



Moving Forward – Summary Reports on Cooperative Efforts with Other Library Systems

February 2016

A. Plan of Service

1. Goal Statement: MHLS will collaborate with other library systems on projects that benefit member libraries.
2. Intended Result(s): Collaborations shall:
 - a. Enhance member library opportunities.
 - b. Maximize the cost effectiveness of services to member libraries.
 - c. Increase regional staff development opportunities.
3. Evaluation Method(s):
 - a. MHLS staff evaluation of cost-effectiveness.
 - b. Survey member library director satisfaction.
4. Annual Progress Report (2014):
 - a. Coordinated advocacy efforts with RCLS, WLS, UHLS, FCLS, and MVLS, resulting in more effective legislative office visits; Coordinated Advocacy Day bus 10 with regional library systems, resulting in facilitating attendance from MHLS, RCLS, SENYLRC and 2 BOCES school library systems.
 - b. Coordinated Southeastern Region Correctional Facility Librarians meeting with RCLS and WLS, resulting in networking opportunities and sharing of best practices.
 - c. Collaborated with area school library systems and regional public library systems on programs including 'Notable Book Banquets' and 'Annual Fall Into Books Children's and Teens Literature Conference', resulting in increasing cost effective regional staff development opportunities.
 - d. Cooperate on regional delivery of materials by having a weekly transfer exchange point with RCLS, and by delivering to SUNY New Paltz and Vassar College through contract with SENYLRC, resulting in expanded regional access to materials.
 - e. Served on SENYLRC Board of Trustees Council resulting in making strong regional connections, more exposure to MHLS services in the community, and affecting regional decisions for the good of member libraries.
 - f. Collaborated on the development of PULISDO Conference (Theme: Focus on Infrastructure) and pre-conference data collection in 3 areas of system services; Staff from 21 of the 23 NYS Public Library Systems attended, and 100% of respondents indicated that the sessions they attended were worth their time.
 - g. Collaborated with UHLS and Suffolk on ILS discussions and development.

B. Outputs (2014)

1. Library Advocacy Day
 - a. 5 systems cooperative support for planning and conducting legislative office visits
 - b. 106 attendees used shared bus transportation to/from Albany



2. 21 attendees participating in Coordinated Southeastern Region Correctional Facility Librarians meeting hosted by 3 systems
3. Regional Public and School Systems Cooperative Programs
 - a. 117 attendees participating in 'Notable Book Banquets'
 - b. 123 attendees participating in 'Annual Fall Into Books Children's and Teens Literature Conference'
4. Regional Delivery of Library Materials
 - a. 495 materials delivered to/from SUNY New Paltz
 - b. 1,035 materials delivered to/from Vassar College
5. Participated in 10 meetings of the Southeastern New York Library Resources Council (SENYLRC) Board of Trustees; Board Committees; Regional Interlibrary Loan Committee (RIC); Technology Review and Advisory Committee (TRAC)
6. Key contributor to the planning and implementation of the 2014 PULISDO Conference attended by staff from 21 of the 23 NYS Public Library Systems
7. 2 meetings with UHLS and Suffolk on ILS discussions and development

C. Outcomes

1. MHLS member libraries and the members of other library systems will benefit from MHLS cooperative efforts with other library systems.

D. Costs Associated with MHLS (2014)

MHLS STAFF	Percent Cooperative Efforts with Other Library Systems	Salary	Benefits	Cooperative Efforts with Other Library Systems TOTAL
Merribeth	5%	3,910	1,915	5,825
				5,825
CONTRACTED SERVICES		Total Cost		Cooperative Efforts with Other Library Systems Cost
				0
				0
TELCOM SERVICESⁱ		Total Cost		Cooperative Efforts with Other Library Systems Cost
Network & Phone Services ⁱⁱ		30,325 – 5,596 (Teleforms) = 24,729		97
				97



IT SERVICES	Total Cost	Cooperative Efforts with Other Library Systems Cost
Hardware ⁱⁱⁱ	9,083	35
Software ^{iv}	5,445	21
IT Supplies	2,213	9
		65
GENERAL OVERHEAD ^v	Total Cost	Cooperative Efforts with Other Library Systems Cost
Supplies	5,732	22
Equipment Rental	16,472	64
Professional Fees	25,189	98
Postage	4,505- 2,875 (ILL) = 1,630	6
		192
FACILITIES OVERHEAD ^{vi}	Total Cost	Cooperative Efforts with Other Library Systems Cost
Staff/Benefits	51,696	202
Utilities	27,973	109
Custodial Supplies	1,736	7
Other Ops/Maint	35,776	140
Liability Insurance	15,423	60
		518
ADMINISTRATIVE SUPPORT ^{vii}	Total Cost	Cooperative Efforts with Other Library Systems Cost
Staff/Benefits	361,059	1,411
Professional Development	31,532	123
		1,534
		8,231
<u>TOTAL</u>		8,231

E. Primary Funding Sources

1. State Aid - General
2. Member Assessment Fees

F. Value of Services

1. MHLS Staff Support for Cooperative Efforts with Other Library Systems
 - a. MHLS support for and work with other library systems is not available from a comparable organization



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- ⁱ % of total Telecom costs – After staff FTE assigned, breakout of telecom costs by service (break out Teleforms & all other by staff FTE per service)
 - ⁱⁱ Minus Teleform costs
 - ⁱⁱⁱ % of General Hardware/Software costs - After staff FTE assigned (allocate on a per staff calculation)
 - ^{iv} OCLC charges to Cataloging Services
 - ^v % of General Overhead costs - After staff FTE assigned (allocate on a per staff calculation)
 - ^{vi} Ibid.
 - ^{vii} Ibid.

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