MEMBERS

Air Force Research Laboratory
American Pomeroy Historic Genealogical Association
Bond, Schoeneck, & King Library
Bryant & Stratton College Liverpool
Bryant & Stratton College Syracuse
Cardno ENTRIX Library
Cazenovia College Library
Colden Corporation
Colgate University
Community Memorial Hospital
Crouse Hospital
Dewitt Community Library
Environmental Science Center/SRC
Erie Canal Museum
Erieville-Nelson Heritage Society
Faxton St. Luke’s Healthcare
Gaylord Brothers
Hamilton College Library
Herkimer County Community College
Holy Trinity Orthodox Seminary
ITT Technical Institute
Le Moyne College
Madison/Oneida BOCES SLS
Masonic Medical Research Laboratory
Mid-York Library System
Mohawk Valley Community College
Morrisville State College
Munson-Williams-Proctor Arts Institute
O’Brien & Gere Inc.
Oneida Castle Village Historian
Oneida Healthcare Library
Oneida/Herkimer BOCES SLS
Onondaga Community College
Onondaga/Cortland/Madison BOCES
Onondaga County Public Library
Onondaga Historical Association
Oriskany Museum
Polaris Library Systems
Proliteracy Worldwide
Rensselaer Historical Society
Rome Memorial Hospital
School of Information Studies
at Syracuse University
Simmons Institute of Funeral Service
Skaneateles Historical Society
Solvay-Geddes Historical Society
St. Elizabeth College of Nursing
St. Elizabeth Medical Center
St. Joseph’s College of Nursing
St. Joseph’s Hospital Health Center
SUNY College of Environmental Sciences & Forestry
SUNY Institute of Technology
at Utica & Rome
SUNY Upstate Medical University
Supreme Court Law Library
Syracuse Polish Community, Inc.
Syracuse Research Corporation
Syracuse University College of Law
Syracuse University Library
Utica College
Utica Public Library
Utica School of Commerce Library

CENTRAL NEW YORK LIBRARY RESOURCES COUNCIL

2012-2013 Annual Report

6493 Ridings Road
Syracuse, NY, 13206

www.CLRC.org

### Statement of Profit and Loss Comparative

<table>
<thead>
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<th>6/30/2012</th>
<th>6/30/2013</th>
<th>Projected*</th>
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<td><strong>Total Revenues</strong></td>
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<td>State Aid</td>
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<td>Grants</td>
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### Total Expenses

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<th>Projected*</th>
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**Surplus**

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<th>6/30/2013</th>
<th>Projected*</th>
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<td></td>
<td>$39,228</td>
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<td>$906</td>
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* Projected figures are based on the Approved Budget for the Fiscal Period, 7/1/2012 to 6/30/2013

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### Connecting the Information Community

The Central New York Library Resources Council, familiarly known as CLRC, was formed in 1967 as one of nine Reference and Research Library Resources Council ("3Rs") in New York State. CLRC serves all types of libraries and library systems in four Central New York counties: Herkimer, Madison, Oneida, and Onondaga.

CLRC is governed by a Board of Trustees elected by the Council membership to best reflect the diversity of its member organizations. Advice and planning assistance are given by CLRC members serving on Standing and Program committees.

CLRC member institutions pay dues and share the benefits of all Council programs and services. These include continuing education and professional development for library workers, consortial purchase of electronic resources, coordinated collection development, hospital library services, interlibrary loan, delivery of materials among libraries, archival services, and communication. CLRC also coordinates a variety of collaborative projects such as digitization, consumer health literacy, and legislative advocacy on behalf of all libraries.

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### Vision Statement

CLRC will be:
- A collaborative partner
- An information and expertise resource for the region and beyond
- An active advocate for consistent, adequate library funding
- A source of innovative programming and services
- A leader in continuing education
- At the forefront of shaping information policy
- A listening organization dedicated to its membership

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### Mission Statement

CLRC is an innovative information and resources partnership whose mission is to connect all types of systems, libraries, and information repositories.

*The cover image is of Albany Street of Cazenovia, taken by E. G. Weld & Son from the Robert N. Dennis collection of stereoscopic views at the New York Public Library.*
Continuing Education & Events
July 1, 2012 - June 30, 2013

July 2012:
Preservation of Photographic Materials
Web Services Bootcamp
Introduction to Open Office
Creating Mobile Websites (NY3Rs)

August 2012:
Social Media in the Library
Digitalization Bootcamp

September 2012:
Special Collections Roundtable
Creating Archival Exhibits: Basic Theory and Practice
Management Skills Part 1 - Change: A Way of Life
College and University Archivists Roundtable

October 2012:
CLRC Annual Membership Meeting
HUBNET Database Presentations
Management Skills Part 2 - Managing Difficult Situations, People & Conflict
Public Speaking Made Easier
Gayed Plant Tour
How to Teach Online (NY3Rs)

November 2012:
Intro to Matting and Framing
What's Around the Next Bend; Future Currents in Resource Sharing
Customer Service for Library Staff (NY3Rs)

December 2012:
CLRC Annual Legislative Breakfast - Western Region
CLRC Annual Legislative Breakfast - Eastern Region

January 2013:
Using Visual-Modal Social Media in Your Library
Winter Digitization Bootcamp
First Monday: Waterville Public Library
Working with Patrons & the Community after a Disaster (NY3Rs)

February 2013:
First Monday: SUNY Upstate University
Evernote as a Personal Productivity Tool
Persuasive Speaking for Library Advocacy
DHP Grant Information Session
Screencasting: Tutorials & You (NY3Rs)

March 2013:
Performance Coaching: A Tool For Future Success
2013 Library Advocacy Day
PLA Virtual Spring Symposium
Evernote as a Personal Productivity Tool at MYLS
College and University Archivists Roundtable
Know & Go: Applying for an NEH PAG
Partnering to Prevent Diagnostic Error
CONTENTdm 6: Website Configuration Tool
Sharing Means Caring: A Collaboration between Librarians & Faculty (NY3Rs)

April 2013:
First Monday: Fayetteville Free Library
Planning for Disaster & An Introduction to Library Collections & Salvage Manuals
Real Library Security with the Black Belt Librarian
Managing Effective Meetings
Introduction to Geospatial Literacy (NY3Rs)

May 2013:
First Monday: Erie Canal Museum
Zotero for Libraries (NY3Rs)
Performance Coaching: A Tool For Future Success
Thinking Outside the Box: Documenting Family and Community History Using Non-Traditional Sources
Special Collections Roundtable of Upstate New York

June 2013:
First Monday: Sullivan Free Library
Creating Oral Histories

CLRC members have free access to lynda.com, an online library of high quality instructional videos on the latest software tools and skills, combined with training exercises. There are over 1,300 courses taught by industry experts, accessible at any time and on any internet-capable device. CLRC has a total of 25 licenses for the lynda service, and these are assigned to members on a first-come, first-served basis, for one month at a time. Since October 2012, CLRC has issued licenses to 114 users and these users have completed 405 hours of instruction.

Board of Trustees
2012 - 2013

Pamela McLaughlin
Syracuse University
CLRC Board President

Maija McLaughlin
Fayetteville Free Library
CLRC Board Vice-President

Patricia Skelly
Oneida-Herkimer BOCES
CLRC Secretary

Jeff Wooldridge
Mid-York Library System
CLRC Treasurer

Deborah Hailston-Jaworski
Faxton St. Luke's Healthcare
Member At Large

Louise Charbonneau
Mohawk Valley Community College
Thomas Murray
Oneida Public Library

Elizabeth Dailey
Onondaga County Public Library
Jean Armour Polly
Liverpool Public Library

Ron Foster
SUNY Institute of Technology
Michael Poulin
Colgate University

Cristina Pope
SUNY Upstate Medical University
Cynthia Kesler
Supreme Court Law Library

Jane Verostek
SUNY ESF
Grant-Funded Projects

Discovering Central NY’s Treasures ($4,600) – This grant from library vendor Amigos Library Services was used to develop a synchronous, interactive, online tutorial that will help educators prepare lesson plans dealing with the NY Heritage Project. This program may be used in conjunction with primary resources training programs using Library of Congress Teacher Resources, such as the program offered by the Western New York Library Resources Council (WNYLRC). CLRC’s pilot program will serve as a model for similar programs across the state.

Showcasing Central NY History ($16,334) – This Library Services and Technology Act (LSTA) grant funded a digitization project that added 17 new member library collections to NY Heritage. CLRC worked with a group of talented interns from SU’s iSchool to complete the scanning and uploading of items from member libraries and historical organizations. Over 1,200 items were contributed to NY Heritage, and each participating organization received training in the use of CONTENTdm software so they can continue to add their items, albeit at a slower pace.

Healthy Searching ($10,000) – An award from the National Network of Libraries of Medicine, Middle Atlantic Region, funded this consumer health outreach project. CLRC was able to hire a Project Assistant who worked with the Medical Circuit Librarian to develop a training program promoting the use of NN/LM’s many reliable consumer health databases. Classes were held in public libraries, library system headquarters, school libraries, and local parks and recreation departments. The outreach also involved exhibiting at several regional health fairs.

Contracted Programs

The Documentary Heritage Program (DHP) is a statewide program administered by the New York State Archives and the State Education Department. The program is funded through the Local Government Records Management Improvement Fund. It was designed to identify, locate, organize, and make available New York’s historical records.

CLRC-administered DHP services are available to any organization holding publicly accessible historical records in Herkimer, Madison, Oneida, or Onondaga. Our services include advice and consultation, site visits from a trained and certified regional archivist (Déirdre Joyce), access to our lending library, information resources, and aid in applying for and receiving grants.

Committees

CLRC has eleven committees. Members of these committees come from a variety of member organizations in order to best reflect the diversity of our members’ needs. These members help CLRC make critical decisions for the betterment of CLRC services, resources, and programs.

Criteria for consideration as a committee member include, but are not limited to: experience and awareness of library service in the areas relevant to the committee; membership and participation in professional groups; and the constituency represented by the appointee. Program committee chairs work with CLRC in filling committee vacancies.

Committee membership terms are two years and may be renewed. Terms for each committee are staggered so that a portion expire each year.

Archival Services Committee
   Chair: Barbara Scheibel, OCPL Local History & Genealogy Department

Continuing Education Committee
   Chair: Meg Van Patten, Baldwinsville Public Library

Digitization Committee
   Chair: Stephanie Zwolinski, Liverpool Public Library

Executive Committee
   President: Pamela McLaughlin, Syracuse University

Finance Committee
   Chair: Jeff Wooldridge, Mid-York Library System

Hospital Library Committee
   Chair: Sandra Zajac, St. Joseph’s Hospital Health Center & College of Nursing

Legislative Committee
   Chair: Carole Kupelian, Retired

Library Resources & Services Committee
   Chair: Peg Elliott, Onondaga County Public Library

Nominating & Board Development Committee
   Chair: Maureen T. Kays, Bond, Schoeneck & King

Planning & Review Committee
   Chair: Vacant

Resource-Sharing Committee
   Chair: Alyssa Tassone, Bryant and Stratton College
**SPONSORED PROGRAMS**

**Coordinated Collection Development Aid**

The Coordinated Collection Development program is a statewide effort administered through the 3Rs councils. It provides public and private nonprofit colleges and universities with financial support toward collecting materials in specific subject areas, helping to strengthen regional holdings. CLRC libraries receive over $100,000 annually through this program. In order to be eligible, a library must be a CLRC member and agree to share resources with other libraries in the region.

**Hospital Library Services Program**

The Hospital Library Services Program (HLSP) is a state-funded program that assists not-for-profit hospitals in meeting the Board of Regents standards of quality for health sciences libraries in hospitals. The HLSP supports a Medical Circuit Program, bringing a professional librarian to contracting hospitals that do not have a librarian on staff.

CLRC’s Medical Circuit Librarian, Angela Thor, serves three hospitals: Community Memorial Hospital in Hamilton, NY; Oneida Healthcare in Oneida, NY, and Rome Memorial Hospital in Rome, NY. In the past year, Angela traveled approximately 6500 miles, answered 455 reference questions, and processed 911 interlibrary loans for member hospitals. HLSP also supports medical resource sharing and access to online databases for hospital libraries.

**Medical Information Services Program (MISP)**

The New York State Library provides funding for the provision of medical and consumer health information services for all types of libraries and library systems. These funds are administered regionally by the nine 3Rs councils in the state. The funds are most commonly used to pay for medical interlibrary loans that are obtained from Resource Libraries in the National Network of Libraries of Medicine. All libraries are eligible for MISP funding when borrowing medical materials. Some libraries have deposit accounts and receive their funds electronically, while others submit an accounting of their medical interlibrary loan requests and request reimbursement. MISP funds are also used in support of electronic resources for hospital libraries.

**Grants to Member Libraries**

Through the Regional Bibliographic Databases (RBDB) program, CLRC offers a competitive grant program for its member libraries. Libraries can apply for funding for projects in digitization, metadata, or retrospective conversion. This year CLRC awarded a total of $34,500 to the following members:

- Syracuse University, Bird Library
- SUNY College of Environmental Science and Forestry, Moon Library
- Holy Trinity Seminary Library
- Onondaga County Public Library
- Fayetteville Free Library

**Message from the Director**

The 2012-2013 year has been a busy one at CLRC. Here are a few of the highlights:

- Showcasing Central New York History added 17 new digital history collections to New York Heritage and provided internships for five iSchool students
- 37,254 users visited the CLRC webpage, a 30% increase over the previous year
- 836 people attended 57 workshops and programs
- Lynda.com and Tech-Talk offered additional, self-guided opportunities for professional development
- Consortia-wide subscriptions to OCLC’s WorldCat saved participating libraries over $80,000
- Subsidized UPS CampusShip delivery service saved participants over $10,000
- Three new Affiliate Members joined the Council
- CLRC staff and Board members participated in a Brand Development retreat facilitated by the Ad Council of Rochester
- Through a cooperative arrangement with NY3Rs Association, Inc., a half-time position became full-time with all associated benefits
- CLRC’s professional collection has been cataloged in Koha, and CLRC staff are now prepared to set up Koha collections for interested member organizations

The CLRC Five-Year Plan of Service, which has to be approved by the state, identifies eight areas of service: Resource Sharing, Services to Special Client Groups, Professional Development and Training, Consulting and Development Services, Coordinated Services, Awareness and Advocacy, Communication Among Member Libraries and Library Systems, and Cooperative Efforts With Other Library Systems. The activities highlighted above clearly show that we are working diligently to address all those areas. CLRC helps its member work together and achieve economies of scale, takes the lead in developing new programs and services, and gives member staff the tools and training they need to build excellent libraries. We are proud of our accomplishments in 2012-2013, and look forward to continued improvement and new initiatives in 2013-2014.

Thank you for your membership and support! We encourage you to contact us at any time with your ideas and suggestions.

Debby Emerson
Executive Director
Advocacy

NYLA Library Advocacy Day: CLRC advocates for libraries of all types. The annual bus trip to Albany for Library Advocacy Day was on March 5, 2013. CLRC chartered a bus for the trip, picking up riders in Syracuse and Utica. Our 2013 trip attracted 45 bus riders. The group included several students who spent the day telling librarians how important their school and public libraries are, as well as learning something about the legislative process. The CLRC office makes appointments with all area legislators in their Albany offices. A leader is appointed for each group, and the leader is briefed on library legislation and talking points.

Legislative Breakfasts: CLRC’s annual legislative breakfasts are held in December each year. The Dunham Public Library in Whitesboro hosted the eastern area breakfast, and the CNY Philanthropy Center was the site of the Syracuse event. A total of 119 library supporters came out for this opportunity to meet informally with their legislators to talk about libraries.

National Library Legislative Day: The CLRC Executive Director and a member of the CLRC Legislative Committee traveled to Washington, DC in May for the national version of library advocacy day. The New York State contingent included nine people. The full group met with our two Senators in the morning, and then broke into smaller groups for appointments with representatives in the afternoon. The national event focuses more on library legislation at the federal level, and less on funding.

Cataloging

Copy cataloging of new acquisitions is done for member hospital libraries at no charge under the Hospital Library Services Program. CLRC will also do copy cataloging for other member libraries at a cost of $3.49 per title, which includes updating the holding record to include the member institution’s OCLC symbol. In the past year, CLRC’s Outreach Coordinator handled 16,234 adds and deletes for member libraries.

Delivery

CLRC contracts with UPS CampusShip to provide a subsidized delivery service for libraries throughout the region on an as-needed basis. Member institutions pay $1.50 per package and the amount is added to the annual membership dues invoice. From July 2012 through June 2013, over 3,000 items were shipped within the region. Additionally, the area’s academic libraries participate in the statewide Empire Library Delivery Service run by the NY3Rs.

Job Postings

CLRC compiles and maintains a web page of current job postings for library and related information professional openings in upstate New York. The page attracted over 6,000 unique visitors in 2012-2013.

Digitization & New York Heritage Digital Collections

CLRC helps its members provide digital access to their unique, local, historical resources as a partner in New York Heritage Digital Collections, a statewide research portal that includes more than 200 unique collections. Institutions can get help with selecting materials for digitization, scanning, and uploading their digitized items. Local historical societies and organizations have been very interested in making their collections available in this manner. The new Heritage Membership category provides access to NY Heritage for Central NY’s historical and archival organizations. To date, 26 CLRC member organizations are participating and have contributed over 3,500 items.

Electronic Resources

CLRC works with database vendors to negotiate pricing for electronic resources for its member libraries. Some database subscriptions are fully or partially subsidized by grants through CLRC. OCLC’s WorldCat is available to all member libraries at no charge. The NewsBank America’s Newspapers Collection is available on a cost-share basis to libraries that wish to participate, and CLRC has negotiated favorable pricing on Encyclopædia Britannica for academic library members.

Library & Archival Resources Center (LARC)

CLRC maintains a professional development collection, with items available for loan to member libraries. The collection is now cataloged in the open-source ILS Koha and will be circulated through the same system.

Resource Sharing

CLRC member libraries are active interlibrary loan users, borrowing and lending a total of 167,747 items in the past year. CLRC facilitates interlibrary loans on behalf of its member libraries for a small fee, using OCLC’s WorldCat Resource Sharing or DECLINE as appropriate. The service is used by smaller member libraries that lack the staff and access needed to process their own interlibrary loan requests, and the fee is $4 per request (or $10 per request for affiliate members). In the last year, CLRC’s Resource Sharing Coordinator facilitated just over 550 requests on behalf of member libraries.

Weekly Update

CLRC collects library news items of interest to member libraries and compiles them into a weekly update that goes out to all members via the cnylib-l listserv. Our MailChimp service makes it easy to schedule the weekly deliveries, even when the responsible staff member is out of the office.