

Irondequoit Public Library Board of Trustees
Monthly meeting
Minutes of June 15, 2022

Present: Susan Kramarsky, vice president; Rachel Snyder, treasurer; Erin Dougherty, secretary; Betty Brewer-Johnson, Phil Harriman, and Kelly Metras, trustees at large.

Guests: Greg Benoit, library director; Amy Holland, children's librarian (staff liaison, via teleconference); Stephanie Schubmehl, library bookkeeper.

Absent: Michael Huntone, trustee at large.

Call meeting to order: 6:32 pm.

Approval of agenda: Approved.

Attendance: Next meeting July 20, 2022 at 6:30 pm. Rachel is unable to attend; no other conflicts noted.

Public forum: None. No comments submitted to board email.

Town happenings: 2023 budget planning calendar is now available and included in director's report. Greg will communicate any future changes to the board.

Foundation report: A Foundation representative has joined the long-range planning committee.

Friends report

- Greg attended the Friends' last board meeting and reports that a new board member with fundraising experience has joined. They have resumed selling books at the farmers' market, are setting up a PayPal account for credit card donations, and have committed to providing plenty of ice cream for the library's summer reading kickoff on June 30. The Friends are also discussing possible changes to their process for funding library programs.
- Longtime board member Jon Kriegel has announced his retirement. The Friends are donating an Elgato VHS-to-digital converter to the Maker's Lab in his honor.

Staff liaison report

Upcoming programs: The library is gearing up for summer reading and celebrating its 75th anniversary. A Red Wings player will be joining the children's librarians for storytime on July 13.

Motion to authorize withdrawal of up to \$175 from the trustee account for purchase of staff recognition gifts. Seconded. Motion carried.

Account access update

- Greg now has access to the Chase checking account previously in Terry Buford's name. Available records contain nothing to indicate that the funds are restricted or originated from taxpayer money; the most recent deposits were all from Amazon Marketplace, likely for the sale of used books.
- Motion to authorize Greg Benoit to withdraw all funds from the Chase checking account ending in -7700 and deposit them into an account that can be used to offset the cost of replacing network switches. Seconded. Motion carried.

Big idea budget/seed library

- Susan explained that since Collene Burns' tenure as president, the board has made a practice of establishing a theme and outlining goals for the next year's budget. This helps turn the focus toward the future and what the library does for the community.
- Seed library:
 - As discussed in previous meetings, funding to establish a seed library will be incorporated into next year's budget request. This will be in partnership with the Conservation Board and Cornell Cooperative Extension and will include relevant programming.
 - Greg shared a Photoshop mockup of the seed library prepared by IT clerk Tariq Hudson. Total budget for the project is estimated at \$5,300, which covers an artificial greenery wall, a neon sign and lighting, locking cabinets with counterspace, display racks, and a card catalogue-style set of drawers, as well as the seeds themselves, which the library will be able to obtain at a discount through CCE. Greg noted that Webster estimated ongoing costs for its seed library at about \$500 a year.
 - In the ensuing discussion, "Planting Seeds" was proposed as the 2023 budget theme. Other ideas included a greenhouse or other feature in the lobby to attract interest from families heading into the children's library, partnership opportunities with local groups like 490 Farmers, and a sustainability or agriculture-related internship. The Friends of the Library have also expressed interest in soliciting donations and sponsorships from local businesses.

Organizational development committee

- The committee did not meet this month but did share a proposed social media policy drawing on John Scalzo's extensive research into practices at other libraries. The proposed policy clarifies the relationship between town and library social media practices, specifies who is authorized to create and approve posts, and lays out criteria for deleting posts or comments from the public.
- In response to a question from Phil, Greg noted that the library currently has a presence on Facebook, Instagram, Twitter, and YouTube, as well as weekly email newsletters.
- Motion to approve the library social media policy. Seconded. Motion carried.

Community engagement committee: Sister libraries team will present at next month's meeting.

- Betty and Susan to meet with new board candidate
- Reflect on 2023 budget theme
- Schedule monthly tech committee meetings
- Sister libraries team to present at July meeting
- Arrive at 6:00 for July meeting to review financial literacy material
- Connect with town board to confirm Susan's status, swear in Michael, and recruit for a candidate to replace Collene

Adjournment

- Motion to adjourn to executive session at 7:47 pm to discuss a matter of litigation. Seconded. Motion carried.
- Motion to come out of executive session at 8:05 pm. Seconded. Motion carried.
- Meeting adjourned at 8:05 pm.

Respectfully submitted by,
Stephanie Schubmehl
For board secretary Erin Dougherty

June 15, 2022 voucher list

VOUCHER	VENDOR	DESCRIPTION	AMOUNT	FUND
108	Amazon (supplies account)	Supplies, office	\$395.29	4570
108	Amazon (supplies account)	Supplies, other misc.	\$28.80	4650
108	Amazon (supplies account)	Professional services, programming (Maker's Lab supplies)	\$22.18	4408
109	Baker & Taylor	Library materials	\$6,852.25	4050
110	Baker & Taylor Entertainment	Library materials	\$1,459.16	4050
		Conference & training		
111	Brighton Community School	(Organizational Development and Change online professional development course for Nora Pelish)	\$145.00	4100
112	Brodart	Supplies, library processing	\$207.52	4576
113	Building Families First, Inc.	Professional services, programming (African drumming program for children on 7/11/22)	\$200.00	4408
114	Canva.com	Computer software	\$359.51	4090
115	Cengage Learning	Library materials	\$264.65	4050
116	Cornell Cooperative Extension	Professional services, programming (master gardener presentations on 7/11 and 8/23/22)	\$100.00	4408
117	De Lage Landen	Contracted services	\$158.00	4120
118	Quajay Donnell	Professional services, programming (Public Art Matters presentation on 8/16/22)	\$150.00	4408
119	Ingram	Library materials	\$311.80	4050
120	Daniel Jones	Professional services, programming (Internet Security, Privacy, and Safety presentation on 7/19/22)	\$110.00	4408
121	Sarah Knight	Professional services, programming (Dungeons & Dragons programs for teens on 7/8, 7/15, 7/16, 7/30)	\$220.00	4408
122	Samana Lake	Professional services, programming (Springtime Yoga for Families program on 5/21/22)	\$60.00	4408
123	Language Lizard	Library materials	\$48.46	4050
124	Midwest Tape LLC	Library materials	\$926.28	4050
125	Monroe County Library System	Library materials	\$276.60	4050
125	Monroe County Library System	Out-of-county card payments	\$50.00	2080
126	Sunny Morton	Professional services, programming (genealogy presentation on 5/25/22)	\$125.00	4408
		Conference & training (registration for Nancy Cowan to attend virtual New York State Family History Conference in September 2022)		
127	New York Genealogical & Biographical Society		\$165.00	4100
128	OverDrive	Library materials	\$849.22	4050
129	Penny Lane	Printing services	\$210.00	4408
130	Penworthy	Library materials	\$973.87	4050
131	Remembered Past LLC	Professional services, programming (genealogy presentation on 7/27/22)	\$125.00	4408
132	Scientific American	Library materials	\$44.99	4050
133	Sitelock	Contracted services	\$499.91	4120

134	Soho Imaging	Supplies, office	\$278.00	4570
135	Springshare	Computer software	\$1,489.00	4090
136	Staples	Supplies, office	\$247.74	4570
137	W.B. Mason	Supplies, office	\$226.31	4570
138	Stephanie Woodward	Conference & training (virtual training on ADA and accessibility for staff meeting on 6/24/22)	\$1,000.00	4100
Total			\$18,579.54	

June 15, 2022 voucher list

Fund	Fund total
2080	\$50.00
4050	\$12,007.28
4090	\$1,848.51
4100	\$1,310.00
4120	\$657.91
4408	\$1,322.18
4570	\$1,147.34
4576	\$207.52
4650	\$28.80
Grand Total	\$18,579.54

BOOKSTORE SALES

Month	2015	2016	2017	2018	2019	2020	2021	2022
January	\$2,729.61	\$2,429.70	\$2,838.37	\$2,556.20	\$3,703.00	\$3,020.96	\$1,436.73	\$2,155.69
February	\$1,748.98	\$1,981.05	\$2,638.92	\$3,212.03	\$2,869.51	\$3,366.15	\$1,643.74	\$2,373.25
March	\$2,610.09	\$2,775.99	\$2,499.42	\$2,803.75	\$3,557.86	\$1,259.15	\$1,874.60	\$2,774.74
April	\$1,579.91	\$2,651.65	\$2,598.01	\$2,902.58	\$3,807.34	\$297.18	\$2,170.55	\$2,462.49
May	\$2,176.68	\$2,421.28	\$2,084.10	\$2,578.75	\$3,250.41	\$0.00	\$1,984.45	\$2,433.16
June	\$1,815.83	\$2,179.91	\$2,377.03	\$2,412.75	\$3,022.36	\$0.00	\$2,471.25	
July	\$1,669.83	\$2,649.47	\$2,310.50	\$2,463.35	\$2,327.85	\$0.00	\$2,267.70	
August	\$804.03	\$2,845.65	\$2,939.75	\$2,923.96	\$2,269.19	\$0.00	\$2,310.40	
September	\$1,338.94	\$2,305.98	\$2,960.88	\$3,677.35	\$2,583.29	\$0.00	\$2,353.05	
October	\$2,571.56	\$2,418.06	\$2,598.09	\$2,793.75	\$1,837.73	\$754.85	\$2,493.10	
November	\$2,274.22	\$2,052.25	\$2,396.25	\$3,180.29	\$1,901.41	\$493.25	\$3,018.12	
December	\$1,653.62	\$2,506.47	\$3,489.61	\$3,142.75	\$2,350.28	\$2,338.53	\$2,861.60	
Total	\$22,973.30	\$29,217.46	\$31,730.93	\$34,647.51	\$33,480.23	\$11,530.07	\$26,885.29	\$12,199.33

IRONDEQUOIT PUBLIC LIBRARY

REVENUE

5/31/2022

GROUP	FUND	DESCRIPTION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 ACTUAL YTD MAY 22	2022 BALANCE	2022 %
0	0005-1001	Property taxes	\$2,147,986	\$2,334,611	\$2,507,625	\$2,495,508	\$2,680,059	\$2,680,059	\$0	100.0%
0	0005-2080	Misc income (book sales, printing, room rental)	\$56,733	\$62,485	\$23,605	\$47,996	\$46,475	\$22,388	\$24,087	48.2%
0	0005-2082	Library charges (overdue & lost fines)	\$76,681	\$67,370	\$32,500	\$42,465	\$32,900	\$14,304	\$18,596	43.5%
0	0005-2655	Copier receipts	\$2,471	\$3,709	\$1,481	\$3,205	\$3,200	\$1,239	\$1,962	38.7%
0	0005-3889	Other culture & rec (NYS Local Library System Aid)	\$15,727	\$15,734	\$12,263	\$16,860	\$12,400	\$1,533	\$10,867	12.4%
0	0005-2701	Refund prior year expenses	\$4,213	\$334	\$4,838	\$464		\$0	\$0	0.0%
0	0005-3890	State grant (youth fine elimination)	\$0	\$0	\$0	\$14,000	\$14,000	\$14,000	\$14,000	0.0%
0	0005-4911	Federal CARES Act funds	\$0	\$33,303	\$0	\$0	\$0	\$0	\$0	0.0%
0	0005-5031	Interfund transfers	\$0	\$85,000	\$40,000	\$40,000	\$0	\$0	\$0	0.0%
		Subtotal - revenue	\$2,303,811	\$2,576,001	\$2,655,615	\$2,660,497	\$2,789,034	\$2,719,523	\$69,511	97.5%

EXPENSES

GROUP	FUND	DESCRIPTION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 ACTUAL YTD MAY 22	2022 BALANCE	2022 %
1		Salaries	\$998,983	\$983,163	\$964,129	\$966,766	\$1,086,669	\$388,034	\$698,635	35.7%
2		Equipment & capital	\$2,764	\$2,565	\$4,529	\$977	\$500	\$0	\$500	0.0%
4	7410-4050	Library materials	\$170,967	\$178,336	\$169,598	\$175,369	\$180,000	\$49,600	\$130,400	27.6%
4		Services & supplies	\$354,003	\$329,561	\$342,006	\$425,579	\$439,764	\$91,464	\$348,300	20.8%
4		Contingency - contracted services	\$0	\$0	\$0	\$0	\$10,000	\$0	\$10,000	0.0%
6		Principal on debt	\$202,000	\$210,000	\$175,000	\$325,000	\$335,000	\$335,000	\$0	100.0%
7		Interest on debt	\$144,424	\$335,100	\$449,852	\$296,000	\$289,400	\$146,375	\$143,025	50.6%
8		Employee benefits	\$447,806	\$446,414	\$413,337	\$445,435	\$447,728	\$133,494	\$314,234	29.8%
		Subtotal - expenses	\$2,320,946	\$2,485,140	\$2,518,450	\$2,635,126	\$2,789,061	\$1,143,966	\$1,645,095	41.0%

CHASE ACCOUNTS**MAY 2022****NON-PUBLIC FUNDS MMDA *****9050**

DATE	DESCRIPTION	DEPOSITS	WITHDRAWALS	BALANCE
5/1/2022	Opening balance			\$40,677.72
5/10/2022	Donation from Irondequoit Lions Club	\$500.00		\$41,177.72
5/10/2022	Donation from Rochester Area MENSA	\$30.00		\$41,207.72
5/12/2022	Payment to Barnes & Noble (book purchased with Jack Wehner & Gus Apai memorial donation)		\$23.69	\$41,184.03
5/31/2022	Interest	\$1.40		\$41,185.43

PUBLIC FUNDS MMDA ***2587**

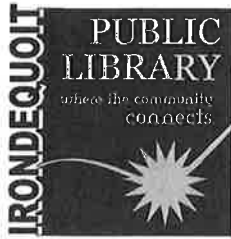
DATE	DESCRIPTION	DEPOSITS	WITHDRAWALS	BALANCE
5/1/2022	Opening balance			\$6,797.39
5/31/2022	Interest	\$0.23		\$6,797.62

BUSINESS COMPLETE CHECKING ***7700**

DATE	DESCRIPTION	DEPOSITS	WITHDRAWALS	BALANCE
5/1/2022	Opening balance			\$1,465.09
5/31/2022	Monthly service fee		\$15.00	\$1,450.09

2021 BULLET AID

DATE	DESCRIPTION	DEPOSITS	WITHDRAWALS	BALANCE
5/1/2022	Opening balance			\$20,134.19
5/31/2022	No withdrawals			\$20,134.19



Irondequoit Public Library

Director's Report

Wednesday, May 18, 2022

1. Irondequoit Public Library

Staff Training Day

The next Irondequoit Public Library staff training day will take place on Friday, June 24th. Our agenda is as follows:

9 AM: Presentation & Training from Disability Rights Advocate Stephanie Woodward

10 AM: Rochester Accessible Adventures Presentation by Anita O'Brien

11 AM: Mobility Scooter Demonstration & Maker's Lab Training Process Updates

12 PM: Staff Recognition Presentation & Fire Drill

I have also included the spreadsheet recording year to date expenditures from the professional development budget line as an item of information. Expenses related to the June 2022 Staff Training Day are being paid for using the professional development line.

1839 Maker's Lab

New Training Options - Coming Soon

In order to better accommodate our 1839 Maker's Lab users, the library will begin offering *Self-Directed Maker's Lab Training Tutorials* in addition to our *Maker's Lab Training Tutorial Classes*.

Our recommendation remains that the *Maker's Lab Training Tutorial Classes* offer new users the best possible experience learning how to use a new piece of equipment as they are conducted in a small group settings, and allow for patrons to ask questions and receive answers in real time.

However, *Self-Directed Maker's Lab Training Tutorials* are ideal for strong independent learners, and/or those who have extensive prior experience using complex technology. This option will enable library patrons to learn how to use a new piece of equipment at their own pace or at dates and times when classes are not possible.

Patrons will indicate on our 1839 Maker's Lab contact form that they wish to schedule a self-directed training session on a specified piece of equipment. Library staff will send that user a copy of the user agreement, written instructions, and the video tutorial to review in advance of arriving for their Maker's Lab session. Patrons will be encouraged to ask clarifying questions in advance of their scheduled session. Additional technical support will be available to these users via email and the contact form on the 1839 Maker's Lab webpage.

New Digitization Equipment - Coming Soon

Longtime Friends of the Irondequoit Public Library Board Member, Jon Kriegel is retiring from the board.

Because Jon is fond of the maker's Lab and technology in the library, The Friends of the Irondequoit Public Library are purchasing a new piece of digitization equipment in recognition of his service.

With the assistance of John Scalzo and I, the Friends of the Irondequoit Public Library have selected a device that will enable users to convert VHS tapes to a digital video format. We currently have a machine that will convert a VHS tape to a DVD. However, some users report that they wish to bypass physical media all together and have their old tapes in a completely digital format that can be uploaded directly to YouTube or social media websites.

CollectionHQ & *Self Reflections* Project

Ginny Payne and Adriana Schubmehl have completed working with Monroe County Library System IT support staff to export a complete spreadsheet of all items owned by Irondequoit Public Library. They have also completed the first review of all of the data in the spreadsheet to ensure it is accurate and will produce valid search results.

This week the completed shelf list will receive a second review by each of the purchasing librarians for accuracy before being sent to Baker & Taylor for inclusion in our database. Setup and implementation of our data will take six weeks.

The other two member os the Self Reflections team, Stephanie Schubmehl and Shelley Wade, have been tasked with identifying holidays, weeks, and months that commemorate or recognize diverse cultures, ethnicities, and religions for inclusion on a rolling calendar. This calendar will determine when the book displays and book lists associated with the holidays are prepared and setup.

Causewave - Rapid Prioritization and Planning Process

On Thursday, June 9th Erin Dougherty and I met with the members of the team working on the forthcoming long range lan with Causewave.

A number of priority areas were identified by Causewave based on the feedback that the team provided. Priority areas included: employee morale and retention, the changing technological landscape, the role of the library in the community, and inclusion and accessibility.

New York State 2021 Annual Report on Public and Association Libraries

I have completed a draft of the New York State 2021 Annual Report on Public and Association Libraries.

This report records statistics, receipt and expenditures of funds, and other information public libraries are required to submit to New York State. The report will be submitted to MCLS and then to the New York State Education Department, Division of Library Development after the June Library Board meeting.

Revision to 2021 Final Statistical Report

I found several small errors in the final 2021 Statistical Report to the Library Board while completing the New York State 2021 Annual Report on Public and Association Libraries.

I have included a revision of the report with explanations on the changes as an item of information.

2. Town of Irondequoit

2023 Budget Kickoff

Department heads will receive the 2023 budget planning documents at the July 26 Department Heads meeting.

Other dates associated with the 2023 budget planning process are:

- Tuesday, July 26: Receive 2023 budget planning documents
- Wednesday, September 21 at 1:30 PM: 2023 Budget Review Meeting (Library)
- Wednesday, October 19 at 5:30 PM: Budget Workshop
- Tuesday, October 25 at 4:00 PM: Special Town Board Meeting: Preliminary Budget
- Thursday, November 10: Public Hearing on the 2023 Budget

Irondequoit Community Center - Partnership Update

Amy Henderson and I met with Jennifer Sergeant from Irondequoit Recreation about setting up a small circulating collection for participants in the seniors support program at the Irondequoit Community Center. The collection will be made up of books by popular authors that have been donated to the library.

3. Facilities Report

Bike Locks

Irondequoit Public Library will be loaning bike locks to patrons for use at the bike rack near the library.

Brian Coe, our full-time maintenance employee, installed a permeant lock on the rack with the Commissioner of Public Work's permission. A permanent metal sign will be made by the Department of Public Works and displayed at the bike rack. It will inform patrons of the service and indicate that keys may be borrowed at the information desk.

4. Monroe County Library System

Monroe County Library System - 2023 MCLS Cost Shares

The Monroe County Library System has updated the 2023 member library cost shares. Member library cost shares are essentially the fee Irondequoit Public Library pays to receive services through Monroe County Library System.

The 2023 cost shares will be \$74,093 or \$2,465 less than in 2022.

5. Personnel Report

No personnel changes occurred during the last month.

6. Financial Report & Vouchers

Stephanie will send copies of the vouchers to the Library Board.

7. Correspondence

8. Items of Information

1. 2022 Bullet Aid Request
2. 2022 Professional Development Plan
3. 2023 CostShare Infographic IPL
4. 2023 MCLS Cost Share
5. MCLS Equity Team Response to the RASE Report
6. Stephanie Woodward Proposal

Irondequoit Public Library
 Statistical Report to the Library Board
 June 2022

Report	Reference		Library Visits		Number of Programs		Program Attendance		Internet Usage		Wi-Fi Usage		Circulation	
	2021	2022	2021	2022	2021	2022	2021	2022	2021	2022	2021	2022	2021	2022
Year														
January	3,804	3,770	6,601	10,913	20	47	437	621	650	733	8,198	10,231	30,507	30,320
February	3,750	4,109	7,199	11,188	23	52	655	1,413	702	837	8,018	9,604	30,025	31,317
March*	4,121	4,832	8,973	14,050	24	66	226	1,504	892	1,196	9,609	2,511	31,839	35,512
April	3,544	4,654	7,729	15,058	19	61	287	1,222	768	1,150	9,584	2,426	31,141	34,207
May	3,018	4,127	7,723	10,855	16	51	340	1,134	821	2,132	11,491	1,073	30,143	31,660
June	3,838		10,826		27		833		996		13,120		35,175	
July	4,195		12,150		31		879		1,027		12,092		38,566	
August	4,570		12,417		38		1,150		1,093		11,545		37,197	
September	4,068		11,543		46		821		1,163		11,487		33,535	
October	4,306		14,954		92		628		1,155		11,286		32,228	
November	3,951		11,740		67		738		1,000		10,105		31,510	
December	3,648		11,308		103		754		887		10,357		28,865	
Total	46,813	21,492	123,163	62,064	506	277	7,748	5,894	11,154	6,048	126,892	25,845	390,731	163,016
Avg/Month	3,901	4,298	10,264	12,413	42	55	646	1,179	930	1,210	10,574	5,169	32,561	32,603

* March 2022 a new method for collecting wi-fi usage statistics was implemented. See April 2022 Director Report for details.

Irondequoit Public Library
Statistical Report to the Library Board
January 2022

Report	Reference		Library Visits		Number of Programs		Program Attendance		Internet Usage		Wi-Fi Usage		Circulation	
	2020	2021	2020	2021	2020	2021	2020	2021	2020	2021	2020	2021	2020	2021
Year														
January	7,896	3,804	19,091	6,601	385	20	2,572	437	2,778	650	12,356	8,198	43,121	30,507
February	7,080	3,750	17,684	7,199	315	23	2,799	655	2,330	702	10,979	8,018	45,141	30,025
March	3,874	4,121	8,951	8,973	345	24	1,270	226	1,223	892	7,720	9,609	25,700	31,839
April	18	3,544	0	7,729	23	19	1,232	287	0	768	3,446	9,584	5,936	31,141
May	72	3,018	0	7,723	26	10	743	233	0	821	4,280	11,491	6,219	30,143
June	1,648	3,838	3,986	10,826	28	27	453	833	0	996	4,901	13,120	3,648	35,175
July	7,069	4,195	5,613	12,150	34	31	487	879	101	1,027	5,871	12,092	10,576	38,566
August	2,803	4,570	6,260	12,417	22	38	662	1,150	148	1,093	6,178	11,545	17,552	37,197
September	5,651	4,068	6,807	11,543	14	46	178	821	366	1,163	6,658	11,487	22,874	33,535
October	5,174	4,306	17,855	14,954	17	92	292	628	581	1,155	9,213	11,286	26,344	32,228
November	3,887	3,951	7,544	11,740	14	67	204	738	451	1,000	8,145	10,105	23,512	31,510
December	4,662	3,648	6,317	11,308	16	103	193	754	570	887	8,375	10,357	30,875	28,865
Total	49,834	46,813	100,108	123,163	1,239	500	11,085	7,641	8,548	11,154	89,122	126,892	261,498	390,731
Avg/Month	4,153	3,901	8,342	10,264	103	42	924	637	712	930	7,344	10,574	21,792	32,561

First month with live on-site programs. Missed 6 programs in library with 107 total attendance. Corrected: 16 programs with 340 total attendance

2 one-on-one genealogy consultations not counted in programs and attendance. Total programs: 33. Total attendance: 881

Counted only 43 programs. Total attendance is correct at 628

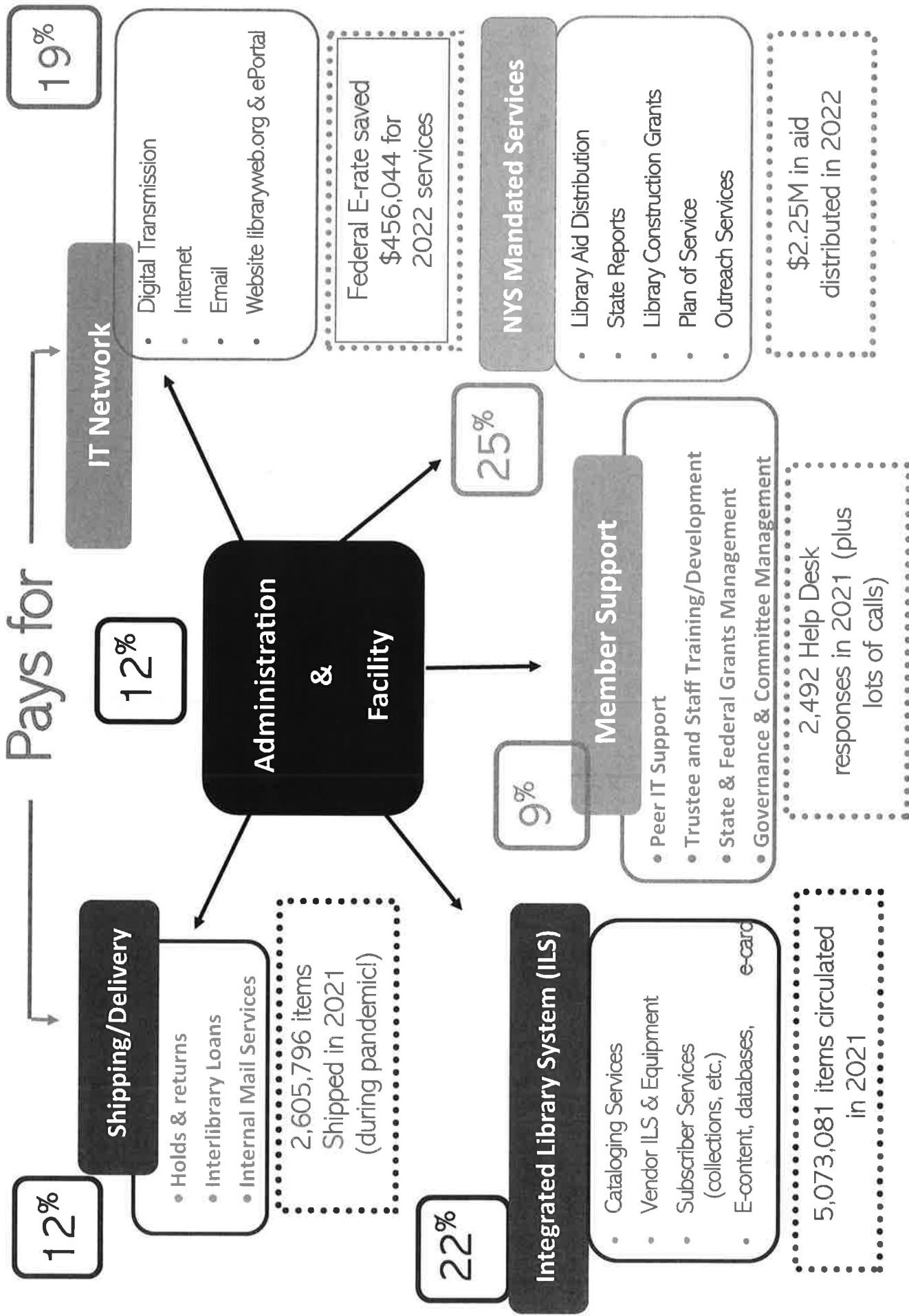
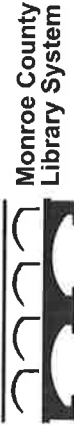
Corrected Totals

457

7,750



Irondequoit Public Library Cost Share \$74,093



12%

Shipping/Delivery

- Holds & returns
- Interlibrary Loans
- Internal Mail Services

2,605,796 items Shipped in 2021 (during pandemic!)

22%

Integrated Library System (ILS)

- Cataloging Services
- Vendor ILS & Equipment
- Subscriber Services (collections, etc.)
- E-content, databases, e-card

5,073,081 items circulated in 2021

9%

Member Support

- Peer IT Support
- Trustee and Staff Training/Development
- State & Federal Grants Management
- Governance & Committee Management

2,492 Help Desk responses in 2021 (plus lots of calls)

12%

Administration & Facility

Pays for

IT Network

- Digital Transmission
- Internet
- Email
- Website libraryweb.org & ePortal

Federal E-rate saved \$456,044 for 2022 services

25%

NYS Mandated Services

- Library Aid Distribution
- State Reports
- Library Construction Grants
- Plan of Service
- Outreach Services

\$2.25M in aid distributed in 2022

19%