Buffalo and Erie County Public Library
Annual Report for Library Systems - 2009 (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	1/1/2009
1.4	Ending Reporting Year	12/31/2009
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 quetions 1 through 5 of one repeating group.	N
1.	Name of Contracting Municipality or District	N/A
2.	Is this a written contract? (Enter Y for Yes, N for No)	N/A

3.	Population of the geographic area served by this contract	N/A
4.	Dollar amount of contract	N/A
5.	Indicate "Full" or "Partial" range of services provided by this contract (Select one)	N/A
1.48	For the reporting year, has the system experienced any unusual circumstance(s) that affected the statistics and/or information reported (e.g. natural disaster, fire, closed for renovations, massive weeding of collection, etc.)? Indicate Y for Yes, N for No. If Yes, please annotate using the State note.	N

2. Personnel Information

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	58.81
2.11	Librarians - Vacant Position(s) FTE	2.11
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)	60.81
2.15	Total Certified Librarians - Vacant Position(s) FTE (total questions 2.5 + 2.7 + 2.9 + 2.11 + 2.13)	2.11
2.16	Total Other Professional Staff - Filled Position(s) FTE	16.11
2.17	Total Other Professional Staff - Vacant Position(s) FTE	1.54
2.18	Total Other Staff - Filled Position(s) FTE	190.12
2.19	Total Other Staff - Vacant Position(s) FTE	20.88
2.20	Total Paid Staff - Filled Position(s) FTE (total questions 2.14 + 2.16 + 2.18)	267.04
2.21	Total Paid Staff - Vacant Position(s) FTE (total questions 2.15 + 2.17 + 2.19)	24.53

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	0
3.18	Reading Centers	0
3.19	Other Outlets	3
3.20	Total Public Service Outlets (total questions 3.15 through 3.19)	12
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
3.24	Number of <u>voting</u> positions on system board/council	15
3.25	Board/Council Selection - Enter Board/Council Selection Code (select one; drop-down). If O is selected, please use the State note to explain how members were named to the Board/Council.	A

SYSTEM BOARD/COUNCIL

Public Library Systems - enter information for the period January 1, 2010, through December 31, 2010.
School Library Systems and 3Rs Systems - enter information for the period July 1, 2010, through June 30, 2011
President/Council Chair

3.26	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Mrs.
3.27	First Name	Sharon
3.28	Last Name	Thomas
3.29	Institutional Affiliation	Buffao City Court

3.30	Professional Title	Chief Court Clerk
3.31	Mailing Address	
3.32	City	
3.33	Zip Code (enter five digits only)	
3.34	Telephone for the Board President (enter 10 digits only)	
3.35	E-mail Address	
3.36	Term Expires - Month or N/A	December
3.37	Term Expires - Year (YYYY) or N/A	2011

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

1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	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 (YYYY) or N/A	2014
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	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	Mr.
2.	First Name	Sheldon
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	Mr.
2.	First Name	Richard
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	2008

	(YYYY) or N/A	
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Miss
2.	First Name	Phyllis
3.	Last Name	Horton
4.	Institutional Affiliation	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	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
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Mr.
2.	First Name	Rick

3.	Last Name	Lewis
4.	Institutional Affiliation	
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	2013
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Mr.
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	Mr.
2.	First Name	Albert
3.	Last Name	Michaels
4.	Institutional Affiliation	
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	2013
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.
2.	First Name	Elaine
3.	Last Name	Panty
4.	Institutional Affiliation	
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
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
3.	Last Name	Rossetti
4.	Institutional Affiliation	
5.	Professional Title	Retired
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,	Mr.

	Other (specify using the State note), Vacant	
2.	First Name	John G.
3.	Last Name	Schmidt Jr.
4.	Institutional Affiliation	Phillips Lytle.LLP
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
3.	Last Name	Summer
4.	Institutional Affiliation	
5.	Professional Title	Retired
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
3.	Last Name	Wisbaum
4.	Institutional Affiliation	
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	2014

COORDINATED OUTREACH COUNCIL

3.38	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, 2010, through December 31, 2010. For each vacant position, select "Vacant" in question 1 and enter N/A in questions 2-5 of the repeating group.

1.	Title (drop down): Mr., Mrs., Ms., Miss, Dr., Other (specify using the State note), Vacant	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 — 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., Mrs., Ms., Miss, Dr., Other (specify using the State note), Vacant — Ms.
2. First Name — Cindy
3. Last Name — Cassavino
4. Institutional Affiliation — Aurora Adult Day Services
5. Professional Title — N/A

4. Public Library System Trans and Collection

4.1	Number of registered system borrowers	72,787
4.2	Total system circulation	2,597,941
4.3	System Visits	1,100,591

SYSTEM HOLDINGS

4.4	Total Cataloged Book Holdings	1,449,608
4.5	Non-Cataloged Book Holdings	138,566
4.6	Total Print Serial Holdings	481,682
4.7	All Other Print Materials Holdings	1,423,204
4.8	Total Electronic Holdings	23,189
4.9	All Other Holdings	152,894
4.10	Grand Total Holdings (total questions 4.4 through 4.9)	3,669,143

ROTATING COLLECTIONS/BOOK LOANS

4.11	Does the system have rotating collections/bulk loans? (Enter Y for Yes, N for No)	Y
4.12	Number of collections	25
4.13	Average number of items per collection	65

5. System Services
TECHNOLOGY AND RESOURCE SHARING

INTEGRATED LIBRARY SYSTEM (ILS)

5.1	Does the system provide an integrated library automation system (ILS) for its member libraries? (Enter Y for Yes, N for No)	Y

5.2 Indicate which modules of the system's ILS have been implemented (check all that apply):

a.	Circulation	Yes
b.	Public Access Catalog	Yes
c.	Cataloging	Yes
d.	Acquisitions	Yes

e.	Inventory	Yes
f.	Serials Control	Yes
g.	Media Booking	No
h.	Community Information	No
i.	Electronic Resource Management	No
j.	Digital Collections Management	No
5.3	Identify ILS system vendor	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	1,628,580
5.9	Number of new titles added by the system in the reporting year	30,605
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 questions 5.9 through 5.11)	30,605

UNION CATALOG OF RESOURCES

| 5.13 | How many libraries participate in (or submit | 1 |

records for) the union catalog?

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	1,628,582
5.16	Number of holdings in the system's union catalog	3,639,923
5.17	Number of new titles added in the last year	30,605
5.18	Number of holdings added in the last year	245,740

UNION LIST OF SERIALS

| 5.19 | Does the system have a union list of serials? (Enter Y for Yes, N for No. If No, enter zero (0) on question 5.20.) | Y |
| 5.20 | How many libraries participate in (or submit records for) the union list of serials? | 1 |

COMBINED SYSTEM UNION CATALOG AND UNION LIST OF SERIALS

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

VIRTUAL CATALOG

5.22	Does the system provide a virtual catalog for member libraries? (Enter Y for Yes, No for No, or N/A)	Y
5.23	How many Internet-accessible member library catalogs are included in the virtual catalog?	0
5.24	How many member libraries have holdings included in a database that serves as a link of the virtual catalog?	0

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

a.	Non-member catalogs are included (if checked, please name non-member catalogs using the State note)	No
b.	Non-library catalogs are included (if checked, please name non-library catalogs using the State note)	No
c.	Responses are mediated	No
d.	Patron-initiated ILL available and used through this catalog	No
e.	N/A	No
5.26	Does the library system provide access to member library catalogs which are not Internet accessible through the virtual catalog? (Enter Y for Yes, N for No) If yes, please describe using the State note.	N

VISITS TO THE SYSTEM'S WEB SITE

5.27	Annual number of visits to the system's web site	4,821,253

NOVELNY-READY LIBRARIES

5.28	How many of the system's member libraries have achieved <u>Basic</u> NOVELNY-ready status?	0
5.29	How many of the system's member libraries have achieved <u>Advanced</u> NOVELNY-ready status?	37
5.30	How many of the system's member libraries have achieved <u>Leader</u> NOVELNY-ready status?	0
5.31	Total NOVELNY-Ready Libraries (total questions 5.28 through 5.30)	37

SYSTEM INTERLIBRARY LOAN ACTIVITY

5.32	Total items provided	2,747

(loaned)

5.33	Total items received (borrowed)	2,734
5.34	Total requests provided (loaned) unfilled	12,055
5.35	Total requests received (borrowed) unfilled	5,138
5.36	Total interlibrary loan activity (total questions 5.32 through 5.35)	22,674

DELIVERY

5.38 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
5.39	Number of stops (pick-up and delivery sites per week)	227

CONTINUING EDUCATION/STAFF DEVELOPMENT
Workshops/Meetings/Training Sessions

Resource sharing (ILL, collection development, etc.)

5.40	Number of sessions	5
5.41	Number of participants	10

Technology

5.42	Number of sessions	6
5.43	Number of participants	239

Digitization

5.44	Number of sessions	0
5.45	Number of participants	0

Leadership

5.46	Number of sessions	3
5.47	Number of participants	29

Management & Supervisory

5.48	Number of sessions	4
5.49	Number of participants	191

Planning and Evaluation

5.50	Number of sessions	1
5.51	Number of participants	1

Awareness and Advocacy

5.52	Number of sessions	0
5.53	Number of participants	0

Trustee/Council Training

5.54	Number of sessions	0
5.55	Number of participants	0

Special Client Populations

5.56	Number of sessions	1
5.57	Number of participants	3

Children's Services/Elementary Grade Levels

5.58	Number of sessions	0
5.59	Number of participants	0

Young Adult Services/Middle and High School Grade Levels

5.60	Number of sessions	2
5.61	Number of participants	86

General Adult Services

5.62	Number of sessions	3
5.63	Number of participants	149

5.64	**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	Preventing Back Injury
2.	Number of sessions	2
3.	Number of participants	19
1.	Topic	Personal Protective Equipment
2.	Number of sessions	2
3.	Number of participants	4

1.	Topic	Hand & Power Tool Safety
2.	Number of sessions	2
3.	Number of participants	8
1.	Topic	Fall Prevention
2.	Number of sessions	1
3.	Number of participants	8
1.	Topic	Hazard Recognition
2.	Number of sessions	1
3.	Number of participants	9
1.	Topic	Presenting the Best You
2.	Number of sessions	1
3.	Number of participants	57
1.	Topic	Office Yoga
2.	Number of sessions	1
3.	Number of participants	72
1.	Topic	Dilution of Cleaning Chemicals
2.	Number of sessions	1
3.	Number of participants	17
1.	Topic	Slip, Trip and Fall Prevention
2.	Number of sessions	2
3.	Number of participants	23

5.65 **Grand Total Sessions**
(total questions 5.40, 5.42, 5.44, 5.46, 5.48, 5.50, 5.52, 5.54, 5.56, 5.58, 5.60, 5.62 and total of question #2 of Repeating Group #5)   38

5.66 **Grand Total Participants**
(total questions 5.41, 5.43, 5.45, 5.47, 5.49, 5.51, 5.53, 5.55, 5.57, 5.59, 5.61, 5.63 and total of question #3 of Repeating Group #5)   925

COORDINATED SERVICES

5.67 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)	No
j.	N/A	No

CONSULTING AND TECHNICAL ASSISTANCE SERVICES

5.68	Number of contacts - Consulting with member libraries on grants, and state and federal funding	1,389
5.69	Number of contacts - Consulting with member libraries on funding and governance	2,769
5.70	Number of contacts - Consulting with member libraries on charter and registration work	9
5.71	Number of contacts - Consulting with member libraries on automation and technology	12,662
5.72	Number of contacts - Consulting with member libraries on youth services	3,446
5.73	Number of contacts - Consulting with member libraries on adult services	5,423
5.74	Number of contacts - Consulting with member libraries on physical plant needs	662
5.75	Number of contacts - Consulting with member	6,488

	libraries on personnel and management issues	
5.76	Number of contacts - Consulting with state and county correctional facilities	650
5.77	Number of contacts - Providing information to local, county, and state legislators and their staffs	823
5.78	Number of contacts - Providing system and member library information to the media	1,524
5.79	Number of contacts - Providing website development and maintenance for member libraries	2,031
5.80	Does the system provide other Consulting and Technical Assistance Services not listed above? Enter Y for Yes, N for No. If Yes, complete one record for each topic; if No, enter N/A for questions 1 and 2 of one repeating group.	N
1.	Topic	N/A
2.	Number of contacts (all types)	N/A
5.81	**Total Other Contacts** (total of question #2 of Repeating Group #6)	0
5.82	**Total Contacts** (Total of questions 5.68 through 5.79 and 5.81)	37,876

REFERENCE SERVICES

5.83	Total Reference Transactions	217,342

SERVICES TO SPECIAL CLIENTS (Direct and Contractual)

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

a.	Services for patrons with disabilities	Yes
b.	Services for patrons who are educationally disadvantaged	Yes
c.	Services for patrons who 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
5.85	Number of BOOKS BY MAIL loans	0
5.86	Number of member libraries with Job/Education Information Centers or collections	17
5.87	Number of State Correctional Facilities libraries served	3
5.88	Number of County Jails libraries served	2
5.89	Number of institutions served other than jails or correctional facilities	1
5.90	Does the system provide other special client services not listed above? If yes, complete one record for each service provided; if no, enter N/A in questions 1 and 2 of one repeating group.	N
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	$23,653,224
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	$23,653,224
6.3	All Other Local Public Funds	$0
6.4	**Total Local Public Funds** (total questions 6.2 and 6.3)	$23,653,224

STATE AID RECEIPTS

6.5	Adult Literacy Library Services Grants	$0
6.6	Central Library Development Aid	$280,077
6.7	Central Book Aid	$64,610
6.8	Conservation/Preservation Grants	$0
6.9	Construction for Public Libraries Aid	$281,543
6.10	Coordinated Outreach Services Aid	$0
6.11	Correctional Facilities Library Aid	$0
6.12	County Jails Library Aid	$8,593
6.14	Family Literacy Grants (formerly Parent & Child)	$4,348

Local Library Services Aid

6.18	Kept for Headquarters	$99,845
6.19	Distributed to members	$170,601
6.20	Total LLSA (total questions 6.18 and 6.19)	$270,446
6.21	Local Services Support Aid	$377,858
6.22	Local Consolidated Systems Aid	$0
6.26	Public Library System Basic Aid	$1,799,498

Regional Bibliographic Data Bases (RBDB) Aid

6.31	Regional Bibliographic Data Bases (RBDB) Grant(s) from 3Rs	$0
6.35	Special Legislative Grants and Member Items	$0
6.36	The New York Public Library - The Research Libraries	$0
6.37	The New York Public Library, Andrew Heiskell Library for the Blind and Physically Handicapped Aid	$0
6.38	The New York Public Library, City University of New York	$0
6.39	The New York Public Library, Schomburg Center for Research in Black Culture Library Aid	$0
6.40	The New York Public Library, Science, Industry and Business Library	$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).	N

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

1.	Funding Source	N/A

2.	Amount	N/A
6.42	Total Other State Aid (total question #2 of Repeating Group #9 above)	$0
6.43	**Total State Aid Receipts** (total questions 6.5 through 6.14, question 6.17, questions 6.20 through 6.22, questions 6.25 through 6.27, questions 6.30 through 6.40, and question 6.42)	$3,086,973

FEDERAL AID

6.44	Library Services and Technology Act (LSTA)	$12,000
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	$20,000
6.46	Total Other Federal Aid (total questions #2 of Repeating Group #10 above)	$20,000
6.47	**Total Federal Aid** (total questions 6.44 and 6.46)	$32,000

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, Foundations (including Gates Grants) $229,992

6.52 Income from Investments $28,561

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	$463,498
1.	Receipt category	Refunds
2.	Amount	$34,348
1.	Receipt category	Commissio
2.	Amount	$24,425
1.	Receipt category	Rental
2.	Amount	$6,925
1.	Receipt category	Misc
2.	Amount	$701,987

6.56 Total Other Miscellaneous Receipts (total question #2 of Repeating Group #12 above) $1,231,183

6.57 **Total Miscellaneous Receipts** (total questions 6.50 through 6.54 and question 6.56) $1,489,736

6.58 **TOTAL OPERATING FUND RECEIPTS - Total Local Public Funds, Total State Aid, Total Federal** $28,261,933

	Aid, Total Contracts, and Total Miscellaneous Receipts (total questions 6.4, 6.43, 6.47, 6.49, and 6.57)	
6.59	**BUDGET LOANS TRANSFERS**	$0
6.60	From Capital Fund (Same as question 9.6)	$44,350
6.61	From Other Funds	$0
6.62	**Total Transfers** (total questions 6.60 and 6.61)	$44,350
6.63	**CASH BALANCE - Beginning of Current Fiscal Reporting Year: Public Library Systems - January 1, 2009; 3Rs - July 1, 2009. (Same as closing cash balance at the end of previous fiscal reporting year: Public Library Systems - December 31, 2008; 3Rs - June 30, 2009.)**	$8,981,442
6.66	**GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS, AND BALANCE/ROLLOVER** (Public Library Systems and 3Rs - total questions 6.58, 6.59, 6.62 and 6.63 - must agree with question 7.72) (School Library Systems - total questions 6.58, 6.64 and 6.65 - must agree with question 7.72)	$37,287,725

7. Operating Fund Disbursements

STAFF EXPENDITURES

Salaries

7.1	System Director and	$2,942,190

	Librarians	
7.2	Other Staff	$6,182,363
7.3	Total Salary and Wages Expenditures (total questions 7.1 and 7.2)	$9,124,553
7.4	Employee Benefits Expenditures	$3,104,149
7.5	**Total Staff Expenditures** (total questions 7.3 and 7.4)	$12,228,702

COLLECTION EXPENDITURES

7.6	Print Materials Expenditures	$975,079
7.7	Electronic Materials Expenditures	$257,146
7.8	Other Materials Expenditures	$271,075
7.9	**Total Collection Expenditures** (total questions 7.6 through 7.8)	$1,503,300

GRANTS TO MEMBER LIBRARIES

Cash Grants Paid From

7.10	Local Library Services Aid (LLSA)	$170,601
7.11	Central Library Aid (CLDA/CBA)	$0
7.15	Other State Aid/Grants (e.g., Construction, Special Legislative or Member Grants)	$0
7.16	Federal Aid	$0
7.17	Other cash grants paid from system funds	$198,959
7.18	Total Cash Grants (total questions 7.10 through 7.17)	$369,560
7.19	Book/Library Materials Grants	$2,073,658
7.20	Other Non-Cash Grants	$7,638,029
7.21	**Total Grants to Member Libraries** (total questions 7.18 through 7.20)	$10,081,247

CAPITAL EXPENDITURES FROM OPERATING FUNDS

7.22	Bookmobile	$0
7.23	Other Vehicles	$0
7.24	Computer Equipment	$534,496
7.25	Furniture/Furnishings	$144,813
7.26	Other Capital Expenditures	$8,394
7.27	**Total Capital Expenditures from Operating Fund** (total questions 7.22 through 7.26)	$687,703

TOTAL CAPITAL EXPENDITURES BY SOURCE OF FUNDS

7.28	From Local Public Funds (71PF)	$106,522
7.29	From Other Funds (71OF)	$581,181
7.30	**Total Capital Expenditures by Source** (total questions 7.28 and 7.29; same as question 7.27)	$687,703

OPERATION AND MAINTENANCE OF BUILDINGS

Repairs To Buildings and Building Equipment by Source of Funds

7.31	From Local Public Funds (72PF)	$62,863
7.32	From Other Funds (72OF)	$8,963
7.33	**Total Repairs to Buildings and Building Equipment** (total questions 7.31 and 7.32)	$71,826
7.34	Other Building & Maintenance Expenses	$674,774
7.35	**Total Operation and Maintenance of Buildings** (total questions 7.33 and 7.34)	$746,600

MISCELLANEOUS EXPENSES

7.36	Total Operation & Maintenance of Bookmobiles and Other Vehicles	$55,113
7.37	Office and Library Supplies	$241,827
7.38	Telecommunications	$110,361

7.39	Binding Expenses	$20,821
7.40	Postage and Freight	$36,638
7.41	Publicity and Printing	$34,149
7.42	Travel	$37,628
7.43	Fees for Consultants and Professionals	$208,548
7.44	Membership Dues	$3,879
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	Elect Acc
2.	Amount	$132,814
1.	Expense category	Of Equip
2.	Amount	$58,986
1.	Expense category	Misc
2.	Amount	$462,599

7.47	Total Other Miscellaneous Expenses (total question #2 of Repeating Group #13)	$654,399
7.48	**Total Miscellaneous Expenses** (total questions 7.36 through 7.45 and 7.47)	$1,403,363

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)	$1,481,391
7.52	From Other Funds (73OF)	$0
7.53	**Total Capital Purposes Loans** (total questions 7.51 and 7.52)	$1,481,391
7.54	Other Loans	$0
7.55	**Total Debt Service** (total questions 7.53 and 7.54)	$1,481,391
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)	$28,132,306

TRANSFERS

Transfers to the Capital Fund

7.57	From Local Public Funds (76PF)	$281,543
7.58	From Other Funds (76OF)	$12,021
7.59	**Total Transfers to Capital Fund** (total questions 7.57 and 7.58; same as question 8.2)	$293,564
7.60	**Total Transfers to Other Funds**	$0
7.61	**Total Transfers** (total	$293,564

7.62 **TOTAL DISBURSEMENTS AND TRANSFERS** (total questions 7.56 and 7.61) $28,425,870

7.63 **CLOSING CASH BALANCE at the End of the Current Fiscal Reporting Year (For Public Library Systems - December 31, 2009) (For 3Rs - June 30, 2010)** $8,861,855

7.72 **GRAND TOTAL DISBURSEMENTS, TRANSFERS, & BALANCE/ROLLOVER** (total questions 7.62, 7.63, 7.67, and 7.71) $37,287,725

FISCAL AUDIT

7.73 Last audit performed (mm/dd/yyyy) 12/31/2009

7.74 Time period covered by this audit (mm/dd/yyyy - mm/dd/yyyy) 1/1/2009-12/31/2009

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)	$293,564

STATE AID FOR CAPITAL PROJECTS

8.3	State Aid Received for Construction	$0

ALL OTHER AID AND/OR GRANTS FOR CAPITAL PROJECTS

8.4	Does the system receive any other aid and/or grants for capital projects. Enter Y for Yes, N for No. If yes, complete one record for each award. If no, enter N/A on questions 1 and 2 of one repeating group.	N
1.	Contracting Agency	N/A
2.	Amount	N/A
8.5	**Total Aid and/or Grants** (total question #2 of Repeating Group #16 above)	$0
8.6	**TOTAL RECEIPTS - Revenues from Local Sources, Interfund Revenue, State Aid for Capital Projects, and Total Federal Aid** (total questions 8.1, 8.2, 8.3, and 8.5)	$293,564
8.7	**NONREVENUE RECEIPTS**	$0
8.8	**TOTAL RECEIPTS - Total Receipts and Nonrevenue Receipts** (total questions 8.6 and 8.7)	$293,564
8.9	**CASH BALANCE - Beginning of Current Fiscal Reporting Year: Public Library Systems -**	$1,169,852

January 1, 2009; 3Rs - July 1, 2009. (Same as closing cash balance at the end of previous fiscal reporting year: Public Library Systems - December 31, 2008; 3Rs - June 30, 2009.)

8.10	**TOTAL RECEIPTS AND CASH BALANCE** (total questions 8.8 and 8.9)	$1,463,416

9. Capital Fund Disbursements
PROJECT EXPENDITURES

9.1	Total Construction	$892,285
9.2	Incidental Construction	$0
9.3	Books and Library Materials	$0
9.4	Total Other Disbursements	$0
9.5	**Total Project Expenditures** (total questions 9.1 through 9.4)	$892,285
9.6	**TRANSFER TO OPERATING FUND** (Same as question 6.60)	$44,350
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)	$936,635
9.9	**CLOSING CASH BALANCE IN CAPITAL FUND at the End of the Current Fiscal Year (December 31, 2009, for Public Library Systems; June 30, 2010, for 3Rs)**	$526,781

| 9.10 | **TOTAL DISBURSEMENTS AND CASH BALANCE** (total questions 9.8 and 9.9) | $1,463,416 |

12. Projected Annual Budget For Library Systems

Public Library Systems January 1, 2010 — December 31, 2010
3Rs July 1, 2010 — June 30, 2011
School Library Systems July 1, 2010 — June 30, 2011

PROJECTED OPERATING FUND - RECEIPTS

12.1	Total Operating Fund Receipts (include Local Aid, State Aid, Federal Aid, Contracts and Miscellaneous Receipts)	$26,684,220
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, 2010, must be the same as the December 31, 2009, closing balance reported on Q7.63 of the 2009 annual report)	$8,861,855
12.5	Grand Total Operating Fund Receipts, Budget Loans, Transfers and Balance/Rollover (total questions 12.1 through 12.4)	$35,546,075

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 | $28,302,931 |

	and Maintenance of Buildings, Miscellaneous Expenses, Contracts with Libraries and Library Systems in New York State and Debt Service)	
12.7	Total Transfers	$0
12.8	Cash Balance/Rollover in Operating Fund at the end of the current fiscal year (For Public Library Systems, balance as of December 31, 2010)	$7,243,144
12.9	Grand Total Operating Fund Disbursements, Transfers and Balance/Rollover (total questions 12.6 through 12.8)	$35,546,075

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)	$48,451
12.11	Nonrevenue Receipts	$0
12.12	Cash Balance/Rollover in Capital Fund at the end of the previous fiscal year (For Public Library Systems, opening balance on January 1, 2010, must be the same as the December 31, 2009, closing balance reported on Q9.9 of the 2009 annual report)	$526,781
12.13	Grand Total Capital Fund Receipts and Balance (total questions 12.10 through 12.12)	$575,232

PROJECTED CAPITAL FUND - DISBURSEMENTS

12.14	Capital Fund Disbursements (include Project Expenditures, Transfer to Operating Fund and Nonproject Expenditures	$575,232
12.15	Cash Balance in Capital Fund at the end of the current fiscal year (For Public Library Systems, December 31, 2010)	$0
12.16	Grand Total Capital Fund Disbursement, Transfers, and Balance (Sum of questions 12.14 and 12.15)	$575,232

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)	4/15/2010

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 3 (2009)

13.1	Element 1: Resource Sharing - Results	• Introduced E-books to the collection • Displayed two reproductions Trouvelot astronomy prints and The North American Indian in various System libraries. • Digitized George Nathan Newman Photographs of Vanished and Vanishing Buffalo • Digitized War of 1812 letters • Posted both to WNY legacy.org • Continued to evaluate databases as needed • Re-named databases webpage to Research • Created intermediate page for easier access to Research webpage • Created collection development guidelines for Buffalo Branches

and Member Libraries â€¢ Public Services collaborated with Development and Special Collections to create collection related programs â€¢ Public Services collaborated with Development and Special Collections to display materials from throughout the System â€¢ Hired a Librarian IV to oversee formation of a programming team â€¢ Dusty, Missing or Lost item Reports were generated for collection evaluation in B&ECPL libraries â€¢ Integrated the e-vanced calendar system into the website â€¢ Participated in (NYS) Central Library Heads Meetings â€¢ Represented in the Accreditation Advisory Board-University of Buffalo Department Library and Information Science â€¢ Spent $22,312.50 to purchase downloadable video â€¢ Added 808 WMA format downloadable audiobooks â€¢ Spent $39,842.84 on combined downloadable audibook purchases â€¢ Began e-Book circulation in December â€¢ 713 e-Books were downloaded â€¢ 660 e-Book titles were added â€¢ 22 Book Club in a Bag titles added â€¢ 5,453 MP3 and 21,391 WMA audiobooks were downloaded â€¢ 2,441 Videos were downloaded

| 13.2 | Element 2: Technology Services - Results | â€¢ Posted The Richardson Complex section of Local History File on Flickr â€¢ Completed the digitization of the George Nathan Newman photographs of Vanished and Vanishing Buffalo and the War of 1812 letters posted to WNY Legacy.org â€¢ Applied for RBDB grant from WNYLRC to digitize the Pan Am Scrapbooks. â€¢ Working with Information Technology Department to reformat Special Collections web pages â€¢ Resume Maker v.15 made available at all public workstations â€¢ Installed DimensionM Math game to all public computers at Central Library and city branches. â€¢ Upgraded all public PC's to Internet Explorer 7 and Microsoft Office 2007 â€¢ Upgraded all staff PC's to Internet Explorer 7 and Microsoft Office 2007 â€¢ Upgraded Sirsi WorkFlows to Java Client â€¢ Implemented 9xx and EDI ordering with vendor Baker & Taylor â€¢ introduced JavaJabber Blog â€¢ Introduced staff Ning website â€¢ Implemented Exchange 2007 Server and migrated staff e-mail clients to Microsoft Outlook Web and/or Outlook Desktop Clients â€¢ Implemented RFID fully at 3 city branches simultaneously introducing self check-out â€¢ Provided Technical Services staff with larger computer screens to accommodate Sirsi Catalog and acquisitions Module requirements â€¢ Administered Gates Opportunity Online Hardware Grant that included addition of 68 public access |

computers â€¢ Set up six additional T1 lines at neighborhood libraries â€¢ Configured all PC's & peripherals installed at new North Park Library by Network Support â€¢ Provided a scanner for public use at all B&ECPL libraries â€¢ Made Public wireless access available at all libraries â€¢ Introduced secure lending of laptop computers for in-library public use

13.3	Element 3: Special Client Group Needs - Results	â€¢ Developed comprehensive, state wide library literacy initiative â€¢ Computer use across the system has increased 22 % over last year. â€¢ Logged 822,333 sessions by year end. â€¢ The System wide Summer Reading Program and Read Down Your fines initiative drew thousands of participants and enabled hundreds of children to use their cards once again. â€¢ Partnered with the Buffalo Museum of Science to host children's programming in County library locations. â€¢ The Uncrowned Queens/Uncrowned Community builders launched the first Affiliate partner site at the Frank E. Merriweather, Jr. Branch Library â€¢ Participated in Multimedia booktalk program called Storytubes 102 children participated â€¢ 14,682 Teens visited the Teen Room at Central Library to do homework, work on computers, try out gaming applications or get help with projects. â€¢ 124 Cyber Train classes were conducted in branch and contract libraries and 34 classes were held in Central Library Training Lab â€¢ Introduced Literacy Master Plan detailing components of services including Family Place, Project Flight partnership, After School Services, Buffalo Adult Ed. Partnership and programs. â€¢ Coordinated System wide Battle of the Books through Children's Room â€¢ Participated in NYS Summer Reading Program â€¢ Instituted Raising Readers, in partnership with WNED at the Dudley Branch Library â€¢ Held System-wide Guitar Hero Tournament â€¢ Offered assistance with staff training on job and resume resources including the potential opportunity to place "One Stop" centers at various library locations through partnership with The New York State Department of Labor â€¢ Offered Online Medicare Class : An Online Medicare Informational Training class, â€¢ Presented Job Resources at the Library workshop for 19 unemployed members of the ECC One Stop Center POD (Professionals on Demand) Group. â€¢ Continued Youth Services Planning Committee â€¢ Conducted 2 workshops for youth services providers
13.4	Element 4: Continuing	â€¢ Art of Fundraising & Grant Writing â€¢ Ask Us 24/7

	Education/Training - Results	Virtual Reference â€¢ Better Eating, Better Energy! â€¢ Business Gets Green â€¢ Creating Facebook Fan Page â€¢ Dilution of Cleaning Chemicals â€¢ Document Retention and Destruction â€¢ Excel Basics â€¢ Excel Intermediate â€¢ Facebook for Your Library â€¢ Fall Prevention â€¢ Genealogy 101 â€¢ Hand & Power Tool Safety â€¢ Hazard Recognition â€¢ In Your Face: What Does Customer Service Mean, Anyway? â€¢ Jobs & Economic Growth in Buffalo â€¢ Managing Organizational Change â€¢ Office Yoga â€¢ Personal Protective Equipment â€¢ Presenting the Best You â€¢ Preventing Back Injury â€¢ Publisher Basics â€¢ Rare Book School at the University of Illinois â€¢ Serving Our Teen Patrons â€¢ SIRSI Refresher â€¢ Slip, Trip and Fall Prevention â€¢ Stride Through Stress â€¢ Title Source 3 training sessions were conducted at the Central Library by Baker & Taylor â€¢ Teamwork Training â€¢ WNYLRC Digitization Book Camp; Preservation Institute â€¢ Leadership Buffalo
13.5	Element 5 Consulting and Technical Assistance Services - Results	â€¢ Expanded Centralized Serials Check-in â€¢ Assistance provided to Erie County Rare Books Commission by Special Collections
13.6	Element 6 Coordinated Services - Results	â€¢ Review and updated Online training Guides â€¢ Periodically evaluated print and electronic Borrower Services flyers and instructions â€¢ Developed 42 Checklists â€¢ Implemented RFID installation â€¢ Technical Services Departments : â€¢ Cataloged 30,605 items â€¢ Processed 229,817 items â€¢ Repaired 12,816 items â€¢ Ordered 148,709 new items â€¢ Placed 4,332 purchase orders â€¢ Added 30,605 new titles â€¢ Overall use of the collections of materials has grown by 4% over 2008 â€¢ 7,934,257 items were borrowed in 2009 â€¢ The system libraries had 3,903,310 visitors in 2009
13.7	Element 7: Awareness and Advocacy - Results	â€¢ Seven Staff members and two System Trustees traveled to NYLA Advocacy Day â€¢ Director is a member of NYLA's Legislative Committee â€¢ Director is on the Erie County Historical Society Board of Trustees â€¢ Director is the Chair of the NYS Regents Advisory Committee â€¢ Director is a member of the Erie county Rare Books Commission â€¢ Deputy Director is on the Western New York Library Resources Council Board of Trustees â€¢ Deputy Director is on member of Explore & More: a children's museum Board of Trustees â€¢ Director communicates regularly with elected officials regarding library issues. â€¢ Darwin exhibit was joint exhibit with University at Buffalo â€¢ Used Library's web and social

networking (Facebook, Twitter) sites to promote Library events and services. â€¢ Podcasts of notable Library programs and events created and posted on Library website â€¢ Conducted Public Technology Survey â€¢ Developed the following promotional materials: â€¢ Branched Out - 6 times a year â€¢ Summer Reading Flyers - 10 libraries â€¢ Movie Matinee posters - Central - 10 times this year â€¢ Bistro Bookers brochures & posters - 10 times this year â€¢ Invitations: (4) â€¢ Gatsby events, Hamilton event, Astronomy exhibit, Get Graphic event â€¢ Event signage: (3 events - multiple signs) â€¢ Comic Con, Hamilton, Gatsby â€¢ Tabletop display - sent out 30 times throughout the year â€¢ Misc. projects: Annual Report, Kids Fitness Trail booklet, labels for 9 displays for GRO â€¢ Partnered with Stop the Violence Coalition at Central Library on pilot project helping kids who need assistance guidance

13.8	Element 8: Communication among Member Libraries and/or Branch Libraries - Results	â€¢ Continued Youth Services Planning Committee â€¢ Continued Electronic Databases Committee â€¢ Continued Electronic databases blog for patrons and staff â€¢ Prepared monthly staff e- newsletter â€¢ Library Director and Deputy Director held monthly meetings with staff from throughout the System â€¢ Participated in Association of Contract Trustees Meetings including Board Meetings and Annual Workshop â€¢ Library Director and Deputy Director conducted visits to libraries throughout System â€¢ Library Director and Deputy Director attended various Contracting Library Board of Trustees Meetings â€¢ System-Wide Programming â€¢ Monthly Managers/Directors meetings
13.9	Element 9: Cooperative Efforts with Other Library Systems - Results	â€¢ Continued active participation with WNYLRC planning and Systems - Results initiatives: â€¢ BECPL is represented on WNYLRC board â€¢ Held meetings with area School Library Systems - BOCES 1 and 2 and the City of Buffalo School Library System - to discuss â€¢ collaborative endeavors and improved communications â€¢ BECPL staff attend and present at School Library Association of Western New York meetings â€¢ Work with NIOGA and CCC Systems through PULISDO and other local ventures including collaborative planning for â€¢ NYLA Advocacy events â€¢ Participate in Library System Directors summit meetings (represents all â€¢ library system types) â€¢ Children's programming at the Family Court in partnership with the YMCA â€¢ Continued year 2 of Get Graphic - a NYS Family Literacy Library Services grant for connecting teens and graphic

novels - â€¢ Nioga Library System is a partner â€¢ Visited rare book libraries at Cornell, Harvard, Boston Public and the Peabody Essex Museum Library in Salem, Ma. â€¢ Visited Special collections at the Buffalo & Erie County Historical Society and Buffalo State College â€¢ Presented a Get Graphic workshop to students in the Educational technology Department at Buffalo State College â€¢ Visited Digitization Lab and Local history Department at Rochester Public Library

13.10	Element 10: Construction - Results	â€¢ Received NEH preservation grant to assist in articulating space and environmental needs for Special Collections â€¢ Anna Reinstein Memorial Library replaced HVAC, aging windows and installed energy efficient lighting â€¢ Audubon Library replaced original portion of the roof â€¢ Boston Free Library added ADA lift chair to basement children's area; rehabbed 65 year-old windows and rehabilitated parking lot â€¢ Central Library reconstructed Ellicott Street entrance to be ADA accessible and provided additional electrical service in the Library Auditorium â€¢ City of Tonawanda Library reconstructed front entrance including replacing windows â€¢ Clarence Town Library added automated door openers too interior vestibule â€¢ Clearfield Library replaced 17 original single pane windows â€¢ Dudley Library replaced lighting with energy ceiling units and rehabilitated the parking lot â€¢ Elma Public Library replaced leaking roof and failing septic system â€¢ Grand Island Library rehabilitated the parking lot â€¢ Riverside Library replaced failing HVAC system
13.11	Element 11: Central Library - Results	â€¢ Developed job titles and descriptions for Special Collections staff â€¢ Established terms of access for Grosvenor Room and Rare Book Room â€¢ Developed specifications for new Rare Book Room exhibit cases and educational panels. â€¢ Rare Book Room 4 exhibits â€¢ Grosvenor Room 4 Exhibits â€¢ Twain Room 3 Exhibits â€¢ Gluck Archives 4 exhibits â€¢ Conducted Tours as requested by Development & Communications Office â€¢ Central Library Facebook and Twitter sites created and maintained â€¢ Combined Reference desks into one Central Reference service point â€¢ Moved Employment and Small Business collections to First Floor â€¢ Instituted roving reference. â€¢ Provided additional display cases/shelving in Fables Café area. â€¢ Held 1st annual Snowfest - 200 children, teens and adults enjoyed the activities. Community partners included: SPCA, Girl

Scouts, Food Bank of Western New York and Project Flight â€¢ Held 1st annual Summer Block Party to launch B&ECPL's Summer Reading Program. Community partners included: City of Buffalo, B&ECPL Contracting Libraries, â€¢ Held Wild Things a substantial program for children that included several community partners: Hawk Creek Conservation Center, Erie County Botanical Gardens, Tift Nature Preserve, Buffalo Zoological Society, various B&ECPL Contracting Libraries

| 13.12 | Element 12: Direct Access - Results | Free direct access is not an issue in Erie County since it is inherent in the 1953 merger legislation that created the B&ECPL and is maintained with the 22 participating library boards of trustees. |
| 13.13 | Element 13: Other Goal(s) - Results | None |

14. Assurance and Contact Information

CONTACT INFORMATION

14.1	Contact name (person completing report)	Kathy Smith
14.2	Contact phone number (enter 10 digits only)	7168587094
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) | 04/15/2010 |

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

| 14.5 | The Library System's Annual Report was reviewed and approved by the New York State Library on (date - mm/dd/yyyy) | 05/28/2010 |

Suggested Improvements

Library System	Buffalo and Erie County Public Library
Name of Person Completing Form	Kathy Smith
Phone Number and Extension (enter area code, telephone number and extension only):	(716) 858-7094
Please share with us your suggestions for improving the *Annual Report*. Thank You!	Move the next button next to the top of the page instead of clicking Save going to the top of the page and having to scroll down for next.