

**SOUTHEASTERN NEW YORK LIBRARY RESOURCES COUNCIL
APPLICATION FOR HUDSON RIVER VALLEY HERITAGE MEMBERSHIP**

The undersigned organizational representative is applying to the Board of Trustees of the Southeastern New York Library Resources Council for Membership in the Council as a Hudson River Valley Heritage (HRVH) member. The undersigned understands that the application will be reviewed in accordance with the Council Bylaws and the HRVH Membership Agreement. Upon notification of acceptance by the Council, Membership shall become effective upon receipt of dues as called for in the Bylaws.

- 1) Name of Organization: Town of New Paltz
- 2) Parent Organization (if any) _____
- 3) Address: 52 Clearwater Road, PO Box 550. New Paltz, NY 12561
- 4) Telephone (845) 255-0100 (Town Clerk)
- 5) Website URL: <http://www.townofnewpaltz.org/>
- 6) Organization's representative: Susan Stessin-Cohn

Title: Town of New Paltz Historian

E-mail: sstessin@gmail.com

- 7) Type of organization:
- () academic library
 - () non profit special library
 - () for profit (corporate) library
 - () theological
 - (X) government organization / agency library
 - () school library
 - () public library
 - () historical society
 - () archive repository
 - () museum
 - () other: _____

8) Organization's mission: The mission of the Town of New Paltz Historian's Office is to collect, preserve and make available to the public information and materials about the history of New Paltz.

9) The organization serves:

- (X) general public
- (X) k-12 students
- (X) college students
- (X) researchers
- (X) organization's professional and/or support staff
- (X) other professionals

10) Approximate number of users or visitors served: Unknown since they are housed offsite

Staff Profile

11) Number of paid staff dedicated to operating the organization: 1

Full-time _____

Part-time 1 _____

Professional staff (with Masters' Degree) 1 _____

Support staff: _____

12) Number of volunteer staff: I currently have four, but it may vary according to each semester.

Service Profile:

13) Does the organization have a collection?

(X) yes () no

14) Annual expenditures for collection materials in last fiscal year:

(please specify fiscal year:) _____ \$ 0

15) What is the source of the budget? For example, parent organization, community support through tax dollars, other? Tax dollars.

The Town of New Paltz is supporting annual HRVH fees.

16) Does the organization have one or more special collections of regional historical value that you are willing to contribute in digital format to the Hudson River Valley Heritage (HRVH) service?

(X) yes () no

17) Collection strengths (please be as specific as possible; what are the subject areas that comprise the collection?):

The founding of the Town of New Paltz

18) Material Types:

Does the collection contain?		How many?	Estimate how many you plan to digitize
<input type="checkbox"/>	Postcards		
<input checked="" type="checkbox"/>	Manuscripts		TBD
<input type="checkbox"/>	Diaries		
<input type="checkbox"/>	Letters		
<input checked="" type="checkbox"/>	Bound Text		
<input type="checkbox"/>	Photographs		
<input type="checkbox"/>	Audio/Oral Histories		
<input type="checkbox"/>	Video		
<input checked="" type="checkbox"/>	Maps		
<input type="checkbox"/>	Objects (3D)		
<input type="checkbox"/>	Others (please describe)		

19) Are these materials organized in any way?

(X) Yes () No () Not sure

If yes, what information is recorded about the materials/ (i.e. subjects, identifiers, descriptions, etc.)

There is a finding aid which can be viewed at: <http://www.huguenotstreet.org/new-paltz-town-records>

20) Does the organization provide on-site access to the collection?

(X) yes
By appointment
() no

Number of hours per week the organization is open: Varies seasonally

21) Does the organization have *high speed* internet access? (X) yes () no

21) Additional comments or information about the organization/collections?

The New Paltz Town Records consists of 10 cu. ft. of records stored in 19 boxes. At present, they are being temporarily housed at Historic Huguenot Street. Currently, the Town does not have a facility of its own to store these important documents.

Signature of Organization's Representative / Contact Person:

Susan Stessin-Cohn

Signature of Town of New Paltz Supervisor

Date of application: 10/1/2015

Membership categories and dues level for the fiscal year 2015 (July 1, 2015 to June 30, 2016):

HRVH Member	
Consortium	\$607
Cultural Heritage	\$220 X
Public	\$220
Special	\$220
School	\$220

Prorated from July 1 through June 30th.

Send Application to:

**Executive Director
Southeastern NY Library Resources Council
21 S. Elting Corners Rd.
Highland, NY 12528**

Please do not send payment with the application. SENYLRC will send an invoice once the application has been approved and processed.

Approved for Membership: _____

Executive Director, SENYLRC

Date

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