

MINUTES REGULAR MEETING OF THE  
BUFFALO AND ERIE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES  
DECEMBER 15, 2005

The regular monthly meeting of the Board of Trustees of the Buffalo and Erie County Public Library was held on Thursday, December 15, 2005, in the Central Library pursuant to due notice to trustees. The following members were present:

Rebecca L. Pordum, Chair  
Phyllis A. Horton, Vice Chair  
Frank Gist, Secretary  
John B. Long, Treasurer  
Richard L. Berger  
W. Lawrence Buck  
Annette A. Juncewicz  
Susan Maggiore  
Hormoz Mansouri  
Elaine M. Panty

Excused:

Jack Connors, out of town  
Judith K. Summer, excused  
Sharon A. Thomas, conflict  
Wayne D. Wisbaum , excused

Chair Rebecca L. Pordum called the meeting to order at 4:02 p.m. in the Joseph B. Rounds Conference Room.

Agenda Item B – Agenda/Changes to the Agenda. Chair Pordum entertained a motion to enter into Executive Session following New Business to discuss personnel matters. On motion by Ms. Horton with a second by Ms. Panty, approval was unanimous.

Agenda Item C – Minutes of the Meeting of November 17, 2005 . On motion by Ms. Juncewicz and a second by Ms. Horton, the Minutes were approved as mailed.

Agenda Item D – Report of the Chair. Ms. Pordum said she and the Director plan to meet with the Superintendent of Buffalo Public Schools on January 5<sup>th</sup> to explore collaborative efforts that can help the B&ECPL to better serve its public. She stated advocacy efforts would be stepped up and looks at 2006 as a rebuilding year for the Library System.

Agenda Item E – Committee Reports.

Agenda Item E.1 – Executive Committee. Trustee Phyllis Horton reported the Executive Committee convened on December 8<sup>th</sup> . Trustees Pordum, Buck, Horton, Panty and

Summer were present. The Director and CFO presented proposed agenda items for the December meeting, and the Executive Committee confirmed each item.

At approximately 4:30 p.m. , the Chair entertained a motion to enter Executive Session to discuss personnel matters, including potential appointments and compensation issues. Ms. Summer made the motion, seconded by Ms. Panty, and the vote to enter Executive Session was unanimous. No action was taken during Executive Session. At approximately 5:15 p.m. , Ms. Horton moved and Mr. Buck seconded a motion to return to public session, approved unanimously, whereupon the Chair entertained a motion to adjourn, which was moved by Mr. Buck, seconded by Ms. Horton and approved unanimously.

Agenda Item E.2 – Budget and Finance Committee. Dr. John Long asked Deputy Director Kenneth Stone to introduce business and finance items.

Agenda Item E.2.a – Contract Library Transfers. Mr. Stone said the routine transfers are within the budgets of the Elma and West Seneca Libraries. Ms. Juncewicz moved, Ms. Horton seconded, and the motion was carried unanimously.

WHEREAS, a request for budget transfers has been received from the Elma Public Library and West Seneca Public Library, now, therefore, be

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library approve transfers totaling \$468 within the budget of the Elma Public Library and \$7,000 within the budget of the West Seneca Public Library.

Trustee Buck arrived at approximately 4:08 p.m.

Agenda Item E.2.b – Adoption of 2006 Budget. Dr. Long believes it is important for every trustee to thoroughly read the budget documents prepared by Mr. Stone. It is a compilation of the Library's budget over the past two years. While it will be difficult to operate the System on this budget, it is necessary that it be approved. Mr. Stone informed everyone the budget information will be posted on the Library's website for the public's perusal. The B&ECPL will be operating at a funding level equal to what it received one decade ago. Mr. Stone thanked trustees for their patience and commitment during this painful process.

Chair Pordum thanked Mr. Stone on behalf of the Board. The document he prepared is very comprehensive. The explanation and breakouts will be an excellent tool for trustees to use in 2006 when decisions will be made about how to rebuild the System. Based on the number of FTEs that have been lost since 1975, it is amazing that there are still as many libraries as there are. This document will be referred to often in 2006.

Mr. Buck asked whether sufficient monitoring was in place to track the impact of diminished services on revenues and to determine how Erie County residents feel about the library services they are receiving. Mr. Stone said the lack of new library materials has a negative impact on revenues, and closed facilities hinder access. Open hours have

been structured so that within a given cluster, a community will have access to at least one library each day. Database use is tracked, and heaviest usage is from outside of library buildings. Wireless Internet access is being explored. The Library can help people even without a physical presence.

Ms. Panty inquired whether security would be compromised in libraries with reduced staffing. Mr. Stone said a decision was made that every Buffalo branch will have some security guard hours. However, it is possible that one of the two persons in a branch when it is open to the public will be a maintenance person. Ms. Horton moved for approval. Ms. Panty made a second. The 2006 budget was adopted unanimously as follows:

#### RESOLUTION 2005-59

WHEREAS, the Library and its patrons have suffered through 2005 budget reductions resulting from the Property Tax for Library Purposes being reduced more than \$2.5 million and the lack of new library materials (books, magazines, books on tape/CD, CDs, DVDs, electronic databases, etc.) resulting from the County's failure to issue bonds to support the 2005 Adopted Erie County Capital Budget's \$5 million allocation for said library materials, and

WHEREAS, in a letter dated July 6, 2005 , County Executive Giambra requested the Library, within 30 days, submit a draft . . . *balanced fiscal plan that includes:*

- *Holding the library property tax levy constant at the 2005 level for FY 06'.*
- *A program for addressing the issues raised in the Cohen report (and subsequent documents) regarding branches, specialization and services.*
- *A purposeful listing of funding needed to re-engineer the Buffalo and Erie County Library System over the 3 subsequent years of the fiscal plan. The ECFSA legislation allows for up to \$10 million per year for re-engineering initiatives. I would support some portion of that funding being designated for library re-engineering , and*

WHEREAS, the Library delivered its Four Year Plan and Budget within both the time and appropriation limits as contained in Resolution 2005-34, approved on August 4, 2005, and

WHEREAS, the Board's Planning Committee worked throughout the summer to address the service implications of reduced county funding, and

WHEREAS, after multiple meetings, including the receipt of passionate oral and written public comment, the Planning Committee forwarded a recommendation to fund 36 libraries in 2006 to the full Board of Trustees for formal action, and

WHEREAS, after additional public testimony and consideration, the full board on September 1, 2005 adopted Resolution 2005-36 approving a plan to fund 36 of the System's 52 libraries *based upon anticipated county support expected to be \$7 million less than the \$28.7 million provided in Library Tax and Library Materials funding in 2004* , and

WHEREAS, on August 2 nd , the Library received budget instructions for preparing a formal 2006 budget request conforming to the County Executive's guidelines and at an August 23, 2005 meeting with County budget staff, these guidelines were again confirmed and a budget request due date of September 2, 2005 was assigned, and

WHEREAS, consistent with Resolution 2005-36, the Board of Trustees on September 1, 2005 approved Resolution 2005-40, the Library's 2006 Budget Request, subsequently modifying same via Resolution 2005-43 approved by the Board on September 15, 2005, and

WHEREAS, the Library's budget request was accepted without change in the County Executive 's 2006 Proposed Budget, and

WHEREAS, on November 15, 2005, the Erie County Legislature adopted a 2006 County Budget which also made no changes to the request, providing \$21.7 million in property tax for library purposes and no capital funds for library materials, and

WHEREAS, *this amount is \$7 million and 24.5% less in operating and library materials support than the Library received in 2004 and reduces county funding to the level provided ten years ago* , and

WHEREAS, within this reduced allocation, the Library must generate the necessary operating savings to absorb library materials funding back into the operating budget, to offset the growing cost of health insurance and retirement and to offset anticipated termination, unemployment insurance and related one-time downsizing costs, and revenue losses that may result from these reductions, and

WHEREAS, because of the need to absorb up to \$2 million in one-time downsizing costs, the amount carved out of the operating budget for 2006 library materials purchases is \$1.994 million, \$3 million LESS than the 2005 Adopted (but not received) Capital Budget and only about half the amount needed to properly support the 36 remaining libraries funded in the 2006 proposed budget, and

WHEREAS, a funding loss of this magnitude cannot be addressed without painful adjustments to library operations throughout the County, and

WHEREAS, these difficult actions will result in loss of funding for 16 libraries and reduced hours of service and staffing throughout the rest of the System, and

WHEREAS, the County has requested to utilize Erie County Fiscal Stability Authority (ECFSA) Incentive Grant proceeds that, while not specifically identifying a library

project, did include a \$3 million - \$5 million varying by year request for a "Productivity Bank" allowing departments to propose projects to make one-time investments that result in reduced expenditures on a long-term basis, and

WHEREAS, the Library's proposed \$2.5 million project to further intra/intermunicipal library consolidation projects, fits this criteria, and

WHEREAS, with any restructuring and downsizing of this scale and magnitude, the need to make adjustments to address unanticipated bargaining unit and civil service issues have and undoubtedly will continue to arise and need to be promptly addressed as implementation moves forward, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library adopts the attached *2 006 Operating and Grants Budget* , and be it further

RESOLVED, that the Board of Trustees requests the Erie County Executive and Erie County Legislature undertake the actions necessary to provide at least \$2 million of the 2005 Adopted Erie County Capital Budget's \$5 million allocation for library materials to the Library to facilitate an orderly transition of the library materials budget back to the B&ECPL operating budget, and be it further

RESOLVED, that the Board of Trustees supports continued pursuit of Erie County Fiscal Stability Authority (ECFSA) Incentive Grant proceeds for the Library's proposed \$2.5 million project to further intra/intermunicipal library consolidation projects, and be it further

RESOLVED, that the Board of Trustees recognizes that the Director will need to implement adjustments to address unanticipated bargaining unit, civil service or related issues within the overall confines of the total personnel services budget.

Agenda Item E.2.c – Amend 2006 Budget. Mr. Stone informed trustees this amendment encompasses personnel changes that have occurred since the budget was proposed, mainly due to civil service interpretations and bumping situations. The changes result in a net savings of \$23,497. This resolution allocates the savings to the library materials account to help offset reductions. On motion by Mr. Buck and a second by Ms. Panty, approval was unanimous.

#### RESOLUTION 2005-60

WHEREAS, on December 15, 2005 , the Board of Trustees of the Buffalo and Erie County Public Library adopted Resolution 2005-59, adopting the Buffalo and Erie County Public Library's 2006 budget, and

WHEREAS, given the compressed timeframe allotted for budget development this year combined with the sheer magnitude of changes, a number of budget adjustments to address unanticipated restructuring issues have arisen since the Library's budget request was submitted, and

WHEREAS, since Erie County has adopted an allocation for the Library that is unchanged from the Library's request, it creates the least confusion to make these changes by amending the 2006 budget after adoption rather than modifying the 2006 budget before adoption, and

WHEREAS, the net impact of these changes results in a net personnel savings of \$23,497, and

WHEREAS, due to the need to fund one-time downsizing costs, the 2006 library materials budget is only one-half of what it should be to properly serve a 36- library system and could benefit from supplement, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library amends the 2006 adopted budget as follows:

<b>Account Description</b>	<b>Adopted Budget</b>	<b>Revised Amount</b>	<b>Change</b>
Full-Time Salaries	\$7,388,916	\$7,240,923	(\$147,993)
Wages, Part-Time	\$1,768,916	\$1,838,660	\$69,744
Wages, Reg Part-Time	\$461,843	\$522,657	\$60,814
Employer FICA Reg	\$636,504	\$635,423	(\$1,081)
Employer FICA-Medicare	\$148,860	\$148,607	(\$253)
Hospital &Mecical-Retiree	\$793,590	\$791,850	(\$ 1,740)
Retirement	\$1,686,669	\$1,683,681	(\$ 2,988)
<b>Subtotal Personnel Account Changes</b>			<b>(\$23,497)</b>
<b>Library Materials</b>	<b>\$1,994,504</b>	<b>\$2,018,001</b>	<b>\$23,497</b>
<b>Net Change</b>			<b>\$0</b>

Agenda Item E.2.d – State Aid Construction Grant Award. This resolution accepts a New York State construction grant in the amount of \$39,755 and allocates the funds to build a secure, climate-controlled storage space for archival collections. Ms. Juncewicz moved for approval. Ms. Panty made a second, and approval was unanimous.

#### RESOLUTION 2005-61

WHEREAS, the Central Library would benefit from a project to provide secure, environmentally appropriate storage for archival collections , and

WHEREAS, the Buffalo & Erie County Public Library Board of Trustees strongly supports this project, which is consistent with the goals outlined in Expanding Horizons:

Directions for Superior Public Library Service in Erie County and the System Five-Year Plan of Service, 2001-2006 , and

WHEREAS, in Resolution 2005-44, as revised by the Executive Committee of the Board of Trustees of the Buffalo and Erie County Public Library, staff was directed to transmit to the New York State Division of Library Development a recommendation to allocate an estimated \$39,755 in State Library Construction Grant funds for this Central Library project, and

WHEREAS, t he Library has received notice that \$39,755 in State Public Library Construction Grant funding has been awarded for this project, now, therefore, be it

RESOLVED, that the Buffalo & Erie County Public Library Board of Trustees amends the 2005 (if necessary based upon confirmed receipt of the initial grant proceeds) and/or the 2006 Grants Budget to establish/carry forward this \$39,755 State Public Library Construction Grant project as shown below:

	<b>Grants Budget</b>
Revenue From State Grant	\$ 39,755
Project Expenditures	
Archival Storage Project	\$ 39,755

Agenda Item E.2.e – Monthly Financial Report. A report was distributed that contained final numbers for October and preliminary numbers for November. Mr. Stone pointed out that natural gas costs will exceed budget by year's end. Electric may be slightly under budget, which could offset the shortfall for gas. Temperatures at the Central Library have been lowered to help compensate for increased rates. In response to a question from Mr. Buck, Mr. Stone said the Library participates in Erie County 's Aggregate Purchasing Pool, which results in savings through contract leveraging.

Agenda Item F – Report of the Director. Director Michael Mahaney extended holiday wishes to the Board from the staff of the Library. In regard to re-use plans for former library buildings, he referred trustees to his written report. Several re-use plans have been proposed, and negotiations are on-going.

The Director referred to a recent article in the *Buffalo News* that dealt directly with the human price associated with closing libraries. It also mentioned administrative compensation. Mr. Mahaney said the Library's administration is smaller than it has ever been. There are fewer positions now, and there have been downgrades and reductions in those ranks. Five members of the Admin Team received one-half of the increase that was granted to members of bargaining units. The Director defended those modest increases.

However, in 2006 managerial/confidential fringe benefits will be reviewed as a possible area to control costs.

The Director called on Deputy Director Ruth Collins to brief Board members on the upcoming Chocolate Passion event to be held on December 20<sup>th</sup> at the Choco-Logo factory/store downtown. All proceeds from this fundraising event will benefit children's programming for the System. She also displayed new gift items available at the Library's gift shop.

The following was submitted by the Director and transmitted to Board members prior to the meeting.

**Through Collaboration and Imagination Many Closed Libraries Find New Life:** Due to 2005 budget cuts and the prospect of limited funding in 2006, more than one dozen library buildings across Buffalo and Erie County no longer operate as public libraries today. Nevertheless, several vacated B&ECPL locations will serve the community in a new form and fashion next year. B&ECPL trustees and staff continue to collaborate with local library boards and public officials to envision and define re-use proposals for buildings that will not function as public libraries in 2006. Many hold genuine promise. Through the intercession of Buffalo Common Council Members **Dominic Bonifacio** , **Rich Fontana** , **Marc Coppola** and others, former branch library buildings will be reborn as homes for community organizations (e.g., Massachusetts Avenue Project and Parkside Community Association) or as volunteer-operated reading rooms. A recently introduced proposal from Council Member **Bonnie Russell** might transform the former Kensington Branch into a school library for the neighboring Westminster Charter School . In Cheektowaga , the former North Branch will become a public access historical records facility while the former South Branch takes on a new mission as a community youth center, both operated by the Town of Cheektowaga . In the former West Falls Library, the Town of Aurora has collaborated with an incorporated group of friends to establish a reading room to serve both the unincorporated area of West Falls and nearby residents of the Town of Colden . Other communities (i.e., Hamburg , Lancaster and Tonawanda ) continue to explore re-use alternatives, and B&ECPL representatives will assist them in their efforts, pursuant to Board Resolution 2005-41, which allows the transfer of library property to efforts that will benefit the residents of areas where the local library has closed. CIO **Shirley Whelan** , **Dave Kozlowski** and other members of the Network Support staff have worked diligently to develop a new model for the stand-alone computers that will be transferred (pursuant to the above resolution) to political subdivisions planning to re-use vacated library buildings. This team has gone above and beyond the call of duty, developing an “image” with a new set of programs including a shareware anti-virus application, an open-source Microsoft Office “look-alike” system and the Internet Explorer browser complete with necessary add-on programs, such as Adobe Acrobat. While these computers will be fully functional, it is important to stress that 1) new building occupants must arrange for Internet service and set-up communication options; 2) workstations are not “locked down” and 3) B&ECPL cannot provide ongoing technical support for any transferred equipment.



**Chocolate Passion to Benefit B&ECPL:** Although B&ECPL's Development Office is not formally established, members of the staff have already begun to explore fund raising opportunities to benefit the Library. On November 20<sup>th</sup>, downtown Buffalo's only chocolate factory shop, Choco-Logo, will host "CHOCOLATE PASSION," a chocolate sampling event with ALL proceeds to benefit B&ECPL children's programs. This delectable event takes place from 4 to 7 p.m. at Choco-Logo Confectionery Design, located at 141 Broadway, between Elm and Michigan, a literal stone's throw from the Central Library. Guests will enjoy a tour of a working chocolate factory, samples of Choco-Logo's exquisite chocolates, wine and hot cocoa tastings and a chance to win a Choco-Logo gift basket. The factory shop will also be open for last minute holiday gifts and stocking stuffers. Tickets are \$10 per person. Trustees, staff, friends and the general public are encouraged to attend. For reservations call 858-8900, or visit the B&ECPL website at [www.buffalolib.org](http://www.buffalolib.org). Due to space constraints, timed reservations are required by noon on December 20<sup>th</sup>. The B&ECPL is grateful to Choco-Logo for this fun/fund raising opportunity and looks forward to future partnerships.

**Frank E. Merriweather, Jr. Library Project One Step Closer to Completion:** Progress continues and includes the delivery of shelving and furniture, beginning December 1<sup>st</sup>. The materials theft detection system is scheduled for installation during the fourth week of December. Contracts for the design and installation of the projection systems in the auditorium and training lab await action by the Library Foundation, which must advance funds prior to reimbursement by the **Margaret L. Wendt** Foundation. Library representatives continue to collaborate with officials of the City of Buffalo, which owns the building, to plan a January 2006 opening celebration.

**Gates Foundation Computer Grant Application Complete:** A grant application to the **Bill and Melinda Gates** Foundation to replace aging computer workstations at libraries in the Cities of Buffalo and Lackawanna is nearly complete and will be presented to the B&ECPL Board of Trustees at its December meeting. Many thanks go to Corporate Information Officer **Shirley Whelan**, Community Relations Officer **Ami Patrick**, Extension Services Administrator **Sharon Holley** and librarian **Pat Covley** for their invaluable assistance in crafting a compelling application. A significant challenge in developing this application was to justify the Library's request for the full complement of computers when next year there will be fewer branches in operation than there were when the original Gates' grants were submitted. Ms. Whelan has been so persuasive in her efforts to illustrate the extraordinary needs of the Library that Gates Foundation Program Manager **Steve Brill** has indicated provisionally that B&ECPL's hardships will not penalize it from receiving the maximum number of computers even though the number of eligible libraries is significantly fewer than it was last year. If awarded, the total value of the grant will be \$301,000 — one of the largest awards in B&ECPL history — and will purchase at least 201 new computers for public use.

**More Libraries Join Centralized Human Resources Program:** Toward the end of 2005, the Orchard Park Public Library became the ninth contracting library to opt into B&ECPL's Centralized Human Resources (CHR) Program. Begun as a pilot project in 2001, CHR is reminiscent of the early days of the B&ECPL, when local library boards voted one-by-one over the course of several years to join the new county-wide

system. Most recently, on November 21 st , the Clarence Public Library's Board of Trustees voted unanimously to become a CHR participant. Other libraries that have chosen to join CHR in 2006 are Eden, Elma , Hamburg and North Collins. In all, 14 of B&ECPL's 22 contracting libraries will participate in CHR before the end of 2006. In addition to those listed above, participants include libraries in the City of Tonawanda and the Towns of Aurora, Lancaster , Newstead, Marilla, Grand Island , Tonawanda and Collins, representing nearly two-thirds of B&ECPL's contracting libraries.

**B&ECPL Receives Retrospective Conversion Grant:** Subsequent to a meeting on November 15 th , B&ECPL was advised that its 2006 Regional Bibliographic Databases (RBDB) grant proposal for retrospective conversion was approved in the amount of \$7,500 by both the Western New York Library Resources Council (WNYLRC) Regional Automation Committee and the WNYLRC Board of Trustees. Final approval is still required from the Division of Library Development at the New York State Library. B&ECPL had requested \$15,000; however, due to the limited availability of funds, the RBDB Reading Team approved the B&ECPL proposal at 50% of the requested amount. Funds will be used to create bibliographic records for titles in the Central Library's closed stacks. The closed stacks remain a treasure trove of research materials not currently entered into B&ECPL's online catalog. B&ECPL relies on funds from WNYLRC to advance this important project, which benefits all of Western New York and the research community worldwide.

**B&ECPL Takes Part in Community Collaboration Videoconference:** On November 30 th , COO **Ruth Collins** , Central Library Administrator **Peggy A. Skotnicki** and Children's Department Manager **Beverly Federspiel** joined the Director at a national videoconference entitled "Partnerships for a Nation of Learners" at WNED-TV. In addition to the presentation, sponsored by the Corporation for Public Broadcasting and the Institute for Museum and Library Services, the session proved to be a great opportunity for networking with local organizations, including several arts and cultural groups.

**Town of Tonawanda Library Announces Leadership Changes :** With the recent appointment of **Kate Weeks**, former Manager of Central Library's Business, Science and Technology Department, as Director of the Town of Tonawanda Public Library , effective November 26 th , System Public Services Administrator **Carol A. Batt** has relinquished her role as interim director for that system. We wish Mrs. Weeks great success in her new assignment and express our gratitude to Mrs. Batt for her invaluable contributions in assisting the Tonawanda libraries during an exceptionally challenging period of transition.

**Ring of Knowledge Provides Fitting Venue for Rare Etruscan Artifacts:** On November 19 th , the newly redesigned "Ring of Knowledge" was christened with a program entitled "Etruscan Clay and Metal Artifacts," presented by artist and Buffalo State College Professor of Design **Stephen Saracino** . As part of a 2005 Artists' Fellowship from the New York Foundation for the Arts, Saracino offered a brief history of the Etruscans, a discussion of their artifacts and an overview of his research.

**Literally Speaking Concludes 2005:** The last book discussion of 2005 featured *The First Desire* by Buffalo native **Nancy Reisman** and was led by Central librarian **Cynthia Van Ness**. The group looks forward to January when the bestseller, *The Kite Runner* by **Khaled Hosseini**, will be featured.

**Despite Budget Cuts, Outreach Continues:** On November 16<sup>th</sup>, Children's Department Manager **Beverly Federspiel** and branch librarian **Brian Hoth** presented "New Titles for 2005 in Children's and YA Literature" at the 7<sup>th</sup> Annual Buffalo School Library Conference. The session covered book talks on new and nearly new titles, including popular graphic novels, for 30 Buffalo School Library Media specialists.

**Popularity of Self-Checkout Machines Continues to Grow:** Since a collaboration with Wendy's Restaurants began at the end of October, offering patrons who use self-checkout equipment a coupon redeemable for Wendy's products, use of self-checkout machines has increased more than 60% when compared to the first six weeks after installation.

**Additional Revenue Generated:** In the second month of charging fees for picking up or canceling reserve requests, more than \$8,500 was assessed and \$6,800 (which represents approximately 79% of the total assessments) actually collected from patrons. Assessments in November have decreased 7.5% from October while approximately the same amount in fees was actually collected. Overall, the number of holds being placed has fallen significantly from 2004 when the Library was purchasing a respectable amount of new material (books, magazines, media, etc.). To illustrate, in August 2004, 87,244 requests were placed in the system — in November 2005, there were only 23,884.

**RECON Project Accelerated:** The massive retrospective conversion of monographs in the Central Library's closed stacks nears completion. In 1997, a scientifically valid sampling of Tiers A and B determined that 357,000 monographs did not appear in the online catalog. Central librarians have been pulling out the stops in an effort to complete as much of this multi-year project as possible before many of them are laid off as the result of budget cuts. Their professionalism and dedication have resulted in the conversion of 95% of the Humanities and Social Sciences closed stack collection, the last to undergo RECON. Also to be commended are the Support Staff for cataloging and inventorying these titles, and Central Clerical Activities Team (CCAT) for handling discards. Librarian **Bruce Weymouth** estimated that 4 more months at this intense pace are needed to finish the project. The extensive serials collections on the tiers have yet to undergo retrospective conversion.

**Program Features Children's Celebrity:** On November 9<sup>th</sup>, the Children's Department welcomed author and storyteller **Rafe Martin** for a special program. Children from urban and suburban schools attended, as did homeschoolers and students from UB's School of Informatics. Mr. Martin treated the audience of 264 to two of his well-known tales and also expounded on the importance of imagination. Children and adults were enthralled. Children's Department Manager **Beverly Federspiel**

acknowledged **Jerry Browning** , President of Rotary Club of Buffalo Sunrise, who was in the audience, for his group's sponsorship of this program.

**Buffalo Spree Features B&ECPL:** Two Central Library gems — the genealogy collection and the **William H. Smith** *Map That Changed the World* — are featured in the December 2005 issue of *Buffalo Spree Magazine* . Grosvenor Room Manager **Amy Pickard** provided feature writer **Devon Deems-O'Connor** with unique anecdotes and enlightening information on conducting genealogy research in the Grosvenor Room. The *Map That Changed the World* exhibit is featured in the magazine as well. This positive piece should encourage even more visits to the Central Library.

**B&ECPL Treasures Showcased:** On December 1 st , the Library's Rare Book steward and manager of the Humanities Division, **Elaine Barone** delivered a lecture entitled “Treasures of the Rare Book Room: William Smith Is Not Alone,” as part of the Geology Lecture Series held each Thursday evening at the Central Library. The series augments the *Map That Changed the World* exhibit that closes at the end of this year.

**Administrator Tells Tall Tales:** Extension Services Administrator **Sharon Y. Holley** took second place at the Liar's Contest/Tall Tale Telling during the 23 rd Annual National Black Storytelling Festival and Conference. Sponsored by the National Association of Black Storytellers, Inc., the conference convened at the Tampa Bay Performing Art Center in Tampa , Florida , November 9 th through 13 th . Ms. Holley devotes vacation time each year to attend this conference in pursuit of her hobby and true vocation.

**Lecture Illuminates Niagara Movement:** On December 1 st , the Central Library's Mason O. Damon Auditorium was the site for one in a series of programs for the Niagara Movement Centennial Distinguished Lecture Series. **Dr. Barbara Nevergold** , co-editor of *Uncrowned Queens* , spoke on “From Pan-AM Protest to the Niagara Movement.” **Dr. Peggy Brooks-Bertram** , co-editor of *Uncrowned Queens*, and Extension Services Administrator **Sharon Holley** were respondents. Buffalo State College, Erie Community College , WKBW-TV, *The Buffalo News*, *The Buffalo Criterion* and *The Challenger* sponsored this free lecture series.

**Library Remembers Rosa Parks:** On November 30 th , in commemoration of the 50 th Anniversary of the Montgomery Bus Boycott, educator and community activist **Mrs. Eva Doyle** presented a tribute to the late Ms. Rosa Parks in cooperation with the North Jefferson Branch Library. An audience of more than 50 attended the film presentation with discussion and refreshments.

**Rotary Club of Buffalo Sunrise Supports Children's Services :** The smaller of the two Rotary Clubs that serve the Buffalo area, the Rotary Club of Buffalo Sunrise (RCBS) has been a good friend to the Library. Continuing the club's generosity in support of children's services, the RCBS lists the Children's Department as one of three organizations (along with Rotary Youth Exchange and Habitat for Humanity) that will benefit from the group's fundraising efforts again next year. A portion of the proceeds from magazine sales will be directed to the Library for a children's author visit. Library

trustees and staff are invited to support the drive by renewing their personal magazine subscriptions — or initiating new subscriptions for themselves, family and friends through this website: <http://www.fundraisingmagazines.com/rcbs/>. Be sure to use the tracking code #RCBS at the shopping cart checkout when ordering to ensure that Rotary is credited with the sale. Using this method will benefit the Children's Room and other worthwhile charities.

**Stand-Alone Circulation Process Improved:** For several days in November, the telecommunications link to the Lackawanna Public Library failed due to weather-related problems in the area. During that outage, staff at Lackawanna used the Sirsi Stand-Alone automated circulation product. In the weeks following the outage, a number of problems were discovered. CIO **Shirley Whelan** and **Roseann Hausrath** of Network Support met with Lackawanna staff to reinforce training for the product and learned that some instructions require updating. Currently, Ms. Hausrath is finalizing revised instructions and will share them with all libraries when complete.

**Miscellaneous Meetings and Appearances:** On November 21<sup>st</sup>, the Director was a guest on **Judge Penny Wolfgang's** radio program *On Target*, which was broadcast on November 27<sup>th</sup>. On November 22<sup>nd</sup>, the Director met with B&ECPL legal counsel **Patrick Martin** and Erie County Attorney **Laurence Rubin** to discuss issues of ownership of library materials and Erie County's risk management program. On December 1<sup>st</sup>, the Director visited the Cultural Education Center in Albany to meet with other library system directors and the State Library's Division of Library Development (DLD) staff to discuss New York State Aid to libraries and the functions and responsibilities of various DLD personnel. On December 2<sup>nd</sup>, CFO **Ken Stone**, Human Resources Officer **Mary Jean Jakubowski** and the Director attended a joint retirement reception for Eden Library Director **Susan B. Minekime** and Clerk **Cheryl Colvin**. Many friends, family, library staff, public officials and library patrons extended Sue and Cheryl warm wishes and good luck in their retirement. On December 5<sup>th</sup>, the Director met with UB Provost **Satish Tripathi**, Library Foundation Treasurer **Gordon Gross**, Deputy County Executive **Bruce Fisher**, UB Poetry Curator **Michael Basinski** and others to discuss the potential for a consolidated rare book repository and exhibition center in Buffalo. Further meetings and discussions are planned. On December 6<sup>th</sup>, COO **Ruth Collins** and the Director met with **Ewa Ziarek** of the Humanities Institute, **Josephine Hogan** and **Laurence Shine** of the Irish Classical Theatre, B&ECPL counsel **Patrick Martin** and **Sarah Ruszczyk** of Albright Knox Art Gallery to discuss future program collaborations and exhibitions at the Central Library. On December 7<sup>th</sup>, B&ECPL Trustees **Elaine Panty** and **Judy Summer** joined contracting library trustees **George Oliver** (Aurora), **Mark Weber** (Cheektowaga), **Richard Earne** (Grand Island), **Johanna Fallon** (Hamburg), **Albert Martin** (Lancaster), Collins Library Director **Karen Koch** and B&ECPL administrators **Ruth Collins**, **Ken Stone**, **Shirley Whelan** and the Director at the **Julia Boyer Reinstein** Library to discuss alternative forms of governance and funding for the B&ECPL and how these issues can be presented to best advantage at the B&ECPL's 2006 Trustee Workshop.

*A Final Note...*

**B&ECPL Staff Due Praise:** Winter is a cold season, but this winter is especially harsh as many of our colleagues depart due to layoffs, and many of those who remain will be affected by downgrades and bumping. Staff camaraderie is inspiring as everyone pulls together to make this transition as transparent to the public as possible. We cannot begin to express our respect and gratitude for the staff's performance and decorum under these very trying circumstances.

Agenda Item G – Nominating Committee Election. Ms. Pordum stated the Library's Bylaws stipulate that a Nominating Committee consisting of five members, three of whom shall be nominated from the floor and two of whom shall be appointed by the Chair, must be selected in December. The Board Chair will also name the Chair of the committee. Ms. Panty nominated Susan Maggiore, Sharon Thomas and Wayne Wisbaum. Pursuant to the powers vested in her, Ms. Pordum appointed Larry Buck and Judy Summer, with Ms. Summer acting as Chair. Ms. Horton seconded the nominations. There being no further nominations, Ms. Horton motioned to close nominations and was seconded by Dr. Mansouri. The Nominating Committee was approved unanimously as proposed.

Agenda Item H – Report of the Foundation Director. Executive Director Anne Leary was unavailable due to illness. Therefore, no written or verbal report was presented.

Agenda Item I – Public Comment. Martin J. Sawma, 73 Flower Street , Buffalo , voiced his displeasure with the B&ECPL policy for posting and distributing notices and flyers.

Valerie Niederhoffer of Buffalo feels children who live in neighborhoods where libraries have been closed will have a difficult time visiting other library branches for service.

Monica Rzepka, 20 Clayton Street , Buffalo , stated the Fronczak Library opened over 100 years ago and has been at its current location for 40 years, but it is slated to close December 16 th . Its stated purpose was to help “make intelligent and good citizens.” The library is still needed for this purpose. The Polish collection at Fronczak is the only free collection available to the public, and only a small portion of that collection is being moved to the East Clinton Branch. She would like to know what will happen with the remaining portion of the Polish collection.

Andrew Golebiowski, 109 Rosemead Lane , Cheektowaga , urged the Board to give community members affected by the Fronczak Branch closing sufficient time to develop a re-use plan for that building. He said many children use the library's reading room.

Chair Pordum replied that she and the Director have had discussions with Chairman George Holt and Council President David Franczyk regarding the Fronczak Branch.

Agenda Item J – Unfinished Business. No unfinished business.

Agenda Item K – New Business.

Agenda Item K.1 – Gates Foundation Grant. Chief Information Officer Shirley Whelan informed trustees that the Bill and Melinda Gates Foundation has provided the B&ECPL System with over \$640,000 in five separate grants, which began in 1998. In August, the Library received an invitation from the Gates Foundation to apply for a new grant in the amount of \$301,500 that would be used to replace aging computers and update software. Despite the closing of many branches in the City of Buffalo , Ms. Whelan was able to convince the grantors to provide the full amount because the System will still be serving the same number of patrons at remaining branches. Permission was requested to submit the application to the Gates Foundation. Ms. Horton moved for approval. Mr. Buck seconded, and approval was unanimous.

#### RESOLUTION 2005-62

WHEREAS, the Mission of the Buffalo and Erie County Public Library is to “Connect our diverse community with library resources that enrich, enlighten and entertain,” and

WHEREAS, the Bill & Melinda Gates Foundation has provided the Buffalo and Erie County Public Library with more than \$640,000 in grants since 1998, and

WHEREAS, the Buffalo and Erie County Public Library has been invited by the Bill & Melinda Gates Foundation to apply for the Public Access Computer Hardware Upgrade Program Grant for up to \$301,500, and

WHEREAS, staff has completed an application for the Public Access Computer Hardware Upgrade Program Grant, in accordance with the Rules and Requirements, and

WHEREAS, the deadline to be considered for grant funds is December 30, 2005 , now therefore be it

RESOLVED, that the Board of Trustees approves the application for the Bill & Melinda Gates Foundation Public Access Computer Hardware Upgrade Program Grant and authorizes the Board Chair to execute the application.

The Chair entertained a motion to enter into Executive Session at 4:46 p.m. This was moved by Ms. Panty, seconded by Mr. Buck and approved unanimously.

At 5:22 p.m. , upon motion by Ms. Horton and a second by Ms. Panty, the Board reconvened in public session. Chair Pordum read proposed Resolution 2005-63 as follows:

#### RESOLUTION 2005-63

WHEREAS, The Unconsolidated Laws of the State of New York authorize the Buffalo and Erie County Public Library Board of Trustees to appoint a Director for a three-year term; and

WHEREAS, Michael C. Mahaney completes his first three-year term as Director on December 31, 2005 ; and

WHEREAS, Michael C. Mahaney has fulfilled his responsibilities as Director to the satisfaction of the Board, now, therefore, be it

RESOLVED, that the Board hereby authorizes the re-appointment of Michael C. Mahaney as Library Director for a three-year term, from January 1, 2006 through December 31, 2008, and be it further

RESOLVED, that the terms of the re-appointment include the continuation of all active employee and retirement benefits, including health and pension benefits provided as of December 31, 2005, throughout the three-year term of re-appointment; and be it finally

RESOLVED, that his current salary shall remain in effect but is subject to review and adjustment, effective July 1, 2006 , and thereafter on an annual basis by the Board of Trustees.

Ms. Horton moved for approval; she was seconded by Dr. Long. Approval was unanimous. Ms. Pordum thanked Mr. Mahaney for agreeing to lead this institution for another three years and assured him the Board has complete confidence in his abilities, appreciates his efforts and looks forward to continuing to work with him.

Mr. Mahaney introduced the next item of business. He asked Deputy Director Ruth Collins and Assistant Deputy Director Mary Jean Jakubowski to stand. Two months ago a Development Office plan was approved. Mr. Mahaney believes Ruth Collins has demonstrated that she has the capacity to help the Library transition towards the establishment of a Development Office. He asked Mrs. Collins if she would agree to accept the responsibility to assist the Library in establishing the Development Office, including the coordination of a volunteer services program. He proposed the B&ECPL enter into an annual agreement with Mrs. Collins for at least one year to assist in setting up a Development Office and in recruiting a permanent Development Officer. Mrs. Collins agreed to undertake this duty.

Mr. Mahaney further stated that Mrs. Collins would be retiring from her Deputy Director Chief Operating Officer duties at the end of the year. He proposed appointing Assistant Deputy Director Mary Jean Jakubowski to this Deputy Director position for a three-year appointment. He read Resolution 2005-64 for Board consideration.

#### RESOLUTION 2005-64

WHEREAS, The Unconsolidated Laws of the State of New York authorize the Buffalo and Erie County Public Library Board of Trustees to appoint Deputy Directors for three-year terms, and



WHEREAS, the Library Director has determined that Mary Jean Jakubowski is the most qualified individual to fill the position of Deputy Director, Chief Operating Officer, and

WHEREAS, Mary Jean Jakubowski exceeds all civil service and other requirements for the position, now, therefore, be it

RESOLVED, that the Board hereby authorizes the appointment of Mary Jean Jakubowski to the position of Deputy Director, Chief Operating Officer, at an initial salary of \$85,000, for a three-year appointment to be effective January 1, 2006.

Mr. Buck moved for approval. Ms. Horton seconded. The resolution was approved by a vote of nine to one, with Dr. Mansouri voting in the negative.

There being no further business, on motion by Dr. Long and a second by Ms. Junciewicz, the meeting was adjourned at 5:28 p.m.

Respectfully submitted,

Frank Gist

Secretary