

Buffalo and Erie County Public Library Annual Report For Public And Association Libraries - 2018

1. GENERAL LIBRARY INFORMATION

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

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

Report all information in Part 1 as of December 31, 2018, except for questions related to the current library director/manager (questions 1.37 through 1.45).

1.1	Library ID Number	0800000000
1.2	Library Name	BUFFALO AND ERIE COUNTY PUBLIC LIBRARY
1.3	Name Status (State use only)	00 (for no change from previous year)
1.4	Structure Status (State use only)	00 (for no change from previous year)
1.5	Community	Buffalo *
1.6	Beginning Fiscal Reporting Year	01/01/2018
1.7	Ending Fiscal Reporting Year	12/31/2018
1.8	Is the library now reporting on a different fiscal year than it reported on in the previous Annual Report?	No
1.9	If yes, please indicate the beginning date of library's new reporting year. Enter N/A if No was answered to Question 1.8.	N/A
1.10	Please indicate the ending date of library's new reporting year. Enter N/A if No was answered to Question 1.8.	N/A
1.11	Beginning <u>Local</u> Fiscal Year	01/01/2018
1.12	Ending <u>Local</u> Fiscal Year	12/31/2018
1.13	Address Status	00 (for no change from previous year)
1.14	Street Address	1 LAFAYETTE SQUARE
1.15	City	BUFFALO
1.16	Zip Code	14203
1.17	Mailing Address	1 LAFAYETTE SQUARE
1.18	City	BUFFALO

- 1.19 Zip Code 14203
- 1.20 Telephone Number (enter 10 digits only and hit the Tab key; enter N/A if no telephone number) (716) 858-8900
- 1.21 Fax Number (enter 10 digits only and hit the Tab key; enter N/A if no fax number) (716) 858-6544
- 1.22 E-Mail Address to Contact the Library (Enter N/A if no e-mail address) jakubowskim@buffalolib.org
- 1.23 Library Home Page URL (Enter N/A if no home page URL) https://www.buffalolib.org/
- 1.24 Population Chartered to Serve (per 2010 Census) 919,040
- 1.25 Indicate the type of library as stated in the library's charter (select one): PUBLIC
- 1.26 Indicate the area chartered to serve as stated in the library's charter (select one): County
- 1.27 During the reporting year, has there been any change to the library's legal service area boundaries? Changes must be the result of a Regents charter action. Answer Y for Yes, N for No. N
- 1.28 Indicate the type of charter the library currently holds (select one): Absolute
- 1.29 Date the library was granted its absolute charter or the date of the provisional charter if the library does not have an absolute charter 08/31/1953
- 1.30 Date the library was last registered 12/08/1953
- 1.31 Federal Employer Identification Number 166032029
- 1.32 County ERIE
- 1.33 School District Buffalo
- 1.34 Town/City Buffalo
- 1.35 Library System Buffalo & Erie County Public Library
- THESE QUESTIONS ARE FOR NYC LIBRARIES ONLY. PLEASE PROCEED TO THE NEXT QUESTION.**
- 1.36a President/CEO Name N/A
- 1.36b President/CEO Phone Number N/A
- 1.36c President/CEO Email N/A

NOTE: For questions 1.37 through 1.45, report all information for the current library director/manager.

- | | | |
|------|--|-----------------|
| 1.37 | Title of Library Director/Manager (select one): | Mrs. |
| 1.38 | First Name of Library Director/Manager | Mary Jean |
| 1.39 | Last Name of Library Director/Manager | Jakubowski |
| 1.40 | NYS Public Librarian Certification Number | 15501 |
| 1.41 | What is the highest education level of the library manager/director? | Master's Degree |
| 1.42 | If the library manager/director holds a Master's Degree, is it a Master's Degree in Library/Information Science? | Y |
| 1.43 | Do all staff working in the budgeted Librarian (certified) positions reported in 6.4 have an active NYS Public Librarian Certificate? If No, list the name and e-mail address of each staff member without an active certificate in a Note. | Y |
| 1.44 | E-mail Address of the Director/Manager | |
| 1.45 | Fax Number of the Director/Manager | |
| 1.46 | Is the library a member of the New York State and Local Retirement System? | Y |
| 1.47 | Does the library charge fees for library cards to people residing outside the system's service area? | Y |
| 1.48 | Was all or part of the library's funding subject to a public vote (s) held during Calendar Year 2018? (Please respond even if the vote was unsuccessful). Enter Y for Yes, N for No. If Yes, complete one record for the public vote from each funding source. If no, go to question 1.49. | N |
| 1. | Name of municipality or district holding the public vote | N/A |
| 2. | | N/A |

- Indicate the type of municipality or district holding the public vote
3. Date the vote was held (mm/dd/2018) N/A
4. Was the vote successful? Y/N N/A
5. What type of public vote was it? N/A
- 6a. Most recent prior year approved appropriation from a public vote: N/A
- 6b. Proposed increase in appropriation as a result of the vote held on the date reported in question number 3: N/A
- 6c. Total proposed appropriation (sum of 6a and 6b): N/A

This question should only be answered if "No" was answered in Q1.48 OR the library has votes from different municipalities/districts that were held in different years, both current and prior.

- 1.49 Did the library receive funding from an appropriation which was approved by public vote in a prior year? (Prior to Calendar Year 2018) Enter Y for Yes, N for No. If Yes, complete one record for the vote from each funding source. If No, go to question 1.50. N
1. Name of municipality or district holding the public vote N/A
2. Indicate the type of municipality or district holding the public vote
3. Date the last successful vote was held (mm/dd/yyyy) N/A
4. What type of public vote was it?
5. What was the total dollar amount of the appropriation from tax dollars resulting from the last successful vote? N/A
- 1.50 Does the reporting library 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 record for *each* contract. If no, go to question 1.51. N
1. N/A

- Name of contracting municipality
or district
2. Is this a written contractual agreement? N/A
3. Population of the geographic area served by this contract N/A
4. Dollar amount of contract N/A
5. Enter the appropriate code for range of services provided (select one): N/A
- 1.51 For the reporting year, has the library experienced any unusual circumstance(s) that affected the statistics reported (e.g., natural disaster, fire, closed for renovations, massive weeding of collection, etc.)? If yes, please annotate explaining the circumstance(s) and the impact on the library using the Note; if no, please go to Part 2, Library Collection. Y

2. LIBRARY COLLECTION

Report holdings, additions, and subscriptions as of the end of the fiscal year reported in Part 1. Please click [here](#) to read general instructions before completing this section.

This section of the survey (2.1-2.22) collects data on selected types of materials.

It does not cover all materials (i.e., microforms, loose sheet music, maps, and pictures) for which expenditures are reported under Print Materials Expenditures, Electronic Materials Expenditures, and Other Materials Expenditures (questions 12.6, 12.7 and 12.8). Under this category report only items that have been purchased, leased or licensed by the library, a consortium, the state library, a donor or other person or entity. Included items must only be accessible with a valid library card or at a physical library location; inclusion in the catalog is not required. Do not include items freely available without monetary exchange. Count electronic materials at the administrative entity level; do not duplicate numbers at each branch.

PRINT MATERIALS

Cataloged Books

2.1	Adult Fiction Books	165,892
2.2	Adult Non-fiction Books	1,193,234
2.3	Total Adult Books (Total questions 2.1 & 2.2)	1,359,126
2.4	Children's Fiction Books	78,725
2.5	Children's Non-fiction Books	34,809

2.6	Total Children's Books (Total questions 2.4 & 2.5)	113,534
2.7	Total Cataloged Books (Total questions 2.3 & 2.6)	1,472,660

Other Print Materials

2.8	Total Uncataloged Books	92,029
2.9	Total Print Serials	419,810
2.10	All Other Print Materials	867,253
2.11	Total Other Print Materials (Total questions 2.8 through 2.10)	1,379,092
2.12	Total Print Materials (Total questions 2.7 and 2.11)	2,851,752

ALL OTHER MATERIALS**Electronic Materials**

2.13	Electronic Books	70,389
2.14	Local Electronic Collections	32
2.15	NOVELNY Electronic Collections	16
2.16	Total Electronic Collections (Total questions 2.14 and 2.15)	48
2.17	Audio - Downloadable Units	13,850
2.18	Video - Downloadable Units	100
2.19	Other Electronic Materials (Include items that are not included in the above categories, such as e-serials; electronic files; collections of digital photographs; and electronic government documents, reference tools, scores and maps.)	1,048
2.20	Total Electronic Materials (Total questions 2.13, 2.16, 2.17, 2.18 and 2.19)	85,435

Non-Electronic Materials

2.21	Audio - Physical Units	112,242
2.22	Video - Physical Units	97,627
2.23	Other Non-Electronic Materials (includes films, slides, etc.)	14,825
2.24	Total Other Materials Holdings (Total questions 2.21 through 2.23)	224,694
2.25	GRAND TOTAL HOLDINGS (Total questions 2.12, 2.20 and 2.24)	3,161,881

CURRENT SERIAL SUBSCRIPTIONS

2.26	Current Print Serial Subscriptions	803
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ADDITIONS TO HOLDINGS - Do not subtract withdrawals or discards.

2.27	Cataloged Books	26,114
2.28	All Other Print Materials	8,267
2.29	Electronic Materials	17,806
2.30	All Other Materials	18,481
2.31	Total Additions (Total questions 2.27 through 2.30)	70,668

3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

Report all information on questions 3.1 through 3.28 as of the fiscal year reported in Part 1; report information on questions 3.29 through 3.80 for the 2018 calendar year. Please click [here](#) to read general instructions before completing this section.

Please report information on LIBRARY USE as of the end of the fiscal year reported in Part 1.

LIBRARY USE

3.1	Library visits (total annual attendance)	797,780
3.2	Registered resident borrowers	95,374
3.3	Registered non-resident borrowers	328

Please report information on WRITTEN POLICIES as of 12/31/18.

WRITTEN POLICIES (Answer Y for Yes, N for No)

3.4	Does the library have an open meeting policy?	Y
3.5	Does the library have a policy protecting the confidentiality of library records?	Y
3.6	Does the library have an Internet use policy?	Y
3.7	Does the library have a disaster plan?	Y
3.8	Does the library have a board-approved conflict of interest policy?	Y
3.9	Does the library have a board-approved whistle blower policy?	Y

Please report information on ACCESSIBILITY as of 12/31/18.

ACCESSIBILITY (Answer Y for Yes, N for No)

3.10	Does the library provide service to persons who cannot visit the library (homebound persons,	Y
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- persons in nursing homes,
persons in jail, etc.)?
- 3.11 Does the library have assistive devices for persons who are deaf and hearing impaired (TTY/TDD)? Y
- 3.12 Does the library have large print books? Y
- 3.13 Does the library have assistive technology for the blind and visually impaired? Y
- 3.14 - If so, what do you have?
- screen reader, such as JAWS or Windoweyes Yes
- refreshable Braille keyboard No
- screen magnification software, such as Zoomtext Yes
- electronic scanning and reading software, such as OpenBook Yes
- 3.15 Is the library registered for services from either the New York State Talking Book and Braille Library (New York State Library, Albany) or the Andrew Heiskell Braille and Talking Book Library (The New York Public Library, New York)? Y

Please report information on LIBRARY SPONSORED PROGRAMS as of the end of the fiscal year reported in Part 1.

LIBRARY SPONSORED PROGRAMS

- 3.16 Adult Program Sessions 564
- 3.17 Young Adult Program Sessions 165
- 3.18 Children's Program Sessions 986
- 3.19 All Other Program Sessions 955
- 3.20 **Total Number of Program Sessions (Total questions 3.16 through 3.19)** 2,670
- 3.21 One-on-One Program Sessions 1,344
- 3.22 Do library staff, trustees and/or volunteers reach outside of the library to promote library programs and services through group presentations, information tables and/or other similar Yes

educational activities sponsored
by the Library?

3.23	Adult Program Attendance	11,503
3.24	Young Adult Program Attendance	2,250
3.25	Children's Program Attendance	14,038
3.26	All Other Program Attendance	31,972
3.27	Total Program Attendance (Total questions 3.23 through 3.26)	59,763
3.28	One-on-One Program Attendance	1,444

Please report information on SUMMER READING PROGRAMS for the 2018 calendar year.

SUMMER READING PROGRAM

3.29 - Indicate which of the following apply to the summer reading program(s) offered by the library during the summer of 2018 (check all that apply):

a.	Program(s) for children	Yes
b.	Program(s) for young adults	Yes
c.	Program(s) for Adults	Yes
d.	Summer Reading at New York Libraries name and/or logo used	Yes
e.	Collaborative Summer Library Program (CSLP Manual, provided through the New York State Library, used)	Yes
f.	N/A	No
3.30	Library outlets offering the summer reading program	10
3.31	Children registered for the library's summer reading program	572
3.32	Young adults registered for the library's summer reading program	60
3.33	Adults registered for the library's summer reading program	15
3.34	Total number registered for the library's summer reading program (total 3.31 + 3.32 + 3.33)	647
3.35	Children's program sessions - Summer 2018	281
3.36	Young adult program sessions - Summer 2018	10
3.37		11

	Adult program sessions - Summer 2018	
3.38	Total program sessions - Summer 2018 (total 3.35 + 3.36 + 3.37)	302
3.39	Children's program attendance - Summer 2018	6,400
3.40	Young adult program attendance - Summer 2018	61
3.41	Adult program attendance - Summer 2018	117
3.42	Total program attendance - Summer 2018 (total 3.39 + 3.40 + 3.41)	6,578

COLLABORATORS

3.43	Public school district(s) and/or BOCES	0
3.44	Non-public school(s)	4
3.45	Childcare center(s)	5
3.46	Summer camp(s)	4
3.47	Municipality/Municipalities	1
3.48	Literacy provider(s)	1
3.49	Other (describe using the State note)	7
3.50	Total Collaborators (total 3.43 through 3.49)	22

Please report information on EARLY LITERACY PROGRAMS for the 2018 calendar year.

EARLY LITERACY PROGRAMS

3.51	Did the library offer early literacy programs? (Enter Y for Yes, N for No)	Y
3.52	- Indicate types of programs offered (check all that apply)	
a.	Focus on birth - school entry (kindergarten)	Yes
b.	Focus on parents & caregivers	Yes
c.	Combined audience	Yes
d.	N/A	No
3.53	- Number of sessions	
a.	Focus on birth - school entry (kindergarten)	318
b.	Focus on parents & caregivers	6
c.	Combined audience	19
d.	N/A	0
3.54	Total Sessions	343

- 3.55 - Attendance at sessions
- | | | |
|----|---|-------|
| a. | Focus on birth - school entry
(kindergarten) | 5,089 |
| b. | Focus on parents & caregivers | 76 |
| c. | Combined audience | 288 |
| d. | N/A | 0 |
- 3.56 **Total Attendance** 5,453
- 3.57 - Collaborators (check all that apply):
- | | | |
|----|---|-----|
| a. | Childcare center(s) | Yes |
| b. | Public School District(s) and/or
BOCES | No |
| c. | Non-Public School(s) | No |
| d. | Health care providers/agencies | Yes |
| e. | Other (describe using the State
note) | Yes |

Please report information on ADULT LITERACY for the 2018 calendar year.

ADULT LITERACY

- | | | |
|------|---|-------|
| 3.58 | Did the library offer adult
literacy programs? | Yes |
| 3.59 | Total group program sessions | 136 |
| 3.60 | Total one-on-one program
sessions | 552 |
| 3.61 | Total group program attendance | 1,566 |
| 3.62 | Total one-on-one program
attendance | 552 |
- 3.63 - Collaborators (check all that apply)
- | | | |
|----|---|-----|
| a. | Literacy NY (Literacy
Volunteers of America) | Yes |
| b. | Public School District(s) and/or
BOCES | Yes |
| c. | Non-Public Schools | No |
| d. | Other (see instructions and
describe using Note) | Yes |

Please report information on PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL) for the 2018 calendar year.

PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL)

- | | | |
|------|---|-----|
| 3.64 | Did the library offer programs for
English Speakers of Other
Languages (ESOL)? (Enter Y for
Yes, N for No) | Y |
| 3.65 | Children's program sessions | 5 |
| 3.66 | Young adult program sessions | 3 |
| 3.67 | Adult program sessions | 147 |

3.68	Total program sessions (total 3.65 + 3.66 + 3.67)	155
3.69	One-on-one program sessions	279
3.70	Children's program attendance	94
3.71	Young adult program attendance	47
3.72	Adult program attendance	1,670
3.73	Total program attendance (total 3.70 + 3.71 + 3.72)	1,811
3.74	One-on-one program attendance	279
3.75	- Collaborators (check all that apply):	
a.	Literacy NY (Literacy Volunteers of America)	Yes
b.	Public School District(s) and/or BOCES	Yes
c.	Non-Public School(s)	No
d.	Other (describe using the Note)	Yes

Please report information on DIGITAL LITERACY for the 2018 calendar year.

DIGITAL LITERACY

3.76	Did the library offer digital literacy programs?	Y
3.77	Total group program sessions	47
3.78	Total one-on-one program sessions	446
3.79	Total group program attendance	238
3.80	Total one-on-one program attendance	546

4. LIBRARY TRANSACTIONS

Report all transactions as of the end of the fiscal year reported in Part 1. (Please note: Internal Library usage is not considered part of circulation)

CATALOGED BOOK CIRCULATION

4.1	Adult Fiction Books	439,439
4.2	Adult Non-fiction Books	284,992
4.3	Total Adult Books (Total questions 4.1 & 4.2)	724,431
4.4	Children's Fiction Books	264,260
4.5	Children's Non-fiction Books	57,829
4.6	Total Children's Books (Total questions 4.4 & 4.5)	322,089
4.7	Total Cataloged Book Circulation (Total question 4.3 & 4.6)	1,046,520

CIRCULATION OF OTHER MATERIALS

4.8	Circulation of Adult Other Materials	1,001,948
4.9	Circulation of Children's Other Materials	146,150
4.10	Total Circulation of Other Materials (Total questions 4.8, 4.9)	1,148,098
4.11	Physical Item Circulation (Total questions 4.7 & 4.10)	2,194,618

ELECTRONIC USE

4.12	Use of Electronic Material	749,638
4.13	Successful Retrieval of Electronic Information	305,089
4.14	Electronic Content Use (Total questions 4.12 & 4.13)	1,054,727
4.15	Total Circulation of Materials (Total questions 4.11 & 4.12)	2,944,256
4.16	Total Collection Use (Total questions 4.13 & 4.15)	3,249,345
4.17	Grand Total Circulation of Children's Materials (Total questions 4.6 & 4.9)	468,239

REFERENCE TRANSACTIONS

4.18	Total Reference Transactions	127,515
4.19	Does the library offer virtual reference?	Y

INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

4.20	TOTAL MATERIALS RECEIVED	5,038
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INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

4.21	TOTAL MATERIALS PROVIDED	3,974
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5. TECHNOLOGY AND TELECOMMUNICATIONS

Report all information as of December 31, 2018.

SYSTEMS AND SERVICES

5.1	Automated circulation system?	Y
5.2	Online public access catalog (OPAC)?	Y
5.3	Electronic access to the OPAC from outside the library?	Y
5.4	Annual number of visits to the library's web site	11,686,338
5.5		Y

	Does the library use Internet filtering software on any computer?	
5.6	Does your library use social media?	Y
5.7	Does the library file for E-rate benefits?	Y
5.8	Is the library part of a consortium for E-rate benefits?	N
5.9	If yes, in which consortium are you participating?	N/A
5.10	Name of the person responsible for the library's Information Technology (IT) services	Stephen Hovey, IT Administrator
5.11	IT contact's telephone number (enter 10 digits only and hit the Tab key)	(716) 858-6004
5.12	IT contact's email address	hoveys@buffalolib.org

6. STAFF INFORMATION

Note: Report figures as of the last day of the fiscal year reported in Part 1. Include the FTE for all positions funded in the library's budget whether those positions are filled or not. This report requires conversion of part-time hours to full-time equivalents (FTE). To compute the FTE of employees in any category, take the total number of hours worked per week for all budgeted positions in that category and divide that total by the number of hours per week the library considers to be full-time. Report the FTE to two decimal places.

FTE (FULL-TIME EQUIVALENT CALCULATION)

6.1	The number of hours per workweek used to compute FTE for all paid library personnel in this section.	35
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BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS

6.2	Library Director (certified)	1
6.3	Vacant Library Director (certified)	0
6.4	Librarian (certified)	45.54
6.5	Vacant Librarian (certified)	2.57
6.6	Library Manager (not certified)	0
6.7	Vacant Library Manager (not certified)	0
6.8	Library Specialist/Paraprofessional (not certified)	12
6.9		1

	Vacant Library Specialist/Paraprofessional (not certified)	
6.10	Other Staff	180.28
6.11	Vacant Other Staff	5.37
6.12	TOTAL PAID STAFF (Total questions 6.2, 6.4, 6.6, 6.8 & 6.10)	238.82
6.13	VACANT TOTAL PAID STAFF (Total questions 6.3, 6.5, 6.7, 6.9 & 6.11)	8.94

SALARY INFORMATION

6.14	FTE - Entry Level Librarian (certified)	1
6.15	Salary - Entry Level Librarian (certified)	\$42,642
6.16	FTE - Library Director (certified)	1
6.17	Salary - Library Director (certified)	\$138,375
6.18	FTE - Library Manager (not certified)	N/A
6.19	Salary - Library Manager (not certified)	N/A

7. MINIMUM PUBLIC LIBRARY STANDARDS

Report all information as of December 31, 2018. Please click [here](#) to read general instructions before completing this section.

- | | | |
|-----|--|---|
| 7.1 | 1. Is governed by board-approved written bylaws which outline the responsibilities and procedures of the library board of trustees. | Y |
| 7.2 | 2. Has a board-approved written long range plan of service. | Y |
| 7.3 | 3. Presents a board-approved annual report to the community on the library's progress in meeting its goals and objectives. | Y |
| 7.4 | 4. Has board-approved written policies for the operation of the library. | Y |
| 7.5 | 5. Presents annually to appropriate funding agencies a written board-approved budget which would enable the library to meet or exceed these standards and to carry out its long-range plan of service. | Y |

- 7.6 6. Periodically evaluates the effectiveness of the library's collection and services in meeting community needs. Y
- 7.7 7. Is open the minimum standard number of public service hours for population served. (see instructions) Y
8. Maintains a facility to meet community needs, including adequate:
- 7.8 8a. space Y
- 7.9 8b. lighting Y
- 7.10 8c. shelving Y
- 7.11 8d. seating Y
- 7.12 8e. restroom (see instructions) Y
9. Provides equipment and connections to meet community needs and provide access to other library catalogs and other electronic information, including but not limited to the following:
- 7.13 9a. telephone Y
- 7.14 9b. photocopier (see instructions) Y
- 7.15 9c. microcomputer or terminal Y
- 7.16 9d. printer Y
- 7.17 9e. Fax capability (see instructions) Y
- 7.18 10. Distributes board-approved printed information listing the library's hours open, borrowing rules, services, location and phone number. Y
- 7.19 11. Employs a paid director in accordance with the provisions of Y Commissioner's Regulation 90.8.

8. PUBLIC SERVICE INFORMATION

Report all information as of the end of the fiscal year reported in Part 1. Please click [here](#) to read general instructions before completing this section.

PUBLIC SERVICE OUTLETS - Libraries reporting main libraries, branches and bookmobiles should complete Service Outlets Information in Part 9.

- 8.1 Main Library 1
- 8.2 Branches 8
- 8.3 Bookmobiles 1
- 8.4 Other Outlets 2
- 8.5 **TOTAL PUBLIC SERVICE OUTLETS (Total questions 8.1 - 12 8.4)**

PUBLIC SERVICE HOURS - Report hours to two decimal places.

8.6	Minimum Weekly Total Hours - Main Library	62.00
8.7	Minimum Weekly Total Hours - Branch Libraries	328.00
8.8	Minimum Weekly Total Hours - Bookmobiles	17.60
8.9	Minimum Weekly Total Hours - Total Hours Open (Total questions 8.6 - 8.8)	407.60
8.10	Annual Total Hours - Main Library	3,163.00
8.11	Annual Total Hours - Branch Libraries	16,657.50
8.12	Annual Total Hours - Bookmobiles	900.25
8.13	Annual Hours Open - Total Hours Open (Total questions 8.10 through 8.12)	20,720.75

9. SERVICE OUTLET INFORMATION

Report all information as of the end of the fiscal year reported in Part 1. Please click [here](#) to read general instructions before completing this section.

NOTE: Libraries reporting Public Service Outlets in questions 8.1, 8.2 and 8.3 of Part 8 are required to complete this part of the Annual Report. Use this section to enter outlet information on main libraries, branches or bookmobiles. Complete one record for *each* main library, branch or bookmobile.

If you have multiple libraries, you may 1) enter the data for the Service Outlet Information section directly into the survey as usual or 2) send Baker and Taylor the data for this section to be uploaded into Collect. If you choose to send your data for uploading, you must enter the data into the spreadsheet form available in the survey by clicking [here](#)

1.	Outlet Name	Buffalo & Erie County Public Library System
2.	Outlet Name Status	00 (for no change)
3.	Street Address	1 Lafayette Square
4.	Outlet Street Address Status	00 (for no change)
5.	City	Buffalo
6.	Zip Code	14203
7.	Phone (enter 10 digits only)	(716) 858-8900
8.	Fax Number (enter 10 digits only)	(716) 858-6544
9.	E-mail Address	jakubowskim@buffalolib.org
10.	Outlet URL	https://www.buffalolib.org/
11.	County	Erie
12.	School District	Buffalo
13.	Library System	Buffalo & Erie County Public Library

- | | | |
|-----|--|---|
| 14. | Outlet Type Code (select one): | CE |
| 15. | Public Service Hours Per Year for This Outlet | 3,163 |
| 16. | Number of Weeks This Outlet is Open | 52 |
| 17. | Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)? | Y |
| 18. | Is the meeting space available for public use even when the outlet is closed? | Y |
| 19. | Total number of non-library sponsored programs, meetings and/or events at this outlet | 1,263 |
| 20. | Enter the appropriate outlet code (select one): | LRF |
| 21. | Who owns this outlet building? | County |
| 22. | Who owns the land on which this outlet is built? | County |
| 23. | Indicate the year this outlet was initially constructed | 1963 |
| 24. | Indicate the year this outlet underwent a major renovation costing \$25,000 or more | 2017 |
| 25. | Square footage of the outlet | 403,000 |
| 26. | Number of internet computers at this outlet used by general public | 143 |
| 27. | Number of uses (sessions) of public Internet computers per year | 134,941 |
| 28. | Type of connection on the outlet's public Internet computers | Other (specify using the State note) |
| 29. | Maximum <u>download</u> speed of connection on the outlet's public Internet computers | 11 Greater than or equal to 100 mbps and less than 1 gbps |
| 30. | Maximum <u>upload</u> speed of connection on the outlet's public Internet computers | 11 Greater than or equal to 100 mbps and less than 1 gbps |
| 31. | Internet Provider | Other (specify using the State note) |
| 32. | WiFi Access | Password required |
| 33. | Number of wireless sessions provided by the library wireless service per year | 180,702 |
| 34. | Does the outlet have interactive videoconferencing capability for public use? | Y |

35.	Does the outlet have a building entrance that is physically accessible to a person in a wheelchair?	Y
36.	Is every public part of the outlet accessible to a person in a wheelchair?	Y
37.	Does your outlet have a Makerspace?	Y
38.	<i>LIBID</i>	0800000000
39.	<i>FSCSID</i>	NY0005
40.	<i>Number of Bookmobiles in the Bookmobile Outlet Record</i>	0
41.	<i>Outlet Structure Status</i>	00 (for no change from previous year)
1.	Outlet Name	East Clinton Branch Library
2.	Outlet Name Status	00 (for no change)
3.	Street Address	1929 East Clinton Street
4.	Outlet Street Address Status	00 (for no change)
5.	City	Buffalo
6.	Zip Code	14206
7.	Phone (enter 10 digits only)	(716) 823-5626
8.	Fax Number (enter 10 digits only)	(716) 823-5626
9.	E-mail Address	ecl@buffalolib.org
10.	Outlet URL	https://www.buffalolib.org/content/library-locations/eastclinton
11.	County	Erie
12.	School District	Buffalo
13.	Library System	Buffalo & Erie County Public Library
14.	Outlet Type Code (select one):	BR
15.	Public Service Hours Per Year for This Outlet	1,598
16.	Number of Weeks This Outlet is Open	52
17.	Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)?	Y
18.	Is the meeting space available for public use even when the outlet is closed?	Y
19.	Total number of non-library sponsored programs, meetings and/or events at this outlet	16
20.	Enter the appropriate outlet code (select one):	LRF

21.	Who owns this outlet building?	City
22.	Who owns the land on which this outlet is built?	City
23.	Indicate the year this outlet was initially constructed	1976
24.	Indicate the year this outlet underwent a major renovation costing \$25,000 or more	2015
25.	Square footage of the outlet	4,215
26.	Number of internet computers at this outlet used by general public	14
27.	Number of uses (sessions) of public Internet computers per year	6,916
28.	Type of connection on the outlet's public Internet computers	Other (specify using the State note)
29.	Maximum <u>download</u> speed of connection on the outlet's public Internet computers	9 Greater than or equal to 25 mbps and less than 50 mbps
30.	Maximum <u>upload</u> speed of connection on the outlet's public Internet computers	9 Greater than or equal to 25 mbps and less than 50 mbps
31.	Internet Provider	Other (specify using the State note)
32.	WiFi Access	Password required
33.	Number of wireless sessions provided by the library wireless service per year	8,664
34.	Does the outlet have interactive videoconferencing capability for public use?	Y
35.	Does the outlet have a building entrance that is physically accessible to a person in a wheelchair?	Y
36.	Is every public part of the outlet accessible to a person in a wheelchair?	Y
37.	Does your outlet have a Makerspace?	N
38.	<i>LIBID</i>	0800000000
39.	<i>FSCSID</i>	NY0005
40.	<i>Number of Bookmobiles in the Bookmobile Outlet Record</i>	0
41.	<i>Outlet Structure Status</i>	00 (for no change from previous year)
1.	Outlet Name	Leroy R. Coles, Jr. Branch Library
2.	Outlet Name Status	14 (for Unofficial name change)
3.	Street Address	1187 East Delavan Avenue

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|-----|--|---|
| 4. | Outlet Street Address Status | 00 (for no change) |
| 5. | City | Buffalo |
| 6. | Zip Code | 14215 |
| 7. | Phone (enter 10 digits only) | (716) 896-4433 |
| 8. | Fax Number (enter 10 digits only) | (716) 896-4433 |
| 9. | E-mail Address | edl@buffalolib.org |
| 10. | Outlet URL | https://www.buffalolib.org/content/library-locations/eastdelavan |
| 11. | County | Erie |
| 12. | School District | Buffalo |
| 13. | Library System | Buffalo & Erie County Public Library |
| 14. | Outlet Type Code (select one): | BR |
| 15. | Public Service Hours Per Year for This Outlet | 1,998 |
| 16. | Number of Weeks This Outlet is Open | 52 |
| 17. | Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)? | Y |
| 18. | Is the meeting space available for public use even when the outlet is closed? | Y |
| 19. | Total number of non-library sponsored programs, meetings and/or events at this outlet | 102 |
| 20. | Enter the appropriate outlet code (select one): | LRF |
| 21. | Who owns this outlet building? | City |
| 22. | Who owns the land on which this outlet is built? | City |
| 23. | Indicate the year this outlet was initially constructed | 1961 |
| 24. | Indicate the year this outlet underwent a major renovation costing \$25,000 or more | 2009 |
| 25. | Square footage of the outlet | 8,659 |
| 26. | Number of internet computers at this outlet used by general public | 48 |
| 27. | Number of uses (sessions) of public Internet computers per year | 24,007 |
| 28. | Type of connection on the outlet's public Internet computers | Other (specify using the State note) |
| 29. | | |

	Maximum <u>download</u> speed of connection on the outlet's public Internet computers	9 Greater than or equal to 25 mbps and less than 50 mbps
30.	Maximum <u>upload</u> speed of connection on the outlet's public Internet computers	9 Greater than or equal to 25 mbps and less than 50 mbps
31.	Internet Provider	Other (specify using the State note)
32.	WiFi Access	Password required
33.	Number of wireless sessions provided by the library wireless service per year	14,349
34.	Does the outlet have interactive videoconferencing capability for public use?	Y
35.	Does the outlet have a building entrance that is physically accessible to a person in a wheelchair?	Y
36.	Is every public part of the outlet accessible to a person in a wheelchair?	N
37.	Does your outlet have a Makerspace?	N
38.	<i>LIBID</i>	0800000000
39.	<i>FSCSID</i>	NY0005
40.	<i>Number of Bookmobiles in the Bookmobile Outlet Record</i>	0
41.	<i>Outlet Structure Status</i>	00 (for no change from previous year)
1.	Outlet Name	Frank E. Merriweather, Jr. Library
2.	Outlet Name Status	00 (for no change)
3.	Street Address	1324 Jefferson Ave.
4.	Outlet Street Address Status	00 (for no change)
5.	City	Buffalo
6.	Zip Code	14208
7.	Phone (enter 10 digits only)	(716) 883-4418
8.	Fax Number (enter 10 digits only)	(716) 551-0158
9.	E-mail Address	mrw@buffalolib.org
10.	Outlet URL	https://www.buffalolib.org/content/library-locations/merriweather
11.	County	Erie
12.	School District	Buffalo
13.	Library System	Buffalo & Erie County Public Library
14.	Outlet Type Code (select one):	BR
15.	Public Service Hours Per Year for This Outlet	2,612

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|-----|--|--|
| 16. | Number of Weeks This Outlet is Open | 52 |
| 17. | Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)? | Y |
| 18. | Is the meeting space available for public use even when the outlet is closed? | Y |
| 19. | Total number of non-library sponsored programs, meetings and/or events at this outlet | 532 |
| 20. | Enter the appropriate outlet code (select one): | LRF |
| 21. | Who owns this outlet building? | City |
| 22. | Who owns the land on which this outlet is built? | City |
| 23. | Indicate the year this outlet was initially constructed | 2006 |
| 24. | Indicate the year this outlet underwent a major renovation costing \$25,000 or more | N/A |
| 25. | Square footage of the outlet | 20,000 |
| 26. | Number of internet computers at this outlet used by general public | 51 |
| 27. | Number of uses (sessions) of public Internet computers per year | 37,840 |
| 28. | Type of connection on the outlet's public Internet computers | Other (specify using the State note) |
| 29. | Maximum <u>download</u> speed of connection on the outlet's public Internet computers | 10 Greater than or equal to 50 mbps and less than 100 mbps |
| 30. | Maximum <u>upload</u> speed of connection on the outlet's public Internet computers | 10 Greater than or equal to 50 mbps and less than 100 mbps |
| 31. | Internet Provider | Other (specify using the State note) |
| 32. | WiFi Access | Password required |
| 33. | Number of wireless sessions provided by the library wireless service per year | 19,014 |
| 34. | Does the outlet have interactive videoconferencing capability for public use? | Y |
| 35. | Does the outlet have a building entrance that is physically | Y |

	accessible to a person in a wheelchair?	
36.	Is every public part of the outlet accessible to a person in a wheelchair?	Y
37.	Does your outlet have a Makerspace?	N
38.	<i>LIBID</i>	0800000000
39.	<i>FSCSID</i>	NY0005
40.	<i>Number of Bookmobiles in the Bookmobile Outlet Record</i>	0
41.	<i>Outlet Structure Status</i>	00 (for no change from previous year)
1.	Outlet Name	J. P. Dudley Branch Library
2.	Outlet Name Status	00 (for no change)
3.	Street Address	2010 South Park Avenue
4.	Outlet Street Address Status	00 (for no change)
5.	City	Buffalo
6.	Zip Code	14220
7.	Phone (enter 10 digits only)	(716) 823-1854
8.	Fax Number (enter 10 digits only)	(716) 823-1854
9.	E-mail Address	dud@buffalolib.org
10.	Outlet URL	https://www.buffalolib.org/content/library-locations/dudley
11.	County	Erie
12.	School District	Buffalo
13.	Library System	Buffalo & Erie County Public Library
14.	Outlet Type Code (select one):	BR
15.	Public Service Hours Per Year for This Outlet	2,012
16.	Number of Weeks This Outlet is Open	52
17.	Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)?	Y
18.	Is the meeting space available for public use even when the outlet is closed?	Y
19.	Total number of non-library sponsored programs, meetings and/or events at this outlet	32
20.	Enter the appropriate outlet code (select one):	LRF
21.	Who owns this outlet building?	City
22.		City

	Who owns the land on which this outlet is built?	
23.	Indicate the year this outlet was initially constructed	1962
24.	Indicate the year this outlet underwent a major renovation costing \$25,000 or more	2015
25.	Square footage of the outlet	6,090
26.	Number of internet computers at this outlet used by general public	25
27.	Number of uses (sessions) of public Internet computers per year	14,037
28.	Type of connection on the outlet's public Internet computers	Other (specify using the State note)
29.	Maximum <u>download</u> speed of connection on the outlet's public Internet computers	9 Greater than or equal to 25 mbps and less than 50 mbps
30.	Maximum <u>upload</u> speed of connection on the outlet's public Internet computers	9 Greater than or equal to 25 mbps and less than 50 mbps
31.	Internet Provider	Other (specify using the State note)
32.	WiFi Access	Password required
33.	Number of wireless sessions provided by the library wireless service per year	14,453
34.	Does the outlet have interactive videoconferencing capability for public use?	Y
35.	Does the outlet have a building entrance that is physically accessible to a person in a wheelchair?	Y
36.	Is every public part of the outlet accessible to a person in a wheelchair?	Y
37.	Does your outlet have a Makerspace?	N
38.	<i>LIBID</i>	0800000000
39.	<i>FSCSID</i>	NY0005
40.	<i>Number of Bookmobiles in the Bookmobile Outlet Record</i>	0
41.	<i>Outlet Structure Status</i>	00 (for no change from previous year)
1.	Outlet Name	James L. Crane Branch Library
2.	Outlet Name Status	00 (for no change)
3.	Street Address	633 Elmwood Avenue
4.	Outlet Street Address Status	00 (for no change)

5.	City	Buffalo
6.	Zip Code	14222
7.	Phone (enter 10 digits only)	(716) 883-6651
8.	Fax Number (enter 10 digits only)	(716) 881-4814
9.	E-mail Address	cra@buffalolib.org
10.	Outlet URL	https://www.buffalolib.org/content/library-locations/crane
11.	County	Erie
12.	School District	Buffalo
13.	Library System	Buffalo & Erie County Public Library
14.	Outlet Type Code (select one):	BR
15.	Public Service Hours Per Year for This Outlet	2,014
16.	Number of Weeks This Outlet is Open	52
17.	Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)?	Y
18.	Is the meeting space available for public use even when the outlet is closed?	Y
19.	Total number of non-library sponsored programs, meetings and/or events at this outlet	76
20.	Enter the appropriate outlet code (select one):	LRF
21.	Who owns this outlet building?	City
22.	Who owns the land on which this outlet is built?	City
23.	Indicate the year this outlet was initially constructed	1955
24.	Indicate the year this outlet underwent a major renovation costing \$25,000 or more	2016
25.	Square footage of the outlet	7,995
26.	Number of internet computers at this outlet used by general public	28
27.	Number of uses (sessions) of public Internet computers per year	17,056
28.	Type of connection on the outlet's public Internet computers	Other (specify using the State note)
29.		9 Greater than or equal to 25 mbps and less than 50 mbps

	Maximum <u>download</u> speed of connection on the outlet's public Internet computers	
30.	Maximum <u>upload</u> speed of connection on the outlet's public Internet computers	9 Greater than or equal to 25 mbps and less than 50 mbps
31.	Internet Provider	Other (specify using the State note)
32.	WiFi Access	Password required
33.	Number of wireless sessions provided by the library wireless service per year	10,371
34.	Does the outlet have interactive videoconferencing capability for public use?	Y
35.	Does the outlet have a building entrance that is physically accessible to a person in a wheelchair?	Y
36.	Is every public part of the outlet accessible to a person in a wheelchair?	N
37.	Does your outlet have a Makerspace?	N
38.	<i>LIBID</i>	0800000000
39.	<i>FSCSID</i>	NY0005
40.	<i>Number of Bookmobiles in the Bookmobile Outlet Record</i>	0
41.	<i>Outlet Structure Status</i>	00 (for no change from previous year)
1.	Outlet Name	Niagara Branch Library
2.	Outlet Name Status	00 (for no change)
3.	Street Address	280 Porter Avenue
4.	Outlet Street Address Status	00 (for no change)
5.	City	Buffalo
6.	Zip Code	14201
7.	Phone (enter 10 digits only)	(716) 882-1537
8.	Fax Number (enter 10 digits only)	(716) 882-1537
9.	E-mail Address	nia@buffalolib.org
10.	Outlet URL	https://www.buffalolib.org/content/library-locations/niagara
11.	County	Erie
12.	School District	Buffalo
13.	Library System	Buffalo & Erie County Public Library
14.	Outlet Type Code (select one):	BR
15.	Public Service Hours Per Year for This Outlet	2,408

16. Number of Weeks This Outlet is Open 52
17. Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)? Y
18. Is the meeting space available for public use even when the outlet is closed? Y
19. Total number of non-library sponsored programs, meetings and/or events at this outlet 207
20. Enter the appropriate outlet code (select one): LRF
21. Who owns this outlet building? City
22. Who owns the land on which this outlet is built? City
23. Indicate the year this outlet was initially constructed 1958
24. Indicate the year this outlet underwent a major renovation costing \$25,000 or more 2017
25. Square footage of the outlet 11,279
26. Number of internet computers at this outlet used by general public 25
27. Number of uses (sessions) of public Internet computers per year 21,346
28. Type of connection on the outlet's public Internet computers Other (specify using the State note)
29. Maximum download speed of connection on the outlet's public Internet computers 9 Greater than or equal to 25 mbps and less than 50 mbps
30. Maximum upload speed of connection on the outlet's public Internet computers 9 Greater than or equal to 25 mbps and less than 50 mbps
31. Internet Provider Other (specify using the State note)
32. WiFi Access Password required
33. Number of wireless sessions provided by the library wireless service per year 15,281
34. Does the outlet have interactive videoconferencing capability for public use? Y
35. Does the outlet have a building entrance that is physically Y

	accessible to a person in a wheelchair?	
36.	Is every public part of the outlet accessible to a person in a wheelchair?	N
37.	Does your outlet have a Makerspace?	N
38.	<i>LIBID</i>	0800000000
39.	<i>FSCSID</i>	NY0005
40.	<i>Number of Bookmobiles in the Bookmobile Outlet Record</i>	0
41.	<i>Outlet Structure Status</i>	00 (for no change from previous year)
1.	Outlet Name	North Park Branch Library
2.	Outlet Name Status	00 (for no change)
3.	Street Address	975 Hertel Avenue
4.	Outlet Street Address Status	00 (for no change)
5.	City	Buffalo
6.	Zip Code	14216
7.	Phone (enter 10 digits only)	(716) 875-3748
8.	Fax Number (enter 10 digits only)	(716) 874-5593
9.	E-mail Address	npk@buffalolib.org
10.	Outlet URL	https://www.buffalolib.org/content/library-locations/northpark
11.	County	Erie
12.	School District	Buffalo
13.	Library System	Buffalo & Erie County Public Library
14.	Outlet Type Code (select one):	BR
15.	Public Service Hours Per Year for This Outlet	2,008
16.	Number of Weeks This Outlet is Open	52
17.	Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)?	Y
18.	Is the meeting space available for public use even when the outlet is closed?	N
19.	Total number of non-library sponsored programs, meetings and/or events at this outlet	142
20.	Enter the appropriate outlet code (select one):	N/A
21.	Who owns this outlet building?	Other (specify using the State note)
22.		Other (specify using the State note)

	Who owns the land on which this outlet is built?	
23.	Indicate the year this outlet was initially constructed	2009
24.	Indicate the year this outlet underwent a major renovation costing \$25,000 or more	2017
25.	Square footage of the outlet	5,662
26.	Number of internet computers at this outlet used by general public	30
27.	Number of uses (sessions) of public Internet computers per year	16,799
28.	Type of connection on the outlet's public Internet computers	Other (specify using the State note)
29.	Maximum <u>download</u> speed of connection on the outlet's public Internet computers	9 Greater than or equal to 25 mbps and less than 50 mbps
30.	Maximum <u>upload</u> speed of connection on the outlet's public Internet computers	9 Greater than or equal to 25 mbps and less than 50 mbps
31.	Internet Provider	Other (specify using the State note)
32.	WiFi Access	Password required
33.	Number of wireless sessions provided by the library wireless service per year	9,610
34.	Does the outlet have interactive videoconferencing capability for public use?	Y
35.	Does the outlet have a building entrance that is physically accessible to a person in a wheelchair?	Y
36.	Is every public part of the outlet accessible to a person in a wheelchair?	Y
37.	Does your outlet have a Makerspace?	N
38.	<i>LIBID</i>	0800000000
39.	<i>FSCSID</i>	NY0005
40.	<i>Number of Bookmobiles in the Bookmobile Outlet Record</i>	0
41.	<i>Outlet Structure Status</i>	00 (for no change from previous year)
1.	Outlet Name	Riverside Branch Library
2.	Outlet Name Status	00 (for no change)
3.	Street Address	820 Tonawanda Street
4.	Outlet Street Address Status	00 (for no change)

5.	City	Buffalo
6.	Zip Code	14207
7.	Phone (enter 10 digits only)	(716) 875-0562
8.	Fax Number (enter 10 digits only)	(716) 875-0562
9.	E-mail Address	riv@buffalolib.org
10.	Outlet URL	https://www.buffalolib.org/content/library-locations/riverside
11.	County	Erie
12.	School District	Buffalo
13.	Library System	Buffalo & Erie County Public Library
14.	Outlet Type Code (select one):	BR
15.	Public Service Hours Per Year for This Outlet	2,008
16.	Number of Weeks This Outlet is Open	52
17.	Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)?	Y
18.	Is the meeting space available for public use even when the outlet is closed?	Y
19.	Total number of non-library sponsored programs, meetings and/or events at this outlet	59
20.	Enter the appropriate outlet code (select one):	LRF
21.	Who owns this outlet building?	City
22.	Who owns the land on which this outlet is built?	City
23.	Indicate the year this outlet was initially constructed	1986
24.	Indicate the year this outlet underwent a major renovation costing \$25,000 or more	N/A
25.	Square footage of the outlet	7,205
26.	Number of internet computers at this outlet used by general public	19
27.	Number of uses (sessions) of public Internet computers per year	10,254
28.	Type of connection on the outlet's public Internet computers	Other (specify using the State note)
29.		9 Greater than or equal to 25 mbps and less than 50 mbps

	Maximum <u>download</u> speed of connection on the outlet's public Internet computers	
30.	Maximum <u>upload</u> speed of connection on the outlet's public Internet computers	9 Greater than or equal to 25 mbps and less than 50 mbps
31.	Internet Provider	Other (specify using the State note)
32.	WiFi Access	Password required
33.	Number of wireless sessions provided by the library wireless service per year	13,641
34.	Does the outlet have interactive videoconferencing capability for public use?	Y
35.	Does the outlet have a building entrance that is physically accessible to a person in a wheelchair?	Y
36.	Is every public part of the outlet accessible to a person in a wheelchair?	Y
37.	Does your outlet have a Makerspace?	N
38.	<i>LIBID</i>	0800000000
39.	<i>FSCSID</i>	NY0005
40.	<i>Number of Bookmobiles in the Bookmobile Outlet Record</i>	0
41.	<i>Outlet Structure Status</i>	00 (for no change from previous year)
1.	Outlet Name	Bookmobile
2.	Outlet Name Status	00 (for no change)
3.	Street Address	1 Lafayette Square
4.	Outlet Street Address Status	00 (for no change)
5.	City	Buffalo
6.	Zip Code	14203
7.	Phone (enter 10 digits only)	(716) 858-8900
8.	Fax Number (enter 10 digits only)	(716) 858-6211
9.	E-mail Address	bookmobile@buffalolib.org
10.	Outlet URL	https://www.buffalolib.org/content/bookmobile
11.	County	Erie
12.	School District	Buffalo
13.	Library System	Buffalo & Erie County Public Library
14.	Outlet Type Code (select one):	BS
15.	Public Service Hours Per Year for This Outlet	900
16.		52

Number of Weeks This Outlet is Open	
17.	Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)? N
18.	Is the meeting space available for public use even when the outlet is closed? N
19.	Total number of non-library sponsored programs, meetings and/or events at this outlet 0
20.	Enter the appropriate outlet code (select one): LRF
21.	Who owns this outlet building? County
22.	Who owns the land on which this outlet is built? County
23.	Indicate the year this outlet was initially constructed 2016
24.	Indicate the year this outlet underwent a major renovation costing \$25,000 or more N/A
25.	Square footage of the outlet N/A
26.	Number of internet computers at this outlet used by general public 12
27.	Number of uses (sessions) of public Internet computers per year 31
28.	Type of connection on the outlet's public Internet computers Other (specify using the State note)
29.	Maximum <u>download</u> speed of connection on the outlet's public Internet computers 5 Greater than or equal to 3 mbps and less than 6 mbps
30.	Maximum <u>upload</u> speed of connection on the outlet's public Internet computers 5 Greater than or equal to 3 mbps and less than 6 mbps
31.	Internet Provider Verizon Wireless
32.	WiFi Access Password required
33.	Number of wireless sessions provided by the library wireless service per year 1,682
34.	Does the outlet have interactive videoconferencing capability for public use? N
35.	Does the outlet have a building entrance that is physically Y

- accessible to a person in a wheelchair?
36. Is every public part of the outlet accessible to a person in a wheelchair? Y
37. Does your **outlet** have a Makerspace? N
38. *LIBID* 0800000000
39. *FSCSID* NY0005
40. *Number of Bookmobiles in the Bookmobile Outlet Record* 1
41. *Outlet Structure Status* 00 (for no change from previous year)

10. OFFICERS AND TRUSTEES

Report information about trustee meetings as of December 31, 2018. All public and association libraries are required by Education Law to hold at least four meetings a year.

BOARD MEETINGS

- 10.1 Total number of board meetings held during calendar year (January 1, 2018 to December 31, 2018) 11

NUMBER OF TRUSTEES AND TERMS

- 10.2 Does your library have a range of trustees stated in the library's charter documents (incorporation)? No
- 10.5 If your library does not have a range, how many voting positions are stated in the library's charter documents (incorporation)? 15
- 10.6 Does your library's charter documents (incorporation) state a specified term for trustees? If no, please explain in a Note. Yes
- 10.7 If yes, what is the trustee term length, as stated in your library's charter documents (incorporation)? 5 years

BOARD MEMBER SELECTION

- 10.8 Enter Board Member Selection Code (select one): A - board members are appointed by municipality(ies)

List Officers and Board Members as of February 1, 2019. Complete one record for each board member. There must be a record for each voting position, whether filled or vacant. Do not include non-voting positions.

BOARD PRESIDENT

- 10.9 Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the Note), or Vacant Mrs.
- 10.10 First Name Kathleen
- 10.11 Last Name Berens Bucki
- 10.12 Mailing Address
- 10.13 City
- 10.14 Zip Code (5 digits only)
- 10.15 Phone (enter 10 digits only)
- 10.16 E-mail Address
- 10.17 Term Begins - Month January
- 10.18 Term Begins - Year (yyyy) 2017
- 10.19 Term Expires - Month December
- 10.20 Term Expires - Year (yyyy) 2021
- 10.21 Is this trustee serving a full term?
If No, add a Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position). Yes
- 10.22 The date the Oath of Office was taken (mm/dd/yyyy) 03/28/2017
- 10.23 The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 03/28/2017
- 10.24 Is this a brand new trustee? N

You may 1) enter the data for the Officers and Board Members directly into the survey as usual or 2) send Baker and Taylor the data for this section to be uploaded into Collect (**but do not include the Board President—this information should still be entered directly into the survey**). If you choose to send your data for uploading, you must enter the data into the spreadsheet form available [here](#). Complete this form and email it to bibliostat@btol.com.

1. Title of Board Member (select one): Mr.
2. First Name of Board Member Alan
3. Last Name of Board Member Bedenko
4. Mailing Address
5. City
6. Zip Code (5 digits only)
7. E-mail address
8. Office Held or Trustee Vice President
9. Term Begins - Month January
10. Term Begins - Year (year) 2015
11. Term Expires December

12. Term Expires - Year (yyyy) 2019
13. Is this trustee serving a full term?
If No, add a Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position). Yes
14. The date the Oath of Office (mm/dd/yyyy) was taken 02/06/2015
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? N
1. Title of Board Member (select one): Ms.
2. First Name of Board Member Kimberly
3. Last Name of Board Member Johnson
4. Mailing Address
5. City
6. Zip Code (5 digits only)
7. E-mail address
8. Office Held or Trustee Secretary
9. Term Begins - Month December
10. Term Begins - Year (year) 2017
11. Term Expires December
12. Term Expires - Year (yyyy) 2019
13. Is this trustee serving a full term?
If No, add a Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position). No
14. The date the Oath of Office (mm/dd/yyyy) was taken 12/22/2017
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 12/22/2017
16. Is this a brand new trustee? N
1. Title of Board Member (select one): Mr.
2. First Name of Board Member Joel
3. Last Name of Board Member Moore
4. Mailing Address
5. City
6. Zip Code (5 digits only)
7. E-mail address

- | | | |
|-----|---|-------------------|
| 8. | Office Held or Trustee | Financial Officer |
| 9. | Term Begins - Month | January |
| 10. | Term Begins - Year (year) | 2017 |
| 11. | Term Expires | December |
| 12. | Term Expires - Year (yyyy) | 2021 |
| 13. | Is this trustee serving a full term?
If No, add a Note (for example,
this trustee was appointed to
complete the remainder of a term
of a trustee who resigned their
position). | Yes |
| 14. | The date the Oath of Office
(mm/dd/yyyy) was taken | 12/28/2016 |
| 15. | The date the Oath of Office was
filed with town or county clerk
(mm/dd/yyyy) | 12/28/2016 |
| 16. | Is this a brand new trustee? | N |
| 1. | Title of Board Member (select
one): | Mr. |
| 2. | First Name of Board Member | Michael |
| 3. | Last Name of Board Member | Amodeo |
| 4. | Mailing Address | |
| 5. | City | |
| 6. | Zip Code (5 digits only) | |
| 7. | E-mail address | |
| 8. | Office Held or Trustee | Trustee |
| 9. | Term Begins - Month | January |
| 10. | Term Begins - Year (year) | 2018 |
| 11. | Term Expires | December |
| 12. | Term Expires - Year (yyyy) | 2022 |
| 13. | Is this trustee serving a full term?
If No, add a Note (for example,
this trustee was appointed to
complete the remainder of a term
of a trustee who resigned their
position). | Yes |
| 14. | The date the Oath of Office
(mm/dd/yyyy) was taken | 01/23/2018 |
| 15. | The date the Oath of Office was
filed with town or county clerk
(mm/dd/yyyy) | 01/23/2018 |
| 16. | Is this a brand new trustee? | N |
| 1. | Title of Board Member (select
one): | Mr. |
| 2. | First Name of Board Member | Sheldon |
| 3. | Last Name of Board Member | Berlow |

- | | | |
|-----|---|------------|
| 4. | Mailing Address | |
| 5. | City | |
| 6. | Zip Code (5 digits only) | |
| 7. | E-mail address | |
| 8. | Office Held or Trustee | Trustee |
| 9. | Term Begins - Month | January |
| 10. | Term Begins - Year (year) | 2014 |
| 11. | Term Expires | December |
| 12. | Term Expires - Year (yyyy) | 2018 |
| 13. | Is this trustee serving a full term?
If No, add a Note (for example,
this trustee was appointed to
complete the remainder of a term
of a trustee who resigned their
position). | Yes |
| 14. | The date the Oath of Office
(mm/dd/yyyy) was taken | 10/28/2016 |
| 15. | The date the Oath of Office was
filed with town or county clerk
(mm/dd/yyyy) | 10/28/2016 |
| 16. | Is this a brand new trustee? | N |
| 1. | Title of Board Member (select
one): | Ms. |
| 2. | First Name of Board Member | Kathleen |
| 3. | Last Name of Board Member | Burd |
| 4. | Mailing Address | |
| 5. | City | |
| 6. | Zip Code (5 digits only) | |
| 7. | E-mail address | |
| 8. | Office Held or Trustee | Trustee |
| 9. | Term Begins - Month | January |
| 10. | Term Begins - Year (year) | 2017 |
| 11. | Term Expires | December |
| 12. | Term Expires - Year (yyyy) | 2021 |
| 13. | Is this trustee serving a full term?
If No, add a Note (for example,
this trustee was appointed to
complete the remainder of a term
of a trustee who resigned their
position). | Yes |
| 14. | The date the Oath of Office
(mm/dd/yyyy) was taken | 03/28/2017 |
| 15. | The date the Oath of Office was
filed with town or county clerk
(mm/dd/yyyy) | 03/28/2017 |
| 16. | Is this a brand new trustee? | N |

- | | | |
|-----|---|------------|
| 1. | Title of Board Member (select one): | Ms. |
| 2. | First Name of Board Member | Lucy |
| 3. | Last Name of Board Member | Candelario |
| 4. | Mailing Address | |
| 5. | City | |
| 6. | Zip Code (5 digits only) | |
| 7. | E-mail address | |
| 8. | Office Held or Trustee | Trustee |
| 9. | Term Begins - Month | January |
| 10. | Term Begins - Year (year) | 2018 |
| 11. | Term Expires | December |
| 12. | Term Expires - Year (yyyy) | 2022 |
| 13. | Is this trustee serving a full term?
If No, add a Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position). | Yes |
| 14. | The date the Oath of Office (mm/dd/yyyy) was taken | 01/23/2018 |
| 15. | The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) | 01/23/2018 |
| 16. | Is this a brand new trustee? | N |
| 1. | Title of Board Member (select one): | Mr. |
| 2. | First Name of Board Member | Frank |
| 3. | Last Name of Board Member | Gist |
| 4. | Mailing Address | |
| 5. | City | |
| 6. | Zip Code (5 digits only) | |
| 7. | E-mail address | |
| 8. | Office Held or Trustee | Trustee |
| 9. | Term Begins - Month | January |
| 10. | Term Begins - Year (year) | 2016 |
| 11. | Term Expires | December |
| 12. | Term Expires - Year (yyyy) | 2020 |
| 13. | Is this trustee serving a full term?
If No, add a Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position). | Yes |
| 14. | The date the Oath of Office (mm/dd/yyyy) was taken | 10/28/2016 |

15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 10/28/2016
16. Is this a brand new trustee? N
1. Title of Board Member (select one): Mr.
2. First Name of Board Member Frank
3. Last Name of Board Member Housh
4. Mailing Address
5. City
6. Zip Code (5 digits only)
7. E-mail address
8. Office Held or Trustee Trustee
9. Term Begins - Month January
10. Term Begins - Year (year) 2014
11. Term Expires December
12. Term Expires - Year (yyyy) 2018
13. Is this trustee serving a full term? If No, add a Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position). Yes
14. The date the Oath of Office (mm/dd/yyyy) was taken 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 of Board Member (select one): Mr.
2. First Name of Board Member Theodore
3. Last Name of Board Member Johnson
4. Mailing Address
5. City
6. Zip Code (5 digits only)
7. E-mail address
8. Office Held or Trustee Trustee
9. Term Begins - Month January
10. Term Begins - Year (year) 2016
11. Term Expires December
12. Term Expires - Year (yyyy) 2020
13. Is this trustee serving a full term? Yes
If No, add a Note (for example, this trustee was appointed to complete the remainder of a term

- of a trustee who resigned their position).
14. The date the Oath of Office (mm/dd/yyyy) was taken 03/28/2017
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 03/28/2017
16. Is this a brand new trustee? N
1. Title of Board Member (select one): Mrs.
2. First Name of Board Member Sharon
3. Last Name of Board Member Kelly
4. Mailing Address
5. City
6. Zip Code (5 digits only)
7. E-mail address
8. Office Held or Trustee Trustee
9. Term Begins - Month January
10. Term Begins - Year (year) 2016
11. Term Expires December
12. Term Expires - Year (yyyy) 2020
13. Is this trustee serving a full term?
If No, add a Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position). Yes
14. The date the Oath of Office (mm/dd/yyyy) was taken 03/28/2017
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 03/28/2017
16. Is this a brand new trustee? N
1. Title of Board Member (select one): Miss
2. First Name of Board Member Elaine
3. Last Name of Board Member Panty
4. Mailing Address
5. City
6. Zip Code (5 digits only)
7. E-mail address
8. Office Held or Trustee Trustee
9. Term Begins - Month January
10. Term Begins - Year (year) 2013
11. Term Expires December
12. Term Expires - Year (yyyy) 2017

13. Is this trustee serving a full term? Yes
If No, add a Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).
14. The date the Oath of Office (mm/dd/yyyy) was taken 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 of Board Member (select one): Dr.
2. First Name of Board Member Rhonda
3. Last Name of Board Member Ricks
4. Mailing Address
5. City
6. Zip Code (5 digits only)
7. E-mail address
8. Office Held or Trustee Trustee
9. Term Begins - Month January
10. Term Begins - Year (year) 2014
11. Term Expires December
12. Term Expires - Year (yyyy) 2018
13. Is this trustee serving a full term?
If No, add a Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position). Yes
14. The date the Oath of Office (mm/dd/yyyy) was taken 01/17/2014
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 01/17/2014
16. Is this a brand new trustee? N
1. Title of Board Member (select one): Vacant
2. First Name of Board Member N/A
3. Last Name of Board Member N/A
4. Mailing Address N/A
5. City N/A
6. Zip Code (5 digits only) N/A
7. E-mail address N/A
8. Office Held or Trustee

9. Term Begins - Month
10. Term Begins - Year (year) N/A
11. Term Expires N/A
12. Term Expires - Year (yyyy) N/A
13. Is this trustee serving a full term?
If No, add a Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position). N/A
14. The date the Oath of Office (mm/dd/yyyy) was taken N/A
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) N/A
16. Is this a brand new trustee?

11. OPERATING FUNDS RECEIPTS

Report financial data based on the fiscal reporting year reported in Part 1. *ROUND TO THE NEAREST DOLLAR*. Please click [here](#) to read general instructions before completing this section.

LOCAL PUBLIC FUNDS

Specify by name the municipalities or school districts which are the source of funds.

- 11.1 Does the library receive any local public funds? If yes, complete one record for each taxing authority; if no, go to question 11.3. Y
1. Source of Funds County
2. Name of funding County, Municipality or School District Erie
3. Amount \$25,464,986
4. Subject to public vote held in reporting year or in a previous reporting year(s). N
5. Written Contractual Agreement N
- 11.2 **TOTAL LOCAL PUBLIC FUNDS** \$25,464,986

SYSTEM CASH GRANTS TO MEMBER LIBRARY

- 11.3 Local Library Services Aid (LLSA) \$96,169
- 11.4 Central Library Aid (CLDA and/or CBA) \$360,637
- 11.5 Additional State Aid received from the System \$294,500

11.6	Federal Aid received from the System	\$0
11.7	Other Cash Grants	\$0
11.8	TOTAL SYSTEM CASH GRANTS (Add Questions 11.3, 11.4, 11.5, 11.6 and 11.7)	\$751,306
OTHER STATE AID		
11.9	State Aid other than LLSA, Central Library Aid (CLDA and/or CBA), or other State Aid reported as system cash grants	\$3,330,220
FEDERAL AID FOR LIBRARY OPERATION		
11.10	LSTA	\$0
11.11	Other Federal Aid	\$0
11.12	TOTAL FEDERAL AID (Add Questions 11.10 and 11.11)	\$0
11.13	CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE	\$0
OTHER RECEIPTS		
11.14	Gifts and Endowments	\$255,918
11.15	Fund Raising	\$157,623
11.16	Income from Investments	\$15,416
11.17	Library Charges	\$382,812
11.18	Other	\$433,988
11.19	TOTAL OTHER RECEIPTS (Add Questions 11.14, 11.15, 11.16, 11.17 and 11.18)	\$1,245,757
11.20	TOTAL OPERATING FUND RECEIPTS (Add Questions 11.2, 11.8, 11.9, 11.12, 11.13 and 11.19)	\$30,792,269
11.21	BUDGET LOANS	\$0
TRANSFERS		
11.22	From Capital Fund (Same as Question 14.8)	\$0
11.23	From Other Funds	\$0
11.24	TOTAL TRANSFERS (Add Questions 11.22 and 11.23)	\$0
11.25	BALANCE IN OPERATING FUND - Beginning Balance for Fiscal Year Ending 2018 (Same as Question 12.40 of previous year if fiscal year has not changed)	\$10,309,576

11.26 **GRAND TOTAL RECEIPTS,** \$41,101,845
BUDGET LOANS,
TRANSFERS AND BALANCE
 (Add Questions 11.20, 11.21,
 11.24 and 11.25; Same as
 Question 12.41)

12. OPERATING FUND DISBURSEMENTS

Report financial data based on the fiscal reporting year reported in Part 1. **ROUND TO THE NEAREST DOLLAR.** Please click [here](#) to read general instructions before completing this section.

STAFF EXPENDITURES

Salaries & Wages Paid from Library Funds

12.1	Certified Librarians	\$2,577,149
12.2	Other Staff	\$6,915,423
12.3	Total Salaries & Wages Expenditures (Add Questions 12.1 and 12.2)	\$9,492,572
12.4	Employee Benefits Expenditures	\$4,436,592
12.5	Total Staff Expenditures (Add Questions 12.3 and 12.4)	\$13,929,164

COLLECTION EXPENDITURES

12.6	Print Materials Expenditures	\$382,978
12.7	Electronic Materials Expenditures	\$368,472
12.8	Other Materials Expenditures	\$222,046
12.9	Total Collection Expenditures (Add Questions 12.6, 12.7 and 12.8)	\$973,496

CAPITAL EXPENDITURES FROM OPERATING FUNDS

12.10	From Local Public Funds (71PF)	\$0
12.11	From Other Funds (71OF)	\$128,569
12.12	Total Capital Expenditures (Add Questions 12.10 and 12.11)	\$128,569

OPERATION AND MAINTENANCE OF BUILDINGS

Repairs to Building & Building Equipment

12.13	From Local Public Funds (72PF)	\$114,056
12.14	From Other Funds (72OF)	\$0
12.15	Total Repairs (Add Questions 12.13 and 12.14)	\$114,056
12.16		\$592,181

Other Disbursements for
Operation & Maintenance of
Buildings

12.17 **Total Operation &
Maintenance of Buildings** (Add \$706,237
Questions 12.15 and 12.16)

MISCELLANEOUS EXPENSES

12.18 Office and Library Supplies	\$147,392
12.19 Telecommunications	\$9,326
12.20 Binding Expenses	\$10,353
12.21 Postage and Freight	\$27,725
12.22 Professional & Consultant Fees	\$197,978
12.23 Equipment	\$118,361
12.24 Other Miscellaneous	\$11,843,344
12.25 Total Miscellaneous Expenses (Add Questions 12.18, 12.19, 12.20, 12.21, 12.22, 12.23 and 12.24)	\$12,354,479

12.26 **CONTRACTS WITH PUBLIC
LIBRARIES AND/OR
PUBLIC LIBRARY SYSTEMS** \$0
IN NEW YORK STATE

DEBT SERVICE

Capital Purposes Loans (Principal and Interest)

12.27 From Local Public Funds (73PF)	\$1,042,497
12.28 From Other Funds (73OF)	\$0
12.29 Total (Add Questions 12.27 and 12.28)	\$1,042,497
12.30 Budget Loans (Principal and Interest)	\$0
12.31 Short-Term Loans	\$0
12.32 Total Debt Service (Add Questions 12.29, 12.30 and 12.31)	\$1,042,497
12.33 TOTAL OPERATING FUND DISBURSEMENTS (Add Questions 12.5, 12.9, 12.12, 12.17, 12.25, 12.26 and 12.32)	\$29,134,442

TRANSFERS

Transfers to Capital Fund

12.34 From Local Public Funds (76PF)	\$0
12.35 From Other Funds (76OF)	\$820,237
12.36	\$820,237

Total Transfers to Capital Fund (Add Questions 12.34 and 12.35; same as Question 13.8)

12.37	Transfer to Other Funds	\$0
12.38	TOTAL TRANSFERS (Add Questions 12.36 and 12.37)	\$820,237
12.39	TOTAL DISBURSEMENTS AND TRANSFERS (Add Questions 12.33 and 12.38)	\$29,954,679
12.40	BALANCE IN OPERATING FUND - Ending Balance for the Fiscal Year Ending 2018	\$11,147,166
12.41	GRAND TOTAL DISBURSEMENTS, TRANSFERS & BALANCE (Add Questions 12.39 and 12.40; same as Question 11.26)	\$41,101,845

ASSURANCE

12.42 The Library operated in accordance with all provisions of Education Law and the Regulations of the Commissioner, and assures that the "Annual Report" was reviewed and accepted by the Library Board on (date - mm/dd/yyyy). 04/18/2019

FISCAL AUDIT

12.43 Last audit performed (mm/dd/yyyy) 12/31/2017

12.44 Time period covered by this audit (mm/dd/yyyy) - (mm/dd/yyyy) 1/1/2017-12/31/2017

12.45 Indicate type of audit (select one): Private Accounting Firm

CAPITAL FUND

12.46 Does the library have a Capital Fund? Enter Y for Yes, N for No. Y
If No, stop here. If Yes, complete the Capital Fund Report.

13. CAPITAL FUND RECEIPTS

Report financial data based on the fiscal year reported in Part 1. *ROUND TO THE NEAREST DOLLAR*. Please click [here](#) to read general instructions before completing this section.

REVENUES FROM LOCAL SOURCES

13.1	Revenues from Local Government Sources	\$0
13.2	All Other Revenues from Local Sources	\$0
13.3	Total Revenues from Local Sources (Add Questions 13.1 and 13.2)	\$0

STATE AID FOR CAPITAL PROJECTS

13.4	State Aid Received for Construction	\$0
13.5	Other State Aid	\$0
13.6	Total State Aid (Add Questions 13.4 and 13.5)	\$0

FEDERAL AID FOR CAPITAL PROJECTS

13.7	TOTAL FEDERAL AID	\$0
------	--------------------------	-----

INTERFUND REVENUE

13.8	Transfer from Operating Fund (Same as Question 12.36)	\$820,237
13.9	TOTAL REVENUES (Add Questions 13.3, 13.6, 13.7 and 13.8)	\$820,237
13.10	NON-REVENUE RECEIPTS	\$0
13.11	TOTAL CASH RECEIPTS (Add Questions 13.9 and 13.10)	\$820,237
13.12	BALANCE IN CAPITAL FUND - Beginning Balance for Fiscal Year Ending 2018 (Same as Question 14.11 of previous year, if fiscal year has not changed)	\$313,253
13.13	TOTAL CASH RECEIPTS AND BALANCE (Add Questions 13.11 and 13.12; same as Question 14.12)	\$1,133,490

14. CAPITAL FUND DISBURSEMENTS

Report financial data based on the fiscal reporting year reported in Part 1. **ROUND TO THE NEAREST DOLLAR.** Please click [here](#) to read general instructions before completing this section.

PROJECT EXPENDITURES

14.1	Construction	\$0
14.2	Incidental Construction	\$0
	Other Disbursements	
14.3	Purchase of Buildings	\$0
14.4	Interest	\$0

14.5	Collection Expenditures	\$0
14.6	Total Other Disbursements (Add Questions 14.3, 14.4 and 14.5)	\$0
14.7	TOTAL PROJECT EXPENDITURES (Add Questions 14.1, 14.2 and 14.6)	\$0
14.8	TRANSFER TO OPERATING FUND (Same as Question 11.22)	\$0
14.9	NON-PROJECT EXPENDITURES	\$0
14.10	TOTAL CASH DISBURSEMENTS AND TRANSFERS (Add Questions 14.7, 14.8 and 14.9)	\$0
14.11	BALANCE IN CAPITAL FUND - Ending Balance for the Fiscal Year Ending 2018	\$1,133,490
14.12	TOTAL CASH DISBURSEMENTS AND BALANCE (Add Questions 14.10 and 14.11; same as Question 13.13)	\$1,133,490

15. CENTRAL LIBRARIES

PART 15 EXISTS FOR THE CENTRAL/CO-CENTRAL LIBRARIES ONLY. PLEASE PROCEED TO SECTION 16. FEDERAL TOTALS AND CONTINUE ON WITH YOUR SURVEY

16. FEDERAL TOTALS

All questions in Part 16 are calculated, locked fields.

Note: See instructions for definitions and calculations of each of these Federal Totals.

16.1	Total ALA-MLS	42.97
16.2	Total Librarians	54.35
16.3	All Other Paid Staff	162.44
16.4	Total Paid Employees	216.79
16.5	State Government Revenue	\$4,081,526
16.6	Federal Government Revenue	\$0
16.7	Other Operating Revenue	\$1,245,757
16.8	Total Operating Revenue	\$30,792,269
16.9	Other Operating Expenditures	\$13,060,716
16.10	Total Operating Expenditures	\$27,963,376
16.11	Total Capital Expenditures	\$128,569
16.12	Print Materials	1,984,499
16.13	Total Registered Borrowers	95,702
16.14	Other Capital Revenue and Receipts	\$820,237

16.15	Total Number of Internet Terminals Used by the General Public	395
16.16	Total Uses (sessions) of Public Internet Computers Per Year	283,227
16.17	Total Wireless Sessions Provided by the Library Wireless Service Per Year	287,767

17. FOR NEW YORK STATE LIBRARY USE ONLY

17.1	<i>LIB ID</i>	0800000000
17.2	<i>Interlibrary Relationship Code</i>	HQ
17.3	<i>Legal Basis Code</i>	CO
17.4	<i>Administrative Structure Code</i>	MO
17.5	<i>FSCS Public Library Definition</i>	Y
17.6	<i>Geographic Code</i>	CO1
17.7	<i>FSCS ID</i>	NY0005
17.8	<i>SED CODE</i>	140600700787
17.9	<i>INSTITUTION ID</i>	800000052491

SUGGESTED IMPROVEMENTS

Library Name: BUFFALO AND ERIE COUNTY PUBLIC LIBRARY

Library System: Buffalo & Erie County Public Library

Name of Person Completing Form: Angela Pierpaoli

Phone Number: (716) 858-7161

I am satisfied that this resource (Collect) is meeting library needs: Strongly Agree

Applying this resource (Collect) will help improve library services to the public: Strongly Agree

Please share with us your suggestions for improving the *Annual Report*. When providing feedback, if applicable please indicate the question number each comment/suggestion refers to. Thank you!

It would be helpful to have previous and next buttons at the top of the page as well as the bottom. Users should not have to scroll down so much for bottom Save button.

Buffalo and Erie County Public Library Annual Report For Public And Association Libraries - 2018

1. GENERAL LIBRARY INFORMATION

- 1.33 School District In addition to the Buffalo Public School District,
Note: B&ECPL provides public library services to residents of all school districts in Erie County.
- 1.51 For the reporting year, has the library experienced any unusual circumstance(s) that affected the statistics reported (e.g., natural disaster, fire, closed for renovations, massive weeding of collection, etc.)? If yes, please annotate explaining the circumstance(s) and the impact on the library using the Note; if no, please go to Part 2, Library Collection.
- Note:** Coles (formerly East Delavan) - Throughout 2018, basement meeting/library space unavailable due to construction.

2. LIBRARY COLLECTION

- 2.14 Local Electronic Collections **Note:** Reduced number of purchased databases.
- 2.18 Video - Downloadable Units **Note:** No new downloadable videos purchased in 2018.

3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

- 3.2 Registered resident borrowers **Note:** Modified method to count based on card activity.
- 3.7 Does the library have a disaster plan?
electronic scanning and reading software, such as OpenBook
- Note:** SARA Stand-Alone Scanning and Reading Appliance at the Central Library
- 3.28 One-on-One Program Attendance
- Note:** One-on-one programs include the Book a Technology Trainer and Book a Librarian programs as well as tutoring. On occasion, a second or third person attends these appointments, but the library still considers them one-on-one programs rather than planned group programs.
- 3.49 Other (describe using the State note)
- Note:** Buffalo Zoo; Western New York Book Arts Center; The Greater Buffalo United Accountable Healthcare Network

- e. Other (describe using the State note) **Note:** (GBUAHN); Catholic Charities; Erie Canal Harbor Development Corporation; SUNY-Erie; PAWS for Love. Jericho Road Community Health Center; YWCA Children's Center in the Courts: Fisher-Price in East Aurora; University at Buffalo Babylab.
 - d. Other (see instructions and describe using Note) **Note:** Catholic Charities; Jericho Road Community Health Center; Say Yes to Education Buffalo ESL Café (BPS teacher working independently); Jericho Road Community Health Center; Say Yes to Education Buffalo; Jewish Family Services; International Preparatory School; Jericho Road Hope Refugee Drop-in Center, 248 W Ferry St., Buffalo, NY 14213; Community Academic Center, 214 Grant St, Buffalo, NY 14213; Buffalo State College Community Academic Center.
 - d. Other (describe using the Note) **Note:** One-on-one digital literacy programs include the Book a Technology Trainer program. On occasion, a second or third person attends these appointments, but the library still considers them one-on-one programs rather than planned group programs.
- 3.80 Total one-on-one program attendance **Note:** third person attends these appointments, but the library still considers them one-on-one programs rather than planned group programs.

4. LIBRARY TRANSACTIONS

- 4.13 Successful Retrieval of Electronic Information **Note:** Reduced number of purchased databases.
- 4.21 TOTAL MATERIALS PROVIDED **Note:** On 6/1/2018, B&ECPL joined LVIS (Libraries Very Interested in Sharing) consortium.

5. TECHNOLOGY AND TELECOMMUNICATIONS

- 5.4 Annual number of visits to the library's web site **Note:** Mid-2017, B&ECPL moved from open source public catalog to proprietary catalog. The proprietary catalog does not allow for the same level of search engine optimization, resulting in google searches populating fewer B&ECPL catalog records.
- 5.7 Does the library file for E-rate benefits? **Note:** Included as a component unit of B&ECPL.

6. STAFF INFORMATION

No Notes

7. MINIMUM PUBLIC LIBRARY STANDARDS

No Notes

8. PUBLIC SERVICE INFORMATION

No Notes

9. SERVICE OUTLET INFORMATION

Repeating Group 3

1. Outlet Name **Note:** Name changed to "Leroy R. Coles, Jr. Branch Library".

Repeating Group 7

1. Outlet Name **Note:** Name change to "Isaías González-Soto Branch Library".

Repeating Group 3

3. Street Address **Note:** Street name is spelled incorrectly. Address should be 1187 E. Delavan Avenue.

Repeating Group 3

17. Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)? **Note:** Basement meeting/library space unavailable due to construction throughout 2018.

Repeating Group 1

28. Type of connection on the outlet's public Internet computers **Note:** Ethernet connection.

Repeating Group 2

28. Type of connection on the outlet's public Internet computers **Note:** Ethernet connections to Central.

Repeating Group 3

28. Type of connection on the outlet's public Internet computers **Note:** Ethernet connections to Central.

Repeating Group 4

28. Type of connection on the outlet's public Internet computers **Note:** Ethernet connections to Central.

Repeating Group 5

28. Type of connection on the outlet's public Internet computers **Note:** Ethernet connections to Central.

Repeating Group 6

28. Type of connection on the outlet's public Internet computers **Note:** Ethernet connections to Central.

Repeating Group 7

28. **Note:** Ethernet connections to Central.

- Type of connection on the outlet's public Internet computers
- Repeating Group 8
- 28. Type of connection on the outlet's public Internet computers **Note:** Ethernet connections to Central.
- Repeating Group 9
- 28. Type of connection on the outlet's public Internet computers **Note:** Ethernet connections to Central.
- Repeating Group 10
- 28. Type of connection on the outlet's public Internet computers **Note:** Cellular
- Repeating Group 1
- 31. Internet Provider **Note:** Crown Castle
- Repeating Group 2
- 31. Internet Provider **Note:** Crown Castle
- Repeating Group 3
- 31. Internet Provider **Note:** Crown Castle
- Repeating Group 4
- 31. Internet Provider **Note:** Crown Castle
- Repeating Group 5
- 31. Internet Provider **Note:** Crown Castle
- Repeating Group 6
- 31. Internet Provider **Note:** Crown Castle
- Repeating Group 7
- 31. Internet Provider **Note:** Crown Castle
- Repeating Group 8
- 31. Internet Provider **Note:** Crown Castle
- Repeating Group 9
- 31. Internet Provider **Note:** Crown Castle

10. OFFICERS AND TRUSTEES

- 10.18 Term Begins - Year (yyyy) **Note:** Trustee served as holdover trustee from January 2017 through March 2017 when reappointed.
- Is this trustee serving a full term? If No, add a Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).
- 10.21 **Note:** Trustee served as holdover trustee from January 2017 through March 2017 when reappointed.
- 10.22 **Note:**

The date the Oath of Office was taken (mm/dd/yyyy)	Trustee served as holdover trustee from January 2017 through March 2017 when reappointed.
Repeating Group 6	
9. Term Begins - Month	Note: Trustee served as holdover trustee from January 2017 through March 2017 when reappointed.
Repeating Group 2	
10. Term Begins - Year (year)	Note: This trustee was appointed to complete the remainder of a term of a trustee (Phyllis Horton) whose term expired and who had been serving as a holdover trustee.
Repeating Group 5	
10. Term Begins - Year (year)	Note: Trustee served as holdover trustee until reappointed on 10/06/2016.
Repeating Group 8	
10. Term Begins - Year (year)	Note: Trustee served as holdover trustee from January 2016 through October 2016 when reappointed.
Repeating Group 10	
10. Term Begins - Year (year)	Note: Trustee served as holdover trustee from January 2016 through March 2017 when reappointed.
Repeating Group 11	
10. Term Begins - Year (year)	Note: Trustee served as holdover trustee from January 2016 through March 2017 when reappointed.
Repeating Group 12	
10. Term Begins - Year (year)	Note: Trustee served as holdover trustee from January 2013 through April 2013 when reappointed.
Repeating Group 5	
12. Term Expires - Year (yyyy)	Note: Trustee is serving as a holdover trustee since his term expired on December 31, 2018. The Mayor of the City of Buffalo must recommend reappointment/replacement of this position. The appointment is subsequently approved by the Erie County Executive with the confirmation required by the Erie County Legislature. Per NY Not for Profit Corporation Law, Sec. 703(c) "Each director (this includes trustees) shall hold office until the expiration of the term for which he is elected or appointed, and until his successor has been elected and qualified." Mr. Berlow continues to hold office under this law as his successor has not been appointed yet.
Repeating Group 9	
12. Term Expires - Year (yyyy)	Note: Trustee is serving as a holdover trustee since his term expired on December 31, 2018. The reappointment/replacement of this position falls to the Erie County Executive with the confirmation required by the Erie County Legislature. Per NY Not for Profit Corporation Law, Sec. 703(c) "Each director (this includes trustees) shall hold office until the expiration of the term for which he is elected or appointed, and until his successor has been elected and qualified." Mr. Housh

continues to hold office under this law as his successor has not been appointed yet.

Repeating Group 12

12. Term Expires - Year (yyyy)

Note:

Trustee is serving as a holdover trustee since her term expired on December 31, 2017. The Mayor of the City of Buffalo must recommend reappointment/replacement of this position. The appointment is subsequently approved by the Erie County Executive with the confirmation required by the Erie County Legislature. Per NY Not for Profit Corporation Law, Sec. 703(c) "Each director (this includes trustees) shall hold office until the expiration of the term for which he is elected or appointed, and until his successor has been elected and qualified." Ms. Panty continues to hold office under this law as her successor has not been appointed yet.

Repeating Group 13

12. Term Expires - Year (yyyy)

Note:

Trustee is serving as a holdover trustee since her term expired on December 31, 2018. The reappointment/replacement of this position falls to the Erie County Executive with the confirmation required by the Erie County Legislature. Per NY Not for Profit Corporation Law, Sec. 703(c) "Each director (this includes trustees) shall hold office until the expiration of the term for which he is elected or appointed, and until his successor has been elected and qualified." Dr. Ricks continues to hold office under this law as her successor has not been appointed yet.

Repeating Group 2

13. Is this trustee serving a full term? If No, add a Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).

Note:

This trustee was appointed to complete the remainder of a term of a trustee whose term expired and who had been serving as a holdover trustee.

Repeating Group 8

13. Is this trustee serving a full term? If No, add a Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).

Note:

Trustee served as holdover trustee from January 2016 through October 2016 when reappointed.

Repeating Group 10

13. Is this trustee serving a full term? If No, add a Note (for example, this trustee was appointed to complete the

Note:

Trustee served as a holdover trustee from January 2016 through March 2017 when reappointed.

remainder of a term of a trustee who resigned their position).

Repeating Group 11

Is this trustee serving a full term? If No, add a Note (for example, this trustee was

- 13. appointed to complete the remainder of a term of a trustee who resigned their position).

Note: Trustee served as a holdover trustee from January 2016 through March 2017 when reappointed.

Repeating Group 12

Is this trustee serving a full term? If No, add a Note (for example, this trustee was

- 13. appointed to complete the remainder of a term of a trustee who resigned their position).

Note: Trustee served as holdover trustee from January 2013 through April 2013 when reappointed.

Repeating Group 5

- 14. The date the Oath of Office (mm/dd/yyyy) was taken

Note: Trustee was serving as holdover trustee until reappointed on 10/06/2016.

Repeating Group 6

- 14. The date the Oath of Office (mm/dd/yyyy) was taken

Note: Trustee served as holdover trustee from January 2017 through March 2017 when reappointed.

Repeating Group 8

- 14. The date the Oath of Office (mm/dd/yyyy) was taken

Note: Trustee served as holdover trustee from January 2016 through October 2016 when reappointed.

Repeating Group 10

- 14. The date the Oath of Office (mm/dd/yyyy) was taken

Note: Trustee served as holdover trustee from January 2016 through March 2017 when reappointed.

Repeating Group 11

- 14. The date the Oath of Office (mm/dd/yyyy) was taken

Note: Trustee served as holdover trustee from January 2016 through March 2017 when reappointed.

Repeating Group 12

- 14. The date the Oath of Office (mm/dd/yyyy) was taken

Note: Trustee served as holdover trustee from January 2013 through April 2013 when reappointed.

11. OPERATING FUNDS RECEIPTS

- 11.4 Central Library Aid (CLDA and/or CBA)

Note: B&ECPL is both System Headquarters as well as Central Library, therefore there is not a transfer to member libraries. Question # 7.4 of System report is zero, because the expenditure of the funds are included in Library Materials and Personnel expenses for Central Library of Buffalo & Erie County Public Library.

12. OPERATING FUND DISBURSEMENTS

12.22 Professional & Consultant Fees

Professional Fees in excess of \$10,000 Bond Schoeneck & King (Legal) \$58,708 Unique Management
Note: (Collection Agency) \$46,495 Erie County Purchasing (Procurement) \$29,879 Joy Kuebler Landscape Architect PC (Architect Consult) \$20,000

The Library operated in accordance with all provisions of Education Law and the Regulations of the

12.42 Commissioner, and assures that the "Annual Report" was reviewed and accepted by the Library Board on (date - mm/dd/yyyy).

Note: Board approved the report on 4/18/2019.

13. CAPITAL FUND RECEIPTS

No Notes

14. CAPITAL FUND DISBURSEMENTS

No Notes

15. CENTRAL LIBRARIES

No Notes

16. FEDERAL TOTALS

No Notes

17. FOR NEW YORK STATE LIBRARY USE ONLY

No Notes

SUGGESTED IMPROVEMENTS

No Notes