Buffalo and Erie County Public Library
Annual Report for Library Systems - 2008 (Public Library Systems)

1. General System Information

1.1	SEDCODE	140600700787
1.2	System Name	Buffalo and Erie County Public Library
1.3	Beginning Reporting Year	1/1/2008
1.4	Ending Reporting Year	12/31/2008
1.5	Street Address	1 Lafayette Square
1.6	City	Buffalo
1.7	Zip Code	14203
1.8	Four-Digit Zip Code Extension (enter N/A is unknown)	1887
1.9	Mailing Address	1 Lafayette Square
1.10	City	Buffalo
1.11	Zip Code	14203
1.12	Four-Digit Zip Code Extension (enter N/A if unknown)	1887
1.13	Library System Telephone Number (enter 10 digits only)	(716) 858-8900
1.14	Fax Number (enter 10 digits only)	(716) 858-6544
1.15	System Home Page URL	www.buffalolib.org
1.16	URL of the system's complete Plan of Service	http://www.buffalolib.org/aboutthelibrary/fiveyearplan/index.asp
1.17	Population Chartered to Serve (2000 Census)	950,265
1.18	Area Chartered to Serve (square miles)	1,045
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): Mr., Mrs., Ms., Miss, Dr.	Mrs.
1.24	First Name of System Director	Bridget
1.25	Last Name of System Director	Quinn-Carey
1.26	NYS Public Librarian Certification Number of the Director of Public Library System, and Reference and Research Library Resources System.	16489
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	quinncareyb@buffalolib.org
1.33	Fax Number of the System Director (enter 10 digits only)	7168586544
1.34	Name of Outreach Coordinator	Ann Kling
1.47	Does the reporting system have a contractual agreement with a municipality or district to provide library services to residents of an area not served by a chartered library? Enter Y for Yes, N for No. If yes, please complete one repeating group for each contract. If no, enter N/A on questions 1 through 5 of one repeating group.	N
1.	Name of Contracting Municipality or District	N/A
2.	Is this a written contract? (Enter Y for Yes, N for No)	N/A

3. Population of the geographic area served by this contract — N/A

4. Dollar amount of contract — N/A

5. Indicate "Full" or "Partial" range of services provided by this contract (Select one) — N/A

1.48 For the reporting year, has the system experienced any unusual circumstance(s) that affected the statistics and/or information reported (e.g. natural disaster, fire, closed for renovations, massive weeding of collection, etc.)? Indicate Y for Yes, N for No. If Yes, please annotate using the State note. — Y

2. Personnel Information

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

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

2.4 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 — 61.13

2.11 Librarians - Vacant Position(s) FTE — 0

2.12 Outreach Coordinator (certified) per CR 90.3 (1)(2)(iii) - Filled Position FTE — 1

2.13	Outreach Coordinator (certified) per CR 90.3 (1)(2)(iii) - Vacant Position FTE	0
2.14	Total Certified Librarians - Filled Position(s) FTE (total questions 2.4 + 2.6 + 2.8 + 2.10 + 2.12)	63.13
2.15	Total Certified Librarians - Vacant Position(s) FTE (total questions 2.5 + 2.7 + 2.9 + 2.11 + 2.13)	0.00
2.16	Total Other Professional Staff - Filled Position(s) FTE	10.86
2.17	Total Other Professional Staff - Vacant Position(s) FTE	1
2.18	Total Other Staff - Filled Position(s) FTE	216.6
2.19	Total Other Staff - Vacant Position(s) FTE	1
2.20	Total Paid Staff - Filled Position(s) FTE (total questions 2.14 + 2.16 + 2.18)	290.59
2.21	Total Paid Staff - Vacant Position(s) FTE (total questions 2.15 + 2.17 + 2.19)	2.00

SALARY INFORMATION

2.22	Entry-Level Librarian (certified) FTE	1
2.23	Entry-Level Librarian (certified) Current Annual Salary	$35,256
2.24	System Director FTE	1
2.25	System Director Current Annual Salary	$107,500

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	1
3.18	Reading Centers	0
3.19	Other Outlets	3
3.20	Total Public Service Outlets (total questions 3.15 through 3.19)	13
3.21	Name of Central/Co-Central Libraries	Buffalo and Erie County Public Library

BOARD/COUNCIL MEETINGS

3.22	Total number of public library system/3Rs board meetings or school library system council meetings held during reporting year	11
3.23	Number of <u>voting</u> positions on system board/council	15
3.24	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.	A

SYSTEM BOARD/COUNCIL

Public Library Systems - enter information for the period January 1, 2009, through December 31, 2009.
School Library Systems and 3Rs Systems - enter information for the period July 1, 2008, through June 30, 2009
President/Council Chair

3.25	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Mr.
3.26	First Name	W. Lawrence
3.27	Last Name	Buck
3.28	Institutional Affiliation	Harold C. Brown Co.

3.29	Professional Title	Businessman
3.30	Mailing Address	
3.31	City	
3.32	Zip Code (enter five digits only)	
3.33	Telephone for the Board President (enter 10 digits only)	
3.34	E-mail Address	
3.35	Term Expires - Month or N/A	December
3.36	Term Expires - Year (YYYY) or N/A	2007

Board/Council Member - complete one record for each Board/Council Member. For each vacant position, select "Vacant" in question 1, and enter N/A in questions 2-10 of the repeating group.

1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Mr.
2.	First Name	Richard L.
3.	Last Name	Berger
4.	Institutional Affiliation	
5.	Professional Title	businessman
6.	Mailing Address	
7.	City	
8.	Zip Code (enter five digits only)	
9.	Term Expires - Month or N/A	December
10.	Term Expires - Year (YYYY) or N/A	2008
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 M.
3.	Last Name	Berlow
4.	Institutional Affiliation	Berlow Real Estate
5.	Professional Title	businessman

6.	Mailing Address	
7.	City	
8.	Zip Code (enter five digits only)	
9.	Term Expires - Month or N/A	December
10.	Term Expires - Year (YYYY) or N/A	2010
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Mrs.
2.	First Name	Rebecca L.
3.	Last Name	Pordum
4.	Institutional Affiliation	Buffalo Public School District
5.	Professional Title	teacher
6.	Mailing Address	
7.	City	
8.	Zip Code (enter five digits only)	
9.	Term Expires - Month or N/A	December
10.	Term Expires - Year (YYYY) or N/A	2008
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Mr.
2.	First Name	Jack
3.	Last Name	Connors
4.	Institutional Affiliation	Business First/Law Journal
5.	Professional Title	publisher
6.	Mailing Address	
7.	City	
8.	Zip Code (enter five digits only)	
9.	Term Expires - Month or N/A	December
10.	Term Expires - Year	2009

(YYYY) or N/A

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	Gist
4.	Institutional Affiliation	Retired
5.	Professional Title	
6.	Mailing Address	
7.	City	
8.	Zip Code (enter five digits only)	
9.	Term Expires - Month or N/A	December
10.	Term Expires - Year (YYYY) or N/A	2010
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Miss
2.	First Name	Phyllis A.
3.	Last Name	Horton
4.	Institutional Affiliation	Retired
5.	Professional Title	
6.	Mailing Address	
7.	City	
8.	Zip Code (enter five digits only)	
9.	Term Expires - Month or N/A	December
10.	Term Expires - Year (YYYY) or N/A	2009
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.
2.	First Name	Annette

3.	Last Name	Juncewicz
4.	Institutional Affiliation	Erie County
5.	Professional Title	contract compliance admin
6.	Mailing Address	
7.	City	
8.	Zip Code (enter five digits only)	
9.	Term Expires - Month or N/A	December
10.	Term Expires - Year (YYYY) or N/A	2008
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Mr.
2.	First Name	Mario J.
3.	Last Name	Rossetti
4.	Institutional Affiliation	Retired
5.	Professional Title	
6.	Mailing Address	
7.	City	
8.	Zip Code (enter five digits only)	
9.	Term Expires - Month or N/A	December
10.	Term Expires - Year (YYYY) or N/A	2011
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Dr.
2.	First Name	Hormoz
3.	Last Name	Mansouri
4.	Institutional Affiliation	Ei Team
5.	Professional Title	engineer
6.	Mailing Address	
7.	City	
8.	Zip Code (enter five digits only)	

9.	Term Expires - Month or N/A	December
10.	Term Expires - Year (YYYY) or N/A	2010
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Miss
2.	First Name	Elaine
3.	Last Name	Panty
4.	Institutional Affiliation	Retired
5.	Professional Title	
6.	Mailing Address	
7.	City	
8.	Zip Code (enter five digits only)	
9.	Term Expires - Month or N/A	December
10.	Term Expires - Year (YYYY) or N/A	2012
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.
2.	First Name	Judith K.
3.	Last Name	Summer
4.	Institutional Affiliation	Retired
5.	Professional Title	
6.	Mailing Address	
7.	City	
8.	Zip Code (enter five digits only)	
9.	Term Expires - Month or N/A	December
10.	Term Expires - Year (YYYY) or N/A	2011
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend,	Ms.

	Other (specify using the State note), Vacant	
2.	First Name	Sharon
3.	Last Name	Thomas
4.	Institutional Affiliation	Buffalo City Court
5.	Professional Title	Chief Court Clerk
6.	Mailing Address	
7.	City	
8.	Zip Code (enter five digits only)	
9.	Term Expires - Month or N/A	December
10.	Term Expires - Year (YYYY) or N/A	2011
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Mr.
2.	First Name	Wayne D.
3.	Last Name	Wisbaum
4.	Institutional Affiliation	Kavinoky & Cook
5.	Professional Title	attorney
6.	Mailing Address	
7.	City	
8.	Zip Code (enter five digits only)	
9.	Term Expires - Month or N/A	December
10.	Term Expires - Year (YYYY) or N/A	2009
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.
2.	First Name	Anne M.
3.	Last Name	Leary
4.	Institutional Affiliation	
5.	Professional Title	businesswoman
6.	Mailing Address	

7.	City	
8.	Zip Code (enter five digits only)	
9.	Term Expires - Month or N/A	December
10.	Term Expires - Year (YYYY) or N/A	2012

COORDINATED OUTREACH COUNCIL

| 3.37 | Has the Coordinated Outreach Council met at least two times during the calendar year per CR 90.3 (j)(2)(iv)? (Enter Y for Yes, N for No) | Y |

Coordinated Outreach Council Members - complete one record for each Council Member for the period January 1, 2009 through December 31, 2009. For each vacant position, select "Vacant" in question 1 and enter N/A in questions 2-5 of the repeating group.

1.	Title (drop down): Mr., Mrs., Ms., Miss, Dr., Other (specify using the State note), Vacant	Mr.
2.	First Name	Miguel
3.	Last Name	Santos
4.	Institutional Affiliation	NYSEG
5.	Professional Title	N/A
1.	Title (drop down): Mr., Mrs., Ms., Miss, Dr., Other (specify using the State note), Vacant	Miss
2.	First Name	Kathleen
3.	Last Name	Davis
4.	Institutional Affiliation	unemployed
5.	Professional Title	N/A
1.	Title (drop down): Mr., Mrs., Ms., Miss, Dr., Other (specify using the State note), Vacant	Mr.
2.	First Name	Carl
3.	Last Name	Johnson
4.	Institutional Affiliation	retired
5.	Professional Title	N/A

1. Title (drop down): Mr., Mrs., Ms., Miss, Dr., Other (specify using the State note), Vacant — Mr.
2. First Name — Ted
3. Last Name — Kirkland
4. Institutional Affiliation — retired
5. Professional Title — N/A
1. Title (drop down): Mr., Mrs., Ms., Miss, Dr., Other (specify using the State note), Vacant — Mr.
2. First Name — Robert
3. Last Name — Sikorski
4. Institutional Affiliation — Niagara Frontier Radio Reading Service
5. Professional Title — Director
1. Title (drop down): Mr., Mrs., Ms., Miss, Dr., Other (specify using the State note), Vacant — Mr.
2. First Name — Eugene
3. Last Name — Pierce
4. Institutional Affiliation — unknown
5. Professional Title — N/A
1. Title (drop down): Mr., Mrs., Ms., Miss, Dr., Other (specify using the State note), Vacant — Ms.
2. First Name — Jennifer
3. Last Name — Hoffman
4. Institutional Affiliation — Lackawanna Public Library
5. Professional Title — Director
1. Title (drop down): Mr., Mrs., Ms., Miss, Dr., Other (specify using the State note), Vacant — Mr.
2. First Name — William
3. Last Name — Miles
4. Institutional Affiliation — Retired
5. Professional Title — N/A
1. Title (drop down): Mr., — Ms.

	Mrs., Ms., Miss, Dr., Other (specify using the State note), Vacant	
2.	First Name	Cindy
3.	Last Name	Cassavino
4.	Institutional Affiliation	Aurora Adult Day Services
5.	Professional Title	

4. Public Library System Trans and Collection

| 4.1 | Number of registered system borrowers | 296,867 |
| 4.2 | Total system circulation | 2,608,213 |

SYSTEM HOLDINGS

4.3	Total Cataloged Book Holdings	1,477,515
4.4	Non-Cataloged Book Holdings	141,475
4.5	Total Print Serial Holdings	481,951
4.6	All Other Print Materials Holdings	1,435,072
4.7	Total Electronic Holdings	21,993
4.8	All Other Holdings	143,154
4.9	Grand Total Holdings (total questions 4.3 through 4.8)	3,701,160

ROTATING COLLECTIONS/BOOK LOANS

4.10	Does the system have rotating collections/bulk loans? (Enter Y for Yes, N for No)	Y
4.11	Number of collections	25
4.12	Average number of items per collection	43

5. System Services
TECHNOLOGY AND RESOURCE SHARING

INTEGRATED LIBRARY SYSTEM (ILS)

| 5.1 | Does the system provide an integrated library automation system (ILS) for its member libraries? | Y |

(Enter Y for Yes, N for No)

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.	Digital Collections Management	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	1,672,142
5.9	Number of new titles added by the system in the reporting year	30,234
5.10	Number of Central Library Aid titles added in the reporting year	N/A
5.11	Number of new titles added by the members in the reporting year	N/A
5.12	Total new titles (total	30,234

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)	Y
5.15	Number of titles in the system's union catalog	1,672,142
5.16	Number of holdings in the system's union catalog	3,348,115
5.17	Number of new titles added in the last year	30,234
5.18	Number of holdings added in the last year	259,132

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	0

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)   No

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

c. Responses are mediated   No

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

e. N/A   No

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

NOVELNY-READY LIBRARIES

5.27 How many of the system's member libraries have achieved Basic NOVELNY-ready status?   0

5.28 How many of the system's member libraries have achieved Advanced NOVELNY-ready status?   37

5.29 How many of the system's member libraries have achieved Leader NOVELNY-ready status?   0

5.30 Total NOVELNY-Ready Libraries (total questions 5.27 through 5.29)   37

SYSTEM INTERLIBRARY LOAN ACTIVITY

5.31	Total items provided (loaned)	2,446
5.32	Total items received (borrowed)	3,583
5.33	Total requests provided (loaned) unfilled	8,300
5.34	Total requests received (borrowed) unfilled	371
5.35	Total interlibrary loan activity (total questions 5.31 through 5.34)	14,700

DELIVERY

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

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., UPS, DHL, etc.)	No
g.	Other (specify using the State note)	No
5.38	Number of stops (pick-up and delivery sites per week)	221

CONTINUING EDUCATION/STAFF DEVELOPMENT
Workshops/Meetings/Training Sessions

Resource sharing (ILL, collection development, etc.)

5.39	Number of sessions	71
5.40	Number of participants	81

Technology

5.41	Number of sessions	25
5.42	Number of participants	76

Digitization

5.43	Number of sessions	0
5.44	Number of participants	0

Leadership

5.45	Number of sessions	3
5.46	Number of participants	6

Management & Supervisory

5.47	Number of sessions	13
5.48	Number of participants	60

Planning and Evaluation

5.49	Number of sessions	5
5.50	Number of participants	15

Awareness and Advocacy

5.51	Number of sessions	22
5.52	Number of participants	25

Trustee/Council Training

5.53	Number of sessions	1
5.54	Number of participants	60

Special Client Populations

5.55	Number of sessions	9
5.56	Number of participants	45

Children's Services/Elementary Grade Levels

5.57	Number of sessions	0
5.58	Number of participants	0

Young Adult Services/Middle and High School Grade Levels

5.59	Number of sessions	2
5.60	Number of participants	2

General Adult Services

5.61	Number of sessions	2
5.62	Number of participants	2

5.63 **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 topic; if No, enter N/A for questions 1, 2 and 3 of one repeating group.   Y

1.	Topic	Behavior Session
2.	Number of sessions	1
3.	Number of participants	1

5.64 **Grand Total Sessions** (total questions 5.39, 5.41, 5.43, 5.45, 5.47, 5.49, 5.51,   154

5.65 **Grand Total Participants**
(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   373
and total of question #3 of
Repeating Group #5)

COORDINATED SERVICES

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

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

CONSULTING AND TECHNICAL ASSISTANCE SERVICES

5.67	Number of contacts - Consulting with member libraries on grants, and state and federal funding	1,129
5.68	Number of contacts - Consulting with member libraries on funding and governance	5,248
5.69	Number of contacts - Consulting with member libraries on charter and registration work	41

5.70	Number of contacts - Consulting with member libraries on automation and technology	12,709
5.71	Number of contacts - Consulting with member libraries on youth services	2,432
5.72	Number of contacts - Consulting with member libraries on adult services	5,060
5.73	Number of contacts - Consulting with member libraries on physical plant needs	565
5.74	Number of contacts - Consulting with member libraries on personnel and management issues	9,071
5.75	Number of contacts - Consulting with state and county correctional facilities	5,091
5.76	Number of contacts - Providing information to local, county, and state legislators and their staffs	579
5.77	Number of contacts - Providing system and member library information to the media	1,819
5.78	Number of contacts - Providing website development and maintenance for member libraries	2,672
5.79	Does the system provide other Consulting and Technical Assistance Services not listed above? Enter Y for Yes, N for No. If Yes, complete one record for each topic; if No, enter N/A for questions 1 and 2 of one repeating group.	N/A

| 1. | Topic | N/A |
| 2. | Number of contacts (all types) | N/A |

| 5.80 | **Total Other Contacts** (total of question #2 of Repeating Group #6) | 0 |
| 5.81 | **Total Contacts** (Total of questions 5.67 through 5.78 and 5.80) | 46,416 |

REFERENCE SERVICES

| 5.82 | Total Reference Transactions | 217,146 |

SERVICES TO SPECIAL CLIENTS (Direct and Contractual)

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

5.84	Number of BOOKS BY MAIL loans	0
5.85	Number of member libraries with Job/Education Information Centers or collections	13
5.86	Number of State Correctional Facilities	3

	libraries served	
5.87	Number of County Jails libraries served	2
5.88	Number of institutions served other than jails or correctional facilities	1
5.89	Does the system provide other special client services not listed above? If yes, complete one record for each service provided; if no, enter N/A in questions 1 and 2 of one repeating group.	N
1.	Service provided	N/A
2.	Number of facilities/institutions served	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.	Y
1.	County Name	Erie
2.	Amount	$25,304,658
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
6.2	Total County Funding	$25,304,658
6.3	All Other Local Public Funds	$0
6.4	**Total Local Public Funds** (total questions 6.2 and 6.3)	$25,304,658

STATE AID RECEIPTS

6.5	Adult Literacy Library Services Grants	$0

6.6	Central Library Development Aid	$303,748
6.7	Central Book Aid	$70,070
6.8	Conservation/Preservation Grants	$0
6.9	Construction for Public Libraries Aid	$443,487
6.10	Coordinated Outreach Services Aid	$165,538
6.11	Correctional Facilities Library Aid	$44,809
6.12	County Jails Library Aid	$0
6.14	Family Literacy Grants (formerly Parent & Child)	$47,221
Local Library Services Aid		
6.18	Kept for Headquarters	$100,282
6.19	Distributed to members	$193,941
6.20	Total LLSA (total questions 6.18 and 6.19)	$294,223
6.21	Local Services Support Aid	$21,401
6.22	Local Consolidated Systems Aid	0
6.26	Public Library System Basic Aid	$1,734,547
Regional Bibliographic Data Bases (RBDB) Aid		
6.31	Regional Bibliographic Data Bases (RBDB) Grant(s) from 3Rs	$15,338
6.35	Special Legislative Grants and Member Items	$74,000
6.36	The New York Public Library - The Research Libraries	$0
6.37	The New York Public Library, Andrew Heiskell Library for the Blind and Physically Handicapped Aid	$0
6.38	The New York Public Library, City University of New York	$0
6.39	The New York Public	$0

	Library, Schomburg Center for Research in Black Culture Library Aid	
6.40	The New York Public Library, Science, Industry and Business Library	$0
6.41	Does the system receive state funding from other sources? Enter Y for Yes, N for No. (Report Special Legislative Grants and Member Items on Q 6.35).	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	Gates Hardware Grant Prgm
2.	Amount	$87,281

6.42	Total Other State Aid (total question #2 of Repeating Group #9 above)	$87,281
6.43	**Total State Aid Receipts** (total questions 6.5 through 6.14, question 6.17, questions 6.20 through 6.22, questions 6.25 through 6.27, questions 6.30 through 6.40, and question 6.42)	$3,301,663

FEDERAL AID

6.44	Library Services and Technology Act (LSTA)	$24,296
6.45	Does the system receive any other Federal Aid (specify Act and Title) e.g., NEH, NEA, etc.? Enter Y for Yes, N for No.	Y

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	NEA
2.	Amount	$16,000

6.46	Total Other Federal Aid (total questions #2 of Repeating Group #10 above)	$16,000

| 6.47 | **Total Federal Aid** (total questions 6.44 and 6.46) | $40,296 |

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

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

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

| 6.49 | **Total Contracts** (total question #3 of Repeating Group #11 above) | $0 |

MISCELLANEOUS RECEIPTS

| 6.50 | Gifts, Endowments, Fundraising | $109,695 |
| 6.52 | Income from Investments | $103,777 |

Proceeds from Sale of Property

6.53	Real Property	0
6.54	Equipment	0
6.55	Does the system have other miscellaneous receipts in categories not listed in questions 6.50 through 6.54? Enter Y for Yes, N for No.	Y

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

1.	Receipt category	Lib Charg
2.	Amount	$426,068
1.	Receipt category	Refunds
2.	Amount	$10,190
1.	Receipt category	Rent
2.	Amount	$8,105
1.	Receipt category	Commissio
2.	Amount	$26,433
1.	Receipt category	Other

2.	Amount	$566,571
6.56	Total Other Miscellaneous Receipts (total question #2 of Repeating Group #12 above)	$1,037,367
6.57	**Total Miscellaneous Receipts** (total questions 6.50 through 6.54 and question 6.56)	$1,250,839
6.58	**TOTAL OPERATING FUND RECEIPTS - Total Local Public Funds, Total State Aid, Total Federal Aid, Total Contracts, and Total Miscellaneous Receipts** (total questions 6.4, 6.43, 6.47, 6.49, and 6.57)	$29,897,456
6.59	**BUDGET LOANS TRANSFERS**	0
6.60	From Capital Fund (Same as question 9.6)	0
6.61	From Other Funds	0
6.62	**Total Transfers** (total questions 6.60 and 6.61)	$0
6.63	**CASH BALANCE - Beginning of Current Fiscal Reporting Year: Public Library Systems - January 1, 2008; 3Rs - July 1, 2008. (Same as closing cash balance at the end of previous fiscal reporting year: Public Library Systems - December 31, 2007; 3Rs - June 30, 2008.)**	$8,363,027
6.66	**GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS, AND BALANCE/ROLLOVER** (Public Library Systems	$38,260,483

and 3Rs - total questions 6.58, 6.59, 6.62 and 6.63 - must agree with question 7.72)
(School Library Systems - total questions 6.58, 6.64 and 6.65 - must agree with question 7.72)

7. Operating Fund Disbursements

STAFF EXPENDITURES

Salaries

7.1	System Director and Librarians	$2,894,381
7.2	Other Staff	$5,927,110
7.3	Total Salary and Wages Expenditures (total questions 7.1 and 7.2)	$8,821,491
7.4	Employee Benefits Expenditures	$3,363,167
7.5	**Total Staff Expenditures** (total questions 7.3 and 7.4)	$12,184,658

COLLECTION EXPENDITURES

7.6	Print Materials Expenditures	$1,142,920
7.7	Electronic Materials Expenditures	$302,717
7.8	Other Materials Expenditures	$213,968
7.9	**Total Collection Expenditures** (total questions 7.6 through 7.8)	$1,659,605

GRANTS TO MEMBER LIBRARIES

Cash Grants Paid From

7.10	Local Library Services Aid (LLSA)	$193,941
7.11	Central Library Aid (CLDA/CBA)	$0
7.15	Other State Aid/Grants (e.g., Construction, Special Legislative or Member Grants)	$74,000

7.16	Federal Aid	$0
7.17	Other cash grants paid from system funds	$868,529
7.18	Total Cash Grants (total questions 7.10 through 7.17)	$1,136,470
7.19	Book/Library Materials Grants	$2,242,976
7.20	Other Non-Cash Grants	$7,417,938
7.21	**Total Grants to Member Libraries** (total questions 7.18 through 7.20)	$10,797,384

CAPITAL EXPENDITURES FROM OPERATING FUNDS

7.22	Bookmobile	$0
7.23	Other Vehicles	$0
7.24	Computer Equipment	$387,616
7.25	Furniture/Furnishings	$40,964
7.26	Other Capital Expenditures	$15,564
7.27	**Total Capital Expenditures from Operating Fund** (total questions 7.22 through 7.26)	$444,144

TOTAL CAPITAL EXPENDITURES BY SOURCE OF FUNDS

7.28	From Local Public Funds (71PF)	$286,780
7.29	From Other Funds (71OF)	$157,364
7.30	**Total Capital Expenditures by Source** (total questions 7.28 and 7.29; same as question 7.27)	$444,144

OPERATION AND MAINTENANCE OF BUILDINGS

Repairs To Buildings and Building Equipment by Source of Funds

7.31	From Local Public Funds (72PF)	$89,112
7.32	From Other Funds (72OF)	$0
7.33	**Total Repairs to Buildings and Building Equipment** (total questions 7.31 and 7.32)	$89,112

7.34	Other Building & Maintenance Expenses	$872,973
7.35	**Total Operation and Maintenance of Buildings** (total questions 7.33 and 7.34)	$962,085

MISCELLANEOUS EXPENSES

7.36	Total Operation & Maintenance of Bookmobiles and Other Vehicles	$41,279
7.37	Office and Library Supplies	$155,245
7.38	Telecommunications	$106,990
7.39	Binding Expenses	$19,349
7.40	Postage and Freight	$28,059
7.41	Publicity and Printing	$17,101
7.42	Travel	$30,440
7.43	Fees for Consultants and Professionals	$169,708
7.44	Membership Dues	$17,634
7.46	Does the system have other miscellaneous expenses in categories not listed in questions 7.36 through 7.45? Enter Y for Yes, N for No.	Y

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

1.	Expense category	Op Ele Ac
2.	Amount	$207,289
1.	Expense category	Office Eq
2.	Amount	$40,902
1.	Expense category	Other
2.	Amount	$323,078

7.47	Total Other Miscellaneous Expenses (total question #2 of Repeating Group #13)	$571,269
7.48	**Total Miscellaneous Expenses** (total questions 7.36 through 7.45 and 7.47)	$1,157,074

CONTRACTS WITH LIBRARIES and/or LIBRARY SYSTEMS IN NEW YORK

STATE

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

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) $1,532,825

7.52 From Other Funds (73OF)   0

7.53 **Total Capital Purposes Loans** (total questions 7.51 and 7.52) $1,532,825

7.54 Other Loans   0

7.55 **Total Debt Service** (total questions 7.53 and 7.54) $1,532,825

7.56 Total Staff Expenditures, Total Collection Expenditures, Grants to Member Libraries, Total Capital Expenditures, Operation and Maintenance of Buildings, Automotive Expenses, Miscellaneous Expenses, Contracts and Debt Service (Sum of questions 7.5, 7.9, 7.21, 7.27, 7.35, 7.48, 7.50, and 7.55). $28,737,775

TRANSFERS

Transfers to the Capital Fund

7.57	From Local Public Funds (76PF)	$443,487
7.58	From Other Funds (76OF)	$97,779
7.59	**Total Transfers to Capital Fund** (total questions 7.57 and 7.58; same as question 8.2)	$541,266
7.60	**Total Transfers to Other Funds**	0
7.61	**Total Transfers** (total questions 7.59 and 7.60)	$541,266
7.62	**TOTAL DISBURSEMENTS AND TRANSFERS** (total questions 7.56 and 7.61)	$29,279,041
7.63	**CLOSING CASH BALANCE at the End of the Current Fiscal Reporting Year (For Public Library Systems - December 31, 2008) (For 3Rs - June 30, 2009)**	$8,981,442
7.72	**GRAND TOTAL DISBURSEMENTS, TRANSFERS, & BALANCE/ROLLOVER** (total questions 7.62, 7.63, 7.67, and 7.71)	$38,260,483

FISCAL AUDIT

7.73	Last audit performed (mm/dd/yyyy)	12/31/2008
7.74	Time period covered by this audit (mm/dd/yyyy - mm/dd/yyyy)	1/1/2008-12/31/2008
7.75	Indicate type of audit (select one from drop-down):	Private Accounting Firm

ACCOUNT INFORMATION
Complete one record for each financial account

1.	Name of bank or financial institution	N/A
2.	Amount of funds on deposit	N/A
7.76	**Total Bank Balance** (total question #2 of Repeating Group #15)	$0
7.77	Does the system have a Capital Fund? Enter Y for Yes, N for No. If yes, please complete the Capital Fund Report. If no, stop here.	Y

8. Capital Fund Receipts

8.1	**Total Revenue From Local Sources**	0
8.2	**Transfer From Operating Fund** (same as question 7.59)	$541,266

STATE AID FOR CAPITAL PROJECTS

8.3	State Aid Received for Construction	$0

ALL OTHER AID AND/OR GRANTS FOR CAPITAL PROJECTS

8.4	Indicate whether the system receives any other aid and/or grants for capital projects. Enter Y for Yes, N for No. If yes, please complete one record for each award; if no, enter N/A on questions 1 and 2 of one repeating group.	N
1.	Contracting Agency	N/A
2.	Amount	N/A
8.5	**Total Aid and/or Grants** (total question #2 of Repeating Group #16 above)	$0
8.6	**TOTAL RECEIPTS - Revenues from Local Sources, Interfund Revenue, State Aid for**	$541,266

	Capital Projects, and Total Federal Aid (total questions 8.1, 8.2, 8.3, and 8.5)	
8.7	**NONREVENUE RECEIPTS**	0
8.8	**TOTAL RECEIPTS - Total Receipts and Nonrevenue Receipts** (total questions 8.6 and 8.7)	$541,266
8.9	**CASH BALANCE - Beginning of Current Fiscal Reporting Year: Public Library Systems - January 1, 2008; 3Rs - July 1, 2009. (Same as closing cash balance at the end of previous fiscal reporting year: Public Library Systems - December 31, 2007; 3Rs - June 30, 2008.)**	$888,547
8.10	**TOTAL RECEIPTS AND CASH BALANCE** (total questions 8.8 and 8.9)	$1,429,813

9. Capital Fund Disbursements
PROJECT EXPENDITURES

9.1	Total Construction	$247,301
9.2	Incidental Construction	$12,660
9.3	Books and Library Materials	$0
9.4	Total Other Disbursements	$0
9.5	**Total Project Expenditures** (total questions 9.1 through 9.4)	$259,961
9.6	**TRANSFER TO OPERATING FUND** (Same as question 6.60)	$0
9.7	**TOTAL NONPROJECT EXPENDITURES**	$0

9.8 **TOTAL DISBURSEMENTS - Total Project Expenditures, Transfer to Operating Fund, and Total Nonproject Expenditures** (total questions 9.5 through 9.7) $259,961

9.9 **CLOSING CASH BALANCE IN CAPITAL FUND at the End of the Current Fiscal Year (December 31, 2008, for Public Library Systems; June 30, 2009, for 3Rs)** $1,169,852

9.10 **TOTAL DISBURSEMENTS AND CASH BALANCE** (total questions 9.8 and 9.9) $1,429,813

12. Projected Annual Budget For Library Systems

Public Library Systems January 1, 2009 - December 31, 2009
3Rs July 1, 2009 - June 30, 2010
School Library Systems July 1, 2009 - June 30, 2010

PROJECTED OPERATING FUND - RECEIPTS

12.1 Total Operating Fund Receipts (include Local Aid, State Aid, Federal Aid, Contracts and Miscellaneous Receipts) $26,057,268

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, 2009, must be the same as the December 31, 2008, closing balance reported on Q7.63 of the 2008 annual report) $8,363,027

12.5	Grand Total Operating Fund Receipts, Budget Loans, Transfers and Balance/Rollover (total questions 12.1 through 12.4)	$35,038,710

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)	$28,184,904
12.7	Total Transfers	$0
12.8	Cash Balance/Rollover in Operating Fund at the end of the current fiscal year (For Public Library Systems, balance as of December 31, 2009)	$6,853,806
12.9	Grand Total Operating Fund Disbursements, Transfers and Balance/Rollover (total questions 12.6 through 12.8)	$35,038,710

PROJECTED CAPITAL FUND - RECEIPTS

12.10	Capital Fund Receipts (include Revenues from Local Sources, Transfer from Operating Fund, State Aid for Capital Projects and All Other Aid for Capital Projects)	$285,006
12.11	Nonrevenue Receipts	$0

12.12	Cash Balance/Rollover in Capital Fund at the end of the previous fiscal year (For Public Library Systems, opening balance on January 1, 2009, must be the same as the December 31, 2008, closing balance reported on Q9.9 of the 2008 annual report)	$1,169,852
12.13	Grand Total Capital Fund Receipts and Balance (total questions 12.10 through 12.12)	$1,454,858

PROJECTED CAPITAL FUND - DISBURSEMENTS

12.14	Capital Fund Disbursements (include Project Expenditures, Transfer to Operating Fund and Nonproject Expenditures	$1,454,858
12.15	Cash Balance in Capital Fund at the end of the current fiscal year (For Public Library Systems, December 31, 2009)	$0
12.16	Grand Total Capital Fund Disbursement, Transfers, and Balance (Sum of questions 12.14 and 12.15)	$1,454,858

ASSURANCE

12.17	The library system will be operating under its approved Plan of Service in accordance with the provisions of Education Law and the Regulations of the Commissioner, and assures that the "Budget Summary" was reviewed and accepted by the System Board/Council on (date - mm/dd/yyyy)	4/16/2009

13. Summary of Library System Accomplishments

Using the goals from Section 5 in the approved 2007-2011 System Plan of Service, **BRIEFLY** describe the final results of <u>each element</u> for Year 2 (2008)

13.1	Element 1: Resource Sharing - Results
13.2	Element 2: Technology Services - Results
13.3	Element 3: Special Client Group Needs - Results
13.4	Element 4: Continuing Education/Training - Results
13.5	Element 5 Consulting and Technical Assistance Services - Results
13.6	Element 6 Coordinated Services - Results
13.7	Element 7: Awareness and Advocacy - Results
13.8	Element 8: Communication among Member Libraries and/or Branch Libraries - Results
13.9	Element 9: Cooperative Efforts with Other Library Systems - Results
13.10	Element 10: Construction - Results
13.11	Element 11: Central Library - Results
13.12	Element 12: Direct Access - Results
13.13	Element 13: Other Goal(s) - Results

14. Assurance and Contact Information

CONTACT INFORMATION

14.1	Contact name (person	Kathy Smith

completing report)

14.2	Contact phone number (enter 10 digits only)	(716) 858-7094
14.3	Contact e-mail address	smithk@buffalolib.org

ASSURANCE

14.4	The Library System operated under its approved Plan of Service in accordance with the provisions of Education Law and the Regulations of the Commissioner, and assures that this "Annual Report" was reviewed and accepted by the System Board/Council on (date - mm/dd/yyyy)	4/16/2009

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

14.5	The Library System's Annual Report was reviewed and approved by the New York State Library on (date - mm/dd/yyyy)	5/12/2009