1. General System Information

1.1 SEDCODE 140600700787
1.2 System Name Buffalo and Erie County Public Library
1.3 Beginning Reporting Year 1/1/2014
1.4 Ending Reporting Year 12/31/2014
1.5 Street Address 1 Lafayette Square
1.6 City Buffalo
1.7 Zip Code 14203
1.8 Four-Digit Zip Code Extension 1887
1.9 Mailing Address 1 Lafayette Square
1.10 City Buffalo
1.11 Zip Code 14203
1.12 Four-Digit Zip Code Extension 1887
1.13 Library System Telephone Number (enter (716) 858-8900 10 digits only and hit the Tab key)
1.14 Fax Number (enter 10 digits (716) 858-6544 only)
1.15 System Home Page URL  www.buffalolib.org

1.16 URL of the system's complete Plan of Service  http://www.buffalolib.org/content/library-system/five-year-plan

1.17 Population Chartered to Serve (2010 Census)  919,040

1.18 Area Chartered to Serve (square miles)  1043

1.19 Federal Employer Identification Number  166002558

1.20 County  Erie

1.21 County (Counties) Served  Erie

1.22 School District  Buffalo City School District

1.23 Title of System Director: (drop-down): Mrs., Mr., Mrs., Ms., Miss, Dr.

1.24 First Name of System Director  Mary Jean

1.25 Last Name of System Director  Jakubowski

1.26 NYS Public Librarian Certification Number of the Director of Public Library System, and Reference and Research  15501
Library Resources System.

1.31 Telephone Number of the System Director, including area code and extension (enter digits only, field will automatically format with extension)

(716) 858-7180

1.32 E-Mail Address of the System Director

jakubowskim@buffalolib.org

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

(716) 858-6544

1.34 Name of Outreach Coordinator

Dan Caufield

1.48 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.

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

1.49 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
   Y
renovations, massive weeding of collection, etc.? Indicate Y for Yes, N for No. If Yes, please annotate using the State note.

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.

**BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS**
(enter to two decimal places; enter decimal point)

<p>| 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 | 48.26 |
| 2.11 | Librarians - Vacant Position(s) | 2.82 |</p>
<table>
<thead>
<tr>
<th>Section</th>
<th>Description</th>
<th>FTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.12</td>
<td>Outreach Coordinator (certified) per CR 90.3</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>(1)(2)(iii) - Filled Position</td>
<td></td>
</tr>
<tr>
<td>2.13</td>
<td>Outreach Coordinator (certified) per CR 90.3</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>(1)(2)(iii) - Vacant Position</td>
<td></td>
</tr>
<tr>
<td>2.14</td>
<td>Total Certified Librarians - Filled Position(s) FTE (total questions 2.4 + 2.6 + 2.8 + 2.10 + 2.12)</td>
<td>50.26</td>
</tr>
<tr>
<td>2.15</td>
<td>Total Certified Librarians - Vacant Position(s) FTE (total questions 2.5 + 2.7 + 2.9 + 2.11 + 2.13)</td>
<td>2.82</td>
</tr>
<tr>
<td>2.16</td>
<td>Total Other Professional Staff - Filled Position(s) FTE</td>
<td>16</td>
</tr>
<tr>
<td>2.17</td>
<td>Total Other Professional Staff - Vacant Position(s) FTE</td>
<td>0</td>
</tr>
<tr>
<td>2.18</td>
<td>Total Other Staff - Filled Position(s) FTE</td>
<td>177.6</td>
</tr>
</tbody>
</table>
2.19 Total Other Staff - Vacant Position(s) FTE
18.98

2.20 Total Paid Staff - Filled Position(s) FTE (total questions 2.14 + 2.16 + 2.18)
243.86

2.21 Total Paid Staff - Vacant Position(s) FTE (total questions 2.15 + 2.17 + 2.19)
21.80

SALARY INFORMATION
2.22 Entry-Level Librarian (certified) FTE
1

2.23 Entry-Level Librarian (certified) Current Annual Salary
$36,315

2.24 System Director FTE
1

2.25 System Director Current Annual Salary
$120,000

3. System Membership, Outlets and Governance
PUBLIC SERVICE OUTLETS
3.9 Number of member libraries
22

3.15 Main Library/System Headquarters
1

3.16 Branches
8

3.17 Bookmobiles
0
3.18 Reading Centers 0
3.19 Other Outlets 2
3.20 Total Public Service Outlets (total questions 3.15 through 3.19) 11
3.21 Name of Central Library/Co-Central Libraries
   Buffalo and Erie County Public Library

BOARD/COUNCIL MEETINGS
3.22 Total number of public library system/3Rs board meetings or 9
   school library system council meetings held during reporting year
3.24 Number of voting positions on 15
   system board/council

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

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

SYSTEM BOARD/COUNCIL

Public Library Systems - enter information for the period January 1, 2015, through December 31, 2015.

School Library Systems and 3Rs Systems - enter information for the period July 1, 2015, through June 30, 2016

President/Council Chair
3.26 Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, Mr., The Reverend, Other (specify using the State note), Vacant
3.27 First Name Theodore
3.28 Last Name Johnson
3.29 Institutional Affiliation Hadley Exhibits Inc.
3.30 Professional Title President
3.31 Mailing Address
3.32 City
3.33 Zip Code (enter five digits only)
3.34 Telephone for the Board President (enter 10 digits only and hit the Tab key)
3.35 E-mail Address
3.36 Term Begins - Month September
Term Begins - Year (yyyy) 2011
Term Expires - Month or N/A December
Term Expires - Year (YYYY) or N/A 2015

What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position). 5 years

The date the board president took the Oath of Office (mm/dd/yyyy) 9/16/2011
The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 9/16/2011
Is this a brand new trustee? N

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. The number of Council members must be 5 to 11 (no less than five and no more than 11).

1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The
<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>2. First Name</td>
<td>Sharon</td>
</tr>
<tr>
<td>3. Last Name</td>
<td>Thomas</td>
</tr>
<tr>
<td>4. Institutional Affiliation</td>
<td>Buffalo City Court</td>
</tr>
<tr>
<td>5. Professional Title</td>
<td>Chief Court Clerk</td>
</tr>
<tr>
<td>6. Mailing Address</td>
<td></td>
</tr>
<tr>
<td>7. City</td>
<td></td>
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<tr>
<td>8. Zip Code</td>
<td></td>
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<td>(enter five digits only)</td>
<td></td>
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<tr>
<td>9. Term Begins - Month</td>
<td>January</td>
</tr>
<tr>
<td>10. Term Begins - Year (yyyy)</td>
<td>2012</td>
</tr>
<tr>
<td>11. Term Expires - Month or N/A</td>
<td>December</td>
</tr>
<tr>
<td>12. Term Expires - Year (YYYY)</td>
<td>2016</td>
</tr>
<tr>
<td>or N/A</td>
<td></td>
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<tr>
<td>13. What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).</td>
<td>5 years</td>
</tr>
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<td>Description</td>
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<td>-------------------------------------------------------------------------------</td>
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<tr>
<td>14.</td>
<td>The date the trustee took the Oath of Office</td>
</tr>
<tr>
<td></td>
<td>(mm/dd/yyyy)</td>
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<tr>
<td>15.</td>
<td>The date the Oath of Office was filed with town or county clerk</td>
</tr>
<tr>
<td></td>
<td>(mm/dd/yyyy)</td>
</tr>
<tr>
<td>16.</td>
<td>Is this a brand new trustee?</td>
</tr>
<tr>
<td>1.</td>
<td>Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend,</td>
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<tr>
<td></td>
<td>Other (specify using the State note), Vacant</td>
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<tr>
<td>2.</td>
<td>First Name</td>
</tr>
<tr>
<td>3.</td>
<td>Last Name</td>
</tr>
<tr>
<td>4.</td>
<td>Institutional Affiliation</td>
</tr>
<tr>
<td>5.</td>
<td>Professional Title</td>
</tr>
<tr>
<td>6.</td>
<td>Mailing Address</td>
</tr>
<tr>
<td>7.</td>
<td>City</td>
</tr>
<tr>
<td>8.</td>
<td>Zip Code (enter five digits only)</td>
</tr>
<tr>
<td>9.</td>
<td>Term Begins - Month</td>
</tr>
<tr>
<td>10.</td>
<td>Term Begins - Year (yyyy)</td>
</tr>
<tr>
<td>11.</td>
<td>Term Expires - Month or N/A</td>
</tr>
<tr>
<td>12.</td>
<td>Term Expires - Year (YYYY) or N/A</td>
</tr>
</tbody>
</table>
13. What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position). 5 years

14. The date the trustee took the Oath of Office (mm/dd/yyyy) 01/18/2013

15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 01/18/2013

16. Is this a brand new trustee? N

1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant Miss

2. First Name Phyllis

3. Last Name Horton

4. Institutional Affiliation N/A

5. Professional Title Retired
6. Mailing Address
7. City
8. Zip Code (enter five digits only)
9. Term Begins - Month January
10. Term Begins - Year (yyyy) 2005
11. Term Expires - Month or N/A December
12. Term Expires - Year (YYYY) or N/A 2009
13. What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position). 5 years
14. The date the trustee took the Oath of Office (mm/dd/yyyy) 05/02/2005
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 05/02/2005
16. Is this a brand N
new trustee?

1. Title (drop-down): Mr., Mrs., Ms.,
   Miss, Dr., The
   Honorable,    Ms.
   The Reverend.
   Other (specify
   using the State
   note), Vacant

2. First Name    Sharon
3. Last Name     Kelly
4. Institutional
   Affiliation
   Hodson Russ LLP
5. Professional
   Title
   Attorney
6. Mailing
   Address
7. City
8. Zip Code
   (enter five
digits only)
9. Term Begins
   - Month
   March
10. Term Begins
    - Year (yyyy)
    2011
11. Term Expires
    - Month or N/A
    December
12. Term Expires
    - Year (YYYY)
    2015
   or N/A
13. What is the
    length of this
    trustee's term?
    Please add a
    State Note if
    this trustee's
    term is not a
    full term (for
    example, this
    trustee was
    appointed to
    complete the
    5 years
remainder of a term of a trustee who resigned their position).

14. The date the trustee took the Oath of Office (mm/dd/yyyy) 03/28/2011

15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 03/28/2011

16. Is this a brand new trustee? N

1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant Ms.

2. First Name Elaine

3. Last Name Panty

4. Institutional Affiliation N/A

5. Professional Title Retired

6. Mailing Address

7. City

8. Zip Code (enter five digits only)

9. Term Begins - Month January

10. Term Begins - Year (yyyy) 2013
11. Term Expires - 
   Month or N/A 
   December

12. Term Expires - 
    Year (YYYY) 2017 
    or N/A

13. What is the 
    length of this 
    trustee's term? 
    Please add a 
    State Note if 
    this trustee's 
    term is not a 
    full term (for 
    example, this 
    trustee was 
    appointed to 
    complete the 
    remainder of a 
    term of a 
    trustee who 
    resigned their 
    position). 
    5 years

14. The date the 
    trustee took 
    the Oath of 
    Office (mm/dd/yyyy) 
    05/17/2013

15. The date the 
    Oath of Office 
    was filed with 
    town or county 
    clerk (mm/dd/yyyy) 
    05/17/2013

16. Is this a brand 
    new trustee? 
    N

1. Title (drop- 
   down): Mr., 
   Mrs., Ms., 
   Miss, Dr., The 
   Honorable, 
   The Reverend, 
   Other (specify 
   using the State 
   note), Vacant 
   Mr.

2. First Name 
   Wayne
<p>| | |</p>
<table>
<thead>
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<tbody>
<tr>
<td>3</td>
<td>Last Name</td>
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<td>4</td>
<td>Institutional Affiliation</td>
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<tr>
<td>5</td>
<td>Professional Title</td>
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<td>6</td>
<td>Mailing Address</td>
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<td>7</td>
<td>City</td>
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<td>8</td>
<td>Zip Code (enter five digits only)</td>
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<td>9</td>
<td>Term Begins - Month</td>
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<td>10</td>
<td>Term Begins - Year (yyyy)</td>
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<td>11</td>
<td>Term Expires - Month or N/A</td>
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<td>12</td>
<td>Term Expires - Year (YYYY) or N/A</td>
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<tr>
<td>13</td>
<td>What is the length of this trustee's term? Please add a State Note if this trustee's term</td>
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<tr>
<td></td>
<td>is not a full term (for example, this trustee was appointed to complete the</td>
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<td>remainder of a term of a trustee who resigned their position).</td>
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<tr>
<td>14</td>
<td>The date the trustee took the Oath of Office</td>
</tr>
<tr>
<td>15</td>
<td>The date the Oath of Office</td>
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</tbody>
</table>
was filed with
town or county
clerk
(mm/dd/yyyy)

16. Is this a brand new trustee?  
   N

1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant
   Mr.

2. First Name  
   Alan

3. Last Name  
   Bedenko

4. Institutional Affiliation  
   Feldman Kieffer, LLP

5. Professional Title  
   Attorney

6. Mailing Address

7. City

8. Zip Code  
   (enter five digits only)

9. Term Begins - Month  
   January

10. Term Begins - Year (yyyy)  
   2015

11. Term Expires - Month or N/A  
    December

12. Term Expires - Year (YYYY) or N/A  
    2019

13. What is the length of this trustee's term?  
    Please add a State Note if this trustee's term is not a  
    5 years
full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).

14. The date the trustee took the Oath of Office (mm/dd/yyyy) 02/6/2015

15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 02/06/2015

16. Is this a brand new trustee? Y

1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant Mr.

2. First Name Sheldon

3. Last Name Berlow

4. Institutional Affiliation Pyramid Brokerage Inc.

5. Professional Title N/A

6. Mailing Address

7. City

8. Zip Code (enter five digits only)
9. Term Begins - Month November
10. Term Begins - Year (yyyy) 2012
11. Term Expires - Month or N/A December
12. Term Expires - Year (YYYY) or N/A 2013
13. What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position). 5 years
14. The date the trustee took the Oath of Office (mm/dd/yyyy) 12/28/2012
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 12/28/2012
16. Is this a brand new trustee? N
1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Mr.
2. First Name | Michael  
3. Last Name   | Amodeo   
4. Institutional Affiliation | N/A      
5. Professional Title | Attorney 
6. Mailing Address  
7. City  
8. Zip Code (enter five digits only)  
9. Term Begins - Month | April   
10. Term Begins - Year (yyyy) | 2013     
11. Term Expires - Month or N/A | December 
12. Term Expires - Year (YYYY) or N/A | 2017 or N/A 
13. What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position). | 5 years 
14. The date the trustee took | 04/19/2013
the Oath of Office (mm/dd/yyyy)

15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 04/19/2013

16. Is this a brand new trustee? Y

1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant Ms.

2. First Name Kathleen

3. Last Name Bucki

4. Institutional Affiliation N/A

5. Professional Title Librarian

6. Mailing Address

7. City

8. Zip Code (enter five digits only)

9. Term Begins - Month

10. Term Begins - Year (yyyy)

11. Term Expires - Month or N/A December

12. Term Expires - Year (YYYY) 2016 or N/A

13. What is the length of this term 5 years
trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).

14. The date the trustee took the Oath of Office (mm/dd/yyyy) 04/19/2013

15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 04/19/2013

16. Is this a brand new trustee? N

1. Title (dropdown): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant
   Ms.

2. First Name Kathleen

3. Last Name Burd

4. Institutional Affiliation N/A

5. Professional Title N/A

6. Mailing
Address
7. City
8. Zip Code
   (enter five digits only)
9. Term Begins - Month
   April
10. Term Begins - Year (yyyy)
    2013
11. Term Expires - Month or N/A
    December
12. Term Expires - Year (YYYY)
    2016
   or N/A
13. What is the length of this trustee's term?
    Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).
    5 years
14. The date the trustee took the Oath of Office (mm/dd/yyyy)
    04/19/2013
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)
    04/19/2013
16. Is this a brand new trustee? N
1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant
   Mrs.
2. First Name Teresa
3. Last Name Vincent (Glanowski)
4. Institutional Affiliation Independent Health
5. Professional Title Product Manager
6. Mailing Address
7. City
8. Zip Code (enter five digits only)
9. Term Begins - Month April
10. Term Begins - Year (yyyy) 2013
11. Term Expires - Month or N/A December
12. Term Expires - Year (YYYY) or N/A 2017
13. What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a 5 years
14. The date the trustee took the Oath of Office (mm/dd/yyyy) 04/19/2013

15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 04/19/2013

16. Is this a brand new trustee? N

1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant Mr.

2. First Name Frank

3. Last Name Housh

4. Institutional Affiliation Housh Law Offices

5. Professional Title Attorney

6. Mailing Address

7. City

8. Zip Code (enter five digits only)

9. Term Begins - Month January

10. Term Begins - Year (yyyy) 2014

11. Term Expires - Month or N/A December
12. Term Expires - Year (YYYY) 2018 or N/A
13. What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position). 5 years
14. The date the trustee took the Oath of Office (mm/dd/yyyy) 12/23/2013
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 12/23/2013
16. Is this a brand new trustee? N
1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant Dr.
2. First Name Rhonda
3. Last Name Ricks
4. Institutional Inclusion Development Assoc.
Affiliation

5. Professional Title
President/CEO

6. Mailing Address

7. City

8. Zip Code
(enter five digits only)

9. Term Begins - Month
January

10. Term Begins - Year (yyyy)
2014

11. Term Expires - Month or N/A
December

12. Term Expires - Year (YYYY) or N/A
2018

13. What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).
5 years

14. The date the trustee took the Oath of Office (mm/dd/yyyy)
01/17/2014

15. The date the Oath of Office was filed with town or county
01/17/2014
16. Is this a brand new trustee?  N

COORDINATED OUTREACH COUNCIL

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

Coordinated Outreach Council Members - complete one record for each Council Member for the period January 1, 2015, through December 31, 2015. For each vacant position, select "Vacant" in question 1 and enter N/A in questions 2-5 of the repeating group. The number of council members must be 5 to 11 (no less than five and no more than 11).

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

1. Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, Mr. The Reverend, Other (specify using the State note), Vacant

2. First Name Miguel

3. Last Name Santos

4. Institutional Affiliation National Grid

5. Professional Title Director of Community Outreach

1. Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, Mr. The Reverend, Other (specify using the State note), Vacant
<table>
<thead>
<tr>
<th>Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant</th>
<th>First Name</th>
<th>Last Name</th>
<th>Institutional Affiliation</th>
<th>Professional Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Robert</td>
<td>Sikorski</td>
<td>Niagara Frontier Radio Reading Service</td>
<td>Director</td>
<td></td>
</tr>
<tr>
<td>Eugene</td>
<td>Pierce</td>
<td>Prisoners are People Too</td>
<td>Director</td>
<td></td>
</tr>
<tr>
<td>William</td>
<td>Miles</td>
<td>Community Activist</td>
<td>Facilitator</td>
<td></td>
</tr>
</tbody>
</table>
2. First Name             Cindy
3. Last Name              Cassavino
4. Institutional          Lord of Life Nursing Home
  Affiliation
5. Professional           Sr. Councilor
  Title
1. Title (drop down): Mr.,
  Mrs., Ms., Miss, Dr., The
  Honorable, The Reverend,
  Other (specify using the State
  note), Vacant
2. First Name             Clifford
3. Last Name              Bell
4. Institutional          Small Business Development Center
  Affiliation
5. Professional           Director
  Title
1. Title (drop down): Mr.,
  Mrs., Ms., Miss, Dr., The
  Honorable, The Reverend,
  Other (specify using the State
  note), Vacant
2. First Name             Frank
3. Last Name              Cammarata
4. Institutional          Erie County Office for the Disabled
  Affiliation
5. Professional           Director
  Title
| 1. Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant |
| 2. First Name | Daniel |
| 3. Last Name | Caufield |
| 4. Institutional Affiliation | Buffalo & Erie County Public Library System |
| 5. Professional Title | Supervisor of Adult & Teen Programs/Services |

| 1. Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant |
| 2. First Name | Kathy |
| 3. Last Name | Galvin |
| 4. Institutional Affiliation | Buffalo & Erie County Public Library System |
| 5. Professional Title | Niagara Branch Manager |

<p>| 1. Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant |
| 2. First Name | Brian |
| 3. Last Name | Hoth |
| 4. Institutional Affiliation | Buffalo &amp; Erie County Public Library System |</p>
<table>
<thead>
<tr>
<th></th>
<th>Professional Title</th>
<th></th>
<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td>1.</td>
<td>Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant</td>
<td>2.</td>
<td>First Name</td>
<td>Andrew</td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>Last Name</td>
<td>Renee</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td>Institutional Affiliation</td>
<td>Buffalo &amp; Erie County Public Library System</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.</td>
<td>Professional Title</td>
<td>Supervisor of Services to the aged and disabled</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.</td>
<td>Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant</td>
<td>2.</td>
<td>First Name</td>
<td>Shane</td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>Last Name</td>
<td>Stevenson</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
4. Institutional Affiliation
   Buffalo Employment and Training Center

5. Professional Title
   Director

4. Public Library System Transactions and Collection

4.1 Number of registered system borrowers
   83,410

4.2 Total system circulation
   3,205,369

4.3 System Visits
   1,005,375

GENERAL SYSTEM HOLDINGS

4.4 Total Cataloged Book Holdings
   1,368,451

4.5 Uncataloged Book Holdings
   97,664

4.6 Total Print Serial Holdings
   434,065

4.7 All Other Print Materials Holdings
   1,008,286

4.8 Total Number of NOVELNY Databases
   11

4.9 Total Electronic Holdings
   43,470

4.10 Other Non-Electronic Materials
   188,320

4.11 Grand Total Holdings (total questions 4.4 through 4.10)
   3,140,267

ROTATING COLLECTIONS/BOOK LOANS

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

4.13 Number of collections 4

4.14 Average number of items per collection 35

5. System Services
TECHNOLOGY AND RESOURCE SHARING

INTEGRATED LIBRARY SYSTEM (ILS)

5.1 Does the system provide an integrated library automation system (ILS)? (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 No
5.3 Identify ILS system vendor: SirsiDynix

5.4 How many member libraries fully participate in the ILS? 22

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

5.6 How many member libraries participate in some ILS modules? 0

5.7 Indicate features of the system's ILS (check all that apply):
   a. ILS shared with other library systems: No
   b. ILS software permits patron-initiated ILL: Yes
   c. ILL feature implemented and used: No

5.8 Number of titles in the ILS bibliographic database: 1,451,777

5.9 Number of new titles added by the system in the reporting year: 26,621

5.10 Number of Central Library Aid: 0
titles added in the reporting year

5.11 Number of new titles added by the members in the reporting year 0

5.12 Total new titles (total questions 5.9 through 5.11) 26,621

UNION CATALOG OF RESOURCES

5.13 How many libraries participate in (or submit records for) the union catalog? 1

5.14 Is the system's union catalog shared with any other library system(s)? (Enter Y for Yes, N for No) N

5.15 Number of titles in the system's union catalog 1,451,777

5.16 Number of holdings in the system's union catalog 3,160,858

5.17 Number of new titles added in the last year 26,621

5.18 Number of holdings added in the last year 238,452
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

5.20 How many libraries participate in (or submit records for) the union list of serials?

1

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)

Y

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

0
5.24 How many member libraries have holdings included in a database that serves as a link of the virtual catalog?

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)

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

c. Patron-initiated ILL available and used through this catalog

d. N/A

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.

VISITS TO THE SYSTEM'S WEB SITE

5.27 Annual number of visits to the system's web site 6,666,957

STATEWIDE INTERNET LIBRARIES (FORMERLY NOVEL NY- READY LIBRARIES)

5.28 How many of the system's member libraries have achieved Basic 0 Statewide Internet Library-ready status?

5.29 How many of the system's member libraries have achieved Advanced 9 Statewide Internet Library-ready status?

5.30 How many of the system's member libraries have achieved Leader 28 Statewide Internet Library-ready status?

5.31 Total Statewide Internet Library-Ready 37
SYSTEM INTERLIBRARY LOAN ACTIVITY

5.32 Total items provided (loaned) 1,759
5.33 Total items received (borrowed) 5,105
5.34 Total requests provided (loaned) unfilled 5,111
5.35 Total requests received (borrowed) unfilled 1,425
5.36 Total interlibrary loan activity (total questions 5.32 through 5.35) 13,400

DELIVERY

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

Note: For questions which include a choice of "Other", please add a State 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) Yes
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., No
UPS, DHL, etc.)
g. Other (specify using the State No note)

5.39 Number of stops (pick-up and delivery sites per week) 225

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 17
5.43 Number of participants 89

Digitization
5.44 Number of sessions 0
5.45 Number of participants 0

Leadership
5.46 Number of sessions 4
5.47 Number of participants 66

Management & Supervisory
5.48 Number of sessions 6
5.49 Number of participants 1,890

Planning and Evaluation
5.50 Number of sessions 0
5.51 Number of participants 0
### Awareness and Advocacy

<table>
<thead>
<tr>
<th>Section</th>
<th>Number of Sessions</th>
<th>Number of Participants</th>
</tr>
</thead>
<tbody>
<tr>
<td>5.52</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>5.53</td>
<td>3</td>
<td>1</td>
</tr>
</tbody>
</table>

### Trustee/Council Training

<table>
<thead>
<tr>
<th>Section</th>
<th>Number of Sessions</th>
<th>Number of Participants</th>
</tr>
</thead>
<tbody>
<tr>
<td>5.54</td>
<td>1</td>
<td>55</td>
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</table>

### Special Client Populations

<table>
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<tr>
<th>Section</th>
<th>Number of Sessions</th>
<th>Number of Participants</th>
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</thead>
<tbody>
<tr>
<td>5.56</td>
<td>2</td>
<td>90</td>
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</tbody>
</table>

### Children's Services/Elementary Grade Levels

<table>
<thead>
<tr>
<th>Section</th>
<th>Number of Sessions</th>
<th>Number of Participants</th>
</tr>
</thead>
<tbody>
<tr>
<td>5.58</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>5.59</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

### Young Adult Services/Middle and High School Grade Levels

<table>
<thead>
<tr>
<th>Section</th>
<th>Number of Sessions</th>
<th>Number of Participants</th>
</tr>
</thead>
<tbody>
<tr>
<td>5.60</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>5.61</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

### General Adult Services

<table>
<thead>
<tr>
<th>Section</th>
<th>Number of Sessions</th>
<th>Number of Participants</th>
</tr>
</thead>
<tbody>
<tr>
<td>5.62</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>5.63</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

### Other: Does the system provide other Workshops/Meetings/Training Sessions not listed above? (Enter Y for Yes, N for No. If Yes, complete one record for each)

- 5.64 **Y**
1. **Topic**: Employee Health  
2. **Number of sessions**: 2  
3. **Number of participants**: 111

1. **Topic**: Conflict Management  
2. **Number of sessions**: 1  
3. **Number of participants**: 35

5.65 **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)  

34

5.66 **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)  

2,339

**COORDINATED SERVICES**

5.67 Indicate which services the system provides (check all that apply):
Note: For questions which include a choice of "Other", please add a State 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)  Yes
d. Cataloging  Yes
e. Materials processing  Yes
f. Coordinated purchase of office supplies  Yes
g. Coordinated computer services/purchases  Yes
h. Virtual reference  Yes
i. Other (describe using Yes the State note)
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  1,308
5.69  Number of contacts - Consulting with member libraries on funding and governance  4,084

5.70  Number of contacts - Consulting with member libraries on charter and registration work  1

5.71  Number of contacts - Consulting with member libraries on automation and technology  10,521

5.72  Number of contacts - Consulting with member libraries on youth services  4,520

5.73  Number of contacts - Consulting with member libraries on adult services  6,698

5.74  Number of contacts - Consulting with member libraries on physical plant needs  440

5.75  Number of contacts - Consulting  7,954
with member libraries on personnel and management issues

5.76 Number of contacts - Consulting with state and county correctional facilities 939

5.77 Number of contacts - Providing information to local, county, and state legislators and their staffs 7,966

5.78 Number of contacts - Providing system and member library information to the media 16,157

5.79 Number of contacts - Providing website development and maintenance for member libraries 405

5.80 Does the system provide other Consulting and Technical Assistance Services not listed above? N
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.

<table>
<thead>
<tr>
<th></th>
<th>Topic</th>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.</td>
<td>Number of contacts (all types)</td>
<td>N/A</td>
</tr>
</tbody>
</table>

5.81 **Total other contacts** (total of question #2 of repeating Group #6)

<table>
<thead>
<tr>
<th></th>
<th>Total number of contacts</th>
<th>60,993</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>(total of questions 5.68 through 5.79 and 5.81)</td>
<td></td>
</tr>
</tbody>
</table>

**REFERENCE SERVICES**

5.83 Total Reference Transactions 227,400

**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 Yes
c. Services for patrons who Yes
<p>| | | |</p>
<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>are aged</td>
</tr>
<tr>
<td>d.</td>
<td>Services for patrons who are geographically isolated</td>
<td>Yes</td>
</tr>
<tr>
<td>e.</td>
<td>Services for patrons who are members of ethnic or minority groups in need of special library services</td>
<td>Yes</td>
</tr>
<tr>
<td>f.</td>
<td>Services to patrons who are in institutions</td>
<td>Yes</td>
</tr>
<tr>
<td>g.</td>
<td>Services for unemployed and underemployed individuals</td>
<td>Yes</td>
</tr>
<tr>
<td>i.</td>
<td>N/A</td>
<td>No</td>
</tr>
<tr>
<td>5.85</td>
<td>Number of BOOKS BY MAIL loans</td>
<td>0</td>
</tr>
<tr>
<td>5.86</td>
<td>Number of member libraries with Job/Education Information Centers or collections</td>
<td>17</td>
</tr>
<tr>
<td>5.87</td>
<td>Number of State Correctional Facilities libraries served</td>
<td>3</td>
</tr>
<tr>
<td>5.88</td>
<td>Number of County Jails libraries</td>
<td>2</td>
</tr>
</tbody>
</table>
served

5.89 Number of institutions served other than jails or correctional facilities 0

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.

1. Service provided N/A

2. Number of facilities/institutions served N/A

5.91 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 5.92.

5.92 Description of fees N/A

6. Operating Funds Receipts
### LOCAL PUBLIC FUNDS

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

1. County Name: Erie
2. Amount: $23,739,238
3. Subject to Public Vote (Enter Y for Yes, N for No, or N/A): N
4. Written Contract (Enter Y for Yes, N for No, or N/A): N

<p>| | |</p>
<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>6.2</td>
<td><strong>Total County Funding</strong></td>
</tr>
<tr>
<td>6.3</td>
<td>All Other Local Public Funds</td>
</tr>
<tr>
<td>6.4</td>
<td><strong>Total Local Public Funds</strong> (total questions 6.2 and 6.3)</td>
</tr>
</tbody>
</table>

### STATE AID RECEIPTS

6.5 Adult Literacy Library Services Grants: $7,621
<table>
<thead>
<tr>
<th>Section</th>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>6.6</td>
<td>Central Library Development Aid</td>
<td>$262,743</td>
</tr>
<tr>
<td>6.7</td>
<td>Central Book Aid</td>
<td>$60,611</td>
</tr>
<tr>
<td>6.8</td>
<td>Conservation/Preservation Grants</td>
<td>$12,736</td>
</tr>
<tr>
<td>6.9</td>
<td>Construction for Public Libraries Aid</td>
<td>$61,797</td>
</tr>
<tr>
<td>6.10</td>
<td>Coordinated Outreach Services Aid</td>
<td>$143,191</td>
</tr>
<tr>
<td>6.11</td>
<td>Correctional Facilities Library Aid</td>
<td>$38,760</td>
</tr>
<tr>
<td>6.12</td>
<td>County Jails Library Aid</td>
<td>$7,433</td>
</tr>
<tr>
<td>6.14</td>
<td>Family Literacy Grants</td>
<td>$11,856</td>
</tr>
<tr>
<td></td>
<td>Local Library Services Aid</td>
<td></td>
</tr>
<tr>
<td>6.18</td>
<td>Kept at System Headquarters</td>
<td>$86,228</td>
</tr>
<tr>
<td>6.19</td>
<td>Distributed to members</td>
<td>$171,553</td>
</tr>
<tr>
<td>6.20</td>
<td><strong>Total LLSA (total questions 6.18 and 6.19)</strong></td>
<td>$257,781</td>
</tr>
<tr>
<td>6.21</td>
<td>Local Services Support Aid</td>
<td>$199,761</td>
</tr>
<tr>
<td>6.22</td>
<td>Local Consolidated Systems Aid</td>
<td>$0</td>
</tr>
<tr>
<td>6.26</td>
<td>Public Library System Basic Aid</td>
<td>$1,500,390</td>
</tr>
<tr>
<td></td>
<td>Regional Bibliographic Data Bases (RBDB) Aid</td>
<td></td>
</tr>
<tr>
<td>6.31</td>
<td>Regional</td>
<td>$4,256</td>
</tr>
</tbody>
</table>
Bibliographic Data Bases (RBDB)
Grant(s) from 3Rs

6.35 Special Legislative Grants and Member Items
$135,500

6.36 Supplementary System Aid
$185,113

6.37 The New York Public Library - The Research Libraries
$0

6.38 The New York Public Library, Andrew Heiskell Library for the Blind and Physically Handicapped Aid
$0

6.39 The New York Public Library, City University of New York
$0

6.40 The New York Public Library, Schomburg Center for Research in Black Culture Library Aid
$0

6.41 The New York Public Library, Science, Industry and Business Library
$0

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

1. Funding Source: Erie County Fiscal Stability Authority

2. Amount: $683,051

6.43 Total Other State Aid
(total question #2 of Repeating Group #9 above) $683,051

6.44 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 6.41, and question 6.43) $3,572,600

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.

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

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

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

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

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

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

1. Contracting
   Agency N/A
2. Contracted
   Service N/A
3. Total Contract
   Amount N/A

6.50 Total $0
**Contracts**
(total question #3 of Repeating Group #11 above)

**MISCELLANEOUS RECEIPTS**

6.51 Gifts, Endowments, Fundraising, Foundations (include Gates Grants here; specify project number(s) and dollar amount using the state note)  
$410,040

6.53 Income from Investments  
$4,613

Proceeds from Sale of Property

6.54 Real Property  
$0

6.55 Equipment  
$0

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

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  
   Library Charges

2. Amount  
   $410,744

1. Receipt category  
   Refunds

2. Amount  
   $33,597

1. Receipt  
   Rental of Real Property
<table>
<thead>
<tr>
<th>Receipt Category</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Commissions</td>
<td>$17,560</td>
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<tr>
<td>Misc</td>
<td>$12,914</td>
</tr>
<tr>
<td>Misc</td>
<td>$465,601</td>
</tr>
</tbody>
</table>

| 6.57  | Total Other Miscellaneous Receipts (total question #2 of Repeating Group #12 above) | $940,416 |

| 6.58  | Total Miscellaneous Receipts (total questions 6.51 through 6.55 and question 6.57) | $1,355,069 |

| 6.59  | TOTAL OPERATING FUND RECEIPTS - Total Local Public Funds, Total State Aid, Total Federal Aid, Total Contracts, and Total Miscellaneous Receipts (total questions 6.4, 6.44, 6.48, 6.50, and 6.58) | $28,666,907 |

<table>
<thead>
<tr>
<th>6.60</th>
<th>BUDGET LOANS TRANSFERS</th>
<th>$0</th>
</tr>
</thead>
<tbody>
<tr>
<td>6.61</td>
<td>From Capital</td>
<td>$0</td>
</tr>
</tbody>
</table>
Fund (Same as question 9.6)

6.62 From Other Funds $0

6.63 **Total Transfers**
   (total questions 6.61 and 6.62) $0

6.64 CASH
   BALANCE -
   Beginning of Current Fiscal Reporting Year:
   Public Library Systems -
   January 1, 2014; 3Rs -
   July 1, 2014.
   (Same as closing cash balance at the end of previous fiscal reporting year:
   Public Library Systems -
   December 31, 2013; 3Rs -
   June 30, 2014.) $9,714,332

6.67 GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS, AND BALANCE/R OLLOVER
   (Public Library Systems and 3Rs - total) $38,381,239
7. Operating Fund Disbursements

**STAFF EXPENDITURES**

Salaries

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.1</td>
<td>System Director and Librarians</td>
<td>$2,376,785</td>
</tr>
<tr>
<td>7.2</td>
<td>Other Staff</td>
<td>$6,118,133</td>
</tr>
<tr>
<td>7.3</td>
<td><strong>Total Salary and Wages Expenditures</strong></td>
<td>$8,494,918</td>
</tr>
<tr>
<td></td>
<td>(total questions 7.1 and 7.2)</td>
<td></td>
</tr>
<tr>
<td>7.4</td>
<td>Employee Benefits</td>
<td>$4,402,203</td>
</tr>
<tr>
<td></td>
<td>Expenditures</td>
<td></td>
</tr>
</tbody>
</table>

**Total Staff Expenditures**

(questions 7.3 and 7.4)

$12,897,121

**COLLECTION EXPENDITURES**

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.6</td>
<td>Print Materials Expenditures</td>
<td>$409,461</td>
</tr>
<tr>
<td>7.7</td>
<td>Electronic Materials Expenditures</td>
<td>$264,466</td>
</tr>
<tr>
<td>7.8</td>
<td>Other Materials Expenditures</td>
<td>$240,288</td>
</tr>
</tbody>
</table>
7.9  **Total Collection Expenditures**

(total questions 7.6 through 7.8)

$914,215

**GRANTS TO MEMBER LIBRARIES**

Cash Grants Paid From

7.10  Local Library Services Aid (LLSA)  $171,553

7.11  Central Library Aid (CLDA/CBA)  $0

7.15  Other State Aid/Grants (e.g., Construction, Special Legislative or Member Grants)  $122,500

7.16  Federal Aid  $0

7.17  Other cash grants paid from system funds  $15,882

7.18  **Total Cash Grants** (total questions 7.10 through 7.17)  $309,935

7.19  Book/Library Materials Grants  $2,126,496

7.20  Other Non-Cash Grants  $8,099,533

7.21  **Total Grants to Member Libraries** (total questions 7.18 through 7.20)  $10,535,964

**CAPITAL EXPENDITURES FROM OPERATING FUNDS**
<table>
<thead>
<tr>
<th>Question</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.22</td>
<td>Bookmobile</td>
<td>$0</td>
</tr>
<tr>
<td>7.23</td>
<td>Other Vehicles</td>
<td>$0</td>
</tr>
<tr>
<td>7.24</td>
<td>Computer Equipment</td>
<td>$204,029</td>
</tr>
<tr>
<td>7.25</td>
<td>Furniture/Furnishings</td>
<td>$188,119</td>
</tr>
<tr>
<td>7.26</td>
<td>Other Capital Expenditures</td>
<td>$2,450</td>
</tr>
<tr>
<td>7.27</td>
<td><strong>Total Capital Expenditures from Operating Fund</strong></td>
<td><strong>$394,598</strong></td>
</tr>
<tr>
<td></td>
<td><strong>TOTAL CAPITAL EXPENDITURES BY SOURCE OF FUNDS</strong></td>
<td></td>
</tr>
<tr>
<td>7.28</td>
<td>From Local Public Funds</td>
<td>$70,519</td>
</tr>
<tr>
<td>7.29</td>
<td>From Other Funds</td>
<td>$324,079</td>
</tr>
<tr>
<td>7.30</td>
<td><strong>Total Capital Expenditures by Source</strong></td>
<td><strong>$394,598</strong></td>
</tr>
<tr>
<td></td>
<td>(total questions 7.28 and 7.29; same as question 7.27)</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>OPERATION AND MAINTENANCE OF BUILDINGS</strong></td>
<td></td>
</tr>
<tr>
<td>7.31</td>
<td>Repairs To Buildings and Building Equipment by Source of Funds</td>
<td></td>
</tr>
<tr>
<td>7.32</td>
<td>From Local Public Funds</td>
<td>$81,782</td>
</tr>
<tr>
<td>7.33</td>
<td>From Other Funds</td>
<td>$182</td>
</tr>
<tr>
<td>7.33</td>
<td><strong>Total Repairs to Buildings and Building Equipment</strong></td>
<td><strong>$81,964</strong></td>
</tr>
<tr>
<td></td>
<td>(total questions 7.31)</td>
<td></td>
</tr>
</tbody>
</table>
and 7.32)

<table>
<thead>
<tr>
<th>Question</th>
<th>Expense Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.34</td>
<td>Other Building &amp; Maintenance Expenses</td>
<td>$655,664</td>
</tr>
<tr>
<td>7.35</td>
<td><strong>Total Operation and Maintenance of Buildings</strong></td>
<td>$737,628</td>
</tr>
<tr>
<td></td>
<td>(total questions 7.33 and 7.34)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>MISCELLANEOUS EXPENSES</td>
<td></td>
</tr>
<tr>
<td>7.36</td>
<td>Total Operation &amp; Maintenance of Bookmobiles and Other Vehicles</td>
<td>$56,567</td>
</tr>
<tr>
<td>7.37</td>
<td>Office and Library Supplies</td>
<td>$121,081</td>
</tr>
<tr>
<td>7.38</td>
<td>Telecommunications</td>
<td>$60,756</td>
</tr>
<tr>
<td>7.39</td>
<td>Binding Expenses</td>
<td>$9,052</td>
</tr>
<tr>
<td>7.40</td>
<td>Postage and Freight</td>
<td>$34,396</td>
</tr>
<tr>
<td>7.41</td>
<td>Publicity and Printing</td>
<td>$16,787</td>
</tr>
<tr>
<td>7.42</td>
<td>Travel</td>
<td>$23,834</td>
</tr>
<tr>
<td>7.43</td>
<td>Fees for Consultants and Professionals - Please include a State Note with the consultants’ or vendors' names and a brief</td>
<td>$556,594</td>
</tr>
</tbody>
</table>
description of the service(s) provided.

7.44 Membership Dues - Please include a State Note listing Professional Organization Memberships for which dues are being paid $15,946

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.

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: Elect Acc
   Amount: $192,686

2. Expense category: Equipment
   Amount: $41,364

1. Expense category: Misc
   Amount: $610,776

7.47 Total Other Miscellaneous Expenses (total question #2 of Repeating Group #13) $844,826

7.48 Total Miscellaneous Expenses $1,739,839
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.

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) $1,092,225

7.52 From Other Funds (73OF) $0

7.53 Total Capital Purposes $1,092,225
Loans (total questions 7.51 and 7.52)

7.54 Other Loans $0

7.55 Total Debt Service (total questions 7.53 and 7.54) $1,092,225

7.56 TOTAL DISBURSEMENTS - Total Staff Expenditures, Total Collection Expenditures, Total Grants to Member Libraries, Total Capital Expenditures, Total Operation and Maintenance of Buildings, Total Miscellaneous Expenses, Total Contracts, and Total Debt Service (total questions 7.5, 7.9, 7.21, 7.27, 7.35, 7.48, 7.50, and 7.55) $28,311,590

TRANSFERS

Transfers to the Capital Fund

7.57 From Local Public Funds $0
7.58 From Other Funds (76OF) $904,214

7.59 Total Transfers to Capital Fund (total questions 7.57 and 7.58; same as question 8.2) $904,214

7.60 Total Transfers to Other Funds $0

7.61 Total Transfers (total questions 7.59 and 7.60) $904,214

7.62 TOTAL DISBURSEMENTS AND TRANSFERS $29,215,804 (total questions 7.56 and 7.61)

7.63 CLOSING CASH BALANCE at the End of the Current Fiscal Reporting Year (For Public Library Systems - December 31, 2014) (For 3Rs - June 30, 2015) $9,165,435

7.83 GRAND TOTAL $38,381,239
FISCAL AUDIT

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

7.84 Last audit performed 12/31/2013 (mm/dd/yyyy)

7.85 Time period covered by this audit 1/1/2013-12/31/2013 (mm/dd/yyyy - mm/dd/yyyy)

7.86 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 N/A

2. Amount of funds on deposit N/A

7.87 Total Bank Balance (total question #2 of Repeating Group #15) $0

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

8. Capital Fund Receipts

8.1 Total Revenue From Local Sources $0

8.2 Transfer From Operating Fund $904,214
   (same as question 7.59)

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 $0
and/or Grants
(total question #2 of
Repeating
Group #16 above)

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)

8.7 NONREVENUE RECEIPTS

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

8.9 CASH BALANCE -
Beginning of Current Fiscal Reporting Year: Public Library Systems - January 1, 2014; 3Rs - July 1, 2014. (Same as closing cash

$904,214

0

$904,214

$561,356
balance at the end of previous fiscal reporting year: Public Library Systems - December 31, 2013; 3Rs - June 30, 2014.)

8.10 **TOTAL RECEIPTS AND CASH BALANCE** $1,465,570
(totals questions 8.8 and 8.9)

9. Capital Fund Disbursements
PROJECT EXPENDITURES

9.1 Total Construction $1,151,504

9.2 Incidental Construction 0

9.3 Books and Library Materials 0

9.4 Total Other Disbursements 0

9.5 **Total Project Expenditures** $1,151,504
(totals questions 9.1 through 9.4)

9.6 **TRANSFER TO OPERATING FUND** 0
(Same as question 6.61)

9.7 **TOTAL NONPROJEC** 0

CT
EXPENDITURES

9.8 TOTAL DISBURSEMENTS - Total Project Expenditures, Transfer to Operating Fund, and Total Nonproject Expenditures
   (total questions 9.5 through 9.7) $1,151,504

9.9 CLOSING CASH BALANCE IN CAPITAL FUND at the End of the Current Fiscal Year
   (December 31, 2014, for Public Library Systems; June 30, 2015, for 3Rs) $314,066

9.10 TOTAL DISBURSEMENTS AND CASH BALANCE
   (total questions 9.8 and 9.9) $1,465,570

12. Projected Annual Budget For Library Systems
Public Library Systems Budget for January 1, 2015 - December 31, 2015

PROJECTED OPERATING FUND - RECEIPTS
12.1 Total Operating Fund Receipts (include Local Aid, State Aid, $27,338,621 Federal Aid, Contracts and Miscellaneous Receipts)

12.2 Budget Loans $0

12.3 Total Transfers $0

12.4 Cash Balance/Rollover in Operating Fund at the end of the previous fiscal year (For Public Library Systems, opening balance on January 1, 2015, must be the same as the December 31, 2014, closing balance reported on Q7.63 of the 2014 annual report)

12.5 Grand Total Operating Fund Receipts, Budget Loans, Transfers and Balance/Rollover (total questions 12.1 through 12.4)

$36,504,056

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) $27,338,621

12.7 Total Transfers $0

12.8 Cash Balance/Rollover in Operating Fund at the end of the fiscal year (For Public Library Systems, balance as of December 31, 2015) $9,165,435

12.9 Grand Total Operating Fund $36,504,056
Disbursements, Transfers and Balance/Rollover (total questions 12.6 through 12.8)

PROJECTED CAPITAL FUND - RECEIPTS

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

12.1 Nonrevenue Receipts $0

12.1 Cash Balance in Capital Fund at the end of the previous fiscal year
   (For Public Library Systems, opening balance on January 1, 2015, must be the same as the December 31, 2014, closing balance reported on Q9.9 of the 2014 annual report)

12.1 Grand Total Capital Fund $325,977
Receipts and Balance (total questions 12.10 through 12.12)

PROJECTED CAPITAL FUND - DISBURSEMENTS

12.1 Capital Fund Disbursements
   4 (include Project Expenditures, Transfer to Operating Fund and Nonproject Expenditures $325,977

12.1 Cash Balance in Capital Fund at the end of the current fiscal year $0
   (For Public Library Systems, December 31, 2015)

12.1 Grand Total Capital Fund Disbursement, Transfers, and Balance (Sum of questions 12.14 and 12.15) $325,977

ASSURANCE

12.1 The library system will be operating under its approved Plan of Service in accordance with the provisions of 4/16/2015
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)

13. State Formula Aid Disbursements
Public Library Systems Basic Aid
PUBLIC LIBRARY SYSTEMS BASIC AID, SUPPLEMENTAL AID and either LOCAL
LIBRARY SERVICES AID and LOCAL SERVICES SUPPORT AID or LOCAL
CONSOLIDATED SERVICES AID (Brooklyn, New York Public and Queens Borough
only)

<table>
<thead>
<tr>
<th>Statutory Reference (Basic Aid):</th>
<th>Education Law § 272, 273(1)(a, c, d, e, n) Commissioners Regulations 90.3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Statutory Reference (LLSA):</td>
<td>Education Law § 272, 273(5) Commissioners Regulations 90.3 and 90.9 The formula is $0.31 per capita of a member library's chartered services area with a minimum of $1,500 per library with formula equity to 1991 LLIA.</td>
</tr>
<tr>
<td>Statutory Reference (LSSA):</td>
<td>Education Law § 272, 273(1)(f)(6) Commissioners Regulations 90.3 and 90.10</td>
</tr>
</tbody>
</table>
The formula is $0.31 per capita for system population living outside the chartered service areas of member libraries plus 2/3 members LLSA.

**Statutory Reference (LCSA):**

Education Law § 272, 273(1)(f)(7)

Commissioners Regulations 90.3

The formula is $0.31 per capita plus 2/3 of per capita total with formula equity to 1991 LLIA.

**Statutory Reference (Supplemental):**

Education Law § 273(12)(a)

The formula is a base grant of $39,000 and an amount equal to 10.94% of the amount of Basic Aid provided under Education Law § 273(1)(a, c, d, e, and n).

**BECPL Special Aid:**

Education Law § 273(1)(l)

Annual sum of $50,000 for a continuity of service project. (Included in Basic Aid Payment)

**Brooklyn Special Aid:**

Education Law § 273(1)(k)

Annual sum of $350,000 for business library. (Included in Basic Aid Payment)

**Nassau Special Aid:**

Education Law § 273(1)(m)

13.1.1-13.1.2 **Professional Salaries:** Indicate total FTE and salaries for all professional system employees.
13.1.3-13.1.4 **Other Staff Salaries:** Indicate total FTE and salaries for all other system employees.

13.1.1 Total Full-Time Equivalents (FTE)

13.1.2 Expenditure for Professional Salaries

Total Expenditure $281,106

13.1.3 Total Full-Time Equivalents (FTE)

13.1.4 Expenditure for Other Staff Salaries

Total Expenditure $955,229

13.1.5 Employees Benefits:

Indicate the total expenditures for all system employee fringe benefits.

Total Expenditure $691,190

13.1.6 Purchased Services:

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

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

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

1. Expenditure Category
   N/A

2. Provider of
   N/A
3. Expenditure  N/A

13.1 Total
13.1.7 Expenditure - Purchased Services
        $0

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

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

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

13.1 Total
13.1.9 Expenditure - Supplies and Materials
        $0

13.1 Travel
13.1.10 Expenditures:
        Did the system expend funds for travel? Enter Y for Yes, N for No.
If yes, complete one record for each applicable category; if no enter N/A for questions 1 and 2 of one repeating group.

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

13.1 **Total**
11 **Expenditures**  $0

- **Travel**

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

If yes, complete one record for each 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 **Total**
13 **Expenditure - Equipment and Furnishings**  $0

13.1 **Local Library**
14 **Services Aid Expenditures:**
Indicate the total expenditures to member  $171,553
Grants to Member Libraries: Did the system expend funds for grants to member libraries? Enter Y for Yes, N for no.

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

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

13.1 Total Expenditures - Grants for Member Libraries $0


13.1 Cash Balance at the Opening of the Fiscal Year $58,906

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

13.1 Total Allocation from 2014-2015 State Aid: $2,125,059

13.1 Cash Balance at the End of the Current Fiscal Year: $84,887

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

The Public Library System Aid helped to support the wages and fringe benefits for staff members of various departments of Buffalo & Erie County Public Library (B&ECPL) such as Shipping, Interlibrary Loan, Technical Services, and Processing who are imperative in providing prompt access to needed information and materials for our patrons. These departments are responsible for the movement of library materials from acquisition to the various locations in order to fulfill patrons' needs and requests. In addition, this aid assisted in meeting the personnel costs in areas supporting Technology Services. Areas include B&ECPL's information technology and communications staff members who oversee the System's integrated network system and present an informative and easy to use website, catalog and reference service to remote library users. B&ECPL's information technology staff continues to find innovative and interesting ways to improve patrons' access to information, including the use of social media outlets. Network support and communications staff members are also responsible for the maintenance of the public website, including the posting of upcoming events at all B&ECPL locations. The website also provides access to B&ECPL's various downloadable materials. This aid supported staff costs for those B&ECPL departments that provided consulting and technical support for member/contract libraries through staff expertise and assistance related to finance, governance, automation, technological support, borrower services, collection development, human resources and the implementation of RFID technology. Consultation is also provided to the contract/member libraries with applications for, and implementation of State Construction Grant programs. By providing assistance to member libraries, public service staff is freed from these duties and able to focus attention on patron needs including; but not limited to, reference assistance and programming. Finally, this aid supported B&ECPL staff costs for those departments that provide coordinated system services such as electronic access to databases and other electronic resources, including B&ECPL's "Tech Know Lab" which provided computer training to patron and staff members at locations throughout the system. B&ECPL's "e-Branch" has
become the primary contact for patrons requiring technical support when taking advantage of the Library's wide range of downloadable resources (e-Books, Audio books, etc). Consolidation of utility purchases, office and library supplies purchases, and equipment purchases, resulting in both cost and time savings for the member/contract libraries. In addition the Human Resources department, continue to assist staff members, by developing new staffing plans and providing on-going training. BECPL's Centralized Human Resources (CHR) program provides centralized payroll, civil service and human resource activities for all member/contract libraries. The Purchased Services portion of this aid represents funds that was provided to member libraries to cover personnel costs.

**Central Book Aid**

**CENTRAL BOOK AID (CBA)**

**Statutory Reference:**
- Education Law § 272, 273(1)(b)(2)
- Commissioners Regulations 90.4

Central Book Aid is a flat sum of $71,500 to each public library system. Please see the Central Library Program Guidelines at [http://www.nysl.nysed.gov/libdev/clda/index.html](http://www.nysl.nysed.gov/libdev/clda/index.html) for more information.

Include in this category library expenditures for CBA library materials. CBA funds may only be expended for adult non-fiction and foreign language library materials, including electronic content.

Yes must be answered at least once in Questions 13.2.1 - 13.2.5

13.2 Purchased Services: Did the library system expend CBA funds for purchased services for CBA library materials? Enter Y for Yes, N for No.

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

List services purchased with CBA funds in separate repeating groups, itemizing by vendor
contract. If yes, complete one record for each allowable expenditure; if no, enter N/A for questions 1, 2, and 3 of one repeating group.

<table>
<thead>
<tr>
<th>Expenditure Category</th>
<th>Provider of Services</th>
<th>Expenditure</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commercial electronic content vendor contracts</td>
<td>Mergent Online</td>
<td>$21,985</td>
</tr>
<tr>
<td>Commercial electronic content vendor contracts</td>
<td>Proquest</td>
<td>$22,990</td>
</tr>
<tr>
<td>Commercial electronic content vendor contracts</td>
<td>Ebsco</td>
<td>$15,636</td>
</tr>
</tbody>
</table>

13.2 **Total Expenditure - Purchased Services**

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Total</td>
<td>$60,611</td>
<td></td>
</tr>
</tbody>
</table>

**Supplies and Materials:**
Did the library system expend CBA funds for adult non-fiction and foreign language library materials with a unit cost less than $5,000?

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Enter Y for Yes, N for No.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.
If yes, complete one record for each applicable category; if no, enter N/A for questions 1, 2, 3, and 4 of one repeating group.

<table>
<thead>
<tr>
<th></th>
<th>Expenditure Category</th>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>Quantity</td>
<td>N/A</td>
</tr>
<tr>
<td>3</td>
<td>Unit Cost</td>
<td>N/A</td>
</tr>
<tr>
<td>4</td>
<td>Expenditure</td>
<td>N/A</td>
</tr>
</tbody>
</table>

13.2 Total

13.2.4 Expenditure - Supplies and Materials $0

13.2 Grants to Central/Co-Central Libraries:

- Did the system expend funds for grants to central/co-central libraries? Enter Y for Yes, N for No.

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

<table>
<thead>
<tr>
<th></th>
<th>Recipient</th>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>Allocation</td>
<td>N/A</td>
</tr>
<tr>
<td>3</td>
<td>Project Description (no more than 300 words)</td>
<td></td>
</tr>
</tbody>
</table>

13.2 Total

13.2.6 Expenditure - Grants to Central/Co-Central Libraries $0

13.2 Total

13.2.7 Expenditure (total 13.2.2, $60,611
13.2.4, and 13.2.6)

13.2 **Cash Balance at the Opening of the Current Fiscal Year**

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

<table>
<thead>
<tr>
<th>Description</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash Balance at the Opening of the Current Fiscal Year</td>
<td>$0</td>
</tr>
</tbody>
</table>

13.2 **Total Allocation from 2014-2015 State Aid**

<table>
<thead>
<tr>
<th>Description</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Allocation from 2014-2015 State Aid</td>
<td>$60,611</td>
</tr>
</tbody>
</table>

13.2 **Cash Balance at the End of the Current Fiscal Year**

<table>
<thead>
<tr>
<th>Description</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash Balance at the End of the Current Fiscal Year</td>
<td>$0</td>
</tr>
</tbody>
</table>

13.2 **Final Narrative:**

Central Library Book Aid was used to continue to provide access to three major databases used by Buffalo & Erie County Public Library (B&ECPL)’s Central Library staff and patrons. Mergent Online is a great source of information for patrons interested in opening a new business or expanding a new business. From Proquest, B&ECPL extended its access to Ancestry Library an excellent online resource for patrons doing genealogical research. This resource is a greatly used in the Central Library’s Grosvenor Room, a center for local history and genealogical research. Ebsco provided us with Masterfile Premier, an online resource providing access to a wide range of topics. Masterfile provides online access to numerous periodicals, supplementing B&ECPL’s print subscriptions.

Central Library Development Aid

CENTRAL LIBRARY DEVELOPMENT AID (CLDA)

**Statutory Reference:**

Education Law § 272, 273(1)(b)(1)

**Commissioners Regulations 90.4**

The formula is $0.32 per capita or $105,000 whichever is greater. Please see the Central

Note: CLDA funds which are expended for library materials must be used for adult non-fiction and foreign language, including electronic content.

13.3.1-13.3.2 Professional Salaries: Indicate total FTE and salaries for all professional system employees (paid from CLDA funds).

13.3 Total Full-Time Equivalents (FTE)
13.3.1 2.82
13.3.2 Total Expenditure for Professional Salaries $103,066

13.3.3-13.3.4 Other Staff Salaries: Indicate total FTE and salaries for all other system employees (paid from CLDA funds).

13.3 Total Full-Time Equivalents (FTE)
13.3.3 3.3
13.3.4 Total Expenditure for Other Staff Salaries $80,339

13.3 Employee Benefits: Indicate the total expenditures for all system employee benefits (paid from CLDA funds).

13.3 $82,624

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

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

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

1. Expenditure Category N/A
2. Provider of Services N/A
3. Expenditure N/A

13.3 Total Expenditure - Purchased Services $0

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

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

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

1. Expenditure N/A
Category
2. Expenditure N/A

13.3 Total
.9 Expenditure - Supplies and Materials $0

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

If yes, complete one record for each type of travel; if no, enter N/A for questions 1 and 2 of one repeating group.
1. Type of travel System staff
2. Expenditure $146

13.3 Total
.11 Expenditures $146
- Travel

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

If yes, complete one record for each type of item purchased; if no, enter N/A for questions 1, 2, 3 and 4 of one repeating group.
1. Type of item N/A
2. Quantity N/A
<table>
<thead>
<tr>
<th>Question</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>3. Unit cost</td>
<td>N/A</td>
</tr>
<tr>
<td>4. Proposed Expenditure</td>
<td>N/A</td>
</tr>
</tbody>
</table>

13.3 **Total**

<table>
<thead>
<tr>
<th>Spending Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Equipment and Furnishings</td>
<td>$0</td>
</tr>
</tbody>
</table>

13.3 **Grants to Central/Co-Central Libraries**: Did the system expend funds for grants to central/co-central libraries? Enter Y for Yes, N for No.

N

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

<table>
<thead>
<tr>
<th>Question</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Recipient</td>
<td>N/A</td>
</tr>
<tr>
<td>2. Allocation</td>
<td>N/A</td>
</tr>
<tr>
<td>3. Project Description</td>
<td>(no more than 300 words)</td>
</tr>
</tbody>
</table>

13.3 **Total**

<table>
<thead>
<tr>
<th>Spending Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grants to Central/Co-Central Libraries</td>
<td>$0</td>
</tr>
</tbody>
</table>

13.3 **Total**

<table>
<thead>
<tr>
<th>Spending Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>(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)</td>
<td>$266,175</td>
</tr>
</tbody>
</table>
13.3.15)

13.3 Cash Balance at the Opening of the Fiscal Year

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

13.3 Total Allocation from 2014-2015 State Aid:

13.3 Cash Balance at the end of the Current Fiscal Year

Final Narrative:

Funds from Central Library Development Aid helped to sustain the Central Library's Grosvenor Room (local history, genealogy and rare books) who respond to the bulk of B&ECPL's specialized email and telephone requests. The Special Collections department continued to promote and exhibit the collection of rare books from B&ECPL's collection, making the Central Library a focal point for tourism and research throughout and beyond the County of Erie. Central Library Development Aid help supplement wages and fringes for staff members who are a major resource when planning and implementing many of the programs and exhibits held at the Central Library, especially those related to items from our Rare Book Collection. In 2014 the Central Library's held an exhibit celebrating the 75th anniversary of the film "The Wizard of Oz" including the display of B&ECPL's first edition of L. Frank Baum's The Wonderful Wizard of Oz, and well as Baum's other books from our Rare Book collection set in the Land of Oz This aid also provided staff to assist library patrons in using public access computers and staff members to shelve and retrieve items in the various collections throughout the building.

Coordinated Outreach Library Services Aid

COORDINATED OUTREACH LIBRARY SERVICES AID

Statutory Education Law §
**Reference:**
273(1)(h)
Commissioners
Regulations 90.3

13.4.1-13.4.2 **Professional Salaries:** Indicate total FTE and salaries for all professional system employees.

<table>
<thead>
<tr>
<th>13.4</th>
<th>Total Full-Time Equivalents (FTE)</th>
</tr>
</thead>
<tbody>
<tr>
<td>.1</td>
<td>1.55</td>
</tr>
</tbody>
</table>

13.4.2 Total Expenditure for Professional Salaries $64,748

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

<table>
<thead>
<tr>
<th>13.4</th>
<th>Total Full-Time Equivalents (FTE)</th>
</tr>
</thead>
<tbody>
<tr>
<td>.3</td>
<td>2</td>
</tr>
</tbody>
</table>

13.4.4 Total Proposed Expenditure for Other Staff Salaries $20,810

13.4 **Employee Benefits:**
Indicate the total expenditures for all system employee benefits.

<table>
<thead>
<tr>
<th>13.4</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>.5</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>13.4</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>.5</td>
<td>$45,061</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>13.4</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>.6</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>13.4</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>.6</td>
<td>N</td>
</tr>
</tbody>
</table>

**Note:** For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.
If yes, complete one record for each allowable expenditure; if no, enter N/A for questions 1, 2, and 3 of one repeating group.

<table>
<thead>
<tr>
<th>Expenditure Category</th>
<th>1</th>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provider of Services</td>
<td>2</td>
<td>N/A</td>
</tr>
<tr>
<td>Expenditure</td>
<td>3</td>
<td>N/A</td>
</tr>
</tbody>
</table>

13.4 **Total**

13.7 **Expenditure - Purchased Services** $0

13.4 **Supplies and Materials:**

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

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

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

<table>
<thead>
<tr>
<th>Expenditure Category</th>
<th>1</th>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td>Expenditure</td>
<td>2</td>
<td>N/A</td>
</tr>
</tbody>
</table>

13.4 **Total**

13.9 **Expenditure - Supplies and Materials** $0

13.4 **Travel** Y
.10 **Expenditures:**
Did the system expend funds for travel? Enter Y for Yes, N for No. Indicate the total expenditures for system employee travel only in this category.

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

1. **Type of Travel** System staff
2. **Expenditure** $65

13.4 **Total**
11 **Expenditure** - $65

**Travel**

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

If yes, complete one record for each type of item purchased; if no, enter N/A for questions 1, 2, 3, and 4 of one repeating group.

1. **Type of item** N/A
2. **Quantity** N/A
3. **Unit Cost** N/A
4. **Expenditure** N/A
13.4 Total
13.13 Expenditure - Equipment and Furnishings $0
13.4 Did the system expend funds on grants to member libraries? N
Enter Y for Yes, N for No.
If yes, complete one record for each grant; if no, enter N/A for questions 1, 2, and 3 of one repeating group.
1. Recipient N/A
2. Allocation N/A
3. Description of Project

13.4 Total
13.15 Expenditure - Grants to Member Libraries $0
13.4 Total
13.16 Expenditure (total 13.4.2, 13.4.4, 13.4.5, 13.4.7, 13.4.9, 13.4.11, 13.4.13, and 13.4.15) $130,684

13.4 Cash Balance at the Opening of the Fiscal Year
NOTE: The opening balance must be the same as the closing balance of the

$44,274
Buffalo & Erie County Public Library (B&ECPL) continues to provide a welcoming atmosphere at all its locations for persons with disabilities and continue to develop a staff trained to work with diverse populations. The System has established outreach services by providing programs and services to the resident of Buffalo, and the surrounding area, at the eight City branches. Staff members continued learning new disabilities technologies to train additional staff throughout the System in 2015. B&ECPL's Adult Programming continues to reach out and partner with other local organizations, including Literacy New York and Project Flight to provide insight to the resources available at the library, to improve literacy, economic development and provide job placement assistance. The Adult Programming team continued to streamline the procedures for requesting Bi-Folkal kits, and surveying patrons to ensure the proper collection. Coordinated Outreach Library Services Aid provided funding for staff members who have been trained to offer equal access to the Library's services by meeting the needs of persons with disabilities through use of computers and other technology. Working with Erie County Office for the Disabled, a survey was conducted to better understand the needs of individuals with disabilities, so technology could be used to fulfill these needs. Staff continued to develop programs that entertain and educate the diverse population of Buffalo and Erie County, while promoting the resources and services available for their use at B&ECPL. The focus of outreach is senior citizens with limited mobility, persons with disabilities, and children at risk. In 2014, the Central Library hosted "Disability Awareness Month" and two Diversity Job fairs. Collections and resources are used effectively to serve special client populations. In addition B&ECPL Children's Programming team continued to coordinate System-wide programs, including New York Summer Reading Program, and B&ECPL's own Battle of the Books program, which celebrated its 16th anniversary in 2014, keeping children reading during the summer.
Statutory Reference: Education Law § 285(2)

The intent of the Services to County Jails Program is to provide basic reading materials for those individuals who are incarcerated short term in county jails across the State. Examples of appropriate spending include books and magazine / newspaper subscriptions which are acceptable to the institution (Supplies & Materials), as well as programs such as Job Information and other topics directly relevant to the county jail inmate's needs (Purchased Services).

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

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

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

1. Expenditure Category Other (specify using the State note)
2. Provider of Services Buffalo & Erie County Public Library
3. Expenditure $6,392

13.5 Total Expenditure - Purchased Services $6,392

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

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

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

1. Expenditure Category Books and other print materials
2. Expenditure $30

13.5 Total
13.4 Expenditure - Supplies and Materials $30
13.5 Total
13.5 Expenditure (total 13.5.2, and 13.5.4) $6,422
13.5 Cash Balance at the Opening of the Fiscal Year:
NOTE: The opening balance must be the same as the closing balance from the previous year.
13.5 Total
13.7 Allocation from 2014-2015 State Aid $7,433
13.5 Cash Balance at the End of the Current Fiscal Year $1,677
13.5 Final Buffalo & Erie County Public Library (B&ECPL) continued to provide
.9 **Narrative:** Provide a brief narrative, no more than five hundred (500) words, describing the major activities carried out with these State Aid Funds.

State Correctional Aid

**THE FOLLOWING QUESTIONS ARE FOR SYSTEMS WITH STATE CORRECTIONAL FACILITIES ONLY**

**STATE CORRECTIONAL FACILITIES AID**

<table>
<thead>
<tr>
<th>Statutory Reference:</th>
<th>Education Law § 285 (1)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commissioners Regulations 90.14</td>
<td></td>
</tr>
<tr>
<td>The amount provided in Education Law is $9.25 per inmate.</td>
<td></td>
</tr>
</tbody>
</table>

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

| Total Full-Time Equivalents (FTE) | 0.2 |
| Total Expenditure for Professional Salaries | $9,742 |

13.6.3-13.6.4 **Other Staff Salaries:** Indicate total FTE and salaries for all other system employees.

| Total Full-Time Equivalents (FTE) | 0.37 |
| Total | $10,991 |
### Employee Benefits

Indicate the total expenditures for all system employee benefits.

- **Expenditure**: $10,658

### Purchased Services

Does the system expend funds for purchased services? Enter Y for Yes, N for No.

- **Expenditure Category**: Institutional membership dues
- **Provider of Services**: Western NY Library Resource Center
- **Expenditure**: $250

- **Expenditure Category**: Institutional membership dues
- **Provider of Services**: New York Library Assoc
- **Expenditure**: $165

**Total Expenditure - Purchased Services**: $415

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

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

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

1. Expenditure Category Books and other print materials
2. Expenditure $24,969

13.6 Total
9 Expenditure - Supplies and Materials $24,969

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

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

1. Type of Travel Other
2. Expenditure $348

13.6 Total
11 Expenditure - Travel $348
13.6 Equipment and Furnishings:
Did the system expend funds for equipment and furnishings with a unit cost of $5,000 or more and having a useful life of more than one year. Enter Y for Yes, N for No.

If yes, complete one record for each type of item purchased; if no, enter N/A for questions 1, 2, 3, and 4 of one repeating group.

1. Type of item N/A
2. Quantity N/A
3. Unit Cost N/A
4. Expenditure N/A

13.6 Total Expenditure - Equipment and Furnishings $0

13.6 Total Expenditure (total 13.6.2, 13.6.4, 13.6.5, 13.6.7, 13.6.9, 13.6.11, and 13.6.13) $57,123

13.6 Cash Balance at the Opening of the Fiscal Year: $146,340
NOTE: The opening balance must
13.6 Total Allocation from 2014-2015 State Aid: $38,760

13.6 Cash Balance at the End of the Fiscal Year: $127,977

13.6 Final Narrative:

The Buffalo & Erie County Public Library (B&ECPL) continues to provide library service to New York State Correctional facility inmates. During 2014, the Collins, Gowanda, and Wende State Correctional Facilities contracted with the Buffalo & Erie County Public Library for a variety of public libraries services and programs including: interlibrary loan and delivery, reference and consultant services, membership in the Western New York Library Resources Council, and the purchase and delivery of new books and other materials.

14. Summary of Library System Accomplishments

Using the goals from Section 4 in the approved 2012-2016 System Plan of Service, BRIEFLY describe the final results of each element for Year 3 (2014)

14.1 Element 1: Resource Sharing - Results 2014 â€“ 2014 circulation totaled 7,397,296 a 6.2% decrease from 2013; â€“ Door counts showed a 6.8% decrease with 3,345,904 visitors reported; â€“ e-Book downloads increased 17.1% to 383,730; â€“ Total downloads increased 16.3% to 541,171; â€“ The B&ECPL continued to provide download content through OverDrive, EBL (e-Book Library), Project Gutenberg, Freegal and Moving Image Archive; â€“ Established weeding schedules for the Central Library and city branches were maintained; â€“ The Collection Development Team conducted surveys and 13 onsite library visits; â€“ Online Patron and Staff Suggestion Forms were utilized; â€“ 238,452 items were added to the collection, including 104,769 cataloged books; â€“ 26,621 new titles were added to the collection; â€“ 141,389 individual items were ordered System-wide (92,805 print and 48,584 media); â€“ Adult print fiction circulation
decreased 12.7% to 925,442; adult media circulation decreased 8.5% to 2,329,147; The total expenditure for library materials was $3,025,268.84 ($2,934,418.85 operating budget) ($90,849.99 grants and private funds); e-Books were purchased at a cost of $171,696.58; Over 6,500 total download titles were added to the collection; Adult non-fiction circulation decreased by 16.7% to 427,841; 4,502 adult programs were conducted for 34,077 attendees; 1,096 public technology classes were conducted for 3,680 attendees; 175,000 attendees participated in almost 11,000 programs System-wide; 491,704 clicks were recorded for the adult local and NOVEL databases, an 11.1% decrease; Young adult print fiction circulation decreased by 18% to 107,632; Young adult audio book circulation decreased by 7.6% to 4,934; The number of programs for teens more than doubled with 1,451 conducted for 10,004 teens (163.8% increase in number of programs and 68.1% increase in number of teens); 477 teens registered for the Library's Summer Reading Program, a decrease of 45.4%; 40 Summer Reading Programs were attended by 3,763 teens, an overall 8.3% decrease; Circulation of juvenile fiction decreased by 7.4% to 915,219; Circulation of juvenile media decreased by 12.1% to 362,917; 8,019 children registered for the In-Library Summer Reading Program, a 42.1% decrease; Total children's Summer Reading Program attendance increased almost 7% to 42,119; 4,086 Children's Programs were presented System-wide for 84,647 attendees, a 3.4% decrease in attendance; Intergenerational Programs were conducted for 49,971 participants, an 8.3% increase in attendance; Circulation of juvenile non-fiction decreased by 12.7% to 158,997; 3,141 clicks were recorded for the children's databases, a 10.4% decrease; Circulation of juvenile print fiction decreased by 7.6% to 735,540; 2,016 young children programs were presented System-wide for 43,379 attendees, a 3.4% increase in attendance; 2,422 Early Literacy sessions were conducted for a total audience of 55,359 attendees, an attendance increase of .2%; SirsiDynix production and test servers were maintained with no unscheduled downtime; ILS and Related Services RFP was issued with responses due January 13, 2015; 34 libraries were using RFID self check-out stations; 29 libraries were using RFID auto-generated "Hold" self-service slips; All branch servers were replaced, running Windows server 2008; 300+ public workstations were replaced or upgraded to new machines running the Windows 7 operating system; 21 public-use laptops were replaced in several libraries; 28 replacement public color printers were installed; 6 public-use laptops were added at 2 libraries; New scanners were purchased and installed at 2 contract libraries; A replacement projector was purchased for 1 city branch library; DVD Recorder/VCR Combos were purchased for the Central Library and 1 branch library; Chrome Books, Green Screen, 3-D Printer, laptops,
Kindle Fire HDX, Samsung Tablet, Camera-Recorder and an AV Rover were purchased for use in the Central Library TechKnowLab and MakerSpace; â€¢ Nook HD, Nexus 7, Kindle Fire HD, Laptop and SONY 69.5" TV were purchased for programming at a contract library; â€¢ 2 scanners were purchased for digitization and program support at the Central Library; â€¢ VMware Horizon was added to public workstations for Buffalo Public School remote desktop access, allowing students to access their homework and other school resources from any library; â€¢ The Central Library TechKnowLab Team conducted 348 public classes System-wide for 2,442 attendees and received an overall rating of 4.72 (out of 5); â€¢ The Central Library TechKnowLab Team conducted 449 One-on-One Book a Technology Appointment sessions System-wide and received an overall rating of 4.88 (out of 5); â€¢ The Central Library's TechKnowLab YouTube Channel http://bit.ly/WglZO4 offering a variety of informational videos had 19,596 views, an increase of 9% over 2013; â€¢ 38 wireless access points were replaced System-wide; â€¢ 9 additional wireless access points were installed; â€¢ Internet bandwidth was monitored and evaluated at all libraries with upgrades scheduled for 2015; â€¢ EnvisionWare and lp:one software were upgraded at 2 pilot sites for testing and evaluation; â€¢ All B&ECPL libraries offered free Wi-Fi service (the number of sessions reached 219,239, a 33.8% increase over 2013); â€¢ The number of in-house public computer use sessions reached 819,788 (a 6.3% decrease from 2013); â€¢ The number of aggregate hits on the Library's main website www.buffalolib.org and catalogs totaled 6,666,957 (a 12.3% increase over 2013); â€¢ The Library's ADA compliant website www.buffalolib.org was maintained and updated on a regular basis; â€¢ The Intranet Staff Forums elicited active participation and were monitored on a regular basis; â€¢ An online submission form was implemented for "Library Snap Shots!" highlighting activities at all libraries; â€¢ Staff Space was implemented on the Intranet to highlight individual interests and accomplishments; â€¢ Staff members were allowed remote Intranet access to update unified calendars; â€¢ Manager Director Meetings and Staff Forums were audio recorded and archived on the Intranet; â€¢ System Organizational Competencies were reviewed and updated on a regular basis; â€¢ Additional features, including enhanced patron account options, were implemented in the VuFind catalog, powered by open-source software and fully ADA-compliant; â€¢ A back file processing project and ongoing authority control services with Marcive, Inc. were implemented; â€¢ Additional enhancements were made to the Library's mobile website and online catalog interface m.buffalolib.org; â€¢ 34 libraries were 'live' with web page editing permissions (1 additional in training) maximizing responsiveness in community libraries; â€¢ Circulation, Public Access Computer Use, Library Visits and Open Hours were posted monthly on the public website http://bit.ly/1dNaagA; â€¢ The Central Library social
networking sites included Facebook (5,473 fans), Twitter (6,879 followers), Pinterest (971 followers), Tumblr (52 followers) and flickr (163,516 views in 2014); The Central Library TechKnowLab YouTube Channel had 19,596 views in 2014; The Central Library established a presence on the photo sharing site Instagram http://instagram.com/buffalolibrary in November 2014; 10 new documentary videos and 11 instructional videos were created by the Central Library TechKnowLab staff; All out-of-date staff workstations were upgraded to the Windows 7 operating system or replaced with new PCs; The B&ECPL System IT staff provided maintenance and support for over 450 staff computers in 37 libraries; A replacement printer was purchased for the Library Director's Office; An open-source online data entry form (libstats) was piloted to record questions for Central Library public service and e-Branch staff; Sirsidynix Director Station software was used to create reports for operational assessments; MobileCirc software (a SirsiDynix circulation, inventory, and shelving solution for smart phones, tablets, and laptops) was purchased; 14 One-on-One Book a Technology Trainer appointments for the staff were conducted at the Central Library; 13 staff technology classes were conducted at the Central Library with 57 attendees and staff comments included "Great class, learned a lot of info & feel more confident instructing patrons on how to download"; 1 staff survey was conducted in August 2014 to assess technology training needs; Websense security was maintained on all computers, insuring CIPA compliance; Up-to-date virus scanning software was maintained on all computers; Branch switch upgrade replacements were made and switches were added at 15 libraries; The Internet Technology Security Policy was reviewed and updated/replaced with the B&ECPL Information Security Policy Manual; The B&ECPL System IT staff maintained over 450 staff computers System-wide; Shipping routes were regularly assessed and adjusted ensuring efficient and timely delivery; All priority items were shipped within a 24 hour timeframe; The B&ECPL's Shipping Department transported 92,837 delivery boxes among the 37 libraries; Article delivery turnaround time continued to improve due to increased electronic transmission between loaning libraries using Odyssey software; A reciprocal borrowing agreement program resulted in an increase in ILL fill rate and a decrease in turnaround time; The PDF document format was promoted for quicker delivery via email to patrons and borrowing libraries, resulting in less paper and improved turnaround time; The B&ECPL sent (filled) 1,759 ILL requests to other libraries; The B&ECPL received (for B&ECPL patrons) 5,105 ILL requests from other libraries; Public Survey #1 (online) - 74% said yes Library's website is informative and easy to use (596 responses); Public Survey #2 (all ages) - 93% were very satisfied with the process to request items (673 responses); Public Survey #3 (teens) - 93% found something good to read, view or
listen to (149 responses); â€œ Public Survey #3 (teens) - 94% said they found something of interest in the library (146 responses); â€œ Public Survey #4 (adults) - 96% found what they were looking for (787 responses); â€œ Public Survey #4 (adults) - 80% rated the collection excellent or very good (648 responses); â€œ Public Survey #4 (adults) - 80% rated the Library's services for young children as excellent or very good, and another 18.5% rated them as good (476 responses);" â€œ Public Survey #5 (adults) - 94.5% rated Family Programs as great or very good (618 responses); "

14.2 Element 2: Special Client Groups - Results 2014 â€œ The consolidated list of External Partners (currently 485) for the B&ECPL System was maintained and an annual update was conducted; â€œ The B&ECPL continued to collaborate with in-house partners Literacy New York Buffalo-Niagara, Inc. and Young Audiences of Western New York; â€œ The B&ECPL continued to support in-house partner Project Flight and the Book Bank; â€œ Other active partnerships include ACCES / West RAEN (Regional Adult Education Network), the Erie County Department of Social Services, Buffalo Adult Education and the WNED /WBFO Educational Services Advisory Board; â€œ The B&ECPL now holds a seat on the WBFO Educational Services Advisory Board; â€œ The B&ECPL continued its partnerships with the Buffalo Public Schools in an effort to get library card applications to all students and promote library services and programming; â€œ The B&ECPL continued to reach out to new employment training partners and increased its programming efforts using resources afforded through a NYS Workforce Development grant; â€œ The B&ECPL, partnering with the Buffalo Board of Education Adult Learning Division, began presenting workshops at outside library locations; â€œ Adult, teen and children's programs were conducted by the System Programming Teams at B&ECPL libraries throughout the year; â€œ The Children's Programming Team coordinated the System-wide Battle of the Books program, the National Jumpstart Program "Read for the Record" and the New York State Summer Reading program; â€œ The B&ECPL participated in 37 Summer Reading Program collaborations; â€œ The Children's Programming Team promoted the Lap Sit Programs at community preschools and agencies, as well as at local Parent Literacy events; â€œ The Children's Programming Team presented 11 weeks of summer programming at Canalside Buffalo; â€œ The Children's Programming Team participated in several collaborative events including Mayor Byron Brown's Summer Reading Challenge kickoff; â€œ The Children's Programming Team participated in programs with several partners including Town Square Media, Explore & More Children's Museum, the Holland Speedway and the Buffalo Zoo; â€œ The B&ECPL developed partnerships with Arts Partners for Learning in an effort to connect teachers with community resources to support the NYS Common Core curriculum; â€œ The Children's Programming Team promoted early literacy programming at community libraries; â€œ The Programming
Teams coordinated online Summer and Winter reading Challenges; the Adult Programming Team coordinated the "Comic-Fest" event at the Central Library and supported "Comic-Fest" programs which were expanded to community libraries in 2014; The Adult Programming Team continued to review services for the disabled and updated equipment and facilities for this target population; Central Library staff established relationships with local partners aligning with the B&ECPL System mission to serve persons with disabilities; The Central Library hosted "Disability Awareness" Month activities and 2 Diversity Job Fairs; Central Library staff members continued learning new disabilities technologies to be positioned to train staff throughout the B&ECPL System in 2015; The Adult Programming Team, working with the Erie County Office for the Disabled, conducted a survey to better understand the needs of individuals with disabilities and realigned technology equipment access to better fulfill the needs of this population; The Adult Programming Team continued to streamline the procedures for requesting Bi-Folkal Kits and began surveying participating agencies to ensure an appropriate collection; The Adult Programming Team offered subject specific classes for jobseekers and entrepreneurs within the B&ECPL System libraries and at various outside venues with partnering agencies; A NYS Library Workforce Literacy Grant allowed the B&ECPL to expand programming and outreach to jobseekers and facilitated connection with new partners; The Adult Programming Team coordinated 2 all-inclusive Job Fairs; 1,096 total public technology classes were conducted for 3,680 attendees, a 14.6% increase in sessions offered; The Central Library TechKnowLab Team conducted 348 public classes System-wide for 2,442 attendees; 449 One-on-One public Book a Technology Trainer sessions were conducted System-wide with an overall weighted average of 4.88 out of 5 (participant comments included: "I learned so much in 1 hour! Thank you for the fabulous learning experience - free of charge! I love our library!" and "This was a great session. I never downloaded a book before and feel confident I can do it now."); The B&ECPL continued to staff and address collection development needs at the Erie County Correctional Facility Library; The B&ECPL continued to order library materials for 2 county facilities (Erie County Correctional Facility and Erie County Holding Center) and 3 state facilities (Collins, Gowanda, and Wende Correctional Facilities); Working with the Erie County Sheriff's Department to secure funding, both the Erie County Correctional Facility and the Erie County Holding Center expanded the number of computers available to inmates and added Westlaw databases; B&ECPL staff conducted training in the use of the new Westlaw databases for correctional staff and inmates at the Erie County Correctional Facility and the Erie County Holding Center; The B&ECPL provided Interlibrary Loan (ILL) services helping inmates access titles not available in the B&ECPL System; Greater electronic
access to legal materials and the ability to print-on-demand, contributed to a sizable decline in ILL requests (1,900 requests representing a 30.8% decline from 2013); â€œ Combined Erie County Correctional Facility and Holding Center circulation dropped slightly to 162,588, representing a 6.6% decrease from 2013; â€œ Young adult print fiction circulation decreased by 18% to 107,632; â€œ 1,451 programs were conducted for 10,004 teens, a participant increase of 68.1%; â€œ 477 teens registered for the Library's Summer Reading Program, a 45.4% decrease; â€œ Total YA Summer Reading Program attendance was 3,763, an 8.3% decrease; â€œ Public Survey #3 (teens) - 93% found something good to read, view or listen to (149 responses); â€œ Public Survey #3 (teens) - 94% said they found something of interest in the library (146 responses); â€œ Public Survey #3 (teens) - 96% said the library was a welcoming place (148 responses); â€œ Public Survey #4 (adults) - 99% said the library was a welcoming place (821 responses).

14.3 Element 3: Professional Development and Continuing Education - Results 2014 â€œ The B&ECPL adopted a new employee orientation program; â€œ A staff training and development plan helped identify areas of training needed by staff to support approved service goals; â€œ 1,665 employee training and development sessions (online, in-house, conference) were reported; â€œ The B&ECPL supported online training that emphasized a customer-centric encounter (40+ online webinars or training sessions were accessed) including "Delivering Exceptional Customer Service," a 6-part training module created and produced by the Rochester Public Library; â€œ Using Kantola Inc. streaming media, all B&ECPL employees completed online Sexual Harassment and Workplace Violence compliance training; â€œ The B&ECPL in-house training provided over 30 educational opportunities including 5 Staff Forums, 10 Manager Director meetings, Erie County Supervisory Training and Legislative Advocacy Day; â€œ B&ECPL staff attended 11 conferences including Computers in Libraries, NYLA Conference and U.S. Patent & Trademark Resource Center Conference; â€œ Central Library Information Services Department implemented an hourly roving schedule to assist patrons throughout the public service areas; â€œ Central Library staff applied theme-based displays coordinated with observances and library programs throughout the building; â€œ An additional job title was added (Library Technology Clerk) to address popular library service needs; â€œ 3 additional libraries were converted to full functioning RFID technology, bringing the System total to 34 libraries using 85 self check-out stations; â€œ Staff at 1 library received training in RFID encoding and circulation procedures in 2013 and went live with public self check-out in 2014; â€œ Staff at 1 library received training in RFID encoding and circulation procedures and will receive additional training when they "go live" in the first quarter of 2015; â€œ Staff at 2 libraries were trained in tagging, encoding, circulation, self-check and gate procedures; â€œ Analysis of libraries with at least one full
year of RFID implementation exhibited annual self-check percentages ranging from 30% to 91% (of the 30 eligible libraries, only 2 were under 50% and 25 were 60% or higher); â© The 17 staff technology training classes were conducted System-wide for 64 participants with an overall average of 4.86 out of 5; â© 34 One-on-One Book a Technology Trainer appointments were conducted System-wide for staff with an overall average of 4.96 out of 5; â© A full time Librarian II position was created and 2 part time Librarian I positions were eliminated in 2014 to better address technology needs and ensure quality service; â© Several additional staff members were trained in public web page editing;
were made with contract libraries and contract library staff; • 3 public policies http://www.buffalolib.org/content/policies were reviewed by the System Library Board Policy Committee and were amended by Board of Trustees approval: "Policy for the Loan and External Exhibition of Rare and Unique Materials," "Conflict of Interest and Ethics" policy (replaced by 2 separate policies) and the "Free Direct Access Plan;" • The "Anti-Harassment Policy" was reviewed by the System Library Board Policy Committee and no changes were recommended to the Board of Trustees; • 2 new public policies were reviewed by the System Library Board Policy Committee and were adopted by Board of Trustees approval: "Whistleblower Policy" and "Procurement Policy;" • The "Information Technology Security Policy" was replaced with the "Information Technology Security Policy Manual" after review by the System Library Board Policy Committee and adoption by Board of Trustees; • A comprehensive Personnel Policies and Procedures Manual was completed, presented to the B&ECPL System Board of Trustees, and approved to be effective 1/1/2015; • A new B&ECPL Employee Handbook was completed, presented to the B&ECPL System Board of Trustees, and approved to be effective 1/1/2015; • The Personnel Manual and Handbook contained updated information and 2 new policies (#1 Bullying and #2 Computers, Communications and Related Technology); • A Manager Director Meeting featured a presentation on the Collection Agency process and procedures which included a document on Fine Procedures & Negotiations; • 5 Staff Forums were conducted at the Central Library by B&ECPL Administrators; • The B&ECPL ensured that services and initiatives aligned with the Five Year Library System Plan of Service 2012-2016 previously approved by the New York State Education Department - Division of Library Development
http://www.buffalolib.org/sites/default/files/pdf/AboutTheLibrary/NYS%20APPROVED%202012-2016%20Plan%20of%20Service.pdf; • The B&ECPL Board-approved System Organizational Competencies were updated on a regular basis.

14.6 Element 6: Coordinated Services - Results 2014 • The B&ECPL System provided 45 databases and 11 NOVEL databases available in-library and/or remotely; • The B&ECPL System provided 2 supplemental specialized databases at 4 contract libraries and the Central Library; • The cost for all databases was $488,103.14 with $427,492.14 expended from the B&ECPL 2014 materials budget; • A follow-up to the 2013 database survey was issued in 2014 and the results were used as an analysis tool to assess cost and usage; • Collection Development staff merged with the Technical Services Department to maximize efficiency and ensure timely ordering; • The B&ECPL System continued to provide broadband wireless public Internet access at all libraries; • The B&ECPL System supported and maintained a state-of-the-art ILS (SirsiDynix);
expanded RFID implementations; all networked technology and IT-supported technology was coordinated and ordered through the System Business Office, then configured and deployed by B&ECPL System IT staff; the B&ECPL System continued to administered centralized payroll, benefits administration and centralized human resources; the B&ECPL System continued consolidated supply purchases; the B&ECPL System coordinated utility bill payments for all libraries; shipping routes were regularly assessed to maintain efficient and timely delivery; the B&ECPL System provided Technology Training Teams; the B&ECPL System continued to provide e-mail reference, telephone reference and AskUs 24/7 online chat services; the B&ECPL System continued to provide an e-Branch hotline for staff telephone reference service; 2014 circulation closed out at 7,397,296 a 6.2% decrease from 2013; in addition to Centralized Selection services, libraries were appropriated funds to supplement local collections; 494,845 database clicks or click-thrus were recorded, an 11% decrease; a follow-up to the 2013 database survey was issued in 2014 and the results were used as an analysis tool when assessing costs and renewals; quarterly communication e-mails continued to be sent to libraries encouraging the use of the services provided by the Collection Development Team; online Staff suggestion forms were utilized to improve the collection development process; Integrated Library System (ILS) Reports were generated to assist in identifying strengths and weaknesses in library collections; 2014 • The System-wide comprehensive Marketing Plan was completed and approved by the Library's Board of Trustees in December 2014; 131 News Releases were sent to 121 media contacts; 12 articles on available health-related books were submitted to "Refresh," a weekly special section in the Buffalo News; 75 messages with Library-related news were sent to elected officials (100 contacts); The B&ECPL partnered with hundreds of organizations including Read to Succeed, Greater Buffalo Niagara Partnership, Just Buffalo Literary Center, Buffalo Public Schools, Buffalo Museum of Science, Explore & More Children's Museum, Buffalo News, Oishei Foundation, Shea's Performing Arts Center, Theatre of Youth, echo Art Fair, Albright-Knox Art Gallery and WGRZ TV Channel 2; the B&ECPL System produced a "Return on Your Investment" flyer and distributed it in libraries and online; The B&ECPL System staff reviewed 300 e-mail or hardcopy comments from patrons and responded appropriately; 4 meetings were held to train staff about Facebook postings with emphasis on social media strategies; Social networking was used to promote library events, activities and resources as well as survey users (year end: 5,473 Facebook Fans, 6,879 Twitter Followers, 282,379 all-time flickr views and 971 Pinterest followers); A Central Library Instagram account http://instagram.com/buffalolibrary was initiated in November;
The tagline "Love Your Library" was created for Library Awareness Month in April and the tagline "Let Your Voice Be Heard" was created for advocacy during the annual budget process; 17 separate "mass e-mails" were sent to the public regarding Library updates and special events; A "Love Your Library" poster contest was held during Library Appreciation Month with 130+ entries; The B&ECPL set up a display at all "Juts Buffalo - Babel Speaker Series" events, each averaging over 1,000 attendees; A form letter was created for library supporters to send a message (hard copy or electronic) to their county elected officials urging them to approve the County Executive's 2015 budget proposal (more than 2,113 letters were sent); 6 System-wide patron surveys plus 3 online surveys were created and compiled in-house: o Survey #1 (adults) questioned the value of the Library and what improvements could be made (450 responses) o Survey #2 (all ages) questioned the Holds system and how satisfied they were with the request process (721 responses) o Surveys #3 (teens) and Survey #4 (adults) questioned whether the library is a welcoming place, whether patrons found all they were looking for and how they would rate the Library's collections of materials (1039 responses) o Survey #5 (adults) rating programming and Library services for young children (626 responses) o Survey #6 (all ages) questioned familiarity with the concept of a MakerSpace (380 responses); 1 online Single Question patron surveys: o Is the Library's website is informative and easy to use (596 responses) o Are patrons aware they could download books, videos and music for free from the Library's website (690 responses) o Were patrons aware that libraries offered free computer training (807 responses) o Survey #5 (adults) rating programming and Library services for young children (626 responses) o Survey #6 (all ages) questioned familiarity with the concept of a MakerSpace (380 responses); 1 staff survey conducted regarding Staff Forums (39 responses); Effective April 2014, the B&ECPL Board of Trustees determined that they would no longer pursue Special Legislative District Public Library status for the B&ECPL System; Stabilized funding continued to be a focus of the Board of Trustee's Planning Committee and a working group "Planning For Our Future" composed of System Board members, Library administration and contract library trustees was created (elected officials were invited and encouraged to attend all meetings); State and local elected officials were presented monthly B&ECPL Board of Trustee and Committee Meeting minutes and financial reports; Individual meetings were held with New York State Assembly and Senate representatives (from Erie County), Erie County Legislators, the Erie County Executive, the Deputy County Executive, representatives from the Buffalo Common Council and key local stakeholders; Library representatives participated in the New York State Library Association Legislative Education Day in Albany, NY in February; Public surveys and 28 general Focus Groups took place (200 Focus Group attendees and 250 Focus Group online survey responses). Questions discussed were - what does a library represent, what does a library value, what can the library do better, and what would one like to see in the 21st
century library; â€¢ 2 public and 4 staff technology-centered Focus Groups were conducted by library consultant Rob McGee with 39 participants; â€¢ The B&ECPL Development & Communications Department planned "An Afternoon with Mark Russell" in May 2014 that grossed $8,795.75; â€¢ The Yearend Appeal drive grossed $76,431.66; â€¢ The materials budget enhancement campaign "Bucks for Books" grossed $52,395.15; â€¢ 22 grants were written and submitted by the Development & Communications department for Summer Reading programs, Dia Programming, Milestones of Science, Financial Literacy, book donations, storytelling and a vehicle donation; â€¢ Grant submissions approved for funding included Black Caucus American Library Association $500 for Reading is Grand, City of Buffalo $500 for Dia @ Your Library, Corinne & Victor Rice Foundation $25,000 for Milestones of Science, and the Library Foundation of Buffalo & Erie County $175,000 for Milestones of Science; â€¢ 214 Summer Reading and Bucks for Books sponsorship letters were sent to 90 businesses with the following approved awards: $1,500 Rich Products, $500 National Fuel Gas, $500 Mader Construction, $3,500 Buffalo Sabres Foundation and $1,500 Canalside Buffalo; â€¢ Grant submissions that were pending included IMLS National Medal for Museum & Library Services, Better Buffalo Fund $26,875 for Niagara Branch and WNY Ford Dealers Advertising Fund, Inc. for van donation; â€¢ Grant submissions that were pending for the B&ECPL Milestones of Science exhibit scheduled to open in 2015 included The Baird Foundation $25,000, the Margaret L. Wendt Foundation $50,000, Western New York Foundation $25,000, Lockheed Martin $10,000 and Macy's District Grant $10,000; â€¢ Grants that the Library did not receive included Community Foundation of Greater Buffalo $20,000, Junior League of Buffalo $1,000, Gale.com $2,500; Smart Investing @ Your Library 75,500, Kelly for Kids Foundation $2,000, Carl & Lily Pforheimer Foundation $25,000 and Deutsche Bank Americas Foundation $25,000; â€¢ The B&ECPL planned and executed a free "Non-Profit Grant Resources @ Your Library" seminar in January; â€¢ The Development and Advocacy Committee of the Library's Board of Trustees met in June and November to review and address fundraising events and activities; â€¢ 9 mass e-mails (30,000+ addresses) were sent promoting library-sponsored fundraisers throughout the year; â€¢ The Library's online website donation pages were updated for ease of use and in 2014 there were a total of 292 online transactions representing $27,823 (gross) in donations including ticket purchases; â€¢ The B&ECPL System administered a NYS grant for the Adult Literacy Library Services Program entitled "Workforce Development at New York Libraries through Public Library System" (actual appropriation for 2014-15 was $7,629); â€¢ The B&ECPL System administered a NYS grant entitled The Family Literacy Library Services Program with the theme "Summer Reading at New York Libraries through Public Library Systems" (actual
appropriation for 2014-2015 was $11,868); â€¢ 28 B&ECPL libraries received NYS Senate Bullet Aid totaling $135,000; â€¢ The B&ECPL continued to administer the 2012-2014 multi-year IMLS "digitized commons" grant partnering with the Buffalo Broadcasters Association, the University of Buffalo Center for Urban Studies, Cleveland State University's Center to Public History & Digital History and Randforce Associates, LLC (Total award $319,809) extended thru 2015 with no additional funding; â€¢ The B&ECPL received a Conservation/Preservation Grant from New York State ($12,736) for conservation of 8 Rare Maps of Buffalo; â€¢ An Erie County Fiscal Stability Authority (ESFSA) efficiency grant continued to provide funds to purchase all RFID equipment and supplies, as well as employ staff to convert collections at remaining B&ECPL non-RFID libraries; â€¢ The B&ECPL remained committed to participation in E-rate (Universal Service) Program which supports the Library's fiber optic wide area network and other telecommunications services and will yield over $300,000 (60.2%) estimated savings in the current funding cycle with savings to the Library, including commitments in the current funding cycle, totaling $3.9 million since the program's inception in 1998; 

14.8 Element 8: Element 8 - Communications Among Member Libraries And/Or Branch Libraries - Results 2014 â€¢ The Intranet was maintained, monitored and updated to ensure relevancy and ease of use while providing accurate and timely information; â€¢ The Intranet Staff Forums elicited active participation and were monitored on a regular basis; â€¢ The "Can't Find It" questions were continually monitored and staff were directed to appropriate Intranet resources; â€¢ An online submission form was implemented for "Library Snap Shots!" which highlight what's happening at the 37 B&ECPL libraries; â€¢ Staff Space was implemented to showcase individual interests and accomplishments; â€¢ The B&ECPL System supply requests were facilitated using an Intranet-based 'cart' ordering system; â€¢ Staff members were allowed remote Intranet access to update unified calendars, streamlining notifications and facilitating changes to the public website calendar scroll; â€¢ A comprehensive Personnel Policies and Procedures Manual was completed and made available; â€¢ A Board-approved Information Technology Security Policy Manual was made available; â€¢ 10 Manager Director Meetings were held; â€¢ 5 Staff Forums were conducted at the Central Library by B&ECPL Administrators; â€¢ The Library Director sent regular messages to all staff members reporting on initiatives, programs and accomplishments; â€¢ The Development & Communications Department sent 30 e-mail messages pertaining to funding and governance, 75 pertaining to library personnel and management issues, and 43 pertaining to adult or youth services; â€¢ Administrators regularly updated the staff and the community about the "Library District Initiative" during formal and informal meetings as well
as on the LDI section of the Intranet and public website; â€¢ 43 Media Releases were posted on the website; â€¢ 52 "This Week @ Central" weekly event calendars were emailed to staff, Library trustees, elected officials and the community; â€¢ The Trustee website was updated regularly to provide and exchange information; â€¢ 3 Manager Meeting presentations addressed both internal and external patron surveys; â€¢ 3 meetings were held with Buffalo branch managers to address the new Facility Use Policy; â€¢ 1 staff survey was conducted in January asking managers and directors about Staff Forums (39 responses); â€¢ 60,993 B&ECPL System contacts were made with contract libraries and contract library staff;

Element 9 - Cooperative Efforts with Other Library Systems - Results

2014 â€¢ The B&ECPL Library Director participated in meetings, programs, and conference calls with PULISDO (Public Library System Directors Organization) and NYALS (New York Association of Library Systems); â€¢ The B&ECPL is a member of the Western New York Library Resources Council (WNYLRC) and NYLA; â€¢ The B&ECPL is a member of the New York State Regents Advisory Council on Libraries; â€¢ The B&ECPL continued participation in WNYLRC cooperative partnering programs including AskUs 24/7 and e-Book Library (EBL) Consortium; â€¢ The B&ECPL partnered with the University of Buffalo and other libraries in the Empire Shared Collection Project; â€¢ The B&ECPL Library Director served as a Trustee on the WNYLRC Board; â€¢ The B&ECPL administrators and staff were active on the following Western New York Library Resources Council (WNYLRC) Committees: Finance, Continuing Education, Committee for Health Information Access, High School to College Continuum Committee, Preservation, Regional Advisory Committee (RAC), Resource Sharing, and Library Assistants; â€¢ The B&ECPL support staff continued to participate and join WNYLRC's Western New York Library Assistants Committee; â€¢ 21 staff members participated in 12 different WNYLRC-related training programs; â€¢ A Central Library librarian participated in a health information outreach activity and acts as Chair of WNYLRC's Committee for Health Information Access; â€¢ B&ECPL Administration and WNYLRC partnered in meetings with the Western New York State Delegation of elected officials on Library Advocacy Day in Albany; â€¢ The B&ECPL continued to work and communicate with NIOGA Library System & Chautauqua-Cattaraugus Library System (CCLS);

Element 10 - Construction - Results 2014 â€¢ Public Survey #3 (teens) - 96% said the library was a welcoming place (148 responses); â€¢ Public Survey #4 (adults) - 99% said the library was a welcoming place (821 responses); â€¢ 3 additional libraries were converted for RFID technology bringing the System total to 34, which represents 91.8% implementation; â€¢ A contract with EnvisionWare, Inc. was finalized to
procure RFID products and secure long-term maintenance; • A contract with Bibliotheca Inc. was finalized for a prototype RFID Materials Handling System (AMH) to be installed at the Audubon Library in 2015; • 85 self check-out stations were available for public use; • The use of auto-generating "hold" self-service slips was expanded and a total of 29 libraries were using this process supported by RFID technology; • Analysis of libraries with at least one full year of RFID implementation exhibited annual self-check percentages ranging from 30% to 91% (of the 30 eligible libraries, only 2 were under 50% and 25 were 60% or higher); • The B&ECPL evaluated and recommended construction grant applications for projects eligible to share in the available allocation of $641,863 from NYS Construction Grant funds; • The B&ECPL evaluated individual library building and construction needs and submitted recommendations for future Erie County and City of Buffalo capital expenditures; • The B&ECPL facilitated renovation projects at the Central Library including the 2nd floor asbestos abatement and space reconstruction project with the public area phase completed in 2014 and the escalator replacement with elevators project in the planning and design phase; • Funded New York State Construction Grant projects were awarded to the Main Library at Audubon, Eggertsville-Snyder Branch, City of Tonawanda Public Library, Hamburg Public Library, Kenilworth Branch and Kenmore Public Library; • B&ECPL staff and System Board of Trustees reviewed plans for expansions of the West Seneca Public Library and the Amherst Public Library’s Main Library at Audubon leading to Board adoption of a resolution in support of both projects;

14.1 Element 11: http://www.buffalolib.org/sites/default/files/pdf/AboutTheLibrary/NYS%20APPROVED%20Five%20Year%20Plan%20of%20Service%20Central%20Library%202012_2016.pdf 2014 • 85 public technology classes with 576 attendees were held at the Central Library; • 230 One-on-One Book a Technology Trainer appointments were conducted on a dedicated Book a Librarian-Technology Trainer computer; • 13 staff technology classes were conducted at the Central Library for 57 attendees; • 14 One-on-One Book a Technology Appointment sessions for the staff were conducted; • The Central Library TechKnowLab Team conducted 348 public classes with 2,442 attendees and received an overall rating of 4.72 out of 5; • The Central Library TechKnowLab Team conducted 449 One-on-One Book a Technology Appointment sessions and received an overall rating of 4.88 out of 5; • A full time Librarian II position was created and 2 part time Librarian I positions were eliminated in the TechKnowLab to provide quality service; • Adult, teen and children programs were conducted by System Programming Team members at the Central Library throughout the year; • 154 programming partnership events took place with 9,031 attendees, representing an almost 2% increase in attendance over 2013; • The Adult Programming Team coordinated the "Comic-Fest" event...
at the Central Library; The Children's Programming Team coordinated the System-wide Battle of the Books program and New York State Summer Reading program; The Children's Programming Team promoted early literacy programming at community libraries; The Adult and Children Programming Teams coordinated online summer and winter Reading Challenges; The Central Library hosted a number of continuing annual collaborative events including its Martin Luther King Tribute, Women's History Month Kickoff, "Bullying Stops Here" Month, the kickoff of Hispanic Heritage Month, several National Opera Week programs, a Veterans Day Commemoration and weekly "Imagine Buffalo Series" showcasing WNY's leaders, projects and issues; The Buffalo Philharmonic Orchestra continued its 6-event "BPOvations at the Library" series, an outreach and music appreciation lecture series at the Central Library; Items were made available for circulation at all libraries through the Holds System administered through the Central Library; Holds were placed for 578,713 individual items, down 1% from 2013; Outstanding Holds lists were monitored on a regular basis and cardholders who opted for e-mail notification were advised if a request could not be filled; Public Survey #2 asked how often respondents reserved materials and 93% were very satisfied with the process to request items (721 total responses); The B&ECPL's Shipping Department transported 92,837 delivery boxes among the 37 libraries; CLDA and CBA Funds were used to support Central Library programs and services; The B&ECPL 45 databases and 11 NOVEL databases available in-library and or remotely; Specialized databases were made available at the Central Library; The B&ECPL System continued to provide e-mail reference, telephone reference and AskUs 24/7 online chat services from the Central Library; The Central Library housed an e-Branch hotline for staff telephone reference service; Established weeding schedules for the Central Library were maintained to ensure collections meet user needs; Quarterly communication e-mails were sent to libraries encouraging the use of the services provided by the Collection Development Team; Public Survey #4 (adults) - 96% found what they were looking for (787 responses); Central Library visits totaled 416,447 which represents a 5.9% decrease from 2013; Central library in-house circulation decreased 11.5% to 538,720 from 2013; 224,055 in-house public computer sessions were logged, a 4.7% decrease from 2013; 67,484 Wi-Fi logins were recorded, a 28.4% increase over 2013; Several displays and 4 Major Exhibits were housed at the Central Library including "The Wonderful Wizardry of Baum," "You Are Here: Buffalo on the Map" and "An Innocent Abroad? Mark Twain, the Celebrated Traveler, Settles in Buffalo;" The major display in the Ring of Knowledge focused on the pop culture and movie history surrounding The Wizard of Oz; A traveling exhibit "The World Knew: Jan Karski's Mission for Humanity," with 3 related public programs, was
available through collaboration with several local Polish heritage organizations; the Central Library Rare Book Room conservation efforts included Vol. I of Audubon's Bird's of America elephant folio, 8 rare Buffalo maps; WWII scrapbook and Buffalo City Directories; Public Survey #3 (teens) - 96% said the library was a welcoming place (148 responses); Public Survey #4 (adults) - 99% said the library was a welcoming place (821 responses); The Central Library again hosted the Echo Art Fair as well as the temporary installation of a large scale Tape Art mural on the building's exterior in cooperation with the Albright-Knox Art Gallery and Erie County; The Library's partnership with Young Audiences of WNY, brought programming variety into the building through a regular performance and workshop series; Young Audience's Emerging Leaders Institute in July and Arts Abilities Conference brought area arts professionals and educators to the Library; For the fifth year, the Central Library hosted 2 partner events presented by local disability service organizations; Literacy New York Buffalo-Niagara, Inc., Project Flight and Young Audiences of Western New York remained as ongoing programming partners and Central Library tenants; The 2nd Floor West area of the Central Library was renovated to include gallery and meeting room space.

14.1 Element 12: Direct Access - Results
http://www.buffalolibr.org/content/policies/free-direct-access-plan

14.1 Element 13: Other Goal(s) - Results
Central Library as a part of the System Community - Results 2014
Central Library visits totaled 416,447 which represents a 5.9% decrease from 2013; Central library in-house circulation decreased 11.5% to 538,720 from 2013; 224,055 in-house public computer sessions were logged, a 4.7% decrease from 2013; 85 public technology classes with 576 attendees were held at the Central Library; 67,484 Wi-Fi logins were recorded, a 28.4% increase over 2013; Comprehensive Wi-Fi coverage was established in newly renovated 2nd Floor West space and 4 new wireless access points were installed; 154 programming partnership events took place with 9,031 attendees, representing an almost 2% increase in attendance over 2013; 568 sessions were scheduled for external users in conference rooms and meeting spaces, a 15% increase in use over 2013; Surveys #3 to teens and Survey #4 to adults asked whether the library is a welcoming place, whether patrons found all they were looking for and how they would rate the Library's collections of materials (1039 responses); The Central Library hosted a number of continuing annual collaborative events including its Martin Luther King Tribute, Women's History Month Kickoff, "Bullying Stops Here" Month, the kickoff of Hispanic Heritage Month, several National Opera Week programs, a Veterans Day Commemoration and weekly
"Imagine Buffalo Series" showcasing WNY's leaders, projects and issues; "Love Your Library Month" provided a robust menu of all-ages programming including genealogy and financial literacy workshops as well as family activities; The Library hosted a series of local authors in the "Books Homegrown" lectures; Outside partners and the Library collaborated on 4 well-attended Job Fairs; Halloween took on new focus with a concentrated series of free "Haunted Library Tours," a "Spooky Library Party" for kids and families, and a "Haunted Movie Series" featuring a Library-produced video highlighting the Library's paranormal past; Special sponsorship support established the "Judy Summer Concert Series" featuring 6 free lunchtime concerts by local musical groups; The Central Library hosted the Buffalo Public Schools Art Department annual "Celebration of Art" show and reception; Major Exhibits and displays included: "The Wonderful Wizardry of Baum," "Over the Rainbow and Beyond" and "Port of Buffalo: Songs of the Waterways;" The major display in the Ring of Knowledge focused on the pop culture and movie history surrounding The Wizard of Oz; The Library's recently restored first volume of Audubon's Birds of America is showcased specially in the Grosvenor Room with new illustrations shown each week; A traveling exhibit "The World Knew: Jan Karski's Mission for Humanity," with 3 related public programs, was available through collaboration with several local Polish heritage organizations; Central Library Rare Book Room conservation efforts included Vol. I of Audubon's Bird's of America elephant folio, 8 rare Buffalo maps; WWII scrapbook and Buffalo City Directories; Public Survey #3 (teens) - 96% said the library was a welcoming place (148 responses); Public Survey #4 (adults) - 99% said the library was a welcoming place (821 responses); The Central Library again hosted the echo Art Fair as well as the temporary installation of a large scale Tape Art mural on the building's exterior in cooperation with the Albright-Knox Art Gallery and Erie County; The Library's partnership with Young Audiences of WNY, in residence at the downtown Library, brought programming variety into the building through a regular Second Saturday performance and workshop series. Young Audience's Emerging Leaders Institute in July and Arts Abilities Conference in November brought area arts professionals and educators to the Library; The Library's partnership with Young Audiences of WNY, brought programming variety into the building through a regular performance and workshop series; Young Audience's Emerging Leaders Institute in July and Arts Abilities Conference brought area arts professionals and educators to the Library; For the fifth year, the Central Library hosted 2 partner events presented by local disability service organizations, "Spread the Word to End the Word" and the kickoff of "Disability Awareness Month;" Literacy New York Buffalo-Niagara, Inc., Project Flight and Young Audiences of Western New York remained as ongoing tenants; The 2nd Floor West area of
the Central Library was renovated to include gallery and meeting room space; â€¢ 230 One-on-One Book a Technology Trainer appointments were conducted on a dedicated Book a Librarian Technology Trainer computer in the Central Library; â€¢ One YouTube video was created highlighting the Central Library http://bit.ly/1fqfTXW highlighting the Wonderful Wizardry of Baum:

**15. Current system URL's**

15.1 System Home Page URL www.buffalolib.org

15.2 URL of Current List of Members http://www.buffalolib.org/content/library-locations

15.3 URL of Current Governing Bylaws http://www.buffalolib.org/content/board-trustees/bylaws

15.4 Evaluation Form The B&ECPL will conduct surveys, focus groups and public meetings to solicit user (as well as non-user) input regarding their needs and interests in library technologies, programs and services which will then be integrated into the Plan of Service.

15.5 Evaluation Results Input will be solicited from the public, staff, trustees, library partners and library stakeholders. A working group consisting of staff and administrators will be tasked with reviewing all information and drafting the Plan of Service, ensuring that it correlates with System Goals and Objectives as well as Organizational Competencies. The draft will be reviewed by library administration prior to presentation to the Library Board for approval.

15.6 Central Library Plan Library administration will approve recommended draft of the Plan which will then be presented to all trustees for review and comment. The final draft will be presented to the Library Board’s Executive Committee and then referred to the full Library Board for formal approval.

15.7 Direct Access Plan N/A

**16. Assurance and Contact Information**

**CONTACT INFORMATION**

16.1 Contact name (person completing report) Angela Pierpaoli

16.2 Contact telephone (716) 858-7161
number (enter 10 digits only and hit the Tab key)

16.3 Contact e-mail address pierpaolia@buffalolib.org

ASSURANCE

16.4 The Library System operated under its approved Plan of Service in accordance with the provisions of Education Law and the Regulations of the Commissioner, and assures that this "Annual Report" was reviewed and accepted by the System Board/Council on (date - mm/dd/yyyy)

04/16/2014

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

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

05/14/2015

Suggested Improvements
Library System: Buffalo and Erie County Public Library

Name of Person Completing Form: Angela Pierpaoli

Phone Number and Extension: (716) 858-7161

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