

Item: Variance Requests for New York State Minimum Standards

Background: Each year the New York State Library Division of Library Development verifies that all libraries meet the Minimum Standards. This information is supplied by the libraries in their Annual Reports. General information about the NYS Minimum Standards is attached.

If a library does not meet the Minimum Standards, the payment of the Local Library Services Aid can be withheld, and ultimately their charter can be revoked, if no action is taken to come into compliance. Libraries must submit a Variance Request Form to explain their current status and plan for compliance.

Status: As of 11/29/2022, all WLS member libraries are recorded as complying, with the following exceptions:

Library	Minimum Standard
Bedford Free Library	#4 — Has a board-approved, written policies for the operation of the library
Irvington Public Library	#2 – Has a community-based, board-approved written long-range plan of service #3 – Provides a board-approved written annual report #5 – Annual prepares and publishes a board-approved written budget #6 – Periodically evaluates the effectiveness of the library’s programs, services and collections to address the community’s needs
Warner Library	#2 – Has a community-based, board-approved written long-range plan of service #3 – Provides a board-approved written annual report

Attached are the Variance Request Forms submitted by the libraries listed above.

Recommended
Action: Acceptance of the submitted Variance Requests.

March 30, 2021