

MINUTES
REGULAR MEETING OF THE
BUFFALO AND ERIE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES
DECEMBER 21, 2006

The regular monthly meeting of the Board of Trustees of the Buffalo and Erie County Public Library was held on Thursday, December 21, 2006, in the Central Library pursuant to due notice to trustees. The following members were present:

Rebecca L. Pordum, Chair

W. Lawrence Buck, Vice Chair

Richard L. Berger, Treasurer

Sheldon M. Berlow

Jack Connors

Phyllis A. Horton

Susan Maggiore

Elaine M. Panty

Judith K. Summer

Sharon A. Thomas

Wayne D. Wisbaum

Excused: Frank Gist

Annette A. Junczewicz, conflict

John B. Long

Hormoz Mansouri, ill

Chair Rebecca L. Pordum called the meeting to order at 4:05 p.m. in the Joseph B. Rounds Conference Room.

Agenda Item B – Agenda/Changes to the Agenda. No changes to proposed agenda.

Agenda Item C – Minutes of the Meeting of November 16, 2006. The Minutes were moved by Ms. Horton, seconded by Ms. Panty and approved unanimously as mailed.

Agenda Item D – Report of the Chair. Ms. Pordum announced the good news that the Erie County Legislature unanimously adopted the Library Protection Act as a permanent local law. After many years of receiving one- or two-year renewals, the current legislative body voted to make this law permanent. The Library will no longer have to worry about mid-year budget surprises. The Chair particularly highlighted the role of Legislator Michele Iannello, who chairs the Community Enrichment Committee. Ms. Pordum asked trustees to thank their County Legislators. Another noteworthy act by County Legislators was the allocation of an additional \$500,000 for the Library.

The Chair reported Dr. John Long resigned from the Library Board. Copies of his letter were distributed to Board members. On a positive note, Judy Summer was reappointed to the Board for another five-year term. Ms. Summer is an extremely dedicated trustee, and the Library benefits greatly from her faithful service to this institution. County Executive Joel Giambra appointed Judge Mario J. Rossetti to the Board of Trustees. He will replace Dr. Long. Judge Rossetti's term begins on January 1 st .

Agenda Item D.1 – Election of Nominating Committee. The Chair reminded trustees that a Nominating Committee must be appointed in December so that a slate of officers can be elected at the January meeting. Ms. Panty nominated Sharon Thomas, Annette Juncewicz and Rebecca Pordum. As Board Chair, Ms. Pordum named Judith Summer and George Zimmermann as her two appointees, and requested Ms. Summer to act as Chair of the Committee. Mr. Buck seconded the nominations, which were approved unanimously.

Agenda Item E – Committee Reports.

Agenda Item E.1 – Executive Committee. Mr. Buck reported the Committee met on December 14 th with all members present. Proposed agenda items were discussed and confirmed for presentation to the full Board. At 4:45 p.m., the Chair and Director informed the Committee of the need to respond to a request from the Library Foundation, reinforced by communication from the Attorney General's Office, to expedite approval of the proposed “Guidelines” memorandum distributed at the November Board meeting. After some discussion, at approximately 5:15 p.m., Ms. Horton made a motion, seconded by Mr. Buck, and the Executive Committee unanimously adopted the following resolution.

RESOLUTION 2006-63

WHEREAS, pursuant to Article VI, Section 1 of the *Bylaws of the Buffalo and Erie County Public Library*, “The Executive Committee, in intervals between meetings of the Board of Trustees, shall have all the powers and duties of the Board of Trustees not inconsistent with law,” and further, that: “All Trustees should be notified of any actions within three (3) business days,” now therefore be it

RESOLVED, that the Executive Committee authorizes the Chair to initial the “Memorandum Regarding Guidelines for Future Cooperation and Communication,” such action to be communicated to the full Board within three (3) business days.

Copies of the adopted resolution were distributed to trustees as part of the regular monthly Board packet mailed December 15 th . Mr. Buck commented that this Resolution was a result of the efforts of many people, with a lot of give and take by both parties. It is something for both organizations to build on. Ms. Pordum reiterated Mr. Buck's comments and thanked, in particular, Trustees Berger, Berlow, Buck, Connors and Wisbaum. Many meetings were held to discuss the issues involved. The entire Board has been involved in the process. She feels the Library will be able to move forward with this agreement in place. It is a new beginning that, hopefully, will usher in a new era of cooperation between the Library and the Library Foundation. All legal approvals have been received, and assets will be transferred to the Community Foundation of Greater Buffalo by the end of the year. Ms. Pordum stated she has spoken to Mr. Wisbaum, who is now Acting President of the Library Foundation Board, and they have begun planning for the future. Steps have been undertaken for recruitment of a development officer.

Mr. Wisbaum agreed that everyone worked very hard on this matter. However, he wished to single out Trustee Sheldon Berlow, without whose perseverance and resolve this agreement would not have been realized. Mr. Berlow received a round of applause. Mr. Wisbaum also thanked Jack Connors for hosting two presentations and Rick Berger for coordinating the presentations.

Mr. Wisbaum went on to say he met with Gail Johnstone, head of the Greater Buffalo Community Foundation, to particularize the details of the transfer and ensure it would be in place before the end of this year. He expressed confidence that this agreement will lead to improved cooperation and communication between the two organizations.

Mr. Berlow thanked Victor Rice for agreeing to the discussion process that took place and to Trustees Berger and Connors, who represented the Foundation. He expressed his hope the past could be put to rest and looks forward to everyone working together.

Agenda Item E.2 – Budget and Finance Committee. Mr. Berger said the Board needed to act upon adoption of the 2007 budget, and he asked Deputy Director Kenneth Stone to present the resolutions.

Agenda Item E.2.a – Contract Library Transfers. Mr. Stone said this matter involves routine transfers in the budgets of the Aurora Town, Amherst and Cheektowaga Public Libraries. Ms. Horton moved, Ms. Maggiore seconded, and approval was unanimous.

RESOLUTION 2006-64

WHEREAS, requests for budget transfers have been received from the Amherst Public Library, Aurora Town Public Library and Cheektowaga Public Library, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library approve transfers totaling \$246 within the budget of the Amherst Public Library, \$2,351 within the budget of the Aurora Town Public Library and \$22,565 within the budget of the Cheektowaga Public Library.

Agenda Item E.2.b – Adoption of 2007 Budget. Mr. Stone brought to the Board's attention some minor corrections made on page 4 of the 2007 Budget handout. The Library asked for an increase of \$2.3 million in restorations. The Legislature approved an increase of \$500,000, which fully funded Urgent level restorations. This will ensure that all B&ECPL libraries that were not meeting New York State minimum standard open hours in 2006 will meet the minimum requirements in 2007. The Essential level of restorations required \$696,000. Because the balance remaining after restoring Urgent requests was \$247,000, that series of requests was pared back. Items that remained maximized impact on public service by adding open hours. Ms. Horton moved for approval. Mr. Berger seconded her, and approval was unanimous.

RESOLUTION 2006-65

WHEREAS, the Library and its patrons have suffered through 2005-2006 budget reductions resulting from the loss of \$7 million (24%) in County support for operations and library materials versus the amount provided in 2004, and

WHEREAS, this reduction forced painful actions that resulted in the closing of 15 libraries and reduced hours of service and staffing throughout the rest of the System, and

WHEREAS, after exploring every opportunity to streamline, innovate, and fundraise, as of fall 2006 at least three libraries were not open enough hours per week to meet New York State minimum standards, and

WHEREAS, the County funding reduction caused the Library System itself to fail New York State local funding maintenance of effort requirements for the year ending 2005, and

WHEREAS, while Library staff is working with State officials on the process of requesting a temporary waiver to avoid a 25% reduction in New York State Library System Aid, such a waiver may be granted only once every five years, and any further County funding reductions could have dire consequences, and

WHEREAS, to proactively address the situation, the Library's 2007 budget request contained groupings of service restoration proposals, starting with the most urgently needed to prevent future library closings and progressing through a series of service restorations that would allow a restructured and downsized Buffalo & Erie County Public Library System to successfully meet continued high public demand for service at a cost that would still be less than the taxpayers provided before the County's fiscal crisis, and

WHEREAS, in a welcome gesture of support for public libraries, the Erie County Legislature funded \$500,000 of the Library's restoration request in the recently adopted Erie County 2007 budget, and

WHEREAS, this much appreciated restoration ensures that all communities will meet New York State minimum open hour standards, and assists in rebuilding services at libraries remaining open, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library adopts the *2007 Budget* , utilizing the following sources to provide library services in 2007:

\$22,171,833 – Property Tax for Library Purposes

\$ 2,154,567 – New York State Aid – Operating Budget

\$ 540,050 – Use of Fund Balance

\$ 1,116,795 – Library Fines, Fees and Other Revenue

\$25,983,245 – Total Operating Budget

\$ 721,995 – Library Grants Budget

\$26,705,240 – Combined Operating and Grants Budget , and be it further

RESOLVED, that the budget documents and schedules be promptly posted on the Library's website and all needed forms and accounting entries to implement this budget and its allocation of the \$500,000 County Legislature funded service restorations be promptly completed and transmitted.

Ms. Panty inquired about the status of repairs at the North Park Library. Mr. Stone informed the Board about the proposed construction grant request for North Park. The City of Buffalo has already completed work that addresses water seepage and dampness concerns at that facility.

Ms. Pordum was very grateful to the Legislature for granting additional funds that will enable the B&ECPL to increase open hours at several libraries. Adding services will be a top priority any time additional funding becomes available, either from Erie County or individual municipalities. Ms. Horton thanked Mr. Stone for his tireless efforts to sustain the best library services possible under current budgetary constraints. Ms. Pordum said the entire administrative staff has a solid reputation with County officials because their facts are always accurate and up-to-date.

Agenda Item E.2.c – Monthly Financial Report. The financial report for the period ending November 30, 2006 was provided for information.

Agenda Item F – Report of the Director. Director Michael Mahaney told trustees copies of the revised Bylaws were at each trustee's place. He thanked Board members for all their hard work and faithful service to the community. He also thanked library staff and the community, including elected leadership for their collaboration and cooperation. Residents have demonstrated an appreciation and understanding of the value of libraries. The B&ECPL has come a long way in the past 12 months.

Mr. Berger inquired about the status of hiring a development officer. Mr. Mahaney replied that Development Director Ruth Collins drafted the required materials needed to begin the process. He is currently reviewing the drafts and anticipates the package will be ready for Board review in January.

Ms. Panty thanked Ms. Collins for the excellent job she did on the recent “Talegate with Tasker” fundraising event. Photos taken at recent Library events were shared with trustees. Ms. Pordum asked trustees to consider making a donation to the Library's new annual giving campaign. Ms. Collins reported briefly on early results from the mailing. For a first-time mailing, a one-percent return is considered a success, and the B&ECPL has already exceeded that return rate.

Mr. Buck asked about the status of System-wide WiFi installations. Mr. Mahaney said all Buffalo branches are now WiFi accessible. He anticipates all libraries in the System will have WiFi by the end of 2007. Information regarding WiFi accessible locations is posted on the website, and additional publicity promoting this new service will be disseminated in January.

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

Legislature Adopts 2007 County Budget, Adds \$500,000 to Library Levy: On December 1 st , the Erie County Legislature , by a vote of 11 to 4, adopted a 2007 County budget that provides \$500,000 more in Library support than the County Executive's proposed budget. The County levy for Library purposes will rise from the 2006 level of \$21.7 million to \$22.2 million in 2007. Without doubt, the Library requires much more than \$500,000 to address its many needs, but this is a promising step in the right direction. These additional funds will benefit libraries that failed to meet New York State standards in 2006 and other libraries whose hours of service were reduced to levels that can only be described as unacceptable. Advocacy from many library friends, including patrons, trustees and other stakeholders, encouraged the Legislature to find additional revenue to regain some of the ground lost over the past two years.

Legislature Makes Library Protection Act Permanent: On December 14 th , all 15 Erie County Legislators assembled in Old County Hall for the final legislative session of 2006, and the vote was unanimous to make the Library Protection Act (LPA) a permanent local law. First enacted in 1992 as “temporary” legislation to safeguard the Library's annual budget appropriation, the LPA designates a portion of Erie County's Real Property Tax exclusively for Library purposes. The LPA neither sets a tax rate nor

assures a specific level of funding, but it does guarantee that funds appropriated for the Library's use cannot be reduced or reappropriated by Erie County during the course of the year ? a practice that persisted prior to 1992. For 14 years, B&ECPL trustees, staff and friends have urged lawmakers to extend the term of this law beyond one- or two-year renewals and make it permanent. This action by the County Legislature represents a landmark in B&ECPL history and serves as encouraging evidence that the Library and Erie County government have become stronger partners in delivering higher levels of service to the taxpayers of Erie County .

B&ECPL Technology Plan Completed: To begin the formal application process for e-Rate discounts for the period July 1, 2007 through June 30, 2008, regulations require that a technology plan covering that period must be “written.” In compliance, B&ECPL Corporate Information Officer **Shirley Whelan** has written and filed *The Buffalo and Erie County Public Library Technology Plan, 2007-2010* . As in 1998, 2001 and 2004, the plan will be submitted to the New York State Division of Library Development for approval by the specified deadline, in this case March 31, 2007. Prior to submittal, members of the B&ECPL staff have an opportunity to update the plan with any additions or changes resulting from the adoption of a final 2007 Budget and/or 2007 Goals and Objectives. The *Technology Plan* supports all of the elements of the *Five-Year Plan of Service* adopted by the B&ECPL Board of Trustees in September. It includes projects that ensure B&ECPL will not only continue to meet the basic technology needs of library patrons and staff but *exceed* those expectations. Integrated in the plan are some exciting new concepts, including “Technology Centers” with advanced programs for desktop publishing and video editing and important productivity improvements in the delivery of staff training and document workflow. Execution of the *Technology Plan* will be challenging. Its objectives can be achieved only through a continued commitment to maintaining the infrastructure that incorporates new technologies as they become available (e.g., wireless access in all libraries). The future of the Library System demands that B&ECPL continually reinforces its position as a leader in technology.

B&ECPL Participates in Attempt to Break Record for Simultaneous Reading : On December 13 th , 95 students from the Enterprise Charter School joined several homeschooled children, guests, staff and witnesses at the Central Library's Ring of Knowledge in hopes of entering *The Guinness Book of World Records* . B&ECPL was one of 2,451 locations worldwide participating in an attempt to break the record for the “Most People Reading Aloud Simultaneously in Multiple Locations.” WKBW-TV Channel 7 personality **Mike Randall** served as master of ceremonies and delighted the audience with magic tricks and humorous remarks until 12:00 noon (sharp!) when he led everyone in reading a selected passage from **E. B. White's** children's classic, *Charlotte's Web* . Erie County Legislator **Michele Iannello** , Miss Greater Niagara 2007 **Christina Joseph** and Twin District Volunteer Firefighter **Lawrence Jakubowski** served as officials. Children were treated to cake and took home a bag filled with fun activities. Sponsor Walden Media supplied free copies of *Charlotte's Web* for those who participated. Children's Department Manager **Beverly Federspiel** organized the event with the help of her department staff and many other B&ECPL employees who assisted with the program, served as witnesses or joined in the reading. Reportedly, 547,826

readers in 50 states and 28 countries gathered to compete for the world record. Final results will be posted in January.

Talegate with Tasker Offers an Evening of Fundraising and Fun: Charming, funny, and genuinely nice are just a few of the complimentary adjectives used to describe former Bills special team's star **Steve Tasker**. He and co-author **Scott Pitoniak** discussed their new book, *Tales from the Buffalo Bills*, to a very enthusiastic audience in the Mason O. Damon Auditorium on November 28th. Following the free public presentation, the authors hosted a "Tale"gate party in Fables café and the Ring of Knowledge area. Sponsored by the Development Office, the evening fulfilled a dual objective: fun and fundraising. The \$15 admission charge covered the costs of the event (including fabulous Fables chili) and a donation towards future programs for youth. Throughout the evening, guests enjoyed Buffalo Bills' highlight films from the glory years and had a chance to bid on autographed sports memorabilia. Mr. Tasker circulated, shared stories from the locker room and signed books and sports items for fans. He and co-author Pitoniak donated their time for the event, and the Taskers donated \$300 to the Library from that evening's book sale proceeds! Trustees attending included **Becky Pordum**, **Phyllis Horton**, **Elaine Panty** (a lucky raffle winner!), **Judy Summer** and **Larry Buck**.

Installation of New Gates Computers Completed: In March 2006, B&ECPL secured a grant of \$301,500 from the **Bill and Melinda Gates** Foundation to purchase 201 new computers for libraries in Buffalo and the City of Lackawanna. All of these computers have been purchased and installed. Patron feedback has been extremely positive. For example, former Extension Services manager **Diane Bockrath** recently informed CIO **Shirley Whelan** that she regularly visits four Buffalo branches to use their computers because they are so much better than her home computer. In a related anecdote, a job coach from Phoenix Frontier, a local organization similar to Goodwill, reports that she advises her clients to use the Library's computers to access the Internet in their efforts to find meaningful work. The Gates Foundation has advised B&ECPL about reporting requirements for this Public Access Computer Hardware Upgrade Grant (PACHUG). Online reports must be filed by March 31, 2007 and must include information on how funds were expended in 2006. In addition, a brief library technology survey, focused on "Sustaining Public Access Computing Services," must be completed.

Library Complies with Control Board Directives: Subsequent to a meeting with Executive Director **Ken Vetter** of the Erie County Fiscal Stability Authority (ECFSA) on November 15th, both ECFSA and the Library agreed on mechanisms to enable the Library to secure permission to fill job vacancies and execute contracts in excess of \$50,000. To date, ECFSA has been extremely responsive, acting favorably within 48 hours or less on all requests to fill vacant positions. As the annual agreements between B&ECPL and its 22 contracting libraries exceed ECFSA's \$50,000 threshold, these, too, will be subject to ECFSA oversight and approval.

WiFi and USB Port Projects Proceed: As 2006 draws to a close, the Network Office is delighted to report that all Buffalo branches and both public floors of the Central Library

are now wireless hotspots where patrons can connect their laptops to B&ECPL's website and electronic resources, as well as the Internet, without plugging in. Most contracting libraries now offer wireless access, and more will be converted in 2007. In other technology news, USB port access is now available at all 37 B&ECPL locations, so patrons can easily connect their personal electronic storage devices (e.g., flash drives) to library computers for data transfer. These upgrades have proved extremely popular with the public.

Downloadable Audio Books Available for Testing: A team of B&ECPL staff (**Shirley Whelan, Carol Batt, Ann Kling, Peggy Errington, Jennifer Trigilio, Peter Arnold, Mary Schiffhauer, Johnny Hsu, Dawn Peters** and **Dave Wojtasik**) has done an excellent job working with staff at OverDrive, a leading supplier of downloadable digital media, to create the Library's new download website. Team members are testing various features and functions, providing feedback to Over-Drive in order to fine-tune the system. Titles have been selected and test samples have been downloaded to the satisfaction of staff. On December 14th, administrative staff participated in a project update, whose outcome was to propose a “soft” opening for this new service, tentatively during the second half of December.

Marketing Assistance Center Arrives: Beginning in January, the Service Corps of Retired Executives (SCORE) begins on-site consultations by appointment in the Business, Science and Technology (BST) Department's meeting room each Tuesday and Thursday afternoon. SCORE also hopes to conduct marketing classes in BST on Thursday evenings. Members of SCORE were very impressed by the meeting room's size and wireless access to the Internet. In conjunction with the Library, SCORE hopes to establish a “Marketing Assistance Center” to aid novice and established entrepreneurs with their sales and marketing plans. Since BST has many resources that are relevant and valuable to SCORE programs, it is mutually beneficial to conduct classes at the Central Library.

B&ECPL Map Collection Recognized: The Library's map collection received roundabout praise via **Judith Robinson**, Chair of the Department of Library and Information Studies at the University at Buffalo. She forwarded an e-mail message from **Tom Stieve**, a librarian at Brown University, in which he compares the B&ECPL rare map collection to that of Brown, Harvard and Yale. He particularly noted that B&ECPL and Brown are the only listed owners of **M. F. Maury's** 1852 *Whale Chart of the World*, a critical resource utilized by **Herman Melville** in creating his classic novel *Moby Dick*.

Outreach -- Where You Least Expect It: On November 29th, while visiting the Seneca Niagara Casino, librarian **Kathy Smith** encountered an unusual opportunity to provide library “outreach.” A player commented about a fellow guest holding cards very close to his face. The guest stated that he had broken his neck and back three years ago, impairing his ability to read. He proceeded to say that he missed the reading experience. Recognizing the individual as a patron from the former Fronczak Branch, Mrs. Smith took the opportunity to advise him of B&ECPL's audio book collection and radio reading receivers. The guest was thrilled to learn that these were available to

him. Another man at the table confessed that he wasn't familiar with audio books and indicated that he might enjoy listening to books on CD while driving in his car. *Truly, outreach where you least expect it!*

Grosvenor Room Eulogizes Lost Trees: Recognizing the community's sense of grief over the loss of so many beautiful trees in the aftermath of Western New York's freak October snowstorm, senior page **Keri Thomas** and librarian **Amy Pickard** installed a tree-themed display in the Grosvenor Rare Book Display Room. Featured in one of the display cases are first editions of **Joyce Kilmer's** poem, "Trees," **Robert Frost's** "Nothing Gold Can Stay," as well as **Henry David Thoreau's** *Walden*, some **J. J. Lankes'** woodcuts and turn-of-the-century photographs of Delaware Park and Forest Lawn. The second case houses the framed "Sheep in the Meadow" print of Delaware Park, the list of tree acquisitions for the parks from the Buffalo Park Commissioner's Second Annual Report and plates from **Romeyn Beck Hough's** *The American Woods* with selective mounted radial cross-sections of actual wood from the species of trees most frequently listed in the Parks Commissioner's Report.

Library Continues to Monitor Shifting Patron Activity: B&ECPL patrons continue to redefine their borrowing and visiting habits as the System re-engineers itself after the devastating cuts of 2005. Despite the closing of 15 of 52 libraries by the end of 2005, reduced hours among 37 remaining locations and a meager materials budget, System-wide circulation for the first 11 months of 2006 shows a modest increase of 0.6% over the same eleven-month period in 2005 when the performance of today's 37 libraries is compared with last year's performance by the same 37 locations. Central Library circulation increased 1.8% over the same eleven-month period. When the eight Buffalo branches open today are compared with the same eight branches open last year, citywide circulation increased 0.6% between January and November. Circulation among contracting libraries increased 0.5% when the 28 locations open today are compared with the same 28 open last year. For the first 11 months of 2006, public access computer sessions increased 13.5% System-wide when today's 37 locations are compared with the same 37 locations open last year. The Central Library posted an 8.3% increase over that same period. Contract libraries reported an increase of 14.8% when libraries operating today are compared to the same libraries open last year, and Buffalo branches saw an increase of 16.4% when today's eight locations are compared to the same locations open last year at this time.

***Hypnerotomachia Poliphili* Attracts Scholarly Attention:** On December 6th, **Dr. Amy Graves**, Professor of Romance Languages at the University of Buffalo, and her colleague, **Dr. Dario Brancato**, an Italianist, Early Modernist and skilled paleographer, visited the Rare Book Room to re-examine the plentiful and intriguing handwritten annotations spanning hundreds of years in multiple languages in the Library's copy of the *Hypnerotomachia Poliphili*. Published in 1499, this standard of the Renaissance is a challenge to read, much less decipher, and Graves and Brancato may expand their brief observations into a long-term project.

Literally Speaking Concludes 2006 Schedule: On November 21st, the Central Library's lunchtime book club, Literally Speaking, met for the final session of 2006 to discuss **Philip Roth's** *The Plot Against America*, a “what if” tale that explores a vividly imagined world where Charles A. Lindbergh defeats FDR for the Presidency in 1940. Librarian **Meg Cheman** led the lively discussion. A core of devoted participants contributed to a successful year, and the variety of titles attracted new faces at each meeting. The group is looking forward to January's book, *The Memory Keeper's Daughter* by **Kim Edwards**.

Teen Advisory Group Formed: The first meeting of B&ECPL's Teen Advisory Group was held on December 2nd. Young Adult librarian **Britt White** explained the purpose of the group and suggested some programming ideas. The enthusiastic participants offered their own ideas, not only fun and games, but also programs on serious topics such as money for college and job fairs. The group meets again on January 7th. A special meeting to discuss the proposed Institute of Museum and Library Services grant proposal, involving graphic novels and teen outreach, will be held on December 28th.

Family Program Series to Return in 2007: F.R.E.E. (Family Reading Everyone Enjoys) Time @ the Library, the Thursday evening series for children aged 3 to 10 and their parents or caregivers, proved to be so popular that program planners are already working on themes and activities for 2007. Thirty-five children and 12 adults attended the final two programs: “Pizza! Pizza!” (November 9th) and “Winter Wonderland” (November 30th).

Buffalo in Bloom 2006 Cites Central Library Gardens: B&ECPL Master Gardener **Tim Tuminno** and his impressive landscaping at the main entrance of the Central Library have again attracted the attention of the annual Buffalo in Bloom campaign. Although the snow has already begun to fly, the Library just received its citation, signed by Buffalo Mayor **Byron W. Brown** and Buffalo in Bloom co-chairs **Kate Bukowski** and **Janet M Fowler**. Buffalo in Bloom is a recurring project of the Buffalo Green Fund.

Say Cheese! The B&ECPL now has its own account on the photo sharing website Flickr. Pictures from Library events and programs from across the System will be posted on Flickr, which serves as a great community builder as there are thousands of active users. Flickr is also very effective with search engines, so it will help increase library interaction with patrons as well as non-users.

B&ECPL Webmaster Lends Holiday Helping Hand: Searching for the title and artist of a Christmas song, B&ECPL Webmaster **Dave Wojtasik** visited radio station Star 102.5's website to consult its play list. As he tried to negotiate the site, Mr. Wojtasik was unable to access any of the navigation links due to a falling snowflake effect on the main page, which caused his browser to malfunction. When he contacted the site's webmaster to provide feedback on this accessibility problem, Mr. Wojtasik was asked to suggest script that would be compatible with most browsers and both platforms. He successfully developed a script that replicated the snowflake effect and met all accessibility

guidelines. The outcome was so appealing that it has been incorporated into the B&ECPL Kid's Corner at www.buffalolib.org/kidscorner/index.asp.

Library Collaborates with SirsiDynix and OCLC on Special Project: B&ECPL is one of two major library systems (Miami-Dade being the other) to participate in a project designed to retain and attract new customers through use of the SirsiDynix/ FSU Normative Data Project (NDP), which compares and contrasts libraries with real-world industry norms on circulation, collections, finances, staffing, demographics and other parameters. Using the WorldCat Collection Analysis service, OCLC will analyze B&ECPL collections, including subject content, formats of materials (print, non-print and electronic), languages of materials, publication date, adult or juvenile orientation for any given view of data. B&ECPL was chosen for this study by **Stephen Abram**, SirsiDynix vice-president for Innovation, because the system has been strained by recent fiscal challenges, in contrast to the Miami-Dade Library System, which is experiencing both economic expansion and population growth. B&ECPL will incur no costs during the process, except for the limited involvement of staff in the provision of data and review of results, which should be available in early 2007.

RFP for WAN Developed; e-Rate Application Filed: Currently, B&ECPL's Wide Area Network (WAN) services are provided by AT&T through a contract with Erie County. That contract will expire during the second half of 2007. Therefore, B&ECPL will be unable to use this contract for the e-Rate period July 1, 2007 to June 30, 2008. A new contract must be executed prior to February 7, 2007, when application for e-Rate discounts for the above time period must be filed. Since it will be necessary to solicit competitive proposals from vendors prior to signing a contract, a Request for Proposal (RFP) has been developed. Meanwhile, a Form 470, the first step in the e-Rate application process, has been filed for the WAN. Based upon this filing and the availability of the WAN RFP, responses to the RFP will be due January 12th. Responses will be evaluated and a vendor selected for contract award as soon as possible for presentation to the Board of Trustees in time for the required filing of the Form 471 by February 7th.

Library Volunteers Receive Awards: The following volunteers at the Erie County Home and Infirmary branch library are recipients of the 2006 President's Volunteer Service Award: **Mary Young, Harry Fry and Alice Szyjakowski**. The awards are issued by the President's Council on Service and Civic Participation. Volunteers were nominated by the Erie County Retired and Senior Volunteer Program (RSVP).

Staff Present Spanish Language Workshop : On November 15th, coordinator **Kathy Goodrich** led staff members **Claudia Yates, Sandra Bush, Peter Lisker, Dale Schmid, Brian Hoth, Nancy Mueller, Gwen Collier, Debra Lawrence** and **Lee Green** in the first of three Spanish Language Outreach workshops. Librarian **Kathy Smith** attended as well to record the workshop for future podcasting. This first workshop, "Reach Out to Spanish Speakers? Increase Their Access to Technology," covered topics including marketing techniques, understanding cultural differences, technology training, partnering with local community organizations, accessing resources posted on WebJunction and sharing ideas and experiences with other staff. The Spanish Language Outreach Program

is funded by The **Bill and Melinda Gates** Foundation and is a partnership between WebJunction and state libraries.

B&ECPL Staff Meet with Contract Library Trustees: On November 18th, COO Jakubowski and CFO Stone joined the Director and new B&ECPL Human Resources Officer **Doreen Woods** at a meeting of the Association of Contracting Library Boards of Trustees (ACT) at the Aurora Town Public Library. For many trustees, this was the first opportunity to meet Mrs. Woods and get acquainted with her. Erie County Legislator **John Mills** also attended and addressed the group about his hopes for the 2007 Erie County budget.

Final Thoughts ... Precisely one year ago, the Library System concluded a painful downsizing process where staff lost jobs, doors closed, book purchases dwindled to a trickle and library services to the people of Buffalo and Erie County were compressed to levels far below what this community desires or deserves. That was December 2005. Today, as we “close the book” on the year 2006, I believe we have turned a corner and begun to regain a bit of the ground we relinquished over the past two years. Some of the staff we lost will never return, but others have. As hoped and planned, we have replenished our materials budget and are acquiring new titles at a rate that appears respectable. For the first time since 2004, our budget will increase ? not decrease or stay flat. Despite personnel and funding shortages, we are enhancing and expanding our technological resources to meet the changing needs of our patrons and staff. We are restoring desperately needed hours of access at many locations and reinforcing services at others. And, after 14 years of trying, we have succeeded in making the Library Protection Act a permanent local law. Many have contributed to these successes: trustees, staff, volunteers and too many friends to number. It has been a group effort, and the results are impressive. We've come a long way in 12 months, and 2007 promises to be a better year!

Agenda Item G – Public Comment. No members of the public were present.

Agenda Item H – Unfinished Business. No unfinished business.

Agenda Item I – New Business.

Agenda Item I.1 – Library Construction Grant Application – Crane. Mr. Mahaney reported that Mr. Stone devoted an enormous amount of time in December to work on New York State construction grant applications for System libraries. This required working with several municipal entities to compile all the necessary data. Mr. Stone explained the reason each construction project is presented as a separate resolution is because the B&ECPL Board of Trustees has two roles in this process. The Board is responsible for submitting requests for Buffalo branches and the Central Library, and it also must review and rank all applications and make a final recommendation to the State. The problem this year was developing the local match funding share required by the grants. The request for the Crane Library replaces the main entry, circulation desk, flooring and roof, repaves the parking area, upgrades electrical service and installs a

library materials theft detection system and energy saving controls. Mr. Berger moved for approval, and Ms. Panty made a second. Approval was unanimous.

RESOLUTION 2006-66

WHEREAS, up to \$664,117 in a special one-time New York State Public Library Construction Grant Program is available to support up to 50% of eligible project costs for projects benefiting the public libraries located within Erie County, and

WHEREAS, this grant provides an opportunity to leverage public and private funds to effectively double the amount available to finance badly needed capital restoration, energy saving and related projects, and

WHEREAS, the Crane Branch is one of three Buffalo branches that received a capital allocation from the City of Buffalo in 2006, and

WHEREAS, \$53,912 in City of Buffalo Capital funds, \$13,863 in Library private funds and \$19,459 in Library operating funds set aside in SAP Account #530000 for transition expenses would be matched by a total of \$87,229 in grant funds for a total of \$174,463 for improvements at the Crane Branch library , and

WHEREAS, improvements funded would include replacing the front canopy, replacing the roof, repaving the parking area, upgrading the electrical service, replacing the circulation/reference station, replacing aging floor tile, replacing outdated/worn built in book cases, rehabilitating/upgrading HVAC controls, adding energy monitoring and installing a library material theft detection system , and

WHEREAS, the Crane Branch library is one of the most active City branches, and this proposed work is badly needed,

WHEREAS, sufficient funds for both the Crane and Archival Storage HVAC components are available within the total \$1 million of Library private funds allocated to library renovation as approved by the Board on February 20, 2003 in Resolution 2003-09, now therefore be it

RESOLVED, pursuant to the requirements of this grant, that the Board of Trustees of the Buffalo and Erie County Public Library assures that:

- It possesses the legal authority to submit this application, including all understandings and assurances contained herein and to direct and authorize the person identified as the construction project manager to act as the official representative of the applicant in connection with this application and to provide such additional information as may be required;

- It fully expects the project will begin construction, or continue construction work in the case of a project that has begun but is not complete as of the date of application, within 180 days after receipt of written notification from the State

Education Department that State Aid construction funds have been approved for the project and that the conditions of the funding have been met; and

- Pursuant to the terms of Chapter 768 of New York State Laws of 1953, under which the Buffalo and Erie County Public Library was established, the City of Buffalo-owned Crane Branch library building is a public library operated by the Buffalo and Erie County Public Library, which the Buffalo and Erie County Public Library fully expects and intends to operate as a public library for the next 20 years; and be it further

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library authorizes the Library Director to submit a \$14 million NYS Public Library Construction Grant Program Request for the Crane Branch library in the amount of \$87,229 , which, combined with \$53,912 in City of Buffalo Capital funds, \$13,863 in Library private funds and \$19,459 in Library operating funds would yield a total of \$174,463 for improvements at the Crane Branch library , and be it further

RESOLVED, that the Board confirms the use of the Library private and operating funds noted above for grant match , and be it further

RESOLVED, that the Board directs that \$19,459 in 2006 Library operating budget available funds be placed in a “Designated for Grant Match” balance sheet account to ensure its availability for grant match when/if the grant is awarded , and be it finally

RESOLVED, that the Director transmit the necessary grant application, forms and documents in time to meet the December 29, 2006 filing deadline .

Agenda Item I.2 – Library Construction Grant Application – East Clinton. At East Clinton, proposed renovations would make the restrooms ADA accessible and install automatic door openers. The East Clinton Branch would then be fully ADA accessible. A library materials theft detection system will also be installed. Ms. Thomas moved, and Ms. Horton seconded. This resolution was approved unanimously.

RESOLUTION 2006-67

WHEREAS, up to \$664,117 in a special one-time New York State Public Library Construction Grant Program is available to support up to 50% of eligible project costs for projects benefiting the public libraries located within Erie County, and

WHEREAS, this grant provides an opportunity to leverage public and private funds to effectively double the amount available to finance badly needed capital restoration, energy saving and related projects, and

WHEREAS, the East Clinton Branch is one of three Buffalo branches that received a capital allocation from the City of Buffalo in 2006, and

WHEREAS, \$19,163 in City of Buffalo Capital funds and \$14,545 in Library operating funds set aside in SAP Account #530000 for transition expenses would be matched by a total of \$33,706 in grant funds for a total of \$67,414 for improvements at the East Clinton Branch Library , and

WHEREAS, improvements funded would include renovating exterior surfaces, repaving the parking area, making restrooms ADA accessible, installing automatic door openers, replacing damaged ceiling tiles and installing a library material theft detection system , and

WHEREAS, the East Clinton Branch library is a treasured resource in its neighborhood and these improvements would make the facility up-to-date and fully ADA accessible, now therefore be it

RESOLVED, pursuant to the requirements of this grant, that the Board of Trustees of the Buffalo and Erie County Public Library assures that:

- 1) It possesses the legal authority to submit this application, including all understandings and assurances contained herein and to direct and authorize the person identified as the construction project manager to act as the official representative of the applicant in connection with this application and to provide such additional information as may be required;
- 2) It fully expects the project will begin construction, or continue construction work in the case of a project that has begun but is not complete as of the date of application, within 180 days after receipt of written notification from the State Education Department that State Aid construction funds have been approved for the project and that the conditions of the funding have been met; and
- 3) Pursuant to the terms of Chapter 768 of New York State Laws of 1953, under which the Buffalo and Erie County Public Library was established, the City of Buffalo-owned East Clinton Branch Library building is a public library operated by the Buffalo and Erie County Public Library, which the Buffalo and Erie County Public Library fully expects and intends to operate as a public library for the next 20 years; and be it further

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library authorizes the Library Director to submit a \$14 million NYS Public Library Construction Grant Program Request for the East Clinton Branch Library in the amount of \$33,706 , which, combined with \$19,163 in City of Buffalo Capital funds and \$14,545 in Library

operating funds, would yield a total of \$67,414 for improvements at the East Clinton Branch library , and be it further

RESOLVED, that the Board confirms the use of the Library operating funds noted above for grant match , and be it further

RESOLVED, that the Board directs that \$14,545 in 2006 Library operating budget available funds be placed in a “Designated for Grant Match” balance sheet account to ensure its availability for grant match when/if the grant is awarded , and be it finally

RESOLVED, that the Director transmit the necessary grant application, forms and documents in time to meet the December 29, 2006 filing deadline .

Agenda Item I.3 – Library Construction Grant Application – North Park. Proposed renovations at the North Park Library would add a library materials theft detection system, replace and/or repair windows, gutters and roof, fix trim and restore the basement. Ms. Summer moved for approval and was seconded by Ms. Horton. Approval was unanimous.

RESOLUTION 2006-68

WHEREAS, up to \$664,117 in a special one-time New York State Public Library Construction Grant Program is available to support up to 50% of eligible project costs for projects benefiting the public libraries located within Erie County, and

WHEREAS, this grant provides an opportunity to leverage public and private funds to effectively double the amount available to finance badly needed capital restoration, energy saving and related projects, and

WHEREAS, the North Park Branch is one of three Buffalo branches that received a capital allocation from the City of Buffalo in 2006, and

WHEREAS, \$69,825 in City of Buffalo Capital funds and \$14,545 in Library operating funds set aside in SAP Account #530000 for transition expenses would be matched by a total of \$84,369 in grant funds for a total of \$168,739 for improvements at the North Park Branch Library , and

WHEREAS, improvements funded would include restoring exterior surfaces (including badly deteriorated brickwork, woodwork, front steps and sidewalks); restore the basement meeting area; replace single pane basement windows and add storm windows to all other single pane windows to improve energy efficiency; and installing a library material theft detection system , and

WHEREAS, the fully-ADA accessible North Park Branch library, which serves a large section of North Buffalo, including neighborhoods formerly served by the now closed Fairfield Branch, is in a significantly deteriorated state, now therefore be it

RESOLVED, pursuant to the requirements of this grant, that the Board of Trustees of the Buffalo and Erie County Public Library assures that:

- It possesses the legal authority to submit this application, including all understandings and assurances contained herein, and to direct and authorize the person identified as the construction project manager to act as the official representative of the applicant in connection with this application and to provide such additional information as may be required;
- It fully expects the project will begin construction, or continue construction work in the case of a project that has begun but is not complete as of the date of application, within 180 days after receipt of written notification from the State Education Department that State Aid construction funds have been approved for the project and that the conditions of the funding have been met; and
- Pursuant to the terms of Chapter 768 of New York State Laws of 1953, under which the Buffalo and Erie County Public Library was established, the City of Buffalo-owned North Park Branch Library building is a public library operated by the Buffalo and Erie County Public Library, which the Buffalo and Erie County Public Library fully expects and intends to operate as a public library for the next 20 years; and be it further

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library authorizes the Library Director to submit a \$14 million NYS Public Library Construction Grant Program Request for the North Park Branch Library in the amount of \$84,369 , which, combined with \$69,825 in City of Buffalo Capital funds and \$14,545 in Library operating funds, would yield a total of \$168,739 for improvements at the North Park Branch Library , and be it further

RESOLVED, that the Board confirms the use of the Library operating funds noted above for grant match , and be it further

RESOLVED, that the Board directs that \$14,545 in 2006 Library operating budget available funds be placed in a “Designated for Grant Match” balance sheet account to ensure its availability for grant match when/if the grant is awarded , and be it finally

RESOLVED, that the Director transmit the necessary grant application, forms and documents in time to meet the December 29, 2006 filing deadline .

Agenda Item I.4 – Library Construction Grant Application – Central Library. Mr. Stone described the highlights of this application, which includes a 6,300 sq. ft. climate control storage space for rare books on Tier A and replacement of the fuel tank. This resolution was moved by Ms. Horton with a second by Mr. Buck, and approval was unanimous.

RESOLUTION 2006-69

WHEREAS, up to \$664,117 in a special one-time New York State Public Library Construction Grant Program is available to support up to 50% of eligible project costs for projects benefiting the public libraries located within Erie County, and

WHEREAS, this grant provides an opportunity to leverage public and private funds to effectively double the amount available to finance badly needed capital restoration, energy saving and related projects, and

WHEREAS, the Central Library has a series of needed capital improvements that have been canceled/delayed as a result of the County's fiscal crisis , and

WHEREAS, \$87,536 in Library private funds and \$247,547 in Library operating funds set aside in SAP Account #530000 for transition expenses would be matched by a total of \$323,884 in grant funds for a total of \$658,967 for improvements at the Central Library , and

WHEREAS, Library private funds of \$87,536, previously authorized by the Board in Resolution 2006-52, would provide archival quality HVAC, including full temperature/humidity control and museum quality air filtration for 6,300 square-feet of secure archival storage space with equipment housed in a small mezzanine in the mobile library garage space, and

WHEREAS, Library operating budget transition funds (located in SAP account #530000) totaling \$247,547 are available to address safety, energy and storage issues including: replacing the fuel tank under the Oak Street parking area to maintain alternate fuel for heating and provide a tie-in for the emergency generator, extending its time of operation between fueling from the current capacity of 22 hours on its above ground tank to more than 28 days; replacing the badly deteriorated concrete parking area above and adjoining the tank; replacing deteriorated sidewalks around the east building along William, Clinton and Oak Streets; and constructing a 22' wide by 198' long mezzanine storage space above the mobile library vehicle truck bay , and

WHEREAS, the Central Library contains the bulk of the entire System's collection, including rare/irreplaceable items along with a depth of circulating material used throughout the System, all while serving as a major public computing access point for Erie County, now therefore be it

RESOLVED, pursuant to the requirements of this grant, that the Board of Trustees of the Buffalo and Erie County Public Library assures that:

1) It possesses the legal authority to submit this application, including all understandings and assurances contained herein, and to direct and authorize the person identified as the

construction project manager to act as the official representative of the applicant in connection with this application and to provide such additional information as may be required;

2) It fully expects the project will begin construction, or continue construction work in the case of a project that has begun but is not complete as of the date of application, within 180 days after receipt of written notification from the State Education Department that State Aid construction funds have been approved for the project and that the conditions of the funding have been met; and

3) Pursuant to the terms of Chapter 768 of New York State Laws of 1953, under which the Buffalo and Erie County Public Library was established, the County- owned Central Library building is a public library operated by the Buffalo and Erie County Public Library, which the Buffalo and Erie County Public Library fully expects and intends to operate as a public library for the next 20 years; and be it further

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library authorizes the Library Director to submit a \$14 million NYS Public Construction Grant Program Request for the Central Library in the amount of \$323,884 , which, combined with \$87,536 in Library private funds and \$247,547 in Library operating funds, would yield a total of \$658,967 for improvements at the Central Library , and be it further

RESOLVED, that the Board confirms the use of the Library private and operating funds noted above for grant match , and be it further

RESOLVED, that the Board directs that \$247,547 in 2006 Library operating budget available funds be placed in a “Designated for Grant Match” balance sheet account to ensure its availability for grant match when/if the grant is awarded , and be it finally

RESOLVED, that the Director transmit the necessary grant application, forms and documents in time to meet the December 29, 2006 filing deadline .

Agenda Item I.5 – Orchard Park Public Library Energy Project. This resolution confirms the Orchard Park Public Library (OPPL) energy saving project. The Town of Orchard Park worked with the Library System to develop a series of projects that benefit the OPPL. Several items are projected to save on energy costs that are paid by Erie County. This project was endorsed by the Board in June by Resolution 2006-30. Resolution 2006-70 finalizes funding arrangements between the B&ECPL and OPPL. The costs covered by the B&ECPL will eventually be offset by savings in energy costs. Mr. Buck moved, Ms. Panty made a second, and approval was unanimous.

RESOLUTION 2006-70

WHEREAS, at its June 15, 2006 meeting the Board of Trustees of the Buffalo and Erie County Public Library adopted Resolution 2006-30, which maintains that applying a portion of the Library's estimated utility savings resulting from energy saving improvements proposed by the Town of Orchard Park for the Orchard Park Public Library to assist the Town in financing those improvements would be in the collective interest of B&ECPL, Orchard Park Public Library and the Town of Orchard Park , and

WHEREAS, since that time, the Town, Orchard Park Public Library trustees and staff and B&ECPL staff have worked collaboratively in this endeavor, all agreeing the project is a good fit for the New York State \$14 million Library Construction Grant Program, and

WHEREAS, the Orchard Park Public Library, in cooperation with the Town of Orchard Park, has submitted a Library Construction Grant to improve the Orchard Park Public Library, and

WHEREAS, since the utility costs for the Orchard Park Public Library are paid through the B&ECPL budget, cost savings from the proposed measures would accrue to the B&ECPL, not the Town of Orchard Park , and

WHEREAS, with the grant supporting 50% of the energy saving project costs, the B&ECPL's commitment would be up to 50% of the energy saving items' cost,

estimated at \$109,205, payable from and not to exceed documented energy savings over a term of five to seven years at 3% interest, and

WHEREAS, the energy saving improvements will include improving energy system controls, replacing the boilers with two high efficiency units, replacing inefficient interior and exterior lighting with energy efficient units and replacing single-pane windows and rear doors with energy efficient units, now, therefore, be it

RESOLVED, that the Buffalo & Erie County Public Library Board of Trustees confirms its intent to participate in this project and supports the Orchard Park Public Library's grant request, and be it further

RESOLVED, that the Buffalo & Erie County Public Library Board of Trustees authorizes the Board Chair to execute an agreement with the Town of Orchard Park to provide up to 50% of the energy saving items' actual cost, payable from and not to exceed documented energy savings over a term of five to seven years at 3% interest.

Agenda Item I.6 – State Aid Library Construction Grant: System Recommendations – 2006/2007. Mr. Stone explained the rationale used for ranking construction requests. North Park is ranked first, then the Central Library project, next Orchard Park, Crane,

East Clinton and, lastly, the Eden Library automatic door project. Mr. Berger moved for approval. Ms. Summer made the second. Board approval was unanimous.

RESOLUTION 2006-71

WHEREAS, up to \$664,117 in a special one-time New York State Public Library Construction Grant Program is available to support up to 50% of eligible project costs for projects benefiting the public libraries located within Erie County, and

WHEREAS, the Buffalo & Erie County Public Library in its role as a Library System must evaluate, rank and recommend approval of construction applications submitted by public libraries or public library systems, and

WHEREAS, a total of six projects were submitted supporting the Central, Crane, East Clinton, Eden, North Park and Orchard Park libraries, now therefore be it

RESOLVED, pursuant to the requirements of this grant, that the Board of Trustees of the Buffalo and Erie County Public Library recommends approval of all requested projects, ranked as follows:

**Projects Requested for NYS \$14 Billion Public Library Construction Grant Program
System Recommended Project Ranking**

Rank	Description	Local Funds	NYS Const Grant	Total
1	North Park Library Interior/Exterior Renovations	\$84,370	\$84,369	\$168,739
2	Central Library Interior/Exterior Renovation/Reconfiguration, Dual Fuel Energy & Archival Preservation			
	Archival Storage HVAC, Archival Quality Temperature Humidity and Filtration - 6300 sq. ft.	\$97,698	\$97,695	\$195,393
	Fuel Tank & Controls Replacement	\$141,823	\$138,727	\$280,550
	Exterior Windows Replacement	\$14,874	\$14,872	\$29,746
	New Under Mass Media Storage	\$98,700	\$98,700	\$197,400
	Total Central Library	\$352,095	\$335,994	\$688,089
3	Orchard Park PL - Energy and Renovations	\$131,952	\$131,951	\$263,903
4	Crane Library Restoration & Energy Controls	\$87,234	\$87,228	\$174,462
5	East Clinton Library Restoration & ADA Restrooms	\$33,708	\$33,708	\$67,416
6	Eden Library - Automated Opening Doors	\$3,078	\$3,078	\$6,156
Grand Total ALL Project Costs:		\$675,325	\$664,117	\$1,339,442
Total Program Grant \$ Available to B&ECPL			\$664,117	
Balance Remaining if All Grant Requests Approved:			\$0	

and be it finally

RESOLVED, that the Director transmit necessary the grant evaluation, forms and documents in time to meet the December 29, 2006 filing deadline .

Ms. Pordum said if the construction grants are approved, it would be courteous to inform local State legislators and advise them that their efforts to establish this special construction fund were worthwhile and will benefit many local libraries.

Agenda Item I.6 – Appointment of Records Management Officer. Mr. Mahaney stated under New York State Law the Library is required to have a Records Management Officer. Nancy Mueller, head of the Business, Science and Technology Department, is the individual recommended by the administration to be designated the official B&ECPL Records Management Officer. Ms. Thomas moved and was seconded by Mr. Buck. Approval by Board members was unanimous.

RESOLUTION 2006-72

WHEREAS, New York State regulations require the Board of Trustees of the B&ECPL to adopt an official resolution naming a member of the staff to serve as the Library's Records Management Officer, now, therefore be it

RESOLVED, that effective January 1, 2007, librarian Nancy Mueller is appointed to serve as the B&ECPL Records Management Officer, officially succeeding all others who have held that post, and be it further

RESOLVED, that correspondence be transmitted to the New York State Archives in Albany confirming this appointment.

There being no further business, on motion by Mr. Buck and a second by Ms. Horton, the meeting was adjourned at 5:05 p.m.

Respectfully submitted,

Frank Gist

Secretary