

Western New York Library Resources Council Annual Report for Library Systems - 2021 (Reference and Research Library Resources Systems 2021-2022)

1. General System Information

System/Director Information

Please note: Bibliostat CollectConnect is now compatible with major browsers including Google Chrome, Mozilla Firefox, Safari and Internet Explorer.

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

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

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

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

1.1	SEDCODE	140600700038
1.2	System Name	Western New York Library Resources Council
1.3	Beginning Reporting Year	7/1/2021
1.4	Ending Reporting Year	6/30/2022
1.5	Street Address	4950 Genesee Street
1.6	City	Cheektowaga
1.7	Zip Code	14225
1.8	Four-Digit Zip Code Extension (enter N/A is unknown)	5528

1.9	Mailing Address	Airport Commerce Park East, 4950 Genesee St. Suite 170
1.10	City	Cheektowaga
1.11	Zip Code	14225
1.12	Four-Digit Zip Code Extension (enter N/A if unknown)	5528
1.13	Library System Telephone Number (enter 10 digits only and hit the Tab key)	(716) 633-0705
1.14	Fax Number (enter 10 digits only and hit the Tab key)	(716) 288-9400
1.15	System Home Page URL	https://www.wnylrc.org
1.16	URL of the system's complete Plan of Service	https://wnylrc.org/plan-of-service
Note: The "www" is not necessary to access the Plan of Service		
1.17	Population Chartered to Serve (2010 Census)	1,453,693
1.18	Area Chartered to Serve (square miles)	4,818
1.19	Federal Employer Identification Number	160925008
1.20	County	Erie
1.21	County (Counties) Served	Cattaraugus, Chautauqua, Erie, Genesee, Niagara, Orleans
1.22	School District	Lancaster School District

Please report information for the current system director (as of the date the report is being completed).

- 1.24 First Name of System Director Sheryl
- 1.25 Last Name of System Director Knab
- 1.26 NYS Public Librarian Certification Number of the Director of Public Library System, and Reference and Research Library Resources System. 18383
- 1.27 Is the 3Rs director eligible for a New York State Public Librarians Certificate? Y
- 1.31 Telephone Number of the System Director, including area code and extension (enter digits only, field will automatically format with extension) (716) 633-0705 Ext.121
- 1.32 E-Mail Address of the System Director sknab@wnylrc.org
- 1.33 Fax Number of the System Director (enter 10 digits only and hit the Tab key) (716) 288-9400
- 1.47 Does the system charge a membership fee? Enter Y for Yes, N for No. Y

Unusual Circumstances

- 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 N

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)

2.8 3Rs Library System Director per CR 1.0
 90.5(a)(1) and 90.7 - Filled Position FTE

2.9 3Rs Library System Director per CR 0
 90.5(a)(1) and 90.7 - Vacant Position FTE

2.10 Librarians - Filled Position(s) FTE 5.2

2.11 Librarians - Vacant Position(s) FTE 0

2.14 **Total Librarians - Filled Position(s) FTE (total questions 2.8 + 2.10)** 6.20

2.15 **Total Librarians - Vacant Position(s) FTE (total questions 2.9 + 2.11)** 0.00

2.16 Total Other Professional Staff - Filled Position(s) FTE 1

2.17 Total Other Professional Staff - Vacant Position(s) FTE 0

2.18 Total Other Staff - Filled Position(s) FTE 1.25

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)** 8.45

Note: We had one resignation no MLS and hired a replacement with an MLS

2.21	Total Paid Staff - Vacant Position(s) FTE (total questions 2.15 + 2.17 + 2.19)	0.00
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SALARY INFORMATION

2.24	System Director FTE	1
2.25	System Director Current Annual Salary	\$105,695

3. System Membership, Outlets and Governance

PUBLIC SERVICE OUTLETS

Report information as of the end of the reporting year indicated in questions 1.3 and 1.4.

3.1	Number of academic library members	18
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Note: Christ the King closed.

3.2	Number of special library members (excluding hospital)	11
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Note: Lost one special this year.

3.3	Number of hospital library members	12
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3.4	Number of public library system members	3
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3.5	Number of individual public and association library members	0
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3.6	Number of school library system members	5
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3.7	Total number of member libraries (total 3.1 through 3.6)	49
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3.8 Other (non-library) members (provide breakdown using State note) 14

Note: Note: 4 ConnectNY - Private Academic library consortium Library Consortium of Health Institutions in Buffalo University at Buffalo, Department of Library and Information Studies, Graduate School of Education School Library Association of WNY Many of these have libraries but may be staffed by non-MLS personnel but may be managed by other professionals such as archivists -

3.15 Main Library/System Headquarters 1

BOARD /COUNCIL MEETINGS

3.22 Total number of public library system/3Rs board meetings or school library system council meetings held during reporting year 6

3.24 Current number of voting positions on system board/council. Please add a note if this has changed from the previous year report. 15

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

SYSTEM BOARD/COUNCIL

3Rs Systems - enter information for the period July 1, 2022, through June 30, 2023
President/Council Chair

3.27 First Name Cecelia

3.28 Last Name Fuoco

3.29 Institutional Affiliation Cattaraugus-Allegany BOCES School Library System

3.30 Professional Title Director

3.31 Mailing Address 1825 Windfall Road

3.32	City	Olean
3.33	Zip Code (enter five digits only)	14760
3.34	Telephone for the Board President (enter 10 digits only and hit the Tab key)	(716) 376-8206
3.35	E-mail Address	cecilia_fuoco@caboces.org
3.36	Term Expires - Month or N/A	December
3.37	Term Expires - Year (YYYY) or N/A	2024

Repeating Group #1 Board/Council Member - complete one record for each Board/Council Member. For each vacant position, select "Vacant" in question 1, and enter N/A in questions 2-10 of the repeating group. 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 Collect. 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](#). Complete this form and email it to collectconnect@baker-taylor.com.

The board president should not be included on the spreadsheet. Please enter board president information in the section above.

1.	Status: Filled, Vacant	Filled
2.	First Name	Lisa
3.	Last Name	Erickson
4.	Institutional Affiliation	Nioga Library System
5.	Professional Title	Communications, Advocacy, Outreach Consultant
6.	Mailing Address	6575 Wheeler Rd.
7.	City	Lockport
8.	Zip Code (enter five digits only)	14094

9.	Term Expires - Month or N/A	December
10.	Term Expires - Year (YYYY) or N/A	2022
1.	Status: Filled, Vacant	Filled
2.	First Name	Heather
3.	Last Name	Gring
4.	Institutional Affiliation	Burchfield Penney Art Center
5.	Professional Title	Archivist
6.	Mailing Address	1300 Elmwood Avenue
7.	City	Buffalo
8.	Zip Code (enter five digits only)	14222
9.	Term Expires - Month or N/A	December
10.	Term Expires - Year (YYYY) or N/A	2023
1.	Status: Filled, Vacant	Filled
2.	First Name	Jan
3.	Last Name	Dekoff
4.	Institutional Affiliation	Chautauqua Cattaraugus Library System
5.	Professional Title	Executive Director
6.	Mailing Address	106 West Fifth Street

7.	City	Jamestown
8.	Zip Code (enter five digits only)	14701
9.	Term Expires - Month or N/A	December
10.	Term Expires - Year (YYYY) or N/A	2025
1.	Status: Filled, Vacant	Filled
2.	First Name	Paul J.
3.	Last Name	Cieslik
4.	Institutional Affiliation	Lipsitz, Green et. al.
5.	Professional Title	Attorney
6.	Mailing Address	42 Delaware Avenue
7.	City	Buffalo
8.	Zip Code (enter five digits only)	14202
9.	Term Expires - Month or N/A	December
10.	Term Expires - Year (YYYY) or N/A	2022
1.	Status: Filled, Vacant	Filled
2.	First Name	Kathryn
3.	Last Name	Leacock
4.	Institutional Affiliation	Buffalo Museum of Science, Tift Nature Preserve

5. Professional Title Director of Collections

6. Mailing Address 1020 Humboldt Parkway

7. City Buffalo

8. Zip Code (enter five digits only) 14211

9. Term Expires - Month or N/A December

10. Term Expires - Year (YYYY) or N/A 2024

1. Status: Filled, Vacant Filled

2. First Name Deborah

3. Last Name Chiarella

4. Institutional Affiliation University at Buffalo

5. Professional Title Coordinator, Education
Services Associate Librarian

6. Mailing Address 112 Baird Hall, North Campus

7. City Buffalo

8. Zip Code (enter five digits only) 14260

9. Term Expires - Month or N/A December

10. Term Expires - Year (YYYY) or N/A 2024

1. Status: Filled, Vacant Filled

2. First Name Jeannine

3.	Last Name	Doyle
4.	Institutional Affiliation	Buffalo & Erie County Public Library
5.	Professional Title	Deput Director, COO
6.	Mailing Address	1 Lafayette Square
7.	City	Buffalo
8.	Zip Code (enter five digits only)	14203
9.	Term Expires - Month or N/A	December
10.	Term Expires - Year (YYYY) or N/A	2023

1.	Status: Filled, Vacant	Filled
2.	First Name	Dan
3.	Last Name	Albertson
4.	Institutional Affiliation	University at buffalo, Department of Information Science, GSE
5.	Professional Title	Chair & Professor
6.	Mailing Address	526 Bald Hall, North Campus
7.	City	Buffalo
8.	Zip Code (enter five digits only)	14260
9.	Term Expires - Month or N/A	December
10.	Term Expires - Year (YYYY) or N/A	2026

1.	Status: Filled, Vacant	Filled
2.	First Name	Alicia
3.	Last Name	Thompson
4.	Institutional Affiliation	Erie 1 BOCES School Library System
5.	Professional Title	Director
6.	Mailing Address	355 Harlem Road
7.	City	West Seneca
8.	Zip Code (enter five digits only)	14224
9.	Term Expires - Month or N/A	December
10.	Term Expires - Year (YYYY) or N/A	2026

1.	Status: Filled, Vacant	Filled
2.	First Name	Justin
3.	Last Name	Cronise
4.	Institutional Affiliation	SUNY Erie
5.	Professional Title	College Librarian
6.	Mailing Address	4041 Southwestern Blvd.
7.	City	Orchard Park
8.	Zip Code (enter five digits only)	14127

9.	Term Expires - Month or N/A	December
10.	Term Expires - Year (YYYY) or N/A	2022
1.	Status: Filled, Vacant	Filled
2.	First Name	Dennis
3.	Last Name	Galucki
4.	Institutional Affiliation	Center for the Study of Art, Architecture, History and Nature
5.	Professional Title	Founder and Director
6.	Mailing Address	1088 Delaware Ave. 16B
7.	City	Buffalo
8.	Zip Code (enter five digits only)	14209
9.	Term Expires - Month or N/A	December
10.	Term Expires - Year (YYYY) or N/A	2026
1.	Status: Filled, Vacant	Filled
2.	First Name	Kristine
3.	Last Name	Kasbohm
4.	Institutional Affiliation	Canisius College
5.	Professional Title	Director
6.	Mailing Address	Andrew L. Bouwhuis Library, 2001 Main Street

7.	City	Buffalo
8.	Zip Code (enter five digits only)	14208
9.	Term Expires - Month or N/A	December
10.	Term Expires - Year (YYYY) or N/A	2025
1.	Status: Filled, Vacant	Filled
2.	First Name	Donna
3.	Last Name	Berryman
4.	Institutional Affiliation	University at Buffalo
5.	Professional Title	Interim Associate Librarian for Analytics, Outreach and Collections
6.	Mailing Address	161 Abott Hall
7.	City	Buffalo
8.	Zip Code (enter five digits only)	14214
9.	Term Expires - Month or N/A	December
10.	Term Expires - Year (YYYY) or N/A	2025
1.	Status: Filled, Vacant	Filled
2.	First Name	Jeremy
3.	Last Name	Lyman
4.	Institutional Affiliation	Riverside Academic High School #208

- | | | |
|-----|-----------------------------------|---------------------------------|
| 5. | Professional Title | School Library Media Specialist |
| 6. | Mailing Address | 238 Ontario Street |
| 7. | City | Buffalo |
| 8. | Zip Code (enter five digits only) | 14207 |
| 9. | Term Expires - Month or N/A | December |
| 10. | Term Expires - Year (YYYY) or N/A | 2023 |

5. System Services

Catalog/Website/Interlibrary Loan

TECHNOLOGY AND RESOURCE SHARING

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.) N

5.22 How many libraries participate in (or submit records for) the union list of serials? N/A

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) N/A

VISITS TO THE SYSTEM'S WEB SITE

5.24 Annual number of visits to the system's web site 82,259

Note: Increase in numbers are related to: 1) Website revisions and development of new beta website 2) Updating rosters, job postings, etc 3) Staff revising web pages (thinking about Heidi revising Advocacy page etc) 4) Email newsletters linking directly to site, such as RAQS, Job Postings, etc. 5) Ask the Lawyer check on RAQs, refer to direct links in presentations etc 6) Ask the Lawyer RAQ audit and revision

SYSTEM INTERLIBRARY LOAN ACTIVITY

5.25 Total items provided (loaned) 0

5.26 Total items received (borrowed) 0

5.27 Total requests provided (loaned) 0
unfilled

5.28 Total requests received (borrowed) 0
unfilled

5.29 Total interlibrary loan activity (total questions 5.25 through 5.28) 0

Delivery/Continuing Education

5.30 Does the system have a regional access borrower's card program to provide direct access to research collections? (Enter Y for Yes, N for No) Y

Note: AcademicShare (which has expanded beyond WNY) provides any college student to access and borrow materials by showing their college ID, and InfoPass - application and card program geared to patrons from High Schools and special libraries.

DELIVERY

5.31 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) | No |
| e. | U.S. Mail | No |
| f. | Commercial carrier (e.g., UPS, DHL, etc.) | No |
| g. | Other (specify using the State note) | Yes |

Note: Note: Note: Our members participate in Empire State Library Delivery and public and school library systems have their own method of system delivery.

CONTINUING EDUCATION/STAFF DEVELOPMENT Workshops/Meetings/Training Sessions

Resource sharing (ILL, collection development, etc.)

Note: Workshops with multiple topics can only be counted once.

5.33	Number of sessions	4
5.34	Number of participants	204

Technology

5.36	Number of sessions	7
5.37	Number of participants	159

Digitization

5.39	Number of sessions	0
5.40	Number of participants	0

Continuing Education Cont.

Leadership

5.42	Number of sessions	3
5.43	Number of participants	215

Management & Supervisory

5.45	Number of sessions	2
5.46	Number of participants	120

Planning and Evaluation

5.48	Number of sessions	1
5.49	Number of participants	124

Awareness and Advocacy

5.51	Number of sessions	9
5.52	Number of participants	120

Trustee/Council Training

5.54	Number of sessions	0
5.55	Number of participants	0

Continuing Education Cont.**Special Client Populations**

5.57	Number of sessions	13
5.58	Number of participants	151

Children's Services/Elementary Grade Levels

5.60 Number of sessions 0

5.61 Number of participants 0

Young Adult Services/Middle and High School Grade Levels

5.63 Number of sessions 0

5.64 Number of participants 0

General Adult Services

5.66 Number of sessions 0

5.67 Number of participants 0

E-Resources

5.72 Number of sessions 1

5.73 Number of participants 41

Continuing Education Cont./Coordinated Services/Co

Other

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

Repeating Group #2

1. Topic Preservation

2. Number of sessions 2

3. Number of participants 46

1.	Topic	Networking
2.	Number of sessions	2
3.	Number of participants	25

5.76 **Grand Total Sessions** (total questions 44
5.33, 5.36, 5.39, 5.42, 5.45, 5.48, 5.51, 5.54,
5.57, 5.60, 5.63, 5.66, 5.72 and total of question
#2 of Repeating Group #2)

5.77 **Grand Total Participants** (total 1,205
questions 5.34, 5.37, 5.40, 5.43, 5.46, 5.49,
5.52, 5.55, 5.58, 5.61, 5.64, 5.67, 5.73 and total
of question #3 of Repeating Group #2)

Note: We had fewer participants because we offered fewer programs due to workload.

COORDINATED SERVICES

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

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

a. Coordinated purchase of print materials Yes

Note: WNYLRC Purchases these materials on behalf of our hospital libraries.

b. Coordinated purchase of non-print materials Yes

Note: WNYLRC purchases Library World e-books for member hospital libraries

c. Negotiated pricing for licensed electronic collection purchases (not purchasing) No

d. Cataloging No

e. Materials processing No

- f. Coordinated purchase of office supplies No
- g. Coordinated computer services/purchases No
- h. Virtual reference Yes

Note: WNYLRC provides and manages the cooperative service Ask Us 24/7 service on behalf of ESLN and the entire state.

- i. Other (describe using the Note) Yes

Note: WNYLRC works with other councils to coordinate and curate collections for: New York State Historic Newspapers, Empire Archival Discovery Collaborative (EAD repository), New York Heritage, and Empire State Immersive Experiences (360 images).

- j. N/A No

CONSULTING AND TECHNICAL ASSISTANCE SERVICES

5.81 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.

- a. Consulting with member libraries on grants, and state and federal funding Y
- b. Consulting with member libraries on funding and governance Y
- c. Consulting with member libraries on automation and technology Y
- d. Consulting with member libraries on adult services N
- e. Consulting with member libraries on physical plant needs N

f. Consulting with member libraries on personnel and management issues Y

Note: Note: Through the HR Expert service only.

g. Providing information to local, county, and state legislators and their staffs Y

h. Providing system and member library information to the media Y

i. Providing website development and maintenance for member libraries N

5.82 Other Consulting and Technical Assistance Services not listed above Yes

Note: Archival Services and Digitization services for NY Heritage, NY State Historic Newspapers, Empire Archival Discovery Collaborative (EAD repository) and Empire State Immersive Experiences(360 images).

Reference/Special Clients

REFERENCE SERVICES

5.83 Total Reference Transactions 23,240

Note: 23,240 sessions with NYS patrons: Statewide through Ask Us 24/7

5.84 Regarding the number of Reference Transactions entered, is this an annual count or an annual estimate based on a typical week or weeks? CT - Annual Count

Note: Ask US 24/7 count.

SERVICES TO SPECIAL CLIENTS (Direct and Contractual)

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

a. Services for patrons with disabilities No

- b. Services for patrons who are educationally disadvantaged No
- e. Services for patrons who are members of ethnic or minority groups in need of special library services No
- f. Services to patrons who are in institutions No
- h. Services to health care professionals in New York State hospitals through the Hospital Library Services Program Yes
- i. Other No

5.86 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. Y

Note: Archival services through the WNYLRC regional archivist. The WNYLRC regional archivist also participates in Ask the Archivist service managed by LILRC.

Special Clients Cont.

Repeating Group #3

1. Service provided Archival services
2. Number of facilities/institutions served 15

Note: Consider the Source grant funded.

5.87 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 5.88. Y

5.88	Description of fees	Membership dues, Training and professional development fees, Ask Us 24/7 participation fees to libraries, Hospital Library Services participation contract fees to hospitals.
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6. Operating Funds Receipts

State Aid

STATE AID

6.8	Conservation/Preservation Grants	\$0
6.15	Hospital Library Services Aid	\$138,503
6.25	Total Medical Information Services Program (MISP)	\$47,615
6.28	Reference and Research Library Resources System Basic Aid	\$551,584
6.29	Reference and Research Library Resources System Supplementary Operational Aid	\$72,672
6.36	Special Legislative Grants and Member Items	\$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).	N

Repeating Group #4 Complete one record for each grant. If the system does not receive other state aid, enter N/A on questions 1 and 2 of one repeating group.

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

State Aid Cont./Federal Aid/Contracts

6.43 Total Other State Aid (total question #2 of Repeating Group #4 above) \$0

6.44 Total State Aid Receipts (total questions 6.8, 6.15, 6.25, 6.28, 6.29, 6.36, and 6.43). \$810,374

FEDERAL AID

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

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

Repeating Group #5 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 (specify using State note) ARPA

2. Amount \$418,389

1. Funding Source (specify using State note) NY Archives Partnership Trust

2. Amount \$1,500

1. Funding Source (specify using State note) NNLM Region 7

2. Amount \$10,558

6.47 **Total Other Federal Aid (total questions #2 of Repeating Group #5 above)** \$430,447

6.48 **Total Federal Aid (total questions 6.45 and 6.47)** \$430,447

CONTRACTS WITH LIBRARIES, LIBRARY SYSTEMS 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

Contracts Cont./Miscellaneous

Repeating Group #6 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 State note) WNY Hospital Library Members

2. Contracted Service (specify using State note) Librarian Visits

3. Total Contract Amount \$189,356

6.50 **Total Contracts (total question #3 of Repeating Group #6 above)** \$189,356

MISCELLANEOUS RECEIPTS

6.52 Gifts, Endowments, Fundraising, Foundations (include Gates Grants here; specify project number(s) and dollar amount using the state note) \$0

6.53 Membership Dues \$31,148

6.54 Income from Investments \$1,439

Proceeds from Sale of Property

6.55 Real Property \$0

6.56 Equipment \$0

6.57 Does the system have other miscellaneous receipts in categories not listed in questions 6.52 through 6.56? Enter Y for Yes, N for No. Y

Repeating Group #7 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 Training Center Fees

Note: Last year with covid, we did not charge for programming. We started charging again during this fiscal year

2. Amount \$1,278

1. Receipt category E-rate

Note: Last year with covid, we did not charge for programming. We started charging again during this fiscal year

2. Amount \$4,440

1. Receipt category Ask Us 24/7

Note: Last year with covid, we did not charge for programming. We started charging again during this fiscal year

2. Amount \$70,266

1. Receipt category Grants from other organizations

Note: Last year with covid, we did not charge for programming. We started charging again during this fiscal year

2. Amount \$9,000

1. Receipt category Credit Card Rebate

Note: Last year with covid, we did not charge for programming. We started charging again during this fiscal year

2. Amount \$575

1. Receipt category Use of Facility, utilities, and tech services

Note: Last year with covid, we did not charge for programming. We started charging again during this fiscal year

2. Amount \$12,188

1. Receipt category Misc fees, royalties and refunds

Note: Last year with covid, we did not charge for programming. We started charging again during this fiscal year

2. Amount \$8,854

Transfers/Cash Balance

6.58 Total Other Miscellaneous Receipts \$106,601
(total question #2 of Repeating Group #7 above)

6.59 **Total Miscellaneous Receipts** (total \$139,188
questions 6.52 through 6.56 and question 6.58)

6.60 **TOTAL OPERATING FUND** \$1,569,365
RECEIPTS - Total State Aid, Total Federal Aid, Total Contracts, and Total Miscellaneous Receipts (total questions 6.44, 6.48, 6.50, and 6.59)

6.61 **BUDGET LOANS** \$0

TRANSFERS

6.62	Transfers from Capital Fund (Same as question 9.6)	\$0
6.63	Transfers from Other Funds	\$0
6.64	Total Transfers (total questions 6.62 and 6.63)	\$0
6.65	CASH BALANCE - Beginning of Current Fiscal Reporting Year: 3Rs - July 1, 2021. (Same as closing cash balance at the end of previous fiscal reporting year: 3Rs - June 30, 2021)	\$1,248,933

Grand Total

6.68	GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS, AND BALANCE/ROLLOVER (Public Library Systems and 3Rs - total questions 6.60, 6.61, 6.64 and 6.65 - must agree with question 7.83)	\$2,818,298
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7. Operating Fund Disbursements

Staff/Collection/Grants/Capital

STAFF EXPENDITURES**Salaries**

7.1	System Director and Librarians	\$388,412
7.2	Other Staff	\$137,134
7.3	Total Salary and Wages Expenditures (total questions 7.1 and 7.2)	\$525,546
7.4	Employee Benefits Expenditures	\$154,418

7.5 Total Staff Expenditures (total questions 7.3 and 7.4) \$679,964

COLLECTION EXPENDITURES

7.6 Print Materials Expenditures \$29,945

Note: Note: Books purchased from Rittenhouse and Amazon for member Hospital Libraries

7.7 Electronic Materials Expenditures \$88,259

Note: OVID EJOURNALS, OAKSTONE AND EBSCO and Rittenhouse for e-books/e journals for member hospital libraries \$9819 ARPA expenses Literacy Minnesota-Northstar licenses for 80 public libraries, and development of ehealth digital literacy module-\$25000, Rosen Publishing(ebooks) \$53,440

7.8 Other Materials Expenditures \$0

7.9 Total Collection Expenditures (total questions 7.6 through 7.8) \$118,204

GRANTS TO MEMBER LIBRARIES

Cash Grants Paid From

7.13 Hospital Library Services Program (HLSP) \$0

7.14 Medical Information Services Program (MISP) \$0

7.15 Other State Aid/Grants (e.g., Special Legislative or Member Grants) \$66,729

Note: Grants (formerly RBDB grants). See list in sec 13

7.16 Federal Aid \$322,081

Note: ARPA Grants-Buffalo Museum of Science\$500, Canisius- \$2954, Nioga-\$64,161, BECPL-\$101,541 Chataugua-Catt LS \$90,375 Niagara Falls Public Library \$49,050 Erie 1 Boces \$13,500

7.17 Other cash grants paid from system funds \$54,311

Note: Grant to SUNY Buffalo State for digitization of Buffalo Courier-Express Newspaper \$30,000, Grant to University at Buffalo for the Buffalo Evening News Reformatting Project \$22,500, and ESIE grants to UB \$750 and Roger Tory Peterson \$420 and Lee-Whedon-\$641

7.18 **Total Cash Grants (total questions 7.12 through 7.17)** \$443,121

7.20 Other Non-Cash Grants \$0

7.21 **Total Grants to Member Libraries (total questions 7.18 through 7.20)** \$443,121

CAPITAL EXPENDITURES FROM OPERATING FUNDS

7.23 Other Vehicles \$0

7.24 Computer Equipment \$4,086

Note: Home desktop computer for Exec Director and one replacement laptop for HLSP Librarian. White board for board room

7.25 Furniture/Furnishings \$0

7.26 Other Capital Expenditures (equipment, etc.) \$60,920

Note: Replaced projectors, audio and video system in training center and board room \$50,362 NNLN Region 7 Afghan grant laptop purchases to benefit the Afghan community-\$10,558

7.27 **Total Capital Expenditures from Operating Funds (total questions 7.22 through 7.26)** \$65,006

Operation and Maintenance/Miscellaneous

OPERATION AND MAINTENANCE OF BUILDINGS

Repairs To Buildings and Building Equipment by Source of Funds

7.32 From Other Funds (72OF) \$0

7.33 Total Repairs to Buildings and Building Equipment (total questions 7.31 and 7.32) \$0

7.34 Other Building & Maintenance Expenses \$96,588

Note: Rent, utilities and insurance

7.35 Total Operation and Maintenance of Buildings (total questions 7.33 and 7.34) \$96,588

MISCELLANEOUS EXPENSES

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

7.37 Office and Library Supplies \$9,682

Note: Regular office and library supplies \$5592, ARPA supplies- \$4089.88

7.38 Equipment \$4,153

Note: Lease payments on copier, postage machine and water cooler

7.39 Telecommunications \$14,800

Note: Spectrum and Hemisphere office phone charges. Also includes new expense reimbursement to staff for use of cell phones.

7.40 Binding Expenses \$0

7.41 Postage and Freight \$554

7.42 Publicity and Printing \$3,768

7.43 Travel \$5,077

7.44 Fees for Consultants and Professionals - Please include a Note with the consultants' or vendors' names and a brief description of the service(s) provided. \$41,906

Note: Lighthouse IT-10,261 (Maintenance of servers and computers), Scherzi Systems-\$2750 (maintenance of website) Robert Sendziak \$6500 (auditor), Consultant (Anthony Billoni) -\$13,395 Paychex/ADP-\$1597 (payroll processing fees), M&T Bank and Stripe-\$1373 (FSA, HSA, bank charges and credit card fees) TOTAL \$35876 ARPA Studio Digital Mentor cost to date \$6030

7.45 Membership Dues - Please include a Note listing Professional Organization Memberships for which dues are being paid. \$685

Note: MLA, National Digital Alliance, NYCON (National Council of Nonprofits). NYLA was paid June 2021 so it did not fall in this year.

7.46 Does the system have other miscellaneous expenses in categories not listed in questions 7.36 through 7.45? Enter Y for Yes, N for No. If Yes is answered, please add a Note describing these Other Miscellaneous Expenses. Y

Repeating Group #8 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 Workshops and Training

Note: Professional Development workshop fees including MLA webinars and cosponsorship of events with School Library Systems, funding for committee projects

2. Amount \$13,349

1. Expense category Collaborative Projects

Note: Professional Development workshop fees including MLA webinars and cosponsorship of events with School Library Systems, funding for committee projects

2. Amount \$38,624

1. Expense category Meetings

Note: Professional Development workshop fees including MLA webinars and cosponsorship of events with School Library Systems, funding for committee projects

2. Amount \$5,588

1. Expense category Ask Us 24/7

Note: Professional Development workshop fees including MLA webinars and cosponsorship of events with School Library Systems, funding for committee projects

2. Amount \$63,149

1. Expense category Reading Team

Note: Professional Development workshop fees including MLA webinars and cosponsorship of events with School Library Systems, funding for committee projects

2. Amount \$600

1. Expense category Tech subscriptions

Note: Professional Development workshop fees including MLA webinars and cosponsorship of events with School Library Systems, funding for committee projects

2. Amount \$13,112

1. Expense category Journals

Note: Professional Development workshop fees including MLA webinars and cosponsorship of events with School Library Systems, funding for committee projects

2. Amount \$225

1. Expense category Member Support

Note: Professional Development workshop fees including MLA webinars and cosponsorship of events with School Library Systems, funding for committee projects

2. Amount \$5,246

1. Expense category EFTS

Note: Professional Development workshop fees including MLA webinars and cosponsorship of events with School Library Systems, funding for committee projects

2. Amount \$2,000

**7.47 Total Other Miscellaneous Expenses \$141,893
(total question #2 of Repeating Group #8)**

**7.48 Total Miscellaneous Expenses (total \$222,518
questions 7.36 through 7.45 and 7.47)**

Contracts/Debt Service

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

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

Repeating Group #9 Complete one record for each contract. If the system does not contract, enter N/A on questions 1 through 3 of one repeating group.

1. Contracting Agency (specify using CNYLRC
Note)

2. Contracted Service (specify using NY Herita
Note)

Note: NY Heritage

3. Total Contract Amount \$6,746

1. Contracting Agency (specify using Consortium Info Svcs
Note)

2. Contracted Service (specify using Ovid
Note)

Note: NY Heritage

- | | | |
|----|--|--------------------------------|
| 3. | Total Contract Amount | \$59,514 |
| 1. | Contracting Agency (specify using Note) | NYMetro Ref and Res Lib |
| 2. | Contracted Service (specify using Note) | ESIE |

Note: NY Heritage

- | | | |
|----|------------------------------|----------------|
| 3. | Total Contract Amount | \$1,800 |
|----|------------------------------|----------------|

7.50 Total Contracts (total question #3 of Repeating Group #9) \$68,060

DEBT SERVICE

Capital Purposes Loans (Principal and Interest)

7.52	From Other Funds (73OF)	\$0
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7.53 Total Capital Purposes Loans (total question 7.52) \$0

Other Loans

7.54	Other Loans	\$0
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7.55 Total Debt Service (total questions 7.53 and 7.54) \$0

Transfers/Cash Balance

7.56 TOTAL DISBURSEMENTS - Total \$1,693,461
Staff Expenditures, Total Collection Expenditures, Total Grants to Member Libraries, Total Capital Expenditures, Total Operation and Maintenance of Buildings, Total Miscellaneous Expenses, Total Contracts, and Total Debt Service (total questions 7.5, 7.9, 7.21, 7.27, 7.35, 7.48, 7.50, and 7.55)

TRANSFERS

Transfers to Capital Fund

7.58 From Other Funds (76OF) \$0

7.59 Total Transfers to Capital Fund \$0
(total question 7.58; same as question 8.2)

7.60 Total Transfers to Other Funds \$0

7.61 Total Transfers (total questions 7.59 and 7.60) \$0

7.62 TOTAL DISBURSEMENTS AND TRANSFERS (total questions 7.56 and 7.61) \$1,693,461

7.63 CLOSING CASH BALANCE at the \$1,124,837
End of the Current Fiscal Reporting Year
(For 3Rs - June 30, 2022)

Audit/Bank Balance

7.83 GRAND TOTAL \$2,818,298
DISBURSEMENTS, TRANSFERS, & ENDING BALANCE (total questions 7.62, 7.63)

FISCAL AUDIT

- 7.84 Last audit performed (mm/dd/yyyy) 09/29/2022
- 7.85 Time period covered by this audit (mm/dd/yyyy - mm/dd/yyyy) 07/01/2021-06/30/2022
- 7.86 Indicate type of audit (select one from drop-down): Private Accounting Firm

Repeating Group #10 Complete one record for each financial account

- | | | |
|----|---------------------------------------|-------------------|
| 1. | Name of bank or financial institution | M&T GF Checking |
| 2. | Amount of funds on deposit | \$31,097 |
| 1. | Name of bank or financial institution | M&T Savings |
| 2. | Amount of funds on deposit | \$10,428 |
| 1. | Name of bank or financial institution | M&T GF Checking |
| 2. | Amount of funds on deposit | \$2,557 |
| 1. | Name of bank or financial institution | M&T HLSP Checking |
| 2. | Amount of funds on deposit | \$129,336 |
| 1. | Name of bank or financial institution | M&T MONEY MARKET |
| 2. | Amount of funds on deposit | \$607,186 |
| 1. | Name of bank or financial institution | M&T HLSP SAVINGS |
| 2. | Amount of funds on deposit | \$29,233 |

1.	Name of bank or financial institution	LINCOLN FINANCIAL
2.	Amount of funds on deposit	\$150,000
1.	Name of bank or financial institution	COMM FD OF BUFFALO
2.	Amount of funds on deposit	\$165,000
7.87	Total Bank Balance (total question #2 of Repeating Group #10 above)	\$1,124,837

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

8. Capital Fund Receipts

State Aid and Grants for Capital Projects

8.1	Total Revenue From Local Sources	\$0
8.2	Transfer From Operating Fund (same as question 7.59)	\$0

STATE AID FOR CAPITAL PROJECTS

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

8.4 Does the system receive any other aid and/or grants for capital projects. Enter Y for Yes, N for No. If yes, complete on record for each award. If no, enter N/A on questions 1 and 2 of one repeating group. **N**

Repeating Group #11

- | | | |
|----|---------------------------|-----|
| 1. | Contracting Agency | N/A |
| 2. | Amount | N/A |

Totals/Cash Balance

8.5 Total Aid and/or Grants (total question #2 of Repeating Group #11 above) \$0

8.6 TOTAL RECEIPTS - Revenues from Local Sources, Interfund Revenue, State Aid for Capital Projects, and All Other Aid and/or Grants for Capital Projects (total questions 8.1, 8.2, 8.3, and 8.5) \$0

8.7 NONREVENUE RECEIPTS \$0

8.8 TOTAL RECEIPTS - Total Receipts and Nonrevenue Receipts (total questions 8.6 and 8.7) \$0

8.9 CASH BALANCE - Beginning of Current Fiscal Reporting Year: 3Rs - July 1, 2021. (Same as closing cash balance at the end of previous fiscal reporting year: 3Rs - June 30, 2021) \$0

Grand Total

8.10 TOTAL RECEIPTS AND CASH BALANCE (total questions 8.8 and 8.9) \$0

9. Capital Fund Disbursements

Project Expenditures/Cash Balance**PROJECT EXPENDITURES**

9.1 Total Construction \$0

9.2 Incidental Construction \$0

9.3 Books and Library Materials \$0

9.4 Total Other Disbursements \$0

9.5 Total Project Expenditures (total questions 9.1 through 9.4) \$0

9.6 TRANSFER TO OPERATING FUND \$0
(Same as question 6.62)

9.7 TOTAL NONPROJECT EXPENDITURES \$0

9.8 TOTAL DISBURSEMENTS - Total Project Expenditures, Transfer to Operating Fund, and Total Nonproject Expenditures (total questions 9.5 through 9.7) \$0

9.9 CLOSING CASH BALANCE IN CAPITAL FUND at the End of the Current Fiscal Year (June 30, 2022, for 3Rs) \$0

Grand Total

9.10 TOTAL DISBURSEMENTS AND CASH BALANCE (total questions 9.8 and 9.9) \$0

12. Projected Annual Budget For Library Systems

Reference and Research Library Resources Systems July 1, 2022 - June 30, 2023

12.1 Total Operating Fund Receipts \$1,090,017
(include Local Aid, State Aid, Federal Aid,
Contracts and Miscellaneous Receipts)

12.2 Budget Loans \$0

12.3 Total Transfers \$0

12.4 Cash Balance/ Ending Balance in \$1,124,837
Operating Fund at the end of the previous
fiscal year.
(For 3Rs Library Systems, opening balance
on July 1, 2022, must be the same as the June
30, 2022, closing balance reported on Q7.63
of the 2021-2022 annual report)

12.5 Grand Total Operating Fund \$2,214,854
Receipts, Budget Loans, Transfers and
Ending Balance (total questions 12.1 through
12.4)

PROJECTED OPERATING FUND - DISBURSEMENTS

12.6 Total Operating Fund \$1,097,646
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)

12.7 Total Transfers \$0

12.8 Ending Balance in Operating Fund \$1,117,208
at the end of the current fiscal year
(For 3Rs Library System, balance as of June
30, 2023)

12.9 Grand Total Operating Fund Disbursements, Transfers and Ending Balance (total questions 12.6 through 12.8) **\$2,214,854**

PROJECTED CAPITAL FUND - RECEIPTS

12.10 Capital Fund Receipts (include Revenues from Local Sources, Transfer from Operating Fund, State Aid for Capital Projects and All Other Aid for Capital Projects) **\$0**

12.11 Nonrevenue Receipts **\$0**

12.12 Cash Balance in Capital Fund at the end of the previous fiscal year (For 3Rs Library Systems, opening balance on July 1, 2022, must be the same as the June 30, 2022, closing balance reported on Q9.9 of the 2021-2022 annual report) **\$0**

12.13 Grand Total Capital Fund Receipts and Balance (total questions 12.10 through 12.12) **\$0**

PROJECTED CAPITAL FUND - DISBURSEMENTS

12.14 Capital Fund Disbursements (include Project Expenditures, Transfer to Operating Fund and Nonproject Expenditures) **\$0**

12.15 Cash Balance in Capital Fund at the end of the current fiscal year (For 3Rs Library Systems, June 30, 2023) **\$0**

12.16 Grand Total Capital Fund Disbursement, Transfers, and Balance (Sum of questions 12.14 and 12.15) **\$0**

13. State Formula Aid Disbursements

3R SYSTEM BASIC AID AND SUPPLEMENTAL AID

2. **Total Full-Time Equivalents (FTE) - 1.00**
System Director and Librarians Only
3. **Expenditure \$45,104**

13.1.2 Total Expenditure - Professional Salaries \$215,340

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) 2.12

Note: This now includes one full time former RBDB employee

13.1.4 Total Expenditure for Other Staff Salaries \$118,199

13.1.5 Employee Benefits: Indicate the total expenditures for all system employee fringe benefits. \$103,903

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

Repeating Group #13 If yes, complete one record for each applicable category; if no, enter N/A for questions 1, 2, and 3 of one repeating group.

- | | | |
|----|-----------------------------|---------------------------------|
| 1. | Expenditure Category | Building and maintenance |
| 2. | Provider of Services | 4950 Genesee St LLC |
| 3. | Expenditure | \$70,995 |
| 1. | Expenditure Category | Telecommunications |
| 2. | Provider of Services | Spectrum/Hemisphere |

3.	Expenditure	\$12,340
1.	Expenditure Category	Telecommunications
2.	Provider of Services	WNLRYC staff reimb
3.	Expenditure	\$2,460
1.	Expenditure Category	Consultant fees/professional fees
2.	Provider of Services	Robert Sendziak CPA
3.	Expenditure	\$6,500
1.	Expenditure Category	Consultant fees/professional fees
2.	Provider of Services	Lighthouse IT/Scherzi systems
3.	Expenditure	\$12,900
1.	Expenditure Category	Consultant fees/professional fees
2.	Provider of Services	Paychex/ADP fees
3.	Expenditure	\$1,597
1.	Expenditure Category	Consultant fees/professional fees
2.	Provider of Services	Bank fees, HSA and FSA fees, credit card fees
3.	Expenditure	\$1,372

1.	Expenditure Category	Consultant fees/professional fees
2.	Provider of Services	Anthony Billoni
3.	Expenditure	\$13,395
1.	Expenditure Category	Building and maintenance
2.	Provider of Services	NYSEG, National Fuel
3.	Expenditure	\$8,494
1.	Expenditure Category	Institutional membership dues
2.	Provider of Services	NYCON, Natl Digital Alliance
3.	Expenditure	\$360
1.	Expenditure Category	Building and maintenance
2.	Provider of Services	Hartford, Chubb Insurance
3.	Expenditure	\$3,991
1.	Expenditure Category	Other (specify using Note field)
2.	Provider of Services	WNYLRC Workshops and meetings
3.	Expenditure	\$5,453
13.1.7	Total Expenditure - Purchased Services	\$139,857

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? Y
Enter Y for Yes, N for No.

Repeating Group #14 If yes, complete one record for each applicable category; if no, enter N/A for questions 1 and 2, of one repeating group.

1.	Expenditure Category	Office/library supplies and postage
2.	Expenditure	\$3,585

13.1.9 Total Expenditure - Supplies and Materials \$3,585

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

Repeating Group #15 If yes complete one record for each type of travel; if no, enter N/A for questions 1 and 2.

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

13.1.11 Total Expenditure - Travel \$0

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

Repeating Group #16 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
3. Unit cost
4. Expenditure

13.1.13 Total Expenditure - Equipment and Furnishings \$0

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

Repeating Group #17 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	Buffalo Broadcasters Assoc.
2. Allocation	\$15,000
3. Project Description (no more than 300 words)	Digitization of Archival News Films and Video Tapes

1. Recipient	Burchfield Penney
2. Allocation	\$10,729
3. Project Description (no more than 300 words)	Digitization of the Challenger Newspaper

1. Recipient	Chautauqua Cattaraugus Library System
2. Allocation	\$5,800

3. Project Description (no more than 300 words)	Digitization of Mayville Sentinel Newspaper
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1. Recipient	Daemen College Library
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2.	Allocation	\$3,643
3.	Project Description (no more than 300 words)	Digitization of MusicalFare Theater Poster and Playbill Collection
1.	Recipient	Lee-Whedon memorial Library
2.	Allocation	\$11,000
3.	Project Description (no more than 300 words)	Digitization of Medina Newspaper collection
1.	Recipient	Niagara County Community College
2.	Allocation	\$8,832
3.	Project Description (no more than 300 words)	Digitization of Niagara Falls Gazette 1963-1977
1.	Recipient	Niagara Falls Public Library
2.	Allocation	\$8,315
3.	Project Description (no more than 300 words)	Digitization of Niagara Falls Gazette Feb. 1916-Jan. 1928
1.	Recipient	Theodore Roosevelt Inaugural Sit
2.	Allocation	\$3,410
3.	Project Description (no more than 300 words)	Digitization of items from Pan American Exposition
13.1.15 Total Expenditure - Grants to Member Libraries		\$66,729

13.1.16 Total Expenditure (total 13.1.2, 13.1.4, 13.1.5, 13.1.7, 13.1.9, 13.1.11, 13.1.13, and 13.1.15) **\$647,613**

13.1.17 Balance at the Opening of the Fiscal Year **\$6,666**

13.1.18 Total Allocation from 2021-2022 State Aid: **\$624,256**

13.1.19 Balance at the End of the 2021 - 2022 Fiscal Year **\$0**

13.1.20 RBDB Cash Balance at the Opening of the Fiscal Year **\$16,691**

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

WNYLRC was able to bounce back from the pandemic with staff in the office 3 out of the 5 days per week. They work from home the other two. WNYLRC was able to provide funding to many of our members to increase access to digital collections through NYS Historic Newspapers, NY Heritage, and Empire State Immersive Experiences. High quality training was provided and was well attended. WNYLRC hired a new Office Coordinator with an MLS who is amazing and expanding our efficiency and support network for our members.

HOSPITAL LIBRARY SERVICES PROGRAM AID

HOSPITAL LIBRARY SERVICES PROGRAM AID

Statutory Reference: Education Law § 272 and 273(4)(c)
Commissioners Regulations 90.17

Repeating Group #18 13.2.1 Professional Salaries: Indicate total FTE and salaries for each professional system employee; complete one record for each employee. No portion of a system director's salary or employee benefits may be paid from these funds.

1. Title Co-Coordinator

2. Total Full-Time Equivalents (FTE) - .4
System Director and Librarians Only

Note: 40% paid from state aid 60% from participation fees

3. Expenditure \$28,084

1. Title Co-coordinator

2. Total Full-Time Equivalents (FTE) - .4
System Director and Librarians Only

Note: 40% paid from state aid 60% from participation fees

3. Expenditure \$23,703

13.2.2 Total Expenditure - Professional Salaries \$51,787

13.2.3 - 13.2.4 Other Staff Salaries: Indicate total FTE and salaries for all other system employees.

13.2.3 Total Full-Time Equivalents (FTE) .88

Note: Administrative and accounting.

13.2.4 Total Expenditures for Other Staff Salaries \$23,886

Note: Salary is lower this year because the office manager was replaced with person with a lower salary than our previous office manager that had been with us 15 plus years.

13.2.5 Employee Benefits: Indicate the total expenditures for all employee fringe benefits. **\$21,806**

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

Repeating Group #19 If yes, complete one record for each applicable category; if no, enter N/A for questions 1, 2, and 3 of one repeating group.

1. Expenditure Category **Commercial electronic content vendor contracts**

Note: MLA Webinars

2. Provider of Services **MLA Webinars**

3. Expenditure **\$2,520**

1. Expenditure Category **Other (specify using Note field)**

Note: MLA Webinars

2. Provider of Services **Consortium Info Services**

3. Expenditure **\$12,015**

1. Expenditure Category **Other (specify using Note field)**

Note: MLA Webinars

2. Provider of Services **Rittenhouse**

3. Expenditure **\$1,593**

13.2.7 Total Expenditure - Purchased Services **\$16,128**

13.2.8 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? Y
Enter Y for Yes, N for No.

Repeating Group #20 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

Note: \$7347 paid from participation fees, \$25066 from state aid

2. Expenditure \$25,066

1. Expenditure Category Equipment with a unit cost of less than \$5,000

Note: \$7347 paid from participation fees, \$25066 from state aid

2. Expenditure \$1,071

13.2.9 Total Expenditure - Supplies and Materials \$26,137

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

Repeating Group #21 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 Expenditure - Travel \$0

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

Repeating Group #22 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 Member Libraries: Did the system expend funds for grants to member libraries? Enter Y for Yes, N for No. N

Repeating Group #23 If yes complete one record for each grant; if no, enter N/A for questions 1, 2, and 3 of one repeating group.

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

13.2.15 Total Expenditure - Grants to Member Libraries \$0

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) \$139,744

13.2.17 Balance at the Opening of the Fiscal Year \$1,241

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

13.2.18 Total Allocation from 2021-2022 State Aid: \$138,503

13.2.19 Balance at the End of the 2021 - 2022 Fiscal Year \$0

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

Two full time and one part time librarian provides onsite services to many hospitals in throughout our region as well as providing resources to other hospitals already staffed by MLS. The program has maintained their service contracts with the Kaleida System and the Catholic Health system conducting literature searches, providing reference services, implementing electronic resources and conducting training to nurses, physicians, and residents.

13. State Formula Aid Disbursements Cont.

MEDICAL INFORMATION SERVICES PROGRAM (MISP)

MEDICAL INFORMATION SERVICES PROGRAM (MISP)

Statutory Reference: Education Law § 273(4)(b)

Repeating Group #24 13.3.1 Professional Salaries: Indicate total FTE and salaries for each professional system employee; complete one record for each employee. No portion of a system director's salary or employee benefits may be paid from these funds.

1. Title N/A

2. **Total Full-Time Equivalents (FTE)** N/A

3. **Expenditure** N/A

13.3.2 Total Expenditure - Professional Salaries \$0

13.3.3 - 13.3.4 Other Staff Salaries: Indicate total FTE and salaries for all other system employees.

13.3.3 Total Full-Time Equivalents (FTE) 0

13.3.4 Total Expenditures for Other Staff Salaries \$0

13.3.5 Employee Benefits: Indicate the total expenditures for all system employee benefits. \$0

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

Repeating Group #25 If yes, complete one record for each applicable category; if no, enter N/A for questions 1, 2 and 3 of one repeating group.

1. **Expenditure Category** Commercial electronic content vendor contracts

2. **Provider of Services** Consortium Info Services

3. **Expenditure** \$47,499

13.3.7 Total Expenditure - Purchased Services \$47,499

13.3.8 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? N
Enter Y for Yes, N for No.

Repeating Group #26 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

13.3.9 Total Expenditure - Supplies and Materials \$0

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

Repeating Group #27 If yes, complete one repeating group 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

13.3.11 Total Expenditure - Travel \$0

13.3.12 Grants to Member Libraries: Did the system expend funds for grants to member libraries? N
Enter Y for yes, N for No.

Repeating Group #28 If yes, complete one record for each grant; if no, enter N/A for questions 1, 2, and 3 of one repeating group.

1. Recipient N/A

2. Allocation N/A

3. **Project Description (no more than 300 words)** N/A

13.3.13 Total Expenditure - Grants to Member Libraries \$0

13.3.14 Total Expenditure (total 13.3.2, 13.3.4, 13.3.5, 13.3.7, 13.3.9, 13.3.11 and 13.3.13) \$47,499

13.3.15 Balance at the Opening of the Fiscal Year \$1,856
NOTE: The opening balance must be the same as the closing balance of the previous year.

13.3.16 Total Allocation from 2021-2022 State Aid: \$47,615

13.3.17 Balance at the End of the 2021 - 2022 Fiscal Year \$1,972

13.3.18 Final Narrative: Provide a brief narrative, no more than five hundred (500) words, describing the major activities carried out with these State Aid Funds. MISF funds support electronic resources and EFTS funds for ILLs to our regional hospitals enabling them the hospital to have top quality research materials that they need for better patient care.

14. Summary of Library System Accomplishments

Library System Accomplishments

Using the goals from Section 4 in the approved 2021-2026 System Plan of Service, BRIEFLY describe the final results of each element for Year 1 (2021-2022).

14.1 Element 1: Resource Sharing - Results

After many months of work and negotiation, WNYLRC spearheaded an Institutional Repository Pilot in late June 2022 with the UK vendor Ubiquity Press. This service will be offered statewide. AcademicShare has expanded beyond WNYLRC members to include academic institutions from RRLC, CDLC, and others. Academic libraries belonging to AcademicShare agree to lend materials to any college student visiting in-person by just presenting their institutional ID. InfoPass: 150 InfoPasses issued to patrons from 18 participating libraries. New programs and resources developed: "Podcasts from the Past" highlight collections in NY Heritage. WNYLRC staff created a LibGuide on accessibility in libraries - a compilation of resources and information for libraries creating more accessible spaces. 13 libraries participate in statewide delivery service Empire State Library Delivery.

14.2 Element 2: Special Client Groups - Results

WNYLRC staff installed two telehealth pods in 2021 in two libraries to facilitate telehealth visits and encourage library staff to work with their patrons on improving health literacy skills. HLSP: WNY - 3 librarians traveled 16,410 miles, conducting 14,856 searches, and answering 2,141 questions. \$16,953 views of online content. HLSP subsidized e-resources in the amount of \$40,744 for e-resources for circuit hospitals. Provided \$3,170 to host 11 MLA webinars. Subsidized \$2,900 for physician credentialing database. \$30,844 HLSP resources grant funds to hospitals. WNYLRC partnered with NY State Archives to host the Collaborative & Diversity Institute held at WNYLRC. 15 repositories participated with several collaborating with K-12 educators to develop lesson plans using local primary sources found in New York Heritage. Several new collections are being added to NY Heritage from this collaboration. The HLSP staff assisted Afghans to relocate, educate and assimilate in WNY in collaboration with the International Institute of Buffalo to provide laptops and accessories to Afghan refugee families. WNYLRC facilitates Academic Library directors calls who meet monthly on Zoom.

14.3 Element 3: Professional Development and Continuing Education - Results

During the 21/22 fiscal year, 44 CE workshops/events were held with 1,205 workshop attendees. Highlights include: Open Data Bootcamp, Grave Matters Symposium, Intersect 2021, Resilience, Renewal, and Beyond regional conference, Parliamentary Procedure for organizations, and more. WNYLRC HLSP supported 11 MLA Webinars. WNYLRC Subscribes to Tech-talk for members There were 547 logins. WNYLRC partnered with NEDCC to provide discounted/free seats to members to attend NEDCC webinars. There were 26 attendees who took advantage. WNYLRC updated their training facility to accommodate hybrid meetings.

14.4 Element 4: Consulting and Development Services - Results

Ask the Lawyer: Statewide 76 inquiries (forms submitted), 47 informative RAQs created for public viewing, and 4 webinars provided. Overall since 2016: 419 inquiries (forms submitted), 261 informative RAQs for public viewing, and 12 webinars provided.

Ask the HR Expert: Statewide 9 inquiries (forms submitted), 1 informative RAQ. WNYLRC has 9 standing committees that direct WNYLRC's activities as they apply to the Strategic Plan: Continuing Education, Resource Sharing Committee, Library Education Advancement and Partnerships Committee, Preservation Committee, Committee for Health Information Access, High School to College Committee, Equity Diversity Inclusion and Anti-racism Committee, WNY Library Support Staff Committee, and Regional Advisory Committee. WNYLRC Staff has been investigating putting social workers in libraries. We have been in discussions with both libraries and community service organizations.

14.5 Element 5: Coordinated Services - Results

New York Heritage: WNY - 104 collections with 40,608 items from 43 member contributors with 395,450 views. NYS Historic Newspapers: WNY - 125 total WNY titles containing over 1.5 million pages with 49.9K views Empire State Immersive Experiences: Statewide Includes 350 panoramas, 31 tours, and 458 digital objects. 3 Action grants were awarded to members to purchase 360 degree cameras. Empire Archival Discovery Collaborative: WNY - contains 1,138 finding aids from 10 contributing members. Ask Us 24/7 sessions: Statewide 23,240 questions asked by patrons, 19,846 sessions staffed by NYS librarians, and 45 libraries participated.

Library System Accomplishments Cont.

14.6 Element 6: Awareness and Advocacy - Results

From January - March 2022, WNYLRC held Zoom meetings with 17 of 18 Western NY State Assembly and Senate Members. 235 community members participated. WNYLRC's strategic plan focuses on raising awareness of libraries in communities as well as to elevate the role and diversity of librarians in providing expertise. WNYLRC developed a new grant program for members to hire interns of color with a High School Diploma, enrolled in or graduated with an undergraduate degree to immerse them in the library field where they would gain experience and see the value of libraries within their specific community.

14.7 Element 7: Communication among Member Libraries and Library Systems - Results

WNYLRC's main communication tool, wnylrc.org had 82,259 visits. We also have several listservs including our main one WNYlib-l. WNYLRC staff produce two newsletters for WNYLRC. An Ask the Lawyer recap edition and a more comprehensive monthly newsletter that includes major initiatives, events, and more.

- 14.8 Element 8: Cooperative Efforts with Other Library Systems - Results** Each CE staff person from every Council collaborated on a second PILLARS conference and attracted more than 100 attendees including school librarians, administrators and teachers. WNYLRC Exec. Dir. is the Chair of the New York State Alliance of Library Systems and works with all systems on advocacy efforts throughout the year. WNYLRC staff attend three of the five school library systems Council meetings. WNYLRC works iwth the School Library Assoc. of WNY and assists them with managerial support.

- 14.9 Element 9: Other Goal(s) - Results** N/A

15. Assurance and Contact Information

CONTACT INFORMATION

- 15.1 Contact name (person completing report)** Sheryl Knab
- 15.2 Contact telephone number (enter 10 digits only and hit the Tab key)** (716) 633-0705
- 15.3 Contact e-mail address** skanb@wnylrc.org

ASSURANCE

15.4 The Library System operated under 11/29/2022
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)

Note: WNYLRC Board of Trustees approved the final report on November 29, 2022

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

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

Suggested Improvements

Library System

WNYLRC

Name of Person Completing Form

Sheryl Knab

Phone Number and Extension (enter area code, telephone number and extension only):

7166330705 x 121

Please share with us your suggestions for improving the *Annual Report*. Thank You!

The report has a quirks that can be improved: some sections it doesn't always show last years answers when clicked. It defaults to section 13 every time you log in. The edit checks and unanswered questions do not save your input when added. Uneven movement from page to page when clicking next.