|  |  |
| --- | --- |
| Buffalo and Erie County Public Library | Buffalo & Erie County Public Library (B&ECPL) provides comprehensive and innovative service to the correctional facilities operated by Erie County- the Erie County Holding Center (ECHC) and the Erie County Correctional Facility (ECCF). Library services in these facilities encompass a variety of materials in print and non-print formats which engage the population and provide educational opportunities. B&ECPL continued to staff and develop the library collection for these locations. This aid allowed the B&ECPL to offer access to information for the individuals housed in Erie County's correctional facilities. |
| Clinton- Essex Franklin Library System | Staff, continued to provide library services to facility libraries in five broad areas that include educational programs for facility library staff, rotating book collections and audiovisual loan, reference and interlibrary loan, a shared McNaughton lease plan, and consultant services. We continued to cope with the ever-increasing volume of requested materials delivered to facilities in a timely manner on a delivery route that is primarily dedicated to correctional facilities.  The McNaughton general interest lease plan was continued and evaluated by system and state correctional library staff. Materials obtained through these plans were collaboratively selected by CEFLS and state correctional library staff. Rotating collections of an average of 60 books per collection were provided to five facility libraries. Collections included books from the shared McNaughton plan. DVD's purchased for loan through the CEF Audiovisual Department were available upon request for Black History Month, educational programs and special observances. DVD and audiobook loan supported special programs coordinated by the librarian at Upstate Correctional Facility. Two facilities (Bare Hill CF and Franklin CF) have ongoing librarian vacancies that date from Spring 2017. Nevertheless, approximately 1,914 requests were filled by CEFLS and member libraries to these facilities. One DVD based "resource sharing package" produced by the NNYLN was purchased with program funds for seven facilities that participated in interlibrary loan. Two specialized training days were provided to correctional facility librarians and state correctional library staff were invited to attend various CE training programs during the year. |
| Chautauqua-Cattaraugus Library System | The Lakeview Shock CF Senior Librarian works very closely with the Library System Outreach Coordinator to consistently better her facilities. This current Senior Librarian has finished a major de-accessioning process and worked with inmates and classroom teaching staff to replenish the library with educational and leisure materials that are of interest to the current residency. The Senior Librarian has used funding in tandem with the Library System Outreach Coordinator's guidance to purchase some new and needed pieces of furniture for proper display and holding of materials. The Library System Outreach Coordinator and the Facility Senior Librarian have worked together on several programs for the inmates, in particular a Regional Read and Big Read, so that the inmates were able to participate with the rest of the region and community and feel included in these worthwhile projects, that increased both language arts and information literacy. |
| Finger Lakes Library System  Finger Lakes Library System (Continued) | Funds in this section were used to fill  Interlibrary Loan requests from our five correctional facilities: deliver materials to and from the facilities; cover a portion of staff salaries involved in advising  correctional facility librarians and staff, answering reference questions from inmates, arranging delivery, filling ILL requests, purchasing materials and equipment, cover travel expenses for the Outreach  Coordinator when making visits to facilities; Hosts at least one meeting annually with the correctional facility librarians at FLLS. |
| Mid-Hudson Library System | The expenditures, as follows, help support activities to attain the goals and intended results described in the MHLS 2017-2021 POS for Service to State Correctional Facilities, as follows: PROFESSIONAL SALARIES AND BENEFITS: .05 FTE of Assistant Director who is MHLS designated Outreach Coordinator and works to provide correctional facility librarians with opportunities for continuing education, downloads from the MHLS database of holdings to CD-ROM, consultation in areas such as collection development and developing programs of topical interest. | OTHER STAFF SALARIES AND BENEFITS: .44 FTE to provide the interlibrary loan of books, periodicals, videos and books-on-tape to correctional facility libraries, comparable to that of member public libraries. PURCHASED SERVICES: Delivery support to ALD for the flow of interlibrary loan materials and access to System information including weekly distribution of the informational MHLS Bulletin. NYLA Institutional Memberships for correctional facility librarians. SUPPLIES AND MATERIALS: Office/library supplies to support MHLS staff activities on behalf of correctional facility libraries. Books and other Print Materials: Funds provided to correctional facility libraries (distributed based on facility population) for the purchase of books and McNaughton and Baker & Taylor plans. | TRAVEL: Outreach Coordinator travel to provide workshops and training for correctional facility librarians and attend relevant professional development opportunities. Correctional facility librarian travel to NYLA conference. |
| Mid York Library System | Mid York will provide library services to the three state correctional facilities within our service area. These include delivery, interlibrary loan, reference, along with access to continuing education workshops for the facility librarians. Administered by staff, inmates can access the resources of the Mid-York Library System and regional collections. Technology Services: An extraction of the Mid York database will be used to produce an offline catalog, delivered by USB. The correctional facilities are responsible for providing appropriate hardware to support the catalog. Under Resource Sharing: Correctional monies will be used to supplement their library collections as determined by the individual correctional librarian. Each correctional facility will receive once a week delivery. The increase in librarian's salary for 2017 is due to the fact that we re-allocated these funds to accurately reflect the amount of time our Outreach Librarian spends providing services to the Correctional Facilities. |
| Mohawk Valley Library System | Expenses were for library materials and ILL costs. Spending was down because the facility was without a librarian for most of the year, causing purchasing to be put on hiatus. |
| Monroe County Library System  Monroe County Library System (Continued) | The Outreach Coordinator conducted **10** classes at the Monroe Correctional Facility for male and female inmates enrolled in the GED and Work Readiness. During the year, a total of **147** inmates attended these presentations. With each site visit, the Outreach Coordinator educates the inmates about library services in general and showcases specific resources in the Central library’s Job Information Center that can be utilized by the inmates upon release.  The Outreach Coordinator also provides the inmates with additional information specific to the employment of ex-offenders. This includes educating them about certificates of rehabilitation, bonding, common job interview mistakes, etc. Handouts detailing these services along with Rochester Works information and vocational and middle skills trade programs from local adult education organizations are made available to the inmates.  Outreach donated over 400 paperback titles for recreational reading in English and Spanish, and provided materials for several book club selections during 2017. |
| The New York Public Library | The State Correctional Facilities grant supported Access Connections. Access Connections is an annual guide and directory of resources in New York City available to help people when they are released from incarceration. Connections also serves as a guide on preparing for the world of work. The booklet is free to those in jail and prison, and to agencies that provide services to justice-involved people. |
| Nioga Library System | Nioga retains 50% of State Correctional Funds and provides consultation, automation and delivery of materials to the two institutions in the Nioga Service Area. The remainder are on account at Nioga and are drawn on throughout the year to purchase print materials. |
| North Country Library System  North Country Library System (Continued) | The expenditures in this section allowed the North Country Libraries to attain goals outlined in the State Corrections Section of the Plan of Service for the funding year by: A) Covering the salaries of staff that: 1) Provide vital direct services to inmates of State Correctional Facilities. 2) Respond to requests for materials made by inmates of State Correctional Facilities 3) Purchase (as funding allows) to fill requests made by inmates of State Correctional Facilities as well as maintain a collection of library materials of various media and genres 5) Provide interlibrary loan and delivery of requested materials 6) Host planning meetings to coordinate, prepare, and submit the annual grant application for state correctional funding and facilitate discussions, input gathering and opportunities for the sharing of common concerns. B) Covering the cost of materials purchased to maintain a collection of popular paperback books for use by inmates and to purchase materials (as funding allows) to fill requests made by inmates. These costs with State Aid Funds allows NCLS to provide services to inmates of State Correctional Facilities who would not otherwise have access to these services. |
| Pioneer Library System | * Once a week delivery of library materials * Access to OWWL Catalog with borrowing privileges * Ability to place holds in OWWL * Interlibrary Loan from PLS Member Libraries * Processing Interlibrary Loans * Reference support * Acquisition related to materials selected for expending special loan funds   Hosted and facilitated half-day CE training for correctional librarians |
| Queens Library | Funds were expended to support the Queens Public  Library "See you on the Outside" program that helps inmates at the Queensboro Correctional Facility to successfully re-enter their communities.  Case management , ILL, Materials and workshop providers were supported through these funds. |
| Ramapo-Catskill Library System | RCLS provides the State Correctional Institutions within our service area with a broad range of support services, including ILL, purchasing of library materials and other goods identified by the correctional librarians as necessary to support their library services, consulting services as required and continuing education. In cooperation with some of the institutions we offered book discussions groups. We also provided continuing education sessions for the librarians. |
| Southern Adirondack Library System | Great Meadow and Washington Correctional Facilities will receive delivery, continuing education, interlibrary loan, consulting services and materials budgets to support their inmate populations. |
| Southern Tier Library System | The library system increased the purchase of library materials to correctional facilities to improve the overall collection. There was also a coordination of online ordering of materials from member libraries to be provided to correctional facility inmates. The system also offered continuing education opportunities for correctional facility librarians. |
| Westchester Library System | WLS provides collection development support to the general inmate libraries at all three State facilities through the purchase of library materials and delivery of selected donated items, and exploration of new access services ($5,495-Question 13.6.9-Supplies & Materials).  Both Department of Corrections (DOC) supervisory staff and Ossining Correctional Facilities (CF) and Taconic CF needed professional assistance with aspects of ILL, circulation, collection management operations ($14,679 – Question 13.6.2-Professional Salaries; $3,922 – Question 13.6.4-Other Salaries; $4,095 – Question 13.6.5-Benefits).  WLS collaborates with neighboring library systems to create professional development opportunities for CF library staff ($2,914 – Question 13.6.7-Purchased Services). |

**Source:** 2017 Public Library Systems Annual Report, New York State Library