



CLRC

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**Medical Circuit
Librarian**
Angela Thor

**Emerging Technologies
Specialist**
Claire Enkosky

**Special Project
Assistant**
Rachel Becker

Clerical Assistant
Stephanie Helsher

MEMBERS

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

CENTRAL NEW YORK LIBRARY RESOURCES COUNCIL

2012-2013

CLRC

ANNUAL

REPORT



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.

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

Mission Statement

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

CLRC FINANCIAL REPORT: JULY 1, 2012 - JUNE 30, 2013

Statement of Profit and Loss Comparative

	6/30/2012	6/30/2013	Projected*
Total Revenues			
State Aid	\$314,708	\$321,506	\$336,967
Grants	\$300,793	\$355,624	\$310,791
Membership	\$24,353	\$24,442	\$22,935
Other	\$27,605	\$35,062	\$142,963
	\$667,459	\$736,634	\$813,656
Total Expenses			
Program Services	\$482,220	\$541,425	
Management & General	\$89,419	\$99,600	
Membership	\$56,592	\$71,279	
Program & Administration			\$502,865
Grants			\$309,885
	\$628,231	\$712,304	\$812,758
Surplus	\$39,228	\$24,330	\$906

* Projected figures are based on the Approved Budget for the Fiscal Period, 7/1/2012 to 6/30/2013

6/30/2012 Fund Balance	\$846,304
2012-2013 Surplus	+ \$24,330
6/30/2013 Fund Balance	\$870,634

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
 Digitization 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
 Using LibGuides and LibAnswers
 Gaylord 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

2012 - 2013 BOARD OF TRUSTEES

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

lynda.com 

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.

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

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 the 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.

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
- Conortia-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

RESOURCES & SERVICES

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 legislators 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.

RESOURCES & SERVICES

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 Encyclopedia 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 DOCLINE 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.