

MINUTES  
REGULAR MEETING OF THE  
BUFFALO AND ERIE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES  
JULY 19, 2007

The regular monthly meeting of the Board of Trustees of the Buffalo and Erie County Public Library was held on Thursday, July 19, 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  
Frank Gist, Secretary  
Sheldon M. Berlow, Treasurer  
Richard L. Berger  
Jack Connors  
Phyllis A. Horton  
Hormoz Mansouri  
Elaine M. Panty  
Judith K. Summer  
Sharon A. Thomas  
George M. Zimmermann, Trustee Emeritus

Excused:  
Annette A. Juncewicz  
Susan Maggiore, excused  
Mario J. Rossetti, conflict  
Wayne D. Wisbaum, excused

Chair W. Lawrence Buck called the meeting to order at 4:05 p.m. in the Joseph B. Rounds Conference Room.

Agenda Item B – Approval/Changes to the Agenda. Mr. Buck informed trustees the agenda required an amendment to add Executive Session after New Business for the purpose of discussing a personnel matter. Mr. Berger moved and was seconded by Ms. Panty. Approval was unanimous.

Agenda Item C – Minutes of the Meeting of June 21, 2007. On motion by Ms. Horton and a second by Ms. Panty, the June Minutes were approved as mailed.

Agenda Item D – Report of the Chair. Mr. Buck reported on the success of the Buffalo Book Fair. Both events sold out. The Chair encouraged trustees to attend events when possible. He felt the book fair was very beneficial to the Library and the community.  
Agenda Item E – Committee Reports.

Trustee Gist arrived at approximately 4:07 p.m.

Agenda Item E.1 – Executive Committee. The Executive Committee convened on July 12th at the Central Library. Trustees Buck, Pordum, Berger, Horton and Panty were present. The Director, CFO and COO introduced proposed agenda items for the July Board meeting, and the Committee confirmed each item.

At 4:30 p.m., Mr. Buck called for a motion to enter Executive Session to discuss a personnel matter. Ms. Pordum made the motion, seconded by Ms. Horton, and the motion was approved unanimously. At 5:05 p.m., Ms. Horton moved to re-enter public session, and she was seconded by Mr. Berger. The motion was approved unanimously. Mr. Buck reported no action had been taken. The meeting adjourned at 5:07 p.m.

Agenda Item E.2 – Budget and Finance Committee. Trustee Berger asked Deputy Director Kenneth Stone to introduce budget and finance matters. Mr. Stone pointed out the new podium, which replaces the podium that was purchased when the building opened in the 1960s.

Trustee Mansouri arrived at approximately 4:09 p.m.

Agenda Item E.2.a – Amend 2007 Budget: Get Graphic Award. This grant will focus primarily on improving service to teens. Due to the volume of requests state-wide, the B&ECPL was awarded \$92,419 rather than the requested amount of \$100,000. Ms. Pordum moved, Ms. Horton seconded, and the resolution was approved unanimously.  
RESOLUTION 2007-29

WHEREAS, New York State has announced the recipients of the 2007 Family Literacy Library Service grants, and

WHEREAS, the Buffalo & Erie County Public Library (B&ECPL) proposed a project that would provide teens and adults with programs using graphic novels as educational tools that integrate language arts, history and social issues, and

WHEREAS, graphic novels can serve as a bridge to understanding teen interests and culture and assist in developing writing and illustration skills, potentially increasing adolescent and family library use, and

WHEREAS, the Library will partner with WBFO-FM, Albright-Knox Art Gallery, University at Buffalo and various other educational and cultural institutions, and

WHEREAS, the goals of this proposal are consistent with the B&ECPL Five-Year plan of service, Back to Basics...and Beyond, and would result in an increase in literacy and lifelong learning in adolescents and improved service delivery to the community, and

WHEREAS, the Buffalo and Erie County Public Library has been awarded a New York State Library Family Literacy Grant in the amount of \$92,419, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library establish a Get Graphic grant budget in the following amounts:

Revenue	\$92,419
Grant Program Expenditures	\$92,419

Agenda Item E.2.b – 2008 Budget Guidance. Budget instructions were received on July 18th. The Erie County Budget Office assigned the Library a target amount that includes the additional \$500,000 allocated by the County Legislature last year. Library staff will prepare a base budget within the target amount, as well as varying levels of restoration packages for the Board's consideration. Proposed service enhancements will focus on augmenting services at remaining libraries by adding hours or days of service.

Mr. Berlow arrived at approximately 4:12 p.m.

Mr. Stone stated Resolution 2007-30 authorizes the Budget and Finance Committee to approve the budget request when it meets on August 13th because the full Board will not meet again until September and the budget is due on August 15th. The Library's budget hearing with Budget Office staff will be on September 13th at 3:30 p.m. in the Rath Building. Ms. Summer moved for approval. Ms. Thomas made a second. Approval was unanimous.

RESOLUTION 2007-30

WHEREAS, as of July 12th, the Library had not yet received Year 2008 budget instructions and preliminary targets from the Erie County Budget Office, and

WHEREAS, said instructions are expected to be received shortly, with the budget request due to the County prior to the Library Board's next scheduled meeting, and

WHEREAS, in order to provide a timely response to the County, budget preparation and review alternatives were discussed with the Board's Budget and Finance Committee Chair and the Executive Committee, and

WHEREAS, the Executive Committee recommends that Library trustees articulate guidelines for preparing the 2008 budget request; designate the Library Director as responsible for preparing a draft budget request consistent with these guidelines; provide for review of the draft budget by the Budget and Finance Committee, which would provide direction to the Library Director in finalizing the budget submission to Erie County as close to the deadline as committee meeting schedules and preparation time will allow, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library hereby directs the Library Director, in cooperation with the Budget and Finance Committee, to complete the 2008 budget request utilizing the following criteria:

1. Maintain 2007 service and staffing levels consistent with the Library Board's adopted strategic plan;
2. Develop a base budget request that balances using a \$22,171,833 Library Property Tax allocation (unchanged from the 2007 Adopted Erie County Budget); and
3. Develop a progressive series of service restoration options for 2008 and beyond that will allow the downsized Buffalo and Erie County Public Library System to successfully meet continued strong public demand within the context of constrained Erie County resources, and be it further

RESOLVED, that the Director transmit the resulting request to the County of Erie's Division of Budget, Management and Finance as close to the deadline as schedules and preparation time will allow, and be it finally

RESOLVED, that a full report of that budget request will be provided for the Library Board at its September 2007 meeting.

Agenda Item E.2.c – Monthly Financial Report. The monthly financial report for the period ending May 31, 2007 was presented for information. Mr. Stone drew attention to a handout pertaining to the Library's Erie County Capital Budget Request. This details the Library's request, which was prepared using guidelines approved at the June Board meeting. The first priority project, escalator replacement at the Central Library, was expanded slightly to include replacement of the first floor public restrooms adjacent to the escalators, which increased the project cost from \$2.1 million to \$2.2 million. Mr. Stone is optimistic the escalator project will receive funding this year. The Library continues to operate within its budget, with retiree medical expense being the outlay that is causing the most concern.

Dr. Mansouri asked about the Library's future liability for medical insurance. Mr. Stone said the County filed the required financial disclosure statement, and its unfunded liability is enormous. At this point, the County is not required to fund the liability. Mr. Stone did not have figures available to provide an exact amount of the Library portion of the County's projected \$1.2 billion liability, but since the B&ECPL has many part-time employees who do not receive medical coverage he does not believe the amount is significant. Dr. Mansouri asked when the shortfall must be addressed. Mr. Stone said the County is not required to set aside reserves anytime in the foreseeable future. However, any delay in addressing this issue will affect the County's bond rating, so the County will need to address the problem soon.

Mr. Connors asked for clarification in the breakdown of fringe benefit costs. Mr. Stone believes the Library will be under budget in retirement costs, which will help to offset a potential shortfall in retiree medical expense.

Mr. Gist asked for an estimate of the percentage of library employees in Tier 1. Mr. Stone stated most Tier 1 employees have already retired; the few that remain are, or soon will be, eligible to retire.

Agenda Item E.3 – Benefits Committee. Trustee Summer reported the Benefits Committee met June 27th. The initial meeting was informational. Attendees were individuals who served on the Committee when it last conducted business in 2003. Members got reacquainted and collected information about areas that have been suggested for review. This Committee deals only with benefits for non-represented employees. The goal is to standardize benefits throughout the System so, for example, a page in Amherst will receive the same benefits as a page in North Collins.

Mr. Berlow inquired whether an attempt would be made to control benefits. Ms. Summer said the charge of the Committee is simply to standardize benefits. The last time this was done, the end result was more or less cost-neutral, as some employees' benefits were reduced while others were increased. Mr. Berlow asked if positions are reviewed to determine if a position in the budget is the appropriate job title. Mr. Mahaney said this is done routinely throughout the System whenever positions become vacant. Benefits have not always been applied consistently and, as libraries join the CHR program, discrepancies are discovered and corrected so all employee benefits are commensurate with benefits dispensed by the System.

Agenda Item F – Report of the Director. Mr. Mahaney mentioned that several members of the administrative staff were wearing Harry Potter T-shirts to showcase the upcoming "Potter Fest" events scheduled for July 24th. Three-hundred copies of Harry Potter and the Deathly Hallows will be ready for distribution on Saturday morning, July 21st. Also related to Pottermania, the Director advised trustees of a stimulating new display in the Rare Book Room that takes a more scholarly view of Harry Potter, using some old tomes from the Library's rare collections and tying them to the Harry Potter theme. It is interesting to see some of the old texts attached to popular contemporary fiction. In reply to a query from Ms. Pordum, Mr. Mahaney stated the Library is arranging concerted publicity for this new display.

Today is a day of farewells. Mr. Mahaney announced that Ami Patrick, Assistant Deputy Director for Community Relations, has decided to resign her position to become a full-time mother. She has made countless contributions to the Library System during her seven years of service and will be greatly missed. Mrs. Patrick received a round of applause in appreciation for her service to the institution.

The Director informed trustees that Buffalo Spree magazine's annual 'Best of Western New York 2007' poll voted the Central Library the Best Library Branch and also the Best Way to Spend a Rainy Saturday. The Crane Branch was voted the second best branch. Fables Café also received a mention.

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

the meeting.

James Earl Jones and BBQ Fundraiser Highlight 2007 Buffalo Book Fair: On Saturday, July 7th, the Central Library and Lafayette Square welcomed a large and diverse crowd to a successful and entertaining 2007 Buffalo Book Fair. The morning commenced with a special guest appearance by Emmy and Tony award-winning actor James Earl Jones, who delivered an inspirational address to a sold-out audience in the Mason O. Damon Auditorium. Inside Edition correspondent Les Trent emceed the event that also included a proclamation by Buffalo Mayor Byron Brown, as well as a performance by student dancers from the Buffalo Academy for Visual and Performing Arts. Prior to the formal presentation, select seating was offered for a continental breakfast catered by Fables Café. Jones, the voice of Disney's King Mufasa, read from *The Lion King* in the Children's Room and later outside at the WNED ThinkBright stage to standing-room-only crowds.

Attracting more than 2,000 people through its doors (nearly two and one-half times the count for a normal Saturday), the Central Library hosted 16 unique events in the West Room, Mason O. Damon Auditorium and Ring of Knowledge, including author presentations, book signings, panel discussions, workshops and seminars. A wide range of activities also took place outside under WNED's ThinkBright Children's Main Stage, Literary Café and the Living Well, Verizon Reads, Readers' Showcase and Uncrowned Queens Pavilions. In addition, Buffalo Public Schools, Albright-Knox Art Gallery and Buffalo Reads featured hands-on activities for children and free book giveaways. The Children's Room was represented in the Buffalo Reads tent and offered information and a craft for families. Additional entertainment and attractions included a variety of vendor and sponsor tents.

On Friday, July 6th, the Central Library's outdoor terrace (Washington Street entrance) hosted the festive Buffalo Book Fair literary reception, Books, Blues and Barbecue. More than 175 authors, sponsors, trustees, staff and guests enjoyed a delicious meal created by Fables Café and live music by Sonny Mayo and the Delta Drivers and the John Dorsey Band. Proceeds from both the Friday evening event, Saturday morning breakfast and Jones' address benefit B&ECPL and Literacy Volunteers of Buffalo and Erie County.

Special thanks are extended to the many volunteers who donated their time as well as the Development and Communications, Maintenance, Security and Borrower Services Departments for all of their assistance, dedication and hard-work in contributing to the success of the events. It was an amazing team effort that deserves praise and recognition. Final attendance and revenue information are forthcoming.

B&ECPL Awarded "Get Graphic" Grant: The Buffalo and Erie County Public Library is one of ten libraries in New York State to be awarded a Family Literacy Library Services grant from the State Library's Division of Library Development. The two-year grant entitled *Get Graphic: Building Literacy & Community with Graphic Novels* has been funded at \$92,419. The statewide budget for this grant cycle was \$600,000 and the State received \$2,245,747 in requests. B&ECPL will work with its partners – the Nioga Library System, the University at Buffalo, the Albright-Knox Art Gallery, Erie 1 BOCES, the Buffalo School Library System, the Buffalo News, WBFO-FM and William S. Hein

and Company in using graphic novels with different themes and issues to stimulate teen reading and library use and to encourage adult support of those activities. This will be accomplished through innovative programs, curriculum support and collection development.

**Bandwidth to Internet Expanded:** FiberTech, B&ECPL's Internet Service Provider, has enlarged the Library's "pipeline" to the Internet from 12 MB to 15 MB, the second expansion this year. Within twenty-four hours of the upgrade, however, network performance statistics indicated that, at peak hours, 100% of capacity was in use. Network Support staff must continue to explore other methods of controlling bandwidth utilization. Several tools have been reviewed and vendor meetings conducted. An evaluation of a product that "shapes bandwidth" called the Net Equalizer is being considered seriously.

**New Staff Computers Warmly Received:** Network Support personnel continue to install new staff computers throughout the System. Response has been overwhelmingly enthusiastic. Some of the unsolicited notes of appreciation sent to CIO Shirley Whelan include: "Hi Shirley. Thanks for 'my' new computer! It's great! Also, we love the new PCs in the whole department!" (Nancy Mueller, Business, Science and Technology Department) and "Shirley, just wanted to send a thank-you to you and your staff for the new computers in the Graphics area. The new computers are working so well and have helped us out so much. The programs are helping us to be more efficient in our projects and the transition was a smooth one. Thanks again." (Dawn Stanton, Graphics). The project remains on schedule and all obsolete computers used by staff will be replaced by the end of summer.

**Library Professionals Gather in Nation's Capital for Annual Conference:** The Buffalo and Erie County Public Library was well represented at the American Library Association's annual conference in Washington, D.C. Attendees included Chief Operating Officer Mary Jean Jakubowski, Corporate Information Officer Shirley Whelan, Central Library Administrator Peggy Skotnicki, System Support Services Administrator Carol Batt, Extension Services Administrator Ann Kling, and librarians Elaine Barone, Peggy Errington, and Maureen McLaughlin. During the Conference, Ms. Barone presented "Rare Books and Special Collections in Public Libraries: Collections and Locations, Old and New." Approximately 100 people attended the workshop, which was sponsored jointly by the Rare Books and Manuscripts Section and the Public Libraries Association. Ms. Barone traced the history of "The Milestones of Science" Collection and how B&ECPL acquired that collection as well as the importance of advocating for special collections both within and outside the library. Other presenters were Francine Henderson from the Auburn Avenue Research Library on African American Culture and History in Atlanta and Gladys Mahoney from the Phoenix Public Library. As a result of requests on the Western New York Library Resources Council listserv, arrangements are being made for Ms. Barone to repeat her presentation for librarians in the area who were unable to attend the conference.

**Staff Use ALA Conference to Conduct Business:** CIO Shirley Whelan and Central Library Administrator Peggy Skotnicki met with WebFeat President Todd Miller and Vice President for Sales Mary Marshall at ALA to discuss the interface re-design developed by B&ECPL's Technology Services Committee. They previewed the new look, using

mock-ups created by B&ECPL Webmaster Dave Wojtasik. Miller and Marshall appeared impressed and agreed to add it to the three currently offered in the WebFeat "Express" product. The B&ECPL MultiSearch site will be converted from the custom version to the "Express" version, a move that could reduce costs when the WebFeat contract is considered for renewal in the coming year. Among the many excellent presentations, meetings and vendor displays attended and evaluated by B&ECPL staff were those that would provide improvements to the existing Web2 online catalog. Of special interest was a demonstration of the TLC "AquaBrower," which uses both visual and faceted searching techniques. Staff were able to ask specific questions about its integration with B&ECPL's current Sirsi system.

Perceptions of Libraries and Information Resources: On June 14th, several B&ECPL staff attended the Western New York Library Resource Council's workshop, "Perceptions of Libraries and Information Resources." B&ECPL participants included Chief Operating Officer Mary Jean Jakubowski, Corporate Information Officer Shirley Whelan, Central Library Administrator Peggy Skotnicki, Extension Services Administrator Ann Kling and System Support Services Administrator Carol Batt. Presenter George Needham, Vice President of Member Services for OCLC (Online Computer Library Center) addressed perceptions of libraries and information agencies in today's world. Needham focused on what users really want from libraries. He provided a preview of OCLC's newest study, Sharing, Privacy and Trust in Our Networked World, which analyzes how "civilians" (non-library staff) perceive libraries and information.

Rare Book Room Celebrates Old Home Week: Grosvenor Room librarian Amy Pickard, with help from new part-time librarian Amy Vilz, is responsible for the display, One Hundred Years Ago in Buffalo, which features the first Buffalo Old Home Week in 1907 and Benjamin Eichburg's diary, which spans January to June of the same year. The Eichburg Diary was the generous donation of Leon S. Styborski of Depew, New York. The display was mounted to coincide with this year's Old Home Week, which ran from July 1st through 8th. The donor of the diary and the local Eichburg descendants were expected to visit the display along with many other visitors in town for Old Home Week. "Database Direct" Programs Begin: The Library Services and Technology Act (LSTA) funded program, "Database Direct," teaches New York Online Virtual Electronic Library (NOVEL) databases to youth in grades 4 through 8 at libraries throughout the System. Children's Room librarian Kerra Alessi developed the curriculum and worked with tech specialists in preparation for a successful first program on July 9th at the Newstead Public Library.

Scanning Service Now Available: The Central Library's Humanities and Social Services (HSS) Department now offers patrons an opportunity to scan documents, photographs, etc. This new service, which uses Adobe Photoshop software, is proving popular with the public. Thanks go to HSS librarians Angela Pierpaoli and Suzanne Colligan and also to Network Support's Dennis Lance for training all HSS staff in the use of both hardware and software. Mr. Lance was most helpful in finding free scanning software and for getting all the "bugs" out so patrons can save to and retrieve documents from their personal flash drives.

"Pardon Our Dust" at West Side Branch: Throughout June, Buffalo's Crane Branch Library has had carpenters, cablers, cutters, maintainers and administrators roaming



through it to discuss, shift, install and examine shelving, computers, tables, trenches, schedules, wires - you name it! – as work begins on a new floor, in-floor cabling and magazine shelves. According to Branch Manager Peter Lisker, “It is exhausting and exhilarating!” On Saturday, June 23rd, the library was closed to the public in order to dig channels in the concrete floor to install conduit for cables and electricity. The work was completed during the weekend, and the branch was ready to reopen Monday at noon. In the midst of this construction, preschool story hour continues with great attendance.

**Dudley Branch Introduces Self-Service Holds:** On June 4th, requested items at South Buffalo’s Dudley Branch Library were moved to an area that is accessible to the public, thereby providing self-service for on-hold materials. Most patrons like the self-service aspect; however, one patron who usually doesn’t bring his glasses did find it difficult to identify his requests among the numerous items awaiting pick-up. Senior page Steve Rachunas suggested that DVDs be moved to the bookshelves at the front desk where requested items used to be stored, making it easier for staff to retrieve DVDs and also provide more staff work space.

**Polish Language Collection Attracts New User:** Early in June, library clerk Carole Carroll assisted a patron who visited the East Clinton Branch Library for the first time and was excited to discover not only how helpful and friendly the staff is but also that the library has a Polish language collection. The woman, an immigrant from Poland who moved here years ago, was surprised to learn that the library has not only Polish-language print materials but videos in Polish, as well.

**Miscellaneous Meetings and Appearances:** On June 7th and 14th, the Service Corps of Retired Executives (SCORE) hosted two financial management workshops for entrepreneurs in the Business, Science and Technology (BST) meeting room. SCORE continues its on-site, one-on-one business counseling in the BST meeting room on Tuesday and Thursday afternoons. On June 11th, Niagara Branch Library Manager Kathy Goodrich met with Sherry Byrnes of Literacy Volunteers to discuss the “Language Café,” which opens at the Niagara Branch in September, as well as a Literacy Information Night. On June 23rd, at the invitation of Literacy Volunteers, Ms. Goodrich attended a Latino legislative breakfast. On June 12th, Business, Science and Technology Department Manager Nancy Mueller attended a workshop entitled “Preservation of Electronic Records” sponsored by the New York State Archives. Ms. Mueller serves as B&ECPL Records Management Officer. From June 10th through 13th, Support Services Manager Maureen McLaughlin and Network Support’s Senior Computer Operator Roseann Hausrath attended the 4th Annual Sirsi Northeast Regional Users Group Conference at the Pennsylvania College of Technology (PCT) in Williamsport, Pennsylvania. The conference provided an opportunity to preview software developments that will have an impact on B&ECPL’s Integrated Library System platform. In addition to the formal presentations, the Acquisitions and Cataloging Roundtables were excellent opportunities to meet with staff from other libraries and share timesaving tips and routines. On June 19th, the Central Library’s lunchtime book discussion group “Literally Speaking” featured the book *Never Let Me Go* by Kazuo Ishiguro. Part romance, part science fiction and part coming of age tale, this book provided many great talking points. Discussion was led by Grosvenor Room

librarian Carol Pijacki. Also on June 19th, Extension Services Administrator Ann Kling and librarians Claudia Yates and Jamie Smith met with Helene Kramer and Carol Le Claire of "Good Schools for All" to discuss how their organization can better assist B&ECPL patrons. On June 27th, WKBW-TV's Mike Randall officially kicked off the summer reading season with a magic program in the Mason O. Damon Auditorium. More than 250 children and caregivers had a wonderful time. On June 28th and 30th, "The BIG BANG – Gaming @Your Library" returned for an end-of-school blast in the Central Library's West Room. Both events were very well attended, and participants eagerly await the next event. On July 3rd, the Director, Development and Communications Officer Stanton Hudson, Amherst Library Director Roseanne Butler-Smith, law enforcement officials and others attended a press conference conducted by Congressional Representative Thomas M. Reynolds at the Amherst Main Library at Audubon to discuss Reynolds' co-sponsorship of the Deleting Online Predators Act. On July 6th, Community Relations Officer Ami Patrick appeared on The Weather Outside with WKBW-TV Meteorologist Aaron Mentkowski and fellow Buffalo Book Fair Committee members Renée Joldos from Literacy Volunteers of Buffalo and Erie County and Bill Battle from the Western New York Black MBAs to promote the festival and accompanying events. On July 9th, Clarence librarian and "Battle of the Books" coach David Fairlie appeared on The Weather Outside with WKBW Meteorologist Mike Randall to promote the 2007 battle to be held on Saturday, August 4th. Champions from last year's competition joined them on-air. On July 10th, the Director and CFO Ken Stone met with the Director and Board of Trustees of the Town of Tonawanda Public Library to discuss current and future budget issues.

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 – Amend Five-Year Plan. This resolution amends the Library's Five-Year Plan, which was approved by the Board in September 2006. The State approved the B&ECPL Plan, but asked that a few minor technical changes be made. Approval of the resolution allows the Library to make the requested changes and submit the amended plan. Ms. Summer moved and was seconded by Ms. Horton, whereupon approval was unanimous.

RESOLUTION 2007-31

WHEREAS, on January 10, 2007 the New York State Division of Library Development (DLD) advised the Buffalo and Erie County Public Library that its Five-Year Plan of Service (2007-2011) had been approved, and

WHEREAS, DLD added that while the Plan of Service had been approved,

"Cooperative Collection Development" was not addressed as intended in Section 5.2 of the standardized report, and "Centralized Processing and Ordering" appeared under the heading "Cooperative Collection Development," and

WHEREAS, B&ECPL staff has addressed these technical changes as directed by DLD,

now therefore be it

RESOLVED, that the B&ECPL Board of Trustees approves these amendments to its Five-Year Plan of Service and directs staff to transmit them to the Division of Library Development in Albany.

Agenda Item I.2 – Legal Services Retainer Contract Revision. Mr. Mahaney stated attorney Patrick Martin has represented the Library very well for many years. In the process of discussing development-related work, it became evident that the original retainer did not include consultation regarding development-related work. Also, the original 1993 agreement provided for an annual increase of 4%, which Mr. Martin has seldom applied to Library invoices. This resolution would lower the annual maximum increase from 4% to 3% and add one and one-half hours of billable time to his retainer to include consultation for development issues. Mr. Berger moved, Ms. Horton seconded, and approval was unanimous.

RESOLUTION 2007-32

WHEREAS, in October 1993, the Library entered into a legal services agreement with Patrick E. Martin, Esq. to provide all legal services necessary to the regular operation of the Buffalo and Erie County Public Library, and

WHEREAS, these services are provided under a not to exceed retainer with a provision to address litigation and extraordinary matters on an hourly basis, subject to prior approval, and

WHEREAS, Mr. Martin's depth of knowledge, institutional memory and innovative approaches to resolving library legal issues have served the Library exceedingly well over the years, and

WHEREAS, with the recent restructuring of the Library's development functions, including an increased volume of fundraising events, the recurring requirement for legal assistance has expanded, and

WHEREAS, negotiations to revise and reissue the contract to address this need have resulted in a recommended agreement in the interest of both parties, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library authorizes the Chair of the Board of Trustees to execute a new contract with Patrick E. Martin, Esq to cover all legal services necessary to the regular operation, fundraising and events of the Buffalo and Erie County Public Library, including office and telephone/electronic conferences with Library personnel, preparation of business documents, contracts and letters, and provision of legal opinions and legal advice to the Board and officers of the Buffalo and Erie County Public Library, when requested, and be it further

RESOLVED, that the fee for the above service for the balance of 2007 shall be a

fixed retainer of \$3,516.67 per month, with an annual increase in successive calendar years beginning January 1, 2008 not to exceed 3% and with the ability for either party to terminate the agreement upon 90 days notice, and be it further

RESOLVED, that the retainer does not include the preparation for or the trial of any litigated matters or services for other extraordinary matters and that any said service or matter will be discussed in advance with officers of the Board so that the Board will have an estimate of the cost of such services beforehand and Mr. Martin will not undertake such legal service without specific direction to do so from an officer of the Board.

Agenda Item I.3 – Authorize Executive Committee to Approve, Rank and Submit New York State Library Construction Aid Applications. The B&ECPL Board of Trustees must prioritize and approve all construction applications prior to submission to Albany. Because the Board will not meet again until after the application deadline, this resolution authorizes the Executive Committee to act on the Board's behalf and report back on its final recommendations. Ms. Panty moved. Ms. Horton made the second. Approval was unanimous.

RESOLUTION 2007-33

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 under the New York State Library Construction Aid Program, and

WHEREAS, Board-approved applications for New York State Library Construction Aid grants must be received by the Division of Library Development in Albany no later than September 14th, and

WHEREAS, most potential applicants will require as much time as possible to complete those applications and deliver them to B&ECPL System staff for review and prioritization before Board approval and subsequent forwarding to Albany, and

WHEREAS, the B&ECPL Board of Trustees is not scheduled to meet again until after the September 14th deadline, and

WHEREAS, under 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," now therefore be it

RESOLVED, that the Executive Committee is authorized to approve and prioritize all B&ECPL State Library Construction Aid applications and transmit those recommendations to the Division of Library Development before the prescribed deadline, and be it finally

RESOLVED, that a report of these actions will be provided for the Library Board at its September 2007 meeting.

Agenda Item I.4 – Resolution to Honor Ruth A. Collins. The Director asked Ruth Collins

to step forward to receive a plaque in honor of her many years of service to the B&ECPL now that she will be stepping down from her temporary position as Director of Development. She was wished a long, happy and healthy retirement. Ms. Pordum moved for approval and was seconded by Ms. Thomas. Approval was unanimous.

#### RESOLUTION 2007-34

WHEREAS, RUTH A. COLLINS began her association with the Buffalo & Erie County Public Library as a Librarian Trainee in the Central Library's Young Adult Department in November 1970, and

WHEREAS, after receiving her Master of Library Science degree with honors from the State University of New York at Buffalo in 1972, she was appointed Librarian I in the Central Library's Children's Room and soon earned promotion to the title of Librarian II, and

WHEREAS, throughout this period she was active in the New York Library Association, serving on the Board of the Youth Services Section, including one term as its President, and

WHEREAS, after layoffs resulting from the Erie County budget crisis of 1976-1977, RUTH A. COLLINS returned to library service in September 1977 as the Assistant and Children's Librarian at the Lancaster Public Library and later was named Manager of the Depew Branch of the Lancaster Public Library, and

WHEREAS, she was appointed Librarian III, Adult Services Consultant in 1979 and later assumed new responsibilities as Collection Development Consultant, and

WHEREAS, during this period she served on the New York Library Association's Civil Service Action Task Force and as Chair of its Personnel Committee, and

WHEREAS, in 1984, she was named Manager of the North Park Branch Library and later Consultant to Community Libraries, and

WHEREAS, in 1985, in recognition of her expertise and accomplishments, she was appointed Assistant Deputy Director for Human Resources, a post she held for twelve years, and

WHEREAS, in 1997, RUTH A. COLLINS assumed new duties, overseeing all Central Library public service functions, and

WHEREAS, in January 2003, she was promoted to the post of Deputy Director, Chief Operating Officer, responsible for the administration of all B&ECPL public, support and planning services and played a key role in initiating and shepherding renovations of the Central Library, including the introduction of Fables Café, and

WHEREAS, upon her retirement in December 2005, RUTH A. COLLINS devoted herself as an independent contractor to establishing the B&ECPL's internal development operation, and the Library not only raised funds but raised awareness to benefit both the Library and the public it serves, now, therefore, be it

RESOLVED, that in recognition and appreciation of the decades of leadership, imagination and commitment RUTH A. COLLINS contributed to this institution, the Buffalo & Erie County Public Library Board of Trustees expresses on behalf of the Library and the community at large its profound gratitude and deepest respect as she departs after nearly 37 years of faithful and distinguished service.

Mrs. Collins said she loved every minute of every job over the years and felt she was an extremely fortunate individual to have had so many happy years at the B&ECPL. She thanked trustees for the beautiful artwork she received at her retirement gathering in June and truly appreciates all the well wishes. She looks forward to seeing everyone again in her "next phase" as a library volunteer. Following a hearty round of applause, Deputy Director Mary Jean Jakubowski presented Mrs. Collins with a prototype marble bookend created from excess marble removed from the renovated area of the Central Library. This was developed from an idea Mrs. Collins had suggested for future fundraising premiums, so it was appropriate that Ruth receive the very first model.

At 4:37 p.m. the Chair accepted a motion from Ms. Summer to enter Executive Session. Ms. Horton made a second. All members of the staff were dismissed from the room with the exception of the Library Director.

When the Library Board reconvened in public session at approximately 4:47 p.m., it was to announce the retirement of Director Michael C. Mahaney at the end of 2007. Chairman Buck thanked Mr. Mahaney for nearly 34 years of dedicated service and announced that a national search will be conducted to recruit his successor. To initiate the process, the Board's Executive Committee will function as an executive recruitment committee, with the full Board joining the process when the field of potential finalists has been narrowed.

There being no further business, on motion by Ms. Panty, seconded by Ms. Horton, the meeting adjourned at approximately 4:50 p.m.

Respectfully submitted,

Frank Gist  
Secretary