

MINUTES  
REGULAR MEETING OF THE  
BUFFALO AND ERIE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES  
MARCH 15, 2007

The regular monthly meeting of the Board of Trustees of the Buffalo and Erie County Public Library was held on Thursday, March 15, 2007, in the Central Library pursuant to due notice to trustees. The following members were present:

W. Lawrence Buck, Chair

Rebecca L. Pordum, Vice Chair

Sheldon M. Berlow, Treasurer

Richard L. Berger

Jack Connors

Phyllis A. Horton

Elaine M. Panty

Mario J. Rossetti

Judith K. Summer

George M. Zimmermann, Trustee Emeritus

Excused: Frank Gist

Annette A. Juncewicz, ill

Susan Maggiore, out of town

Hormoz Mansouri

Sharon A. Thomas, conflict

Wayne D. Wisbaum

Chair W. Lawrence Buck called the meeting to order at 4:01 p.m. in the Joseph B. Rounds Conference Room.

Agenda Item B Agenda/Changes to the Agenda. There were no changes to the agenda.

Agenda Item C Minutes of the Meeting of February 15, 2007 . Minutes were moved by Phyllis Horton, seconded by Elaine Panty and unanimously approved as mailed.

Agenda Item D Report of the Chair. Mr. Buck welcomed new B&ECPL Trustee Mario Rossetti and said he will be a great addition to the Board. He reported on a meeting he had with the Western New York Delegation. Also attending were Trustees Elaine Panty and Judy Summer, Director Michael Mahaney and COO Mary Jean Jakubowski . The Delegation was thanked for last year's increase in funding. Future needs of the Library System were discussed.

Mr. Buck reminded trustees the Board is currently conducting a search for a new Director of Development and Communications. One of the questions certain to come up during the interview process is the level of support the Library receives from its trustees. It would be beneficial if the B&ECPL could report that it receives 100% support from its Board. The annual Development Office report will be sent out within the next few days, and he hopes everyone will read it. He encouraged any trustee who has not yet made a donation to the annual campaign to participate. Any amount would qualify to indicate full Board support and would help the cause.

Agenda Item E Committee Reports.

Agenda Item E.1. Executive Committee. Rebecca Pordum reported the Executive Committee convened in joint session with the Budget & Finance Committee on March 8<sup>th</sup> . Trustees Buck, Horton and Pordum were present. The Director, CFO and COO presented proposed agenda items for the Board meeting, and the Committee confirmed each item. Subsequently, Development Officer Ruth Collins briefed the Executive Committee on the status of the recruitment process. Members agreed that a multi-stage process, involving practitioners, System stakeholders and B&ECPL trustees at various stages, would be the best way to proceed. This will culminate with finalists appearing before the entire Board of Trustees for an interview.

Agenda Item E.2 Budget and Finance Committee. Trustee Berger asked Deputy Director Kenneth Stone to introduce finance items.

Agenda Item E.2.a Contract Library Transfer. This matter involved routine transfers in the 2007 budgets of the Amherst and Aurora Town Public Libraries, and in the 2006 budget of the Town of Tonawanda Public Library to wrap up its year-end report. Ms. Horton moved. Ms. Panty made a second. Approval was unanimous.

## **RESOLUTION 2007-10**

WHEREAS, a request for budget transfers has been received from the Amherst , Aurora Town and Town of Tonawanda Public Libraries , now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library approve transfers totaling \$5,604 within the 2007 budget of the Amherst Public Library, \$246 within the 2007 budget of the Aurora Town Public Library and \$2,096 within the 2006 budget of the Town of Tonawanda Public Library.

Agenda Item E.2.c Monthly Financial Report (taken out of order). Mr. Stone said this report, which explains how the year-end balance was derived, sets the stage for Resolution 2007-11. When budgeting, it is wise to plan for worst-case scenarios and that is how the Library's 2006 budget was planned. As matters evolved, almost every possible break developed in the B&ECPL's favor. He went on to explain the major areas where savings occurred, such as retirement costs, unemployment insurance, turnover savings because there was a higher than normal number of retirements in 2006 and utility savings due to a mild early winter. A larger year-end balance in the library materials account was due to a delay in ramping up new purchases until the staff shortage in related departments was mitigated. The only account significantly over budget in 2006 was Workers Compensation, which was due to a larger than usual number of claims over the past two years. The total year-end balance is more than \$3 million.

Agenda Item E.2.b 2007 Budget Adjustments: Allocating 2006-Year-end Balance. This resolution suggests some allocations for the 2006 fund balance, avoiding items that will have recurring annual costs since these are one-time funds. Areas recommended for use of these funds include reappropriating the library materials balance to address gaps in the collection and improve the catalog, replacing older PCs that date back to the late 1990s, replacing network hardware that involves the firewall, e-mail, etc., installing self-serve vend equipment to make patron computer printing easier, purchasing a high-volume disk repair system that will extend the life of CDs and DVDs and purchasing a new shipping van and pickup truck. Ms. Pordum moved for approval. Mr. Berger made a second. The Director commented that expenditures of this nature are typically covered by County Capital funds, but the Library has not received any capital funding in three years. Mr. Stone stated the focus on capital requests for this coming year would be to request funds for large projects where the Library cannot generate sufficient funding on its own, such as replacing the escalators. The resolution was approved unanimously.

#### RESOLUTION 2007-11

WHEREAS, at its regular meeting of December 21, 2006, the Board of Trustees of the Buffalo & Erie County Public Library adopted Resolution 2006-65 adopting the Library's 2007 Budget, and

WHEREAS, subsequent to adopting the 2007 budget a number of 2006 projects and activities not completed or implemented in 2006 are desired to be completed or implemented in 2007, and

WHEREAS, it is desirable to utilize a portion of available ending fund balance to augment the Library's Designated for Grant Local Share Match, Designated for

Contingency and Designated for Contingency: Improvements and Long-term Replacements accounts, and

WHEREAS, sufficient 2006 ending fund balance is available to meet these objectives, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library allocate \$500,000 of available 2006 ending fund balance to increase the Library's Designated for Grant Local Share Match balance sheet account, and be it further

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library allocate \$450,000 of available 2006 ending fund balance to increase the Library's Designated for Contingency balance sheet account, and be it further

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library allocate \$550,000 of available 2006 ending fund balance to increase the Library's Designated for Contingency: Improvements and Long-term Replacements balance sheet account, and be it finally

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library amend the 2007 Operating Budget increasing the use of fund balance revenue line and expenditures by \$809,097 as detailed on the attached Exhibit.

**Resolution 2007-11: Reappropriation of 2006 Balances  
Recommended Use of Remaining One-Time Funds**

<b>Balance Remaining After Recommended Designations:</b>	<b>\$980,599</b>
Reappropriate 2006 Remaining Library Materials Budget to be used to address gaps in the collection and improve the online catalog (including interface, searching, and authority control)	<b>(\$464,437)</b>
2007 obsolete computer replacements (those that were and are not expected to be eligible for Gates Foundation Funding) estimated 220 units @ \$653 ea and memory upgrades (older Pentium 4's) est. 51 units @ \$250 ea	<b>(\$166,410)</b>
Replace network hardware & software: including firewall, backup system, web servers and e-mail system	<b>(\$68,000)</b>
Server, self service and equipment, and printer additions to support Public Access Computer automated printing and E-Commerce	<b>(\$48,250)</b>
Vehicle Replacement: 1 shipping vehicle with lift gate and 1 maintenance/snow plow pickup	<b>(\$62,000)</b>
Other projects: High volume disc repair system to extend the life of CD's DVD's and Books on CD	<b>(\$16,000)</b>
<b>Total Recommended Use of One-time Funds</b>	<b>(\$809,097)</b>
<b>Remaining Available Undesignated Balance</b>	<b>\$141,502</b>

Agenda Item F Report of the Director. Michael Mahaney reported the B&ECPL received notification that it has been awarded a \$15,000 Database Direct grant from the Library Services and Technology Act. He congratulated Mary Jean Jakubowski , Peggy Skotnicki and Beverly Federspiel for developing this project proposal and grant application because these funds will enable the Library to work with children providing electronic online information programs.

The Director said the statewide organization of library trustees known as the New York State Association of Library Boards (NYSALB) is in need of a Board representative from Western New York . If any trustee would like to become involved in statewide activities, advocacy, etc., contact Mr. Mahaney, and he will forward the information to NYSALB. This group conducts an annual trustee institute, which will be held in Queens this year on May 4 th and 5 th . He reminded trustees the B&ECPL's annual Trustee Workshop will be held at the Frank E. Merriweather, Jr. Library on March 17 th .

Mr. Mahaney said a few weeks ago, reporter Stephen Watson from *The Buffalo News* had contacted him to learn how the B&ECPL uses technology to manage collections and replace items, and he subsequently wrote a very objective article about that matter. Two days ago, most likely prompted by this article, the *Fox News* channel in New York City called to investigate the same issue. *Fox* was advised that libraries across New York State are handling these matters in a manner consistent with B&ECPL practices. *Fox* decided to visit the B&ECPL for its story, and the Director was interviewed for 90 minutes. *Fox* later went to the Town of Tonawanda Public Library to interview its Director, Kate Weeks. The story is scheduled to air this evening as part of the *Fox* national newscast.

Mr. Berlow asked for more information regarding NYSALB. Mr. Mahaney said the organization has two core missions: one is trustee education and the other advocacy. One importance difference from the New York Library Association (NYLA) is that NYSALB is composed entirely of volunteer, citizen trustees whose only vested interest is their dedication to libraries as opposed to a paycheck. That can be helpful.

Development Director Ruth Collins alerted trustees to something that was not mentioned in her monthly written report. The Library will hold a fundraising event on July 6 th , a barbecue on the front ramp, in conjunction with the Buffalo Book Fair, a renamed Harlem Book Fair. The book fair itself will be held on July 7 th .

Mrs. Collins displayed a prototype of a new donation form/envelope that will be on display at the Central Library and throughout the System. This is a continuation of the annual campaign and is intended to reach a group of donors who were not contacted in the direct mail campaign.

A timeline was distributed that detailed the anticipated phases of the recruitment process, including expected completion dates. Mrs. Collins enumerated the various outlets and venues where this job opening has been advertised, including *The Buffalo News* and *Business First* . The Executive Committee discussed various levels of screening that will be conducted to fill this position. A special session of the Board is planned for May,

where two final candidates will be presented for interviews with the full Board. Mr. Buck stated the Board has a lot of work to accomplish in this area.

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

**William A. Miles Center Dedicated** : On February 24<sup>th</sup> , more than 175 friends, family, community leaders, current and former B&ECPL trustees and staff gathered as the African-American Resource Room at the **Frank E. Merriweather, Jr.** Library was formally re-dedicated as the **William A. Miles** Center for African and African-American Studies. The resource room was renamed to honor the former B&ECPL administrator's decades of leadership, imagination and commitment to the Library. Among the many valuable contributions Miles made during his 43-year career was the establishment of the African-American History Collection at the former North Jefferson Branch Library in 1965. That collection served as the foundation for the new center at the Merriweather Library, and is the largest collection of information on African and African-American history and culture in Western New York . Merriweather Branch Manager **Sandra Williams Bush** served as mistress of ceremonies during an entertaining program, where speakers shared insightful and often humorous remarks about Miles' career and community involvement. During the program, many elected officials, including New York State Senator **Antoine Thompson** , Buffalo Common Council Member **Demone Smith** and Assembly Member **Crystal Peoples** ' aide **Mary Win** recognized Miles' many contributions to the Library System and to the City of Buffalo as a whole. Buffalo Mayor **Byron Brown** proclaimed February 24<sup>th</sup> William A. Miles Day in the City. Erie County Legislator **Betty Jean Grant** read excerpts from a proclamation declaring February 24<sup>th</sup> William A. Miles Day throughout Erie County . Miles was also presented with the **Joyce Allen** Black History Award from the Afro-American Historical Association, represented by **Dr. Barbara Nevergold** . B&ECPL Board Chair **W. Lawrence Buck** presented Miles with a framed copy of the Library Board's resolution memorializing the dedication as Miles unveiled a brushed aluminum sign over the center's doorway. A festive reception catered by Fables Café followed the dedication. The Library gratefully accepts donations designated for the William A. Miles Center , made payable to the Buffalo and Erie County Public Library.

**Hours at Buffalo Branches Improve:** On March 3<sup>rd</sup> , new hours took effect at all City of Buffalo branch libraries to better address patron needs and convenience. All locations are now open Saturdays. In addition, branches that were open only 18 hours per week are now open 24 hours per week. Changes were made possible thanks to the Erie County Legislature's \$500,000 restoration to the Library' 2007 operating budget and to some creative scheduling on the part of COO **Mary Jean Jakubowski** , Extension Services Administrator **Ann Kling** and branch management staff. **Circulation Dips as Temperatures Plunge:** Exceptionally low temperatures and heavy snowfall in February might have contributed to an overall decline in circulation activity for that month. In January, the System-wide increase was 1.6% over January 2006, but February's dip was 3.8%, resulting in a cumulative 1% decline for the first two months of the year. Not all news was negative, however. Dramatic increases continued to occur in e-Branch, where

online and telephone renewals are reported, with a 36.1% rise in monthly transactions for February 2007 over February 2006. Buffalo branch circulation also posted an increase, with a rise of 6.4% when compared with the same month last year. Computer use continues to remain healthy, with a System increase of 12.1% over the first two months of 2007 and Buffalo branches reporting a remarkable 66.5% increase for the month of February!

**Fine Revenues Decline in January and February :** In February, System-wide receipts for 37 libraries totaled approximately \$85,511.26. (Results for two libraries that have not delivered final reports are estimated.) This compares to a total of \$93,423.60 over the same period in 2006, or a decrease of \$7,912.34 and 8.5% . Year-to-date receipts totaled \$174,836.77, down \$18,717.06 and 9.67% over the same period in 2006. The Central Library collected \$19,213.81 in the month, a decrease of \$1,611.38 and 7.7% below the same period last year. Buffalo branches collected \$9,120.93, a decrease of \$416.91 and 4.57% over the amount the eight branches collected in that month in 2006. The new Merriweather Library, which opened on April 1, 2006, continued its high activity in all areas compared to activity at the old North Jefferson Branch, resulting in fine results rising \$1,083.28 (108.3%) over the same month in 2006. Contracting libraries collected \$57,593.43, a decrease of \$5,884.05 and 8.5% below the amount they collected in that month of 2006. The 2007 adopted budget of \$1,095,661 (\$777,588 for contracting libraries, \$318,073 for the Central Library and Buffalo Branches) anticipated a modest decrease in expectation that automated e-mail reminder notices implemented last fall would improve on-time return rates. In addition to providing better customer service, this feature reduces patron waiting time for popular titles, ultimately lowering the quantity of individual popular titles that need to be ordered. Another factor that affects fine income is the increased limit of two renewals (previous limit was one renewal only) for items that are not on a waiting list. February's harsh weather also contributed to the decline, even as it appears to have affected circulation activity (see item above). Staff will continue to monitor receipts and other activity measures.

**Materials Purchasing/Processing on the Rise:** With the materials budget recently replenished after a year of hardship, the selection, acquisition and processing of new titles has been accelerating. Support Services Departments ( Acquisitions, Catalog and Processing) have been diligently placing orders, cataloging and physically preparing new materials for circulation. During the first two months of 2007, staff cataloged 4,620 new titles ? a substantial increase over the 2,116 new titles cataloged during the same period last year. Library users are seeing the positive impact already. During the last full week in February, more than 1,000 new items were shipped directly from the Processing Department to fill borrower holds for requested items. In addition, Centralized Selection Librarian **Peggy Errington** continues to expand the OverDrive downloadable Audio Book Collection, which now includes nearly 600 titles.

**B&ECPL Representatives Confer with State Legislators:** On March 2 nd , Library Board Chair **W. Lawrence Buck** , Trustees **Elaine Panty** and **Judy Summer** , Chief Operating Officer **Mary Jean Jakubowski** and the Director visited with members of the Western New York delegation of the New York State Legislature to express appreciation

for last year's funding increases ? the largest overall increase in Library Aid in history ? and urge adequate Library Aid in the next State Budget. The Governor's Executive Budget for 2007-2008 sustains the increases approved last year and identifies some additional aid for special initiatives. Under that proposed budget, communities such as Erie County will again be held harmless for population decline. Other aid recommendations appear consistent with last year's increased appropriations, including last year's expanded library construction aid program, which provided \$664,000 for projects in Erie County. Senator **Dale Volker** and Assembly Members **Robin Schimminger** , **Mark Schroeder** , **Dennis Gabryszak** and **Francine Del Monte** were cordial and receptive. Several other legislators were represented by staff. Four B&ECPL staff representatives (COO Jakubowski, Extension Services Administrator **Ann Kling** and librarians **Sandra Williams Bush** and **Kelly Donovan** ) will continue to communicate the Library's needs when they visit legislators for Library Day in Albany, March 13 th .

**Request for State Maintenance of Effort Waiver in Process:** As a result of the \$7 million reduction in County support for B&ECPL between 2004 and 2006, the System and Central Library did not meet Maintenance of Effort requirements for public library systems and central libraries as defined in sections 272(1)(j)(1) and (2) of New York State Education Law. Failure to meet Maintenance of Effort requirements can trigger a 25% reduction of 2007-08 formula State Aid for the System and Central Library. Under the provisions of Education Law 272(1)(j)(3), a public library system may request a waiver from the Commissioner of Education. Upon receipt and review of appropriate legal documentation from the library system and the local government sponsor(s), the Commissioner is authorized to waive the Maintenance of effort Requirement one time within five calendar years for a system and/or central library, for a period of up to two consecutive years. CFO **Ken Stone** has drafted the necessary request, obtained the required affidavit from the County Budget Director and transmitted them, along with the required Director's affidavit, to B&ECPL's New York State Division of Library Development liaison for review and comment. The Library's request is bolstered by the County Legislature's \$500,000 restoration to the Library's 2007 budget. State officials have been sympathetic and helpful in this process. There is every expectation that the waiver will be granted.

**B&ECPL Participates in Sirsi/Dynix Conference:** From February 18 th through 22 nd , Corporate Information Officer **Shirley Whelan**, Extension Services Administrator **Ann Kling** , Coordinated System Services Administrator **Carol Batt** and Support Services Manager **Dawn Peters** attended the Sirsi/Dynix Super Conference in Colorado Springs. The conference provided an opportunity to preview new software products, network with other libraries, meet with sales and development staff and attend programs directly related to Sirsi/Dynix products and anticipated upgrades. Mrs. Peters presented a program entitled EDI Ordering Tips. This well-attended session covered the intricacies of setting up Electronic Data Interchange software with major distributors to allow paperless ordering and invoicing of library materials. This annual conference also provided valuable information needed to prioritize B&ECPL technology initiatives for 2007 and beyond, including EPS (Enterprise Portal System), which could replace the



Library's current Web 2 electronic catalog, and Sirsi School Rooms, which provides an entirely curriculum-based 71-room online discovery portal for K-12 students.

**Library Seeks to Extend Outreach to Hispanic Community:** On February 10<sup>th</sup>, Niagara Branch Library Manager **Kathy Goodrich** was a guest of **Chito Olivencia** on a radio telethon at WBBF-AM 1120, where Mrs. Goodrich described the many resources and services the Niagara Branch offers the community. More recently, Mrs. Goodrich met with **Lucy Roth**, leader of the Hispanic Boy Scout troop that has been meeting at locations near the Niagara Branch. Thanks to recent improvements in hours, made possible by increased funding from the Erie County Legislature and some creative scheduling, the troop will be able to use the branch more frequently on Wednesday evenings.

**Gates Scholarship Awarded:** Coordinated System Services Administrator **Carol Batt** has been selected to receive one of three New York State scholarships to the June American Library Association (ALA) Conference in Washington, D.C. The scholarships are sponsored by the **Bill and Melinda Gates** Foundation. Eligibility is based on participation in the Gates Rural Library Sustainability Project. Ms. Batt serves as the coordinator of that grant project for B&ECPL, which has been selected to host two regional Rural Library Sustainability workshops on April 5<sup>th</sup>. Staff from B&ECPL as well as other regional libraries (including those from Niagara, Orleans, Genesee and Monroe Counties) will participate in one of two hands-on workshops designed to develop the skills needed to utilize *TechAtlas* and *WebJunction* online offerings. These web-based tools will enhance library technology services, especially those affecting public access computing.

**Literally Speaking Revisits Lincoln Assassination:** Author **James L. Swanson's** *Manhunt: The Twelve Day Chase for Lincoln's Killer* was the perfect book to highlight Presidents' Day during the month of February. History buffs, regulars and newcomers to the group discussed this page-turner, and all learned something new about Lincoln's assassination and the ensuing search for **John Wilkes Booth**. Librarian **Suzanne Colligan** (Humanities and Social Sciences Department) led the lively session.

**Persons with Disabilities Have Access to New Resources:** Network Support staff recently installed software programs, Jaws and J-SAY for the visually impaired, on computer equipment in the Central Library's Office for Persons with Disabilities. A printer has also been provided to improve services to library patrons with auditory, visual or other disabilities or impairments.

**Miscellaneous Meetings, Visits and Appearances:** On February 16<sup>th</sup>, the Director participated in a meeting of educators, students, practitioners and other stakeholders to begin a strategic evaluation for realigning (with the Graduate School of Education) and future re-accreditation of the Department of Library and Information Services at the University at Buffalo. On February 28<sup>th</sup>, Business, Science and Technology (BST) Department Manager **Nancy Mueller** attended the My Brilliant Idea program at the Buffalo Museum of Science where she networked with both presenters and attendees and promoted BST's extensive resources and services. On March 7<sup>th</sup>, administrative staff met with contract library directors and other management personnel to discuss various issues, including the Family Medical Leave Act, MindLeaders online training and Envisionware implementation.

Agenda Item G Public Comment. John Foss, Town Supervisor of Marilla, believes there was a silver lining to the funding problems the Marilla Free Library experienced the past few years. Community activity involving the library has increased. Residents and town board members woke up and realized a community cannot take its library for granted. The Marilla Free Library is very vibrant and activity levels are up. Mr. Foss is very pleased, and he thanked Board members for working with the Town of Marilla to resolve funding problems that allowed Marilla to continue to be part of the B&ECPL System.

Agenda Item H Unfinished Business. No unfinished business.

Agenda Item I New Business.

Agenda Item I.1 Library Construction Grant Application Riverside Branch Library. Mr. Stone said both New Business items are connected with regular New York State Construction grant funds. Projects approved at the end of 2006 are to be funded from special construction funds. This resolution proposes replacing the roof at the Riverside Library, which is severely deteriorated, as well as installing a library materials theft detection system. Ms. Summer moved, and Ms. Horton made a second.

Mr. Connors asked what the timetable is for receiving these grant funds from the State. Mr. Stone said the Library most likely will be notified within two months. The B&ECPL is still awaiting word on the special construction fund grants. That process may take a few more weeks. The Dormitory Authority is currently reviewing project requests.

Mr. Connors asked how soon construction could begin after approval is received. Mr. Stone would like to see the roof work done in the upcoming construction season because of its poor condition. Mr. Connors wanted to know if the Library had received assurances from the City of Buffalo that this project would be included in the City's budget for this year. Mr. Stone said he had a letter from the Department of Public Works that states the department will request roof funding as part of its budget. This does not guarantee it will be approved. The Library has up to three years to complete a project. It must be started within 180 days, but the theft detection system could easily be scheduled to begin within that timeframe, which will meet funding criteria. This will allow a three-year period to solicit the additional match for the roof.

Mr. Connors inquired what the past history has been with Buffalo on reimbursement for maintenance and repair items on City-owned buildings. Mr. Stone replied that past history has been decent. This will be the first situation where there is a possibility of using Library funds to match a capital outlay to the City, or any other municipality. One of the matters discussed by Budget & Finance and Executive Committee members is to pursue advocacy efforts to push for a larger grant share from the State. A 50% match is difficult to attain and is inequitable when compared to school grant matches. Also discussed was a matching grant reserve account as an incentive for B&ECPL libraries. Mr. Connors was concerned that the Buffalo Control Board may not approve the roof expenditure and that the Library is paying to improve a City-owned building. Mr. Stone replied that the City approved all proposed improvements at the Crane, North Park and

East Clinton libraries and allocated capital funds. The projects were approved for bonding. There was no further discussion, and a vote was called. Approval was unanimous.

#### RESOLUTION 2007-12

WHEREAS, up to an estimated \$49,078 in the regular \$800,000 annual state-wide New York State Public Library Construction Grant Program is available to support up to 50% of eligible 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 Riverside Branch Library is in great need of a new roof as the present roof is original to the 1986 building and leaking in several locations , and

WHEREAS, the branch would also benefit from a library material theft detection system, and

WHEREAS, both improvements would preserve the collection, preventing loss from water damage and/or theft, and

WHEREAS, e stimated costs for these items total \$144,089, with proposed State grant covering \$41,239 with a local share of \$102,850 , and

WHEREAS, City share funding for the estimated \$84,889 local share for the roof replacement is being considered for inclusion in the capital outlay portion of the July 1, 2007- June 30, 2008 City Budget, which has not yet been adopted , while the Library's local share for the library material theft detection system is available in Library fund balance, and

WHEREAS, without assurance of the local share availability for the roof, the entire application would likely be rejected and the \$41,239 in grant funding forfeited , and

WHEREAS, sufficient funding is available within the Library fund's Designated for Grant Local Share Match balance sheet account to both provide the \$17,961 Library local share for the theft detection system and to advance funds for the \$84,889 local share requirement for the roof replacement until such time as City capital outlay or alternate funding can be secured, 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 Riverside 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 an \$800,000 NYS Public Library Construction Grant Program Request for the Riverside Branch Library in the amount of \$41,239 , which, combined with local share funding of \$102,850, would yield a total of \$144,089 for improvements at the Riverside Branch Library , and be it further

RESOLVED, that the Board confirms the use of \$102,850 from the Library Designated for Grant Local Share Match balance sheet account to provide the \$17,961 Library local share for the theft detection system and advance funds for the \$84,889 local share requirement for the roof replacement until such time as City capital outlay or alternate funding can be secured , and be it finally

RESOLVED, that the Director transmit the necessary grant application, forms and documents in time to meet the March 31, 2007 filing deadline .

Agenda Item I.2 State Aid Library Construction Grant: System Recommendations 2006/2007. Mr. Stone explained this action prioritizes recommendations for New York State construction funds. The first priority is the Marilla Free Library to replace the roof and add insulation and shelving. The second project is the Riverside Branch Library, just discussed. Ms. Pordum moved for approval and was seconded by Ms. Panty. Approval was unanimous.

#### RESOLUTION 2007-13

WHEREAS, up to an estimated \$49,078 in the regular \$800,000 annual state-wide 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, two projects were submitted supporting the Marilla Free and Buffalo's Riverside Branch 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 \$500,000 Public Library Construction Grant Program  
System Recommended Project Ranking**

<b>Rank</b>	<b>Description</b>	<b>Local Funds</b>	<b>NYS Const Grant</b>	<b>Total</b>
<b>1</b>	<b>Marilla Free Library roof replacement/insulation and built-in shelving replacement</b>	<b>\$7,839</b>	<b>\$7,839</b>	<b>\$15,678</b>
<b>2</b>	<b>Riverside Library - roof replacement, library material theft detection system</b>	<b>\$102,050</b>	<b>\$41,239</b>	<b>\$144,009</b>
<b>Grand Total ALL Project Costs:</b>		<b>\$110,689</b>	<b>\$49,078</b>	<b>\$159,767</b>
<b>Total Est. Program Grant \$ Available to B&amp;E CPL</b>			<b>\$49,078</b>	
<b>Balance Remaining if All Grant Requests Approved:</b>			<b>\$0</b>	

**Note:** Total project and local funds estimate are revised as of 3/16/2007. Library and City staffs received revised contractor estimates showing the \$15,000 increased cost noted above, due to the roof structural design and actual square footage. This work will be competitively bid, which hopefully will result in a lower final cost.

and be it finally

RESOLVED, that the Director transmit the necessary grant evaluation, forms and documents in time to meet the March 31, 2007 filing deadline.

Ms. Pordum asked that Advocacy Committee members see her after the Board meeting to set a mutually convenient date for that Committee to meet. She also recommended that whenever trustees encounter candidates for County Executive or the Erie County Legislature they be questioned about their position on libraries and library funding. Trustees need to find out what their plans are for the System.

There being no further business, on motion by Ms. Summer with a second from Mr. Berger, the meeting was adjourned at 4:52 p.m.

Respectfully submitted,

Frank Gist

Secretary