts - Providing website development and maintenance for member libraries	1,079
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)	858
1.	Topic	Delivery
2.	Number of contacts (all types)	247
5.81	**Total other contacts** (total of question #2 of Repeating Group #6)	1,105
5.82	**Total number of contacts** (total of questions 5.68 through 5.79 and 5.81)	19,413

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	No
b.	Services for patrons who are educationally disadvantaged	No
c.	Services for patrons who are aged	No

d.	Services for patrons who are geographically isolated	No
e.	Services for patrons who are members of ethnic or minority groups in need of special library services	No
f.	Services to patrons who are in institutions	Yes
g.	Services for unemployed and underemployed individuals	No
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	66
5.87	Number of State Correctional Facilities libraries served	6
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, enter N/A in Question 5.92.	Y
5.92	Description of fees	Member libraries are assessed 1) a general fee with four fixed levels determined by population served; 20 a holds received/delivery fee based on number of items borrowe by one member from other members; 30 a general ILS fee based on either population served or circulation (whichever is least); 4) a fixed per license fee and 5) a fixed ILS capital set-aside. Fees are also charged for Web page hosing, Tech contracts/service, Teleforms and SAM.

6. Operating Funds Receipts
LOCAL PUBLIC FUNDS

6.1	Does the system receive county funding? Enter Y for Yes, N for No. If yes, please complete one record for each county. If No, enter N/A on questions 1 through 4 of one repeating group.	N
1.	County Name	N/A
2.	Amount	N/A
3.	Subject to Public Vote (Enter Y for Yes, N for No, or N/A)	N/A
4.	Written Contract (Enter Y for Yes, N for No, or N/A)	N/A
6.2	Total County Funding	$0
6.3	All Other Local Public Funds	$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	$7,621
6.6	Central Library Development Aid	$176,513
6.7	Central Book Aid	$60,611
6.8	Conservation/Preservation Grants	$0
6.9	Construction for Public Libraries Aid	$39,016
6.10	Coordinated Outreach Services Aid	$108,160
6.11	Correctional Facilities Library Aid	$73,551
6.12	County Jails Library Aid	$4,988
6.14	Family Literacy Grants	$11,856

Local Library Services Aid

6.18	Kept at System Headquarters	$0
6.19	Distributed to members	$185,478
6.20	Total LLSA (total questions 6.18 and 6.19)	$185,478
6.21	Local Services Support Aid	$133,732
6.22	Local Consolidated Systems Aid	$0
6.26	Public Library System Basic Aid	$1,235,351

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	$20,300
6.36	Supplementary System Aid	$168,135

6.37	The New York Public Library - The Research Libraries	$0
6.38	The New York Public Library, Andrew Heiskell Library for the Blind and Physically Handicapped Aid	$0
6.39	The New York Public Library, City University of New York	$0
6.40	The New York Public Library, Schomburg Center for Research in Black Culture Library Aid	$0
6.41	The New York Public Library, Science, Industry and Business Library	$0
6.42	Does the system receive state funding from other sources? Enter Y for Yes, N for No. (Report Special Legislative Grants and Member Items on Q 6.35).	Y

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

1.	Funding Source	MTA
2.	Amount	$14,167

6.43	Total Other State Aid (total question #2 of Repeating Group #9 above)	$14,167
6.44	**Total State Aid Receipts** (total questions 6.5 through 6.14, question 6.17, questions 6.20 through 6.22, questions 6.25 through 6.27, questions 6.30 through 6.41, and question 6.43)	$2,239,479

FEDERAL AID

6.45	Library Services and Technology Act (LSTA)	$25,000
6.46	Does the system receive any other Federal Aid (specify Act and Title) e.g., NEH, NEA, etc.? Enter Y for Yes, N for No.	N

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

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

6.47	Total Other Federal Aid (total questions #2 of Repeating Group #10 above)	$0
6.48	**Total Federal Aid** (total questions 6.45 and 6.47)	$25,000

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

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

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

1.	Contracting Agency	Member Libraries
2.	Contracted Service	Automation/Delivery
3.	Total Contract Amount	$584,719
1.	Contracting Agency	Member Libraries
2.	Contracted Service	Tech Support/Services
3.	Total Contract Amount	$42,154
1.	Contracting Agency	Member Libraries
2.	Contracted Service	Databases/Catalog Enhancements
3.	Total Contract Amount	$123,565
1.	Contracting Agency	Member Libraries
2.	Contracted Service	Digital Content
3.	Total Contract Amount	$62,748
1.	Contracting Agency	Member Libraries
2.	Contracted Service	Town of Union Vale
3.	Total Contract Amount	$30,000
6.50	**Total Contracts** (total question #3 of Repeating Group #11 above)	$843,186

MISCELLANEOUS RECEIPTS

6.51	Gifts, Endowments, Fundraising, Foundations (include Gates Grants here; specify project number(s) and dollar amount using the state note)	$4,000
6.53	Income from Investments	$1,061

Proceeds from Sale of Property

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

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

1.	Receipt category	Property Rental
2.	Amount	$3,700
1.	Receipt category	Prior Years Expense Refund
2.	Amount	$684
1.	Receipt category	E-rate
2.	Amount	$18,647
1.	Receipt category	Other Miscellaneous
2.	Amount	$12,674

6.57	Total Other Miscellaneous Receipts (total question #2 of Repeating Group #12 above)	$35,705
6.58	**Total Miscellaneous Receipts** (total questions 6.51 through 6.55 and question 6.57)	$40,766
6.59	**TOTAL OPERATING FUND RECEIPTS - Total Local Public Funds, Total State Aid, Total Federal Aid, Total Contracts, and Total Miscellaneous Receipts** (total questions 6.4, 6.44, 6.48, 6.50, and 6.58)	$3,148,431
6.60	**BUDGET LOANS TRANSFERS**	$0
6.61	From Capital Fund (Same as question 9.6)	$15,881
6.62	From Other Funds	$0
6.63	**Total Transfers** (total questions 6.61 and 6.62)	$15,881
6.64	CASH BALANCE - Beginning of Current Fiscal Reporting Year: Public Library Systems - January 1, 2014; 3Rs - July 1, 2014. (Same as closing cash balance at the end of previous fiscal reporting year: Public Library Systems - December 31, 2013; 3Rs - June 30, 2014.)	$1,791,992
6.67	GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS, AND BALANCE/ROLLOVER (Public Library Systems and 3Rs - total questions 6.59, 6.60, 6.63 and 6.64 - must agree with question 7.83) (School Library Systems - total questions 6.59, 6.65 and 6.66 - must agree with question 7.83)	$4,956,304

7. Operating Fund Disbursements

STAFF EXPENDITURES

Salaries

7.1	System Director and Librarians	$331,322
7.2	Other Staff	$541,094

7.3	Total Salary and Wages Expenditures (total questions 7.1 and 7.2)	$872,416
7.4	Employee Benefits Expenditures	$318,952
7.5	**Total Staff Expenditures** (total questions 7.3 and 7.4)	$1,191,368

COLLECTION EXPENDITURES

7.6	Print Materials Expenditures	$35,539
7.7	Electronic Materials Expenditures	$217,072
7.8	Other Materials Expenditures	$0
7.9	**Total Collection Expenditures** (total questions 7.6 through 7.8)	$252,611

GRANTS TO MEMBER LIBRARIES
Cash Grants Paid From

7.10	Local Library Services Aid (LLSA)	$185,489
7.11	Central Library Aid (CLDA/CBA)	$237,124
7.15	Other State Aid/Grants (e.g., Construction, Special Legislative or Member Grants)	$58,852
7.16	Federal Aid	$0
7.17	Other cash grants paid from system funds	$56,708
7.18	Total Cash Grants (total questions 7.10 through 7.17)	$538,173
7.19	Book/Library Materials Grants	$0
7.20	Other Non-Cash Grants	$4,784
7.21	**Total Grants to Member Libraries** (total questions 7.18 through 7.20)	$542,957

CAPITAL EXPENDITURES FROM OPERATING FUNDS

7.22	Bookmobile	$0
7.23	Other Vehicles	$0
7.24	Computer Equipment	$9,329
7.25	Furniture/Furnishings	$204
7.26	Other Capital Expenditures	$0
7.27	**Total Capital Expenditures from Operating Fund** (total questions 7.22 through 7.26)	$9,533

TOTAL CAPITAL EXPENDITURES BY SOURCE OF FUNDS

7.28	From Local Public Funds (71PF)	$0
7.29	From Other Funds (71OF)	$9,533

| 7.30 | **Total Capital Expenditures by Source** (total questions 7.28 and 7.29; same as question 7.27) | $9,533 |

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)	$119,326
7.33	**Total Repairs to Buildings and Building Equipment** (total questions 7.31 and 7.32)	$119,326
7.34	Other Building & Maintenance Expenses	$87,789
7.35	**Total Operation and Maintenance of Buildings** (total questions 7.33 and 7.34)	$207,115

MISCELLANEOUS EXPENSES

7.36	Total Operation & Maintenance of Bookmobiles and Other Vehicles	$63
7.37	Office and Library Supplies	$25,476
7.38	Telecommunications	$30,135
7.39	Binding Expenses	$0
7.40	Postage and Freight	$4,620
7.41	Publicity and Printing	$5,693
7.42	Travel	$34,243
7.43	Fees for Consultants and Professionals - Please include a State Note with the consultants' or vendors' names and a brief description of the service(s) provided.	$26,088
7.44	Membership Dues - Please include a State Note listing Professional Organization Memberships for which dues are being paid	$4,538
7.46	Does the system have other miscellaneous expenses in categories not listed in questions 7.36 through 7.45? Enter Y for Yes, N for No.	Y

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

1.	Expense category	Delivery
2.	Amount	$341,162
1.	Expense category	RetireMed
2.	Amount	$158,788
1.	Expense category	Workshops
2.	Amount	$4,904
1.	Expense category	BOT Devel

2.	Amount	$1,146
1.	Expense category	EquipLeas
2.	Amount	$16,601
1.	Expense category	ServContr
2.	Amount	$154,754

7.47	Total Other Miscellaneous Expenses (total question #2 of Repeating Group #13)	$677,355
7.48	**Total Miscellaneous Expenses** (total questions 7.36 through 7.45 and 7.47)	$808,211

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 TOTAL DISBURSEMENTS - Total Staff Expenditures, Total Collection Expenditures, Total Grants to Member Libraries, Total Capital Expenditures, Total Operation and Maintenance of Buildings, Total Miscellaneous Expenses, Total Contracts, and Total Debt Service (total questions 7.5, 7.9, 7.21, 7.27, 7.35, 7.48, 7.50, and 7.55)**	$3,011,795

TRANSFERS

Transfers to the Capital Fund

7.57	From Local Public Funds (76PF)	$0
7.58	From Other Funds (76OF)	$53,500
7.59	**Total Transfers to Capital Fund** (total questions 7.57 and 7.58; same as question 8.2)	$53,500
7.60	**Total Transfers to Other Funds**	$0
7.61	**Total Transfers** (total questions 7.59 and 7.60)	$53,500
7.62	**TOTAL DISBURSEMENTS AND TRANSFERS** (total questions 7.56 and 7.61)	$3,065,295
7.63	**CLOSING CASH BALANCE at the End of the Current Fiscal Reporting Year (For Public Library Systems - December 31, 2014) (For 3Rs - June 30, 2015)**	$1,891,009
7.83	**GRAND TOTAL DISBURSEMENTS, TRANSFERS, & BALANCE/ROLLOVER** (total questions 7.62, 7.63, 7.73, and 7.82)	$4,956,304

FISCAL AUDIT

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

7.84	Last audit performed (mm/dd/yyyy)	04/18/2014
7.85	Time period covered by this audit (mm/dd/yyyy - mm/dd/yyyy)	01/01/2013-12/31/2013
7.86	Indicate type of audit (select one from drop-down):	Private Accounting Firm

ACCOUNT INFORMATION
Complete one record for each financial account

1.	Name of bank or financial institution	First Niagara Bank
2.	Amount of funds on deposit	$1,950,065
1.	Name of bank or financial institution	First Niagara Bank
2.	Amount of funds on deposit	$23,205
1.	Name of bank or financial institution	First Niagara Bank
2.	Amount of funds on deposit	$379,718

| 7.87 | **Total Bank Balance** (total question #2 of Repeating Group #15) | $2,352,988 |
| 7.88 | Does the system have a Capital Fund? Enter Y for Yes, N for No. If yes, please complete the Capital Fund Report. If no, stop here. | Y |

8. Capital Fund Receipts

| 8.1 | **Total Revenue From Local Sources** | $0 |
| 8.2 | **Transfer From Operating Fund** (same as question 7.59) | $53,500 |

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)	$53,500
8.7	**NONREVENUE RECEIPTS**	$87
8.8	**TOTAL RECEIPTS - Total Receipts and Nonrevenue Receipts** (total questions 8.6 and 8.7)	$53,587

8.9	CASH BALANCE - Beginning of Current Fiscal Reporting Year: Public Library Systems - January 1, 2014; 3Rs - July 1, 2014. (Same as closing cash balance at the end of previous fiscal reporting year: Public Library Systems - December 31, 2013; 3Rs - June 30, 2014.)	$342,012
8.10	**TOTAL RECEIPTS AND CASH BALANCE** (total questions 8.8 and 8.9)	$395,599

9. Capital Fund Disbursements
PROJECT EXPENDITURES

9.1	Total Construction	$0
9.2	Incidental Construction	0
9.3	Books and Library Materials	0
9.4	Total Other Disbursements	0
9.5	**Total Project Expenditures** (total questions 9.1 through 9.4)	$0
9.6	**TRANSFER TO OPERATING FUND** (Same as question 6.61)	$15,881
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)	$15,881
9.9	**CLOSING CASH BALANCE IN CAPITAL FUND at the End of the Current Fiscal Year (December 31, 2014, for Public Library Systems; June 30, 2015, for 3Rs)**	$379,718
9.10	**TOTAL DISBURSEMENTS AND CASH BALANCE** (total questions 9.8 and 9.9)	$395,599

12. Projected Annual Budget For Library Systems
Public Library Systems Budget for January 1, 2015 - December 31, 2015

PROJECTED OPERATING FUND - RECEIPTS

12.1	Total Operating Fund Receipts (include Local Aid, State Aid, Federal Aid, Contracts and Miscellaneous Receipts)	$3,086,890
12.2	Budget Loans	$0
12.3	Total Transfers	$10,000
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, 2015, must be the same as the December 31, 2014, closing balance reported on Q7.63 of the 2014 annual report)	$1,891,009
12.5	Grand Total Operating Fund Receipts, Budget Loans, Transfers and Balance/Rollover (total questions 12.1 through 12.4)	$4,987,899

PROJECTED OPERATING FUND - DISBURSEMENTS

12.6	Total Operating Fund Disbursements (include Staff Expenditures, Collection Expenditures, Grants to Member Libraries, Capital Expenditures from Operating Funds, Operation and Maintenance of Buildings, Miscellaneous Expenses, Contracts with Libraries and Library Systems in New York State and Debt Service)	$3,010,340
12.7	Total Transfers	$86,550
12.8	Cash Balance/Rollover in Operating Fund at the end of the fiscal year (For Public Library Systems, balance as of December 31, 2015)	$1,891,009
12.9	Grand Total Operating Fund Disbursements, Transfers and Balance/Rollover (total questions 12.6 through 12.8)	$4,987,899

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)	$86,550
12.11	Nonrevenue Receipts	$90

12.12	Cash Balance in Capital Fund at the end of the previous fiscal year (For Public Library Systems, opening balance on January 1, 2015, must be the same as the December 31, 2014, closing balance reported on Q9.9 of the 2014 annual report)	$379,718
12.13	Grand Total Capital Fund Receipts and Balance (total questions 12.10 through 12.12)	$466,358

PROJECTED CAPITAL FUND - DISBURSEMENTS

12.14	Capital Fund Disbursements (include Project Expenditures, Transfer to Operating Fund and Nonproject Expenditures	$10,000
12.15	Cash Balance in Capital Fund at the end of the current fiscal year (For Public Library Systems, December 31, 2015)	$456,358
12.16	Grand Total Capital Fund Disbursement, Transfers, and Balance (Sum of questions 12.14 and 12.15)	$466,358

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)	05/07/2014

13. State Formula Aid Disbursements
Public Library Systems Basic Aid

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

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

Statutory Reference (LLSA):	273(5) Commissioners Regulations 90.3 and 90.9 The formula is $0.31 per capita of a member library's chartered services area with a minimum of $1,500 per library with formula equity to 1991 LLIA.
Statutory Reference (LSSA):	Education Law § 272, 273(1)(f)(6) Commissioners Regulations 90.3 and 90.10 The formula is $0.31 per capita for system population living outside the chartered service areas of member libraries plus 2/3 members LLSA.
Statutory Reference (LCSA):	Education Law § 272, 273(1)(f)(7) Commissioners Regulations 90.3 The formula is $0.31 per capita plus 2/3 of per capita total with formula equity to 1991 LLIA.
Statutory Reference (Supplemental):	Education Law § 273(12)(a) The formula is a base grant of $39,000 and an amount equal to 10.94% of the amount of Basic Aid provided under Education Law § 273(1)(a, c, d, e, and n).
BECPL Special Aid:	Education Law § 273(1)(l) Annual sum of $50,000 for a continuity of service project. (Included in Basic Aid Payment)
Brooklyn Special Aid:	Education Law § 273(1)(k) Annual sum of $350,000 for business library. (Included in Basic Aid Payment)
Nassau Special Aid:	Education Law § 273(1)(m)

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

13.1.1	Total Full-Time Equivalents (FTE)	3.21
13.1.2	Total Expenditure for Professional Salaries	$269,822

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

13.1.3	Total Full-Time Equivalents (FTE)	17.14
13.1.4	Total Expenditure for Other Staff Salaries	$526,960
13.1.5	**Employees Benefits:** Indicate the total expenditures for all system employee fringe benefits.	$286,450
13.1.6	**Purchased Services:** Did the system expend funds for purchased services? Enter Y for Yes, N for No.	Y

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

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

1.	Expenditure Category	Building and maintenance expenses
2.	Provider of Services	Various
3.	Expenditure	$85,975

1.	Expenditure Category	Consultant fees/professional fees
2.	Provider of Services	Auditor/Architec, etal
3.	Expenditure	$25,189

1.	Expenditure Category	Institutional membership dues
2.	Provider of Services	NYLA/ALA/PULISDO, etal
3.	Expenditure	$4,538

1.	Expenditure Category	Telecommunications
2.	Provider of Services	CornerStone/Lightower/Verizon
3.	Expenditure	$23,087

1.	Expenditure Category	Delivery/courier
2.	Provider of Services	Hudson River Transports
3.	Expenditure	$50,331

1.	Expenditure Category	Other (specify using the State note)
2.	Provider of Services	NYSHIP/MVP
3.	Expenditure	$158,788

1.	Expenditure Category	Other (specify using the State note)
2.	Provider of Services	Xerox/Pitney Bowes
3.	Expenditure	$16,601

13.1.7	**Total Expenditure - Purchased Services**	$364,509

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

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

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

1.	Expenditure Category	Office/library supplies and postage
2.	Expenditure	$25,666

1.	Expenditure Category	Other (specify using the State note)
2.	Expenditure	$9,533

1.	Expenditure Category	Other (specify using the State note)
2.	Expenditure	$6,051

13.1.9	**Total Expenditure - Supplies and Materials**	$41,250

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

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

1.	Type of Travel	System Staff Travel
2.	Expenditure	$27,427

13.1.11	**Total Expenditures - Travel**	$27,427

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

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

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

13.1.13	Total Expenditure - Equipment and Furnishings	$0

13.1.14	**Local Library Services Aid Expenditures:** Indicate the total expenditures to member libraries for Local Library Services Aid.	$185,489
13.1.15	**Grants to Member Libraries:** Did the system expend funds for grants to member libraries? Enter Y for Yes, N for no.	Y

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

1.	Recipient	19 Member Libraries
2.	Allocation	$2,490
3.	Project Description (no more than 300 words)	A Mileage Equalization Grant to equalize library staff from libraries more than 20 miles in distance from MHLS to attend meetings and training at MHLS.

13.1.16	Total Expenditures - Grants for Member Libraries	$2,490
13.1.17	Total Expenditure (total 13.1.2, 13.1.4, 13.1.5, 13.1.7, 13.1.9, 13.1.11, 13.1.13, 13.1.14, and 13.1.16)	$1,704,397
13.1.18	**Cash Balance at the Opening of the Fiscal Year** NOTE: The opening balance must be the same as the closing balance of the previous year.	$18,401
13.1.19	**Total Allocation from 2014-2015 State Aid:**	$1,722,961
13.1.20	**Cash Balance at the End of the Current Fiscal Year**	$18,565
13.1.21	**Final Narrative:** Provide a brief narrative, no more than fifteen hundred (1500) words, describing the major activities carried out with these State Aid Funds.	The expenditures help support activities to attain the goals and intended results described in the MHLS 2007-2011 POS as follows: PROFESSIONAL SALARIES/BENEFITS: 3.21 FTE to facilitate the promotion of professional library service, provide for professional oversight of system offerings and professional guidance for member libraries on library related issues. | OTHER STAFF SALARIES/BENEFITS: 17.14 FTE to work with professional staff to achieve the following: Assist member libraries in developing collections designed to meet the need of patrons, considering new technologies and formats in addition to traditional formats Maintain, support and provide training for an integrated library system (ILS) that responds to member library and patron needs. | Provide physical delivery service to all member libraries. | Facilitate access to nationwide collections for member libraries. | Inform member libraries of literacy service trends, resources and programs, and encourage the sharing of related experiences. | Provide member libraries with the information and awareness to develop programs and services to attract and connect to outreach target populations and form relevant community partnerships at the local leve | Provide services to state and county correctional facility libraries per the Correctional Services State Aid Guidelines. | Provide member libraries the information and awareness to develop sustainable programs and services for youth. | Provide member library directors, staff, Friends and trustees with the opportunity to develop the skills and knowledge necessary to fulfill their roles and responsibilities and to proactively meet the current and future challenges of the community. | Provide consulting and development services designed to meet the varying needs expressed by member libraries. | Provide member libraries opportunities to participate in cost-sharing and group purchasing of products and services. | Provide member libraries the education,

skills and resources to obtain sustainable funding and community support through advocacy and greater public awareness. | Identify, develop and provide for an integrated system of communication among member libraries. | Collaborate with other library systems on projects that benefit member libraries. | Support member libraries in facility assessment, development, management and planning, construction and renovation. | PURCHASED SERVICES: | Building and maintenance expenses: for our centrally located office, delivery/sorting space and meeting/workshop space. | Consultant fees/professional fees: to assist with system operations, including payroll, auditor and architect service. | Institutional Membership: fees for relevant staff in professional organizations (ALA/NYLA/PULISDO). | Telecommunications: phone lines, including Internet, for the system building. | Delivery/courier: facilitating resource sharing on a continuous basis through truck delivery to member libraries. | Retiree Medical | Equipment Lease: copier for internal use and to produce material for members use. | SUPPLIES AND MATERIALS: Office/library supplies: Office Equipment with a unit cost under $5,000: includes computer equipment for system staff | Workshops at MHLS: for member library directors, staff and trustees. | TRAVEL EXPENDITURES: for MHLS staff to provide consultation and training at member libraries, attend meetings throughout the region as well as state and national conferences. | LLSA: passed through to member libraries. | GRANTS TO MEMBER LIBRARIES: Mileage Equalization Grant to 19 libraries to equalize library staff from libraries more than 20 miles in distance from MHLS to attend meetings and training at MHLS.

Central Book Aid

CENTRAL BOOK AID (CBA)

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

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

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

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

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

1.	Expenditure Category	Commercial electronic content vendor contracts
2.	Provider of Services	OverDrive
3.	Expenditure	$2,383

| 1. | Expenditure Category | Commercial electronic content vendor contracts |
| 2. | Provider of Services | Mango |

3.	Expenditure	$9,425

1.	Expenditure Category	Other
2.	Provider of Services	Baker & Taylor
3.	Expenditure	$48,803

13.2.2	Total Expenditure - Purchased Services	$60,611
13.2.3	**Supplies and Materials**: Did the library system expend CBA funds for adult non-fiction and foreign language library materials with a unit cost less than $5,000? Enter Y for Yes, N for No.	N

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

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

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

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

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

1.	Recipient	N/A
2.	Allocation	N/A
3.	Project Description (no more than 300 words)	

13.2.6	Total Expenditure - Grants to Central/Co-Central Libraries	$0
13.2.7	Total Expenditure (total 13.2.2, 13.2.4, and 13.2.6)	$60,611
13.2.8	**Cash Balance at the Opening of the Current Fiscal Year** NOTE: The opening balance must be the same as the closing balance of the previous year.	$0
13.2.9	**Total Allocation from 2014-2015 State Aid**	$60,611

13.2.10	**Cash Balance at the End of the Current Fiscal Year**	$0
13.2.11	**Final Narrative**: Provide a brief narrative, no more than five hundred (500) words, describing the major activities carried out with these State Aid Funds.	CBA funds were used in the support of non-fiction purchases of OverDrive ebook content, support of system-wide licensing of Mango (foreign language instruction database), and circulating non-fiction.

Central Library Development Aid

CENTRAL LIBRARY DEVELOPMENT AID (CLDA)

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

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

13.3.1	Total Full-Time Equivalents (FTE)	0.29
13.3.2	Total Expenditure for Professional Salaries	$18,056

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

13.3.3	Total Full-Time Equivalents (FTE)	0
13.3.4	Total Expenditures for Other Staff Salaries	$0
13.3.5	**Employee Benefits:** Indicate the total expenditures for all system employee benefits (paid from CLDA funds).	$7,137
13.3.6	**Purchased Services**: Did the system expend funds for purchased services? Enter Y for Yes, N for No.	Y

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

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

1.	Expenditure Category	Commercial electronic content vendor contracts
2.	Provider of Services	Various
3.	Expenditure	$67,884

1.	Expenditure Category	Other (specify using the State note)
2.	Provider of Services	Innovative Interfaces Inc
3.	Expenditure	$23,036

1.	Expenditure Category	Other (specify using the State note)
2.	Provider of Services	Syndetics
3.	Expenditure	$5,500

1.	Expenditure Category	Telecommunications
2.	Provider of Services	Verizon
3.	Expenditure	$2,500

1.	Expenditure Category	Building and maintenance expenses
2.	Provider of Services	Atlas Star
3.	Expenditure	$1,500

1.	Expenditure Category	Delivery/courier
2.	Provider of Services	Mid-Hudson Library System
3.	Expenditure	$47,755

13.3.7	Total Expenditure - Purchased Services	$148,175
13.3.8	**Supplies and Materials**: Did the system expend funds for supply items, postage, adult nonfiction and foreign language library materials, or equipment and furnishings with a unit cost less than $5,000? Enter Y for Yes, N for No.	Y

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

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

1.	Expenditure Category	Office/library supplies and postage
2.	Expenditure	$2,145

13.3.9	**Total Expenditure - Supplies and Materials**	$2,145
13.3.10	**Travel Expenditures:** Did the system expend funds for travel? Enter Y for Yes, N for No.	Y

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

1.	Type of travel	Other
2.	Expenditure	$1,000

13.3.11	**Total Expenditures - Travel**	$1,000

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

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

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

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

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

1.	Recipient	N/A
2.	Allocation	N/A
3.	Project Description (no more than 300 words)	

13.3.15	Total Expenditure - Grants to Central/Co-Central Libraries	$0
13.3.16	**Total Expenditure (total 13.3.2, 13.3.4, 13.3.5, 13.3.7, 13.3.9, 13.3.11, 13.3.13, and 13.3.15)**	$176,513
13.3.17	**Cash Balance at the Opening of the Fiscal Year** NOTE: The opening balance must be the same as the closing balance of the previous year.	$0
13.3.18	**Total Allocation from 2014-2015 State Aid:**	$176,513
13.3.19	**Cash Balance at the end of the Current Fiscal Year**	$0
13.3.20	**Final Narrative:** Provide a brief narrative, no more than five hundred (500) words, describing the major activities carried out with these State Aid Funds.	Central library staff, in cooperation with an advisory committee of member library directors, provide training and education in reference services. CLDA is used to support catalog enhancements as well as to provide support for information databases (with a member library cost share). Funds are used to maintain the OverDrive service platform and to purchase eligible e-content. Interlibrary delivery is supported as is some operational overhead of the Central Library.

Coordinated Outreach Library Services Aid

COORDINATED OUTREACH LIBRARY SERVICES AID

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

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

13.4.1	Total Full-Time Equivalents (FTE)	0.67
13.4.2	Total Expenditure for Professional Salaries	$52,275

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

13.4.3	Total Full-Time Equivalents (FTE)	0
13.4.4	Total Proposed Expenditure for Other Staff Salaries	$0
13.4.5	**Employee Benefits:** Indicate the total expenditures for all system employee benefits.	$25,217
13.4.6	**Purchased Services:** Did the system expend funds for purchased services? Enter Y for Yes, N for No.	Y

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

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

1.	Expenditure Category	Consultant fees/professional fees
2.	Provider of Services	4 Consultants & Staff from 6 Member Libraries
3.	Expenditure	$798

13.4.7	**Total Expenditure - Purchased Services**	$798
13.4.8	**Supplies and Materials:** Did the system expend funds for supply items, postage, library materials, or equipment and furnishings with a unit cost less than $5,000? Enter Y for Yes, N for No.	Y

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

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

1.	Expenditure Category	Office/library supplies and postage
2.	Expenditure	$3,969

1.	Expenditure Category	Books and other print materials
2.	Expenditure	$808

1.	Expenditure Category	Non-print resources (electronic content)
2.	Expenditure	$15,373

13.4.9	Total Expenditure - Supplies and Materials	$20,150
13.4.10	**Travel Expenditures:** Did the system expend funds for travel? Enter Y for Yes, N for No. Indicate the total expenditures for system employee travel only in this category.	Y

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

1.	Type of Travel	System staff
2.	Expenditure	$3,821

13.4.11	**Total Expenditure - Travel**	$3,821
13.4.12	**Equipment and Furnishings:** Did the system expend funds for equipment and furnishings with a unit cost of $5,000 or more and having a useful life of more than one year. Enter Y for Yes, N for No.	N

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

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

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

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

1.	Recipient	10 Member Libraries
2.	Allocation	$4,000
3.	Description of Project	Provided 10 member libraries with mini-grants of $400 each for summer reading programs that included partnerships with community agencies.

1.	Recipient	14 Member Libraries
2.	Allocation	$2,130
3.	Description of Project	Provided 14 member libraries with mini-grants to incentivize long-term incorporation of early literacy components into their story times.

1.	Recipient	6 Member Libraries
2.	Allocation	$450
3.	Description of Project	Provided 6 tuition reimbursements of $75 each to member libraries whose staff completed Children's Services Fundamentals, an Infopeople Online Learning Course approved by ALA's Library Support Staff Certification (LSSC) program.

1.	Recipient	5 Member Libraries
2.	Allocation	$600
3.	Description of Project	Provided 6 tuition reimbursements of $75 each to member libraries whose staff completed Children's Services Fundamentals, an Infopeople Online Learning Course approved by ALA's Library Support Staff Certification (LSSC) program.

1.	Recipient	Ulster Literacy Association
2.	Allocation	$400
3.	Description of Project	Provided tuition reimbursement to member libraries for staff completion of Mango Languages Learn Library Spanish program.

1.	Recipient	Arts Mid-Hudson
2.	Allocation	$800
3.	Description of Project	Mini-grant to Ulster Literacy office in Kingston Library for partial purchase of a printer to be used for adult literacy and workforce development materials.

13.4.15	Total Expenditure - Grants to Member Libraries	$8,380
13.4.16	Total Expenditure (total 13.4.2, 13.4.4, 13.4.5, 13.4.7, 13.4.9, 13.4.11, 13.4.13, and 13.4.15)	$110,641
13.4.17	**Cash Balance at the Opening of the Fiscal Year** NOTE: The opening balance must be the same as the closing balance of the previous year.	$5,150
13.4.18	**Total Allocation from 2014-2015 State Aid:**	$108,160
13.4.19	**Cash Balance at the End of the Current Fiscal Year**	$2,669
13.4.20	**Final Narrative:** Provide a brief narrative, no more than five hundred (500) words, describing the major activities carried out with these State Aid Funds.	The expenditures, as follows, help support activities to attain the goals and intended results described in the MHLS 2007-2011 POS for Coordinated Outreach Library Services Aid, to insure library services for all area residents including groups traditionally underserved by libraries. The intended result is that member libraries will have the training and resources to recognize, connect with, attract and provide services for outreach target groups at the local level, and to develop community contacts and relevant local partnerships.	PROFESSIONAL SALARIES AND BENEFITS: .67 FTE of Assistant Director who is designated Outreach Coordinator and works as part of the MHLS senior staff to integrate the mission of outreach into the system's offerings, provide mini-grant opportunities to incentive adoption of best practices to reach target audiences, provide training, and fill member library requests for support and consultation on outreach issues.	CONSULTANT FEES/PROFESSIONAL FEES: Provided honorariums to 4 consultants and 6 staff from member libraries for workshop presentations.	OFFICE/LIBRARY SUPPLIES: Purchased bookmarks to promote access to digital materials for summer reading, pens promoting the new library catalog ("Why buy when you can borrow? Books, DVD's, eBooks and more at search.midhudsonlibraries.org"), signage for NYLA Corrections and Outreach Resource Team Roundtable, and Accucut shape cutting dies and equipment for member libraries to use in promotion and programming.	BOOKS AND OTHER PRINT MATERIALS: Purchased professional books and books for jails.	NON-PRINT RESOURCES (ELECTRONIC CONTENT): Purchased digital materials for families t

borrow. | TRAVEL/ SYSTEM STAFF: To provide education opportunities locally for member library staff, consultation on-demand at member libraries, and attend NYLA conference. | GRANTS TO MEMBER LIBRARIES: Provided 10 member libraries with mini-grants of $400 each for summer reading programs that included partnerships with community agencies. | Provided 16 member libraries with mini-grants of $400 each to incentivize long-term incorporation of early literacy components into their story times. | Provided mini-grants to 14 member libraries who participated in early literacy training to reimburse their purchase of board books to use in early literacy story times, in support of the best practice of using board books for each participant in story time to read together. Follow-up information was collected from participating libraries regarding benefits and impacts. | Provided 6 tuition reimbursements of $75 each to member libraries whose staff completed Children's Services Fundamentals, an Infopeople Online Learning Course approved by ALA's Library Support Staff Certification (LSSC) program. | Provided tuition reimbursement to member libraries for staff completion of Mango Languages Learn Library Spanish program. | Mini-grant to Ulster Literacy office in Kingston Library for partial purchase of a printer to be used for adult literacy and workforce development materials. | Marketing materials for a joint project with Arts Mid-Hudson for Children's Day Cultural Programs held in libraries, provided by regional cultural heritage presenters to explore and present children's culture as practiced among communities from countries whose population is represented in the Mid-Hudson Valley.

Services to County Jails Aid

SERVICE TO COUNTY JAILS (INTERINSTITUTIONAL) AID

Statutory Reference: Education Law § 285(2)

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

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

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

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

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

1.	Expenditure Category	Consultant fees/professional fees
2.	Provider of Services	Program Presenters
3.	Expenditure	$100

13.5.2	**Total Expenditure - Purchased Services**	$900

Supplies and Materials:

| 13.5.3 | Did the system expend funds for supply items, postage, library materials, or equipment and furnishings with a unit cost less than $5,000? Enter Y for Yes, N for No. | Y |

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

1.	Expenditure Category	Office/library supplies and postage
2.	Expenditure	$178
1.	Expenditure Category	Books and other print materials
2.	Expenditure	$3,910

13.5.4	**Total Expenditure - Supplies and Materials**	$4,088
13.5.5	**Total Expenditure (total 13.5.2, and 13.5.4)**	$4,988
13.5.6	**Cash Balance at the Opening of the Fiscal Year:** NOTE: The opening balance must be the same as the closing balance from the previous year.	$0
13.5.7	**Total Allocation from 2014-2015 State Aid**	$4,988
13.5.8	**Cash Balance at the End of the Current Fiscal Year**	$0
13.5.9	**Final Narrative:** Provide a brief narrative, no more than five hundred (500) words, describing the major activities carried out with these State Aid Funds.	Service to County Jails (Interinstitutional) Aid: The expenditures help support activitie to attain the goals and intended results described in the MHLS 2012 -2016 POS for Service to County Jails, as follows: Paperback books are selected and purchased for th jails, centrally received at MHLS, labeled with MHLS Outreach stickers and then mailed to the jails during the year (Other Support for System staff). Titles are selected by MHLS Outreach Coordinator with input from jail staff about local needs and recommendations from the NYS Department of Corrections. Titles concentrate in the following areas: self-help, inspirational materials, relevant biographies, job informatio low literacy resources, parenting, anger management, materials in Spanish, and also early literacy books for the facility family waiting rooms. Hudson Valley Connections (a resource guide for ex-offenders returning to Columbia, Dutchess, Greene, Putnam o Ulster counties in New York State) is developed by MHLS staff, printed and distributed. Honorariums supplied for program presenters at jail.

State Correctional Aid

THE FOLLOWING QUESTIONS ARE FOR SYSTEMS WITH STATE CORRECTIONAL FACILITIES ONLY

STATE CORRECTIONAL FACILITIES AID

Statutory Reference:	Education Law § 285 (1) Commissioners Regulations 90.14 The amount provided in Education Law is $9.25 per inmate.

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

13.6.1	Total Full-Time Equivalents (FTE)	0.12
13.6.2	Total Expenditure for Professional Salaries	$9,225

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

13.6.3	Total Full-Time Equivalents (FTE)	0.34
13.6.4	Total Expenditure for Other Staff Salaries	$13,334
13.6.5	**Employee Benefits:** Indicate the total expenditures for all system employee benefits.	$7,285
13.6.6	**Purchased Services:** Does the system expend funds for purchased services? Enter Y for Yes, N for No.	Y

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

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

1.	Expenditure Category	Delivery/courier
2.	Provider of Services	Hudson River Transports
3.	Expenditure	$4,614

13.6.7	**Total Expenditure - Purchased Services**	$4,614
13.6.8	**Supplies and Materials:** Did the system expend funds for supply items, postage, library materials, or equipment and furnishings with a unit cost less than $5,000? Enter Y for Yes, N for No.	Y

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

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

1.	Expenditure Category	Office/library supplies and postage
2.	Expenditure	$1,255

1.	Expenditure Category	Books and other print materials
2.	Expenditure	$30,150

13.6.9	**Total Expenditure - Supplies and Materials**	$31,405
13.6.10	**Travel Expenditures:** Did the system expend funds for travel? Enter Y for Yes, N for No.	Y

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

1.	Type of Travel	System staff
2.	Expenditure	$369

1.	Type of Travel	Other
2.	Expenditure	$2,625

13.6.11	**Total Expenditure - Travel**	$2,994
13.6.12	**Equipment and Furnishings:** Did the system expend funds for equipment and furnishings with a unit cost of $5,000 or more and having a useful life of more than one year. Enter Y for Yes, N for No.	N

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

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

13.6.13	**Total Expenditure - Equipment and Furnishings**	$0
13.6.14	Total Expenditure (total 13.6.2, 13.6.4, 13.6.5, 13.6.7, 13.6.9, 13.6.11, and 13.6.13)	$68,857
13.6.15	**Cash Balance at the Opening of the Fiscal Year:** NOTE: The opening balance must be the same as the closing balance of the previous year.	$1,119
13.6.16	**Total Allocation from 2014-2015 State Aid:**	$73,551
13.6.17	**Cash Balance at the End of the Fiscal Year:**	$5,811
	Final Narrative:	Budget Summary for State Correctional Facilities Aid: The expenditures help support

13.6.18   Provide a brief narrative, no more than five hundred (500) words, describing the major activities carried out with these State Aid Funds

activities to attain the goals and intended results described in the MHLS 2012 - 2016 POS for Service to State Correctional Facilities, as follows: PROFESSIONAL SALARIES AND BENEFITS: .12 FTE of Assistant Director who is designated Outreach Coordinator and works to provide correctional facility librarians with opportunities for continuing education, downloads from the MHLS database of holdings to CD-ROM, consultation in the areas of collection development, technology and developing programs of topical interest. OTHER STAFF SALARIES AND BENEFITS: .34 FTE of ILL staff to provide the interlibrary loan of books, periodicals videos and books-on-tape to correctional facility libraries, comparable to that of member public libraries. DELIVERY/COURIER: Delivery support to Hudson River Transports for the flow of interlibrary loan materials and access to System information including weekly distribution of the informational MHLS Bulletin. OFFICE/LIBRARY SUPPLIES: Support MHLS staff activities on behalf of correctional facility libraries. BOOKS AND OTHER PRINT MATERIAL: Funds provided to correctional facility libraries (distributed based on facility population) for the purchase of books and McNaughton and Baker & Taylor plans. TRAVEL: Outreach Coordinator travel to provide workshops and training for correctional facility librarians and attend relevant professional development opportunities. Correctional facility librarian travel to NYLA conference.

14. Summary of Library System Accomplishments

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

14.1   Element 1: Resource Sharing - Results

"""""""The 2014 Survey of Library Directors rated MHLS Resource Sharing Services as being Highly Successful.| COOPERATIVE COLLECTION DEVELOPMENT: Conducted a detailed report analyzing the cooperative collection development section of the MHLS plan of service including the outputs, outcomes, resources allocated to the service, and determined the value/return on investment for MHLS cooperative collection development services. This was reviewed and discussed by the MHLS Directors Association and the MHLS Board of Trustees. | Worked with advisory committee throughout the year to review and respond to member library issues and input, to ensure continuous improvement in the area of cooperative collection development, provide adequate access to popular items, and meet member library expectation of fairness in resource sharing. | On-demand, MHLS assisted libraries with collection analysis to provide data to use in purchasing materials to meet local needs. Began an 'Increasing Circulation' initiative to increase member library material circulation. | eBooks & eAudio: Coordinated expansion of digital collection development, resulting in digital collections of 7,845 eBooks and 1,966 downloadable audiobooks available to the patrons of every member library. This collection saw a 29% increase in checkouts vs. 2013 by acquiring additional funding, and responding to patron needs by collecting and purchasing digital title requests to provide access to relevant collections. Added curated collections to the digital collection interface, highlighting popular titles and corresponding Read-Alikes, to increase readers advisory and engagement. Added functionality of translating the OverDrive interface into Spanish. System posts monthly digital usage statistics, by library. | Databases: Administered access and negotiated consortium subscriptions to 5 cost-shared databases to support member library collections, saving $91,536 (71%) off the 2014 system list price. Provided budgeting information to libraries in advanced for library planning. Added 25,000 resources to the OPAC representing the individual records for each of the 18 databases all MHLS libraries have consortia access to, including those through NOVELny. Added 5 NOVELny databases to the OPAC through federated searching, expanding patron search results and increasing use of the NOVELny databases. System posts monthly digital usage statistics. | Worked with Central Library staff to provide 'Making your Collection Count: Essential Elements of Collection Development' workshops in 7 locations with a total attendance of 105 representing 100% of member libraries. 100% of attendees said it was worth their time. Training included collection and circulation analysis skills, as well as collection development

best practices to help libraries better react to local patrons with local collections. | INTEGRATED LIBRARY SYSTEM: Conducted a detailed report analyzing the integrated library system section of the MHLS plan of service including the outputs, outcomes, resources allocated to the service, and determined the value/return on investment for MHLS integrated library system services. This was reviewed and discussed by the MHLS Directors Association and the MHLS Board of Trustees. | Conducted a detailed report analyzing MHLS cataloging services including the outputs, outcomes, resources allocated to the service, and determined the value/return on investment for MHLS cataloging services. This was reviewed and discussed by the MHLS Directors Association and the MHLS Board of Trustees. | Worked with advisory committee throughout the year to review and respond to member library input to insure accuracy of data and reliability of access to member library collections. | ILS facilitated over 3.98 million circulations, and enabled sharing of over 918,000 items between member libraries as a result of patron requests. | Expanded the MHLS ILS Knowledge Base, used 3,400 times in 2014 by MHLS member library staff, to insure effective use of the ILS. Administered listserv to provide a communications forum for issues related to circulation of materials among libraries. | Implemented the consortium decision to migrate to an enhanced discovery interface for the OPAC (Innovative Interface Encore). Made site visits on request to 25 libraries to insure a smooth transition to the new interface. | Designed and conducted an Exemplar Search analysis to measure catalog quality (replicable search formulas intended to capture the most likely or typical patron search terms likely placed against out against our catalog) resulting in the new Encore catalog returning outstanding results. | Ticket system implemented for technology and ILS issues was used for 90% of member library support requests (over 50% of these tickets were resolved within 1 hour, approximately 85% of tickets were resolved within 24 hours), assisting MHLS in prioritizing issues, improved delegating of responsibilities, keep more accurate statistics, building a training and support knowledgebase, and maintaining open phone lines for emergencies that cannot be handled in other ways. | DELIVERY: Conducted a detailed report analyzing MHLS delivery service including the outputs, outcomes, resources allocated to the service, and determined the value/return on investment for MHLS delivery service. This was reviewed and discussed by the MHLS Directors Association and the MHLS Board of Trustees. | Coordinated 6 day-a-week delivery with 29 routes per week and 473 stops per week, averaging 78 stops per day, throughout the MHLS region to facilitate resource sharing and achieve same-day and next-day delivery to member libraries. Delivered and picked up approximately 88,800 individual boxes of library materials, averaging 45 items per box for a total of nearly 4 million items. | Refined design and procedures in MHLS sorting / delivery bay to expand capacity and expedite delivery. | Incorporated new efficiencies into the delivery routes for sharing materials to keep holds moving and increase the fill rate at member libraries without unnecessary shipping. | INTER LIBRARY LOAN (ILL): Facilitated 376 requests from member libraries from patrons for materials not available in the MHLS collection, and over 1,582 requests from outside libraries for materials in MHLS libraries. Communicated with lending libraries across the continental US regarding loan period and costs on behalf of member libraries. | Participated in regional resource sharing discussions about increasing member library access to materials outside of the consortium and cost efficiencies in resource sharing."""""""""

| 14.2 | Element 2: Special Client Groups - Results | ""ADULT LITERACY: Supported existing member library partnerships with regional literacy providers with NYS Adult Literacy Library Service Grant Program funds being used to develop and expand adult literacy programs which will enhance workforce development services in public libraries; Improve adult literacy on the job and in the home. | Advertised the consortium Mango language learning database ESL programs and consortium workforce development resources to regional adult literacy providers and BOCES career development departments. | Increased number to 12 of Dutchess County libraries participating in the Dutchess County Department of Labor project (DOL staff provide a coordinated program of workforce development assistance to patrons at the libraries). | Brought in the Digital Literacy workshop from NYLA (total attendance 45) for member library staff, and convinced NYLA to let us open it up to |

regional adult educators, literacy providers and transitional services staff (5 attended). Provided development assistance to Legal Services of the Hudson Valley Access to Justice Initiative, with over 100 survey responses. | COORDINATED OUTREACH: Conducted focus groups of directors for feedback on Outreach element of Plan of Service at March Directors Association meeting. | Developed a programming model that consolidates Youth Services into Outreach, reaching a larger cross section of member library staff by providing information, education and sharing of experiences for library staff providing programming for all ages. | Incentivized 6 member library staff to complete the Learn Library Spanish training program from Mango, to help library staff better serve Spanish-speaking patrons. | Collected information from member libraries who are doing outreach to the Spanish community, added to 'Partnerships That Work' on MHLS website. | Developed partnership through serving on the Arts Mid-Hudson Folk Art Advisory Council that brought in funds for 4 member libraries from the Robert R. Chapman Fund (administered by the Community Foundation of the Hudson Valley) for Children's Day Cultural Programs. | CORRECTIONAL FACILITIES (STATE AND LOCAL): Successfully negotiated annual Authentication and Plan of Service with correctional facility librarians. | Had approximately 458 contacts with MHLS correctional facility librarians and staff of county jails. | Increased access to materials to fill local needs by: Providing Categorical Aid funds for purchase of materials; Providing catalog disks for access to MHLS holdings; Providing instruction on requesting materials through the MHLS OPAC; Providing print copies of electronic McNaughton order lists; Coordinating donations of magazines and paperback books to supplement facility collections, and children's book for the facility family waiting rooms as an early literacy initiative. | Developed a formal approach that was adopted statewide for proper response to inmate direct reference requests received by public libraries, supporting mechanisms and procedures from DOCCS, resulting in more of the desired involvement of the facility library. | Designed and supplied materials (including bookmarks and Hudson Valley Connections) used by facility librarians at inmate library orientation programs, resulting in more awareness of how they can use the general library now for reentry resources and the public library when they are released. | Drafted overall changes/updates for the Public Library System Services to State Correctional Facility Libraries State Aid Program guidelines for discussion with DLD, to incorporate relevant documents (current DOCCS Directive; Education Law §285 (1) ; Commissioner's Regulations §90.14), assist new Outreach Coordinators with knowing their responsibilities, and improve statewide service to Correctional Facility libraries. | Coordinated annual Southeastern Region Correctional Facility Librarians meeting (with RCLS, WLS, and the correctional facility libraries in the southeastern region of NY) and CORT programming at the NYLA Conference, resulting in networking opportunities and sharing of best practices. | Worked with transitional program staff at Dutchess & Ulster county jails to support specific programs. | YOUTH SERVICES: Supported Early Literacy development through: professional training for member libraries in 4 locations; Early Literacy Mini-Grant Program (13 of the 16 libraries participating reported making changes as a result of the program); Early Literacy Board Book Reimbursement Program (14 libraries established collections). Provided Early Literacy Community Asset training to Ulster County directors.| Surveyed member library staff that offer game programs and/or family programs resulting in best practices to share, and a panel of 4 member library practitioners who provided a program to 31 attendees about programming events they have held that brought families in to enjoy the library together, and gaming programs that target families and contribute to literacy. | Administered Youth Services listserv and Youth Literacy online forums to provide opportunities to share experiences. | Collected book donations from Books for Kids for libraries in communities with a poverty level of at least 7.8% resulting in 27 MHLS libraries putting new books into the hands of disadvantaged youth.| Collected info from all libraries on how their Summer Reading program supported common core standards. | Supported 24 member libraries in their participation in a Regional Battle of the Books program attended by 450. | Incentivized 6 member library staff to complete Children's Services Fundamentals Program (an Infopeople Online Learning Course, approved by ALA's Library Support Staff Certification). | Served on Dutchess BOCES School Library System Council

resulting in additional exposure for Dutchess public library programs and services. | Reviewed usage statistics of YS materials available through MHLS, resulting in keeping just the die-cuts and button maker, and distributed the rest to member libraries through an interest-lottery. | Partnership with Children's Media project resulted in replicatable training for 34 attendees and ongoing partnerships with 8 libraries.""

14.3	Element 3: Professional Development and Continuing Education - Results	The 2014 Survey of Library Directors rated MHLS Professional Development & Continuing Education Services as being Highly Successful.	Worked with advisory committee throughout the year to insure continuing education sessions, resources and networking opportunities were comprehensive and responding to member needs. Evaluations are conducted at each workshop, and summaries of the evaluations are reviewed by advisory committee. Committee noted that MHLS CE opportunities are available in locations across the region and library staff are taking advantage of these opportunities.	Provided attendance reports from an enhanced CE attendance database for individual member library staff used in: Job evaluation; Resumes; Civil service T&E requirements; Public Librarians Certification requirements.	89 training program offered (+ 23 outside webinars advertised) with total attendance of 1,024.	Developed responsive plans for workshop locations by collecting data from 28 volunteer sites , then conducting Conducted Preferences for Location Survey (306 responses).	Distributed information about how directors could support, and individuals could comply, with the new education mandates for Public Librarian Certificate retention.	Group buy of Lynda.com licenses (13 libraries participating with 19 licenses) at 50% discount, saving libraries $3562.50.	Cosponsoring the 2015 'Emerging Leaders - seminar for library leaders' run by Jerry Nichols and hosted by RCLS, to increase member library directors access to professional leadership education.	Plan for 2015 trainings drafted and updated continuously.	Re-introduced the MHLS Member Library Mileage Equalization Grant Program (reimbursement for mileage, in excess of the first 20 miles each way, associated with attendance at training or to participate in meetings sponsored by and located at MHLS) to encouraged, urge, and support all member library staff to devote the time necessary to participate in MHLS professional development and continuing education opportunities, and to carry out their responsibilities associated with their position as MHLS members.	Launched the new MHLS Leadership Circle at the urging of library directors interested in an open dialog about issues they face as library leaders, providing leadership learning opportunities and taking advantage of the knowledge and wisdom of many of our member library directors while supporting each other.
14.5	Element 5: Consulting and Development Services - Results	The 2014 Survey of Library Directors rated MHLS Consulting & Development Services as being Highly Successful.	Responded to approximately 19,000 requests for assistance.	Made over 240 on-site visits to member libraries for consultation, information, program support, problem solving, technology support and training.
14.6	Element 6: Coordinated Services - Results	The 2014 Survey of Library Directors rated MHLS Coordinated Services as being Successful.	Conducted survey of directors for feedback on Coordinated Services element of Plan of Service, receiving feedback from 52 (79%), with the majority rating all services as meeting or exceeding expectations.	Designed and maintained websites for 37 libraries (56%), resulting in a total of 689,011 web visits by patrons. Designed and maintained mobile responsive county-based HOMEACCESS websites used 267,864 times by patrons (Columbia County 23,496; Greene County 34,786; Dutchess County 135,607; Putnam County 22,218; Ulster County 51,757). Developed 3 web resources for youth patrons (Kids Port, revived through member library Content Advisory Group; Kids page of MHLS managed member library web pages; Kids OverDrive eReading Room). Developed a suite of web graphics for member library webpages.	Provided training and support for member library eRate application for technology reimbursement.	Facilitated computer equipment purchases for libraries, developing standardized ordering forms that resulted in streamlining the process for member library staff to get the right products and the best prices.	Provided technical support on-demand at libraries, including 11 under contract, resulting in improved access to technology and electronic services within their libraries.	Conducted a group buy of Aerohive, a centrally manageable wireless router that supports captive portal

(policy acceptance page) and has improved reporting, helping member libraries collect wireless usage statistics for their NYS annual reports.

| 14.7 | Element 7: Awareness and Advocacy - Results | The 2014 Survey of Library Directors rated MHLS Awareness and Advocacy Services as being Successful. | Worked with advisory committee throughout the year on whose mission is 'to help guide the development of strategies and tools to strengthen member libraries' ability to cultivate support amongst users and nonusers', resulting in coordinated initiatives to build the library base of support. | Coordinated attendance of over 40 regional library advocates at NYLA Advocacy Day, making appointments with all regional legislators and arranging for bus transportation. Promoted virtual 'Armchair Advocacy', resulting in a total of 896 contacts to representatives of our region. MHLS staff member serves on NYLA Legislative Committee, provides contact information for every library to their representatives in the NYS Senate and Assembly, and talking points on significant issues for libraries including Tax Cap information, resulting in year-round advocacy. | Supported 28 libraries holding votes in 2014 with 93% of member library votes passing. . Conducted post-vote assessments, resulting in additional information to use in vote support. | Redesigned the 'MHLS Public Library Vote Toolbox' at http://vote.midhudson.org to improve access to the information member libraries for sustainable funding for their library. | 12 workshop sessions were provided including ' Public Library Vote Toolbox "Know How for your Library's Vote"', 'Advocacy Boot Camp' (for frontline staff, trustees, and Friends looking for a better understanding of how libraries and the system are funded, what messages resonate with the public and legislators and best practices for delivering those advocacy messages), and 'Survey Team Training' (part of the MHLS Marketing Advisory Committee's Non-Library-User Outreach Program). | Held a County Advocacy Meeting of directors/trustees instrumental in advocating for county funding. | Collected info from 74% libraries to be used in advocacy about how people are affected by their summer reading program. For example: Participants who increased their enjoyment of reading; improved their reading ability; or families who saved money. |
| 14.8 | Element 8: Communication among Member Libraries and/or Branch Libraries - Results | The 2014 Survey of Library Directors rated MHLS Communication Among Member Libraries Services as being Successful. | Produced weekly MHLS Bulletin of communications, available in print and electronically, resulting in relevant news delivered to each member library and correctional facility library, and sent electronically to 588 subscribers. | Managed 6 listservs for member libraries which continue to generate positive participation, resulting in member libraries being able to share information, network and get quick answers to questions. | Conducted a Salary, Leave & Benefit survey with 97% participation of member libraries. | Redesigned the e-version of the MHLS Bulletin - now in full color with a more modern look and includes a new, regular "In the News" feature which provides links to local news coverage of MHLS member libraries. | Redesigned the system website http://midhudson.org/ to improve access to the information member libraries need to run their library. Using WordPress, a content management system (CMS), the functionality of the new site is much improved from both the user end and the maintenance side. Staff also worked to streamline and improve the content from the former site to increase usability. | Launched a new Programming Listserv, a communication forum for MHLS libraries on all aspects of library programming for patrons from birth to adult, including programming for families, communities, summer reading, early literacy, family literacy, digital literacy, and outreach to the community through programming and piggy-back presenter opportunities. | Developed new format at Directors Association meetings for sharing among directors, alternating each month between small-group Talk Events, and Tweet Out Events (where each director has an opportunity to speak for 30 seconds on the topic of their choice). |

Coordinated advocacy efforts with RCLS, WLS, UHLS, FCLS, and MVLS, resulting i

14.9	Element 9: Cooperative Efforts with Other Library Systems - Results	more effective legislative office visits; Coordinated Advocacy Day bus with regional library systems, resulting in facilitating attendance from MHLS, RCLS, SENYLRC an 2 BOCES school library systems.	Coordinated Southeastern Region Correctional Facility Librarians meeting with RCLS and WLS, resulting in networking opportunitie and sharing of best practices.	Collaborated with area school library systems and regional public library systems on programs including 'Notable Book Banquets' and 'Annual Fall Into Books Children's and Teens Literature Conference', resulting in increasing cost effective regional staff development opportunities.	Cooperate on regional delivery of materials by having a weekly transfer exchange point with RCLS, and by delivering to SUNY New Paltz and Vassar College through contract with SENYLRC, resulting in expanded regional access to materials.	Served on SENYLRC Board of Trustees Council resulting in making strong regional connections, more exposure to MHLS services in the community, and affecting regional decisions for the good of member libraries.	Collaborated on the development of PULISDO Conference (Theme: Focus on Infrastructure) and pre-conference data collection in 3 areas of system services; Staff from 21 of the 23 NYS Public Library Systems attended, and 100% of respondents indicated that the sessions they attended were worth their time.	Collaborated with area school library systems and regional public library systems on programs including annual 'Notable Book Banquets' and 'Fall Into Books Children's and Teens Literature Conference', resulting in increasing cost effective regional staff development opportunities.	Collaborated with UHLS and Suffolk on ILS discussions and development.
14.10	Element 10: Construction - Results	""""""""""""""""""""""â€¢ Conducted System-wide construction needs update survey MHLS member libraries reported construction / renovation needs totaling $55,000,000 in the region. This number was shared with the NYS Division of Library Development to help advocate to the Governor and the NYS Legislature for the need to continue the $14 million State Aid for Public Library Construction Grant program annually. â€¢ A survey was conducted of member library directors as to their satisfaction with the administration of the construction grant program at MHLS. Input received helped to fine tune our process with a goal of being transparent and accountable. 92% of respondents indicated they feel the process is fairly handled with 78% indicating it is "completely fair." â€¢ We developed standards to apply to our funding priority of energy conservation, providing guidance to libraries to educate themselves as to how t achieve energy efficiencies through new projects and projects that involved replacing facility components at the end of their useful life. â€¢ Assisted the following libraries The Mountain Top / Haines Falls Library finally completed their adaptive reuse of an existing building and held their grand opening; Phoenicia Library with their rebuild plans (a fire devastated their Main Street facility), slated to result in a highly energy efficient library which is likely to be the first 'Passive House' Library in the United States, if not the world; Hudson Area Association Library in their plans to adaptively reuse the Hudson Armory as the new public library location; Woodstock Public Librar District in managing community dissent over their planned annex project; Amenia Fre Library as it plans an expansion project and works to build community support to invest in the project; Pine Plains Library as they were faced with possible eviction fron their facility, also aided in the path to the referendum that ultimately will mean the library will be able to stay in their new facility; Putnam Valley Free Library as they discovered the extent of the damage to their facility after the recent Hurricanes and Superstorm Sandy. â€¢ Provided Construction Grant Technical Assistance Workshop, attended by 12, 100% of which said it was good use of their time. â€¢ 12 member libraries were recommended awarded funds through State Aid for Public Library Construction program. Projects approved include: BREWSTER PUBLIC LIBRARY: Restoration of windows in an 1931 Georgian-style library facility, application of low-l solar film; installation of storm panels. HEERMANCE MEMORIAL LIBRARY (Coxsackie): Interior modifications to flooring, ceilings, lighting and shelving to make the library more accessible, sustainable and user-friendly. DESMOND-FISH LIBRARY (Garrison): Installation of a variable refrigerant flow system (VRFZ) to result in a more efficient HVAC system; more zones; and noise reduction. Estimated

annual heating/cooling savings of $7,000. HAINES FALLS FREE LIBRARY: Later phase of a significant renovation project to address drainage system damaged by Hurricane Irene; renovate entries; rehabilitate stairs to mezzanine; and final fixtures and furnishings. When total project is completed it will result in a 466% increase in usable public space. HUDSON AREA LIBRARY ASSOCIATION: Adaptive re-use o the Hudson Armory, a facility that will be the new home for the library. Project includes built-in millwork (shelving, service and computer desks, cabinetry, displays). New space will enable the library to be fully handicapped accessible for the first time, result in the provision of a meeting room that can seat 100 people (currently they have no dedicated meeting room); new facility will result in a 60% increase in usable public space. HURLEY LIBRARY: Acquisition of new facility which will result in a fully handicapped facility (current library is not handicapped accessible), increase usable public space by 40% and lower heating and cooling costs in the library's operations budget. PATTERSON LIBRARY: Installation of a whole-building generator and dehumidification system to increase access to service and stabilize interior climate and air quality. PHOENICIA LIBRARY: Phase III of renovation project to expand current footprint concurrently with renovation work of fire-damaged building. This will result in new space for children's room, community meeting room and elevator. This phase: flood-proofing to FEMA standards; septic; technology infrastructure; fixtures and furnishings; construction supervision. Slated to be the first Passive House designed library in the country. POUGHKEEPSIE PUBLIC LIBRARY DISTRICT: First phase of a major renovation and expansion project for a newly acquired facility. This phase: site preparation. Ultimately will result in a 240% increase in space: new space will double the number of public access computers; create programming space where none existed previously; completely handicapped accessible; adequate parking. RED HOOK PUBLIC LIBRARY: Renovation of currently underused space in an historic building to create more public space for computers, programming and a quiet reading area. New space will provide twice the current number of public access computers. Includes HVAC, insulation and electrical system upgrades to this 1865 facility to create the capacity for the stated needs in newly created space. STONE RIDGE LIBRARY: Phase II of a significant stabilization, rehabilitation and energy conservation project for a building on the State and National Registers of Historic Places. Project includes siding and insulation - using environmentally friendly insulation. WOODSTOCK PUBLIC LIBRARY DISTRICT: First phase of a new construction project to create a library annex: asbestos abatement; demolition of current structure; and relocation of an electrical pole. Future plans for the new building will ultimately result in a minimum 13% increase in usable public space. """"""""""""""""""""""""""

| 14.11 | Element 11: Central Library - Results | The 2014 Survey of Library Directors rated MHLS Central Library Services as being Successful. \| DIGITAL COLLECTION DEVELOPMENT: Central library staff worke with advisory committee throughout the year whose mission is 'to oversee Central Reference services and to insure that system-wide collections and resources are comprehensive and responsive to patron needs'. \| Provided $19,351 for suite of online, commercially licensed databases, used by member library staff and patrons, cost-share with members. Reviewed usage with advisory committee, who made recommendation for additions and subtractions that were acted on by the MHLS Directors Association to make the best use of CLDA/CBA and consortia funds. \| Provided $26,420 for catalog enhancements (NextReads, NoveList and Syndetics) resulting in improved readers advisory support for library staff and improved patron access to the additional information. \| CLDA/CBA funds were used to support the purchase of the OverDrive service platform and non-fiction purchases of eBook and downloadable audiobook titles. \| PUBLIC SERVICE STAFF TRAINING AND EDUCATION: Central library staff worked with system staff to provide 'Making your Collection Count: Essential Elements of Collection Development' workshops in 7 locations with a total attendance of 105 representing 100% of member libraries. !00% of attendees said it was worth their time. \| Central library staff provided 5 workshops on ' Encore, HOMEACCESS & Reference - Helping Patrons Find What They Want' to develop member library staff skills. There were a total of 66 attendances, with 98% of attendees reported it was worth their time. \| COLLECTION MANAGEMENT AND USE ANALYSIS: The |

advisory committee asked the MHLS Directors Associations (which agreed) to require all member library directors to attend the provide 'Making your Collection Count: Essential Elements of Collection Development' workshop which covered collection and circulation analysis skills, as well as collection development best practices to help libraries better react to local patrons with local collections. Planning to provide in 201? reports to each library for strategic weeding. | REFERENCE SERVICES: Provided funding and ' Encore, HOMEACCESS & Reference - Helping Patrons Find What The' Want' workshops for member library staff in support of both member library staff needs and patron needs for information both in the library and from outside the library | Central library staff published weekly reference tips (Tuesdays Tips at http://poklib.org/reference-and-research/tuesdays-tips/) which are sent out to all member library staff to support best reference practices. | DELIVERY AND INTERLIBRARY LOAN: Provided $47,755 in direct support from CLDA funds for the MHLS delivery service to facilitate resource sharing among member libraries. | SUPPLEMENTAL ADULT NON-FICTION COLLECTIONS: 2,039 non-fiction titles funded by CLDA or CBA were added to the collection at the Central Library. Digital non-fiction materials were added to the consortia OverDrive collection.

| 14.12 | Element 12: Direct Access - Results | MHLS and all its member libraries continue to facilitate direct access to public library services for all residents in the Mid-Hudson service area. There were no reports in 2013 of serious inequities or hardship. MHLS continued to work with the Town of Union Vale on behalf of 4 member libraries (Beekman Library, Millbrook Free Librar) LaGrange Association Library, and Dover Plains Library) regarding the funding by the Town of Union Vale for public library services. MHLS efforts included negotiating a contract with the Town of Union Vale, which resulted in $30,000 being awarded to the 4 member libraries based on each library's proportionate share of circulation to Town residents. |

| 14.13 | Element 13: Other Goal(s) - Results | N/A |

15. Current system URL's

15.1	System Home Page URL	http://midhudson.org
15.2	URL of Current List of Members	http://midhudson.org/libraries/
15.3	URL of Current Governing Bylaws	http://board.midhudson.org/wp-content/uploads/2013/11/Bylaws-2013.pdf
15.4	Evaluation Form	Data driven resource decisions and customer satisfaction are the primary focus of the plan. The evaluative data gathered from annual surveys to library directors and to boar presidents is used by the advisory committees and system staff to adjust areas of the plan identified in need of change, which ensures continuous improvement and maximizes member library and end-user satisfaction.
15.5	Evaluation Results	Need for a revision of goals, results and evaluation methods may be identified by any of the System's advisory committees, the System's Executive Director, by a deciding vote of the Directors Association, or by the MHLS Board of Trustees, but approval by the Directors Association and the MHLS Board of Trustees is required for revisions to be submitted to the New York State Education Department and New York State Library.
15.6	Central Library Plan	http://midhudson.org/wp-content/uploads/2013/08/POS-Central-Library-ADOPTED.p
15.7	Direct Access Plan	http://midhudson.org/wp-content/uploads/2013/08/free_direct_access.pdf

16. Assurance and Contact Information
CONTACT INFORMATION

| 16.1 | Contact name (person completing report) | Linda Vittone/Merribeth Advocatge |

| 16.2 | Contact telephone number (enter 10 digits only and hit the Tab key) | (845) 471-6060 |
| 16.3 | Contact e-mail address | lvittone@midhudson.org/madvocate@midhudson.org |

ASSURANCE

| 16.4 | The Library System operated under its approved Plan of Service in accordance with the provisions of Education Law and the Regulations of the Commissioner, and assures that this "Annual Report" was reviewed and accepted by the System Board/Council on (date - mm/dd/yyyy) | 05/06/2015 |

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

| 16.5 | The Library System's Annual Report was reviewed and approved by the New York State Library on (date - mm/dd/yyyy) | |

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!	