Item: WLS System Annual Report to New York State for 2019

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. There were no major changes to this

year's report.

Status: The chart on the following page shows some of the highlights from the

2019 report. Many of the 2019 data was affected due to WLS's focus on the Integrated Library System (ILS) migration from SirsiDynix to Evergreen. Because of its length, a full copy of the 2019 System Annual Report will be

sent separately.

Completing this report is very challenging because the System Annual Report mirrors the Annual Report for the member libraries. While WLS does have similar functions, the majority of our services are quite different. In addition, the financial data must be submitted on a cash basis rather than an accrual basis and in different revenue and expense categories than what is used on the WLS financials. Therefore, these numbers may not always tie into what is seen on the monthly WLS financials—especially, as in 2019, when portions of our NYS Aid were received in late 2019 but not deposited until 2020.

Unique to the System Annual Report, the State requires a separate section (Parts 13) for reporting of State funds only within the following expense categories: Professional Salaries (for those with a State certified library degree); Other Salaries (for those not certified); Employee Benefits; Purchased Services; Supplies & Materials (unit cost less than \$5,000); Travel; Equipment & Furnishings (unit cost greater than \$5,000); Grants to Member Libraries. Because standard accounting procedures do not use these specific categories, reclassifying data is a very time consuming process.

Recommended

Action: Staff recommends acceptance of the 2019 WLS Annual Report and

submission to the Division of Library Development of the State Education

Department.

HIGHLIGHTS OF 2019 WLS SYSTEM ANNUAL REPORT

Physical Item Circulation 1,831 18 0	Item	2019	2018	2017
Electronic Content Use Includes circulation of physical items via the McNaughton program and e-books and successful nativeral of Electronic Collections usage by the 38 system cord holders? These numbers do not reflect circulation reported by the member libraries on their Annual Reports. System Holdings: Cataloged Book Holdings Electronic Books 23,766 25,143 23,486 Total Electronic Collections 15 16 15 16 15 Audio-Downloadable Units 5,646 4,526 5,355 Video-Downloadable Units 0 0 0 12 Non-Electronic Material Holdings 19 0 0 10 12 Non-Electronic Material Holdings 19 0 10 15 Number of titles in ILS bibliographic database Number of holdings in the WLS Union Catalog 153,185 1240,733 18,334,891 Number of holdings added to WLS Union Catalog 153,185 240,935 247,470 Total ILL activity 8,089 18,377 20,116 Total consulting & technical assistance services contacts Total consulting & technical sosistance services contacts Hours Hoseia Holdings 10 10 10 10 10 10 10 10 10 10 10 10 10	Physical Item Circulation	1,831	18	0
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	Total visits to system website	1,095,582	1,150,020	1,466,647