

## **WLS Department Reports March 2017**

This month focused on the completion of the New York State 2016 Annual Report for Westchester Library System. One section of this Report asks for highlights of the accomplishments from the reporting period, according to the goals submitted with the System's Plan of Service for each NYS Element. In lieu of the regular Department Reports, attached is a copy of this section of the System's 2016 Annual Report. The following is a recap of the original goal statements from WLS's Plan of Service 2012-2016:

### **Element 1 – Resource Sharing**

**Cooperative Collection Development:** To continually improve and enhance the ability of card holders from member libraries to discover and access digital collections.

To supplement member libraries' access to popular/bestseller materials outside the scope of the Central Library collection

**Integrated Library System:** Manage a centralized online integrated library system (ILS) to promote efficient and standardized procedures for the acquisition, cataloging, discovery, circulation and delivery of materials in all formats to the member libraries and their card holders.

**Delivery:** Provide an efficient means of delivering physical materials between WLS and the member libraries to meet the needs of patrons throughout the System.

**Interlibrary Loan:** Coordinate and facilitate access to materials not available from the print or digital collections of the 38 member libraries.

### **Element 2 – Special Client Groups**

**Adult Literacy:** Inform member libraries of potential partnerships, resources, programs, training opportunities and service trends related to adult and digital literacy.

**Coordinated Outreach:** Inform member libraries of resources, programs, training opportunities and service trends to attract and connect with outreach target populations and to form relevant and sustainable community partnerships at the local level.

**Correctional Facilities (State and Local):** WLS will support the professional activities of the librarians and provide educational and recreational reading materials to the residents of the state and county correctional institutions.

**Youth Services:** WLS will support the member libraries as learning centers for youth of all ages and their families/guardians.

**Element 3 – Professional Development and Continuing Education:** To proactively meet the needs of their service communities, member library and WLS staff and trustees will be provided with and encouraged to participate in educational opportunities to stay current with library practices, regulations, services, technologies, and trends in support of their roles and responsibilities.

[There is no Element 4.]

**Element 5 – Consulting and Development Services:** WLS will assist and advise member library staff and trustees and correctional facility library staff with individual questions, challenges and concerns related to library operations.

**Element 6 – Coordinated Services:** WLS will provide member libraries with opportunities to participate in coordinated cost-sharing and group purchasing of services and products.

**Element 7 – Awareness and Advocacy:** WLS will provide system and member library trustees, staff, volunteers and supporters with information, tools and strategies to assist in the promotion of library and system services to legislators and communities.

**Element 8 – Communications among Member Libraries and/or Branch Libraries:** WLS will support and improve current and new methods of communication with and among the member libraries.

**Element 9 – Cooperative Efforts with Other Library Systems:** WLS will collaborate with other library systems and other community agencies on projects and services that benefit member libraries.

**Element 10 – Construction:** WLS will assist member libraries to successfully apply for public library construction and other related building improvement projects.

**Element 11 – Central Library Services:** Refers to Central Library Plan of Service

**Element 12 – Direct Access:** Refers to WLS's Free Direct Access Plan

**Element 13 – Other**

1-Resource Sharing	Cataloging	<p>Manager of Cataloging Services Douglas Wray completed editing the WLS catalog to prepare for upgrades to SirsiDynix's catalog feature that will enhance the users' searching capability. This large scale operation to the WLS catalog will give patrons a searching tool which is more closely attuned to the way the various material formats in the catalog are defined.</p> <p>Part-Time Cataloger Melissa Glazer completed a year-long project dedicated to merging duplicate bibliographic records in the WLS online catalog. This detailed task involved examining pairs or groups of records one-by-one to determine whether or not they could be merged, according to their content. Ms. Glazer's work cleaned up the catalog and helps to distribute patrons' holds more evenly. Managing duplicates is an ongoing process, but her efforts made a significant improvement.</p>
1. Resource Sharing	ILL	<p>The Interlibrary Loan (ILL) Department created a brief usage/satisfaction survey. Replies continue to come in, but 60 replies have been received. The majority of these patrons offered very positive feedback. Here are some comments: "Great service, 5 stars out of 5 stars." "I've only seen ILL services like this at university libraries before, not at public libraries, so I'm very grateful you exist." "The service is great. We should let more people know about it."</p> <p>Department Manager Hui Sheng participated in the OCLC/ILL Advisory Committee to help OCLC design and develop a new cloud-based ILL platform. Ms. Sheng's presence in the Committee serves to bring awareness to public libraries' needs and concerns as well as to increase name recognition for WLS in the nation-wide resource sharing community.</p>
2-Special Client Groups	Outreach-Spanish Language:	<p><b>BILINGUAL STORY TIMES:</b> Nancy Coradin, whose title was changed in 2016 from Spanish Language Cataloger to Coordinator, Multi-Language Collections and Services, continued to facilitate bilingual story times with the following libraries: Harrison Public Library; Mount Vernon Public Library; and Bedford Hills Free Library. She also partnered with The Parent Child Program of the Westchester Jewish Community Services (WJCS) to introduce families with young children to the Mamaroneck Public Library. At the John C. Hart Memorial Library, Ms. Coradin helped create and facilitate bilingual story times, which were filmed and posted on their website.</p> <p><b>EARLY LITERACY OUTREACH</b> Outreach to community Head Starts included concurrent presentation of parent education tips in Spanish. Tamaris Princi, a social worker, has been engaged to deliver this content and present relevant library programs.</p> <p><b>LECTORUM</b> Ms. Coradin coordinated a trip to Lectorum Publishing Co. and helped libraries build their Spanish and bilingual language collections.</p> <p><b>WLS MULTI-LANGUAGE BOOK FAIR</b> Nancy Coradin, Coordinator, Multi-Language Collections and Services, facilitated the 6th Annual Book Fair with Diana Lennon, Librarian II, at the Greenburgh Public Library. The book fair offered a venue to give librarians and dual language teachers a diverse choice of language material at all levels and in multiple formats. More than 50 librarians, directors of language programs, early literacy providers and dual language teachers attended the Book Fair with 10 language book vendors and five community organizations.</p> <p><b>WESTCHESTER LIBRARIANS SERVING LATINOS (WLSL)</b> Several meetings were held throughout the year. Topics discussed included: Promotion of early literacy in more than one language; Ways to highlight the library collection and increase circulation; How to choose effective books and songs to meet the target audience; How to encourage parents/grandparents/guardians to read to their little ones; and financial literacy resources available to libraries.</p>
2-Special Client Groups	Outreach-Adult General OTHER ADULT OUTREACH	<p><b>ACCESSIBILITY</b> Abby Fitzsimmons and Nick Libassi of United Spinal provided an update on current trends and topics such as building design and modification, disability etiquette, and service animals. Also reviewed were specific accommodations that would be beneficial for library staff to be aware of when interacting with people with disabilities.</p> <p>A flyer on resources for those with vision impairment (TBBL, BARD, Choice Magazine, etc.) has been developed and is now included in all outreach materials. This was promoted during Westchester Seniors Out Speaking (WSOS) monthly presentations in 35+ Westchester senior centers and other events.</p>

	<p><b>PROGRAMMING FOR SENIORS</b> This interest group continued to meet bi-monthly to share information on programming strategies and learn about county resources.</p> <p><b>CREATIVE AGING IN THE LIBRARY PROGRAMS</b> A new \$25,000 grant from the Westchester Community Foundation (WCF) was secured by Development to support the Creative Aging in the Library Programs in WLS Libraries. The WCF grant includes funding for a series of professional development workshops and tools to assist library staff in developing enriched arts programs for older adults and arts making residencies taught by professional artists. Ten member libraries were awarded mini-grants to support those residencies through this grant. The first professional development workshop presented by Lifetime Arts, Inc. brought together libraries initiating Creative Aging residencies, as well as libraries that have had a successful track record offering these programs to their patrons. Best practices, resources, including the Creative Aging Tool Kit and strategies for developing adult enrichment programs were covered. A second training workshop took place in the Spring. Five WLS member libraries – Greenburgh Public Library; Bedford Free Library; John C. Hart Memorial Library (Shrub Oak); Ossining Public Library; and Larchmont Public Library received Creative Aging grants; they will begin their residencies in the early spring 2017. Arts making residencies include: Acting for Seniors, a mixed media memory mural project, digital photography, and storytelling through visual arts.</p> <p><b>IMLS CREATIVE AGING GRANT</b> Mr. Caluori worked with Lifetime Arts on the last of four webinars related to the Creative Aging In America's Libraries Project. The webinars provide training to library staff participating in the project and involves 20 libraries in 12 states. The project is funded by the Institute of Library and Museum Services (IMLS) and is in partnership with WLS, AARP Foundation, ALA's Public Program Office and Selfhelp Community Services. Mr. Caluori provided training and technical support for Lifetime Arts staff and webinar panelists as well as serving as the organizer for the webinar.</p>
<p>2-Special Client Groups</p>	<p><b>Outreach-Adult General SENIORS; WESTCHESTER SENIORS OUT SPEAKING (WSOS)</b></p> <p><b>SENIOR LAW DAY (SLD) PARTNERSHIP</b> As part of our collaboration with the Westchester Public Private Partnership for Aging Services, Medicare presentations from the WSOS program (Open Enrollment Options and Health Care Considerations on the Way to Retirement) are now promoted as part of the SLD effort. These presentations and our counseling services were part of the Spring (Yorktown) and Fall (White Plains) SLD programs. WLSWSOS's contributions to the effort included coordinating library promotion of the SLD events as well as development and hosting of the <a href="http://seniorlawday.info">seniorlawday.info</a> site.</p> <p><b>VOLUNTEER EDUCATION</b> Volunteer Education continued in 2016, addressed the following:</p> <p><b>Medicare topics:</b> Preventive and screening services, Medicare notices and appeals; Medicaid and other programs to make Medicare affordable for those with limited means; Part A covered services; Durable medical equipment; Long-term care, advance directives, hospice, Medicare's fall Open Enrollment, and prescription drug benefits; Medigaps, Who Pays First – Part B or Other Insurance.</p> <p><b>Related topics:</b> Westchester County Department of Senior Programs and Services (Dianne Poonai), National Health Decision Day (Margya Uglink); imaging tests for evaluation of lower back pain and appropriate self-care measures (Consumer Reports Choosing Wisely), NARCAN (Patrick Quinn, County Department of Public Health); Medicare Misconceptions (Eric Hausman, NY State's lead Medicare trainer), NY State Elderly Pharmaceutical Insurance Coverage program (Mark McLaughlin), Medicare developments by Lt. Commander Tunesia Mitchell of the Centers for Medicaid &amp; Medicare Services; Older Driver Safety and related transportation resources (Beverly Carter, Westchester County Department of Senior Programs and Services).</p> <p>10 new volunteers participated in our Spring training program. All volunteers were registered for the NYS HCICAP exam (Health Insurance Information Counseling and Assistance). The exam, offered by the New York State Health Insurance Program, is used as a confirmation that counselors' knowledge of Medicare is current and of sufficient depth. All of our active volunteers providing counseling services passed the counseling exam.</p> <p><b>VOLUNTEER RECOGNITION</b> Robert Anthony, one of the founding volunteers for the WSOS program, was recognized at the Yonkers Mayor's Day of Recognition for National Service. WSOS held its 15th annual Volunteer Recognition Luncheon which was attended by more than 65 volunteers and program supporters and featured Lois Steinberg, the program's founding Executive Director and current President and Co-Founder of the Center for</p>

		<p>Aging in Place, as guest speaker.</p> <p><b>OUTREACH</b></p> <p>WSOS volunteers supported our participation in the County's annual Salute to Seniors. WLS hosted a table at the Meeting of the Minds (an Alzheimer's Association conference) to promote the Music and Memory at the Library program and other services of relevance to caregivers of those with a family member at home that has been diagnosed with early stage dementia. WSOS program coordinators provided presentations and counseling during the first north-county Yorktown Senior Law Day event and hosted the seniorlawday.info web site and collecting participant data to understand interest in future senior law day programming. Elena Falcone presented to the County's Caregiver Collaborative. Other outreach events included Westchester Human Resources Management Association and Livable Communities Village Fair in Mount Pleasant.</p> <p>Accompanied by Rob Caluori, Elena Falcone met with staff at the Cabrini Nursing Home to explore service needs for residents in long-term care and those in rehabilitation units. As a follow-up to this meeting, Ms. Falcone provided a review of library services to the Cabrini Resident Council and WSOS program coordinators are scheduling Medicare briefings for the rehab unit. An additional outcome was the establishment of a 3-week series of Tech Clinics designed to assist residents with accessing online resources.</p> <p><b>MEDICARE OPEN ENROLLMENT</b> (October 15 through December 7)</p> <p>A special volunteer training session was held to review updates to Medicare's Plan Finder, a critical feature of consumer decision-making during the fall Open Enrollment period. Over 2 dozen education programs at libraries, community centers and other agencies were scheduled to promote and support community residents in making informed decisions and changes to their health insurance coverage during the fall open enrollment period. Three weekend SBIC events were offered, concurrent with the 33-hour/week schedule of counseling services and 40+ monthly Medicare Minutes.</p>
<p>2-Special Client Groups</p>	<p>Outreach-Adult General SENIORS-AARP</p>	<p><b>AARP FOUNDATION TAX-AIDE PROGRAM 2015-16</b></p> <p>Once again, WLS assisted the AARP Foundation Tax-Aide Program at 20 sites where free income tax return preparation services were provided. Thirteen (13) of the 20 sites were hosted by WLS libraries: Chappaqua, Eastchester, Dobbs Ferry, Katonah, Mamaroneck, Mount Vernon, New Rochelle, Port Chester-Rye Brook, Ossining, Shrub Oak (John C. Hart), Tarrytown (Warner), Tuckahoe, and Yonkers (Will). All of these sites are one day a week sites, except for Mount Vernon, New Rochelle, Port Chester-Rye Brook, and Will (two day a week sites). This year Port Chester-Rye Brook continued its Saturday service (in addition to its existing Thursday service), extending its reach into a needed segment of that community.</p> <p>All of these sites provided on-line electronic filing (e-filing) services for both Federal and State Income Tax returns. Overall, almost 6,450 Federal e-files (an increase of over 4% from the previous year) were generated, with about 3,775 of those coming from our library sites (5.7% year over year). This service helped some 10,250 Westchester taxpayers (both Federal and State returns, amended returns, questions &amp; answers), about 6,050 of these at the library sites. Further, by ensuring that taxpayers received the refunds due to them, and the tax credits to which they were entitled (earned income, and others), approximately \$4.95 Million in disposable income was returned to Westchester County, of which \$2.6 Million was via the participating WLS libraries. In addition, WLS provided training space for our counselors prior to the start of the tax season, and WLS staff provided critical on-line service at the library sites that enabled us to connect interactively.</p>
<p>2-Special Client Groups</p>	<p>Outreach-Adult General HSE (TASC CONNECT)</p>	<p>[High School Equivalency] HSE CONNECT: (formerly known as TASC Connect) tested, refined and rolled out three key changes in 2016:</p> <ol style="list-style-type: none"> <li>1. Promotion and Education: Initiated a county-wide program of outreach specifically to help educate prospective students about the exam and their options for preparation.</li> <li>2. Clear Starting Points and an Instructional Plan: New students for HSE Connect! are now being given the Test of Adult Basic Education (TABE) assessment (shorter survey version) for the purpose of determining specific reading and math starting points. This information is used to provide tutors and students with level-appropriate materials in reading and math drawn from sources such as McGraw Hill Adult Basic Education materials.</li> <li>3. From Walk-in to Scheduled: Moved most volunteer efforts from support of "walk in" hours to planned "one-to-one" tutor/student engagements. One-to-one tutoring takes place at libraries throughout the county (New Rochelle, Port Chester, Greenburgh); and White Plains and Yonkers library sites continue as focal points for service.</li> </ol> <p>Monthly orientations commenced at five libraries: Mount Vernon, New Rochelle, Ossining, White Plains and Yonkers Public Library-Grinton I. Will Branch. Tutor training was revised to support our new model and was held bi-monthly. Volunteer Tutors were provided with all the materials they needed to work with the individual students, and their efforts were celebrated.</p>

	<p>Staff Changes: In February, Phyllis Fowlkes joined the team of TASC Connect! Program Coordinators and is a certified TABE (Test of Adult Basic Education) administrator and trained TASC instructor. In April, two new coordinators joined the team – Amy Gonzalez and Pamela Hoffman. Ms. Gonzalez brings experience with ESL and ABE programming from the NYPL's adult learning center. Ms. Hoffman, a former NYC teacher and Assistant Principal, brings experience as an educator and organizer. Barbara Verdi, a coordinator with the program for the last year and a half, resigned but agreed to continue with the program as a tutor.</p> <p>Program Coordinator Amy Gonzalez translated orientation materials and now offers a Spanish-language presentation on high school equivalency options. This presentation includes a hands-on training in the use of Spanish-language self-study resources available through WLS and is offered monthly at New Rochelle Public Library.</p> <p>All program coordinators have done targeted outreach to increase awareness among agencies and potential clients, including the Ossining School District (drop-out prevention program), 1199SEIU, re-entry programs (e.g., Family Services of Westchester's Coming Home, Westchester Independent Living Center's Partners for Success, probation programs); Southern and Northern Westchester BOCES TASC classes, Educational Opportunity Center (EOC) offices, YWCA (Yonkers), and Youth Build (a national grant program to provide vocational, educational and leadership skills to at-risk young adults).</p> <p>Our proposal for the 2016-2019 renewed allocation of the NYS Adult Literacy Grant series was approved. The \$9,000 annual grant will be directed toward promoting awareness of the HSE Connect! information service and the purchase of materials to support one-to-one tutoring.</p> <p>Volunteer Recognition: Jean Jee, a tutor with HSE Connect! since 2011, was accepted into the Westchester County Senior Citizens Hall of Fame.</p>	
<p>2-Special Client Groups</p>	<p><b>CORRECTIONAL FACILITY SUPPORT</b>                  A revised donations policy was developed and shared with member libraries to update the understanding of what can be accepted by a correctional facility and what is most needed. A large number of audio books were donated to the correctional facilities (CF) by member libraries.</p> <p>Librarians from the County's three state CFs attended the Southeastern regional CF library meeting—an important opportunity for professional collaboration among correctional facility staff. This meeting provided an opportunity to review service agreements with the three CF library heads.</p> <p><b>RE-ENTRY SERVICES</b>                  A program on the Westchester Connections Guide and re-entry resources was offered at WLS for library staff; participants included Nory Padilla of County Department of Corrections; Tamaris Princi of Westchester Independent Living Center (WILC); and Julie Ann Polasko of Ossining Correctional Facility and WLS Correctional Services Support.</p> <p><b>RAP Sheet Workshop Project</b> – Knowing the content of and correcting errors in RAP sheets (i.e., a record of arrests and prosecutions) is a key task for those in re-entry seeking employment. Currently, accessible programs to learn about and address this common challenge to ex-offenders are only available in NYC. WLS and the Pace Law School began exploring the requirements to offer such a program in Westchester County.</p> <p><b>Job Search Tool Kit (JSTK) Workshop:</b> Rebecca Mazin, author of the Job Search Toolkit, gave a presentation to librarians covering how the job search process has evolved, tips for specific client groups, and ways to connect patrons to the information they need. The Tool Kit was made available as a limited-run print resource and online via FirstFind. Selected chapters are included in re-entry outreach efforts; an insert on issues specific to this audience is planned for next year.</p> <p><b>OUTREACH SERVICE PRESENTATIONS:</b>                  =Elena Falcone along with Tamaris Princi and Gichel Walters of WILC at the Westchester Library Association Conference                  =Ms. Falcone at the Grace Baptist Church's Station of Hope Reentry Resource Fair                  =Ms. Falcone and Julie Ann Polasko to WILC's Partners for Success Program offered by Westchester Independent Living Centers</p>	<p>Outreach-Adult General CORRECTIONS</p>
<p>2-Special Client Groups</p>	<p><b>FAMILY/EARLY LITERACY OUTREACH:</b></p>	<p>Outreach-Youth</p>

	<p>Francine Vernon, the Youth Connection Coordinator, continued to address the important role parents play in the development of the communication and literacy skills of their children and encouraged parents to use libraries to enhance their families' literacy. These presentations include how to select and share books with young children; how to get a library card; and introduced the types of programs and useful services, tools and resources offered by libraries for both adults and children. These presentations were offered at the following locations: Yorktown Heights Head Start Center; Mount Kisco Head Start Center; Yonkers Children's Place; Saint Matthew's Head Start Center; As of October, the Early Literacy outreach to Headstart Centers now includes a bi-lingual programmer. Tamaris Princi, a bi-lingual social worker, has partnered with Francine Vernon to make accessible our early literacy and library instruction in Spanish.</p> <p><b>PARENT ENGAGEMENT:</b> Mrs. Vernon was one of the presenters at the Yonkers Public School District's Early Childhood forum and represented WLS at the Westchester Child Care Council's Babies Step Forward Early Head Start Parent Conference.</p> <p><b>YOUTH ENGAGEMENT:</b> Y.O.U. University (YU) – WLS provided programming and materials in support of YU, a program led by Family Ties of Westchester. Family Ties identified 40 at-risk young adults and engaged them in a six-week workshop series focused on goal setting, planning for their future, and making key connections to the community. Elena Falcone participated in programs about educational and vocational opportunities and offered follow-up information services to teens interested in college search. Notably, the majority of sessions for this program were scheduled at area libraries, which included Mount Vernon, White Plains, and Yonkers Riverfront.</p>	
<p>2-Special Client Groups</p>	<p><b>DEVELOPING YOUTH EMPLOYMENT SKILLS</b></p> <p><b>GREAT POTENTIAL PROGRAM PARTNERSHIP</b> Ms. Vernon worked with Great Potential Program staff in planning its annual College for a Day Event and expanded the collaboration to promoting positive youth development. Mrs. Vernon assisted in the planning and the July implementation of Great Potential's Pathways into the Future Retreat weekend. Education workshops and recreational activities were attended by students from the communities of Mount Vernon, New Rochelle, Peekskill, White Plains, and Greenburgh/Hartsdale.</p> <p>Mrs. Vernon was instrumental in bringing a program relevant to college planning to the Great Potential Club at Mount Vernon's Thornton High School. She arranged for players from Fordham University's girls volleyball team to come to Thornton to speak with the club members. The college students discussed with the teens factors to consider in selecting a college and why Fordham was their college of choice. They also spoke about the importance of participating in extra-curricular activities, why they chose sports and how they balance their college and Division 1 athletic commitments.</p> <p>Mrs. Vernon worked to wrap-up the operations of the After School Buddy Program hosted at the Mount Vernon Public Library throughout the school year. An extension of the now completed Learning Ambassador project and our long-standing relationship with Great Potentials, 15 teens successfully engaged in training and paid service in support of young children seeking homework help. The teens developed work readiness skills; and the children responded well to the teens as helpers and benefited from the support and encouragement they received to complete their school homework assignments. The second half of the program proved challenging given the unexpected departure of involved staff at Mount Vernon. Mrs. Vernon stepped in to assure that all participants had appropriate oversight and support during all of the program's afternoon sessions.</p> <p>The libraries in Ossining, Tarrytown (Warner) and Yonkers recruited 18 teenagers to participate in a three-month pilot to test the delivery of personalized, live, web-based SAT/ACT preparation classes. The courses, delivered by Tomorrow's Genius, were done via Webex on laptops provided at the libraries during scheduled hours across the three locations. Teens from multiple library locations joined the weekly classes (limited to six students each) and received support from library staff during the 13-week program.</p>	<p>Outreach-General GREAT POTENTIAL PARTNERSHIP</p>
<p>2-Special Client Groups</p>	<p><b>YOUTH SERVICES (YS) SUPPORT</b> YS meetings were held throughout the year and were facilitated by Youth Services Advisory Group members on the following topics: Strategies for engaging young readers (facilitated by Stephanie Mandella, Katonah) School outreach (facilitated by Rebecca Teglas, Larchmont joined by Gina Bell of the Yonkers Public Schools). Early Literacy Jet Pack – A workshop led by librarian and early literacy educator Saroj Ghoting. The day-long, skills-development workshop ended with a series of presentations by community organizations interested in partnering to support local early literacy outreach. Exchange of ideas and planning for upcoming summer reading programming.</p>	<p>Outreach-General YOUTH SERVICES SUPPORT</p>

	<p>Vendor presentation by Krayon Kiosk</p> <p>Welcoming Patrons with Special Needs with featured speaker Robert Tudisco, Esq., representing Barger &amp; Gaines, an education and advocacy firm specializing in serving individuals with disabilities, along with education manager Isabel Hershkowitz.</p> <p>The annual YS Performers Showcase was held on November 15th at the Ossining Public Library. YS Advisory Group members Rebecca Teglas (Larchmont Public Library) and Suzy Zavarella (Ossining Public Library) led the work to present this popular event intended to help YS staff make an informed investment in programming.</p> <p>Summer Reading 2016 and 2017: The majority of library locations (41 of 43) offered a Summer Reading program in 2016 – 41 locations offered a children's program; 26 offered a teen program. Catalogs from the Collaborative Summer Reading Program (CLSP) for 2017 were distributed. NYS resource manuals for adult, teen and youth programs will no longer be distributed in print; a link to the downloadable resources (in English and Spanish) was made available.</p>		
<p>2-Special Client Groups</p>	<p><b>BATTLE OF THE BOOKS 2016</b></p> <p>The third Annual Battle of the Books was hosted by the Ossining Union Free School District at the Ossining High School. Twenty-eight teams from sixteen member libraries competed in this year's competition. Fifteen teams competed in the Grades 4-6 category and thirteen teams in the Grades 6-9 category. Rye Free Reading Room's Grades 4-6 team, the Rye Rockets, won their category's championship by defeating Bedford Free Library's team, Bedford Brainiacs. In the Grades 6-9 category, the championship went to Somers Library's team, The Popcornians, and the Ruth Keeler Memorial Library's team, Keeler Battlers, was awarded second place.</p> <p>This fun and fast-paced event is a trivia tournament for Westchester youth grades 4-10 where kids are questioned on how well they understand 5 books. Started in 2014, the program is planned and executed by Westchester Library System's Battle of the Books Planning Committee, comprised of staff from the member libraries and WLS. This year's Committee was led by Ms. Elizabeth Portillo, Battle of the Books President and YA Librarian at the Eastchester Public Library. In addition, youth services librarians acted as coaches for their teams; many sponsors helped support the event; and numerous volunteers ensured the event's smooth running and success. Terry Kirchner had the privilege of being emcee and trophy presenter.</p>		
<p>2-Special Client Groups</p>	<p>In 2016 WEBS continued to develop and provide programs that emphasize digital literacy and technology in a world that is changing how we associate, how we learn and how we remain competitive in our careers.</p> <p>In an effort to diversify program offerings and meet the needs of as many libraries as possible, WEBS has started offering the nine-week career seminars at two new locations: Somers Library and the Town of Pelham Public Library. Registration for 5 career development seminars started in the Fall, and John C. Hart Memorial Library joined the Greenburgh Public Library, the New Rochelle Public Library, Yonkers Public Library and the Chappaqua Public Library as a location for these programs.</p> <p>For the first time, seminar participants took their assessments (Myers-Briggs Type Indicator and the Strong Interest Inventory) online. Consulting Psychologist Press (CPP), the vendor who sells and scores the tests, closed their scoring center and no longer score tests by mail. WEBS set up a specially-designed project on CPP's "Elevate" website to manage the process of sending assessments, purchasing and generating reports and managing respondents. Counselors have been trained by WEBS director Elaine Sozzi. Clients are asked to bring laptops to the library orientation sessions or come to WLS's training lab at the headquarters in Elmsford to take the assessments. A few issues had to be resolved, e.g. managing clients who don't own computers and can't travel to WLS Headquarters, but overall this change has been quite manageable.</p> <p>The core mission of the WEBS program is to provide career counseling and workforce development services for adults in career transition, but it also offers programs targeted to college students and recent graduates. The Job Search that Works! workshop is geared to young people who need help understanding their skills, researching career options, getting information on internships and job shadowing and learning about resumes, interviewing and branding.</p> <p>The career workshop series continued with the following: Create a LinkedIn Profile with Impact, Job Search Strategies for Success; Get LinkedIn to Your Job Search; Careers in Healthcare; The Big Switch—Choosing a New Career.</p> <p>WEBS director Elaine Sozzi was interviewed by Haina Just-Michael on her WVOX radio show. The discussion focused on upcoming WEBS programs and the need for career counseling in libraries as adults struggle with frequent job transitions and unstable occupations. She also</p>		



<p>3-Professional Development &amp; Continuing Education</p>	<p>reviewed some helpful resources that libraries offer job seekers including Learning Express and Lynda.com.</p> <p><b>CONTINUING EDUCATION FOR MEMBER LIBRARY STAFF</b>                  The Innovation Lab at WLS is now open! Starting in November, WLS offered a variety of makerspace-orientated trainings to provide librarians and library staff with the information necessary to bring STEAM (Science, Technology, Engineering, Arts, Mathematics) programming to their patrons. Topics include: 3D printing, 3D modeling, basic circuitry, soap making and stained glass. In addition to hands-on skills, the training includes a guide that shows step-by-step instruction on how to offer the program at the library, links to resources for acquiring materials and budget information. All sessions were presented by WLS's Trainer Allison Midgley.</p> <p>In addition to the maker training, Ms. Midgley provided various sessions on Blue Cloud Analytics (BCA), the long-awaited replacement for Director's Station that provides library staff with statistical data on all aspects of library service recorded through the SirsiDynix software packages. Topics covered in the sessions include basics of creating reports and using statistical dashboards for collection maintenance, billing, managing reserves and analyzing circulation data.</p> <p>WLS hosted a second cohort of the Long Island University's Palmer School Public Library Administration Certificate Program. The first 2 classes in the series were offered in 2016: Principles of Public Library Organization &amp; Management (LIS700) taught by Terry Kirchner and Legal Issues in Public Library Administration (LIS701) taught by Jim Farrell. There are 20 students enrolled in the program.</p> <p><b>PROFESSIONAL DEVELOPMENT FOR WLS STAFF</b>                  Wilson Arana, Allison Midgley and Terry Kirchner attended the Customers of SirsiDynix User Group Inc. (COSUGI) Conference. This conference is a forum for SirsiDynix users to share experiences and best practices and provides an opportunity for SirsiDynix to present on various topics including software development plans and progress and introduction to new products.</p> <p>Ms. Midgley attended the New York State Library's (NYSL) Basic Outcome-Based Evaluation (OBE) Workshop, and she is applying OBE methods for developing an evaluation process for the effectiveness of the training she provides to library staff. The principles are also being built into library staff train-the-trainer activities, and staff will be informed about OBE and Project Outcome in order for them to see, adapt, and report short- and long-term program success.</p> <p>Rob Caluori, Melanie Carnes and Wilson Arana attended the Public Library Association (PLA) Conference in Denver, Colorado. In addition to having the opportunity to attend informative sessions and hear engaging speakers, the IT team had the opportunity to meet with a number of key vendors. Mr. Arana and Mr. Caluori spoke with Envisionware's top technical staff members on how to more effectively integrate Envisionware into the Virtual Desktop Infrastructure (VDI). Mr. Caluori met with Michael Bearse from Capnia Mobile to discuss the county-wide app initiative. This conference provided the opportunity to hold one of the four scheduled meetings held annually with senior staff from SirsiDynix to discuss their overall strategic directions for software, programs and partnerships. Executive Director Terry Kirchner attended the PLA Conference. Of particular interest was a workshop on using values to inform library leadership and one on the Aspen Institute's latest report, Libraries in the Exponential Age: Moving from the Edge of Innovation to the Center of Community.</p> <p>Rob Caluori attended the NYC FOLIO meet-up held at New York University's (NYU) Kimmel Center. FOLIO is a community collaboration to develop an open source Library Services Platform (LSP) designed for innovation. Currently WLS uses the platform provided by SirsiDynix through several products including the Symphony ILS, Enterprise Catalog, eResource Central and other software applications. FOLIO is still in the early stages of development and represents a significant shift in approach to how LSPs are structured and could possibly be a serious contender for use in Westchester in the future.</p> <p>Terry Kirchner attended the National LGBTQ Task Force Creating Change Conference in Chicago, IL. The main goal was to deepen awareness and understanding related to issues of diversity and inclusion as related to library outreach services, community engagement and staffing. Two full-day sessions were of particular interest. The first day was facilitated by the Racial Justice Institute and helped participants to understand how elements of racial identity, bureaucracy, institutional history, language and other traditional power structures relate to the initiation and acceptance of change. The second day focused on social media strategies and called into question the inclusiveness of the language and promotional approaches typically used to describe and market nonprofit and library services and programs. Attendance at both of these sessions helped give a broader and deeper perspective on inclusion and diversity and will prove beneficial in our organizational effort to better communicate the value of libraries to all Westchester County residents.</p>
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<p>The 2016 LTA Trustee Institute was held in Plattsburgh, NY. Two main themes emerged throughout the event. The first theme was that successful libraries actively embrace and act on their mission and core values. The mission and core values serve as benchmarks against which all decisions are evaluated. The second theme was that successful libraries embrace change as a tool that can help them to adapt to their community's evolving needs. The thriving libraries were the ones that recognized that the definitions of "providing good service" and "being relevant to the community" have shifted and continue to shift over time.</p> <p>Rebekkah Smith Aldrich, Coordinator for Library Sustainability, Mid-Hudson Library System, was the keynote speaker. Her presentation, The Role of Trustees in the Future of Sustainable Libraries: Strengthening New York's Libraries through Awareness, Advocacy and Accountability, encouraged trustees to fully embrace the challenge of creating sustainable libraries that are deeply engaged in their communities. Dr. Kirchner also gave a presentation entitled, "The Inside and Outside of Evaluations," that encouraged trustees to examine how well the existing board governance process and the library director evaluation process support the library's mission, vision and values.</p> <p><b>NYLA Annual Conference</b>          Dr. Kirchner and Elena Falcone attended the 2016 New York Library Association (NYLA) Conference whose theme was "Strong, Strategic, Sustainable." The all-day pre-conference, "Libraries: A Powerful Platform for Change," reinforced the role of libraries as leaders of positive change and was built around the framework of sustainable thinking and how libraries are positioned to be the natural leaders in this initiative. Members of the NYLA Sustainability Initiative Committee shared resources and tools that have been developed to help libraries make the case for sustainability, develop a strategic road map to implement change, benchmark a library's progress on desired actions and become an agent of change within one's community. Jill Davis, Director of the Hendrick Hudson Free Library, was one of the presenters during this workshop and she spoke on the "embracing sustainability journey" at the library and its overall positive effects on the organization and the community.</p> <p>The keynote address, "Tapping Your Inner Futurist: Libraries and the Future of Sustainable Communities," was presented by Garry Golden, an academically trained futurist. The informative and fast-paced talk provided some new perspectives on how to forecast the future. First he helped define and understand three mechanisms of change: trends, events and choices. Mr. Golden also identified three influential drivers of change: demographic transitions, transforming energy and blockchain technology.</p>	<p>WLS staff worked with our member libraries in a number of issues in 2016:</p> <p><b>CATALOGING</b>          Manager of Cataloging Services Douglas Wray met with New Rochelle Public Library with Director Tom Geoffino and staff member Larry Sheldon to discuss their large collection of local history and other special materials. Most of these titles require original cataloging by the WLS catalogers to make them visible, and accessible, to patrons who would like to research the history of New Rochelle— or who would be interested in seeing (for example) a bound collection of early twentieth century theatrical magazines collected by the famed actor and New Rochelle resident Eddie Foy. Mr. Wray also completed the task of entering "local author" subject headings into bibliographic records representing works written by Larchmont authors provided by the Larchmont Public Library.</p> <p>In addition to his regular work importing and editing vendors' MARC records and cataloging audio-visual materials, Cataloger Qingshe Ren has been busy cataloging Chinese and Japanese books for Eastchester Public Library, Chappaqua Library and Scarsdale Public Library.</p> <p><b>MINIGRANTS</b>          Eleven libraries were awarded Mini-Grants for STEM programming in the library: Briarcliff Manor Public Library, Bedford Free Library, The Field Library (Peekskill), John C. Hart Memorial Library (Shrub Oak/ Yorktown), Larchmont Public Library, Lewisboro Library, Mamaroneck Public Library, Ossining Public Library, Somers Library, Tuckahoe Public Library, and Harrison Public Library-West Harrison Branch. All projects have an active learning component, and funding supports presentations by professional educators in the fields of architecture, 3D technology, robotics, and horticulture. Library programs will begin in May and continue through the Fall. These Mini-Grants are supported by Con Edison and enhances libraries' initiatives to offer engaging learning activities.</p> <p>Earlier in the year, WLS received a \$25,000 grant from Entergy and a \$10,000 grant from Con Edison to support WLS Mini-Grants to member libraries for informal active learning programs. Libraries receiving grants for STEM projects for youth in late 2016 and early 2017 include: Bedford Free Library; Harrison Public Library; Larchmont Public Library; Mamaroneck Public Library; North Castle Public Library (Armonk); Ruth Keeler Memorial Library (North Salem); Somers Library; and The Warner Library (Tarrytown). These projects provide teens and youth with engaging hands-on learning with professionals in technology and design. Residencies are diverse and include a public, community engagement activity. Coding, photography, 3D programming and designing the library of the future are among the projects slated for the</p>
<p>5-Consulting &amp; Development Services</p>	

	<p>Fall/Winter season. Additional Mini-Grants are available, an RFP will be sent to libraries shortly.</p> <p><b>COMMUNITY CONVERSATIONS</b> Ms. Falcone facilitated three community conversations at the Bedford Hills Free Library (BHFL). These sessions were structured to support BHFL's effort to gather perspectives from community members on directions for expansion and continued evolution of library services.</p> <p><b>MEMBER LIBRARY PROJECTS</b> Wilson Arana and Chris Hernandez worked with the Larchmont Public Library to refit their library with computer equipment following their recently completed renovations. The equipment installed included Thin Clients and All-In-One workstations connected to WLS's VDI (Virtual Desktop Infrastructure).</p> <p>Mr. Caluori worked with the Mount Pleasant Public Library on the installation of digital signage at both their main library and their Branch Library located in the Valhalla Community Center, and staff were trained on how to post content. The center piece is the 65" display at the Valhalla Community Center, the largest display installed to date. WLS has helped seven libraries install fourteen displays through a partnership with Video Marketing Systems of Fairfield, NJ. Digital signage helps improve access to library services by bringing more attention to library programs and engages the community and replaces traditional, limited-sized bulletin boards for displaying community flyers and event information.</p> <p><b>YONKERS PUBLIC LIBRARY &amp; PUBLIC SCHOOLS</b> Rob Caluori met with the Director and Deputy Director of the Yonkers Public Library and a team from Yonkers Public Schools to discuss the potential for a plan to issue library cards to every student in Westchester's largest city. To determine if this can be accomplished, we will need to formalize how data is to be exchanged between WLS and Yonkers Schools and to plan how library cards would be produced and distributed and how library staff would be trained. It is very early in the process and regular updates will be given on this exciting project as it evolves.</p> <p><b>NYS LIBRARY DIVISION OF LIBRARY DEVELOPMENT</b> WLS coordinated a visit for Barbara Lilley, Westchester's Regional Representative from New York State Library's Division of Library Development, to both the New Rochelle Public Library and Mount Vernon Public Library in September. This visit focused on general questions related to library construction activities and State requirements such as the registration of the Mount Vernon Public Library as a school district public library.</p>
<p>6-Coordinated Services</p>	<p>IT</p> <p><b>MOBILE APP</b> Member libraries expressed interest in having a mobile app to provide easy access to the online catalog. WLS is working with Capira Technologies exploring the options for the app including: Account Notifications for instant messages of available holds, overdue items, fines, etc.; a Digital Library Card that would allow patrons to use their library card through their mobile device; and Event Notifications of library programs through custom messages or automated calendar software integration. Special features would be included on an opt-in basis generated by the patron. Thirty-two member libraries committed to participating in the app. The design committee for the app is composed of Rob Caluori (WLS); Pam Thornton (Chappaqua Library); Pat Hallinan (John C. Hart/Shrub Oak); Kathryn Feeley (Mount Kisco); Christa Defaber (Greenburgh); and Liam Hegarty (Larchmont) and are working on the design decisions for the common areas of the app.</p> <p><b>OPEN SOURCE</b> As part of the 2015 ILS Request for Proposal (RFP) process for the Integrated Library System (ILS), WLS has been exploring open source ILS providers and is working with the Evergreen open source ILS on a test server for a complete test migration to gather more information about the product, to understand the support needed for the product in a system environment and to gain feedback for benchmarks and suggestions for our current ILS product.</p> <p><b>WLS WEBSITES</b> In 2016 the IT Department added SSL encryption on all of the WLS websites. SSL Encryption allows the connection between the website and the user to be private and cannot be seen by anyone trying to spy or track the users' activity, including their own Internet Service Provider (ISP).</p> <p>Michael Jones, who is in charge of the WLS web presence as well as the server that hosts more than two dozen member library websites, worked through several issues arising from vulnerabilities found within WordPress. Mr. Jones worked with member libraries to ensure that they updated their WordPress software to reduce their risk; and he restructured the web servers to ensure that potential security issues could be</p>

	<p>isolated and resolved. This also helped minimize the impact to other sites hosted by WLS.</p> <p><b>EQUIPMENT &amp; BANDWIDTH UPGRADES</b></p> <p>Joe Maurantonio completed ordering and installing the new core network equipment that has allowed WLS to increase the Internet bandwidth to the member libraries. This is the first year of a two year project to replace that equipment. There are now 18 sites that have been upgraded to 50Mbps. Most of those sites had only 10Mbps prior to the upgrade. The remaining sites have either 5Mbps or 10Mbps and will be upgraded to a minimum of 20Mbps.</p> <p>During a routine audit, Mr. Maurantonio discovered evidence of attempted attacks against our network. The attacks, which appeared to be efforts to gain access to our network equipment, source from all over the world and were thwarted by the network security measures in place at the time. Mr. Maurantonio analyzed the nature of these attacks and added additional layers of security to insure the safety of the network.</p> <p><b>VDI</b></p> <p>Larchmont Public Library joined the Port Chester-Rye Brook Public Library, Purchase Free Library and Croton Free Library to have their staff workstations on VDI. This will be the final library to be converted to use VDI as part of the original pilot, as we have reached the limit of the licenses purchased through that stage of the program. Wilson Arana, Christopher Hernandez and Joe Maurantonio worked with a representative from Nutanix to install hardware purchased to complete WLS's migration to Virtual Desktop Infrastructure (VDI).</p>		
<p>7-Awareness &amp; Advocacy</p>	<p><b>BREAKFAST WITH BARNEY FRANK/CELEBRATING WESTCHESTER LIBRARIES: SPEAK UP @ YOUR LIBRARY</b></p> <p>WLS's annual celebration of American Library Association's National Library Week took place on April 13th at the Tappan Hill Mansion. The 2016 theme was Speak Up @ Your Library and featured a breakfast with guest speaker Barney Frank, former Congressman from Massachusetts. The event highlighted the important civic discourse and engagement roles performed by libraries and raised the overall visibility of the member public libraries and WLS. Twenty-five patron stories were featured in the Souvenir Journal with many of those patrons in attendance. The WLS Trustees Award was presented to Suzy Zavarella for her role with implementing the System-wide Battle of the Books; and Tamaris Princi accepted the WLS Outreach Partnership Award on behalf of the WILC for their work with WLS on the Westchester Connections Guide.</p>	<p>Advocacy Celebrating Westchester Libraries</p>	
<p>7-Awareness &amp; Advocacy</p>	<p><b>ADVOCACY</b></p> <p>The Library Advocacy Day activities in Albany got off to an early start with the New Yorkers for Better Libraries Political Action Committee (PAC) Gala Fundraiser held on Tuesday, March 1. In 2016 New York State Assemblyman Tom Abinanti (92 AD) received the PAC's Ex Libris Award in recognition of his longstanding position as a faithful friend and champion of libraries. Assemblyman Abinanti represents the towns of Greenburgh and Mount Pleasant and the villages of Ardsley, Dobbs Ferry, Hastings-on-Hudson, Irvington, Sleepy Hollow, and Tarrytown; and was the current Chair of the NYS Assembly's Committee on Libraries and Education Technology. All 14 offices of legislators who represent Westchester County were visited on March 2 in Albany by a group of 16 supporters representing 11 member libraries.</p> <p>WLS Executive Director Terry Kirchner and former WLS Trustee and current Library Trustees Association of New York State (LTA) President Patricia Fontanella spoke on the importance of increasing Library Aid and Public Library Construction Aid at the NYS Legislature Westchester Delegation's Public Forum on the 2016-2017 Executive Budget in February at the Greenburgh Public Library.</p>	<p>Advocacy Advocacy Day</p>	
<p>7-Awareness &amp; Advocacy</p>	<p><b>TRUSTEE TRAINING</b></p> <p>Due to the focus of the WLS re-location of its Headquarters in 2016, Trustee training was limited.</p> <p>Elise Burke and Dr. Kirchner attended the Trustee Educators Cohort Meeting held in September where we met with staff from other New York State public library systems to review the core elements of the trustee training modules that were developed as part of the New York State Library's iLEAD (Innovative Librarians Explore, Apply and Discover) HATS (Helping All Trustees Succeed) initiative that was funded through the Institute of Museum and Library Services (IMLS). All system trainers agreed to use the HATS curriculum as an element in future trustee education, and WLS plans to incorporate these modules into future initiatives.</p>	<p>Advocacy WLS Annual Meeting</p>	<p><b>WLS 57<sup>th</sup> ANNUAL MEETING</b></p> <p>Over 70 library directors, trustees, staff, government officials, and friends attended WLS's 57th Annual Meeting held for the first time in our new Headquarters at 570 Taxter Road in Elmsford. Key members of the relocation team were publicly thanked for the wonderful work they did in making our new space a reality. In addition, WLS Staff were thanked for their efforts in limiting service disruptions to the libraries and the public during the move. The WLS Business Meeting was led by WLS President Cathy Draper, and two new trustees were elected: Karen</p>

	<p>Zevin, WLS District I [Croton, Montrose, Yorktown], and Susan Murdoch, WLS District 6 [Ardsey, Dobbs Ferry, Greenburgh, Hastings-on-Hudson, Irvington].</p>		<p>The featured speaker was Alison Macrina, librarian, privacy activist and founder of the Library Freedom Project. Ms. Macrina shared a great deal of information regarding surveillance and its threats to privacy, which has always been one of the library communities core values. Ms. Macrina started the Library Freedom Project; and she has made it her mission to share best practices, guidelines, strategies and tools for surveillance self defense. She also spoke about the Tor browser as well as other privacy tools and steps needed to take back digital privacy in the age of big data. The slides from Ms. Macrina's presentation, the slide show of the 570 Taxter Road construction as well as the other documents distributed were posted to the WLS website.</p>
<p>8-Communication among Member Libraries</p>	<p>Communication with Member Libraries</p>		<p>The PLDA Finance Committee continued to look at different options for updating the WLS IT Finance Model. The Committee held seven regional workshops to walk library directors through the potential changes, gather input and develop a final recommendation. At the Committee's request, Rob Caluori provided information related to the operations and economics of the IT Department. The proposed changes were discussed at the May and June PLDA meetings and was approved by the WLS Board at their June Meeting.</p>
<p>9-Cooperative Efforts with other Systems</p>	<p>Coordination with Other Systems/Agencies</p>		<p>WEBS Director Elaine Sozzi, WLS Executive Director Terry Kirchner and WLS Director of Development Patricia Brigham met with John Ravitz and Sara James of the Business Council of Westchester (BCW) to discuss strategies for promoting WLS's programs through BCW. The discussion involved an overview of programs and services and how they may benefit BCW's members. Mr. Ravitz and Ms. James will review the information with BCW's President and Chief Executive Officer Marsha Gordon and get back to us with suggestions for future collaboration.</p> <p>As part of ongoing educational efforts regarding the electronic resources available through WLS's website, Rob Caluori provided training to a group of school librarians and library staff from Yonkers Public Schools. The 90-minute training was part of a full day of workshops for the staff. The librarians learned about how the resources provided through the public library system could supplement and enhance the services provided by the school library system.</p> <p>WLS COMMUNITY PARTNERSHIPS</p> <p>WLS established several community partnerships in 2016—one with the Jacob Burns Film Center (JBFC) in particular, JBFC Kids, a program designed to deepen the experience of young film viewers (ages 3-13) and their families. The JBFC Kids theater-going experience includes free hands-on, drop-in activities on selected Saturdays as well as a full roster of courses and workshops that promote digital and media literacy for youth. JBFC provides complimentary basic membership privileges to WLS and member library staff and has set aside a limited number of complimentary cinema tickets for staff to attend specific viewings; and WLS has assisted JBFC with the distribution of their program materials to the member libraries. WLS and JBFC staff also discussed potential professional development workshops to be offered to better support the member libraries' film collections and programming activities.</p> <p>The other partnership is with the NonProfit Westchester (NPW). WLS has a membership that allows for our member libraries to take advantage of the professional development workshops and networking opportunities offered through NPW.</p>
<p>10-Construction</p>			<p>WLS continued to assist member libraries in applying for public library construction and other related building improvement projects. The allocation for WLS was \$888,790 for NYS Library Construction Aid. A total of 16 grant applications from 15 libraries were received, reviewed and submitted to Albany.</p>
<p>11-Central Library</p>			<p>Ms. Coradin visited The Bilingual Publications Company in New York City to select adult Spanish books for the Central Library Collection.</p> <p>Mount Vernon Public Library worked to create a special hybrid IT network. The library has a wealth of non-WLS resources to which it has access, including a high-bandwidth Internet connection, but wished to remain on the WLS network and PC management services. The two organizations worked together to ensure that services remain intact as this project moved forward.</p>
<p>12-Free Direct Access</p>			<p>Revisions to the WLS Free Direct Access Plan were approved in 2016 as part of WLS's Plan of Service 2017-2021.</p> <p>WLS also submitted its five-year plan of service with the Division of Library Development (DLD). Over the past year, discussions were held with member library directors and staff and the Public Libraries Directors Association's (PLDA) Executive, Finance, eContent and Technology Committees to gather feedback and data for inclusion in the new plan in light of the four major roles of public library systems that are supported by the online software provided by DLD.</p>

<p>13-Other</p>	<p>WLS HQ Move</p>	<p>•Supporting and strengthening member libraries;                  •Facilitating equitable access to library services and resources directly to patrons/customers;                  •Facilitating resource sharing among libraries; and                  •Providing leadership for improving library services for all.                  In order to familiarize the Board with the various aspects of the plan of service developed, highlights from the plan of service were incorporated into brief board presentations and/or the monthly Executive Director Reports throughout the year.</p>
<p>13-Other</p>	<p>WLS's NEW HEADQUARTERS – 570 TAXTER ROAD</p> <p>Much activity in 2016 focused on WLS's move from Tarrytown to Elmsford. After an extensive search, WLS signed a 10-year lease for space at 570 Taxter Road, Elmsford, NY. WLS staff worked closely with Jones Lang LaSalle (JLL) and Dennis Noskin Architects (DNA) to identify and design the property. Keystone Property Group completed the construction build out of the new location in a timely manner. All WLS staff members engaged in robust file reviewing, recycling and shredding activities. WLS physically packed and moved with limited service interruption. WLS IT staff set up essential systems for day-to-day work; prepared ID badges for access to the secured areas of the facility; and deployed the WLS phone system. The WLS Headquarters opened for business on Friday, July 1st, at our new location, 570 Taxter Road, Suite 400, Elmsford, NY 10523.</p> <p>In preparation for this move, WLS IT staff previously moved the WLS data center in May to its new home at the Tierpoint colocation facility on Skyline Drive in Hawthorne. This facility will ensure the continuity of WLS systems regardless of external factors such as blackouts, brownouts and weather conditions and features first-class fire suppression and access control systems that will safeguard WLS's equipment.</p>	<p>WLS's NEW HEADQUARTERS – 570 TAXTER ROAD</p> <p>Much activity in 2016 focused on WLS's move from Tarrytown to Elmsford. After an extensive search, WLS signed a 10-year lease for space at 570 Taxter Road, Elmsford, NY. WLS staff worked closely with Jones Lang LaSalle (JLL) and Dennis Noskin Architects (DNA) to identify and design the property. Keystone Property Group completed the construction build out of the new location in a timely manner. All WLS staff members engaged in robust file reviewing, recycling and shredding activities. WLS physically packed and moved with limited service interruption. WLS IT staff set up essential systems for day-to-day work; prepared ID badges for access to the secured areas of the facility; and deployed the WLS phone system. The WLS Headquarters opened for business on Friday, July 1st, at our new location, 570 Taxter Road, Suite 400, Elmsford, NY 10523.</p> <p>In preparation for this move, WLS IT staff previously moved the WLS data center in May to its new home at the Tierpoint colocation facility on Skyline Drive in Hawthorne. This facility will ensure the continuity of WLS systems regardless of external factors such as blackouts, brownouts and weather conditions and features first-class fire suppression and access control systems that will safeguard WLS's equipment.</p>
<p>13-Other</p>	<p>Miscellaneous</p>	<p>HAVANA TRIP</p> <p>The American Library Association (ALA) offered 30 librarians from across the United States the opportunity to visit Cuba and participate in its 25th Havana International Book Fair. Nancy Coradin along with Diana Lennon, Librarian II from the Greenburg Public Library, were among the 30 American librarians who attended. The main focus of the trip was the Book Fair housed in the old Spanish fortification San Carlos de La Cubana. At a conference at the National Library in Havana, Sari Feldman, then President of ALA, and Vailey Oehike, President of the Public Library Association, spoke of the invaluable work being done in American libraries to an audience of Cuban librarians from ASCUBI (Asociación Cubana de Bibliotecarios).</p> <p>Nancy Coradin and Diana Lennon gave a number of talks about their Cuban experience at the following events: Westchester Library Association (WLA) Conference; REFORMA Annual Conference; Dobbs Ferry Public Library for a group of their senior patrons who were reading Cuban literature; Harrison Public Library for the last installment of their 2016 Great Decisions discussion program; International Federation of Library Associations and Institutions (IFLA) Conference; United Nations (UN) Academic Impact &amp; ELS Educational Services—Many Languages One World Global Youth Forum; and Guillermo Rodriguez's, Reference Librarian from the Ossining Public Library, Spanish conversation class (in Spanish).</p> <p>Sari Feldman appointed Ms. Coradin and Ms. Lennon along with two librarians from the Jose Marti National Library of Havana to head the content committee for the 2017 Havana International Book Fair.</p>