

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

Rebecca L. Pordum, Chair
Frank Gist, Secretary
John B. Long, Treasurer
Richard L. Berger
Annette A. Juncewicz
Elaine M. Panty
Judith K. Summer
George M. Zimmermann, Trustee Emeritus

Excused:

W. Lawrence Buck, conflict
Jack Connors, conflict
Phyllis A. Horton, out of town
Susan Maggiore, illness in family
Hormoz Mansouri, out of town
Abdul H. Raof, on sabbatical (resigned)
Sharon A. Thomas, conflict
Wayne D. Wisbaum, out of town

Agenda Items A and B – Call of the Roll and Approval/Changes to the Agenda. Chair Rebecca L. Pordum called the meeting to order at 4:06 p.m. in the Joseph B. Rounds Conference Room. As a quorum was not present, in accordance with B&ECPL Bylaws Article II, Section 3, the Chair made a motion to adjourn the regular Board meeting and set the date for the next Board meeting on October 20, 2005 . On a second by Ms. Juncewicz, the regularly scheduled Board meeting was adjourned unanimously. Also pursuant to Bylaws, the Executive Committee convened on September 15, 2005 at 4:08 p.m. to consider action items that had been scheduled for the full Board meeting. The proposed Board agenda was approved by the Executive Committee.

Agenda Item C – Report of the Chair. The Chair reported that she and the Director met with County Executive Joel Giambra regarding the importance of receiving the minimal funding requirements of the B&ECPL System with 36 branches, which is \$21.7 million. The County Executive made assurances that amount would be in the budget. The Legislature could choose to increase funding. Hopefully, it will not decrease funding, which would cause further cutbacks in the System. Discussion centered on the process the Library Board used. County officials are grateful for the efforts of this Board. A meeting was also held with officials from the Town of Tonawanda and its Library Board. The Chair asked Trustee John Long to update the B&ECPL Board on the actions of the Town of Tonawanda Library Board .

Dr. Long stated the Town Board, Library Board, other elected officials and members of the public held a meeting to discuss library services in the Town. The Library Board elected to close three libraries. The Town is investigating sites to build a new state-of-

the-art library building that will serve all residents. The Library Board received full support for the actions being taken. The meeting was very worthwhile because people from the community had an opportunity to express themselves, and at the same time, the Library Board had an opportunity to exchange points of view and explain the financial situation. Any additional funds that may be allocated to the Town Library System will be used to strengthen the two libraries that remain and bolster low staffing levels.

Agenda Item F – Report of the Foundation Director (taken out of order). At the request of Executive Director Anne Leary, Chair Pordum reported on the successful *The Map That Changed the World* function held last evening. Author Simon Winchester presented an excellent program, the ambience of the newly renovated space was wonderful, and it is hoped the entire project will bring some much-needed dollars to this Library and to the community it serves. On behalf of the B&ECPL Board, Ms. Pordum thanked Ms. Leary, the Foundation Board and Board President Victor Rice for a job well done.

Agenda Item D – Committee Reports.

Agenda Item D.1 – Budget and Finance Committee. Dr. Long stated he discussed budget and finance items with Deputy Director Kenneth Stone and requested that Mr. Stone present the matters to trustees.

Agenda Item D.1.a – Amend 2005 Budget: State Member Aid. Mr. Stone reported Senator Dale Volker sponsored a member aid item to benefit the Aurora Town Public Library in the amount of \$8,000. On motion by Ms. Panty, with a second by Ms. Summer, the resolution was approved unanimously.

RESOLUTION 2005-42

WHEREAS, the Library received notification from the State Department of Education that “A grant-in-aid in the amount of \$8,000 has been apportioned to your library system,” and

WHEREAS, this member aid item was sponsored by New York State Senator Dale Volker to assist the East Aurora Public Library, and

WHEREAS, supplemental private and public grants are regularly sought to augment library equipment materials and other needs, and

WHEREAS, given the fiscal challenges facing both Erie County and New York State (hence local and state library aid), authorizing the contract library to retain these funds until such time as it is needed to offset 2005 or 2006 budget cuts and/or future aid reductions is advisable (and strongly encouraged), now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library gratefully accepts the \$8,000 in state aid, and be it further

RESOLVED that the Board of Trustees of the Buffalo and Erie County Public Library approves a budget amendment to the 2005 budget, increasing revenue and expense as follows:

SAP Commitment Item #

Revenue#408160 Expense#516010

Fund Center State Aid Special Contractual Payments

East Aurora Public Library #4205110 \$8,000 \$8,000

and be it further

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library authorizes the above contracting library to retain these funds until such time as it is needed to offset 2005 or 2006 budget reductions or future state or local aid reductions, and be it further

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library strongly suggests the contracting library retain these funds for the above purposes, and be it further

RESOLVED, that a copy of this resolution and a revised Exhibit A be transmitted to the above library to implement the change.

Agenda Item D.1.b – Amend 2006 Budget Request. Mr. Stone explained this resolution would amend the Library's budget request, which was approved at the September 1 st meeting. These amendments simply involve final personnel adjustments within full-time, part-time and overtime expense lines. The bottom line is unchanged. Ms. Panty moved for approval, Ms. Summer made the second, and the following was approved unanimously.

RESOLUTION 2005-43

WHEREAS, on September 1, 2005 , the Board of Trustees of the Buffalo and

Erie County Public Library adopted Resolution 2005-40, the Buffalo and Erie County Public Library's 2006 budget request, and

WHEREAS, given the compressed timeframe allotted for budget development this year combined with the sheer magnitude of changes, the Library's budget request needed to be submitted based upon estimates before detailed “position runs” could be finalized, and

WHEREAS, said runs are now available and, while there is no change to the bottom line, there are changes among individual accounts, and

WHEREAS, given that retirements, turnover and similar changes will likely occur as the Library works with the Erie County Budget Office throughout the 2006 budget development process, additional adjustments and corrections will likely be needed, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library adopts the following changes to the B&ECPL's 2006 budget request:

Account Description	Original Amount	Revised Amount	Change
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Full-Time Salaries	\$7,462,107	\$7,388,916	(\$73,191)
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Wages, Part-Time	\$1,737,207	\$1,768,916	\$31,709
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Wages, Reg Part-Time	\$ 433,592	\$ 461,843	\$28,251
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Overtime	\$ 118,813	\$ 132,044	\$13,231
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Net Change \$0

and be it further

RESOLVED, as the Library staff works with the Erie County Budget Office throughout the 2006 budget development process, staff be authorized to make similar corrections and adjustments, while not increasing the overall budget request. Any such changes would be reported back to the Board and incorporated in the final 2006 budget for consideration by the Board once Erie County 's allocation to the Library is determined.

Agenda Item D.1.c – Monthly Financial Report for July. Mr. Stone brought two important issues to the Board's attention. The most obvious is the lack of a County-funded library materials budget for 2005. Prospects for receiving these funds are growing dim, so the action taken in August to cut the 2005 operating budget by 20% was absolutely required. Without that action, the Library would have been unable to pay bills in September. Being forced to transition the entire library materials budget back to the operating budget due to the lack of capital funding for materials in 2005 means the Library is being asked to operate a library system on an economy of ten years ago.

Ms. Pordum stated she is extremely concerned about the lack of a book budget for next year and said the Board needs to get creative and mount an aggressive campaign to lobby Legislators to restore book money. She does not want patrons to get out of the habit of visiting libraries because the B&ECPL doesn't have what they need. She is also looking to library supporters for help. The State delegation will be asked to increase funding, given current circumstances. Libraries need to answer the call of the youth of this area because school libraries have also been cut back in some areas. The Chair suggested one of the Board's committees begin work on lobbying and also collaborating with the Foundation, perhaps with adopt-a-book programs, to get more books into libraries. The

B&ECPL should also seek sponsors, such as *The Buffalo News* sponsorship of that newspaper in all libraries.

Mr. Stone went on to say some capital project items from prior years that had been previously committed, such as Central renovation and Merriweather projects, are being delayed because the County put a lock on tobacco securitization funds. The Library has requested these funds be unlocked because vendors are waiting for payments.

Agenda Item E – Report of the Director. Director Michael Mahaney updated trustees on library closings. The Town of Tonawanda closure plan is in place, and Cheektowaga is also moving forward to reduce its number of libraries from four to two. Buffalo is reducing a number of libraries. The Town of Aurora is closing West Falls . Formal confirmation of plans from Lancaster , Hamburg and Amherst are forthcoming. Some of the 2005 closings are related to fourth quarter funding shortfalls. There have been meetings with officials from the City of Buffalo regarding reuse of library buildings.

Unfortunately, the process of reducing the size of the Library System involves the elimination of many staff positions. Affected employees received preliminary notice this week. About 80 positions will be eliminated or downgraded, resulting in bumping. In 2004, this System had 400 full-time employees. The B&ECPL is projected to have 217 full-time employees in 2006.

Mr. Mahaney thanked the Foundation and its many partners for sponsoring *The Map That Changed the World* events. Digicon Imaging will be recognized for its donation of copies of *Harry Potter and the Half-Blood Prince* at the October meeting.

He reported the Library has received permission to gain greater access to the County's financial reporting systems, so the B&ECPL can expedite implementation of the Centralized Human Resources program. Libraries are waiting to participate. The Library will lobby to see if it might receive more than \$21.7 million, and certainly not less than that amount. The County Executive 's four-year plan specifies \$21.7 million.

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

2006 Budget Update: On September 7th , the Buffalo and Erie County Public Library transmitted its 2006 budget request to County Executive **Joel A. Giambra**. That request was developed under the direction of the Library Board's Budget and Finance Committee, reviewed by the Board's Executive Committee and approved by the full B&ECPL Board at a special session on September 1st . Pursuant to Resolution 2005-40, this budget request reflects the maximum funding level endorsed by the County Executive , \$21.7 million — more than \$7 million less in County support than the Library received in 2004. Unfortunately, a funding loss of this magnitude cannot be absorbed without painful adjustments to operations throughout the Library System. A total of 16 libraries will not receive B&ECPL revenues next year. The remaining 36 libraries must contend with income reductions that will affect hours, personnel and services. Full-time staffing throughout the System will decline by a significant margin, with a projected 217 full-time

employees in 2006 as opposed to a total of 400 only last year. The 2006 budget proposal also includes a request for a \$2.5 million Erie County Fiscal Stability Authority Incentive Grant to pursue opportunities to develop new model libraries that can serve the community better. On September 8th, Board Chair **Rebecca Pordum** and the Director met with the County Executive to reinforce the need for adequate funding to implement the Board's plan for 2006. The County Executive stated emphatically that he will recommend a \$21.7 million appropriation for the Library in 2006.

Limited Materials Funds Distributed: On August 4th, the B&ECPL Board implemented a 20% reduction in fourth quarter operations for all libraries in the System to address the lack of a \$5 million capital appropriation from Erie County. This action has allowed the transfer of funds from various operating accounts to pay for databases, periodical subscriptions and a limited amount of new print and non-print materials. As a result of these transfers, more high demand titles are being offered and more copies are being allocated on centrally prepared RUSHlists. In addition, all libraries identified to receive System funds in the proposed 2006 budget have received a nominal individual materials budget for use during the remainder of 2005. To facilitate ordering and processing in a timely manner, System checklist production has resumed. These checklists offer B&ECPL libraries the opportunity to select new adult, juvenile and media materials and allow for consolidated System purchasing. Last month, to address continuing deficiencies with the B&ECPL materials budget, the Office of System Public Services began preparing checklists of new and high demand materials to allow libraries to purchase titles, on a consolidated basis, with private monies. Thirty libraries took advantage of the opportunity. A total of 435 copies of juvenile titles, 261 copies of adult items, and 619 media items were selected. These orders totaled a list price of \$26,281.38. All materials will be fully cataloged, listed in the Library's database and available for request by cardholders throughout the county.

Central Library Renovation Proceeds: Work continues on the Popular Materials Department renovation. New flooring should be installed by mid-September and shelving can be delivered for installation later in the month. The target for reopening is mid-October in anticipation of the annual New York Library Association (NYLA) Conference to be held in Buffalo beginning October 26th.

Frank E. Merriweather, Jr. Library Project Nears Completion: Delayed skylight deliveries have extended the project timetable into November. Skylights and associated glasswork are expected to arrive at the site during the second half of September. Shelving and furniture deliveries are being rescheduled to coincide with the completion of interior finishes. Library staff has been preparing and evaluating bid specifications for the theft detection system, training lab A/V equipment and auditorium projection systems. The Library then needs to move the collection, equipment, etc., for a long-awaited December grand opening.

Genealogy Story Has Happy Ending: Not only did Grosvenor Room librarian **Pat Monahan** help a patron in her genealogy search, she also became privy to its successful outcome ? something that librarians don't often experience in such situations. More than 60 years ago, a woman was given up for adoption. Armed with only her birth mother's

name and address, she visited the Central Library to find her roots. She used local newspapers to find her own birth notice and then began to scour high school yearbooks. Later, when she visited her mother's home to take a photograph, an elderly neighbor told her that her family had moved to the Jamestown area. A researcher there found an obituary for the woman's grandfather ? with her birth mother's married name included. This information led her to Mayville and further discoveries, including the nursing home where her mother and stepfather live and the surprising fact that she has six half-sisters. When last contacted, the woman expressed uncertainty over whether she would be welcome in her mother's life, but she was happy just to have learned her identity. Her gratitude for the Library's assistance and encouragement was profuse.

Artvoice Cites Librarian as Hero: The August 25th issue of *Artvoice* named Central librarian **Cynthia Van Ness** a “Local Hero” for her efforts toward local historical preservation and in recognition of her mayoral appointment as president of the Buffalo Preservation Board.

Electronic Ordering Introduced Via Staff Intranet: A new audio-visual material selection tool has replaced a paper-based system that required manual typing and tabulation of orders as well as the necessity of photocopying lists for all 52 libraries. The program contains all appropriate review information for selection as well as the bibliographic information required by the Acquisitions Department for ordering. This automated checklist has already proven to be a timesaver for all aspects of the ordering process. Thanks go to two former B&ECPL webmasters (**Brian Fending** and **Brian Alessi**) for the design and development of the program, which also allows staff remote access to the checklist.

Library Participates in Parent Power : On August 20th , librarian **Sandra Blackman** (Children's Department) represented the Library at a “Parent Power” workshop sponsored by New York State Senator **Byron Brown** and New York State Assembly Member **Crystal Peoples**.

Public Thanks Library for Outstanding Service: Recently, in appreciation for the excellent service he received from Interlibrary Loan staff (**Susan Kriegbaum -Hanks**, **Ros D'Amico** and **Alina Freeman**), patron Kyoo Chung sent the Library a \$200 donation to purchase new materials. On August 31st , the Service Corps of Retired Executives (SCORE) announced it would present a check for \$5,000 to the Library to purchase business books for the Central Library's Business, Science & Technology Department. A formal presentation will take place in September.

Staff Participates in “Map that Changed the World” Exhibit: Librarian Manager **Elaine Barone** (Humanities & Social Sciences Department), librarian **Rob Alessi** (Grosvenor Room) and senior page **Keri Thomas** (Rare Book Room) continue to devote time and energy to this major exhibit and joint collaboration with the Library Foundation. They continue to work with Hadley Exhibits, Pencil in the River, Digicon, Fine Arts Conservation, Crowley Webb, SUNY-Buffalo, the Museum of Science and other local organizations involved in the project. **Tracy Gregg** from the UB Geology Department announced the exhibit at a national meeting for geologists involved in

extraterrestrial mapping. Several requested information on visiting Buffalo to view the map. The exhibit opens to the public September 15 th .

Miscellaneous Meetings and Appearances: On September 6 th , the Director was in-studio for the live broadcast of the *Crossroads* program on Adelphia-TV's Channel 13. Host **Peter Anderson** posed questions regarding B&ECPL budget cuts and potential closings. On September 7 th , administrative staff met with contract library directors to discuss proposed 2006 budget allocations and to distribute final 2005 contracts.

Agenda Item G – Public Comment. Kathy Peterson from the Parkside Community Association spoke on behalf of area residents and asked the Board not to close the Fairfield Library. She asked for an extension of the closing date to give interested parties time to explore reuse options if the B&ECPL no longer operates the building.

Margaret Wright of South Buffalo opposes the closing of city branch libraries and believes city libraries are being disproportionately targeted. She feels trustees have an obligation to maintain library services in all branches and equated the closing of libraries to burning books.

George Vossler of Beard Avenue asked trustees to reconsider closing the Fairfield Library as it is an important anchor for several neighborhoods. He is worried the building may deteriorate if the library moves out.

ElizaBeth Berry of Save Our Libraries feels it is unfair some towns that are able to come up with additional funds will be able to keep their libraries open, while areas without extra funds will not. She is against using County capital funds to build new libraries.

John Klukowski of Cazenovia Street does not think any libraries, especially in Buffalo , should be closed. He has received no support for this from his Councilman or County Legislator . He feels the Library needs to re-start its advocacy program to promote libraries. If taxes are going to be increased, the Library should receive more money.

Agenda Item H – Unfinished Business. No unfinished business.

Agenda Item I – New Business.

Agenda Item I.1 – State Aid Construction Program. Rather than lose available monies, Mr. Mahaney said B&ECPL staff is exploring the eligibility of state construction funds towards Central Library renovations. Due diligence throughout the System has determined no other eligible projects are being advanced at this time. Because an application must be forwarded to the State prior to the October 20 th Board meeting, Library administration requests preliminary approval pending development of an eligible project. Ms. Panty moved for approval. Ms. Summer made a second.

Ms. Panty inquired whether construction funds could be applied towards the Central Library's asbestos abatement project. She was informed funding of this grant, in the amount of \$39,755, would be insufficient to complete any of the remaining asbestos

removal projects as only large open areas remain to be abated. Each of those areas will require several hundred thousand dollars for abatement. The Chair called for a vote, and the matter was approved unanimously.

RESOLUTION 2005-44

WHEREAS, the FY 2005-2006 New York State Aid for Public Library Construction program includes an allocation for the Buffalo and Erie County Public Library, to be distributed to eligible projects within the Library System, and

WHEREAS, B&ECPL staff continue to explore a renovation project in the Central Library's Children's Department, and

WHEREAS, that project has the potential to meet the eligibility requirements of the State program, and

WHEREAS, under the program guidelines and the timetable of the current funding cycle there are no other B&ECPL applicants eligible for these funds, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library direct staff to transmit to the New York State Division of Library Development a recommendation to allocate these funds for the Central Library Children's Department renovation project, should the project be sufficiently defined to meet criteria and should matching funds be identified.

Agenda Item I.2 – Reappointment of Kenneth H. Stone . Mr. Mahaney reminded the Board that in accordance with the 1953 Act and the Library's Bylaws, the Director and Deputy Director positions require three-year appointments. Mr. Stone's term is up in September. Mr. Mahaney recommended he be reappointed for another three-year term. Mr. Stone has been with the B&ECPL for nine years and has delivered exemplary service. Ms. Panty moved for approval, and Ms. Summer made a second. Approval was unanimous.

RESOLUTION 2005-45

WHEREAS, the Director has determined that the performance of Deputy Director Chief Financial Officer Kenneth H. Stone has been exemplary, and

WHEREAS, Mr. Stone has indicated a willingness to accept another three-year appointment, now therefore be it

RESOLVED, that the Board of Trustees hereby approve the appointment of Kenneth H. Stone to the position of Deputy Director—CFO for a three-year appointment, effective September 30, 2005 .

There being no further business, on motion by Ms. Horton with a second by Ms. Summer, the meeting was adjourned at 5:00 p.m.

Respectfully submitted,

Frank Gist

Secretary