

MEMORANDUM

TO: Michelle Huck, Executive Assistant to the County Manager

FROM: Joann Gallagher, Secretary-Treasurer of SUPLA

SUBJECT: Agreement between County of Sullivan and Sullivan Public Library Alliance

DATE: May 21, 2012

Dear Michelle:

Enclosed are the following statements and information:

- a. Mission Statement for SUPLA (Attachment #1)
- b. List of participating libraries, their directors, and a statement indicating that they are each chartered by the State of New York and individually governed by their own set of bylaws. (Attachment #2)
- c. Copies of SUPLA's bank statements and cancelled checks for 2011 (Attachment #3)
- d. The annual plan for the Sullivan County appropriation is to maintain and improve automation and technology services in the Sullivan County Libraries.
- e. The detailed services that the Sullivan County libraries will perform are the following:
 - Provide and maintain computers and Internet access and services for the public;
 - Provide electronic interlibrary loan services and delivery of materials for Sullivan County residents;
 - Provide remote access via the Internet to the Ramapo Catskill Library System's shared database of library holdings and educational research software.

- f. Copies of SUPLA's minutes for 2011 (Attachment #4).
- g. The Annual Reports for the State of New York from each library (Attachment #5). These reports must be submitted to the Ramapo Catskill Library System annually. They are then reviewed by Brenda Adams, Fiscal Officer for RCLS. After her review, the Annual Reports are forwarded to the State.

Thank you very much for your kind assistance. Please call me (985-7233, ext. 114) if you require any additional information.

Sincerely,



Joann B. Gallagher
Secretary-Treasurer

5 enclosures
cc: SUPLA members