

Mid-Hudson Library System Annual Report for Library Systems - 2024 (Public Library Systems 2024)

1. General System Information

System / Director Information

Please be advised of two improvements that have been implemented:

- The report now saves automatically after every new entry or change.
- Multiple users can now view and edit reports at the same time. When logging in, you will receive a pop-up message notifying you if someone else is also using the report to enable coordination.

1.1	SEDCODE	131500700010
1.2	Institution ID	800000053308
1.3	System Name	Mid-Hudson Library System
1.4	Beginning Reporting Year	01/01/2024
1.5	Ending Reporting Year	12/31/2024
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 23875
Certification Number of the Director of
Public Library System, and Reference
and Research Library Resources
System.

1.31 Telephone Number of the (845) 471-6060 Ext.239
System Director, including area code
and extension (enter digits only, field
will automatically format with
extension)

1.32 E-Mail Address of the System rsmith@midhudson.org
Director

1.33 Fax Number of the System (845) 454-5940
Director (enter 10 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 N
a contractual agreement with a
municipality or district to provide
library services to residents of an area
not served by a chartered library? Enter
Y for Yes, N for No. If yes, please
complete one repeating group for each
contract. If no, enter N/A on questions
1 through 5 of one repeating group.

1. Name of Contracting N/A
Municipality or District

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

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

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

1.49 For the reporting year, has the system experienced any unusual circumstance(s) that affected the statistics and/or information reported (e.g. natural disaster, fire, closed for renovations, massive weeding of collection, etc.)? Indicate Y for Yes, N for No. If Yes, please annotate using the note. N

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

1.50 President/CEO Name. If there is no President/CEO please enter "N/A" 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	0
2.17	Total Other Professional Staff - Vacant Position(s) FTE	0
2.18	Total Other Staff - Filled Position(s) FTE	15.6
2.19	Total Other Staff - Vacant Position(s) FTE	0
2.20	Total Paid Staff - Filled Position(s) FTE (total questions 2.14 + 2.16 + 2.18)	19.60
2.21	Total Paid Staff - Vacant Position(s) FTE (total questions 2.15 + 2.17 + 2.19)	0.00

SALARY INFORMATION

2.22	Entry-Level Librarian (certified) FTE	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	\$156,578

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	2024
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 1
(total questions 3.15, 3.19 through 3.22)

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 voting 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 O 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.

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.** 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 | ████ |
| 5. | Professional Title | ████████████████ |
| 6. | Mailing Address | ████████████████████ |
| 7. | City | ████████ |
| 8. | Zip Code (enter five digits only) | ████ |
| 9. | Email Address | ████████████████████████████ |
| 10. | Office Held or Trustee | President |
| 11. | Term Begins - Month | January |
| 12. | Term Begins - Year (yyyy) | 2021 |
| 13. | Term Expires - Month or N/A | December |
| 14. | Term Expires - Year (YYYY) or N/A | 2025 |
| 15. | 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 |
| 16. | The date the trustee took the Oath of Office (mm/dd/yyyy) | 01/19/2021 |

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

18. Is this a brand new trustee? N

1. Status Filled

2. First Name Stuart

3. Last Name Auchincloss

4. Institutional Affiliation [REDACTED]

5. Professional Title [REDACTED]

6. Mailing Address [REDACTED]

7. City [REDACTED]

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

9. Email Address [REDACTED]

10. Office Held or Trustee Other (Add State Note)





Note: Treasurer

11. Term Begins - Month January






12. Term Begins - Year (yyyy) 2024

13. Term Expires - Month or N/A December

14. Term Expires - Year (YYYY) or N/A 2028

15.	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
16.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/05/2024
17.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	02/02/2024
18.	Is this a brand new trustee?	N
1.	Status	Filled
2.	First Name	Peter
3.	Last Name	Carey
4.	Institutional Affiliation	N/A
5.	Professional Title	N/A
6.	Mailing Address	
7.	City	
8.	Zip Code (enter five digits only)	
9.	Email Address	
10.	Office Held or Trustee	Trustee
11.	Term Begins - Month	January
12.	Term Begins - Year (yyyy)	2024

- | | | |
|-----|--|------------|
| 13. | Term Expires - Month or N/A | December |
| 14. | Term Expires - Year (YYYY) or N/A | 2028 |
| 15. | 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 |
| 16. | The date the trustee took the Oath of Office (mm/dd/yyyy) | 01/16/2024 |
| 17. | The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) | 01/25/2024 |
| 18. | Is this a brand new trustee? | N |
| 1. | Status | Filled |
| 2. | First Name | Kenneth |
| 3. | Last Name | Goldberg |
| 4. | Institutional Affiliation | [REDACTED] |
| 5. | Professional Title | [REDACTED] |
| 6. | Mailing Address | [REDACTED] |
| 7. | City | [REDACTED] |
| 8. | Zip Code (enter five digits only) | [REDACTED] |
| 9. | Email Address | [REDACTED] |
| 10. | Office Held or Trustee | Trustee |

11. Term Begins - Month January
12. Term Begins - Year (yyyy) 2022
13. Term Expires - Month or N/A December
14. Term Expires - Year (YYYY) 2026
or N/A
15. 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
16. The date the trustee took the Oath of Office (mm/dd/yyyy) 01/10/2022
17. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 03/16/2022
18. Is this a brand new trustee? N
1. Status Filled
2. First Name Rajene
3. Last Name Hardeman
4. Institutional Affiliation 
5. Professional Title 
6. Mailing Address 
7. City 
8. Zip Code (enter five digits only) 

9. Email Address [REDACTED]
10. Office Held or Trustee Other (Add State Note)
- Note:** Vice President
11. Term Begins - Month January
12. Term Begins - Year (yyyy) 2023
13. Term Expires - Month or N/A December
14. Term Expires - Year (YYYY) 2027
or N/A
15. 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
16. The date the trustee took the Oath of Office (mm/dd/yyyy) 01/26/2023
17. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 02/14/2023
18. 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 [REDACTED]

7. City [REDACTED]
8. Zip Code (enter five digits only) [REDACTED]
9. Email Address [REDACTED]
10. Office Held or Trustee Trustee
11. Term Begins - Month November
12. Term Begins - Year (yyyy) 2023
13. Term Expires - Month or N/A December
14. Term Expires - Year (YYYY) or N/A 2026
15. 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

Note: Finishing term for Alexandra Prince (Nov 2022-Dec 2026)

16. The date the trustee took the Oath of Office (mm/dd/yyyy) 11/20/2023
17. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 12/11/2023
18. Is this a brand new trustee? N
1. Status Filled
2. First Name Janet
3. Last Name Schnitzer

- | | | |
|-----|--|------------|
| 4. | Institutional Affiliation | [REDACTED] |
| 5. | Professional Title | [REDACTED] |
| 6. | Mailing Address | [REDACTED] |
| 7. | City | [REDACTED] |
| 8. | Zip Code (enter five digits only) | [REDACTED] |
| 9. | Email Address | [REDACTED] |
| 10. | Office Held or Trustee | Trustee |
| 11. | Term Begins - Month | January |
| 12. | Term Begins - Year (yyyy) | 2024 |
| 13. | Term Expires - Month or N/A | December |
| 14. | Term Expires - Year (YYYY) or N/A | 2028 |
| 15. | 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 |
| 16. | The date the trustee took the Oath of Office (mm/dd/yyyy) | 01/05/2024 |
| 17. | The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) | 02/02/2024 |
| 18. | Is this a brand new trustee? | N |
| 1. | Status | Filled |

- | | | |
|-----|--|----------------------|
| 2. | First Name | Carla |
| 3. | Last Name | Taylor |
| 4. | Institutional Affiliation | ████ |
| 5. | Professional Title | ████ |
| 6. | Mailing Address | ██████████ |
| 7. | City | ██████ |
| 8. | Zip Code (enter five digits only) | █████ |
| 9. | Email Address | ████████████████████ |
| 10. | Office Held or Trustee | Trustee |
| 11. | Term Begins - Month | January |
| 12. | Term Begins - Year (yyyy) | 2022 |
| 13. | Term Expires - Month or N/A | December |
| 14. | Term Expires - Year (YYYY) or N/A | 2026 |
| 15. | 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 |
| 16. | The date the trustee took the Oath of Office (mm/dd/yyyy) | 01/11/2022 |
| 17. | The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) | 03/16/2022 |

18.	Is this a brand new trustee?	N
1.	Status	Filled
2.	First Name	Kevin
3.	Last Name	Finnegan
4.	Institutional Affiliation	████
5.	Professional Title	████
6.	Mailing Address	████████████████████
7.	City	██████
8.	Zip Code (enter five digits only)	████
9.	Email Address	██
10.	Office Held or Trustee	Trustee
11.	Term Begins - Month	October
12.	Term Begins - Year (yyyy)	2024
13.	Term Expires - Month or N/A	December
14.	Term Expires - Year (YYYY) or N/A	2027
15.	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

Note: Finishing term for George Joiner (Jan 2023 - Dec 2027)

16. The date the trustee took the Oath of Office (mm/dd/yyyy) 10/25/2024

17. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 11/7/2024

18. Is this a brand new trustee? Y

1. Status Filled

2. First Name Leslie


3. Last Name Gerber

4. Institutional Affiliation 

5. Professional Title 

6. Mailing Address 

7. City 

8. Zip Code (enter five digits only) 

9. Email Address 

10. Office Held or Trustee Trustee

11. Term Begins - Month October

12. Term Begins - Year (yyyy) 2024

13. Term Expires - Month or N/A December

14. Term Expires - Year (YYYY) or N/A 2027

15. 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). No

Note: Finishing term for Heather Blakely (Jan 2023 -Dec 2027)

16. The date the trustee took the Oath of Office (mm/dd/yyyy) 10/25/2024

17. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 11/7/2024

18. Is this a brand new trustee? Y

1. Status Filled

2. First Name Charles


3. Last Name Kutcher

4. Institutional Affiliation 

5. Professional Title 

6. Mailing Address

7. City 

8. Zip Code (enter five digits only) 

9. Email Address 

10. Office Held or Trustee Trustee

11. Term Begins - Month January

12. Term Begins - Year (yyyy) 2025

13. Term Expires - Month or N/A December

14. Term Expires - Year (YYYY) or N/A 2029

15. 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

16. The date the trustee took the Oath of Office (mm/dd/yyyy) 1/19/2025

17. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 2/3/2025

18. Is this a brand new trustee? Y

1. Status Filled

2. First Name Jill


3. Last Name Leinung

4. Institutional Affiliation 

5. Professional Title 

6. Mailing Address 

7. City 

8. Zip Code (enter five digits only) 

9. Email Address 

10. Office Held or Trustee Other (Add State Note)

Note: Secretary

11. Term Begins - Month January

12. Term Begins - Year (yyyy) 2021

13. Term Expires - Month or N/A December

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

15. 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

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

17. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 03/04/2023

18. Is this a brand new trustee? N

1. Status Filled

2. First Name Jenny

3. Last Name Post

4. Institutional Affiliation 

5. Professional Title 

6. Mailing Address 

7. City 

8. Zip Code (enter five digits only) [REDACTED]
9. Email Address [REDACTED]
10. Office Held or Trustee Trustee
11. Term Begins - Month January
12. Term Begins - Year (yyyy) 2025
13. Term Expires - Month or N/A December
14. Term Expires - Year (YYYY) or N/A 2029
15. 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
16. The date the trustee took the Oath of Office (mm/dd/yyyy) 01/21/2025
17. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 02/03/2025
18. Is this a brand new trustee? Y
1. Status Filled
2. First Name Barbara
3. Last Name Swanson
4. Institutional Affiliation [REDACTED]
5. Professional Title [REDACTED]

6. Mailing Address [REDACTED]
7. City [REDACTED]
8. Zip Code (enter five digits only) [REDACTED]
9. Email Address [REDACTED]

10. Office Held or Trustee Trustee

11. Term Begins - Month March

12. Term Begins - Year (yyyy) 2024

13. Term Expires - Month or N/A December

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

15. 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

Note: Finishing term for Debra Klein (Jan 2021 - Dec 2025)

16. The date the trustee took the Oath of Office (mm/dd/yyyy) 03/20/2024

17. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 03/27/2024

18. Is this a brand new trustee? Y

1. Status Filled

2. First Name Mark

- | | | |
|-----|--|--|
| 3. | Last Name | Williams |
| 4. | Institutional Affiliation | ████ |
| 5. | Professional Title | ████ |
| 6. | Mailing Address | ████████████████████ |
| 7. | City | ██████████ |
| 8. | Zip Code (enter five digits only) | ████ |
| 9. | Email Address | ██ |
| 10. | Office Held or Trustee | Trustee |
| 11. | Term Begins - Month | January |
| 12. | Term Begins - Year (yyyy) | 2025 |
| 13. | Term Expires - Month or N/A | December |
| 14. | Term Expires - Year (YYYY) or N/A | 2029 |
| 15. | 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 |
| 16. | The date the trustee took the Oath of Office (mm/dd/yyyy) | 01/16/2025 |
| 17. | The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) | 02/03/2025 |
| 18. | 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, 2025, through December 31, 2025. 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	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 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

4. Public Library System Transactions and Collections

Borrowers / Visits / Circulation / Holdings

4.1 Number of registered system borrowers 180

4.2 System Visits 279

CIRCULATION

4.3 Total Cataloged Book Circulation 2,619

4.4 Total Circulation of Other Materials 835

4.5 **Physical Item Circulation (Total questions 4.3 & 4.4)** 3,454

E-Material Circulation

Electronic (digital) materials can be accessed online from an electronic device. Types of electronic materials include e-books, e-serials, e-audio, and e-video. Only count items that require user authentication and have a limited period of use. Count all checkouts, including renewals. If the system can separate out use for each member library please do so and ask the member libraries to report. Do not also report in the system report. If the system cannot separate out the use by each member library please report on the system report.

4.6a The total circulation of e-books during the reporting period N/A

Note: This is reported by the member libraries.

4.6b The total circulation of e-serials during the reporting period N/A

Note: This is reported by the member libraries.

4.6c The total circulation of e-audio N/A
during the reporting period

Note: This is reported by the member libraries

4.6d The total circulation of e-videos N/A
during the reporting period.

4.7 Successful Retrieval of 0
Electronic Information

4.8 Electronic Content Use (Total 0
Questions 4.6a + 4.6b + 4.6c + 4.6d +
4.7)

4.9 Total Circulation of Materials 3,454
(Total Questions 4.5 + 4.6a + 4.6b +
4.6c + 4.6d)

4.10 Total Collection Use (Total 3,454
Questions 4.7 & 4.9)

GENERAL SYSTEM HOLDINGS

4.11 Total Cataloged Book Holdings 38

4.12 Uncataloged Book Holdings 14

4.13 Total Print Serial Holdings 2

4.14 All Other Print Materials 14
Holdings

4.15 Total Print Materials (Total 68
questions 4.11, 4.12, 4.13 and 4.14)

Holdings Continued

Non-Electronic Materials

4.16 Audio - Physical Units 0

4.17	Video - Physical Units	2
4.18	Other Non-Electronic Materials	3
4.19	Total Other Materials Holdings (Total questions 4.16 through 4.18)	5
4.20	Grand Total Holdings (Total questions 4.15 and 4.19)	73
4.21	Did the system provide access to NOVELny?	Yes
4.22	Did the system provide access to e-books for its member libraries (excluding NOVELny)?	Yes
4.23	Did the system provide access to e-serials for its member libraries (excluding NOVELny)?	Yes
4.24	Did the system provide access to e-audio for its member libraries (excluding NOVELny)?	Yes
4.25	Did the system provide access to e-videos for its member libraries (excluding NOVELny)?	No
4.26	Did the system provide access to research databases for its member libraries (excluding NOVELny)?	Yes
4.27	Did the system provide access to online learning platforms for its member libraries?	Yes

ROTATING COLLECTIONS/BOOK LOANS

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

4.29 Number of collections 0

4.30 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	2,522,298
5.9	Number of new titles added by the system in the reporting year	17
5.10	Number of Central Library Aid titles added in the reporting year	310
5.11	Number of new titles added by the members in the reporting year	500,263
5.12	Total new titles (total questions 5.9 through 5.11)	500,590

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
- b. Disc
- 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 2,522,298

5.17 Number of holdings in the system's union catalog 2,306,586

5.18 Number of new titles added in the last year 500263

5.19 Number of holdings added in the last year 165,750

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)

b. Non-library catalogs are included (if checked, please name non-library catalogs using the State note)

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 103,524

SYSTEM INTERLIBRARY LOAN ACTIVITY

5.25 Total items provided (loaned) 4,743

Note: This includes all that we Loaned out through OCLC and SEAL to libraries outside of our system, the figure reflects our opening up to more lending where we could use empire plan to ship at no cost.

5.26 Total items received (borrowed) 1,307

5.27 Total requests provided (loaned) unfilled 1,167

5.28 Total requests received (borrowed) unfilled 75

5.29 Total interlibrary loan activity (total questions 5.25 through 5.28) 7,292

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 9

5.33 Number of participants 288

Continuing Education Cont.

Technology

5.34 Number of sessions 84

5.35 Number of participants 2276

Digitization

5.36 Number of sessions 0

5.37 Number of participants 0

Leadership

5.38 Number of sessions 30

5.39 Number of participants 366

Management & Supervisory

5.40 Number of sessions 13

5.41 Number of participants 115

Planning and Evaluation

5.42 Number of sessions 9

5.43 Number of participants 108

Awareness and Advocacy

5.44 Number of sessions 2

5.45 Number of participants 71

Trustee/Council Training

5.46 Number of sessions 43

5.47 Number of participants 1,496

Special Client Populations

5.48 Number of sessions 16

5.49 Number of participants 132

Children's Services/Birth to Kindergarten

5.50 Number of sessions 0

5.51 Number of participants 0

Children's Services/Elementary Grade Levels

5.52 Number of sessions 5

5.53 Number of participants 30

Young Adult Services/Middle and High School Grade Levels

5.54 Number of sessions 3

5.55 Number of participants 89

General Adult Services

5.56 Number of sessions 4

5.57 Number of participants 115

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

1. Topic Sustainable Funding

2. Number of sessions 4

3. Number of participants 55

1. Topic Book Repair

2. Number of sessions 1

3. Number of participants 28

5.59 **Grand Total Sessions** (total 223
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)

5.60 **Grand Total Participants** 5,169
(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)

5.61 Do library system staff and/or Y
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?

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 No
materials

b. Coordinated purchase of non- Yes
print materials

c. Negotiated pricing for licensed Yes
electronic collection purchases (not
purchasing)

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 E Rate (3.5 hours) Library projects (10.5 hours)

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, additional user licenses, Telephone notification service, self check, Collections, Acquisitions unit, Edifact ordering and invoicing, Smart Activity Manger (SAM), Print & payment workstations.

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)

4. Written Contract (Enter Y for Yes, N for No, or N/A)

6.2 **Total County Funding** \$0

6.3 All Other Local Public Funds \$0

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

STATE AID RECEIPTS - arranged in alphabetical order

6.6 Central Library Services Aid \$238,459

6.8 Conservation/Preservation Grants \$0

6.9 Construction for Public Libraries Aid \$0

6.10 Coordinated Outreach Services Aid \$149,170

6.11 Correctional Facilities Library Aid \$86,371

6.12 County Jails Library Aid \$5,198

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

6.19 Local Library Services Aid - Distributed to Members \$239,401

6.20 **Total LLSA (total questions 6.18 and 6.19)** \$239,401

6.21	Local Services Support Aid	\$172,034
6.22	Local Consolidated Systems Aid	\$0
6.26	Public Library System Basic Aid	\$1,441,481
6.27	Public Library System Supplementary Operational Aid	\$196,444

State Aid

6.36	Special Legislative Grants and Member Items	\$692,769
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 Library Construction Grant

2. Amount 93063

1. Funding Source Library of Local

2. Amount 30000

1. Funding Source Love Your Library

2. Amount \$3,653

6.43 **Total Other State Aid (total question #2 of Repeating Group #9 above)** \$126,716

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)** \$3,348,043

FEDERAL AID

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

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

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

1. Funding Source N/A

2. Amount N/A

Federal Aid / Contracts

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

6.48 Total Federal Aid (total questions 6.45 and 6.47) \$0

CONTRACTS WITH LIBRARIES, 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 | 622160 |
| 1. | Contracting Agency | Member Libraries |
| 2. | Contracted Service | Database and Catalog |
| 3. | Total Contract Amount | 157385 |
| 1. | Contracting Agency | Member Libraries |
| 2. | Contracted Service | Tech Support |
| 3. | Total Contract Amount | \$68,845 |
| 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) \$881,390

MISCELLANEOUS RECEIPTS

6.51 Gifts, Endowments, Fundraising, Foundations (include Gates Grants here; specify project number(s) and dollar amount using the state note) \$6,446

6.53 Income from Investments \$122,515

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

2. Amount 1200

1. Receipt category Handbooks

2. Amount 1400

1. Receipt category Reimbursement

2. Amount 4729

1. Receipt category Delivery

2.	Amount	\$320
6.57	Total Other Miscellaneous Receipts (total question #2 of Repeating Group #12 above)	\$7,649
6.58	Total Miscellaneous Receipts (total questions 6.51 through 6.55 and question 6.57)	\$136,610
6.59	TOTAL OPERATING FUND RECEIPTS - Total Local Public Funds, Total State Aid, Total Federal Aid, Total Contracts, and Total Miscellaneous Receipts (total questions 6.4, 6.44, 6.48, 6.50, and 6.58)	\$4,366,043
6.60	BUDGET LOANS	\$0

Transfers / Grand Total

TRANSFERS

6.61	Transfers from Capital Fund (Same as question 9.6)	\$206,809
6.62	Transfers from Other Funds	\$109,325
6.63	Total Transfers (total questions 6.61 and 6.62)	\$316,134
6.64	CASH BALANCE – Beginning of Current Fiscal Reporting Year: Public Library Systems – January 1, 2024. (Same as closing cash balance at the end of previous fiscal reporting year: Public Library Systems – December 31, 2023.)	\$3,244,670

6.67 GRAND TOTAL RECEIPTS, \$7,926,847
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)

7. Operating Fund Disbursements

Staff / Collection / Grants / Capital

STAFF EXPENDITURES

Salaries

7.1	System Director and Certified Librarians	\$357,513
7.2	Other Staff	\$916,489
7.3	Total Salary and Wages Expenditures (total questions 7.1 and 7.2)	\$1,274,002
7.4	Employee Benefits Expenditures	\$664,123
7.5	Total Staff Expenditures (total questions 7.3 and 7.4)	\$1,938,125

COLLECTION EXPENDITURES

7.6	Print Materials Expenditures	\$29,568
7.7	Electronic Materials Expenditures	\$73,792
7.8	Other Materials Expenditures	\$0
7.9	Total Collection Expenditures (total questions 7.6 through 7.8)	\$103,360

GRANTS TO MEMBER LIBRARIES

Cash Grants Paid From

7.10	Local Library Services Aid (LLSA)	\$239,401
7.11	Central Library Services Aid (CLSA)	\$276,639
7.15	Other State Aid/Grants (e.g., Construction, Special Legislative or Member Grants)	715619
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)	\$1,231,659
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)	\$1,231,659

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 \$0
(71PF)

7.29 From Other Funds (71OF) \$0

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

OPERATION AND MAINTENANCE OF BUILDINGS

Repairs To Buildings and Building Equipment by Source of Funds

7.31 From Local Public Funds \$0
(72PF)

7.32 From Other Funds (72OF) \$82,503

7.33 **Total Repairs to Buildings and Building Equipment** \$82,503
(total questions 7.31 and 7.32)

7.34 Other Building & Maintenance Expenses \$94,166

7.35 **Total Operation and Maintenance of Buildings** \$176,669
(total questions 7.33 and 7.34)

MISCELLANEOUS EXPENSES

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

7.37 Office and Library Supplies \$2,848

7.38 Equipment \$9,582

7.39 Telecommunications \$16,346

- 7.40 Publicity and Printing \$0
- 7.41 Travel \$2,600
- 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. \$70,838

Note: Whiteman, Osterman & Hanna LLP- Legal Nicholas Tanzi- Speaker Full Deck Design- Graphic Design Ronald Kirsop- Speaker Jennifer Bollerman- Speaker Southeastern NY Lib Res Council- Event/Speaker RBT CPA- Audit/Financial Visions HR- HR Service Milliman INC- Actuary Ulster BOCES- Accounting software support Employee Services LLC- EAP

- 7.43 Membership Dues - Please include a State Note listing Professional Organization Memberships for which dues are being paid. \$11,893

Note: Southeastern NY Lib Council New York Library Association Suffolk Cooperative Library System American Library Association Library Journal SHRM Information Today Assoc. of Rural & Small Libraries National Association for the Education of Young Children

- 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

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 postage
- 2. Amount \$3,015
- 1. Expense category Prof Develop
- 2. Amount \$12,100
- 1. Expense category Work Shop
- 2. Amount \$17,821

- | | | |
|----|------------------|--------------|
| 1. | Expense category | Delivery |
| 2. | Amount | \$339,539 |
| 1. | Expense category | Service Cont |
| 2. | Amount | 205796 |

Miscellaneous Cont. / Contracts / Debt Service

7.45 **Total Other Miscellaneous Expenses (total question #2 of Repeating Group #13)** \$578,271

7.46 **Total Miscellaneous Expenses (total questions 7.36 through 7.44 and 7.46)** \$692,378

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

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

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

- | | | |
|----|---|-----|
| 1. | Contracting Agency (specify using the State note) | N/A |
| 2. | Contracted Service (specify using the State note) | N/A |
| 3. | Total Contract Amount | N/A |

7.48 **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** – \$4,142,191
**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)**

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** \$0

Funds

7.59 **Total Transfers** (total questions \$39,600
7.57 and 7.58)

7.60 **TOTAL DISBURSEMENTS** \$4,181,791
AND TRANSFERS (total questions
7.54 and 7.59)

Cash Balance / Grand Total / Audit / Bank Balance

7.61 **CLOSING CASH BALANCE** \$3,745,056
**at the End of the Current Fiscal
Reporting Year
(For Public Library Systems -
December 31, 2024)**

7.82 **GRAND TOTAL** \$7,926,847
**DISBURSEMENTS, TRANSFERS,
& ENDING BALANCE** (total
questions 7.60 and 7.61)

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 12/05/2024
(mm/dd/yyyy)

7.84 Time period covered by this 01/01/2023-12/31/2023
audit (mm/dd/yyyy - mm/dd/yyyy)

7.85 Indicate type of audit (select Private Accounting Firm
one from drop-down):

ACCOUNT INFORMATION

Complete one record for each financial account

1. Name of bank or financial TD Bank
institution

2.	Amount of funds on deposit	2141240
1.	Name of bank or financial institution	TD Bank CD
2.	Amount of funds on deposit	\$2,000,000
7.86	Total Bank Balance (total question #2 of Repeating Group #15)	\$4,141,240

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

8. Capital Fund Receipts

State Aid and Grants for Capital Projects

8.1	Total Revenue From Local Sources	\$10,608
-----	---	----------

Note: Interest

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	\$93,063
-----	-------------------------------------	----------

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 \$0
question #2 of Repeating Group #16
above)

8.6 **TOTAL RECEIPTS -** \$143,271
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)

8.7 **NONREVENUE RECEIPTS** \$0

8.8 **TOTAL RECEIPTS - Total** \$143,271
Receipts and Nonrevenue Receipts
(total questions 8.6 and 8.7)

8.9 **CASH BALANCE – Beginning** \$539,422
of Current Fiscal Reporting Year:
Public Library Systems – January 1,
2024. (Same as closing cash balance at
the end of previous fiscal reporting
year: Public Library Systems –
December 31, 2023.)

Grand Total

8.10 **TOTAL RECEIPTS AND** \$682,693
CASH BALANCE (total questions 8.8
and 8.9)

9. Capital Fund Disbursements

Project Expenditures / Cash Balance

PROJECT EXPENDITURES

9.1 Total Construction \$79,625

9.2 Incidental Construction \$0

9.3 Books and Library Materials \$0

9.4 Total Other Disbursements \$0

9.5 **Total Project Expenditures** \$79,625
(total questions 9.1 through 9.4)

9.6 **TRANSFER TO** \$206,809
OPERATING FUND
(Same as question 6.61)

9.7 **TOTAL NONPROJECT** \$0
EXPENDITURES

9.8 **TOTAL DISBURSEMENTS -** \$286,434
Total Project Expenditures, Transfer
to Operating Fund, and Total
Nonproject Expenditures (total
questions 9.5 through 9.7)

9.9 **CLOSING CASH BALANCE** \$396,259
IN CAPITAL FUND at the End of
the Current Fiscal Year (December
31, 2024, for Public Library Systems)

Grand Total

9.10 **TOTAL DISBURSEMENTS** \$682,693
AND CASH BALANCE (total
questions 9.8 and 9.9)

12. Projected Annual Budget For Library Systems

Public Library Systems Budget for January 1, 2025 - December 31, 2025

PROJECTED OPERATING FUND - RECEIPTS

12.1	Total Operating Fund Receipts (include Local Aid, State Aid, Federal Aid, Contracts and Miscellaneous Receipts)	\$3,740,911
12.2	Budget Loans	\$0
12.3	Total Transfers	\$141,612
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, 2025 must be the same as the December 31, 2024, closing balance reported on Q7.61 of the 2024 annual report)	\$3,745,056
12.5	Grand Total Operating Fund Receipts, Budget Loans, Transfers and Ending Balance (total questions 12.1 through 12.4)	\$7,627,579

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)	\$3,740,911
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, 2025)	\$3,847,068

12.9 Grand Total Operating Fund \$7,627,579
Disbursements, Transfers and
Ending Balance (total questions 12.6
through 12.8)

PROJECTED CAPITAL FUND - RECEIPTS

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

12.11 Nonrevenue Receipts \$0

12.12 Cash Balance in Capital Fund \$396,259
at the end of the previous fiscal year
(For Public Library Systems,
opening balance on January 1, 2025,
must be the same as the December
31, 2024, closing balance reported on
Q9.9 of the 2024 annual report)

12.13 Grand Total Capital Fund \$435,859
Receipts and Balance (total questions
12.10 through 12.12)

PROJECTED CAPITAL FUND - DISBURSEMENTS

12.14 Capital Fund Disbursements \$118,600
(include Project Expenditures,
Transfer to Operating Fund and
Nonproject Expenditures

12.15 Cash Balance in Capital Fund \$317,259
at the end of the current fiscal year
(For Public Library Systems,
December 31, 2025)

12.16 Grand Total Capital Fund \$435,859
Disbursement, Transfers, and
Balance (Sum of questions 12.14 and
12.15)

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 Equivalent (FTE) 3

13.1.2 Total Expenditure for Professional Salaries \$336,172

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) 15.7

13.1.4 Total Expenditure for Other Staff Salaries \$811,739

13.1.5 Employees Benefits: Indicate the total expenditures for all system employee fringe benefits. \$642,843

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
2. Provider of Services
3. Expenditure

13.1.7 Total Expenditure - Purchased Services \$0

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

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

2. Expenditure

13.1.9 Total Expenditure - Supplies and Materials \$0

13.1.10 Travel Expenditures: Did the system expend funds for travel? Y
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 \$2,600

13.1.11 Total Expenditures - Travel \$2,600

13.1.12 Equipment and Furnishings: N
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 applicable category; if no enter N/A for questions 1, 2, 3, and 4 of one repeating group.

1. Type of Item N/A

2. Quantity N/A

3. Unit Cost N/A

4. Expenditure N/A

13.1.13 Total Expenditure - Equipment and Furnishings \$0

13.1.14 Local Library Services Aid Expenditures: Indicate the total expenditures to member libraries for Local Library Services Aid. \$218,385

13.1.15 Grants to Member Libraries: Y
Did the system 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 Catskill Public 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 \$2,350

1. Recipient Elting 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 \$2,350

1. Recipient Julia Butterfield Memorial 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 \$2,350

1. Recipient Red Hook Library

2. Allocation \$350

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 \$2,350

13.1.16 Total Expenditures - Grants for Member Libraries \$1,850

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) \$2,013,589

13.1.18 Cash Balance at the Opening of the Fiscal Year \$334

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

13.1.19 Total Allocation from 2024 - 2025 State Aid: \$2,013,255

13.1.20 Total Available Before Expenditures (total 13.1.18 + 13.1.19) \$2,013,589

13.1.21 Cash Balance at the End of the Current Fiscal Year (total 13.1.19 + 13.1.18 - 13.1.17) \$0

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 78% 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 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 and developments that we worked with the ILS vendor to include in our new catalog, 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 library borrowing with partner institutions. Our resource sharing activities encompass cataloging and inter-library loan, enabling patrons of member libraries to borrow materials from all member libraries & 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 policymaking as well. State aid facilitates the staff time to coordinate group purchases of databases and online products. 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 to aid trustees with the 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 tour ILS); travel expenses for MHLS staff to provide consultation and continuing education throughout our 3,000 sq mile service area and to attend state and national professional Central Library Services & 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). In 2024, the member libraries signed on to a new “Memo of Understanding” which had been unanimously approved by the MHLS Directors Association in December 2023 and which merged and updated language of past documents that established the relationship between the system and the member libraries. In July 2024 the Member Library Director’s Association approved the Path to System Membership - a documented process for how a library would become a member of the system. This process was a product of a joint committee comprised of System Services Advisory Committee (SSAC), MHLS Board, and System staff. The Path to Membership creates an equitable path forward for a library petitioning for membership in the Mid-Hudson Library System that both respects the development path of an applying library and the cooperative nature of current system services. "

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 expenditures for all system employee benefits (paid from CLSA funds). \$0

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

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 funds for travel? Enter Y for Yes, N for No. N

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

1. Type of travel N/A

2. Expenditure N/A

13.2.11 Total Expenditures - Travel \$0

13.2.12 Equipment and Furnishings: N
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 Y
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 \$276,639

3. Project Description (no more than 300 words)

13.2.15 Total Expenditure - Grants to Central/Co-Central Libraries \$276,639

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) \$276,639

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 2024 - 2025 State Aid: \$276,639

13.2.19 Total Available Before Expenditures (total 13.2.17 + 13.2.18) \$276,639

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 Equivalent (FTE) .2

13.4.2 Total Expenditure for Professional Salaries \$17,073

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 \$67,459

13.4.5 **Employee Benefits:** Indicate the total expenditures for all system employee benefits. \$31,014

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 Institutional membership dues

2. Provider of Services American Library Assoc, Assoc Rural Libraries

3. Expenditure \$500

1. Expenditure Category Other (specify using Note field)

2. Provider of Services RCLS, Various Speaker

3. Expenditure 8624

13.4.7 **Total Expenditure - Purchased Services** \$9,124

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.

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 System staff

2. Expenditure \$1,000

13.4.11 **Total Expenditure - Travel** \$1,000

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. Y

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

- | | | |
|----|------------------------|---|
| 1. | Recipient | Beekman Library |
| 2. | Allocation | 1000 |
| 3. | Description of Project | members of ethnic or minority groups in need of special library services - offered multigenerational programs from the Redhawk Native American Arts Council |

- | | | |
|----|------------------------|--|
| 1. | Recipient | Cairo Public Library |
| 2. | Allocation | 1000 |
| 3. | Description of Project | members of ethnic or minority groups in need of special library services - purchased books and materials to build a representative collection for LGBTQIA+ community |

- | | | |
|----|------------|-------------------------|
| 1. | Recipient | Catskill Public Library |
| 2. | Allocation | \$1,000 |

- | | | |
|----|------------------------|---|
| 3. | Description of Project | members of ethnic or minority groups in need of special library services - expanded language collections (e-books, books, graphic novels) to facilitate learning English for speakers of other languages |
| 1. | Recipient | Claverack Free Library |
| 2. | Allocation | 1000 |
| 3. | Description of Project | members of ethnic or minority groups in need of special library services - presenting, preserving and providing materials of significant cultural and Indigenous history to our community, through collection development, programming and education |
| 1. | Recipient | Desmond-Fish Public Library |
| 2. | Allocation | 1000 |
| 3. | Description of Project | members of ethnic or minority groups in need of special library services - working to bring about a more diverse and inclusive and fair climate in our town - published three Philipstown DEI newsletters, published a Website for "philipstowndei." and held a community-wide DEI speaker event. Partnered with Julia L. Butterfield Memorial Library, Garrison Union Free School District, and the Haldane Central School District. |
| 1. | Recipient | East Fishkill Community Library |
| 2. | Allocation | 1000 |
| 3. | Description of Project | blind, physically disabled, have developmental or learning disabilities - purchased to diversify and enrich our book collection; "I Can" kits for our Library of Things; additions of supports/calming items/manipulatives for neurodivergent youth |
| 1. | Recipient | Elting Memorial Library |
| 2. | Allocation | 1000 |

- | | | |
|----|------------------------|---|
| 3. | Description of Project | members of ethnic or minority groups in need of special library services - created a new and diverse book collection with supporting programs to celebrate and amplify voices that have historically been marginalized by featuring literature written by or about people of color, members of the LGBTQIA+ community, and women writers. |
| 1. | Recipient | Germantown Library |
| 2. | Allocation | \$1,000 |
| 3. | Description of Project | members of ethnic or minority groups in need of special library services - created a new and diverse book collection with supporting programs to celebrate and amplify voices that have historically been marginalized by featuring literature written by or about people of color, members of the LGBTQIA+ community, and women writers. |
| 1. | Recipient | Highland Public Library |
| 2. | Allocation | \$1,000 |
| 3. | Description of Project | members of ethnic or minority groups in need of special library services - increased our community's understanding of other cultures and values by offering programs from various cultures. Partnered with Taste of Korea, Ukrainian Dancers and Taste of Mexico and Philippines |
| 1. | Recipient | Hudson Area Association Library |
| 2. | Allocation | \$1,000 |
| 3. | Description of Project | members of ethnic or minority groups in need of special library services - diversified our library's collection with Spanish language and bilingual English-Spanish books, enhancing cultural literacy and language skills among our diverse community |
| 1. | Recipient | Kinderhook Memorial Library |
| 2. | Allocation | \$1,000 |

- | | | |
|----|------------------------|---|
| 3. | Description of Project | members of ethnic or minority groups in need of special library services - Developed a Banned Books Club at the library, with the target audience being adults (though teens were welcome) to drive engagement among our patrons by using a relevant discussion topic as a launching point for a book club. Patrons will better understand both the issues presented in the stories (racism, gender identify, sexuality, etc.) and issues of censorship facing society today. |
| | | |
| 1. | Recipient | LaGrange Association Library |
| 2. | Allocation | \$1,000 |
| | | |
| 3. | Description of Project | members of ethnic or minority groups in need of special library services - stocked a Community Pantry to provide dignified access to non-perishable food items and personal hygiene products for community members in need |
| | | |
| 1. | Recipient | Millbrook Library |
| 2. | Allocation | \$1,000 |
| | | |
| 3. | Description of Project | members of ethnic or minority groups in need of special library services - enhanced and diversified children's non-fiction collection to ensure it is inclusive and representative of our diverse community |
| | | |
| 1. | Recipient | Olive Free Library Assoc |
| 2. | Allocation | \$1,000 |
| | | |
| 3. | Description of Project | members of ethnic or minority groups in need of special library services - weeded and audited books throughout our children's, YA and adult fiction books to purchase books that will provide our patrons with more authentic voices and diverse thinking. |
| | | |
| 1. | Recipient | Philmont Public Library |
| 2. | Allocation | \$1,000 |

- | | | |
|----|------------------------|---|
| 3. | Description of Project | members of ethnic or minority groups in need of special library services - updated our adult, juvenile & YA non-fiction, especially history, which is outdated and replace it with books that are inclusive and promote a deeper appreciation and understanding of history and culture that is not euro-centric |
| 1. | Recipient | Phoenicia Library |
| 2. | Allocation | \$1,000 |
| 3. | Description of Project | members of ethnic or minority groups in need of special library services - Stories and Voices of Diversity: Improved Electronic Collection by Diverse Voices . Purchased and publicized both eBooks and e-audiobooks by and for communities hit hardest by censorship, with a particular focus on first hand accounts, history and memoirs. |
| 1. | Recipient | Roeliff Jansen Community Library |
| 2. | Allocation | \$1,000 |
| 3. | Description of Project | blind, physically disabled, have developmental or learning disabilities - purchased 2 MHz Listen Technologies Assistive Listening Digital Signal Processing system to make our programs more accessible to patrons with hearing loss. |
| 1. | Recipient | Rosendale Library |
| 2. | Allocation | \$1,000 |
| 3. | Description of Project | members of ethnic or minority groups in need of special library services - convened reading and discussion groups on depictions of race in children's literature and ways to have civil discourse around race in order to promote greater understanding and tolerance of differences. |
| 1. | Recipient | Saugerties Library |
| 2. | Allocation | \$1,000 |

3. Description of Project members of ethnic or minority groups in need of special library services - developed library programs for the public to meet with and learn from experts on race, cultural diversity and interpersonal communication skills.

1. Recipient Starr Library

2. Allocation \$1,000

3. Description of Project members of ethnic or minority groups in need of special library services - increased Spanish language collection for children and promote the collection with partner organizations and program/s to bring an underserved and sizable number of the Rhinebeck community into the library in a new way.

1. Recipient Town of Esopus Library

2. Allocation \$1,000

3. Description of Project members of ethnic or minority groups in need of special library services - provided collection development and events benefiting the teen and tween populations, particularly strengthening representation in our collection of LGBTQ+ titles

1. Recipient Town of Ulster Public Library

2. Allocation \$1,000

3. Description of Project members of ethnic or minority groups in need of special library services - purchased books and materials to build a representative collection for LGBTQIA+ community

1. Recipient Woodstock Public Library District

2. Allocation \$1,000

3. Description of Project blind, physically disabled, have developmental or learning disabilities - Building on our Braille collection for blind and low-vision children, we purchased books and materials for deaf and hard of hearing children, such as Sign Language instruction books and flash cards, as well as sign language for babies and toddlers, which could address speech issues and improve communication between child and parent or caregiver.

13.4.15 Total Expenditure - Grants to Member Libraries \$23,000

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) \$148,670

13.4.17 Cash Balance at the Opening of the Fiscal Year \$18,870

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

13.4.18 Total Allocation from 2024 - 2025 State Aid: \$149,170

13.4.19 Total Available Before Expenditures (total 13.4.17 + 13.4.18) \$168,040

13.4.20 Cash Balance at the End of the Current Fiscal Year (total 13.4.18 + 13.4.17 - 13.4.16) \$19,370

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 educationally disadvantaged, members of ethnic or minority groups in need of special library services, unemployed and in need of job placement assistance, live in areas underserved by a library, blind, physically disabled, have developmental or learning disabilities, aged or confined in institutions, and at-risk youth from birth to age twenty-one. **PROFESSIONAL BENEFITS:** 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:** .85 FTE to work with professional staff on outreach related projects. **SUPPLIES AND MATERIALS:** Office supplies and materials. **GRANTS TO MEMBER LIBRARIES:** Provided a total of \$23,000 in grants to 23 member libraries to develop programs and services to attract and connect to outreach target populations and form relevant community partnerships at the local level.

Services to County Jails Aid

SERVICE TO COUNTY JAILS (INTERINSTITUTIONAL) AID

Statutory Reference: Education Law § 285(2)

The intent of the Services to County Jails Program is to provide basic reading materials for those individuals who are incarcerated short term in county jails across the State. Examples of appropriate spending include books and magazine / newspaper subscriptions which are acceptable to the institution (Supplies & Materials), as well as programs such as Job Information and other topics directly relevant to the county jail 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 Equivalent (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 Equivalentents (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 funds for supply items, postage, library materials, or equipment and furnishings with a unit cost less than \$5,000? Enter Y for Yes, N for No. Y

Note: For questions which include a choice of "Other" in a drop-down menu, please add a 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 \$5,198

13.5.9 Total Expenditure - Supplies and Materials \$5,198

13.5.10 Total Expenditure (total 13.5.2 + 13.5.4 + 13.5.5 + 13.5.7 + 13.5.9) 5,198.00

13.5.11 Cash Balance at the Opening of the Fiscal Year: \$552

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

13.5.12 Total Allocation from 2024 - 2025 State Aid \$5,198

13.5.13 Total Available Before Expenditures (total 13.5.11 + 13.5.12) \$5,750

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: popular fiction, self-help, biographies, job information, 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.

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 .15
(FTE)

13.6.2 Total Expenditure for \$4,268
Professional Salaries

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 .7
(FTE)

13.6.4 Total Expenditure for Other \$37,291
Staff Salaries

13.6.5 **Employee Benefits:** Indicate \$13,314
the total expenditures for all system
employee benefits.

13.6.6 **Purchased Services:** Does the Y
system expend 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 Delivery/courier
2. Provider of Services Valley Courier
3. Expenditure \$7,070

1. Expenditure Category
2. Provider of Services
3. Expenditure

13.6.7 Total Expenditure - Purchased Services 7,070

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

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 \$24,428

13.6.9 Total Expenditure - Supplies and Materials \$24,428

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.

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)** \$86,371

13.6.15 Cash Balance at the Opening of the Fiscal Year: \$10,100

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

13.6.16 Total Allocation from 2024 - 2025 State Aid: \$86,371

13.6.17 Total Available Before Expenditures (total 13.6.15 + 13.6.16) \$96,471

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. 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.

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 3 (2024).

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: MHLS provided support and training to member libraries, creating Training on demand series, consulting work, and webinars. MHLS cataloging worked to make our catalog more inclusive by expanding our subject headings to provide a more inclusive experience to people of all backgrounds and communities.

INTEGRATED LIBRARY SYSTEM: Ranked as service priority #2 in prioritization of MHLS Services among stakeholders. In 2024 MHLS launched a new public facing catalog, Innovative's Vega Discover. As development partners the technology department worked closely with the vendor to develop a product that would meet the needs of a consortia in providing an exceptional patron experience that could be personal and responsive. The new catalog opened new opportunities for each member to have their own custom and branded catalog. A training modules and customized consultation was completed to setup and transition libraries into their own custom environments. A new notification product to provide customizable and engaging circulation notices was launched complete with a customized training experience for each member to create their first notices and go live. We continue to support this product as libraries refresh and update their messaging. In 2024 the MHLS Technology Operations Team completed, documented, and presented training and support for new features in the Sierra ILS release 5.6-6.2 & 3. The team remains engaged on a development partnership with Innovative on a new products, including self registration and text messaging for consortia, which we will launch in 2025 as MHLS continues to lead the way for consortia and multi branch libraries. 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.

14.2 Element 2: Special Client
Groups - Results

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 1856 items; Coordinated donations of magazines to supplement facility collections. | County Jails: Selected and delivered newly purchased library materials funded by the Inter-institutional Aid Program, and books and educational materials supporting early literacy for family waiting rooms. 2024 Hudson 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.

EARLYLITERACY: 6 attendees from 6 member libraries participated in the 2024 Early 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 provide live, in person and virtual professional development and continuing education opportunities. We also provide access to recorded sessions via our on-demand platform, making material available 24/7 to member library workers, directors, and trustees. We offer three learning academies on this platform: a Technology Academy available to directors and library employees and providing essential training to build staff skills and confidence to be successful in all areas of library technology with a focus on the ILS, catalog, and eResources; a Library Sustainability Academy that provides directors and library staff content focused on building strong resilient libraries that reflect the communities they serve; and an academy just for Trustees with courses that comply with Education Law 260-d's trustee education requirement. Certificates of achievement for hours of education are available to document hours of training.

MHLS Trustee education addresses the topics of: Trustee Essentials, Core Values & Ethics, and Financial Responsibilities. 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: What's New in the 2023 edition of the Handbook for Library Trustees of New York State; Libraries for the Future: An Introduction to Sustainability as the Newest Core Value; and Governance Structure: The Role of Board Officers and Board Committees.

The MHLS Horizons Series hosted speakers on media literacy and library worker wellness. Nick Tanzi, The Digital Librarian, spoke about Media Literacy & Intellectual Freedom in the Age of AI. Jennifer Bollerman, Assistant Director at the Patchogue-Medford Library and certified Stanford University Applied Compassion Program Ambassador, offered tools to build resilience to library worker stress and burnout through the hybrid series, Balancing Acts: Cultivating Compassion for Library Worker Wellness.

We supported core values through events like the Banned Books Symposium: Proactive, Reactive, Supportive; Fall Into Books Conference; Rethinking Summer Reading; Summer Reading Planning; addressed core skills and best practices with: The Book Doctor Is In!; Best Publicity Practices to Promote Your Library; Friends Support Group Meetup; and the New Directors Forum; OverDrive

Marketplace; Sierra Circulation; and the Sierra Users Group. We encouraged outreach opportunities by hosting presentations from the Talking Book & Braille Library and Girls Who Code; and supported sustainable funding efforts through our County Funding Advocacy and Municipal Ballot Meet-up sessions. In 2024, we offered four cohort programs to facilitate deeper learning and peer sharing: Libraries as Community Resilience Hubs; Digital Navigators of the Hudson Valley; MHLS Early Literacy; and Evaluating Our Impact: Summer Reading Program.

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 2024 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 – 16% have increased their connectivity speeds and are reporting an improved experience. 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 – we produced a new edition of the Ballot Votes manual and provided 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 convened a Library of Local Summit to evolve our thinking about how libraries services, programs, and collections contribute to community resilience. 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. 62 of our 66 libraries are now fine free and an additional 2 are partially 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 - Results

Coordinated IT Services: 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

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. Continued to advocate for parity in ebook pricing in New York State and nationally. Launched the Reasons to Love Libraries Campaign to feature the voices of library stakeholders across the System. Partnered with The Eleanor Roosevelt Center at Val-Kill to create the Bravery in Literature Award to highlight the achievements of authors who have been frequent targets of censorship attempts. Established the Debra Wilcox Klein Book Haven Collection which is a system-centered collection of print and ebook titles that appear on the annual American Library Association's Most Challenged titles list.

14.7 Element 7: Communication Among Member Libraries and/or Branch Libraries - Results

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/](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.

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. We partnered with RCLS and Sustainable Hudson Valley to offer 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 2024 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 2024 we maintained Reciprocal Lending Agreements for OverDrive with the Mohawk Valley Library System, the Southern Adirondack Library System, and the Upper Hudson 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 15 libraries applying for State Aid for Library Construction funds in the 2024-2025 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 Board of Union Vale had voted to start their own library, however, in November of 2024, the community voted to no longer “own and operate” their own library. The MHLS Executive Director has provided technical assistance, including several board training sessions, and continues to make herself available to the library board for trustees and their directors.

14.12 Element 12: Central Library - Results

In 2024 Central Library Funds resulted in the addition of 174 ebook and 136 e-audiobook titles to the member library OverDrive collection (usage of these items get reported via the individual member library reports). These funds also provide the platform that allows all member libraries' access to e-magazines, which resulted in 168,465 circulations systemwide in 2024.

Usage statistics for databases & online learning services purchased with Central Library Funds are as follows:
 Job now had a total usage of 1,779
 Transparent Language 16,443
 Universal class 24,778

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_Aproved_2024.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/2022-2026-plan-of-service-of-the-mid-hudson-library-system/>
- 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) 03/12/2025

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 (845) 471-6060
(enter area code, telephone number and
extension only):

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!