

# Western New York Library Resources Council Annual Report for Library Systems - 2019 (Reference and Research Library Resources Systems 2019-2020)

## 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	7/1/2019
1.4	Ending Reporting Year	6/30/2020
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	<a href="https://www.wnylrc.org">https://www.wnylrc.org</a>
1.16	URL of the system's complete Plan of Service	<a href="https://www.wnylrc.org/plan-of-service">https://www.wnylrc.org/plan-of-service</a>
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
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- 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 Y

## 2. Personnel Information

- 2.1 FTE (Full-Time Equivalent Calculation)  
The number of hours per work week used to compute FTE for all budgeted positions. 35

### BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS

(enter to two decimal places; enter decimal point)

- 2.8 3Rs Library System Director per CR 90.5(a)(1) and 90.7 - Filled Position FTE 1.00
- 2.9 3Rs Library System Director per CR 90.5(a)(1) and 90.7 - Vacant Position FTE 0.00
- 2.10 Librarians - Filled Position(s) FTE 4
- 2.11 Librarians - Vacant Position(s) FTE 0
- 2.14 **Total Certified Librarians - Filled Position(s) FTE (total questions 2.8 + 2.10)** 5.00
- 2.15 **Total Certified 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 1.8
- 2.19 Total Other Staff - Vacant Position(s) FTE 1

2.20 **Total Paid Staff - Filled**  
 Position(s) FTE (total questions 7.80  
 2.14 + 2.16 + 2.18)

2.21 **Total Paid Staff - Vacant**  
 Position(s) FTE (total questions 1.00  
 2.15 + 2.17 + 2.19)

#### SALARY INFORMATION

2.24 System Director FTE 1

2.25 System Director Current  
 Annual Salary \$102,981

### 3. System Membership, Outlets and Governance

#### PUBLIC SERVICE OUTLETS

3.1 Number of academic library  
 members 18

3.2 Number of special library  
 members (excluding hospital) 13

3.3 Number of hospital library  
 members 12

3.4 Number of public library  
 system members 3

3.5 Number of individual public  
 and association library  
 members 0

3.6 Number of school library  
 system members 5

3.7 **Total number of member  
 libraries (total 3.1 through 3.6)** 51

3.8 Other (non-library) members  
 (provide breakdown using State 14

note)

3.15 Main Library/System  
Headquarters 0

#### BOARD /COUNCIL MEETINGS

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

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

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

#### SYSTEM BOARD/COUNCIL

3Rs Systems - enter information for the period July 1, 2020, through June 30, 2021  
President/Council Chair

3.27 First Name Justin

3.28 Last Name Cronise

3.29 Institutional Affiliation SUNY Erie

3.30 Professional Title College Librarian

3.31 Mailing Address 4041 Southwestern Blvd.

3.32 City Orchard Park

3.33 Zip Code (enter five digits  
only) 14127

- 3.34 Telephone for the Board President (enter 10 digits only and hit the Tab key) (716) 851-1775
- 3.35 E-mail Address cronisej@ecc.edu
- 3.36 Term Expires - Month or N/A December
- 3.37 Term Expires - Year (YYYY) or N/A 2022

**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 [bibliostat@baker-taylor.com](mailto:bibliostat@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
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	Lindsey
3.	Last Name	Delaney
4.	Institutional Affiliation	Orleans/Niagara BOCES SLS
5.	Professional Title	System Coordinator
6.	Mailing Address	4124 Saunders Settlement Rd.
7.	City	Sanborn
8.	Zip Code (enter five digits only)	14132
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	Cecelia
3.	Last Name	Fuoco
4.	Institutional Affiliation	CA BOCES School Library System
5.	Professional Title	Director
6.	Mailing Address	1825 Windfall Road
7.	City	Olean



8.	Zip Code (enter five digits only)	14760
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	Kathryn
3.	Last Name	Leacock
4.	Institutional Affiliation	Buffalo Museum of Science
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	Tim
3.	Last Name	Binga
4.	Institutional Affiliation	Center for Inquiry Libraries
5.	Professional Title	Director

6. Mailing Address P.O. Box 741, 3965 Rensch Road
7. City Amherst
8. Zip Code (enter five digits only) 14228
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 W. Fifth St.
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 2020

1. Status: Filled, Vacant Filled
2. First Name Charles

3.	Last Name	Lyons
4.	Institutional Affiliation	SUNY Buffalo State
5.	Professional Title	Library Director
6.	Mailing Address	1300 Elmwood Ave. 315B Butler Library
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	2020

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 Rd.
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	2021

1. Status: Filled, Vacant Filled
2. First Name Kristine
3. Last Name Kasbohm
4. Institutional Affiliation Canisius College
5. Professional Title Director - Andrew L. Bouwhuis Library
6. Mailing Address 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 2020

1. Status: Filled, Vacant Filled
2. First Name Donna
3. Last Name Berryman
4. Institutional Affiliation University at Buffalo
5. Professional Title Head- Health Sciences Library
6. Mailing Address 161 Abbott 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	2020
1.	Status: Filled, Vacant	Filled
2.	First Name	Paul
3.	Last Name	Cieslik
4.	Institutional Affiliation	Lipsitz, Green et. al
5.	Professional Title	Attorney
6.	Mailing Address	42 Delaware Ave.
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	Dan
3.	Last Name	Albertson
4.	Institutional Affiliation	Department of Information Science, GSE, University at Buffalo
5.	Professional Title	Chair & Professor

6. Mailing Address 526 Baldy Hall

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 2021

1. Status: Filled, Vacant Filled

2. First Name Deborah

3. Last Name Chiarella

4. Institutional Affiliation University at Buffalo

5. Professional Title Associate Librarian

6. Mailing Address 112 Baird Hall

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                | Deputy 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                                 |

## 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? **0**

##### 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 **50,989**

**SYSTEM INTERLIBRARY LOAN ACTIVITY**

- 5.25 Total items provided (loaned) 0
- 5.26 Total items received (borrowed) 0
- 5.27 Total requests provided  
(loaned) unfilled 0
- 5.28 Total requests received  
(borrowed) unfilled 0
- 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 Y  
research collections? (Enter Y  
for Yes, N for No)

**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

## **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 2

5.34 Number of participants 110

### **Technology**

5.36 Number of sessions 8

5.37 Number of participants 205

### **Digitization**

5.39 Number of sessions 2

5.40 Number of participants 55

### **Continuing Education Cont.**

#### **Leadership**

5.42 Number of sessions 1

5.43 Number of participants 96

#### **Management & Supervisory**

5.45 Number of sessions 5

5.46 Number of participants 162

#### **Planning and Evaluation**

5.48 Number of sessions 2

5.49 Number of participants 75

#### **Awareness and Advocacy**

5.51 Number of sessions 7

5.52 Number of participants 319

#### **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 2

5.58 Number of participants 32

#### **Children's Services/Elementary Grade Levels**

5.60 Number of sessions 1

5.61 Number of participants 104

#### **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 0

5.73 Number of participants 0

#### 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 33

1. Topic Networking

2. Number of sessions 16

3. Number of participants 275

1. Topic Customer Service

2. Number of sessions 3

3. Number of participants 202

5.76 **Grand Total Sessions** (total questions 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 51

## Group #2)

5.77 **Grand Total Participants**  
 (total 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) 1,668

**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 |
| b. | Coordinated purchase of non-print materials                                      | Yes |
| 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 |
| i. | Other (describe using the Note)                                                  | Yes |
| j. | N/A                                                                              | No  |

**CONSULTING AND TECHNICAL ASSISTANCE SERVICES**

5.81	Number of contacts - Consulting with member libraries on grants, and state and federal funding	50
5.82	Number of contacts - Consulting with member libraries on funding and governance	30
5.83	Number of contacts - Consulting with member libraries on automation and technology	N/A
5.84	Number of contacts - Consulting with member libraries on adult services	N/A
5.85	Number of contacts - Consulting with member libraries on physical plant needs	N/A
5.86	Number of contacts - Consulting with member libraries on personnel and management issues	N/A
5.87	Number of contacts - Providing information to local, county, and state legislators and their staffs	125
5.88	Number of contacts - Providing system and member library information to the media	45
5.89	Number of contacts - Providing website development and maintenance for member libraries	N/A

- 5.90 Does the system provide other Consulting and Technical Assistance Services not listed above? Enter Y for Yes, N for No. If Yes, complete one record for each topic; if No, enter N/A for questions 1 and 2 of one repeating group. Y

#### Consulting Cont./Reference/Special Clients

##### Repeating Group #3

- |    |                                |                   |
|----|--------------------------------|-------------------|
| 1. | Topic                          | Archival services |
| 2. | Number of contacts (all types) | 65                |

- 5.91 **Total Other Contacts** (total of question #2 of Repeating Group #3) 65

- 5.92 **Total Number of Contacts** (total of questions 5.81 through 5.89 and 5.91) 315

#### REFERENCE SERVICES

- |      |                              |        |
|------|------------------------------|--------|
| 5.93 | Total Reference Transactions | 13,053 |
|------|------------------------------|--------|

#### SERVICES TO SPECIAL CLIENTS (Direct and Contractual)

5.94 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 Yes
- 5.95 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

#### Special Clients Cont.

#### Repeating Group #4

1. Service provided N/A
2. Number of facilities/institutions served N/A

- 5.96 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 5.97. Y

- 5.97 Description of fees We charge members and non-members for: Training Ask Us 24/7 Dues HLSP participation fees

## 6. Operating Funds Receipts

#### State Aid

**STATE AID**

6.8	Conservation/Preservation Grants	\$0
6.15	Hospital Library Services Aid	\$142,187
6.25	Total Medical Information Services Program (MISP)	\$51,671
6.28	Reference and Research Library Resources System Basic Aid	\$348,365
6.29	Reference and Research Library Resources System Supplementary Operational Aid	\$74,605
6.30	Regional Bibliographic Data Bases (RBDB) Aid	\$217,890
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 #5** 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
2.	Amount	N/A

**State Aid Cont./Federal Aid/Contracts**

6.43	Total Other State Aid (total question #2 of Repeating Group #5 above)	\$0
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6.44 **Total State Aid Receipts** (total questions 6.8, 6.15, 6.25, 6.28 through 6.30, 6.36, and 6.43). \$834,718

#### 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

**Repeating Group #6** 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) N/A

2. Amount N/A

6.47 **Total Other Federal Aid** (total questions #2 of Repeating Group #6 above) \$0

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

#### 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 #7** 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	\$110,715
1.	Contracting Agency (specify using State note)	NNLM
2.	Contracted Service (specify using State note)	Community Engagement Grant
3.	Total Contract Amount	\$16,362
6.50	<b>Total Contracts</b> (total question #3 of Repeating Group #7 above)	\$127,077

#### 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	\$28,935
6.54	Income from Investments	\$1,035
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 #8** 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 Fees
2.	Amount	\$917
1.	Receipt category	Ask Us Participation Fees
2.	Amount	\$62,835
1.	Receipt category	Miscellaneous
2.	Amount	\$10,258
1.	Receipt category	E-rate
2.	Amount	\$0

#### Transfers/Cash Balance

6.58	<b>Total Other Miscellaneous Receipts (total question #2 of Repeating Group #8 above)</b>	\$74,010
6.59	<b>Total Miscellaneous Receipts (total questions 6.52 through 6.56 and question 6.58)</b>	\$103,980
6.60	<b>TOTAL OPERATING FUND RECEIPTS - Total State Aid, Total Federal Aid, Total Contracts, and Total Miscellaneous Receipts (total questions 6.44, 6.48, 6.50, and 6.59)</b>	\$1,065,775

6.61	<b>BUDGET LOANS</b>	\$124,470
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**TRANSFERS**

6.62	Transfers from Capital Fund (Same as question 9.6)	\$0
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6.63	Transfers from Other Funds	\$0
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6.64	<b>Total Transfers</b> (total questions 6.62 and 6.63)	\$0
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6.65	<b>CASH BALANCE - Beginning of Current Fiscal Reporting Year: 3Rs - July 1, 2019. (Same as closing cash balance at the end of previous fiscal reporting year: 3Rs - June 30, 2019)</b>	\$1,028,275
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**Grand Total**

6.68	<b>GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS, AND BALANCE/ROLLOVER</b> (Public Library Systems and 3Rs - total questions 6.60, 6.61, 6.64 and 6.65 - must agree with question 7.83)	\$2,218,520
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**7. Operating Fund Disbursements****Staff/Collection/Grants/Capital****STAFF EXPENDITURES**

## Salaries

7.1	System Director and Librarians	\$315,472
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7.2	Other Staff	\$158,966
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7.3	<b>Total Salary and Wages Expenditures (total questions 7.1 and 7.2)</b>	\$474,438
7.4	Employee Benefits Expenditures	\$141,973
7.5	<b>Total Staff Expenditures (total questions 7.3 and 7.4)</b>	\$616,411

#### COLLECTION EXPENDITURES

7.6	Print Materials Expenditures	\$18,248
7.7	Electronic Materials Expenditures	\$2,500
7.8	Other Materials Expenditures	\$0
7.9	<b>Total Collection Expenditures (total questions 7.6 through 7.8)</b>	\$20,748

#### GRANTS TO MEMBER LIBRARIES

##### Cash Grants Paid From

7.12	Regional Bibliographic Database (RBDB)	\$64,485
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)	\$0
7.16	Federal Aid	\$0
7.17	Other cash grants paid from system funds	\$11,557

7.18	Total Cash Grants (total questions 7.12 through 7.17)	\$76,042
7.20	Other Non-Cash Grants	\$0
7.21	<b>Total Grants to Member Libraries</b> (total questions 7.18 through 7.20)	\$76,042

#### CAPITAL EXPENDITURES FROM OPERATING FUNDS

7.23	Other Vehicles	\$0
7.24	Computer Equipment	\$11,375
7.25	Furniture/Furnishings	\$0
7.26	Other Capital Expenditures (equipment, etc.)	\$0
7.27	<b>Total Capital Expenditures from Operating Funds</b> (total questions 7.22 through 7.26)	\$11,375

#### 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	<b>Total Repairs to Buildings and Building Equipment</b> (total questions 7.31 and 7.32)	\$0
7.34	Other Building & Maintenance Expenses	\$93,708
7.35	<b>Total Operation and Maintenance of Buildings</b> (total questions 7.33 and 7.34)	\$93,708

**MISCELLANEOUS EXPENSES**

7.36	Total Operation & Maintenance of Bookmobiles and Other Vehicles	\$0
7.37	Office and Library Supplies	\$4,166
7.38	Equipment	\$0
7.39	Telecommunications	\$13,825
7.40	Binding Expenses	\$0
7.41	Postage and Freight	\$1,347
7.42	Publicity and Printing	\$2,302
7.43	Travel	\$20,268
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.	\$40,710
7.45	Membership Dues - Please include a Note listing Professional Organization Memberships for which dues are being paid.	\$1,393
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 #9** 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 EquipMain

2. Amount \$5,025

1. Expense category Staff Dev

2. Amount \$75

1. Expense category Workshops

2. Amount \$11,664

1. Expense category Coll Proj

2. Amount \$28,061

1. Expense category Meetings

2. Amount \$9,027

1. Expense category AskUs24/7

2. Amount \$57,805

1. Expense category ReadTeam

2. Amount \$400

1. Expense category Tech Sub

2. Amount \$14,046



- |    |                  |          |
|----|------------------|----------|
| 1. | Expense category | Journals |
| 2. | Amount           | \$220    |
| 1. | Expense category | MembSupp |
| 2. | Amount           | \$1,497  |

7.47 **Total Other Miscellaneous Expenses (total question #2 of Repeating Group #9)** \$127,820

7.48 **Total Miscellaneous Expenses (total questions 7.36 through 7.45 and 7.47)** \$211,831

#### Contracts/Debt Service

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

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

**Repeating Group #10** 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 Note) | CNYLRC               |
| 2. | Contracted Service (specify using Note) | NY Herita            |
| 3. | Total Contract Amount                   | \$6,979              |
| 1. | Contracting Agency (specify using Note) | Consortium Info Svcs |

2.	Contracted Service (specify using Note)	Hubnet/LW
3.	Total Contract Amount	\$74,181
1.	Contracting Agency (specify using Note)	Univ Of Conn
2.	Contracted Service (specify using Note)	EFTS
3.	Total Contract Amount	\$30
7.50	<b>Total Contracts (total question #3 of Repeating Group #10)</b>	\$81,190

## DEBT SERVICE

### Capital Purposes Loans (Principal and Interest)

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

### Other Loans

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

## Transfers/Cash Balance

7.56	<b>TOTAL DISBURSEMENTS - Total Staff Expenditures, Total Collection Expenditures, Total Grants to Member Libraries, Total Capital Expenditures, Total Operation and Maintenance of Buildings, Total</b>	\$1,111,305
------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------

**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** (total question 7.58; same \$0  
as question 8.2)

7.60 **Total Transfers to Other  
Funds** \$0

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

7.62 **TOTAL DISBURSEMENTS  
AND TRANSFERS** (total \$1,111,305  
questions 7.56 and 7.61)

7.63 **CLOSING CASH BALANCE  
at the End of the Current  
Fiscal Reporting Year** \$1,107,215  
**(For 3Rs - June 30, 2020)**

## Audit/Bank Balance

7.83 **GRAND TOTAL  
DISBURSEMENTS,  
TRANSFERS, & ENDING  
BALANCE** (total questions \$2,218,520  
7.62, 7.63)

## FISCAL AUDIT

7.84 Last audit performed (mm/dd  
/yyyy) 09/04/2020

7.85 Time period covered by this audit (mm/dd/yyyy - mm/dd/yyyy) 07/01/2019-06/30/2020

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

**Repeating Group #11** Complete one record for each financial account

1. Name of bank or financial institution M&T Gen Fd Checking

2. Amount of funds on deposit \$51,313

1. Name of bank or financial institution M&T Savings

2. Amount of funds on deposit \$10,322

1. Name of bank or financial institution Money Market M&T

2. Amount of funds on deposit \$638,950

1. Name of bank or financial institution M&T Savings HLSP

2. Amount of funds on deposit \$19,221

1. Name of bank or financial institution M&T Checking RBDB

2. Amount of funds on deposit \$20,346

1. Name of bank or financial institution M&T Checking HLSP

- |    |                                       |                             |
|----|---------------------------------------|-----------------------------|
| 2. | Amount of funds on deposit            | \$48,345                    |
|    |                                       |                             |
| 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 Greater Buffalo |
|    |                                       |                             |
| 2. | Amount of funds on deposit            | \$165,000                   |
|    |                                       |                             |
| 1. | Name of bank or financial institution | M&T Ecommerce               |
|    |                                       |                             |
| 2. | Amount of funds on deposit            | \$3,718                     |

7.87 **Total Bank Balance** (total question #2 of Repeating Group #11 above) \$1,107,215

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 | <b>Total Revenue From Local Sources</b>                        | \$0 |
|     |                                                                |     |
| 8.2 | <b>Transfer From Operating Fund</b><br>(same as question 7.59) | \$0 |

**STATE AID FOR CAPITAL PROJECTS**

8.3 State Aid Received for Construction \$0

**ALL OTHER AID AND/OR GRANTS FOR CAPITAL PROJECTS**

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

**Repeating Group #12**

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 #12 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,  
2019. (Same as closing cash  
balance at the end of previous  
fiscal reporting year: 3Rs -  
June 30, 2019)** \$0

**Grand Total**

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

**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** \$0  
(total questions 9.1 through 9.4)

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,** \$0

**and Total Nonproject  
Expenditures** (total questions  
9.5 through 9.7)

9.9 **CLOSING CASH BALANCE  
IN CAPITAL FUND at the  
End of the Current Fiscal** \$0  
**Year (June 30, 2020, for 3Rs)**

**Grand Total**

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

**12. Projected Annual Budget For Library Systems**

**Reference and Research Library Resources Systems July 1, 2020 - June 30, 2021**

12.1	Total Operating Fund Receipts (include Local Aid, State Aid, Federal Aid, Contracts and Miscellaneous Receipts)	\$992,113
12.2	Budget Loans	\$0
12.3	Total Transfers	\$0
12.4	Cash Balance/ Ending Balance in Operating Fund at the end of the previous fiscal year. (For 3Rs Library Systems, opening balance on July 1, 2020, must be the same as the June 30, 2020, closing balance reported on Q7.63 of the 2019-2020 annual report.)	\$1,107,215
12.5	Grand Total Operating Fund Receipts, Budget Loans, Transfers and Ending Balance (total questions 12.1 through 12.4)	\$2,099,328



**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)	\$997,437
12.7	Total Transfers	\$0
12.8	Ending Balance in Operating Fund at the end of the current fiscal year (For 3Rs Library System, balance as of June 30, 2021)	\$1,101,891
12.9	<b>Grand Total Operating Fund Disbursements, Transfers and Ending Balance (total questions 12.6 through 12.8)</b>	<b>\$2,099,328</b>

**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, 2020, must be the same as the June 30, 2020, closing balance reported on Q9.9 of the 2019-2020 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, 2021)** \$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**

### **REFERENCE AND RESEARCH LIBRARY RESOURCES SYSTEMS BASIC AID AND SUPPLEMENTAL AID**

**Statutory Reference:** Education Law § 272, 273(4), 273(12)  
Commissioners Regulations 90.5, 90.6

**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

**Repeating Group #13 13.1.1 Professional Salaries:** Indicate total FTE and salaries for each professional system employee; complete one record for each employee.

1.	Title	Executive Director
2.	Total Full-Time Equivalents (FTE) - System Director and Librarians Only	1.00

3.	Expenditure	\$102,595
1.	Title	Engagement and Educational Services Coordinator
2.	Total Full-Time Equivalents (FTE) - System Director and Librarians Only	.6
3.	Expenditure	\$28,513
13.1.2	<b>Total Expenditure - Professional Salaries</b>	\$131,108

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)	1.02
13.1.4	Total Expenditure for Other Staff Salaries	\$61,794
13.1.5	<b>Employee Benefits:</b> Indicate the total expenditures for all system employee fringe benefits.	\$73,144
13.1.6	<b>Purchased Services:</b> Did the system expend funds for purchased services? Enter Y for Yes, N for No.	Y

**Repeating Group #14** 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	\$73,346

1. Expenditure Category Telecommunications

2. Provider of Services Spectrum

3. Expenditure \$10,825

1. Expenditure Category Consultant fees/professional fees

2. Provider of Services Robert Sendziak CPA

3. Expenditure \$6,700

1. Expenditure Category Consultant fees/professional fees

2. Provider of Services Scherzi Systems

3. Expenditure \$2,500

1. Expenditure Category Consultant fees/professional fees

2. Provider of Services Lighthouse IT

3. Expenditure \$3,315

1. Expenditure Category Consultant fees/professional fees

2. Provider of Services Paychex Payroll fees

3. Expenditure \$1,819

1. Expenditure Category Consultant fees/professional fees

2. Provider of Services Bank fees(Quickbook integration) , FSA/HSA fees,  
Credit Card Fees (Stripe)

3. Expenditure \$777

1. Expenditure Category Building and maintenance

2. Provider of Services NYSEG, National Fuel

3. Expenditure \$8,203

1. Expenditure Category Commercial electronic content vendor contracts

2. Provider of Services Zoom, WuFoo, IDrive, etc

3. Expenditure \$2,932

1. Expenditure Category Institutional membership dues

2. Provider of Services Various - MLA,

3. Expenditure \$1,068

1. Expenditure Category Building and maintenance

2. Provider of Services Culligan Pitney Bowes, DeLange Fin Svcs

3. Expenditure \$4,786

1. Expenditure Category Printing

2. Provider of Services Carpe Diem, Print runner, Vista Print

3. Expenditure \$2,203

1.	Expenditure Category	Building and maintenance
2.	Provider of Services	Hartford, Chubb (Insurances)
3.	Expenditure	\$3,655
1.	Expenditure Category	Other (specify using Note field)
2.	Provider of Services	Hotel Henry
3.	Expenditure	\$5,978
1.	Expenditure Category	Other (specify using Note field)
2.	Provider of Services	Stephanie Adams
3.	Expenditure	\$1,250
1.	Expenditure Category	Other (specify using Note field)
2.	Provider of Services	ESLN
3.	Expenditure	\$8,000
1.	Expenditure Category	Other (specify using Note field)
2.	Provider of Services	WNYLRC Workshops
3.	Expenditure	\$4,500
13.1.7	<b>Total Expenditure - Purchased Services</b>	\$141,857

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

**Repeating Group #15** 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 \$5,181

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

2. Expenditure \$7,724

13.1.9 **Total Expenditure - Supplies and Materials** \$12,905

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

**Repeating Group #16** 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 #17** 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 **Grants to Member Libraries:**  
Did the system expend funds for grants to member libraries? N  
Enter Y for Yes, N for No.

**Repeating Group #18** 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 |

13.1.15 **Total Expenditure - Grants to Member Libraries** \$0

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)** \$420,808

13.1.17 **Balance at the Opening of the Fiscal Year** \$0



13.1.18	<b>Total Allocation from 2019-2020 State Aid:</b>	\$422,970
13.1.19	<b>Balance at the End of the 2019 - 2020 Fiscal Year</b>	\$2,162
13.1.20	<b>Final Narrative:</b> Provide a brief narrative, no more than fifteen hundred (1500) words, describing the major activities carried out with these State Aid Funds.	Basic and Supplemental aid supports basic operating expenses Basic and supplemental supports basic operating expenses and general operations including staff salaries (100% of Exec. Dir.), benefits, rent, equipment, facility expenses, network,office supplies,and telecommunications. narrative, no more than fifteen general operations including staff salaries (100% of Exec.Dir.),committee projects,and collaborative work with other systems.

#### 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 #19 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	Program Co-Coordinator/Librarian
2.	Total Full-Time Equivalents (FTE) - System Director and Librarians Only	.32
3.	Expenditure	\$21,025
1.	Title	Program Co-Coordinator/Librarian
2.	Total Full-Time Equivalents (FTE) - System Director and Librarians Only	.31
3.	Expenditure	\$17,456

13.2.2 **Total Expenditure - Professional Salaries** \$38,481

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) .78

13.2.4 Total Expenditures for Other Staff Salaries \$39,107

13.2.5 **Employee Benefits:** Indicate the total expenditures for all employee fringe benefits. \$20,036

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

**Repeating Group #20** 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 MLA Webinars

3. Expenditure \$2,875

1. Expenditure Category Commercial electronic content vendor contracts

2. Provider of Services Consortium Info Services

3. Expenditure \$24,381

1. Expenditure Category Other (specify using Note field)

2. Provider of Services Univ of Conn (EFTS)

3. Expenditure \$15

1. Expenditure Category Commercial electronic content vendor contracts

2. Provider of Services Library World

3. Expenditure \$990

13.2.7 **Total Expenditure - Purchased Services** \$28,261

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? Enter Y for Yes, N for No. Y

**Repeating Group #21** 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 \$14,619

1. Expenditure Category Office/library supplies and postage

2. Expenditure \$139

1. Expenditure Category Other (specify using Note field)

2. Expenditure \$325

13.2.9 **Total Expenditure - Supplies and Materials** \$15,083

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

**Repeating Group #22** 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 #23** 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? N  
Enter Y for Yes, N for No.

**Repeating Group #24** 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)** \$140,968

13.2.17 **Balance at the Opening of the Fiscal Year**  
NOTE: The opening balance must be the same as the closing balance of the previous year. \$152

13.2.18 **Total Allocation from 2019-2020 State Aid:** \$142,187

13.2.19 **Balance at the End of the 2019 - 2020 Fiscal Year** \$1,371

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.

The Hospital Library Services Program supports general operating expenses such as staff salaries, benefits, professional development, library materials such as books, e-books, supplies, and e-resources access to some hospitals.

### 13. State Formula Aid Disbursements Cont.

#### REGIONAL BIBLIOGRAPHIC DATA BASES (RBDB) PROGRAM

## REGIONAL BIBLIOGRAPHIC DATA BASES (RBDB) PROGRAM

**Statutory Reference:** Education Law § 273(6)  
Commissioners Regulations 90.19

**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

**Repeating Group #25 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 Outreach and Digital Services Coordinator

2. Total Full-Time Equivalents (FTE) 1.00

3. Expenditure \$58,065

1. Title Engagement and Educational Services Coordinator

2. Total Full-Time Equivalents (FTE) .4

3. Expenditure \$22,500

13.3.2 **Total Expenditure - Professional Salaries** \$80,565

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. \$23,359

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

**Repeating Group #26** 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 Consultant fees/professional fees

2. Provider of Services Lighthouse IT Services

3. Expenditure \$11,226

1. Expenditure Category Consultant fees/professional fees

2. Provider of Services NY Metro Ref and Research Library

3. Expenditure \$14,300

1. Expenditure Category Other (specify using Note field)

2. Provider of Services CNYLRC (NY Heritage)

3. Expenditure \$6,979

1. Expenditure Category Commercial electronic content vendor contracts

2. Provider of Services Springshare

3. Expenditure \$7,988

1. Expenditure Category Commercial electronic content vendor contracts

2. Provider of Services Treehouse

3.	Expenditure	\$500
1.	Expenditure Category	Commercial electronic content vendor contracts
2.	Provider of Services	Techtalk
3.	Expenditure	\$1,186
1.	Expenditure Category	Commercial electronic content vendor contracts
2.	Provider of Services	Microsoft/Network Solutions
3.	Expenditure	\$450
1.	Expenditure Category	Commercial electronic content vendor contracts
2.	Provider of Services	Canva
3.	Expenditure	\$239
1.	Expenditure Category	Telecommunications
2.	Provider of Services	Spectrum
3.	Expenditure	\$3,000
1.	Expenditure Category	Other (specify using Note field)
2.	Provider of Services	EveryLibrary
3.	Expenditure	\$75
1.	Expenditure Category	Other (specify using Note field)



- |    |                      |                      |
|----|----------------------|----------------------|
| 2. | Provider of Services | Reading Team Members |
| 3. | Expenditure          | \$400                |

13.3.7 **Total Expenditure - Purchased Services** \$46,343

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? Enter Y for Yes, N for No. Y

**Repeating Group #27** 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 | Equipment with a unit cost of less than \$5,000 |
| 2. | Expenditure          | \$2,000                                         |

13.3.9 **Total Expenditure - Supplies and Materials** \$2,000

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

**Repeating Group #28** 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 |

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

**13.3.12 Equipment and Furnishings:**

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

**Repeating Group #29** 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 |

**13.3.13 Total Expenditure - Equipment and Furnishings** \$0

**13.3.14 Grants to Member Libraries:**

Did the system expend funds for grants to member libraries? Enter Y for yes, N for No.

**Repeating Group #30** 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 Association                                                                                                      |
| 2. | Allocation                                   | \$7,252                                                                                                                               |
| 3. | Project Description (no more than 300 words) | Digitization of 16 mm news and Umatic 3/4" video tapes from Buffalo television stations, dating from the mid1960s to the early 1990s. |

- |    |            |                   |
|----|------------|-------------------|
| 1. | Recipient  | Burchfield Penney |
| 2. | Allocation | \$6,148           |

- |    |                                              |                                                                                                                                                                                       |
|----|----------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 3. | Project Description (no more than 300 words) | Digitization of 10 years (2008-2018) of the Challenger Community Newspaper that focuses reporting the news in Western and Central New York's African American communities since 1963. |
|    |                                              |                                                                                                                                                                                       |
| 1. | Recipient                                    | Chautauqua Cattaraugus Library System                                                                                                                                                 |
| 2. | Allocation                                   | \$2,209                                                                                                                                                                               |
|    |                                              |                                                                                                                                                                                       |
| 3. | Project Description (no more than 300 words) | Final 25% grant payment 2018 grant for digitization of 70 reels of Westfield Republican, 58,922 images to NYS Historic Newspapers that are not available elsewhere                    |
|    |                                              |                                                                                                                                                                                       |
| 1. | Recipient                                    | SUNY Erie                                                                                                                                                                             |
| 2. | Allocation                                   | \$609                                                                                                                                                                                 |
|    |                                              |                                                                                                                                                                                       |
| 3. | Project Description (no more than 300 words) | Final 25% payment for 2018 grant for digitization of SUNY Erie's ECC Student voice, 141 issues of SUNY Erie's student newspaper which spans from 1985-2011.                           |
|    |                                              |                                                                                                                                                                                       |
| 1. | Recipient                                    | Lee-Whedon Library                                                                                                                                                                    |
| 2. | Allocation                                   | \$6,225                                                                                                                                                                               |
|    |                                              |                                                                                                                                                                                       |
| 3. | Project Description (no more than 300 words) | Proposal to digitize an additional 50 rolls (1972-1978) of the Medina Daily - Journal Register to publish to NYS Historic Newspapers.                                                 |
|    |                                              |                                                                                                                                                                                       |
| 1. | Recipient                                    | Niagara Falls Public Library                                                                                                                                                          |
| 2. | Allocation                                   | \$9,310                                                                                                                                                                               |
|    |                                              |                                                                                                                                                                                       |
| 3. | Project Description (no more than 300 words) | Digitized remaining Niagara Falls City Directories, 1911-1923 (the 2018 grant funded the digitization of 1886-1910) and publish them to NY Heritage. The                              |

directories are a vital source for researching people or the city's history for historical and genealogical research. Due to the condition, age and other factors, the library is in danger of losing this collection for research.

- |    |                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|----|----------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. | Recipient                                    | SUNY Buffalo State                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 2. | Allocation                                   | \$15,000                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 3. | Project Description (no more than 300 words) | Digitized 177 reels spanning from October 16, 1977 to September 19, 1982 comprising of about 99,450 images. Includes Sunday editions.                                                                                                                                                                                                                                                                                                                                                                                                                    |
|    |                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 1. | Recipient                                    | THEODORE ROOSEVELT INAUGURAL SITE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 2. | Allocation                                   | \$906                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 3. | Project Description (no more than 300 words) | Final 25% payment for 2018 grant for digitization of its collection of approximately 300 items from the Pan-American Exposition comprised of three-dimensional objects including spoons, paperweights, glasses and pins as well as rich paper-based collection of booklets, daily programs, tickets and postcards.                                                                                                                                                                                                                                       |
|    |                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 1. | Recipient                                    | University at Buffalo                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 2. | Allocation                                   | \$625                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 3. | Project Description (no more than 300 words) | Final 25% payment for 2018 grant to digitize 200 photographs, archival documents, and ephemeral items documenting the important people and events associated with the Daughters of the American Revolution, Katharine Pratt Horton Buffalo Chapter (founded in 1892) and its distinguished history of service to American veterans as well as to the community at large through sponsorship of educational opportunities, scholarships and worthy historic preservation projects. The collection comprises of documents, scrapbooks and other materials. |

1.	Recipient	University at Buffalo
2.	Allocation	\$16,200
3.	Project Description (no more than 300 words)	Digitized 100 reels of the Buffalo Evening News from July 1883 to December 1910 for 108,000 images. There were three editions daily Monday through Saturday.
13.3.15	<b>Total Expenditure - Grants to Member Libraries</b>	\$64,484
13.3.16	<b>Total Expenditure (total 13.3.2, 13.3.4, 13.3.5, 13.3.7, 13.3.9, 13.3.11, 13.3.13, and 13.3.15)</b>	\$216,751
13.3.17	<b>Balance at the Opening of the Fiscal Year</b>	\$25,144
13.3.18	<b>Total Allocation from 2019-2020 State Aid:</b>	\$217,890
13.3.19	<b>Balance at the End of the 2019 - 2020 Fiscal Year</b>	\$26,283
13.3.20	<b>Final Narrative:</b> Provide a brief narrative, no more than five hundred (500) words, describing the major activities carried out with these State Aid Funds.	2019 RBDB funding supported member grants for digitization projects. RBDB also supported regional innovative projects describing that serve not just our members but state residents as well such as the major activities carried out for NY Heritage and Empire State Immersive Experiences. RBDB funding supports the infrastructure needed to provide technologies and services to our members such as staff salaries and benefits in managing digital services for NY Heritage, NYS Historic Newspapers, Empire Immersive Experiences, and Empire Archival Discovery Collaborative, and virtual reference services (Ask Us 24/7. It also funds technology and learning tools for our members like Tech Talk and LibWizard.

## MEDICAL INFORMATION SERVICES PROGRAM (MISP)

## MEDICAL INFORMATION SERVICES PROGRAM (MISP)

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

**Repeating Group #31 13.4.1 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) | 0   |
| 3. | Expenditure                       | \$0 |

13.4.2	<b>Total Expenditure - Professional Salaries</b>	\$0
--------	--------------------------------------------------	-----

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

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

13.4.4	Total Expenditures for Other Staff Salaries	\$0
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13.4.5	<b>Employee Benefits:</b> Indicate the total expenditures for all system employee benefits.	\$0
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13.4.6	<b>Purchased Services:</b> Did the system expend funds for purchased services? Enter Y for Yes, N for No.	Y
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**Repeating Group #32** 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 (Hubnet)              |
| 3. | Expenditure          | \$49,800                                       |
|    |                      |                                                |
| 1. | Expenditure Category | Commercial electronic content vendor contracts |
| 2. | Provider of Services | Univ of Conn (EFTS)                            |
| 3. | Expenditure          | \$15                                           |

13.4.7 **Total Expenditure - Purchased Services** \$49,815

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

**Repeating Group #33** 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. N

**Repeating Group #34** 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

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

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

**Repeating Group #35** 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

13.4.13 **Total Expenditure - Grants to  
Member Libraries** \$0

13.4.14 **Total Expenditure (total  
13.4.2, 13.4.4, 13.4.5, 13.4.7,  
13.4.9, 13.4.11 and 13.4.13)** \$49,815

13.4.15 **Balance at the Opening of the  
Fiscal Year**  
NOTE: The opening balance  
must be the same as the closing  
balance of the previous year. \$0

13.4.16 **Total Allocation from  
2019-2020 State Aid:** \$51,671

13.4.17 **Balance at the End of the  
2019 - 2020 Fiscal Year** \$1,856

13.4.18 **Final Narrative:** Provide a  
brief narrative, no more than  
five hundred (500) words,  
MISP funds are used to support regional interlibrary  
loan of medical resources as well as access to  
electronic medical databases (HUBNET) through the



describing the major activities carried out with these State Aid regional hospital library consortium (LCHIB) Funds.

## 14. Summary of Library System Accomplishments

### Library System Accomplishments

Using the goals from Section 4 in the approved 2016-2021 System Plan of Service, BRIEFLY describe the final results of each element for Year 4 (2019-2020).

- 14.1 Element 1: Resource Sharing - Results  
10 WNYLRC members contributed 2020 finding aids to Empire Archival Discovery Collaborative. 141 Infopasses were distributed to 18 libraries. 15 libraries participate in AcademicShare - a program that allows academic students visit, use the library collection, and check out materials from any academic library simply by showing their home college ID. 16 academic libraries received over \$154,000 in CCDA funding. Empire State Immersive Experiences had a soft launch in September.
- 14.2 Element 2: Special Client Groups - Results  
HLSP has one part-time circuit librarian and two-full time coordinators who traveled 16,677 miles from July 1, 2019-June 30, 2020 serving hospital libraries who retain circuit services. HLSP provided \$21,000v in funding to purchase 189 books and 4 e-books to add to hospital collections in the region. 16,693 searches were conducted by the three librarians who also answered 2,252 reference questions. WNYLRC HLSP hosted 11 MLS webinars which cost \$2,925 and was attended by 106 participants.
- 14.3 Element 3: Professional Development and Continuing Education - Results  
Unconference - Intersect 2019: The Global Library was held in downtown Buffalo in October 2019. Over 70 participants attended. WNYLRC CE: 52 workshop sessions were attended by 668 participants. Treehouse: members attended 22 sessions. Skillshare: Members attended 23 sessions. YouTube views: 899. High School to College Committee presented 3 sessions of "Developing Information Literacy Research Skills" to teachers and librarians in several school library systems and school districts. WNYLRC was successful in receiving a NNLM grant "Libraries, Literacy and the Pursuit of Healthiness" - 33 Librarians participated and 14 received their CHIS-certified at Level I or II. WNYLRC HLSP hosted 11

MLS webinars which cost \$2,925 and was attended by 106 participants.

- 14.4 Element 4: Consulting and Development Services - Results \$60,135 grant dollars were awarded to 8 members for the 2020 RBDB year WNYLRC has 7 standing committees with 80 members who provide oversight, expertise and guidance to our member libraries. Our pilot program - Archival Services was moderately successful. However, due to COVID-19 and reduced funding from the state, it has not continued in 2020.
- 14.5 Element 5: Coordinated Services - Results WNYLRC's Ask Us 24/7 Coordinator oversaw the migration of the virtual reference service from QuestionPoint (OCLC) to LibAnswers(SpringShare) after OCLC sold it. Due to COVID, more libraries were interested in the service. There were 14,584 sessions with New York patrons. NYS librarians participated in 10,801 reference sessions in Ask Us 24/7. 50 NY libraries and library systems subscribe to Ask Us 24/7. NY Heritage: 38 WNYLRC members have contributed content to NY Heritage over the last decade. Currently WNYLRC collections are comprised of 39,615 items in 93 collections with 6,499,182 views. Due to moving to Google Analytics, reported numbers are quite different over last year and we feel far more accurate than OCLC's statistics module. A well used online Census exhibit was created by WNYLRC staff and has complimentary physical component for libraries to borrow. NY Heritage is currently undergoing a migration to Drupal 8. Currently, ESLN digital services staff have been working on an immigrant exhibit. NYS Historic Newspapers: For WNYLRC, our members have contributed 108 digitized newspaper titles comprising of 1,315,604 pages with total views of 589,743. Empire Archival Discovery Collaborative is undergoing a software upgrade to Archipelago. 10 WNYLRC members contributed 202 finding aids. Ask the Lawyer: 8 councils participate. Across the 8 councils, 96 inquires were submitted to the service in 2019/2020 - of those, 40 were from WNYLRC members. 69 freely available Recently Asked Questions (RAQs) with anonymized answers were added to WNYLRC.org Ask the Lawyer page. There are a total of 143 RAQs available. Our attorney, Stephanie Cole Adams has an expertise in licensing, copyright and contract law.

**Library System Accomplishments Cont.**

- 14.6 Element 6: Awareness and Advocacy - Results
- WNYLRC spearheads regional advocacy efforts. 275 member library staff visited with 18 legislators over 12 visits. 14 libraries of all types mailed over 300 letters to their representative in support of libraries. Efforts on behalf of getting counted for the census took place over 2018/2019. WNYLRC along with SENYLRC managed the Charles H. Revson Grant (\$88,000) for census activities, training, and awarding of grants across the state.
- 14.7 Element 7: Communication among Member Libraries and Library Systems - Results
- WNYLRC began its strategic planning activities in late 2019 by putting out an RFP for a consultant. WNYLRC hired consultants Pam Jones of ConnectNY and Nancy Kirkpatrick, NSK Consulting, LLC who conducted focus groups, discussions, surveys, and held a virtual member retreat for input into the 2021-2026 Plan of Service. WNYLRC employs various means of connecting with our members. -Website wnylrc.org - 50,989 visits -Twitter followers/impressions: 756/53,697 -Facebook followers/reach: 473/8755 -42 WNYLRC member listservs/ 2,343 subscribers with our main listserv - WNYLib-1 with 566 subscribers -WNYLRC hosts 10 listservs for ConnectNY We discontinued the WNYLRC Blog - WNYLRC Watch. Have sent out periodic newsletters via MailChimp. 2019 WNYLRC Award Winners Excellence in Library Service: -Sue Bartle, Erie 2 Chautauqua Cattaraugus BOCES School Library System (retired) -Cynthia Hagelberger, Genesee Community College -Melissa Langridge, Wilson Community Library -Linda Schroeder, Buffalo School Library System
- 14.8 Element 8: Cooperative Efforts with Other Library Systems - Results
- ESLN staff across the state work closely on several initiatives including Council CE staff who hold monthly calls and jointly sponsor professional development events, council digital services liaisons who hold monthly calls and help manage, direct, and support NY Heritage, NYS Historic Newspapers, and Empire Archival ADC, and Hospital Library Services Program personnel who meet monthly and discuss issues and concerns regarding hospitals, resources, and more, council directors meet twice monthly to discuss joint projects, legislation, advocacy, new services, and more. WNYLRC provides grant funds

to School Library Systems

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 sknab@wnylrc.org

### ASSURANCE

15.4 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) 11/17/2020

### 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

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

-Two address lines for mailing -Print directly to PDF instead of to browser and then having to create PDF in order to print. -More than 8 characters for identifying expense categories -Change language for counting special libraries to specifically state those with no MLS on staff -Separate ability to navigate left menu without scrolling actual form -Numbering is awkward. 7.6 and 7.61 should be immediately after 7.6 not several pages later. All numbering should be in the form of two decimal spaces. 7.6 should be 7.06.