

Mohawk Valley Library System

Annual Report for Library Systems - 2009 (Public Library Systems)

1. General System Information

1.1	SEDCODE	530600700012
1.2	System Name	Mohawk Valley Library System
1.3	Beginning Reporting Year	1/1/2009
1.4	Ending Reporting Year	12/31/2009
1.5	Street Address	858 Duaneburg Rd.
1.6	City	Schenectady
1.7	Zip Code	12306
1.8	Four-Digit Zip Code Extension (enter N/A is unknown)	1095
1.9	Mailing Address	858 Duaneburg Rd.
1.10	City	Schenectady
1.11	Zip Code	12306
1.12	Four-Digit Zip Code Extension (enter N/A if unknown)	1095
1.13	Library System Telephone Number (enter 10 digits only)	(518) 355-2010
1.14	Fax Number (enter 10 digits only)	(518) 355-0674
1.15	System Home Page URL	www.mvls.info
1.16	URL of the system's complete Plan of Service	http://www.mvls.info/admin/pos2007-2011.pdf
1.17	Population Chartered to Serve (2000 Census)	282,918
1.18	Area Chartered to Serve (square miles)	1,729
1.19	Federal Employer Identification Number	141458888
1.20	County	Schenectady
1.21	County (Counties) Served	Fulton, Montgomery, Schenectady, Schoharie
1.22	School District	Schalmont Central School District
1.23	Title of System Director: (drop-down): Mr., Mrs., Ms., Miss, Dr.	Ms.
1.24	First Name of System Director	Carol
1.25	Last Name of System Director	Clingan
1.26	NYS Public Librarian Certification Number of the Director of Public Library System, and Reference and Research Library Resources System.	12936
1.31	Telephone Number of the System Director, including area code and extension (enter digits only, field will automatically format with extension)	(518) 355-2010 Ext.223
	E-Mail Address of the System	

1.32	Director	cclingan@mvls.info
1.33	Fax Number of the System Director (enter 10 digits only)	(518) 355-0674
1.34	Name of Outreach Coordinator	Lois Gordon
1.47	Does the reporting system have a contractual agreement with a municipality or district to provide library services to residents of an area not served by a chartered library? Enter Y for Yes, N for No. If yes, please complete one repeating group for each contract. If no, enter N/A on questions 1 through 5 of one repeating group.	N
1.	Name of Contracting Municipality or District	N/A
2.	Is this a written contract? (Enter Y for Yes, N for No)	N/A
3.	Population of the geographic area served by this contract	N/A
4.	Dollar amount of contract	N/A
5.	Indicate "Full" or "Partial" range of services provided by this contract (Select one)	N/A
1.48	For the reporting year, has the system experienced any unusual circumstance(s) that affected the statistics and/or information reported (e.g. natural disaster, fire, closed for renovations, massive weeding of collection, etc.)? Indicate Y for Yes, N for No. If Yes, please annotate using the State note.	N

2. Personnel Information

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

BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS

(enter to two decimal places; enter decimal point)

2.4	Public Library System Director per CR 90.3(f) - Filled Position FTE	1
2.5	Public Library System Director per CR 90.3(f) - Vacant Position FTE	0
2.10	Librarians - Filled Position(s) FTE	2.3
2.11	Librarians - Vacant Position(s) FTE	0
	Outreach Coordinator (certified)	

2.12	per CR 90.3 (1)(2)(iii) - Filled Position FTE	1
2.13	Outreach Coordinator (certified) per CR 90.3 (1)(2)(iii) - Vacant Position FTE	0
2.14	Total Certified Librarians - Filled Position(s) FTE (total questions 2.4 + 2.6 + 2.8 + 2.10 + 2.12)	4.30
2.15	Total Certified Librarians - Vacant Position(s) FTE (total questions 2.5 + 2.7 + 2.9 + 2.11 + 2.13)	0.00
2.16	Total Other Professional Staff - Filled Position(s) FTE	0
2.17	Total Other Professional Staff - Vacant Position(s) FTE	0
2.18	Total Other Staff - Filled Position(s) FTE	4.6
2.19	Total Other Staff - Vacant Position(s) FTE	0
2.20	Total Paid Staff - Filled Position(s) FTE (total questions 2.14 + 2.16 + 2.18)	8.90
2.21	Total Paid Staff - Vacant Position(s) FTE (total questions 2.15 + 2.17 + 2.19)	0.00

SALARY INFORMATION

2.22	Entry-Level Librarian (certified) FTE	0
2.23	Entry-Level Librarian (certified) Current Annual Salary	\$46,874
2.24	System Director FTE	1
2.25	System Director Current Annual Salary	\$90,854

3. System Membership, Outlets and Governance

PUBLIC SERVICE OUTLETS

3.9	Number of member libraries	14
3.15	Main Library/System Headquarters	1
3.16	Branches	0
3.17	Bookmobiles	0
3.18	Reading Centers	0
3.19	Other Outlets	0
3.20	Total Public Service Outlets (total questions 3.15 through 3.19)	1
3.21	Name of Central/Co-Central Libraries	Schenectady County Public Library

BOARD/COUNCIL MEETINGS

Total number of public library

- 3.22 system/3Rs board meetings or school library system council meetings held during reporting year 9
- 3.24 Number of voting positions on system board/council 13
- 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

Public Library Systems - enter information for the period January 1, 2010, through December 31, 2010.

School Library Systems and 3Rs Systems - enter information for the period July 1, 2010, through June 30, 2011
President/Council Chair

- 3.26 Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant Ms.
- 3.27 First Name Elizabeth
- 3.28 Last Name Cleary
- 3.29 Institutional Affiliation Johnstown Public Library
- 3.30 Professional Title President
- 3.31 Mailing Address 101 FonClair St
- 3.32 City Johnstown
- 3.33 Zip Code (enter five digits only) 12095
- 3.34 Telephone for the Board President (enter 10 digits only) (518) 762-3008
- 3.35 E-mail Address eacleary@aol.com
- 3.36 Term Expires - Month or N/A May
- 3.37 Term Expires - Year (YYYY) or N/A 2011

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.

1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant Ms.
2. First Name Margaret
3. Last Name Carballiera
4. Institutional Affiliation Schoharie Library
5. Professional Title Treasurer
6. Mailing Address 630 Rickard Hill Rd
7. City Schoharie
8. Zip Code (enter five digits only) 12057
9. Term Expires - Month or N/A May
10. Term Expires - Year (YYYY) or N/A 2013
- Title (drop-down): Mr., Mrs., Ms.,

1.	Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.
2.	First Name	Barbara
3.	Last Name	Germain
4.	Institutional Affiliation	Johnstown Public Library
5.	Professional Title	Director
6.	Mailing Address	38 So. Market St.
7.	City	Johnstown
8.	Zip Code (enter five digits only)	12095
9.	Term Expires - Month or N/A	May
10.	Term Expires - Year (YYYY) or N/A	2010
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.
2.	First Name	Lisa
3.	Last Name	Cardilli
4.	Institutional Affiliation	retired,retired
5.	Professional Title	trustee,trustee
6.	Mailing Address	1227 Highway Route 20
7.	City	Sharon Springs
8.	Zip Code (enter five digits only)	13459
9.	Term Expires - Month or N/A	May
10.	Term Expires - Year (YYYY) or N/A	2011
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.
2.	First Name	Patricia
3.	Last Name	Franco
4.	Institutional Affiliation	None
5.	Professional Title	Secretary
6.	Mailing Address	8 Robin St.
7.	City	Gloversville
8.	Zip Code (enter five digits only)	12078
9.	Term Expires - Month or N/A	May
10.	Term Expires - Year (YYYY) or N/A	2010
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.
2.	First Name	Marion
3.	Last Name	Grimes
4.	Institutional Affiliation	Schenectady Co Pl
5.	Professional Title	retired
6.	Mailing Address	1020 Tomahawk Trail

7.	City	Schenectady
8.	Zip Code (enter five digits only)	12302
9.	Term Expires - Month or N/A	May
10.	Term Expires - Year (YYYY) or N/A	2014
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.
2.	First Name	Dusty
3.	Last Name	Putnam
4.	Institutional Affiliation	Fenimore Asset Management
5.	Professional Title	Vice President
6.	Mailing Address	PO Box 146
7.	City	Schoharie
8.	Zip Code (enter five digits only)	12157
9.	Term Expires - Month or N/A	May
10.	Term Expires - Year (YYYY) or N/A	2010
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.
2.	First Name	Jean Wildgrube
3.	Last Name	Wildgrube
4.	Institutional Affiliation	retired
5.	Professional Title	trustee
6.	Mailing Address	829 Northumberland Drive
7.	City	Schenectady
8.	Zip Code (enter five digits only)	12309
9.	Term Expires - Month or N/A	May
10.	Term Expires - Year (YYYY) or N/A	2012
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Mr.
2.	First Name	Rene
3.	Last Name	Roser
4.	Institutional Affiliation	None
5.	Professional Title	retired
6.	Mailing Address	671 Freybush Rd
7.	City	Fort Plain
8.	Zip Code (enter five digits only)	13339
9.	Term Expires - Month or N/A	May
10.	Term Expires - Year (YYYY) or N/A	2013
	Title (drop-down): Mr., Mrs., Ms.,	

1.	Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.
2.	First Name	Ellen
3.	Last Name	McHale
4.	Institutional Affiliation	Folklore Society
5.	Professional Title	Director
6.	Mailing Address	2031 Burtonsville Rd
7.	City	Esperance
8.	Zip Code (enter five digits only)	12066
9.	Term Expires - Month or N/A	May
10.	Term Expires - Year (YYYY) or N/A	2011
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.
2.	First Name	Colleen
3.	Last Name	Izzo
4.	Institutional Affiliation	Cobleskill-Richmondville Csd
5.	Professional Title	Vice President
6.	Mailing Address	PO Box 505
7.	City	Northville
8.	Zip Code (enter five digits only)	12134
9.	Term Expires - Month or N/A	May
10.	Term Expires - Year (YYYY) or N/A	2012
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.
2.	First Name	Robin
3.	Last Name	Kappler
4.	Institutional Affiliation	Amsterdam Free Library
5.	Professional Title	trustee
6.	Mailing Address	688 Mckay Rd
7.	City	Amsterdam
8.	Zip Code (enter five digits only)	12010
9.	Term Expires - Month or N/A	May
10.	Term Expires - Year (YYYY) or N/A	2012
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.
2.	First Name	Cheryl
3.	Last Name	Cufari
4.	Institutional Affiliation	retired
5.	Professional Title	trustee
6.	Mailing Address	93 Morning Glory Way

- | | | |
|-----|-----------------------------------|-------------|
| 7. | City | Schenectady |
| 8. | Zip Code (enter five digits only) | 12306 |
| 9. | Term Expires - Month or N/A | May |
| 10. | Term Expires - Year (YYYY) or N/A | 2015 |

COORDINATED OUTREACH COUNCIL

- Has the Coordinated Outreach Council met at least two times during the calendar year per CR 90.3 (j)(2)(iv)? (Enter Y for Yes, N for No).
- | | | |
|------|--|---|
| 3.38 | | Y |
|------|--|---|

Coordinated Outreach Council Members - complete one record for each Council Member for the period January 1, 2010, through December 31, 2010. For each vacant position, select "Vacant" in question 1 and enter N/A in questions 2-5 of the repeating group.

- | | | |
|----|--|-----------------------------------|
| 1. | Title (drop down): Mr., Mrs., Ms., Miss, Dr., Other (specify using the State note), Vacant | Ms. |
| 2. | First Name | Theresa |
| 3. | Last Name | DaBiere Craig |
| 4. | Institutional Affiliation | Fulton Employment Svces |
| 5. | Professional Title | Consultant |
| 1. | Title (drop down): Mr., Mrs., Ms., Miss, Dr., Other (specify using the State note), Vacant | Ms. |
| 2. | First Name | Laura |
| 3. | Last Name | Flynn |
| 4. | Institutional Affiliation | Fort Plain Free Library |
| 5. | Professional Title | Director |
| 1. | Title (drop down): Mr., Mrs., Ms., Miss, Dr., Other (specify using the State note), Vacant | Mr. |
| 2. | First Name | Barry |
| 3. | Last Name | Finley |
| 4. | Institutional Affiliation | Schenectady County public Library |
| 5. | Professional Title | patron |
| 1. | Title (drop down): Mr., Mrs., Ms., Miss, Dr., Other (specify using the State note), Vacant | Ms. |
| 2. | First Name | Lois |
| 3. | Last Name | Gordon |
| 4. | Institutional Affiliation | Mohawk Valley Library System |
| 5. | Professional Title | Outreach Coordinator |
| 1. | Title (drop down): Mr., Mrs., Ms., Miss, Dr., Other (specify using the State note), Vacant | Ms. |
| 2. | First Name | Marion |
| 3. | Last Name | Grimes |
| 4. | Institutional Affiliation | Schenectady County Public Library |
| 5. | Professional Title | Trustee |
| | Title (drop down): Mr., Mrs., Ms., | |

- | | | |
|--|---|---|
| 1. | Miss, Dr., Other (specify using the State note), Vacant | Ms. |
| 2. | First Name | Linda |
| 3. | Last Name | Burns |
| 4. | Institutional Affiliation | CASA at Centro Civico |
| 5. | Professional Title | Director/Manager |
| Title (drop down): Mr., Mrs., Ms., Miss, Dr., Other (specify using the State note), Vacant | | |
| 1. | Miss, Dr., Other (specify using the State note), Vacant | |
| 2. | First Name | Sarah |
| 3. | Last Name | Beekman |
| 4. | Institutional Affiliation | Literacy Volunteers of Schoharie County |
| 5. | Professional Title | Program coordinator |

4. Public Library System Trans and Collection

- | | | |
|-----|---------------------------------------|-------|
| 4.1 | Number of registered system borrowers | 0 |
| 4.2 | Total system circulation | 1,192 |
| 4.3 | System Visits | 1,635 |

SYSTEM HOLDINGS

- | | | |
|------|---|--------|
| 4.4 | Total Cataloged Book Holdings | 69,584 |
| 4.5 | Non-Cataloged Book Holdings | 49 |
| 4.6 | Total Print Serial Holdings | 33 |
| 4.7 | All Other Print Materials Holdings | 2 |
| 4.8 | Total Electronic Holdings | 5,367 |
| 4.9 | All Other Holdings | 104 |
| 4.10 | Grand Total Holdings (total questions 4.4 through 4.9) | 75,139 |

ROTATING COLLECTIONS/BOOK LOANS

- | | | |
|------|---|-----|
| 4.11 | Does the system have rotating collections/bulk loans? (Enter Y for Yes, N for No) | Y |
| 4.12 | Number of collections | 198 |
| 4.13 | Average number of items per collection | 56 |

5. System Services

TECHNOLOGY AND RESOURCE SHARING

INTEGRATED LIBRARY SYSTEM (ILS)

- | | | |
|-----|---|-----|
| 5.1 | Does the system provide an integrated library automation system (ILS) for its member libraries? (Enter Y for Yes, N for No) | Y |
| 5.2 | Indicate which modules of the system's ILS have been implemented (check all that apply): | |
| a. | Circulation | Yes |
| b. | Public Access Catalog | Yes |
| c. | Cataloging | Yes |

d.	Acquisitions	Yes
e.	Inventory	Yes
f.	Serials Control	Yes
g.	Media Booking	No
h.	Community Information	No
i.	Electronic Resource Management	No
j.	Digital Collections Management	No
5.3	Identify ILS system vendor	Polaris Library Systems
5.4	How many member libraries fully participate in the ILS?	2
5.5	% of member libraries participating (calculated field)	14.29%
5.6	How many member libraries participate in some ILS modules?	12
5.7	Indicate features of the system's ILS (check all that apply):	
a.	ILS shared with other library systems	Yes
b.	ILS software permits patron-initiated ILL	Yes
c.	ILL feature implemented and used	Yes
5.8	Number of titles in the ILS bibliographic database	778,272
5.9	Number of new titles added by the system in the reporting year	1,333
5.10	Number of Central Library Aid titles added in the reporting year	3,229
5.11	Number of new titles added by the members in the reporting year	22,829
5.12	Total new titles (total questions 5.9 through 5.11)	27,391

UNION CATALOG OF RESOURCES

5.13	How many libraries participate in (or submit records for) the union catalog?	14
5.14	Is the system's union catalog shared with any other library system(s)? (Enter Y for Yes, N for No)	Y
5.15	Number of titles in the system's union catalog	670,706
5.16	Number of holdings in the system's union catalog	781,536
5.17	Number of new titles added in the last year	20,668
5.18	Number of holdings added in the last year	59,849

UNION LIST OF SERIALS

5.19	Does the system have a union list of serials? (Enter Y for Yes, N for No. If No, enter zero (0) on question 5.20.)	Y
	How many libraries participate in	

5.20 (or submit records for) the union list of serials? 8

COMBINED SYSTEM UNION CATALOG AND UNION LIST OF SERIALS

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

VIRTUAL CATALOG

5.22 Does the system provide a virtual catalog for member libraries? (Enter Y for Yes, No for No, or N/A) N

5.23 How many Internet-accessible member library catalogs are included in the virtual catalog? N/A

5.24 How many member libraries have holdings included in a database that serves as a link of the virtual catalog? N/A

5.25 Indicate the features of the system's virtual catalog (check all that apply):

a. Non-member catalogs are included (if checked, please name non-member catalogs using the State note) No

b. Non-library catalogs are included (if checked, please name non-library catalogs using the State note) No

c. Responses are mediated No

d. Patron-initiated ILL available and used through this catalog No

e. N/A No

5.26 Does the library system provide access to member library catalogs which are not Internet accessible through the virtual catalog? (Enter Y for Yes, N for No) If yes, please describe using the State note. N

VISITS TO THE SYSTEM'S WEB SITE

5.27 Annual number of visits to the system's web site 98,419

NOVEL_{NY}-READY LIBRARIES

5.28 How many of the system's member libraries have achieved Basic NOVEL_{NY}-ready status? 0

5.29 How many of the system's member libraries have achieved Advanced NOVEL_{NY}-ready status? 14

5.30 How many of the system's member libraries have achieved Leader NOVEL_{NY}-ready status? 0

5.31 **Total NOVEL_{NY}-Ready Libraries (total questions 5.28 through 5.30)** 14

SYSTEM INTERLIBRARY LOAN ACTIVITY

5.32	Total items provided (loaned)	1,210
5.33	Total items received (borrowed)	738
5.34	Total requests provided (loaned) unfilled	337
5.35	Total requests received (borrowed) unfilled	51
5.36	Total interlibrary loan activity (total questions 5.32 through 5.35)	2,336

DELIVERY

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

a.	System courier (on the System's payroll)	No
b.	Other system's courier	No
d.	Contracted service (paid by System - not on payroll)	Yes
e.	U.S. Mail	Yes
f.	Commercial carrier (e.g., UPS, DHL, etc.)	No
g.	Other (specify using the State note)	No
5.39	Number of stops (pick-up and delivery sites per week)	107

CONTINUING EDUCATION/STAFF DEVELOPMENT

Workshops/Meetings/Training Sessions

Resource sharing (ILL, collection development, etc.)

5.40	Number of sessions	0
5.41	Number of participants	0

Technology

5.42	Number of sessions	6
5.43	Number of participants	82

Digitization

5.44	Number of sessions	0
5.45	Number of participants	0

Leadership

5.46	Number of sessions	2
5.47	Number of participants	40

Management & Supervisory

5.48	Number of sessions	1
5.49	Number of participants	45

Planning and Evaluation

5.50	Number of sessions	0
5.51	Number of participants	0

Awareness and Advocacy

5.52	Number of sessions	1
5.53	Number of participants	11

Trustee/Council Training

5.54	Number of sessions	0
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5.55 Number of participants 0

Special Client Populations

5.56 Number of sessions 2

5.57 Number of participants 23

Children's Services/Elementary Grade Levels

5.58 Number of sessions 2

5.59 Number of participants 108

Young Adult Services/Middle and High School Grade Levels

5.60 Number of sessions 1

5.61 Number of participants 48

General Adult Services

5.62 Number of sessions 2

5.63 Number of participants 29

Other: Does the system provide other

Workshops/Meetings/Training

Sessions not listed above? Enter Y

5.64 for Yes, N for No. If Yes, complete one record for each topic; if No, enter N/A for questions 1, 2 and 3 of one repeating group. N

1. Topic N/A

2. Number of sessions N/A

3. Number of participants N/A

Grand Total Sessions (total

questions 5.40, 5.42, 5.44, 5.46,

5.48, 5.50, 5.52, 5.54, 5.56, 5.58, 5.60, 5.62 and total of question #2 of Repeating Group #5) 17

Grand Total Participants (total questions 5.41, 5.43, 5.45, 5.47,

5.49, 5.51, 5.53, 5.55, 5.57, 5.59, 5.61, 5.63 and total of question #3 of Repeating Group #5) 386

COORDINATED SERVICES

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

a. Coordinated purchase of print materials No

b. Coordinated purchase of non-print materials Yes

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

d. Cataloging Yes

e. Materials processing No

f. Coordinated purchase of office supplies No

g. Coordinated computer services/purchases Yes

h. Virtual reference No

- i. Other (describe using the State note) No
- j. N/A No

CONSULTING AND TECHNICAL ASSISTANCE SERVICES

5.68	Number of contacts - Consulting with member libraries on grants, and state and federal funding	697
5.69	Number of contacts - Consulting with member libraries on funding and governance	466
5.70	Number of contacts - Consulting with member libraries on charter and registration work	72
5.71	Number of contacts - Consulting with member libraries on automation and technology	1,495
5.72	Number of contacts - Consulting with member libraries on youth services	23,275
5.73	Number of contacts - Consulting with member libraries on adult services	362
5.74	Number of contacts - Consulting with member libraries on physical plant needs	190
5.75	Number of contacts - Consulting with member libraries on personnel and management issues	139
5.76	Number of contacts - Consulting with state and county correctional facilities	59
5.77	Number of contacts - Providing information to local, county, and state legislators and their staffs	41
5.78	Number of contacts - Providing system and member library information to the media	133
5.79	Number of contacts - Providing website development and maintenance for member libraries	94
5.80	Does the system provide other Consulting and Technical Assistance Services not listed above? Enter Y for Yes, N for No. If Yes, complete one record for each topic; if No, enter N/A for questions 1 and 2 of one repeating group.	Y
1.	Topic	outreach
2.	Number of contacts (all types)	124
1.	Topic	interlibrary loan
2.	Number of contacts (all types)	752

Total Other Contacts (total of

5.81	question #2 of Repeating Group #6)	876
5.82	Total Contacts (Total of questions 5.68 through 5.79 and 5.81)	27,899

REFERENCE SERVICES

5.83	Total Reference Transactions	564
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SERVICES TO SPECIAL CLIENTS (Direct and Contractual)

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

a.	Services for patrons with disabilities	Yes
b.	Services for patrons who are educationally disadvantaged	No
c.	Services for patrons who are aged	No
d.	Services for patrons who are geographically isolated	No
e.	Services for patrons who are members of ethnic or minority groups in need of special library services	No
f.	Services to patrons who are in institutions	No
g.	Services for unemployed & underemployed individuals	Yes
i.	N/A	No

5.85	Number of BOOKS BY MAIL loans	0
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5.86	Number of member libraries with Job/Education Information Centers or collections	5
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5.87	Number of State Correctional Facilities libraries served	2
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5.88	Number of County Jails libraries served	4
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5.89	Number of institutions served other than jails or correctional facilities	3
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5.90	Does the system provide other special client services not listed above? If yes, complete one record for each service provided; if no, enter N/A in questions 1 and 2 of one repeating group.	N
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1.	Service provided	N/A
2.	Number of facilities/institutions served	N/A

6. Operating Funds Receipts

LOCAL PUBLIC FUNDS

Does the system receive county

6.1 funding? Enter Y for Yes, N for No. If yes, please complete one record for each county; if no, enter N/A on questions 1 through 4 of one repeating group. N

1. County Name N/A
 2. Amount N/A
 3. Subject to Public Vote (Enter Y for Yes, N for No, or N/A) N/A
 4. Written Contract (Enter Y for Yes, N for No, or N/A) N/A

6.2 **Total County Funding** \$0

6.3 All Other Local Public Funds \$0

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

STATE AID RECEIPTS

6.5 Adult Literacy Library Services Grants \$0
 6.6 Central Library Development Aid \$94,881
 6.7 Central Book Aid \$63,087
 6.8 Conservation/Preservation Grants \$0
 6.9 Construction for Public Libraries Aid \$52,863
 6.10 Coordinated Outreach Services Aid \$0
 6.11 Correctional Facilities Library Aid \$0
 6.12 County Jails Library Aid \$4,149
 6.14 Family Literacy Grants (formerly Parent & Child) \$0

Local Library Services Aid

6.18 Kept for Headquarters \$0
 6.19 Distributed to members \$73,682
 6.20 **Total LLSA (total questions 6.18 and 6.19)** \$73,682
 6.21 Local Services Support Aid \$120,983
 6.22 Local Consolidated Systems Aid \$0
 6.26 Public Library System Basic Aid \$796,728

Regional Bibliographic Data Bases (RBDB) Aid

6.31 Regional Bibliographic Data Bases (RBDB) Grant(s) from 3Rs \$0
 6.35 Special Legislative Grants and Member Items \$0
 6.36 The New York Public Library - The Research Libraries \$0
 6.37 The New York Public Library, Andrew Heiskell Library for the Blind and Physically Handicapped Aid \$0
 6.38 The New York Public Library, City University of New York \$0

- 6.39 The New York Public Library,
Schomburg Center for Research in
Black Culture Library Aid \$0
- 6.40 The New York Public Library,
Science, Industry and Business
Library \$000
- 6.41 Does the system receive state
funding from other sources? Enter
Y for Yes, N for No. (Report
Special Legislative Grants and
Member Items on Q 6.35). N

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
- 6.42 **Total Other State Aid (total
question #2 of Repeating Group
#9 above)** \$0
- 6.43 **Total State Aid Receipts (total
questions 6.5 through 6.14,
question 6.17, questions 6.20
through 6.22, questions 6.25
through 6.27, questions 6.30
through 6.40, and question 6.42)** \$1,206,373

FEDERAL AID

- 6.44 Library Services and Technology
Act (LSTA) \$13,080
- 6.45 Does the system receive any other
Federal Aid (specify Act and
Title) e.g., NEH, NEA, etc.? Enter
Y for Yes, N for No. N

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

1. Funding Source N/A
2. Amount N/A
- 6.46 **Total Other Federal Aid (total
questions #2 of Repeating Group
#10 above)** \$0
- 6.47 **Total Federal Aid (total questions
6.44 and 6.46)** \$13,080

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

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

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

1. Contracting Agency Capital District Library Council
2. Contracted Service Shared sorting facility
3. Total Contract Amount \$600
- 6.49 **Total Contracts (total question #3
of Repeating Group #11 above)** \$600

MISCELLANEOUS RECEIPTS

6.50	Gifts, Endowments, Fundraising, Foundations (including Gates Grants)	\$66,142
6.52	Income from Investments	\$11,727
Proceeds from Sale of Property		
6.53	Real Property	\$0
6.54	Equipment	\$0
6.55	Does the system have other miscellaneous receipts in categories not listed in questions 6.50 through 6.54? Enter Y for Yes, N for No.	Y

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

1.	Receipt category	Joint Aut
2.	Amount	\$695,714
1.	Receipt category	Miscellan
2.	Amount	\$505
1.	Receipt category	Netlibrar
2.	Amount	\$17,400
1.	Receipt category	Program R
2.	Amount	\$2,920

6.56	Total Other Miscellaneous Receipts (total question #2 of Repeating Group #12 above)	\$716,539
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6.57	Total Miscellaneous Receipts (total questions 6.50 through 6.54 and question 6.56)	\$794,408
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6.58	TOTAL OPERATING FUND RECEIPTS &mdash; Total Local Public Funds, Total State Aid, Total Federal Aid, Total Contracts, and Total Miscellaneous Receipts (total questions 6.4, 6.43, 6.47, 6.49, and 6.57)	\$2,014,461
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6.59	BUDGET LOANS	\$0
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TRANSFERS

6.60	From Capital Fund (Same as question 9.6)	\$0
6.61	From Other Funds	\$0
6.62	Total Transfers (total questions 6.60 and 6.61)	\$0

CASH BALANCE —

6.63 **Beginning of Current Fiscal Reporting Year: Public Library Systems — January 1, 2009; 3Rs — July 1, 2009. (Same as closing cash balance at the end of previous fiscal reporting year: Public Library Systems — Dec** \$1,011,779

6.66 **GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS, AND BALANCE/ROLLOVER**
 (Public Library Systems and 3Rs — total questions 6.58, 6.59, 6.62 and 6.63 — must agree with question 7.72)
 (School Library Systems — total questions 6.58, 6.64 and 6.65 — must agree with question 7.72) \$3,026,240

7. Operating Fund Disbursements

STAFF EXPENDITURES

Salaries

7.1	System Director and Librarians	\$286,161
7.2	Other Staff	\$185,836
	Total Salary and Wages	
7.3	Expenditures (total questions 7.1 and 7.2)	\$471,997
7.4	Employee Benefits Expenditures	\$168,583
7.5	Total Staff Expenditures (total questions 7.3 and 7.4)	\$640,580

COLLECTION EXPENDITURES

7.6	Print Materials Expenditures	\$73,843
7.7	Electronic Materials Expenditures	\$24,754
7.8	Other Materials Expenditures	\$7,507
7.9	Total Collection Expenditures (total questions 7.6 through 7.8)	\$106,104

GRANTS TO MEMBER LIBRARIES

Cash Grants Paid From

7.10	Local Library Services Aid (LLSA)	\$73,682
7.11	Central Library Aid (CLDA/CBA)	\$94,881
	Other State Aid/Grants (e.g.,	
7.15	Construction, Special Legislative or Member Grants)	\$536
7.16	Federal Aid	\$4,200
7.17	Other cash grants paid from system funds	\$42,626
7.18	Total Cash Grants (total questions 7.10 through 7.17)	\$215,925

7.19	Book/Library Materials Grants	\$10,371
7.20	Other Non-Cash Grants	\$0
	Total Grants to Member	
7.21	Libraries (total questions 7.18 through 7.20)	\$226,296

CAPITAL EXPENDITURES FROM OPERATING FUNDS

7.22	Bookmobile	\$0
7.23	Other Vehicles	\$0
7.24	Computer Equipment	\$5,420
7.25	Furniture/Furnishings	\$0
7.26	Other Capital Expenditures	\$3,423
	Total Capital Expenditures from	
7.27	Operating Fund (total questions 7.22 through 7.26)	\$8,843

TOTAL CAPITAL EXPENDITURES BY SOURCE OF FUNDS

7.28	From Local Public Funds (71PF)	\$0
7.29	From Other Funds (71OF)	\$8,843
	Total Capital Expenditures by	
7.30	Source (total questions 7.28 and 7.29; same as question 7.27)	\$8,843

OPERATION AND MAINTENANCE OF BUILDINGS

Repairs To Buildings and Building Equipment by Source of Funds

7.31	From Local Public Funds (72PF)	\$0
7.32	From Other Funds (72OF)	\$130,515
	Total Repairs to Buildings and	
7.33	Building Equipment (total questions 7.31 and 7.32)	\$130,515
7.34	Other Building & Maintenance Expenses	\$26,410
	Total Operation and	
7.35	Maintenance of Buildings (total questions 7.33 and 7.34)	\$156,925

MISCELLANEOUS EXPENSES

7.36	Total Operation & Maintenance of Bookmobiles and Other Vehicles	\$1,017
7.37	Office and Library Supplies	\$8,939
7.38	Telecommunications	\$2,853
7.39	Binding Expenses	\$0
7.40	Postage and Freight	\$1,110
7.41	Publicity and Printing	\$0
7.42	Travel	\$7,085
7.43	Fees for Consultants and Professionals	\$25,306
7.44	Membership Dues	\$2,383
7.46	Does the system have other miscellaneous expenses in categories not listed in questions 7.36 through 7.45? Enter Y for Yes, N for No.	Y

Complete one record for each expense category. If the system does not have other miscellaneous expenses, enter N/A on

questions 1 and 2 of one repeating group.

1.	Expense category	Automatio
2.	Amount	\$69,128
1.	Expense category	Delivery
2.	Amount	\$96,734
1.	Expense category	Joint Aut
2.	Amount	\$839,954
1.	Expense category	LitTap -
2.	Amount	\$1,173
1.	Expense category	Rental, M
2.	Amount	\$6,744
	Total Other Miscellaneous	
7.47	Expenses (total question #2 of Repeating Group #13)	\$1,013,733
	Total Miscellaneous Expenses	
7.48	(total questions 7.36 through 7.45 and 7.47)	\$1,062,426

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

7.49	Does the system contract with libraries and/or library systems in New York State? Enter Y for Yes, N for No.	N
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Complete one record for each contract. If the system does not contract, enter N/A on questions 1, 2, and 3 of one repeating group.

1.	Contracting Agency (specify using the State note)	N/A
2.	Contracted Service (specify using the State note)	N/A
3.	Total Contract Amount	N/A
7.50	Total Contracts (total question #3 of Repeating Group #14 above)	\$0

DEBT SERVICE

Capital Purposes Loans (Principal and Interest)

7.51	From Local Public Funds (73PF)	\$0
7.52	From Other Funds (73OF)	\$0
7.53	Total Capital Purposes Loans (total questions 7.51 and 7.52)	\$0
7.54	Other Loans	\$0
7.55	Total Debt Service (total questions 7.53 and 7.54)	\$0
7.56	Total Staff Expenditures, Total Collection Expenditures, Grants to Member Libraries, Total Capital Expenditures, Operation and Maintenance of Buildings, Automotive Expenses, Miscellaneous Expenses, Contracts and Debt Service (Sum of questions 7.5, 7.9, 7.21, 7.27, 7.35, 7.48, 7.50, and 7.55)	\$2,201,174

TRANSFERS

Transfers to the Capital Fund

7.57	From Local Public Funds (76PF)	\$0
7.58	From Other Funds (76OF)	\$0
	Total Transfers to Capital Fund	
7.59	(total questions 7.57 and 7.58; same as question 8.2)	\$0
7.60	Total Transfers to Other Funds	\$0
7.61	Total Transfers (total questions 7.59 and 7.60)	\$0
	TOTAL DISBURSEMENTS AND TRANSFERS (total questions 7.56 and 7.61)	\$2,201,174
	CLOSING CASH BALANCE at the End of the Current Fiscal Reporting Year	
7.63	(For Public Library Systems — December 31, 2009) (For 3Rs — June 30, 2010)	\$825,066
	GRAND TOTAL DISBURSEMENTS, TRANSFERS, & BALANCE/ROLLOVER (total questions 7.62, 7.63, 7.67, and 7.71)	\$3,026,240

FISCAL AUDIT

7.73	Last audit performed (mm/dd/yyyy)	10/22/2009
7.74	Time period covered by this audit (mm/dd/yyyy - mm/dd/yyyy)	01/01/2008 - 12/31/2008
7.75	Indicate type of audit (select one from drop-down):	Private Accounting Firm

ACCOUNT INFORMATION

Complete one record for each financial account

1.	Name of bank or financial institution	NBT Bank
2.	Amount of funds on deposit	\$825,066
7.76	Total Bank Balance (total question #2 of Repeating Group #15)	\$825,066
7.77	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

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

ALL OTHER AID AND/OR GRANTS FOR CAPITAL PROJECTS

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

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

8.5 **Total Aid and/or Grants** (total question #2 of Repeating Group #16 above) \$0

8.6 **TOTAL RECEIPTS ‐** Revenues from Local Sources, Interfund Revenue, State Aid for Capital Projects, and Total Federal Aid (total questions 8.1, 8.2, 8.3, and 8.5) \$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: Public Library Systems ‐ January 1, 2009; 3Rs ‐ July 1, 2009. (Same as closing cash balance at the end of previous fiscal reporting year: Public Library Systems ‐ Dece \$0

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

9. Capital Fund Disbursements

PROJECT EXPENDITURES

9.1 Total Construction \$0
9.2 Incidental Construction \$0
9.3 Books and Library Materials \$0
9.4 Total Other Disbursements \$0
9.5 **Total Project Expenditures** (total questions 9.1 through 9.4) \$0

9.6 **TRANSFER TO OPERATING FUND** (Same as question 6.60) \$0

TOTAL NONPROJECT

9.7	EXPENDITURES	\$0
	TOTAL DISBURSEMENTS	
	&mdash; Total Project Expenditures, Transfer to Operating Fund, and Total Nonproject Expenditures (total questions 9.5 through 9.7)	
9.8		\$0
	CLOSING CASH BALANCE IN CAPITAL FUND at the End of the Current Fiscal Year (December 31, 2009, for Public Library Systems; June 30, 2010, for 3Rs)	
9.9		\$0
	TOTAL DISBURSEMENTS AND CASH BALANCE (total questions 9.8 and 9.9)	
9.10		\$0

12. Projected Annual Budget For Library Systems

Public Library Systems January 1, 2010 — December 31, 2010

3Rs July 1, 2010 — June 30, 2011

School Library Systems July 1, 2010 — June 30, 2011

PROJECTED OPERATING FUND - RECEIPTS

12.1	Total Operating Fund Receipts (include Local Aid, State Aid, Federal Aid, Contracts and Miscellaneous Receipts)	\$1,839,679
12.2	Budget Loans	\$0
12.3	Total Transfers	\$0
	Cash Balance/Rollover in Operating Fund at the end of the previous fiscal year (For Public Library Systems, opening balance on January 1, 2010, must be the same as the December 31, 2009, closing balance reported on Q7.62 of the 2009 annual report)	
12.4		\$825,066
	Grand Total Operating Fund Receipts, Budget Loans, Transfers and Balance/Rollover (total questions 12.1 through 12.4)	
12.5		\$2,664,745

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)	\$1,993,268
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12.7	Total Transfers	\$0
12.8	Cash Balance/Rollover in Operating Fund at the end of the current fiscal year (For Public Library Systems, balance as of December 31, 2010)	\$671,477
12.9	Grand Total Operating Fund Disbursements, Transfers and Balance/Rollover (total questions 12.6 through 12.8)	\$2,664,745

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/Rollover in Capital Fund at the end of the previous fiscal year (For Public Library Systems, opening balance on January 1, 2010, must be the same as the December 31, 2009, closing balance reported on Q9.9 of the 2009 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 Public Library Systems, December 31, 2010)	\$0
12.16	Grand Total Capital Fund Disbursement, Transfers, and Balance (Sum of questions 12.14 and 12.15)	\$0

ASSURANCE

12.17	The library system will be operating under its approved Plan of Service in accordance with the provisions of Education Law and the Regulations of the Commissioner, and assures that the "Budget Summary" was reviewed and accepted by the System Board/Council on (date - mm/dd/yyyy)	04/15/2010
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13. Summary of Library System Accomplishments

Using the goals from Section 5 in the approved 2007-2011 System Plan of Service, **BRIEFLY** describe the final results of each element for Year 3 (2009)

13.1 Element 1: Resource Sharing
— Results

Resource Sharing

- Local library browsing collections were enhanced by 198 rotating collections. New items added: 106 large print books; 414 DVDs, 158 audiobooks.
- Updated teen and youth rotating collections by adding current preview teen and youth hardbacks and paperbacks and graphic novels (282 teen, 238 graphic novels, 102 j fiction)
- Worked with publishers to obtain 2,384 teen and children's materials for preview; over 200 appropriate teen and children's materials were distributed to member libraries collections and outreach services or added to Teen, Graphic and Children's Rotating Collections.
- Provided 72 preview collections of children's and teen books to member libraries
- 9 books added to MVLS Professional Collection
- Provided book discussion items - 128 books circulated; purchased 88 new books; 1500 promotional materials (posters/bkmarks/flyers)
- Circulated Visiting Kits (8 circulations); Learning Styles Toolkit (1 circulation); Bi-Folkal Kit (7 circulations) Program books(12 circulations)
- Large Print books (100 sets; 1705 books circulated)
- 45 Bulk Loans, totaling 823 items, supplemented local collections
- 14 Start with Science and one Baby Laptime program kit circulated to libraries, outreach sites, and users
- Handled out of system ILL requests for member libraries (380 requests outgoing, 329 filled; 337 incoming, 118 filled).
- Facilitated point to point interlibrary loan.
- Member libraries borrowed and lent 135,743 items among themselves and with SALS libraries using the Polaris system.
- Implemented purchase-to-fill procedure to fill interlibrary loan requests
- Re-vamped daily delivery service to libraries with new contractor
- Reorganized LP collection; developed new procedures for routing by genre and maintaining collection

13.2 Element 2: Technology Services
— Results

- Supported libraries in utilization of Polaris features to meet local needs
- Cooperated with Joint Automation and Southern Adirondack Library System staffs to create, evaluate, and disseminate training materials
- Acted as portal for NOVEL databases
- Provided support in Polaris Acquisitions module to Gloversville, Canajoharie, Northville, Johnstown, Schenectady
- Provided support in Polaris Serials module to Schenectady, Northville
- Provided training in Polaris Serials module to Fort Plain
- Provided support on Polaris Inventory Manager PC and software to Johnstown, Gloversville
- Provided training on Polaris Inventory Manager PC and software to Canajoharie
- Maintained Evanced Solutions Online summer reading program software, working with 23 member libraries and branches to set up, train and use software to provide online component for reading programs year round
- Lent and supported wireless laptop computer lab for staff and public technology training in libraries.
- Set up wireless router in meetingroom for meeting/visitor use.
- Prepared application and administered grant funds for Gates Online Hardware grant
- Fifteen libraries and branches supported in Gates Online Hardware grant
- Worked with Joint Automation staff to address Public Access Catalog issues and improvements
- Participated on Polaris Users committee to evaluate and suggest ILS enhancements
- Coordinated database trials and purchases for libraries in both MVLS and Southern Adirondack Library System
- MVLS staff serve on Joint Automaiion Council, Operations Committee, PAC Steering Committee
- Added ChiliFesh to PAC permitting users to add reviews
- Installed new server at MVL Service Center
- Coordinated online teen author visit with Skype for two member libraries
- Community Connections grants awarded to SharonSprings Free Library for

- programs focused on job seeking, budgeting and low cost entertainment (53 participants); Schenectady County Public Library- Rotterdam/Quaker Street/Scotia Branches for series of programs for seniors on nutrition and technology (103 attendees) • Large Print collections utilized at 2 senior centers and one hospital (20 collections, circulation 360) • Provided 440 books (16 in Spanish) for county jails (institutions) • Provided 253 books (12 in Spanish), 60 periodicals (7 in Spanish) for correctional facilities. • Provided 4 writing workshops for inmates at Hale Creek Correctional Facility. • Provided 300 book processing supplies for Summit Shock Incarceration Correctional Facility • Funded 268 interlibrary loan requests for Hale Creek Correctional Facility. • Funded continuing education for Hale Creek librarian on reader's advisory • Participated in Reentry Resource Day at Hale Creek Correctional Facility to provide information on job training, literacy services, employment, housing, life-skills, etc. as inmates transition into society • 10 dorms attended • Supported, organized, and implemented 10 Science in the Winter, Spring and Summer programs (342 children, 170 parent/caregivers and 17 teen helpers participating) at local libraries presented by GE Volunteers, retired GE scientists, funded through • GE Volunteers: A Global Organization of General Electric Volunteers • Coordinated and promoted Summer Reading Program activities, working with UHLS on full day Planning Workshop • Provided summer reading materials, workshop and programs to member libraries and branches through state Summer Reading Program Grant • Provided children's and teen books for Summer Reading Program Raffle at member libraries • Provided 49 intergenerational programs focused on Wii programming for Seniors through senior outreach sites and at eight member libraries with 1001 participants through LSTA Wii Programming for Aging and Older Adults Grant, as well as training 12 member library staff and volunteers in Wii gaming technology. ,
- Supported member library participation in Library Assistant training at Schenectady County Community College (1 library staff attended) • Supported 2 member staff members' participation in NYLA annual conference in Niagara Falls • Provided 7 system workshops • Staff attended ALA and NYLA conferences • Collaborated with Schenectady County Public Library to present workshop on library security • Black Belt Librarians' presented by Warren Graham • Coordinated Weedapalooza Workshop at Sharon Springs which included weeding their children's collection
- Rechartering consultations held for Sharon Springs and Schenectady trustees. • Consulted with Gloversville Public Library on policy changes, planning • Consulted with libraries on re-chartering; library funding initiatives; personnel; civil service; insurance issues; 990 reporting requirements; director/board relations; policies; minimum standards; Friends groups; 90.3 requirements; obtaining funds from school districts • Met with STJ building committee to discuss ADA complaint ,
- Coordinated and negotiated database purchases for MVLS and SALS libraries • Provide bibliographic records in online database upon request of libraries ((approx 4500 records) • Negotiated and implemented NetLibrary subscription for member libraries • Joint Automation staff researched, ordered, set up, and did troubleshooting of member library staff and public computers. • Libraries purchased barcodes through coordinated purchase by the Joint Automation project • Developed bibliography on environment, health, and technology with 215 entries for ALA Carnegie-Whitney Grant; purchased 198 books for member libraries • NYSCA Grant • Books À la Carte provided 24 discussions; 270 attending, 12 libraries participating • NYSCA Grant -Authors Among Us provided 14 programs on writing poetry, short stories, plays, and memoirs; an author visit, reading, and an open mic - 147
- 13.3 Element 3: Special Client Group Needs — Results
- 13.4 Element 4: Continuing Education/Training — Results
- 13.5 Element 5 Consulting and Technical Assistance Services — Results

- 13.6 Element 6 Coordinated Services — Results
- attending, 7 libraries participating in the digitization projects of Middleburg and Fort Plain local history materials for CDLC Digitization Project; digitized 44 archival copies for Fort Plain Applied for 3 grants for adult literacy, FINRA-financial literacy grant, NYSCA grant for 2010-2012 Science Programs supported and coordinated through GE Share the Gold grant with 10 libraries hosting programs for 342 children, 17 teens, 170 adults Materials provided for summer reading program activities Wrote and administered LSTA Summer Reading Program grant Coordinated programming for LSTA Wii Programming for Aging and Older Adults with 49 programs at 8 libraries, 1001 participants Trained library staff and volunteers in Wii gaming technology and programming potential through year two LSTA Wii grant Received \$3000 grant from GEEIfun Society for purchase of 12 Amazer wall units to be placed in twelve member library childrens room for use by children Coordinated online teen author Arthur Slade visit through Skype for the Woodlawn Branch Library and Canajoharie Library. Moderated user reviews for inclusion in ChiliFresh for some libraries ,
- Presented Caldecott Award Program at NYLA/YSS Spring Conference Served as chair of Childrens Notable Video Committee (ALA/ALSC) Provide materials and promote YSS/SLMS 3 Apples Book Award Promoted libraries and library services through newspapers, radio interviews and cable television contacts Provided information for advocacy activities at state level to member libraries both in hard copy and on our website Coordinated MVLS participation in annual NYLA Lobby Day Served on CDLC Board of Trustees Participated in annual NYLA Lobby Day and NYLA rally Staff participated in NYLA Governance (Council, PLS, YSS, NYLA Legislative Committee, NYS Book Festival Planning) disseminating information on professional issues to member libraries Board and general member of 2-1-1 Northeastern Collaborative Participated in Schdharie County Human Resources Committee serving on Directory and Nomination Committees MVLS represented at Office for the Aging Picnic (Montgomery County) ,
- Participated in meetings of MVLS Directors Council Annual MVLS survey solicits library input about and evaluation of system services Hosted annual dinner meeting Presented special recognition awards to Senator Hugh Farley and Marion Crouse for their support of MVLS libraries and libraries statewide Presented annual Trustee Award to Jean Bakkom, Sharon Springs Free Library Presented annual Library Recognition Award to Canajoharie Library for Metamorphosis Teen Summer Reading Program Member library directors represented on System Board and on Board committees System Board meetings include opportunities for library representatives to share local information Maintained a Google group for member libraries to share programming information Maintained MVLS Blog for current information to library community Encouraged communication and discussion on issues relating to youth services through Kidbytes, an electronic discussion group operated in collaboration with UHLS Outreach Advisory Committee reviewed CommunityConnections grant applications and directed system outreach activities (2 meetings) One member added to Outreach Advisory Committee Held meetings of several committees of the Joint Automation Project and disseminated information to libraries Maintained online calendar on MVLS website and online calendar for equipment and materials bookings. Maintained toll free phone number for use by libraries to contact system without local cost Information on Job Search and skills updated on MVLS website Information on H1N1 virus provided to member libraries Set up delivery sorting center at MVLS for new delivery service, and purchased plastic bins to replace canvas bags to provide safer materials delivery ,
- Partnered with the Southern Adirondack LibrarySystem to provide
- 13.7 Element 7: Awareness and Advocacy — Results
- 13.8 Element 8: Communication among Member Libraries and/or Branch Libraries — Results

- 13.9 Element 9: Cooperative Efforts with Other Library Systems - Results
- automation services to member libraries • Collaborated with Southern Adirondack, Upper Hudson Library systems, and Capital District Library Council (CDLC) for regional deliveries • Provided sorting space for CDLC deliveries • Served on: CDLC Board of Trustees; Chair of CDLC Personnel Committee, CDLC Regional Automation Advisory Committee, Committee on Resource Sharing, Continuing Education Committee • Collaborated with UHLS to present Mock Caldecott/Newbery Workshop • Collaborated with Upper Hudson Library System to host Kidbytes, electronic discussion group on youth services issues • Participated in NYS Youth Service Consultants directions for future statewide summer reading programs and Youth Consultant meetings • Partnered with Upper Hudson Library system to present three systemwide workshops: Summer Reading Program, Tween Services and Storytime Skills • Participated in PULISDO, attended joint systems retreat • Disseminated information on continuing education activities at other systems to member libraries • Participated in NYSL Statewide Summer Reading Program On-Line Registration Group
- 13.10 Element 10: Construction — Results
- Reviewed grants for submission for Public Library Construction Grant • Worked with Schenectady County Public Library on construction projects • Assisted 8 libraries in facilities planning and support for developing \$14 million construction grant applications (Cobleskill, Fort Plain, MVLS, Northville, Fonda, Schenectady County Public Library- Central, Duane, and Rotterdam) ,
- 13.11 Element 11: Central Library — Results
- Provided telephone and reference services • Purchased and circulated adult non-fiction materials through Central Book Aid • Used interlibrary loan requests to suggest Central Book Aid purchases • There were 68,197 circulations of CBA items. ,
- 13.12 Element 12: Direct Access — Results
- Revised MVLS Direct Access Plan (90.3) • Worked with Fulton County libraries on issues relating to direct access from residents outside library chartered areas and their impact on local services • Worked with Gloversville Public Library on developing circulation policies in accordance with MVLS 90.3 plan to limit borrowing by residents in areas of Fulton County that refuse to support a library • Worked with Library Development, Fulton, Hamilton Montgomery School Library System to address problems with Mayfield schools library services ,
- 13.13 Element 13: Other Goal(s) — Results
- MVLS is managed in an efficient and cost effective manner • Completed the reduction of the youth pool collection with distributions of withdrawn materials to five member libraries for use in library and through outreach. • Reduced size of large print collection by distributing usable withdrawn materials to 5 member libraries for library and outreach use. • Chimney reconstructed • Outside garage and dock doors replaced for energy conservation and safety • Records retention policy adopted • Ethics statement adopted by Board of Trustees • Annual MVLS survey conducted, analyzed and evaluated to inform services Public access to library services in served or underserved areas is broadened. • Ongoing meetings and discussions with libraries in Fulton County to address use and non-support of those living outside chartered areas • Rechartering workshops held in 2 libraries • Worked with Schoharie Free Library on becoming district library MVLS libraries are adequately and equitably funded to provide library services to their communities • Provided technical assistance on governance models, funding initiatives on school and local ballots, petition requirements, and direct access requirements • Edinburgh funding initiative from Northville Public Library fails; non-resident fee continues • Successful public budget votes: Community Library, Northville • Successful public votes funding initiatives in Fort Hunter, Frothingham (Fonda) • Funding initiative vote held but defeated in Sharon Springs ,

14. Assurance and Contact Information

CONTACT INFORMATION

- 14.1 Contact name (person completing report) Valerie Catlin
- 14.2 Contact phone number (enter 10 digits only) (518) 355-2010
- 14.3 Contact e-mail address mvls@mvls.info

ASSURANCE

- 14.4 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) 04/15/2010

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

- 14.5 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 Mohawk Valley Library Association
Name of Person Completing Form Valerie Catlin, Joe Sherry,
Phone Number and Extension (enter area code, telephone number and extension only): 518-355-2010,
Please share with us your suggestions for improving the ,
Annual Report. Thank You!