

Item: New York State Annual Reports

Background: Annually all public libraries and library systems that receive funding from the State of New York are responsible for submitting an annual report of operational and financial activities that are due by March 1st for the previous reporting year.

Status: There were no major changes to the System Annual Report in 2015; however, there were a few changes to the Member Library Annual Reports. WLS helps the member libraries in completing their Annual Reports by supplying pertinent information and offering assistance for any questions. One of these changes affected the definitions of electronic books and databases and how they are counted as holdings and circulation transactions. This has caused delay to the publication of the WLS-supplied data to the member libraries, since the data needed to be compiled differently from 2014 and this information was not received until late January. The WLS-supplied data is now being revised and should be ready for distribution by February 19th.

Because of the focus on the Member Library Annual Report, the System Annual Report has also been delayed. It is currently being compiled, and if ready prior to the Board Meeting, will be distributed separately. If the Report is not ready, it can be submitted to meet the March 1st deadline with the understanding that it will be reviewed for acceptance at the March Board Meeting. If any changes are needed, the System Annual Report can be edited after submission.

February 23, 2016