

Item: Acceptance of the WLS System Annual Report to New York State

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.

While there were no major changes to the report this year, the State did make additional clarifications to the instructions with regard to changes made in 2017 on how the holdings and circulation are reported for Electronic Materials. For the System Annual Reports, several new questions were added for Electronic material holdings that now mirror those on the member library Annual Reports. Former Question Q4.16- Total Electronic Holdings has now been broken down to 3 new questions 4.16-Electronic Books, 4.20-Audio-Downloadable Units, and 4.21- Video-Downloadable Units. Upon closer review, WLS staff also discovered that the way that these holdings were calculated for the member libraries last year was not exactly accurate and that was corrected for the current year.

Status: The chart on the following page shows some of the highlights from the 2017 report. Because of its length, a full copy of the 2017 System Annual Report will be sent separately.

Recommended

Action: Staff recommends acceptance of the 2017 WLS Annual Report and submission to the Division of Library Development of the State Education Department.

March 27, 2018

HIGHLIGHTS OF 2017 WLS SYSTEM ANNUAL REPORT

Item	2017	2016	2015
Physical Item Circulation	0	na	na
Electronic Content Use <i>[includes e-books and successful retrieval of Electronic Collections usage by the 86 system card holders]</i> These numbers do not reflect circulation reported by the member libraries on their Annual Reports.	507	37,558	12,345
System Holdings:			
Cataloged Book Holdings	52	65	67
Electronic Holdings <i>[no longer supplied; see below]</i>		16,981	23,666
Electronic Books	23,486	na	na
Total Electronic Collections	15	20	17
Audio-Downloadable Units	5,355		
Video-Downloadable Units	23		
Other Electronic Materials	12		
Total Non-Electronic Material Holdings	0		
Number of titles in ILS bibliographic database	967,167	969,930	972,927
Number of new titles added by the system	42,334	41,956	40,189
Number of holdings in the WLS Union Catalog	3,733,891	3,834,397	3,912,287
Number of holdings added to WLS Union Catalog	247,470	251,959	251,507
Total ILL activity	20,116	21,165	21,901
Total continuing education/staff development sessions	206	211	200
Total continuing education/staff development participants	2,412	2,130	2,355
Total consulting & technical assistance services contacts	5,096	5,363	8,393
Other Special Client Services:			
Westchester Seniors Out Speaking (WSOS)			
Trained volunteers	72	85	79
Presentations given / Participants	292 / 12057	338 / 13,514	351 / 14,162
Senior Benefit Information Centers			
Hours Hosted at 10 library sites	1,200	1,200	1,200
SBIC counseling interactions held (including Helpline)	1,437	1,365	1,459
HSE Connect!			
Orientations/Information Sessions given / Participants	50 / 137	44 / 142	na
Walk-in sites Hours Hosted at 2 library sites [program changed in 2016 down to 2 sites from 6]	na	588	1,092
Tutoring sessions held	608	335	1,704
WEBS individual/group counseling sessions participants and workshop participants	1,871	2,195	2,142
Total items transported by delivery system-wide	2,221,427	2,288,955	2,312,694
Total visits to system website	1,466,647	1,813,040	1,968,172