

Mid-Hudson Library System

Annual Report for Library Systems - 2023 (Public Library Systems 2023)

1. General System Information

System / Director Information

Please be advised Bibliostat CollectConnect is now using a new interface. If you have accessed or if you believe you may have accessed the old Bibliostat CollectConnect, please click the new link [here](#) and you will be taken to the new interface. Please be sure you exit and close the old Bibliostat CollectConnect before you begin your survey.

Please use the note field to explain answers when necessary. This note field can also be used for local notes.

To avoid loss of data, only one person at a time should be logged into a member library report. Multiple people logged into the same report will cause data to be lost.

Libraries should not have reports from two different years open at the same time.

1.1	SEDCODE	131500700010
1.2	Institution ID	800000053308
1.3	System Name	Mid-Hudson Library System
1.4	Beginning Reporting Year	01/01/2023
1.5	Ending Reporting Year	12/31/2023
1.6	Street Address	103 Market Street
1.7	City	Poughkeepsie
1.8	Zip Code	12601
1.9	Four-Digit Zip Code Extension (enter N/A if unknown)	4028
1.10	Mailing Address	103 Market Street
1.11	City	Poughkeepsie
1.12	Zip Code	12601

1.13	Four-Digit Zip Code Extension (enter N/A if unknown)	4028
1.14	Library System Telephone Number (enter 10 digits only and hit the Tab key)	(845) 471-6060
1.15	Fax Number (enter 10 digits only)	(845) 454-5940
1.16	System Home Page URL	https://midhudson.org
1.17	URL of the system's complete Plan of Service	https://midhudson.org/about-mhls/mhls-plan-of-service/
1.18	Population Chartered to Serve (2020 Census)	645,001
1.19	Area Chartered to Serve (square miles)	2,927
1.20	Federal Employer Identification Number	141458489
1.21	County	Dutchess
1.22	County (Counties) Served	Columbia, Dutchess, Greene, Putnam, Ulster
1.23	School District	Poughkeepsie City School District
1.24	First Name of System Director	Rebekkah
1.25	Last Name of System Director	Smith Aldrich
1.26	NYS Public Librarian Certification Number of the Director of Public Library System, and Reference and Research Library Resources System.	23875
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.239
1.32	E-Mail Address of the System Director	rsmith@midhudson.org

1.33 Fax Number of the System Director (enter 10 (845) 454-5940
digits only and hit the Tab key)

1.34 Name of Outreach Coordinator Laura Crisci

Contracts / Unusual Circumstances

1.48 Does the reporting system have a contractual N
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.

1. Name of Contracting Municipality or District N/A

2. Is this a written contract? (Enter Y for Yes, N for N/A
No)

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

4. Dollar amount of contract N/A

5. Indicate "Full" or "Partial" range of services N/A
provided by this contract (Select one)

1.49 For the reporting year, has the system N
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 note.

THESE QUESTIONS ARE FOR NYC PUBLIC LIBRARY SYSTEMS ONLY. PLEASE PROCEED TO THE
NEXT QUESTION.

1.50 President/CEO Name. If there is no N/A
President/CEO please enter "N/A"

1.51 President/CEO Phone Number N/A

1.52

President/CEO Email

N/A

2. Personnel Information

2.1

FTE (Full-Time Equivalent Calculation)

35

The number of hours per work week used to compute FTE for all budgeted positions.

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

Certified Librarians - Filled Position(s) FTE

2

2.11

Certified 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 + 2.10 + 2.12)

4.00

2.15

Total Certified Librarians - Vacant Position(s) FTE (total questions 2.5 + 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

13.35

2.19

Total Other Staff - Vacant Position(s) FTE

0.5

2.20	Total Paid Staff - Filled Position(s) FTE (total questions 2.14 + 2.16 + 2.18)	19.35
2.21	Total Paid Staff - Vacant Position(s) FTE (total questions 2.15 + 2.17 + 2.19)	0.50

SALARY INFORMATION

2.22	Entry-Level Librarian (certified) FTE	N/A
2.23	Entry-Level Librarian (certified) Current Annual Salary	N/A
2.24	System Director FTE	1
2.25	System Director Current Annual Salary	\$152,759

3. System Membership, Outlets and Governance

Service Outlets / Meetings / System Council

PUBLIC SERVICE OUTLETS

3.9	Number of member libraries. Do not include branches.	66
3.15	Main Library/System Headquarters	1
3.16	Indicate the year the system building was initially constructed	1966
3.17	Indicate the year the system building underwent a major renovation costing \$25,000 or more	2021
3.18	Square footage of the system building	12,000
3.19	Branches of the Library System	0
3.20	Bookmobiles	0
3.21	Reading Centers	0
3.22	Other Outlets	0

3.23	Total Public Service Outlets (total questions 3.15, 3.19 through 3.22)	1
3.24	Name of Central Library/Co-Central Libraries	Poughkeepsie Public Library District

BOARD/COUNCIL MEETINGS

3.25	Total number of public library system/3Rs board meetings or school library system council meetings held during reporting year	6
3.26	Current number of <u>voting</u> positions on system board/council. Please add a note if this has changed from the previous year report.	15
3.27	Term length for system board/council members. Please add a note if this has changed from the previous year report.	5

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

3.28	Board/Council Selection - Enter Board/Council Selection Code (select one; drop-down). If O is selected, please use the State note to explain how members were named to the Board/Council.	O
------	---	---

Note: Trustees shall be nominated and elected at the Annual Membership Meeting by member libraries represented, in accordance with rules of procedure established by the Board. There will be three trustees from each of five counties.

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 2-17 of the repeating group. You may 1) enter the data for the Board/Council Members directly into the survey as usual or 2) send Baker and Taylor the data for this section to be uploaded into CollectConnect. If you choose to send your data for uploading, you must enter the data into the spreadsheet form available in the survey by clicking [here](#). **Note that the trustee and coordinated outreach council positions have been pre-filled with last year's information. Please make sure that information is updated as needed. The spreadsheet option is still available if that is easier to update. If you use the spreadsheet option the president will need to be added as it was in a separate group in the previous year reports.** Complete this form and email it to collectconnect@baker-taylor.com. The number of Council members must be 5 to 11 (no less than five and no more than 11).

1.	Status	Filled
2.	First Name	Barry

3.	Last Name	Ramage
4.	Institutional Affiliation	N/A
5.	Professional Title	Financial Advisor
6.	Mailing Address	8 Broadview Lane
7.	City	Red Hook
8.	Zip Code (enter five digits only)	12571
9.	Office Held or Trustee	President
10.	Term Begins - Month	January
11.	Term Begins - Year (yyyy)	2021
12.	Term Expires - Month or N/A	December
13.	Term Expires - Year (YYYY) or N/A	2025
14.	Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	Yes
15.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/19/2021
16.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	03/04/2021
17.	Is this a brand new trustee?	N
1.	Status	Filled
2.	First Name	Stuart
3.	Last Name	Auchincloss

4.	Institutional Affiliation	Woodstock Public Library District
5.	Professional Title	Former President
6.	Mailing Address	2342 Glasco Turnpike
7.	City	Woodstock
8.	Zip Code (enter five digits only)	12498
9.	Office Held or Trustee	Other (Add State Note)
10.	Term Begins - Month	January
11.	Term Begins - Year (yyyy)	2024
12.	Term Expires - Month or N/A	December
13.	Term Expires - Year (YYYY) or N/A	2028
14.	Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	Y
15.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/05/2024
16.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	02/02/2024
17.	Is this a brand new trustee?	N
1.	Status	Filled
2.	First Name	Heather
3.	Last Name	Blakely
4.	Institutional Affiliation	N/A

5.	Professional Title	N/A
6.	Mailing Address	471 Mountain View Ave
7.	City	Hurley
8.	Zip Code (enter five digits only)	12443
9.	Office Held or Trustee	Trustee
10.	Term Begins - Month	January
11.	Term Begins - Year (yyyy)	2023
12.	Term Expires - Month or N/A	December
13.	Term Expires - Year (YYYY) or N/A	2027
14.	Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	Y
15.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/24/2023
16.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	02/14/2023
17.	Is this a brand new trustee?	Y
1.	Status	Filled
2.	First Name	Peter
3.	Last Name	Carey
4.	Institutional Affiliation	N/A
5.	Professional Title	N/A

6.	Mailing Address	229 Milltown Rd
7.	City	Brewster
8.	Zip Code (enter five digits only)	10509
9.	Office Held or Trustee	Trustee
10.	Term Begins - Month	January
11.	Term Begins - Year (yyyy)	2024
12.	Term Expires - Month or N/A	December
13.	Term Expires - Year (YYYY) or N/A	2028

14.	Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	Y
-----	--	---

15.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/16/2024
-----	---	------------

16.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	01/25/2024
-----	--	------------

17.	Is this a brand new trustee?	N
-----	------------------------------	---

1.	Status	Filled
----	--------	--------

2.	First Name	Kenneth
----	------------	---------

3.	Last Name	Goldberg
----	-----------	----------

4.	Institutional Affiliation	Mathematics Education, NY University
----	---------------------------	--------------------------------------

5.	Professional Title	Professor Emeritus
----	--------------------	--------------------

6.	Mailing Address	1066 Churchland Lane
----	-----------------	----------------------

7.	City	Saugerties
8.	Zip Code (enter five digits only)	12477
9.	Office Held or Trustee	Trustee
10.	Term Begins - Month	January
11.	Term Begins - Year (yyyy)	2022
12.	Term Expires - Month or N/A	December
13.	Term Expires - Year (YYYY) or N/A	2026

14.	Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	Y
-----	--	---

15.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/10/2022
-----	---	------------

16.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	03/16/2022
-----	--	------------

17.	Is this a brand new trustee?	N
-----	------------------------------	---

1.	Status	Filled
----	--------	--------

2.	First Name	Rajene
----	------------	--------

3.	Last Name	Hardeman
----	-----------	----------

4.	Institutional Affiliation	Howland Public Library
----	---------------------------	------------------------

5.	Professional Title	Trustee
----	--------------------	---------

6.	Mailing Address	5 Colonial Rd. #53
----	-----------------	--------------------

7.	City	Beacon
----	------	--------

8.	Zip Code (enter five digits only)	12508
9.	Office Held or Trustee	Other (Add State Note)
10.	Term Begins - Month	January
11.	Term Begins - Year (yyyy)	2023
12.	Term Expires - Month or N/A	December
13.	Term Expires - Year (YYYY) or N/A	2027
14.	Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	Y
15.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/19/2023
16.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	02/14/2023
17.	Is this a brand new trustee?	N
1.	Status	Vacant
2.	First Name	N/A
3.	Last Name	N/A
4.	Institutional Affiliation	N/A
5.	Professional Title	N/A
6.	Mailing Address	N/A
7.	City	N/A
8.	Zip Code (enter five digits only)	N/A

9.	Office Held or Trustee	Trustee
10.	Term Begins - Month	N/A
11.	Term Begins - Year (yyyy)	N/A
12.	Term Expires - Month or N/A	N/A
13.	Term Expires - Year (YYYY) or N/A	N/A
14.	Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	N/A
15.	The date the trustee took the Oath of Office (mm/dd/yyyy)	N/A
16.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	N/A
17.	Is this a brand new trustee?	
1.	Status	Vacant
2.	First Name	N/A
3.	Last Name	N/A
4.	Institutional Affiliation	N/A
5.	Professional Title	N/A
6.	Mailing Address	N/A
7.	City	N/A
8.	Zip Code (enter five digits only)	N/A
9.	Office Held or Trustee	Trustee

10.	Term Begins - Month	N/A
11.	Term Begins - Year (yyyy)	N/A
12.	Term Expires - Month or N/A	N/A
13.	Term Expires - Year (YYYY) or N/A	N/A
14.	Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	N/A
15.	The date the trustee took the Oath of Office (mm/dd/yyyy)	N/A
16.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	N/A
17.	Is this a brand new trustee?	

1.	Status	Filled
2.	First Name	Jill
3.	Last Name	Leinung
4.	Institutional Affiliation	East Greenbush Central School District
5.	Professional Title	Retired School Librarian
6.	Mailing Address	18 Whitney Drive
7.	City	Valatie
8.	Zip Code (enter five digits only)	12184
9.	Office Held or Trustee	
10.	Term Begins - Month	January

11. Term Begins - Year (yyyy) 2021

12. Term Expires - Month or N/A December

13. Term Expires - Year (YYYY) or N/A 2025

14. Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position). Y

15. The date the trustee took the Oath of Office (mm/dd/yyyy) 01/19/2021

16. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 03/04/2021

17. Is this a brand new trustee? N

1. Status Filled

2. First Name Thomas

3. Last Name Silvious

4. Institutional Affiliation N/A

5. Professional Title N/A

6. Mailing Address 22 Washington Avenue

7. City Cocksackie

8. Zip Code (enter five digits only) 12051

9. Office Held or Trustee Trustee

10. Term Begins - Month November

11. Term Begins - Year (yyyy) 2023

12.	Term Expires - Month or N/A	December
-----	-----------------------------	----------

13.	Term Expires - Year (YYYY) or N/A	2026
-----	-----------------------------------	------

14.	Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	N
-----	--	---

15.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/11/2022
-----	---	------------

16.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	03/16/2022
-----	--	------------

17.	Is this a brand new trustee?	N
-----	------------------------------	---

1.	Status	Filled
----	--------	--------

2.	First Name	Janet
----	------------	-------

3.	Last Name	Schnitzer
----	-----------	-----------

4.	Institutional Affiliation	Hudson City School District
----	---------------------------	-----------------------------

5.	Professional Title	Retired
----	--------------------	---------

6.	Mailing Address	41 Green Acres Rd
----	-----------------	-------------------

7.	City	Hudson
----	------	--------

8.	Zip Code (enter five digits only)	12534
----	-----------------------------------	-------

9.	Office Held or Trustee	Trustee
----	------------------------	---------

10.	Term Begins - Month	January
-----	---------------------	---------

11.	Term Begins - Year (yyyy)	2024
-----	---------------------------	------

12.	Term Expires - Month or N/A	December
-----	-----------------------------	----------

13.	Term Expires - Year (YYYY) or N/A	2028
14.	Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	Y
15.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/05/2024
16.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	02/02/2024
17.	Is this a brand new trustee?	N
1.	Status	Filled
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.	Office Held or Trustee	Other (Add State Note)
10.	Term Begins - Month	January
11.	Term Begins - Year (yyyy)	2020
12.	Term Expires - Month or N/A	December
13.	Term Expires - Year (YYYY) or N/A	2024

14.	Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	Y
15.	The date the trustee took the Oath of Office (mm/dd/yyyy)	02/01/2020
16.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	02/05/2020
17.	Is this a brand new trustee?	N
1.	Status	Filled
2.	First Name	Carla
3.	Last Name	Taylor
4.	Institutional Affiliation	N/A
5.	Professional Title	N/A
6.	Mailing Address	5 East Drive
7.	City	Carmel
8.	Zip Code (enter five digits only)	10512
9.	Office Held or Trustee	Trustee
10.	Term Begins - Month	January
11.	Term Begins - Year (yyyy)	2022
12.	Term Expires - Month or N/A	December
13.	Term Expires - Year (YYYY) or N/A	2026

14.	Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	Y
15.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/11/2022
16.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	03/16/2022
17.	Is this a brand new trustee?	N
1.	Status	Filled
2.	First Name	Mary Linda
3.	Last Name	Todd
4.	Institutional Affiliation	NY State Library, Div.of Library Development
5.	Professional Title	Retired 2016
6.	Mailing Address	65 Highland Road
7.	City	Greenville
8.	Zip Code (enter five digits only)	12083
9.	Office Held or Trustee	Trustee
10.	Term Begins - Month	January
11.	Term Begins - Year (yyyy)	2020
12.	Term Expires - Month or N/A	December
13.	Term Expires - Year (YYYY) or N/A	2024

14.	Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	Y
15.	The date the trustee took the Oath of Office (mm/dd/yyyy)	02/01/2020
16.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	02/05/2020
17.	Is this a brand new trustee?	N
1.	Status	Filled
2.	First Name	Mark
3.	Last Name	Wilson
4.	Institutional Affiliation	Kinderhook Memorial Library
5.	Professional Title	Trustee
6.	Mailing Address	28 William Street
7.	City	Kinderhook
8.	Zip Code (enter five digits only)	12106
9.	Office Held or Trustee	Trustee
10.	Term Begins - Month	January
11.	Term Begins - Year (yyyy)	2020
12.	Term Expires - Month or N/A	December
13.	Term Expires - Year (YYYY) or N/A	2024

14.

Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).

Y
15.

The date the trustee took the Oath of Office (mm/dd/yyyy)

02/01/2020
16.

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

02/05/2020
17.

Is this a brand new trustee?

N

Coordinated Outreach Council

COORDINATED OUTREACH COUNCIL

- 3.29

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, 2024, through December 31, 2024. For each vacant position, select "Vacant" in question 1 and enter N/A in questions 2-5 of the repeating group. You may 1) enter the data for the Coordinated Outreach Council Members directly into the survey as usual or 2) send Baker and Taylor the data for this section to be uploaded into CollectConnect. If you choose to send your data for uploading, you must enter the data into the spreadsheet form available in the survey by clicking [here](#). Please Note: It is customized and contains all the data entered last year to be updated this year. Complete this form and email it to collectconnect@baker-taylor.com. 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 Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

1.

Status

Filled
2.

First Name

Sharon
3.

Last Name

Avila
4.

Institutional Affiliation

Dutchess County Department of Community & Family Services
5.

Professional Title

Confidential Administrative Assistant to the Commissioner

1.	Status	Filled
2.	First Name	Cassandra
3.	Last Name	Beam
4.	Institutional Affiliation	Ulster Literacy Association
5.	Professional Title	CEO

1.	Status	Filled
2.	First Name	Carolyn
3.	Last Name	Bennett Glauda
4.	Institutional Affiliation	Southeastern NY Library Resources Council
5.	Professional Title	Member Services Librarian for Education & Outreach

1.	Status	Filled
2.	First Name	Melissa
3.	Last Name	Clark
4.	Institutional Affiliation	United Way of Dutchess- Orange Region
5.	Professional Title	Manager of Community Mobilization

1.	Status	Filled
2.	First Name	Rebecca
3.	Last Name	Gerald

4.	Institutional Affiliation	Dutchess BOCES, Career & Technical Institute
5.	Professional Title	Coordinator, School Library System
1.	Status	Filled
2.	First Name	Mary Ellen
3.	Last Name	Iatropoulos
4.	Institutional Affiliation	Spark Media Project
5.	Professional Title	Director of Education
1.	Status	Filled
2.	First Name	Jessica
3.	Last Name	Sherman
4.	Institutional Affiliation	Poughkeepsie Public Library District
5.	Professional Title	Adult Services Librarian
1.	Status	Filled
2.	First Name	Ashley
3.	Last Name	Wright
4.	Institutional Affiliation	Career Center Management
5.	Professional Title	Dutchess One Stop Career Center

4. Public Library System Transactions and Collections

Borrowers / Visits / Circulation / Holdings

4.1	Number of registered system borrowers	180
4.2	System Visits	220

CIRCULATION

4.3	Total Cataloged Book Circulation	3,215
4.4	Total Circulation of Other Materials	980
4.5 4.4)	Physical Item Circulation (Total questions 4.3 &	4,195
4.6	Use of Electronic Material	0
4.7	Successful Retrieval of Electronic Information	0
4.8 4.7)	Electronic Content Use (Total Questions 4.6 &	0
4.9 4.5 & 4.6)	Total Circulation of Materials (Total Questions	4,195
4.10	Total Collection Use (Total Questions 4.7 & 4.9)	4,195

GENERAL SYSTEM HOLDINGS

4.11	Total Cataloged Book Holdings	25
4.12	Uncataloged Book Holdings	0
4.13	Total Print Serial Holdings	4
4.14	All Other Print Materials Holdings	12
4.15 4.13 and 4.14)	Total Print Materials (Total questions 4.11, 4.12,	41
4.16	Electronic Books	0
4.17	Local Electronic Collections	0

4.18	Total Number of NOVELny Databases	15
4.19	Total Electronic Collections (Total questions 4.16 + 4.17)	0
4.20	Audio - Downloadable Units	0
4.21	Video - Downloadable Units	0
4.22	Other Electronic Materials (Include items that are not included in the above categories, such as e-serials; electronic files; collections of digital photographs; and electronic government documents, reference tools, scores and maps.)	0
4.23	Total Electronic Materials (Total questions 4.18, 4.19, 4.20, 4.21 and 4.22)	15

Holdings Continued

Non-Electronic Materials

4.24	Audio - Physical Units	0
4.25	Video - Physical Units	0
4.26	Other Non-Electronic Materials	0
4.27	Total Other Materials Holdings (Total questions 4.24 through 4.26)	0
4.28	Grand Total Holdings (Total questions 4.15, 4.23 and 4.27)	56

ROTATING COLLECTIONS/BOOK LOANS

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

5. System Services

ILS

TECHNOLOGY AND RESOURCE SHARING

INTEGRATED LIBRARY SYSTEM (ILS)

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

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

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

5.3 Identify ILS system vendor Innovative Interfaces Inc.

5.4 How many member libraries fully participate in the ILS? 66

5.5 % of member libraries participating (calculated field) 100.00%

5.6	How many member libraries participate in some ILS modules?	66
5.7	Indicate features of the system's ILS (check all that apply):	
a.	ILS shared with other library systems	No
b.	ILS software permits patron-initiated ILL	Yes
c.	ILL feature implemented and used	Yes
5.8	Number of titles in the ILS bibliographic database	2,181,162
5.9	Number of new titles added by the system in the reporting year	2
5.10	Number of Central Library Aid titles added in the reporting year	2,127
5.11	Number of new titles added by the members in the reporting year	335,418
5.12	Total new titles (total questions 5.9 through 5.11)	337,547

Catalog

UNION CATALOG OF RESOURCES

For this report, a union catalog is defined as a vehicle that can access member and / or non-member catalogs. It can be either print, disc, or online (virtual) format.

5.13	In what format(s) is the union catalog available? (Check all that apply):	
a.	Print	No
b.	Disc	No
c.	Online (virtual catalog)	Yes
5.14	How many libraries participate in (or submit records for) the union catalog?	66

5.15	Is the system's union catalog shared with any other library system(s)? (Enter Y for Yes, N for No)	N
5.16	Number of titles in the system's union catalog	2,118,591
5.17	Number of holdings in the system's union catalog	2,140,836
5.18	Number of new titles added in the last year	320,175
5.19	Number of holdings added in the last year	335,420

5.20 If the union catalog is online (virtual catalog) Indicate the features of the system's virtual catalog (check all that apply):

a.	Non-member catalogs are included (if checked, please name non-member catalogs using the State note)	No
b.	Non-library catalogs are included (if checked, please name non-library catalogs using the State note)	No
c.	Patron-initiated ILL available and used through this catalog	Yes

UNION LIST OF SERIALS

5.21	Does the system have a union list of serials? (Enter Y for Yes, N for No. If No, enter zero (0) on question 5.22.)	Y
5.22	How many libraries participate in (or submit records for) the union list of serials?	66

COMBINED SYSTEM UNION CATALOG AND UNION LIST OF SERIALS

5.23	Does the system's union catalog contain both books and serials? (Enter Y for Yes, N for No, or N/A)	Y
------	---	---

Website/Interlibrary Loan/Delivery/Continuing Edu.

VISITS TO THE SYSTEM'S WEB SITE

5.24	Annual number of visits to the system's web site	118,636
------	--	---------

SYSTEM INTERLIBRARY LOAN ACTIVITY

5.25	Total items provided (loaned)	25
5.26	Total items received (borrowed)	3,205
5.27	Total requests provided (loaned) unfilled	186
5.28	Total requests received (borrowed) unfilled	282
5.29	Total interlibrary loan activity (total questions 5.25 through 5.28)	3,698

DELIVERY

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

Note: For questions which include a choice of "Other", please add a 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 note)	No

5.31	Number of stops (pick-up and delivery sites per week)	282
------	---	-----

CONTINUING EDUCATION/STAFF DEVELOPMENT Workshops/Meetings/Training Sessions

Resource sharing (ILL, collection development, etc.)

5.32	Number of sessions	18
5.33	Number of participants	395

Technology

5.34	Number of sessions	2
5.35	Number of participants	76

Digitization

5.36	Number of sessions	0
5.37	Number of participants	0

Leadership

5.38	Number of sessions	2
5.39	Number of participants	7

Management & Supervisory

5.40	Number of sessions	4
5.41	Number of participants	36

Planning and Evaluation

5.42	Number of sessions	4
5.43	Number of participants	130

Awareness and Advocacy

5.44	Number of sessions	15
5.45	Number of participants	348

Trustee/Council Training

5.46	Number of sessions	13
5.47	Number of participants	2,189

Special Client Populations

5.59	Grand Total Sessions (total questions 5.32, 5.34, 5.36, 5.38, 5.40, 5.42, 5.44, 5.46, 5.48, 5.50, 5.52, 5.54, 5.56 and total of question #2 of Repeating Group #5)	68
5.60	Grand Total Participants (total questions 5.33, 5.35, 5.37, 5.39, 5.41, 5.43, 5.45, 5.47, 5.49, 5.51, 5.53, 5.55, 5.57 and total of question #3 of Repeating Group #5)	3,397

5.61	Do library system staff and/or trustees reach outside of the library system building to promote system programs and services through group presentations, information tables and/or other similar educational activities sponsored by the Library System?	N
------	---	---

Coordinated Services / Consulting / Reference

COORDINATED SERVICES

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

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

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

CONSULTING AND TECHNICAL ASSISTANCE SERVICES

Indicate which consulting and technical assistance services the system provides (check all that apply).

Note: If "Other" is selected, please add a Note of explanation.

5.63	Consulting with member libraries and/or branches on grants, and state and federal funding	Y
5.64	Consulting with member libraries and/or branches on funding and governance	Y
5.65	Consulting with member libraries and/or branches on charter and registration work	Y
5.66	Consulting with member libraries and/or branches on automation and technology	Y
5.67	Consulting with member libraries and/or branches on youth services	Y
5.68	Consulting with member libraries and/or branches on adult services	Y
5.69	Consulting with member libraries and/or branches on physical plant needs	Y
5.70	Consulting with member libraries and/or branches on personnel and management issues	Y
5.71	Consulting with state and county correctional facilities	Y
5.72	Providing information to local, county, and state legislators and their staffs	Y
5.73	Providing system and member library information to the media	Y
5.74	Providing website development and maintenance for member libraries	Y
5.75	Other Consulting and Technical Assistance Services not listed above - Add Note	Y

Note: Delivery, Professional Development

REFERENCE SERVICES

5.76	Total Reference Transactions	0
------	------------------------------	---

Special Clients / Fees

SERVICES TO SPECIAL CLIENTS (Direct and Contractual)

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

a.	Services for patrons with disabilities	Yes
----	--	-----

b.	Services for patrons who are educationally disadvantaged	Yes
----	--	-----

c.	Services for patrons who are aged	Yes
----	-----------------------------------	-----

d.	Services for patrons who are geographically isolated	Yes
----	--	-----

e.	Services for patrons who are members of ethnic or minority groups in need of special library services	Yes
----	---	-----

f.	Services to patrons who are in institutions	Yes
----	---	-----

g.	Services for unemployed and underemployed individuals	Yes
----	---	-----

i.	N/A	No
----	-----	----

5.78	Number of BOOKS BY MAIL loans	0
------	-------------------------------	---

5.79 Number of member libraries with Job/Education Information Centers or collections 66

5.80	Number of State Correctional Facilities libraries served	5
------	--	---

5.81	Number of County Jails libraries served	5
------	---	---

5.82	Number of institutions served other than jails or correctional facilities	0
------	---	---

5.83 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

5.84 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 5.85. Y

5.85 Description of fees

Member libraries are assessed though a formula of the following 4 elements: a general fee with four fixed levels determined by population served; a holds received/delivery fee based on number of items borrowed by one member from other members; a general LS fee based on either population served or circulation(whichever is least);a fixed per license fee and 5) a fixed ILS capital set-aside. Fees are also charged to member libraries choosing the a la carte services of Web page hosing, Tech contracts/service, Teleforms and Smart Activity Manger (SAM).

6. Operating Funds Receipts

Local Public Funds

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 - arranged in alphabetical order

6.6	Central Library Services Aid	\$266,199
-----	------------------------------	-----------

6.8	Conservation/Preservation Grants	\$0
-----	----------------------------------	-----

6.9	Construction for Public Libraries Aid	\$7,389
-----	---------------------------------------	---------

6.10	Coordinated Outreach Services Aid	\$171,261
------	-----------------------------------	-----------

6.11	Correctional Facilities Library Aid	\$85,193
------	-------------------------------------	----------

6.12	County Jails Library Aid	\$4,772
------	--------------------------	---------

6.18	Local Library Services Aid - Kept at System	\$0
------	---	-----

6.19	Local Library Services Aid - Distributed to Members	\$210,154
------	---	-----------

6.20	Total LLSA (total questions 6.18 and 6.19)	\$210,154
------	---	-----------

6.21	Local Services Support Aid	\$135,872
------	----------------------------	-----------

6.22	Local Consolidated Systems Aid	\$0
6.26	Public Library System Basic Aid	\$1,387,081
6.27	Public Library System Supplementary Operational Aid	\$189,030

State Aid

6.36	Special Legislative Grants and Member Items	\$0
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 6.36).	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	Love Your Library
2.	Amount	\$6,000

6.43	Total Other State Aid (total question #2 of Repeating Group #9 above)	\$6,000
------	---	---------

6.44 **Total State Aid Receipts** (total questions 6.6 through 6.12, questions 6.20 through 6.22, questions 6.26 through 6.27, questions 6.36 through 6.41, and question 6.43) \$2,462,951

FEDERAL AID

6.45 Library Services and Technology Act (LSTA) \$0

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

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 | ARPA Grant |
| 2. | Amount | \$2,114 |

Federal Aid / Contracts

6.47 **Total Other Federal Aid** (total questions #2 of Repeating Group #10 above) \$2,114

6.48 **Total Federal Aid** (total questions 6.45 and 6.47) \$2,114

CONTRACTS WITH LIBRARIES, LIBRARY SYSTEMS AND/OR OTHER INSTITUTIONS IN NEW YORK STATE

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

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

- | | | |
|----|-----------------------|-------------------------|
| 1. | Contracting Agency | Member Libraries |
| 2. | Contracted Service | Automation and Delivery |
| 3. | Total Contract Amount | \$611,610 |

1.	Contracting Agency	Member Libraries
2.	Contracted Service	Database and Catalog
3.	Total Contract Amount	\$181,175
1.	Contracting Agency	Member Libraries
2.	Contracted Service	Tech Support
3.	Total Contract Amount	\$54,507
1.	Contracting Agency	Member Libraries
2.	Contracted Service	Digital Content
3.	Total Contract Amount	\$33,000

6.50

Total Contracts (total question #3 of Repeating Group #11 above)

\$880,292

MISCELLANEOUS RECEIPTS

6.51

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

\$14,736

Note: Donations to the system regularly fluctuate, this difference is attributed to financial donations from individuals.

6.53

Income from Investments

\$58,561

Miscellaneous

Proceeds from Sale of Property

6.54

Real Property

\$0

6.55

Equipment

\$0

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

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

1. Receipt category Rental Property

Note: We rent our Auditorium.

2. Amount \$500

1. Receipt category Insurance Recovery

Note: We rent our Auditorium.

2. Amount \$1,000

1. Receipt category Library Charges

Note: We rent our Auditorium.

2. Amount \$1,609

6.57 Total Other Miscellaneous Receipts (total question #2 of Repeating Group #12 above) \$3,109

6.58 Total Miscellaneous Receipts (total questions 6.51 through 6.55 and question 6.57) \$76,406

6.59 TOTAL OPERATING FUND RECEIPTS - \$3,421,763
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)

6.60 BUDGET LOANS \$0

Transfers / Grand Total

TRANSFERS

6.61 9.6)	Transfers from Capital Fund (Same as question 9.6)	\$27,299
6.62	Transfers from Other Funds	\$0
6.63	Total Transfers (total questions 6.61 and 6.62)	\$27,299
6.64	CASH BALANCE - Beginning of Current Fiscal Reporting Year: Public Library Systems - January 1, 2023. (Same as closing cash balance at the end of previous fiscal reporting year: Public Library Systems - December 31, 2022.)	\$3,223,132
6.67	GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS, AND BALANCE/ROLLOVER (Public Library Systems - total questions 6.59, 6.60, 6.63 and 6.64 - must agree with question 7.82)	\$6,672,194

7. Operating Fund Disbursements

Staff / Collection / Grants / Capital

STAFF EXPENDITURES

Salaries

7.1	System Director and Certified Librarians	\$327,859
7.2	Other Staff	\$786,813
7.3	Total Salary and Wages Expenditures (total questions 7.1 and 7.2)	\$1,114,672
7.4	Employee Benefits Expenditures	\$681,721
7.5	Total Staff Expenditures (total questions 7.3 and 7.4)	\$1,796,393

COLLECTION EXPENDITURES

7.6	Print Materials Expenditures	\$35,946
7.7	Electronic Materials Expenditures	\$109,235

7.8	Other Materials Expenditures	\$0
7.9	Total Collection Expenditures (total questions 7.6 through 7.8)	\$145,181

GRANTS TO MEMBER LIBRARIES

Cash Grants Paid From

7.10	Local Library Services Aid (LLSA)	\$210,154
7.11	Central Library Services Aid (CLSA)	\$266,199
7.15	Other State Aid/Grants (e.g., Construction, Special Legislative or Member Grants)	\$44,174
7.16	Federal Aid	\$0
7.17	Other cash grants paid from system funds	\$0
7.18	Total Cash Grants (total questions 7.10 through 7.17)	\$520,527
7.19	Book/Library Materials Grants	\$0
7.20	Other Non-Cash Grants	\$0
7.21	Total Grants to Member Libraries (total questions 7.18 through 7.20)	\$520,527

CAPITAL EXPENDITURES FROM OPERATING FUNDS

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

7.27 **Total Capital Expenditures from Operating Fund** (total questions 7.22 through 7.26) \$0

Capital Cont. / Operation and Maintenance / Misc.

TOTAL CAPITAL EXPENDITURES BY SOURCE OF FUNDS

7.28 From Local Public Funds (71PF) \$0

7.29 From Other Funds (71OF) \$0

7.30 **Total Capital Expenditures by Source** (total questions 7.28 and 7.29; same as question 7.27) \$0

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) \$148,156

7.33 **Total Repairs to Buildings and Building Equipment** (total questions 7.31 and 7.32) \$148,156

7.34 Other Building & Maintenance Expenses \$103,132

7.35 **Total Operation and Maintenance of Buildings** (total questions 7.33 and 7.34) \$251,288

MISCELLANEOUS EXPENSES

7.36 Total Operation & Maintenance of Bookmobiles and Other Vehicles \$0

7.37 Office and Library Supplies \$3,864

7.38 Equipment \$0

7.39 Telecommunications \$17,165

7.40 Publicity and Printing \$0

7.41	Travel	\$3,505
------	--------	---------

7.42	Fees for Consultants and Professionals - Please include a Note with the consultants' or vendors' names and a brief description of the service(s) provided.	\$51,929
------	--	----------

Note: Paylocity - Payroll and timesheet software Milliman - GASB45 report Whiteman, Osterman & Hanna - Legal RBTCPAs - Annual audit IMPACT PR & Communications LTD- PR Ulster BOCES Treasurer-Accounting Software Visions Human Resource Services, LLC - Human Resources Praesidium- Background Checks GAACC LLC-Marketing

7.43	Membership Dues - Please include a State Note listing Professional Organization Memberships for which dues are being paid.	\$5,046
------	--	---------

Note: Prof organization: American Library Association, New York Library Association, Southeastern NY Library, SHRM (For human resources)

7.44 Does the system have other miscellaneous expenses in categories not listed in questions 7.36 through 7.43? Enter Y for Yes, N for No. Y

Note: Records are provided

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	Digital Navi
----	------------------	--------------

Note: The Digital Navigators program is a collaborative effort with multiple library systems (Mid-Hudson Library System, Ramapo Catskill Library System, Westchester Library System) facilitated by Southeastern NY Library Resources Council. Digital Navigators are trained, trusted guides who help community members with various technology needs.

2.	Amount	\$10,050
----	--------	----------

1.	Expense category	Delivery
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		
16.		
17.		
18.		
19.		
20.		
21.		
22.		
23.		
24.		
25.		
26.		
27.		
28.		
29.		
30.		
31.		
32.		
33.		
34.		
35.		
36.		
37.		
38.		
39.		
40.		
41.		
42.		
43.		
44.		
45.		
46.		
47.		
48.		
49.		
50.		
51.		
52.		
53.		
54.		
55.		
56.		
57.		
58.		
59.		
60.		
61.		
62.		
63.		
64.		
65.		
66.		
67.		
68.		
69.		
70.		
71.		
72.		
73.		
74.		
75.		
76.		
77.		
78.		
79.		
80.		
81.		
82.		
83.		
84.		
85.		
86.		
87.		
88.		
89.		
90.		
91.		
92.		
93.		
94.		
95.		
96.		
97.		
98.		
99.		
100.		

Note: The Digital Navigators program is a collaborative effort with multiple library systems (Mid-Hudson Library System, Ramapo Catskill Library System, Westchester Library System) facilitated by Southeastern NY Library Resources Council. Digital Navigators are trained, trusted guides who help community members with various technology needs.

2.	Amount	\$325,081
----	--------	-----------

1. Expense category ServiceContr

Note: The Digital Navigators program is a collaborative effort with multiple library systems (Mid-Hudson Library System, Ramapo Catskill Library System, Westchester Library System) facilitated by Southeastern NY Library Resources Council. Digital Navigators are trained, trusted guides who help community members with various technology needs.

2. Amount \$226,839

1. Expense category Prof. Dev.

Note: The Digital Navigators program is a collaborative effort with multiple library systems (Mid-Hudson Library System, Ramapo Catskill Library System, Westchester Library System) facilitated by Southeastern NY Library Resources Council. Digital Navigators are trained, trusted guides who help community members with various technology needs.

2. Amount \$20,442

1. Expense category Mmbrs WrkSp

Note: The Digital Navigators program is a collaborative effort with multiple library systems (Mid-Hudson Library System, Ramapo Catskill Library System, Westchester Library System) facilitated by Southeastern NY Library Resources Council. Digital Navigators are trained, trusted guides who help community members with various technology needs.

2. Amount \$10,614

Miscellaneous Cont. / Contracts / Debt Service

7.45 Total Other Miscellaneous Expenses (total \$593,026
question #2 of Repeating Group #13)

7.46 Total Miscellaneous Expenses (total questions \$674,535
7.36 through 7.44 and 7.46)

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

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

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 N/A
note)

2.	Contracted Service (specify using the State note)	N/A
3.	Total Contract Amount	N/A

7.48
Total Contracts (total question #3 of Repeating Group #14 above)
\$0

DEBT SERVICE

Capital Purposes Loans (Principal and Interest)

7.49
From Local Public Funds (73PF)
\$0

7.50
From Other Funds (73OF)
\$0

7.51
Total Capital Purposes Loans (total questions 7.49 and 7.50)
\$0

Transfers

Other Loans

7.52
Other Loans
\$0

7.53
Total Debt Service (total questions 7.51 and 7.52)
\$0

7.54
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, 7.46, 7.48, and 7.53)
\$3,387,924

TRANSFERS

Transfers to the Capital Fund

7.55
From Local Public Funds (76PF)
\$39,600

7.56
From Other Funds (76OF)
\$0

7.57	Total Transfers to Capital Fund (total questions 7.55 and 7.56; same as question 8.2)	\$39,600
7.58	Total Transfers to Other Funds	\$0
7.59	Total Transfers (total questions 7.57 and 7.58)	\$39,600
7.60	TOTAL DISBURSEMENTS AND TRANSFERS (total questions 7.54 and 7.59)	\$3,427,524

Cash Balance / Grand Total / Audit / Bank Balance

7.61	CLOSING CASH BALANCE at the End of the Current Fiscal Reporting Year (For Public Library Systems - December 31, 2023)	\$3,244,670
7.82	GRAND TOTAL DISBURSEMENTS, TRANSFERS, & ENDING BALANCE (total questions 7.60 and 7.61)	\$6,672,194

FISCAL AUDIT

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

7.83	Last audit performed (mm/dd/yyyy)	7/11/2023
7.84	Time period covered by this audit (mm/dd/yyyy - mm/dd/yyyy)	1/1/2022-12/31/2022
7.85	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	TD Bank
2.	Amount of funds on deposit	\$984,060
1.	Name of bank or financial institution	TD BAnk

2.	Amount of funds on deposit	\$49,825
1.	Name of bank or financial institution	TD Bank
2.	Amount of funds on deposit	\$5,570
1.	Name of bank or financial institution	TD Bank
2.	Amount of funds on deposit	\$177,846
1.	Name of bank or financial institution	TD Bank
2.	Amount of funds on deposit	\$295,197
1.	Name of bank or financial institution	TD Bank
2.	Amount of funds on deposit	\$244,224
1.	Name of bank or financial institution	TD Bank
2.	Amount of funds on deposit	\$2,000,000

7.86 **Total Bank Balance** (total question #2 of Repeating Group #15) \$3,756,722

7.87 Does the system have a Capital Fund? Enter Y Y
for Yes, N for No. If yes, please complete the Capital Fund Report. If no, stop here.

8. Capital Fund Receipts

State Aid and Grants for Capital Projects

8.1	Total Revenue From Local Sources	\$0
8.2	Transfer From Operating Fund (same as question 7.57)	\$39,600

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

Totals / Cash Balance

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 All Other Aid and/or Grants for Capital Projects (total questions 8.1, 8.2, 8.3, and 8.5) \$39,600

8.7 NONREVENUE RECEIPTS \$0

8.8 TOTAL RECEIPTS - Total Receipts and Nonrevenue Receipts (total questions 8.6 and 8.7) \$39,600

8.9 CASH BALANCE - Beginning of Current Fiscal Reporting Year: Public Library Systems - January 1, 2023. (Same as closing cash balance at the end of previous fiscal reporting year: Public Library Systems - December 31, 2022.) \$527,121

Grand Total

8.10 TOTAL RECEIPTS AND CASH BALANCE (total questions 8.8 and 8.9) \$566,721

9. Capital Fund Disbursements

Project Expenditures / Cash Balance

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)	\$27,299
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)	\$27,299
9.9	CLOSING CASH BALANCE IN CAPITAL FUND at the End of the Current Fiscal Year (December 31, 2023, for Public Library Systems)	\$539,422
Grand Total		
9.10	TOTAL DISBURSEMENTS AND CASH BALANCE (total questions 9.8 and 9.9)	\$566,721

12. Projected Annual Budget For Library Systems

Public Library Systems Budget for January 1, 2024 - December 31, 2024

PROJECTED OPERATING FUND - RECEIPTS

12.1	Total Operating Fund Receipts (include Local Aid, State Aid, Federal Aid, Contracts and Miscellaneous Receipts)	\$3,201,276
12.2	Budget Loans	\$0
12.3	Total Transfers	\$226,248
12.4	Cash Balance/Ending Balance in Operating Fund at the end of the previous fiscal year (For Public Library Systems, opening balance on January 1, 2024 must be the same as the December 31, 2023, closing balance reported on Q7.61 of the 2023 annual report)	\$3,244,670
12.5	Grand Total Operating Fund Receipts, Budget Loans, Transfers and Ending Balance (total questions 12.1 through 12.4)	\$6,672,194

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)	\$3,702,525
12.7	Total Transfers	\$39,600
12.8	Cash Balance/Ending Balance in Operating Fund at the end of the fiscal year (For Public Library Systems, balance as of December 31, 2024)	\$2,930,069
12.9	Grand Total Operating Fund Disbursements, Transfers and Ending Balance (total questions 12.6 through 12.8)	\$6,672,194

PROJECTED CAPITAL FUND - RECEIPTS

12.10	Capital Fund Receipts (include Revenues from Local Sources, Transfer from Operating Fund, State Aid for Capital Projects and All Other Aid for Capital Projects)	\$39,600
-------	--	----------

12.11	Nonrevenue Receipts	\$0
12.12	Cash Balance in Capital Fund at the end of the previous fiscal year (For Public Library Systems, opening balance on January 1, 2024, must be the same as the December 31, 2023, closing balance reported on Q9.9 of the 2023 annual report)	\$539,422
12.13	Grand Total Capital Fund Receipts and Balance (total questions 12.10 through 12.12)	\$579,022

PROJECTED CAPITAL FUND - DISBURSEMENTS

12.14	Capital Fund Disbursements (include Project Expenditures, Transfer to Operating Fund and Nonproject Expenditures	\$165,000
12.15	Cash Balance in Capital Fund at the end of the current fiscal year (For Public Library Systems, December 31, 2024)	\$414,022
12.16	Grand Total Capital Fund Disbursement, Transfers, and Balance (Sum of questions 12.14 and 12.15)	\$579,022

13. State Formula Aid Disbursements

Public Library Systems Basic Aid

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

Statutory Reference (Basic Aid):	Education Law § 272, 273(1)(a, c, d, e, n) Commissioners Regulations 90.3
Statutory Reference (LLSA):	Education Law § 272, 273(1)(f)(1) 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)(2) 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)(3)
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(11)(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
13.1.2	Total Expenditure for Professional Salaries	\$311,811

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)	14.85
13.1.4	Total Expenditure for Other Staff Salaries	\$698,885

13.1.5	Employees Benefits: Indicate the total expenditures for all system employee fringe benefits.	\$628,878
---------------	---	------------------

13.1.6	Purchased Services: Did the system expend funds for purchased services?	Y
---------------	--	----------

Enter Y for Yes, N for No.

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

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

1.	Expenditure Category	Building and maintenance expenses
2.	Provider of Services	Central Hudson, Selective Ins, Lehigh Lawn, VectorSec, Royal Carting
3.	Expenditure	\$57,549

1.	Expenditure Category	Consultant fees/professional fees
2.	Provider of Services	Milliman Inc, Impact PR, Praesidium, RBT CPAs, GAACC LLC,Paylocity, Ulster BOCES, Whiteman Oster, VisionsHR,
3.	Expenditure	\$51,929

1.	Expenditure Category	Institutional membership dues
2.	Provider of Services	PULISDO, NYLA, SHRM
3.	Expenditure	\$3,795

13.1.7 **Total Expenditure - Purchased Services** \$113,273

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

Note: For questions which include a choice of "Other" in a drop-down menu, please add a 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	\$3,656

13.1.9 **Total Expenditure - Supplies and Materials** \$3,656

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

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

- | | | |
|----|----------------|---------------------|
| 1. | Type of Travel | System Staff Travel |
| 2. | Expenditure | \$6,625 |

13.1.11 **Total Expenditures - Travel** \$6,625

13.1.12 **Equipment and Furnishings: Did the system** **N**
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.

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** \$0
Furnishings

13.1.14 **Local Library Services Aid Expenditures:** \$189,139
Indicate the total expenditures to member libraries for
Local Library Services Aid.

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

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	Roeliff Jansen Comm. Library
2.	Allocation	\$500
3.	Project Description (no more than 300 words)	The NYLA Conference Scholarship from the Mid-Hudson Library System is designed to help provide new library directors and new library staff with the opportunity to attend the Annual Conference of the New York Library Association by matching funds provided by the library to underwrite conference attendance. "New" is defined as serving in the role of director or at the library as a staff person for three years or less. This is a competitive scholarship with one application per library. Matching grants between \$250-\$500 were provided, up to a total allocation of \$2,500.

1.	Recipient	Marlboro Free Library
2.	Allocation	\$500

- | | | |
|----|--|--|
| 3. | Project Description (no more than 300 words) | <p>The NYLA Conference Scholarship from the Mid-Hudson Library System is designed to help provide new library directors and new library staff with the opportunity to attend the Annual Conference of the New York Library Association by matching funds provided by the library to underwrite conference attendance. "New" is defined as serving in the role of director or at the library as a staff person for three years or less. This is a competitive scholarship with one application per library. Matching grants between \$250-\$500 were provided, up to a total allocation of \$2,500.</p> |
|----|--|--|

- 1. Recipient** **Red Hook Public Library**

- 2. Allocation** **\$350**

- | | | |
|----|--|--|
| 3. | Project Description (no more than 300 words) | <p>The NYLA Conference Scholarship from the Mid-Hudson Library System is designed to help provide new library directors and new library staff with the opportunity to attend the Annual Conference of the New York Library Association by matching funds provided by the library to underwrite conference attendance. "New" is defined as serving in the role of director or at the library as a staff person for three years or less. This is a competitive scholarship with one application per library. Matching grants between \$250-\$500 were provided, up to a total allocation of \$2,500.</p> |
|----|--|--|

1.	Recipient	Starr Library
2.	Allocation	\$250
3.	Project Description (no more than 300 words)	<p>The NYLA Conference Scholarship from the Mid-Hudson Library System is designed to help provide new library directors and new library staff with the opportunity to attend the Annual Conference of the New York Library Association by matching funds provided by the library to underwrite conference attendance. "New" is defined as serving in the role of director or at the library as a staff person for three years or less. This is a competitive scholarship with one application per library. Matching grants between \$250-\$500 were provided, up to a total allocation of \$2,500.</p>

1.	Recipient	Town of Esopus Library
2.	Allocation	\$500

13.1.16	Total Expenditures - Grants for Member Libraries	\$2,600
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)	\$1,954,867
13.1.18	Cash Balance at the Opening of the Fiscal Year	\$17,970
NOTE: The opening balance must be the same as the closing balance of the previous year.		
13.1.19	Total Allocation from 2023 - 2024 State Aid:	\$1,937,231
13.1.20	Total Available Before Expenditures (total 13.1.18 + 13.1.19)	\$1,955,201
13.1.21	Cash Balance at the End of the Current Fiscal Year (total 13.1.19 + 13.1.18 - 13.1.17)	\$334

13.1.22 Final Narrative: Provide a brief narrative, no more than fifteen hundred (1500) words, describing the major activities carried out with these State Aid Funds.

""State Aid makes up 75% of our operating revenue and is therefore critical to the operation of our public library system. Since 1959 the Mid-Hudson Library System has worked with its member libraries to insure: (1) the public's right to free and equitable access to information and library resources; (2) economical resource sharing; and (3) inclusive professional library services. State funds underwrite salaries and benefits to facilitate the delivery and promotion of professional library services, professional oversight of system services and professional guidance on a variety of issues related to the governance and management of our member libraries. System staff include both professional (MLS) and para-professional staff who provide oversight of state mandated service points such as coordinated outreach, correctional facilities, the State Aid for Library Construction Program. In addition, system staff are deployed to provide service as defined in our Plan of Service which was created in conjunction with our stakeholders (the MHLS staff, Director's Association and MHLS Board of Trustees.) These funds also allow the System to enter into major contracts with outside vendors for high priority services such as our Integrated Library Software (ILS) and Delivery Services. Our ILS provides the software infrastructure for 66-member libraries to share items across the system, facilitating patron-initiated borrowing among the libraries, expediting the

entry of information into a shared catalog, and providing an online interface for item findability. This software, and its administration and management by MHLS staff, is a critical piece of infrastructure that all member libraries rely on for day-to-day operations. Our delivery service contract allows for 22 routes, and up to five-day a week delivery of items requested by patrons through the ILS to travel among the libraries and our correctional facilities for a fraction of the expense it would otherwise cost our libraries to mail items back and forth to one another. Thanks to the sophistication of our ILS we are able to create efficiencies in our delivery system to group requests by the geography of our system to expedite delivery times and maximize the capacity of our delivery vans. Our delivery service also allows us to coordinate inter-library borrowing with partner institutions. Our resource sharing activities also encompass cataloging and inter-library loan, enabling patrons of member libraries to borrow materials from all member libraries but also from a regional, state and national network of lending libraries of all types (public, academic, and special libraries). Resource sharing encompasses not only physical items but digital collections and policy making as well. State aid facilitates the staff time to coordinate group purchases of databases and online products such as Transparent Language, a language-learning product with an online interface and

Universal Class, an online learning platform for library patrons. The collaborative nature of our system requires considerable time to manage the policies and procedures of our shared resources network. MHLS staff help to facilitate conversations, provide expert advice and conduct research that strengthen trust among the libraries and ensure equitable access for patrons across the system. MHLS staff and resources are deployed to ensure member libraries have access to affordable continuing education, professional development, and consulting services. These services are custom designed based on member library reported needs, goals and aspirations. During the current Plan of Service continuing education, professional development and consulting services are focused on assisting member library directors, staff, trustees and Friends Groups in the areas of leadership; operational management; trustee education; financial planning; technology competencies; community engagement and sustainable funding; and library user experience. Examples of this work include the Trustee Education Series which provides regional workshops at the essential, intermediate and advanced levels and a Horizon series to bring awareness to library staff about emerging issues and trends impacting libraries and the communities they serve. We've made professional development more accessible by creating an online portal for staff and trustees to access recordings

of MHLS trainings at their convenience. This program also allows for certificates of attendance to be issued to aid staff operating in the civil service environment and to aid trustees with the new requirement to attend at least two hours of continuing education per year. State aid allows the Mid-Hudson Library System to support improved library services for people who are educationally disadvantaged, members of ethnic or minority groups in need of special library services, at risk youth from birth to age 21, the unemployed, blind, physically disabled, have developmental or learning disabilities, or who are aged or confined in institutions. MHLS staff coordinate an integrated system of communication for directors, staff, trustees, and Friends of member libraries for purposes of resource sharing, library development, and cooperative networking; Cooperatively working with other public library systems, school library systems, and reference and research library resources systems; Provide administration of the State Aid for Public Library Construction Grant Program as awarded by the State, and provide consultation to member library directors and member library boards in support of the assessment, development, planning, and funding of library facilities. State aid is critical to the operations of the System: the operation and maintenance of the System's facilities which include a centrally located office, delivery/sorting space and

meeting/workshop space; consultant and professional fees to assist with System operations, including auditors and attorneys; institutional membership fees for relevant professional organizations such as the American Library Association (ALA), New York Library Association (NYLA), Library Trustee Association Section (LTAS) of NYLA, the Public Library System Directors Organization of New York State (PULISDO), Society for Human Resource Management (SHRM), and the Innovative Users Group (IUG) (the organization that supports development of staff and software related to our ILS); travel expenses for MHLS staff to provide consultation and continuing education throughout our 3,000 square mile service area and to attend state and national professional Central Library Services Aid development opportunities; telecommunications expenses including phone lines and broadband internet connectivity for the system facilities.; Retiree medical expenses; office supplies, and electronic resources that facilitate the work of the system (Office 365, SurveyMonkey, Constant Contact, Wufoo, etc. The State FY 2023/2024 Love Your Library Fund appropriation to support Summer Reading Program activities during 2023 of \$6,000 were divided among the five counties in MHLS using the New York State distribution model: 60% based on population and 40% equally distributed. The funds were used to help promote and support the

2023 Summer Reading
program through
reimbursement for materials
and services previously
purchased for program
promotion and support. ""

Central Library Services Aid

CENTRAL LIBRARY SERVICES AID (CLSA)

Statutory Education Law § 273(1)(b)

Reference: Commissioners Regulations 90.4

Central Library Services Aid is \$0.32 per capita
with a minimum amount of \$105,000 and an
additional \$71,500.

Include in this category CLSA expenditures for
services and library materials. CLSA funds
which are expended for library materials must
be used for adult non-fiction and foreign
language, including electronic content.

See

<http://www.nysl.nysed.gov/libdev/clda/index.html>

for more information.

13.2.1-13.2.2 Professional Salaries: Indicate total FTE and salaries for all professional system employees
(paid from CLSA funds).

13.2.1 Total Full-Time Equivalents (FTE) 0

13.2.2 Total Expenditure for Professional Salaries \$0

13.2.3-13.2.4 Other Staff Salaries: Indicate total FTE and salaries for all other system employees (paid
from CLSA funds).

13.2.3 Total Full-Time Equivalents (FTE) 0

13.2.4 Total Expenditures for Other Staff Salaries \$0

13.2.5 Employee Benefits: Indicate the total \$0
expenditures for all system employee benefits (paid
from CLSA funds).

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

Note: For questions which include a choice of "Other" in a drop-down menu, please add a 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 | N/A |
| 2. | Provider of Services | N/A |
| 3. | Expenditure | N/A |

13.2.7 Total Expenditure - Purchased Services \$0

13.2.8 Supplies and Materials: Did the system N
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.

Note: For questions which include a choice of "Other" in a drop-down menu, please add a 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 | N/A |
| 2. | Expenditure | N/A |

13.2.9 Total Expenditure - Supplies and Materials \$0

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

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

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

13.2.11 Total Expenditures - Travel \$0

13.2.12 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.

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

13.2.13 Total Expenditure - Equipment and Furnishings \$0

13.2.14 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.

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

1.	Recipient	Poughkeepsie Public Library
2.	Allocation	\$266,199
3.	Project Description (no more than 300 words)	Pass-through fund paid out to Poughkeepsie Public Library District.

13.2.15 Total Expenditure - Grants to Central/Co-Central Libraries \$266,199

13.2.16 Total Expenditure (total 13.2.2, 13.2.4, 13.2.5, 13.2.7, 13.2.9, 13.2.11, 13.2.13, and 13.2.15) \$266,199

13.2.17 Cash Balance at the Opening of the Fiscal Year 0.00

NOTE: The opening balance must be the same as the closing balance of the previous year.

13.2.18 Total Allocation from 2023 - 2024 State Aid: \$266,199

13.2.19 Total Available Before Expenditures (total 13.2.17 + 13.2.18) \$266,199

13.2.20 Cash Balance at the end of the Current Fiscal Year (total 13.2.18 + 13.2.17 - 13.2.16) 0.00

13.2.21 Final Narrative: Provide a brief narrative, no more than five hundred (500) words, describing the major activities carried out with these State Aid Funds. Pass-through fund paid out to Poughkeepsie Public Library District.

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) .1

13.4.2 Total Expenditure for Professional Salaries \$16,048

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) .85

13.4.4 Total Expenditure for Other Staff Salaries \$63,012

13.4.5 Employee Benefits: Indicate the total expenditures for all system employee benefits. \$18,926

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 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	Library systems vendor contract for automation (e.g, integrated library system, virtual union catalog)
2.	Provider of Services	Zoom Video
3.	Expenditure	\$7,590

1.	Expenditure Category	Institutional membership dues
2.	Provider of Services	NYLA, ALA
3.	Expenditure	\$5,088

1.	Expenditure Category	Consultant fees/professional fees
2.	Provider of Services	The Safe Zone
3.	Expenditure	\$225

13.4.7

Total Expenditure - Purchased Services

\$12,903

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.

N

Note: For questions which include a choice of "Other" in a drop-down menu, please add a 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	N/A
2.	Expenditure	N/A

13.4.9

Total Expenditure - Supplies and Materials

0

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.

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

- | | | |
|----|----------------|-----|
| 1. | Type of Travel | N/A |
| 2. | Expenditure | N/A |

13.4.11 **Total Expenditure - Travel** \$0

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.

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.

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 | Cairo Public Library |
| 2. | Allocation | \$1,007 |

3.	Description of Project	Six-week writing program for veterans. offer a space that is safe and inclusive for veterans of all ages and backgrounds (as well as different writing-skill levels) to come together and have an outlet to express emotions and thoughts, or just to have fun. A long term goal of this program is to create a veteran writing group that will continue to meet and share ideas with the new writing skills they acquired in the initial six week program.
----	------------------------	---

1.	Recipient	Catskill Public Library
----	-----------	-------------------------

2.	Allocation	\$1,362
----	------------	---------

3.	Description of Project	Currently there are only a few Spanish language books for children available in the library. A new collection will help children in families where Spanish is spoken at home to retain that language even as they learn English at school. Parents who struggle with English will have books to read with their children. And those who speak primarily English will be exposed to another language and culture.
----	------------------------	--

1.	Recipient	Elting Memorial Library
----	-----------	-------------------------

2.	Allocation	\$1,000
----	------------	---------

3.	Description of Project	The project is a series of classes called Coming Together: Black History is American History. This ten-part beginner-friendly workshop series for adults (18+) on Black History & American History, Race & Race Relations is taking place, free & open to community members interested in learning about history as well as identifying and understanding today's issues and imagining our future together. The teacher, Albert Cook, is an experienced and well-known Black History and AP History teacher at New Paltz HS.
----	------------------------	--

1.	Recipient	Grinnell Public Library
----	-----------	-------------------------

2.	Allocation	\$1,000
----	------------	---------

3.	Description of Project	There is a need for the library to connect with the Hispanic population of Wappinger. To do this Grinnell Public Library will use the funds provided for translated program flyers, library programs and library resources. The goal of this program is to connect the Hispanic community with the library and other community partners to provide a welcoming inclusive environment for everyone in Wappinger.
----	------------------------	---

1.	Recipient	Heermance Memorial Library
----	-----------	----------------------------

2.	Allocation	\$1,022
----	------------	---------

3.	Description of Project	Our library will add new resources for our patrons and community members, to our collection that will address a variety of topics we find lacking in our present collection. These topics include Dementia, Autism Spectrum Disorder, Attention Deficit Disorder/Attention Deficit Hyperactivity Disorder, and Mental Health (including anxiety disorders and depression). Resources we propose to add include both adult and children's books regarding these listed topics and non-book resources such as games, support tools and activities, and sensory items.
----	------------------------	---

1.	Recipient	Highland Public Library
----	-----------	-------------------------

2.	Allocation	\$721
----	------------	-------

3.	Description of Project	Organize cultural events that provided immersive opportunities to learn about Native American Culture, Dance and Folklore through the Red Hawk Native American Arts Council. Additionally, members from the Korean Spirit and Culture Promotion Project present the art of creating a beautiful traditional lotus flower lantern using colored paper and wire frames. They also presented about the lotus and the lantern festival, followed by a short documentary on Korea
----	------------------------	--

1.	Recipient	Hudson Area Association Library
----	-----------	---------------------------------

2.	Allocation	\$1,355
----	------------	---------

3.	Description of Project	Grow our Spanish-language materials collections for young readers, offer a bilingual (English/Spanish) book giveaway at Hudson's third annual Latinx Fest, and host the library's first-ever Spanish-language group site tour with related art-making activities
----	------------------------	--

1.	Recipient	Lagrange Association Library
----	-----------	------------------------------

2.	Allocation	\$1,014
----	------------	---------

3.	Description of Project	Continue and build our established partnership that fosters creative expression, cognitive engagement, and social interaction. The high demand for this program series has prompted The Arc of Greater Hudson Valley to rotate groups every 3-4 months, ensuring that everyone in their organization has an opportunity to participate in our craft programs.
----	------------------------	---

1.	Recipient	Marlboro Free Library
----	-----------	-----------------------

2.	Allocation	\$1,000
----	------------	---------

3.	Description of Project	<p>This project consists of two storytelling events that deliver positive representation of the minority communities residing within the Marlboro Free Library's service district. The project aims to provide quality engagement and learning while creating an inclusive space to develop cultural competency and acceptance.</p> <p>Programs Tellin' Tales: Ananci, Rabbit, Raven, and Other Tricksters and Fiesta Global both feature rich, cultural, and professional storytelling. April Armstrong is an award-winning storyteller that brings global sounds and stories to children of all ages. Armstrong's program: Tellin' Tales: Ananci, Rabbit, Raven, and Other Tricksters features folklore from Africa, the Caribbean, and African American traditions. Flor Bromley is a bilingual singer/songwriter, actor, storyteller, and puppeteer whose mission is to share the Latin-American experience. Bromley's program Fiesta Global is a multicultural musical celebration of song, dance, and stories.</p>
----	------------------------	--

1.	Recipient	Millbrook Library
----	-----------	-------------------

2.	Allocation	\$1,000
----	------------	---------

3.	Description of Project	<p>The library will work with facilitators from the Center for Anti-Violence Education to offer "Upstander 101: Allyship is an Action" Training for library staff and local adults and teens who want to learn interpersonal tools to more safely intervene in violence against others.</p>
----	------------------------	---

1.	Recipient	Northeast-Millerton Library
----	-----------	-----------------------------

2.	Allocation	\$1,015
3.	Description of Project	Enlarge our E, J and YA book selections, particularly in the areas of diversity and inclusivity as a way of demonstrating to the larger community that our library is an inclusive environment.
1.	Recipient	Olive Free Library
2.	Allocation	\$1,354
3.	Description of Project	Support the development and implementation of community engagement programs that celebrated cultural diversity and facilitated dialogue on important issues. These programs included a Native American drumming circle and a bark basket-making workshop and a display of Native American authors.
1.	Recipient	Pawling Free Library
2.	Allocation	\$1,304
3.	Description of Project	This project will expand our collection of Spanish materials for adults and children to be used in a pop-up library at a regular bilingual story time.
1.	Recipient	Philmont Public Library
2.	Allocation	\$1,000

3.	Description of Project	Purchased books to increase the inclusivity of peoples that were under-represented in general and that also reflected our community in our children's collection. Purchase books that were historically banned or challenged and/or new books that fit the themes that would be future banned or challenged books such as books on consent and bodies, authors and LGBT families.
----	------------------------	---

1.	Recipient	Phoenicia Library
----	-----------	-------------------

2.	Allocation	\$1,100
----	------------	---------

3.	Description of Project	Purchase items not yet in the shared Overdrive catalogue, representing many forms of diversity (gender, race and sexuality, for example).
----	------------------------	---

1.	Recipient	Plattekill Public Library
----	-----------	---------------------------

2.	Allocation	\$650
----	------------	-------

3.	Description of Project	Held a bilingual storytime event. International Latino book award winning author Adriana Devers read from her book My Little One in Full Moon - Mi Chiquitica en Luna Llena. Ms Devers also played multicultural music and performed traditional dances.
----	------------------------	--

1.	Recipient	Poughkeepsie Public Library
----	-----------	-----------------------------

2.	Allocation	\$172
----	------------	-------

3.	Description of Project	The Poughkeepsie Public Library District (PPLD) plans on purchasing 6 sets of telephone hardware in order to facilitate the use of Language Link (www.language.link), a remote interpretation service, to allow library staff at all three of our library locations to assist patrons in their native languages. These headsets allow for three-party calls so the remote translator, patron, and library staff can all participate in the call simultaneously.
----	------------------------	--

1.	Recipient	Reed Memorial Library
----	-----------	-----------------------

2.	Allocation	\$1,167
----	------------	---------

3.	Description of Project	Purchase and implement electronic language translators to improve interaction with users whose first language is not English.
----	------------------------	---

1.	Recipient	Rosendale Library
----	-----------	-------------------

2.	Allocation	\$1,018
----	------------	---------

3.	Description of Project	The heart of this project was staff training in autism spectrum disorders. Learning from the point of view of the autistic individual helped us to develop strategies to meet individuals on the spectrum in all age groups. We focused a lot on children because we have three weekly children's programs and some of the children who participate are on the spectrum. We invested in wiggle seats that help children to sit and stay focused, allowing them to wiggle and be stimulated by the seat. We also invested in a sensory mat floor puzzle that children can walk on and touch.
----	------------------------	---

1.	Recipient	Saugerties Public Library
----	-----------	---------------------------

2.	Allocation	\$1,020
----	------------	---------

3.	Description of Project	Library programs which focused on environmental subjects, we decided to focus on the subject of Black farming and environmentalism. We chose three books written by Black authors on the subject of sustainability, the history of Black farmers in America, and intentional communities for a group read, which would culminate in a library program with local representatives of Black farming and environmentalism.
----	------------------------	---

1.	Recipient	Woodstock Public Library
----	-----------	--------------------------

2.	Allocation	\$1,002
----	------------	---------

3.	Description of Project	Purchase a wide assortment of books and learning tools for blind/low vision children, creating a collection that is the only one of its kind in the Mid-Hudson System
1.	Recipient	Clinton Community Library
2.	Allocation	\$1,019
3.	Description of Project	Enhance our cultural programming and diversify our collection to increase awareness of other cultures in our community. Specifically Hispanic and Latinx community members.
1.	Recipient	Amenia Free Library
2.	Allocation	\$1,200
3.	Description of Project	To purchase ReciteMe Software to serve People who have difficulty using/reading websites (those who need different texts, colors, ability to have the website spoken aloud, etc.)
1.	Recipient	Claverack Library
2.	Allocation	\$1,200
3.	Description of Project	To purchase Williams Sound Loop Headphones, Receiver, & Charger
1.	Recipient	Elting Memorial Library
2.	Allocation	\$1,200

3.	Description of Project	To purchase an Orbit Reader 20: Braille display, book reader, and note-taker in over 40 languages, a clock with alarms, a calendar, and calculator, connects to computers and mobile devices over USB and Bluetooth
----	------------------------	---

1.	Recipient	Mountain Top Library
----	-----------	----------------------

2.	Allocation	\$1,200
----	------------	---------

3.	Description of Project	To purchase the following equipment to better serve blind, hearing impaired, persons with speech impediments and the physically disabled: Reading light book clips and magnifiers, Braille keyboards, Full page assistive magnifiers Large Print keyboard oversized letters, Portable video aids, Stereo headphones Pull out keyboard trays, trackball mouse, wrist assists for keyboards and mouse for all public computers, lumbar support for back on all patron computer chairs, chair stand assist bar ; Children's set of table and chairs for speech therapy sessions at the library
----	------------------------	---

1.	Recipient	Heermance Memorial Library
----	-----------	----------------------------

2.	Allocation	\$1,200
----	------------	---------

3.	Description of Project	To purchase the following so that the library can better serve patrons with physical disabilities and patrons who utilize wheelchairs, walkers and canes: ADA compliance study, Magnifying reading frames, Earphones, noise canceling headphones
----	------------------------	--

1.	Recipient	Hudson Area Association Library
2.	Allocation	\$1,200
3.	Description of Project	To purchase Visolux Digital XL FHD, an advanced portable video magnifier so the library can better serve individuals with visual impairment

1.	Recipient	Hunter Public Library
2.	Allocation	\$1,200
3.	Description of Project	To purchase the following so that the library can better serve patrons with physical disabilities: Activity Table with adjustable legs for children's room Foam Pencil Grips; Magnifying Desk Lamps; Braille Stickers for keyboards; Large Print Computer Keyboards ; Adjustable height electric computer desks

1.	Recipient	Lagrange Association Library
2.	Allocation	\$1,200
3.	Description of Project	To purchase ReciteMe Software to help the library better serve visually impaired patrons.

1.	Recipient	Millbrook Library
2.	Allocation	\$1,200

3.	Description of Project	To purchase ReciteMe Software to that the library can better serve Patrons with visual impairments and ambulatory and independent living difficulties.
1.	Recipient	Morton-Pine Hill Library
2.	Allocation	\$1,200
3.	Description of Project	Purchase the following in order to better serve People who are visually impaired, blind or have any other physical disability that prevents them from holding a book (e.g. Parkinson's, Arthritis, MS): Zoomtext Magnifier / Reader Software Hands Free 3x full page magnifier Power Mag LED lighted 5x magnifier Large Print PC keyboard Hands free magnifying glass with light 2 x Neck wear magnifying glass with light Hand held magnifying glass with light LED neck reading light Book light Weighted book mark/ book weight Book stands
1.	Recipient	Northeast-Millerton Library
2.	Allocation	\$1,200
3.	Description of Project	Purchase the following to better serve patrons with hearing impairment: Listen Technologies LA-401 Universal Ear Speaker (Dark Gray) LILA401 Kopul Studio Elite 4000 Series Neutrik XLR M to XLR F Microphone Cable (10', Black) KOM4010 Listen Technologies Assistive Listening DSP Value Package (72 MHz) LILP4VP07201

1.	Recipient	Phoenicia Library
2.	Allocation	\$1,200
3.	Description of Project	Purchase iPads / Cases for circulation for patrons with low to no vision.
1.	Recipient	Saugerties Public Library
2.	Allocation	\$1,200
3.	Description of Project	Purchase Clearview CCTV monitor and base, to serve patrons who are blind or have difficulty with sight.
1.	Recipient	Tivoli Free Library
2.	Allocation	\$1,200
3.	Description of Project	Purchase ReciteMe Software to better serve patrons with visual impairment.
1.	Recipient	Town of Ulster Public Library
2.	Allocation	\$1,200
3.	Description of Project	Purchase the following to better serve patrons who are suffering from traumatic brain injury: Chromebooks; Hotspot; Cases, mice, keyboards; Tags, magnification stands/sheets, cases/sleeves
1.	Recipient	West Hurley Public Library
2.	Allocation	\$1,200

3.	Description of Project	Purchase Victor Reader Stream 3 Units with Carrying Cases to better serve the visually impaired.
13.4.15	Total Expenditure - Grants to Member Libraries	\$41,502
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)	\$152,391
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.	\$27,720
13.4.18	Total Allocation from 2023 - 2024 State Aid:	\$143,541
13.4.19	Total Available Before Expenditures (total 13.4.17 + 13.4.18)	\$171,261
13.4.20	Cash Balance at the End of the Current Fiscal Year (total 13.4.18 + 13.4.17 - 13.4.16)	\$18,870

13.4.21 **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 2022-2026 POS for Coordinated Outreach Library Services Aid. MHLS will support improved library services for persons who are blind or who have a physical disability, developmental or learning disability, are unemployed or underemployed, are geographically isolated, are educationally disadvantaged, living in Institutionalized settings, members of ethnic or minority groups in need of special services, seniors and at-risk youth from birth to age21.

PROFESSIONALBENEFITS: MHLS Library Sustainability Coordinator who is the designated Outreach Coordinator and works to integrate the mission of outreach into the system's offerings, provide mini-grant opportunities to incentivize adoption of best practices to reach target audiences, provide training, and professional guidance for member libraries on outreach related issues.

OTHER STAFF

SALARIES/BENEFITS: .85FTE to work with professional staff on outreach related projects. **SUPPLIES**

AND MATERIALS: Office supplies and materials.

GRANTS TO MEMBER LIBRARIES: Provided a total of \$41500 in grants to 30 member libraries to develop programs and services to attract and connect to outreach target populations and form relevant community partnerships at the local level. Libraries partnered with nearly 30 outside organizations to provide outreach services for their communities.

Services to County Jails Aid

SERVICE TO COUNTY JAILS (INTERINSTITUTIONAL) AID

Statutory Education Law §
Reference: 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 incarcerated individuals' needs (Purchased Services). Salaries and benefits for system personnel providing programs and services to county jails are also appropriate expenditures.

13.5.1-13.5.2 **Professional Salaries:** Indicate total FTE and salaries for all professional system employees

13.5.1	Total Full-Time Equivalents (FTE)	0
13.5.2	Total Expenditure for Professional Salaries	\$0

13.5.3-13.5.4 **Other Staff Salaries:** Indicate total FTE and salaries for all other system employees

13.5.3	Total Full-Time Equivalents (FTE)	0
13.5.4	Total Expenditures for Other Staff Salaries	\$0

13.5.5	Employee Benefits: Indicate the total expenditures for all system employee benefits	\$0
--------	--	-----

13.5.6	Purchased Services: Did the system expend funds for purchased services? 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 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	N/A
2.	Provider of Services	N/A
3.	Expenditure	N/A

13.5.7 **Total Expenditure - Purchased Services** \$0

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

Note: For questions which include a choice of "Other" in a drop-down menu, please add a 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 Books and other print materials

2. Expenditure \$4,100

1. Expenditure Category Office/library supplies and postage

2. Expenditure \$125

13.5.9 **Total Expenditure - Supplies and Materials** \$4,225

13.5.10 **Total Expenditure (total 13.5.2 + 13.5.4 + 13.5.5 + 13.5.7 + 13.5.9)** 4,225.00

13.5.11 **Cash Balance at the Opening of the Fiscal Year:** \$5

NOTE: The opening balance must be the same as the closing balance from the previous year.

13.5.12 **Total Allocation from 2023 - 2024 State Aid** \$4,772

13.5.13 **Total Available Before Expenditures (total 13.5.11 + 13.5.12)** \$4,777

13.5.14 **Cash Balance at the End of the Current Fiscal Year (total 13.5.12 + 13.5.11 - 13.5.10)** \$552

13.5.15 **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 following expenditures help support activities to attain the goals and intended results described in the MHLS 2022-2026 POS for Service to County Jails: Paperback books and educational materials are selected and purchased for the jails, centrally received at MHLS, and then mailed to the jails during the year (Other Support for System staff).Titles are selected by MHLS Library Sustainability Coordinator with input from jail staff about local needs and recommendations from the NYS Department of Corrections. Titles concentrate in the following areas: self-help, inspirational materials, relevant biographies, job information, low literacy resources, parenting, anger management, materials in Spanish, and early literacy books for the facility family waiting rooms. Hudson Valley Connections (a resource guide for ex-offenders returning to Columbia, Dutchess, Greene, Putnam or Ulster counties in New York State) is developed by MHLS staff, printed and distributed.

State Correctional Aid

THE FOLLOWING QUESTIONS ARE FOR SYSTEMS WITH STATE CORRECTIONAL FACILITIES ONLY

STATE CORRECTIONAL FACILITIES AID

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

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

13.6.1	Total Full-Time Equivalents (FTE)	0
--------	-----------------------------------	---

13.6.2	Total Expenditure for Professional Salaries	\$0
--------	---	-----

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) .7

13.6.4	Total Expenditure for Other Staff Salaries	\$28,928
--------	--	----------

13.6.5	Employee Benefits: Indicate the total expenditures for all system employee benefits.	\$8,098
--------	---	---------

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 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 Valley

3.	Expenditure	\$7,070
----	-------------	---------

1.	Expenditure Category	Institutional membership dues
----	----------------------	-------------------------------

2. Provider of Services NYLA

3.	Expenditure	\$500
----	-------------	-------

13.6.7	Total Expenditure - Purchased Services	7,570
--------	---	-------

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

Note: For questions which include a choice of "Other" in a drop-down menu, please add a 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	Books and other print materials
2.	Expenditure	\$30,497

13.6.9 **Total Expenditure - Supplies and Materials** \$30,497

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

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

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

13.6.11 **Total Expenditure - Travel** \$0

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** 0.00

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) \$75,093

13.6.15 **Cash Balance at the Opening of the Fiscal Year:** \$2,081

NOTE: The opening balance must be the same as the closing balance of the previous year.

13.6.16 **Total Allocation from 2023 - 2024 State Aid:** \$83,112

13.6.17 **Total Available Before Expenditures** (total 13.6.15 + 13.6.16) \$85,193

13.6.18 **Cash Balance at the End of the Current Fiscal Year** (total 13.6.16 + 13.6.15 - 13.6.14) \$10,100

13.6.19 **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 following expenditures help support activities to attain the goals and intended results described in the MHLS 2022-2026 POS for Service to State Correctional Facilities:
PROFESSIONAL BENEFITS:
Library Sustainability Coordinator who is MHLS designated Outreach Coordinator and works to provide correctional facility librarians with opportunities for continuing education, consultation in areas such as collection development and developing programs of topical interest. OTHER STAFF SALARIES AND BENEFITS: .70 FTE to provide the interlibrary loan of books, periodicals, movies, and audiobooks to correctional facility libraries, comparable to that of member public libraries. PURCHASED SERVICES: Delivery support to Valley Courier for the flow of interlibrary loan materials and access to System information including weekly distribution of the informational MHLS Bulletin. SUPPLIES AND MATERIALS: Office/library supplies to support MHLS staff activities on behalf of correctional facility libraries. Books and other Print Materials: 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 and staff travel to provide workshops and training for correctional facility librarians and attend relevant professional development opportunities.

14. Summary of Library System Accomplishments

System Accomplishments

Using the goals from Section 4 in the approved 2022-2026 System Plan of Service, **BRIEFLY** describe the final results of each element for Year 2 (2023).

14.1 Element 1: Resource Sharing - Results

Ranked as service priority #7 in a prioritization of MHLS Services among stakeholders. As directed by the stakeholder approved action plan: Provided database weeding and suppression reports and services.

INTEGRATED LIBRARY SYSTEM: Ranked as service priority #2 in prioritization of MHLS Services among stakeholders. In 2023 the MHLS Technology Operations Team completed, documented, and presented training and support for new features in the ILS release 5.6-6.1. The team remains engaged on a development partnership with Innovative on a new catalog discovery platform that elevates the patron experience. In preparation for the new catalog a launch kit was created, including documentation, FAQ, marketing and training. MHLS is leading the way for consortia on this platform. The catalog was deployed to all members for public pilot testing at the end of the year. MHLS staff continued to provide critical support to member libraries in building collections that support resource sharing and local demand. MHLS continues to develop training in self-paced online coursework to help members prepare new staff keep current staff sharp. The Knowledge Base website, continues to expand to serve as a repository and resource for staff.

ADULT LITERACY: Ranked as service priority #16 in a prioritization of MHLS Services among stakeholders.

CORRECTIONAL FACILITIES (State and Local): Provided state and county correctional facilities with library materials and services. State: Successfully negotiated annual Authentication and plan of service with correctional facility librarians. Facilitated access to materials to fill local needs by: providing Categorical Aid funds for purchase of materials; Facilitated borrowing of 3264 items; Coordinated donations of magazines and books to supplement facility collections. | County Jails: Selected and delivered newly purchased library materials funded by the Inter-institutional Aid Program, and books supporting early literacy for family waiting rooms. | 2023Hudson Valley Connections booklets were provided to regional jails, prisons, and individual requesters.

YOUTH SERVICES: Ranked as service priority #14 in a prioritization of MHLS Services among stakeholders. No 2022 action plan proposed by stakeholders.

EARLYLITERACY: 12 attendees from 10 member libraries participated in the2023Early Literacy Cohort formed by MHLS and received training through the Ready to Read at New York Libraries: Early Childhood Public Library Staff Development Program that helped them update and upgrade their early literacy practices and skills.

14.3 Element 3: Professional Development and Training - Results

Ranked as service priority #5 in a prioritization of MHLS Services among stakeholders. As directed by the stakeholder approved action plan: We introduced a new learning on demand platform using Niche Academy as the backbone software. We created three academies: Library Sustainability, Technology, and Trustee Education. Offerings through these three platforms are available 24/7 to member library workers, directors, and trustees. Member library directors can add staff and trustees, assign trainings, and access attendance logs. All offerings in the Trustee Academy comply with Education Law 260-d's trustee education requirement. Trustees can get a certificate of completion to prove they have attended courses that help them meet the requirement. Our trustee education offers outside of the on demand platform included live sessions both online and in person on the topics of: Trustee Essentials, Core Values & Ethics, and Financial Responsibilities. We also partnered with three of our counties to produce live events on the state of censorship attempts across the country for trustees and to connect them with resources created through our partnership with PULISDO on collection management policies and request for reconsideration procedures. We also continued our collaboration with PULSIDO to host the Trustee Handbook Book Club. This is a statewide series for library trustees that ties into the content from the Handbook for Library Trustees of New York State. Topics covered this year included: Robert's Rules of Order, Open Meetings Law,

the Board-Director Relationship, Financial Planning & Budgeting, Strategic Planning, Equity, Diversity, Inclusion, Access & Justice, and Financing & Managing Construction Projects. Executive Director Rebekkah Smith Aldrich co-authored the 2023 edition of the Handbook for Library Trustees of New York State which was released in the Fall of 2023. The MHLS Horizons Series focused on artificial intelligence (AI). We held two events in this series featuring nationally-known speakers: Nick Tanzi, The Digital Librarian who spoke about the current landscape of AI and libraries & Alison Macrina from the Library Freedom Project who focused in on what librarians need to know about AI. We continued our focus on equity, diversity and inclusion offering five events: Creating Inclusive Collections, The Pronoun Workshop, and a 2-part Bystander Intervention Series which included: Bystander Intervention in Public Workplaces; Bystander Intervention 2.0: Conflict De-Escalation in the Workplace; and Resilience: This Moment and Beyond. To round out our focus on core values we partnered with WebJunction to produce a series on Sustainability. This included webinars, articles and lists of resources on five topics: Sustainability 101, Climate Action Planning, Climate Justice, Programs that Walk the Talk, and Collective Impact. The archive of this series is available nationally at:

<https://www.webjunction.org/news/webjunction/sustainable-libraries-resources-webinars.html> We kicked off a new partnership with Sustainable Hudson Valley to

start helping libraries build up their ability to serve as climate resilience hubs in October of 2023 and partnered with the New York National Guard to hold Citizen Preparedness Corps training in seven libraries. A strong number of events to support member libraries learn about our new catalog, Vega/Discover were offered in addition to regular training on our ILS for circulation staff and staff who work in cataloging. Live, on demand, and custom workshops on purchasing in the OverDrive Marketplace were also offered throughout the year.

14.4 Element 4: Consulting and Development Services - Results

Ranked as service priority #6 in a prioritization of MHLS Services among stakeholders. As directed by the stakeholder approved action plan: In 2023 we continued our focus on digital inclusion with consultations for member libraries on network design, E-Rate, digital literacy skills of library workers through our Digital Navigators of the Hudson Valley program. As a result of our efforts we are seeing measurable improvements in connectivity speeds in our member libraries - 30% have increased their connectivity speeds and are reporting an improved experience. We once again participated in the New York State Library's Public Library Broadband Assessment Pilot Project. We prioritized helping member libraries build their digital collections collaborative in OverDrive. We continued the support of a new cohort of libraries pursuing Municipal Ballot votes with regular check in meetings to coach them through that process. Our staff provided continued support of our member libraries who are pursuing the Sustainable Library Certification Program. We also supported libraries in using the Turning Outward process for strategic planning purposes. We continued to consult with libraries seeking to go fine free. 63 of our 66 libraries are now fine free. We have continued to support the Town of Union Vale in starting their own library. We continued the tradition of ongoing consultations for member library boards and directors on topics such as sustainable funding, designing future-proof facilities, hiring and evaluating directors, board recruitment and many more.

14.5	Element 5: Coordinated Services for Members -	Coordinated IT Services:
Results		Ranked as service priority #4 in a prioritization of MHLS Services among stake holders. As directed by the stakeholder approved action plan, MHLS Tech Ops staff assisted member libraries with technology planning. MHLS provided documentation, evaluated vendors and provided expertise through onsite visits or web assisted implementation and troubleshooting. MHLS IT support keeps member libraries apprised of updates and alerts for widely used software and provides best practice advice, training, and documentation for improved cyber security. MHLS provides consultation and training to member libraries looking to improve network connectivity and broadband as well as support and training for e-rate.

14.6	Element 6: Awareness and Advocacy - Results	<p>Ranked as service priority #9 in a prioritization of MHLS Services among stakeholders. Developed and presented an Advocacy Day Briefing and the annual County Funding Advocacy event. MHLS assisted member libraries in documenting facility needs to report to the State Library and the New York Library Association. Helped to advocate for the Municipal Ballot Petition Signature Reduction Bill signed into law by the Governor in 2023. Administration of the Love Your Library fund disbursement for member libraries. Continued to advocate for parity in ebook pricing in New York State and nationally.</p>
14.7	Element 7: Communication Among Member Libraries and/or Branch Libraries - Results	<p>Ranked as service priority #12 in a prioritization of MHLS Services among stakeholders. A full complement of weekly newsletters were issued (archive:http://midhudson.org/about-mhls/mhls-bulletin/archive/) and a system of email listservs were maintained on behalf of our members including a Notices and Alerts list to carry MHLS-centric announcements and discussion lists for directors, programming and youth services staff. A social media presence on Facebook and Instagram is maintained and aids in connecting our members with news from the field and each other. Using a grant from The Dyson Foundation we hired a PR Consultant to review our messaging with member libraries, stakeholders, and the public at large.</p>

14.8 Element 8: Collaborative Efforts with Other
Library Systems - Results

Ranked as service priority #17 in a prioritization of MHLS services among stakeholders: MHLS continued its long-standing partnership with the Southeastern Library Resources Council (SENYLRC), with representation on their board of trustees. MHLS partners with the Ramapo Catskill Library System to facilitate regional participation in Advocacy Day and meet ups with correctional facilities. This year we kicked off a partnership with RCLS and Sustainable Hudson Valley to design a Libraries as Resilience Hub Cohort program. We also partnered with SENYLRC and RCLS to continue the Digital Navigators of the Hudson Valley program. MHLS routinely partners with other public library systems in the state to promote services and programs such as The Great Give Back and the Sustainable Library Certification Program. In 2023 we once again partnered with the OWWL System and the Southern Tier Library System to produce more events for the statewide Trustee Handbook Book Club program:
<https://midhudson.org/trusteebookclub/>
In 2023 we entered in to two more Reciprocal Lending Agreements for OverDrive with the Mohawk Valley Library System and the Southern Adirondack Library System thereby increasing the access library patrons have to ebooks and downloadable audiobooks without adding a cost to member libraries.

14.9 Element 9: Other - Results

N/A

14.10 Element 10: Construction - Results

Ranked as service priority #11 in a prioritization of MHLS Services among stakeholders. As directed by the stakeholder approval action plan: Provided support for pre-design/best practice project planning focusing on sustainability components including energy efficiency and compliance with the Americans with Disabilities Act (ADA). Provided support for 11 libraries applying for State Aid for Library Construction funds in the 2023 funding cycle.

14.11 Element 11: 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 as per the Free Direct Access Plan approved by the State Library that went into effect in 2022. The restrictions imposed on the Town of Union Vale persist due to the town's continued refusal to contribute to the cost of library service in neighboring towns at an equitable rate. The Town of Union Vale has voted to start their own library. The MHLS Executive Director has provided technical assistance, including several board training sessions, and continues to make herself available to the newly appointed board for trustee education and consulting

14.12 Element 12: Other Goal(s) - Results

N/A

15. Current system URL's

15.1 System Home Page URL

<https://midhudson.org>

15.2	URL of Current List of Members	https://midhudson.org/libraries/
15.3	URL of Current Governing Bylaws	https://board.midhudson.org/wp-content/uploads/2013/11/Bylaws_2021_final.pdf
15.4	URL of Evaluation Form	https://midhudson.org/wp-content/uploads/2022/03/MHLS-Action-Memo-21-03-Plan-of-Service-Category-Ranking.pdf
15.5	URL of Evaluation Results	https://midhudson.org/wp-content/uploads/2022/03/MHLS-Evaluation-Summary.pdf
15.6	URL of Central Library Plan	https://midhudson.org/wp-content/uploads/2012/11/Central-Library-Plan-2022-2026.pdf
15.7	URL of Direct Access Plan	https://midhudson.org/wp-content/uploads/2012/11/MHLS-FDAP-and-Vote.pdf

16. Assurance and Contact Information

CONTACT INFORMATION

16.1	Contact name (person completing report)	James Coyle/Laura Crisci
16.2	Contact telephone number (enter 10 digits only and hit the Tab key)	(845) 471-6060
16.3	Contact e-mail address	jcoyle@midhudson.org / lcrisci@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)	03/16/2024
------	---	------------

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

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

Suggested Improvements

Library System	Mid-Hudson Library System
Name of Person Completing Form	James Coyle/Laura Crisci
Phone Number and Extension (enter area code, telephone number and extension only):	8454716060

Please share with us your suggestions for improving the *Annual Report*. When providing feedback, if applicable please indicate the question number each comment/suggestion refers to. Thank You!