

PROPOSED
MINUTES
REGULAR MEETING OF THE
BUFFALO AND ERIE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES
March 19, 2009

The regular monthly meeting of the Board of Trustees of the Buffalo and Erie County Public Library was held on Thursday, March 19, 2009, in the Central Library pursuant to due notice to trustees. The following members were present:

W. Lawrence Buck, Chair
Sharon A. Thomas, Vice Chair
Frank Gist, Secretary
Sheldon M. Berlow, Treasurer
Richard L. Berger
Phyllis A. Horton
Annette A. Juncewicz
Anne M. Leary
Hormoz Mansouri
Elaine M. Panty
Rebecca L. Pordum
Mario J. Rossetti
Judith K. Summer
Wayne D. Wisbaum

Excused: Jack Connors - ill

Chair W. Lawrence Buck called the meeting to order at 4:03 p.m. in the Joseph B. Rounds Conference Room.

Agenda Item B - Approval/Changes to the Agenda. Agenda approved as mailed.

Agenda Item C - Minutes of the Meeting of February 19, 2009. Minutes were moved by Ms. Horton and seconded by Ms. Panty. Approval was unanimous.

Agenda Item D - Report of the Chair. Mr. Buck reminded trustees of the A.C.T. (The Association of Contracting Library Trustees) annual trustee workshop at the Central Library on Saturday, March 21st and encouraged trustees to attend.

Trustee Frank Gist arrived at approximately 4:05 p.m.

Agenda Item E - Committee Reports

Agenda Item E.1 – Executive Committee. Ms. Thomas was not in attendance at this meeting, however, she reported the Executive Committee met on March 12th. Trustees Buck, Connors, Summer and Horton were present, as was Stanton Hudson, Kenneth Stone, Mary Jean Jakubowski and Bridget Quinn-Carey. The meeting was called to order at 4:10 p.m. As there was not a quorum for the meeting, the one action item on the agenda was moved to the March 19th Board of Trustees meeting agenda prior to the Executive Committee meeting.

Ms. Quinn-Carey provided an update on several projects under way and news items including the North Park Branch temporary location, an update of the NYLA Advocacy Day in Albany, the RFID (Radio Frequency Identification) project and the Literacy Initiative, including working with Project Flight. She also distributed a draft outline of Board Committee responsibilities, staff liaisons, meeting dates and goals. This document will be sent to Committee Chairs to review and update as needed. Ms. Horton noted the Bylaws Committee may want to discuss the limits on numbers for certain committees as the original intent of that restriction is no longer an issue.

Mr. Connors reported the Foundation had requested the Director prepare a proposal regarding recommendations for collaborative staffing and office administration. Ms. Quinn-Carey reported she had sent a letter to Mr. Rice as requested.

The Committee reviewed the agenda for the March 19, 2009 Board of Trustees meeting including the proposed resolutions.

There was no other business to come before the Executive Committee. The meeting adjourned at 5:00 p.m.

Agenda Item E. 2 – Budget and Finance Committee. Trustee Richard Berger asked Deputy Director Kenneth Stone to present budget and finance items.

Agenda Item E.2.a – NYS Construction Grant Awards & Budgeting. This resolution would recommend and approve budgeting the grants that we administer directly for the Central Library and Dudley Branch Library project and would also authorize releasing the system grant match funds for the eight listed contracting libraries as they undertake their projects. Ms. Thomas moved and was seconded by Ms. Panty. The resolution was approved unanimously.

RESOLUTION 2009-11

WHEREAS, on September 9, 2008 the Executive Committee of the Board of Trustees adopted resolution 2008-41 recommending New York State approval of requests for \$664,117 in New York State \$14 million Library Construction Grant Program funding to help address capital needs at the Anna Reinstein, Audubon, Boston Free, Central, Clarence, Clearfield, Dudley, Elma, Grand Island, and Tonawanda City Libraries, and

WHEREAS, on May 15, 2008 the Board adopted Resolution 2008- 21 authorizing the use of funds from the "Designated for Grant Match" balance sheet account to fund "system grants" for the purpose of assisting B&ECPL libraries in meeting the 2008-2009 New York State Library Construction Program local match requirement, calculated as a percentage of the New York State Construction Grant amount, with that percentage equal to each library's "discount rate" under the "E-Rate" program, and

WHEREAS, the Library has received notice that \$664,117 in New York State Public Library Construction Grant funding has been awarded to support up to 50% of eligible project costs for these projects, and

WHEREAS, the next step to implement the projects is to budget the grant proceeds and B&ECPL's local share for the Central Library and Dudley Branch projects and to budget for distributing the "system grants" to the contracting libraries who receive and budget the state grant directly, consistent with the above resolutions, and

WHEREAS, the balance of library donated funds allocated for Central Library renovation is more than sufficient to cover the \$34,878 library share for the Central Library Project, now therefore be it

RESOLVED, that the Buffalo & Erie County Public Library Board of Trustees amends the Library Grants Budget to establish the State Public Library Construction Grants for the Dudley Branch and Central Library projects, budgeting grant proceeds and B&ECPL's "system grant" contribution as shown in the attached Exhibit 1 and authorizing the use of \$34,878 in Library privately donated funds allocated by resolutions 2002-69 and 2003-09 to support Central Library Renovation for the Central Library match, and be it further

RESOLVED, that the Board further approves budgeting and distributing the "system grant" contribution to the contracting libraries to support their projects as shown in the attached Exhibit 1, and be it further

RESOLVED, that the Library Director or her designee is authorized to submit this grant award for review as may be required by the Erie County Fiscal Stability Authority.

EXHIBIT 1 NYS \$14 Million Public Library Construction Grant Program Grant Awards and Matching Funds

Description	LOCAL FUNDS			Total Local Funds	NYS Const Grant	Total
	E-Rate Disc. %	System Grant Amount	Library/ Municipality			
Contracting Library Requests						
Amherst Public Library - Audubon Library: replace roof on original (1986) portion of building	40%	\$59,000	\$88,500	\$147,500	\$147,500	\$295,000
Amherst Public Library - Clearfield Library: replace 17 original windows (1968) with new energy efficient windows	40%	\$2,280	\$3,419	\$5,699	\$5,699	\$11,398
Boston Free Library: Rehabilitate parking lot including 1 1/2" new asphalt; add ADA lift to basement children's area; rehab 65 yr old windows; add new insulation to attic; and add lighting to parking area	50%	\$5,690	\$5,693	\$11,383	\$11,382	\$22,765
Cheektowaga Public Library - Anna Reinstein Memorial Library: Replace failing HVAC, aging windows and lighting with energy efficient models.	60%	\$107,417	\$71,612	\$179,029	\$179,029	\$358,058
Clarence Public Library: add automated door openers to interior vestibule doors	40%	\$1,242	\$1,862	\$3,104	\$3,104	\$6,208
Elma Public Library: Replace leaking roof and failing septic system	40%	\$7,500	\$11,250	\$18,750	\$18,750	\$37,500
Grand Island Memorial Library - Rehabilitate/reconstruct deteriorated parking lot	40%	\$19,998	\$29,997	\$49,995	\$49,995	\$99,990
City of Tonawanda Public Library - Reconstruct entry	60%	\$16,888	\$11,259	\$28,147	\$28,147	\$56,294
Total Contracting Libraries		\$220,015	\$223,592	\$443,607	\$443,606	\$887,213
Buffalo Branch Library Projects						
Dudley Library - Rehabilitate parking lot including removal and reconstruction as needed and resurfacing; and replace lighting with energy efficient in ceiling units	90%	\$39,777	\$4,421	\$44,198	\$44,197	\$88,395
Total Buffalo Branches Libraries		\$39,777	\$4,421	\$44,198	\$44,197	\$88,395
Central Library Project						
Reconstruct Ellicott Street entrance to be ADA accessible (present access stairs only) and provide additional electrical service in the Library Auditorium	90%	\$158,683	\$34,878	\$193,561	\$176,314	\$369,875
Total Central Library		\$158,683	\$34,878	\$193,561	\$176,314	\$369,875
Combined Buffalo Branches & Central Library		\$198,460	\$39,299	\$237,759	\$220,511	\$458,270
Grand Total ALL Project Costs:		\$418,475	\$262,891	\$681,366	\$664,117	\$1,345,483
Total Program Grant \$ Available to B&ECPL					\$664,117	

Director Quinn-Carey pointed out several calls have been received as to why the Kenmore Library did not receive any funding in this program. She explained eligibility requirements for this program and stated this has been communicated to inquiring legislators and members of the public.

Agenda Item E.2.b – Gates Opportunity Online Hardware Grant Phase 2

Application/Match. Mr. Stone introduced Resolution 2009-12 stating it is Phase 2 of a grant approved last year. Phase 2 is a 50/50 percent match and is for the same libraries that received funding last year.

Trustee Leary asked where the replaced computers go and if they could be donated. Mr. Stone explained the computers were vintage 1998–2000 and do not meet criteria for accepted donations. They were offered to individual libraries to offer for sale and others were offered for recycling or sent to the county for their surplus sale.

Ms. Panty moved to approve and was seconded by Ms. Summer. Resolution 2009-12 was approved unanimously.

RESOLUTION 2009-12

WHEREAS, since 1998, the Bill and Melinda Gates Foundation has provided the Buffalo & Erie Count Public Library (B&ECPL) over \$1 million in multiple grants to support the Library's efforts to offer comprehensive public access computing to the communities in greatest need, and

WHEREAS, a 2006 grant allowed the Library to replace all outdated public access computers within the Buffalo Branch Libraries, the Lackawanna Public Library and all but 14 computers in the Central Library, and

WHEREAS, the most recent grant provided for a two year, two-phase program to upgrade computers in the communities of Amherst, Angola, Cheektowaga, Collins, City of Tonawanda, Town of Tonawanda and West Seneca, and

WHEREAS, Phase 1 of the grant was successfully implemented in 2008, and

WHEREAS, initial Phase 2 grant forms and instructions were released in March, with a due date for Phase 2 applications anticipated in April 2009, and

WHEREAS, the next step needed to allow the Library to apply for the Phase 2 grant is to ensure that matching funds are committed for each individual library's local share match requirement, and

WHEREAS, to take advantage of economies of scale and minimize support costs, the B&ECPL centralizes and standardizes technology purchases for all B&ECPL libraries and maintains funding for equipment replacement within the B&ECPL's "Designated for Contingencies – for equipment and technology replacement " balance sheet account, and

WHEREAS, drawing upon this account to meet the \$50,700 Phase 2 local match is an appropriate use of these funds, now therefore be it

RESOLVED, that the Board of Trustees authorizes the use and budgeting of \$50,700 from the Library Fund's "Designated for Contingencies - for equipment and technology replacement " balance sheet account to provide the Library local share for this project, and be it further

RESOLVED, that the Buffalo & Erie County Public Library Board of Trustees authorizes the Library Director or her designee to undertake the application process and coordinate responses from participating libraries, and be it further

RESOLVED, that the Buffalo & Erie County Public Library Board of Trustees authorizes the Library Director or her designee to execute memorandums of agreement with each eligible contracting library committing them to the match amounts listed in Exhibit 1, and be it further

RESOLVED that the Board of Trustees of the Buffalo and Erie County Public Library approves submitting Gates Opportunity Online Hardware Grant Program Phase 2 application to the Division of Library Development, New York State Library on or before the application deadline, and be it further

RESOLVED, that upon notice of award of the grant, the Buffalo & Erie County Public Library Board of Trustees authorizes amending the Library Grants Budget to establish the Gates Opportunity Online Hardware Grant Program Phase 2 with \$50,700 in anticipated grant proceeds, and amending the operating budget to reflect the use of \$50,700 from the Library Fund's Designated for Contingencies - for equipment and technology replacement " balance sheet account, and be if further

RESOLVED, that should the grant award contain additional funds to offset administrative costs, said funds shall also be included in the grant budget, with the amount reported back to the Board of Trustees, and be it further

RESOLVED, that should the grant award vary from the above, the change will be returned to the Board for review, and be it further

RESOLVED, that the Library Director or her designee is authorized to submit this grant for review as may be required by the Erie County Fiscal Stability Authority, and be it finally

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library authorizes the Library Director and her designees to administer and disburse grant and match funding to the exclusive benefit of the recipient libraries as shown in Exhibit 1 as provided for by the grant.

**Gates Library Grant Initiative;
Opportunity Online Hardware Grant Program; Eligible Libraries**

Buffalo and Erie County Public Library

Library	Res 2009-12 BECPL Provided Match	Grant Amount (Value- Match)	Combined Phase 2 Value
AMHERST MAIN LIBRARY AT AUDUBON	\$5,200	\$5,200	\$10,400
EGGERTSVILLE-SNYDER LIBRARY	\$3,900	\$3,900	\$7,800
WILLIAMSVILLE LIBRARY	\$2,600	\$2,600	\$5,200
ANGOLA PUBLIC LIBRARY	\$5,200	\$5,200	\$10,400
ANNA M. REINSTEIN MEMORIAL LIBRARY	\$3,900	\$3,900	\$7,800
JULIA BOYER REINSTEIN LIBRARY	\$6,500	\$6,500	\$13,000
CITY OF TONAWANDA PUBLIC LIBRARY	\$3,900	\$3,900	\$7,800
COLLINS PUBLIC LIBRARY	\$1,300	\$1,300	\$2,600
KENILWORTH BRANCH LIBRARY	\$7,800	\$7,800	\$15,600
TOWN OF TONAWANDA PUBLIC LIBRARY - KENMORE	\$5,200	\$5,200	\$10,400
WEST SENECA PUBLIC LIBRARY	\$5,200	\$5,200	\$10,400
Totals	\$50,700	\$50,700	\$101,400

Trustee Wayne Wisbaum arrived at approximately 4:15 p.m.

Agenda Item F – Report of the Director. Ms. Quinn-Carey reported it has been a busy few months. As brought up in the Executive Committee report, the North Park lease has been signed and approved. Work has begun at the temporary site; permits are being pulled, equipment and furnishings are being ordered. While no definite opening date has been set, they feel July is a good estimate for opening to the public. Next steps will be discussed as far as working with the community and the city to discuss a long-term solution. Ms. Quinn-Carey has been working with Ann Kling and George Emery, a librarian at Canisius, former library employee here and a resident in the Parkside area, who has offered to be a community liaison for the Library to pull together different neighborhoods and representatives from the North Buffalo Community and work on an acceptable plan and work with the city to move forward. She noted there is a lot of

other spring construction going on, ie. sidewalks being pulled up, work on the back parking lot and work at other libraries. The Director reported on a productive meeting she attended earlier in the day with Buffalo Place to discuss plans to make the land adjacent to the library more attractive. While the land is not ours but maintained by the City, it will become a more attractive addition to the library's overall look.

Deputy Director Stanton Hudson updated trustees on the annual fund reporting at the end of February they were at \$46,000 in contributions with 1,076 contributors. Since that time, they are at \$50,230 with 1,148 donors. They hope to bring in another \$10,000 from previous regular donors who have not yet contributed. A letter to approximately 700 lapsed donors will be sent out in mid-April. They are hopeful to double what was collected last year.

Mr. Hudson thanked Mr. Buck for his efforts in helping to attain a grant from the Children's Foundation for the Summer Reading Program. Plans for the 2009 Hamilton exhibit continue. Mr. Hudson reported through the efforts of Carol Halter, JPMorgan Chase in NYC will be loaning us replica pistols of the ones used in the Burr-Hamilton duel and they will cover all associated costs. In addition, they are having an opening reception for approximately 150-200 people at the Central Library the night before the public unveiling of the exhibit; this will be a great opportunity to make connections with members of the educational community. Mr. Hudson addressed Trustee Berger's inquiry if the replicas were of high value. A potential joint grant application with the University of Buffalo American History Department, for a National Endowment for the Humanities Grant dealing with the Great Depression, is being explored.

Mr. Hudson commended Assistant Deputy Director Paula Sandy who has overseen efforts of staff members to establish a pilot program with five of our libraries for a new online library scheduling system which will allow individual libraries to control content and update the variety of activities in their individual libraries. Mr. Hudson invited trustees to see the Buffalo Public Schools art exhibit currently on display at the Central Library through April 23rd which was coordinated by Paula Sandy. He also announced Miss Sandy worked with our staff and representatives of WNED-TV to develop content for a library segment in a new production entitled *Western New York A to Z*.

Trustee Panty asked if we would be able to bring back the homework help program that was successfully done in the past. Mr. Hudson explained as part of the literacy effort, a K-12 after school program is being considered. Ms. Quinn-Carey further explained one of the components we are working on with Project Flight is how to integrate after school services stating databases are great but there are many families who do not have access to computers after school.

While she believes homework help is a great program, Trustee Leary pointed out many of the suburban districts have their own online programs. Trustee Pordum mentioned

Buffalo Schools will be purchasing a computer tutorial math program beginning in the summer and adding to it in the fall. She suggested once it is up and running, possibly children can access it at the library.

Ms. Quinn-Carey was excited to announce we have been given the opportunity to be on TV every Tuesday morning at 8:45 a.m. on WIVB-TV 4 (extended morning show *Wake Up* - sister channel WNLO, Channel 16) for a three minute segment as a way for us to showcase what we are doing. Together with Paula Sandy, they have been working on topics and have asked other libraries for content ideas.

Ms. Quinn-Carey publicly commended staff for how well they have been doing and how incredibly responsive they have been during this time of change and transition.

Mr. Berlow asked if during the TV segment we can ask for public support. Ms. Quinn-Carey did not know but said we could check into that.

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

Report of the Director March 19, 2009

There are many projects in the works throughout the Library System: planning and programming related to literacy and special collections, scheduling and preparation for summer reading activities and programs, coordinating and planning exhibits, preparing for or managing construction and renovation projects, developing new community collaborations, implementing technology upgrades including Radio Frequency Identification (RFID), reviewing multiple Requests for Proposals (RFP's) - all against a backdrop of consistently increasing usage and circulation. Our libraries are busy places for the public -- and for the staff!

Seven System employees participated in a very successful advocacy trip to Albany. Our delegation represented all facets of our System: branch libraries, suburban libraries and Central System services administration. We were well received and the timing this year was particularly advantageous - the budget process was being decided as we were in meetings with our legislators. While we don't know the outcome as of this writing, we hope our visit - and that of hundreds of our colleagues from all over New York - will result in having library system funding restored for 2009-2010.

The Buffalo and Erie County Public Library System may have an opportunity to work with the State Library in securing grant funding for broadband related economic stimulus projects and collaborative opportunities with other agencies to provide

additional workforce development programs and services. Our staff is very busy preparing proposals for possible funding. More information becomes available daily, and we are sifting through the news and updates for as many opportunities as we can to apply for and secure these funds.

The detailed reports that follow will provide a full picture of most recent activities and accomplishments of this dynamic library system.

Report of the Chief Operating Officer

Monthly highlights are as follows:

A Colorful Landscape: Thanks to the talented staff of the Maintenance Department, the Central Library Children's Room is now a wonderful blend of colors representing the sky and grass covered land. New whimsical pieces of furniture have been added, including a caterpillar bench and bug display rack. The West Room has also been painted. Many patrons, young and old, have remarked about both rooms' transformation.

New Materials Ordering System Introduced: A series of Title Source 3 training sessions were conducted at the Central Library February 4-5 and February 24-25 by Baker & Taylor representative Eric Thronsdend. The classes introduced a materials ordering system that streamlines workflow for public services and technical services staff. The new procedures allow ordering through a web-based 'cart' system (similar in style to amazon.com). This new system maximizes efficiency by eliminating the need to print paper orders and also eliminating the need for Acquisitions Department staff to manually create purchase orders for library print materials. Information Technology Librarians, **Maureen McLaughlin, Peggy Errington, Kelly Donovan, Jennifer Childs** and Assistant Deputy Director **Carol Batt** worked with Baker & Taylor to develop the model and acted as moderators during the class sessions. Staff from throughout the System participated in the training.

Orchard Park Computers Scheduled To Go Wireless: As part of a renovation project at the Orchard Park Public Library, Network Support has assisted with computer moves and site visits as part of redesigning the Local Area Network infrastructure. Orchard Park will be the first library in the System with all public access desktop computers connecting to the B&ECPL data network wirelessly.

WebFeat Selected as Library's Federated Search Vendor: B&ECPL's current vendor, WebFeat has been selected to continue to provide federated search capabilities for the B&ECPL. The Request for Proposal (RFP) Evaluation Team included Library Consultant **Shirley Whelan**, Central Library Administrator **Peggy Skotnicki**, Database Librarian **Angela Pierpaoli** and IT Administrator **Toni Naumovski**. Federated

searching allows the simultaneous search of the Library's databases and other web-based resources producing a consolidated listing of results. The current federated search configuration will be migrated to "WebFeat Express" and will be hosted at the vendor's remote site. It is highly anticipated that this new product will increase overall reliability of federated searches and improve manageability of the subscription databases. Overall, it will be the patrons that will benefit most from the improved service and reliability of the Library's electronic resources.

Laptops Available Soon for Public Use: Taking accessibility to the next level, the Network Support team has worked diligently to prepare 15 laptops for deployment at three Buffalo City branches. The Crane Library will pilot laptop computers for public use. The laptops will allow Internet access through a wireless network which uses the Envisionware software to provide the same authentication, functionality, security and print management that is available on the desktop PCs. The computers were purchased with funds through a grant from the Bill and Melinda Gates Foundation.

Office for Persons with Disabilities: In an effort to increase access and reduce wait time, Librarian **Renee Masters** worked with maintenance staff to have a wireless doorbell installed outside of the Office for Persons with Disabilities. The doorbell rings at the Humanities and Social Sciences reference desk alerting staff to patrons requesting access to the office.

Rare Book Room: Accompanied by Chief Financial Officer **Ken Stone**, Erie County Fiscal Stability Authority Director of Administration Tysha Martin and Financial Analyst Frank Belliotti were given an impromptu tour of the Mark Twain Room, Rare Book Room, and the new climate-controlled storage area on Tier A by Rare Book Librarian **Amy Pickard**.

Preceding the February 5th Geraldine Brooks lecture at Buffalo State College, Rare Book Librarians **Amy Pickard** and **Amy Vilz** presented Arthur Szyk's and Ben Shahn's editions of the Haggadot.

Grosvenor Room Librarian **Sue Cutrona** taught a training class on *Ancestry Library Edition* to eleven B&ECPL staff members from various branches.

Grosvenor Room Librarian **Carol Pijacki** and staff assisted *Buffalo Spree* writer Elizabeth Licata with research for an upcoming article regarding the history of the Buffalo Philharmonic Orchestra. The Orchestra celebrates its 75th Anniversary in 2010.

Central Library Security: I met with Chief Financial Officer **Ken Stone**, Popular Materials Manager **Meg Cheman**, Principal Security Officer **Mike Miechowski**, Teen Room staff **Britt White** and **Andrew Maines**, as well as a host of others weekly to discuss Teen Room activity and activities/behaviors of young adults both in and

outside of the Central Library. Procedures are being reviewed and tweaked, with some positive results. Several connections have been made with community organizations including but not limited to: Baker Victory Services, Stop the Violence, City of Buffalo, Buffalo Police and various faith based programs including Rev. Kenyatta Cobb of Hananiah Lutheran Church. Rev. Cobb, chaplain of the Buffalo Police Department and Erie County Medical Center Trauma Unit, visited the Central Library Teen Room on February 25th. Accompanied by his wife, Michelle, he spoke to the teens assembled about being leaders, not followers, and reminded them to remember the Teen Room “is a gift.” Rev. Cobb encouraged library staff to continue interacting with teens whenever possible to form positive relationships for mutual benefit. Staff has been receiving training on teen development, working with teens and various other topics. On a sad note, one of the most influential persons working with B&ECPL, Buffalo Police Officer Richard Woods died unexpectedly last week. We are truly thankful for his dedication, skill and knowledge. He will be missed.

Programs: Buffalo Museum of Science program *Branched Out* took place each Saturday in February. While attendance varied, children enthusiastically participated. Movie Matinee Saturdays continued in February. Fifty-seven people enjoyed a showing of *Kung-Fu Panda* and eighteen viewed *Akeelah and the Bee*. Ten children participated in “Celebrate Black History Month with Miss Gwen” February 19th. Librarian **Gwen Collier** and MLS practicum student Janene King presented the program, which included stories and a quilt craft.

Tours: Seventy-five Amherst Central High School 11th grade Honors English students visited HSS on February 11th. The students, accompanied by their instructors, spent the day researching various types of literature for a term paper. Librarians **Kathy Galvin**, **Angela Pierpaoli**, and **Suzanne Colligan**, hosted the group (divided by thirds) in the Central Training Lab. Students were given information about several subscription databases pertaining to literature and instructive handouts. Several class visits scheduled for the Children’s Room were cancelled by school administrators’ due to inclement weather.

Meetings/Conferences: On February 6, 2009, E-branch team members met with Jim Mezhir from the Erie Community College Work Force Development Center. Mr. Mezhir presented various techniques on telephone etiquette and customer service. IT Administrator **Toni Naumovski** attended an intensive three-day System Administrative Overview and Training Session conducted by SirsiDinx in Mississauga, Ontario. The classes provided in-depth information regarding the overall Symphony system configuration and data reporting capabilities.

Children’s Room Manager **Kathy Goodrich** attended a virtual meeting of the Youth Services Section of NYLA. The focus of the meeting included discussion regarding New York State Family Literacy Grants, Summer Reading Mini Grants and marketing

youth services. **Ms. Goodrich**, Buffalo Branch and Community Connections Administrator **Ann Kling**, and I met the City of Buffalo's Community Service Commissioner Tanya Perrin-Johnson, Commissioner of Youth Services Otis Barker, and Verizon representative Maureen Rasp-Glose to discuss this year's collaboration on both the Mayor's Summer Reading Program and the Mayor's Summer Youth (work) Program. Plans have been set in motion and future meetings being scheduled. Business, Science and Technology Manager **Nancy Mueller**, **Ann Kling**, Librarian **Kara Stock**, and I participated in a Department of Library Development telephone conference with the New York State Department of Labor. The NYSDOL has offered assistance with staff training on job and resume resources including the potential opportunity to place "One Stop" centers at various library locations. Ms. Stock and Ms. Mueller currently work with the Buffalo Employment and Training Center (BETC) a "One Stop" located a stones throw from the Central Library. We will be working with the BETC to further develop collaborations.

In addition to the DOL telephone conference, Ms. Mueller attended a "Personal Awareness Seminar" presented by Erie County Sheriff, Sgt. John Rodriguez, and Corrections Officer, Denise Clay, pertaining to the preconceived ideas and prejudices we bring to work and everyday life. Business, Science and Technology Librarian **Kevin Wall** presented an overview of the database: *County Watch* during the "Did You Know" portion of the February's Managers/Directors meeting. Business, Science and Technology Librarian **Dan Caufield** continued to participate and helped to coordinate the SCORE workshop held in the Central Library's meeting room. Twenty-five men and women interested in starting a small business attended this daylong seminar. In addition, Mr. Caufield attended a chapter meeting of Western N.Y. BNI (Business Network International). BNI is an organization established to create a network of businesses allowing members to gain increased exposure to many other people and business opportunities. Mr. Caufield attended the 2009 Straight Talk "Wrap-up" meeting. Information Technology Librarians **Maureen McLaughlin**, **Kelly Donovan** and **Jennifer Childs**, along with Assistant Deputy Director **Carol Batt**, met with SirsiDynix Regional Sales Representative, Robert Spronzo, as well as participating in a conference call with SirsiDynix Service Assurance Manager. Ms. Batt also participated in a conference call with the New York State Library regarding LSTA, OFT and Gates Foundation Grant funds. Collection Development Librarian **Peggy Errington** participated in the Borrower Account Review Committee and Page Turners.

Report of the Chief Financial Officer

New York State 2008-2009 Construction Grant Awarded for Ten Libraries: On March 9th, the Library received copies of official award letters for New York State Construction Grants for 10 libraries. Combined with the award for the Riverside Library project received last month, this is a total of \$705,277 in state construction grant funding to help pay for a variety of building improvements. The local grants are

among 240 construction grants awarded to libraries statewide under two state library construction programs using \$14.78 million from the 2008-09 New York State budget.

The grant supports 50% of project costs at the following libraries:

- **Anna Reinstein Memorial Library** (Cheektowaga), \$179,029 to replace failing HVAC, aging windows and lighting with energy efficient models;
- **Audubon Library** (Amherst), \$147,500 to replace the roof on the original (1986) portion of the building;
- **Boston Free Library**, \$11,382 to add an ADA lift chair to basement children's area; rehab 65-year-old windows; and rehabilitate the small parking area;
- **Central Library** (Buffalo), \$176,314 to reconstruct Ellicott Street entrance to be ADA accessible (present access stairs only) and provide additional electrical service in the Library Auditorium;
- **City of Tonawanda Library**, \$28,147 to reconstruct deteriorated front entrance including replacing windows;
- **Clarence Town Library**, \$3,104 to add automated door openers to interior vestibule entry doors;
- **Clearfield Library** (Amherst), \$5,699 to replace 17 original (1968) single pane windows with energy efficient units;
- **Dudley Library** (Buffalo), \$44,197 to replace lighting with energy ceiling units and rehabilitate the parking lot;
- **Elma Public Library**, \$18,750 to replace leaking roof and failing septic system;
- **Grand Island Memorial Library**, \$49,995 to rehabilitate/reconstruct the parking lot;
- **Riverside Library** (Buffalo), \$41,160 to replace the failing heating ventilation and air conditioning (HVAC) system.

City of Buffalo personnel have already ordered the HVAC equipment for the Riverside Library project and expect to have the new system operational prior to the summer cooling season.

Central Library Sidewalk and Fuel Tank Projects Update: The Erie County Purchasing Department in conjunction with the County Public Works Department have received bids and recommended an award to the low bidder for each project: \$388,450 for the fuel tank project and \$243,600 for the sidewalk project (which would replace deteriorated sidewalks surrounding the Central Library). Requests for approval by the Erie County Fiscal Stability Authority have been submitted. Work on the County owned Central Library building would commence in early spring and be concluded prior to June 30th, the deadline date for the grant.

A contractor clarification involving the fuel tank project still needs to be resolved before that project can proceed. There is some risk that if the issue is not resolved promptly, the project may have to be cancelled.

Report of the Human Resources Officer

Meetings:

Directors/Managers Meeting (2/11)

Erie County Assistant Risk Manager Tim Benten (2/10)

Labor Management Healthcare Fund (2/9, 2/23)

Erie County Workforce Development Mark Zelasko and James Mehzir

MEMORANDUM

TO: Bridget Quinn-Carey, Director
Buffalo & Erie County Public Library

FROM: Stanton H. Hudson, Jr., APR, Fellow PRSA
Deputy Director & Chief Development and Communications Officer

SUBJECT: Monthly Report – February 1-February 28, 2009
Development & Communications Office

DATE: March 9, 2009

OVERVIEW

Major activities centered on:

- Annual Fund Appeal
- Preparation of PBS “American Experience” grant application
- Special Collections activities
- Alexander Hamilton exhibition (May 1-June 12, 2009)

SPECIFIC ACTIVITIES/TASKS/ACCOMPLISHMENTS

Development

- The 2008 Annual Fund, including a prospecting component (approximately 19,000 non-patrons), was dropped shortly after January 1. The mailing went to approximately 60,000 households. Daily tracking has ensued, including analysis of giving by prospects. As of February 28, more than \$46,000 in contributions from 1076 donors had been received and acknowledged. (A more detailed report will be distributed at the March Trustee meeting.)

- Plans have begun for a follow-up mailing to Library lapsed donors of any amount and, potentially, lapsed donors to the Library Foundation (in general, contributions of \$100 and less).
- A submission was made on behalf of WNED and the Library for an American Experience Opportunity Fund grant to connect the PBS American Experience Season 21 and an Alexander Hamilton documentary to the Hamilton special exhibit being orchestrated by the Library. Funds from the grant will be used for a special project to raise awareness for the Library's world-class Special Collections utilizing the Hamilton exhibit and the Library's own Hamilton collection as a springboard event to the long-term goal of focusing on the Library's special collection holdings and promote attendance and viewer participation related to the exhibition by school groups and families with students, particularly those in middle and high school. Notification is expected in mid-March.
- The Library has received delivery of all new furniture for Fables Café. Seating capacity has increased to 98. A PR campaign directed at downtown workers/residents will be initiated to drive more traffic to Fables, promote catering services and space rentals, and encourage shopping at Novel Ideas is now being formulated.
- With the Director and Carol Halter, met with representatives of the M&T Bank Foundation to discuss possible funding of the Alexander Hamilton exhibit as well as future plans for the Library that could involve grant applications to M&T.
- Continued planning for 2009 Hamilton exhibition, May 1-June 12, 2009. An approach to M&T Bank may yield in-kind contributions; however, the Bank's foundation is cash-strapped now. J.P. Morgan Chase, owner of the original Hamilton-Burr dueling pistols (and replicas), has agreed to assist the Library by loaning the replica pistols to the Library during the length of the exhibit and to cover all associated costs. In addition, the bank has agreed to fund an opening reception for approximately 200 educational and community leaders on Thursday, April 30. Negotiations continue to secure a monetary contribution as well.
- With the Director, met with a representative of the Oishei Foundation to discuss major future Library initiatives, including literacy and Special Collections/Rare Books.
- Met with the Executive Director of the Buffalo Alliance for Education and colleagues to discuss a potential joint grant application focused on the Great Depression as it was experienced both in WNY and the nation. A representative from the American History Department at the University of Buffalo has agreed to assist in developing any possible grant. The National Endowment for the Humanities has been targeted. Submission for planning grants is due April 8.
- Monitored sales from Novel Ideas on a weekly basis-store showed a profit for the month.

Community Contacts

- Attended Erie County Executive Chris Collins's State of the County address

- Attended Buffalo Philharmonic Orchestra donor recognition luncheon-discussed Library initiatives with M&T Bank Regional President Jeffrey Wellington
- Attended CEPA Gallery Member Exhibition
- Attended Theodore Roosevelt Inaugural National Historic Site marketing and strategic planning committee meetings-beginning discussions on potential future collaborations between the two organizations
- Attended Leadership Buffalo Class '09 WNY History & Governance Day
- Met with the President of the New York State Historical Society to discuss potential future collaborations, including the organization's annual statewide History Day (it is seeking a partner organization in WNY)
- Arranged for the Library to be a Silver Sponsor for the Arts Council in Buffalo & Erie County's 23rd Annual Arts Awards Luncheon on March 20. The Library is donating Milestones of Science books in exchange for the sponsorship. Books will contain information pertaining to this one-of-a-kind collection as well as material on the Library's Special Collections/Rare Books.
- Attended Graycliff Conservancy Executive Committee and Board meetings
- Attended CEPA Gallery opening reception
- Attended Western New York Grantmakers Association Annual Grantmakers/Grantseekers Conference—more than 200 attendees

Programming/Public Relations/Marketing

- Coordinated various aspects of a presentation at the Central Library on Sunday, February 22, featuring representatives of the Uncrowned Queens Institute (UQI) who discussed the organization and its accomplishments during its 10-year history. The Institute is featured in the current Central Library exhibit in the Ring of Knowledge, created by the Library's Graphics area.
- Continued to develop public programs to be offered in conjunction with the Hamilton exhibition
- Paula Sandy oversaw efforts of staff members to establish a pilot program with five libraries to introduce the Library's new online library scheduling system
- Paula Sandy coordinated various aspects of the 2009 Buffalo Public Schools Art Show, to be displayed at the Central Library March 13-April 23
- Brought together members of the Special Collections/Rare Book Room Staff and representatives of WNED-TV to develop content for a library segment in a new production entitled "Western New York A to Z"
- Continued developing media pieces/collateral materials/Ring of Knowledge display concepts to be used in conjunction with the Alexander Hamilton exhibit
- Paula Sandy prepared materials for the Library's Advocacy Day in Albany March 10
- Paula Sandy developed a promotion/marketing plan for the final months of the Library's *Get Graphic* project
- Paula Sandy coordinated various elements of an Asthma Awareness Fair to be held at the Central Library on April 25

B&ECPL Meetings

- Attended/participated in B&ECPL Senior Management meetings
- Attended/participated in B&ECPL Administrative Team meetings
- Attended/participated in B&ECPL Executive Committee meeting
- Attended/participated in B&ECPL Board of Trustees meeting
- Attended Library Foundation meeting

City Branch and Community Connections Activity Reports March 2009

Crane

The February Wordflight program, hosted by Ryki Zuckerman, featured Valentine Voice - an evening of open poetry readings about love and passion. Twelve poets participated.

Crane staff observes that more and more people are using public PC's for completing tasks which require an Internet connection: job applications, household assistance, etc. With no home computer or Internet connection, we are the place to file applications and participate in other programs.

The United States Census Bureau conducted tests for 2010 census takers at Crane on Tuesdays during February.

The Crane Branch will once again be a host venue for the Infringement Festival. This year's festival will be July 23rd through August 2nd.

Dudley

On February 11th, Dudley Manager **Dorinda Hayes** participated in a South Park Revitalization Committee meeting (SPARC) at Sorrento Cheese headquarters on South Park Avenue.

On Thursday, February 12th, Family Fun Night was presented by **Kate Puehn** from the Children's Department. The topic "Under the Weather" was presented with a story, craft (Sneezy Face) and a game called "the Flu Bug" to 3 children and 2 adults.

A teen gaming night was held on Thursday, February 19th. Six teens had a good time playing Wii.

On Tuesday evenings in February, the Dudley Branch hosted Branched Out science programs presented by the Buffalo Museum of Science.

East Clinton

The East Clinton Branch hosted its first 'Movie Matinee' offering on Monday, February 23rd, showing *All the President's Men*. Attendance was low, but staff is working to spread the word for the next offering.

More successful was the Four Seasons Book Discussion on February 19th. Five attendees discussed the book *Water for Elephants* by Sarah Gruen.

Branched Out, the school-age program presented by the Buffalo Science Museum, continues to be popular at East Clinton. Teen Gaming on Wednesdays is also well attended.

East Delavan

The East Delavan Branch continues to offer computer classes on Thursday evenings and Saturday afternoons in conjunction with Read to Succeed and the Buffalo Public Schools.

On Monday mornings, The Museum of Science's Young Explorer program continues to be a popular destination for local daycare attendees.

Merriweather

Sandra Blackman conducted preschool story times at Bethel Headstart on February 4th, 11th and 18th -- one story time each for Ms. Linda Roberts morning and afternoon classes. Ms. Roberts has expressed gratitude to Sandra for coming out to the school and informed staff that her classes will resume coming back to the library in April at the same times.

In addition to Ms. Roberts' class, Sandra also had a preschool story time for Mrs. Taylor on February 11th. She was scheduled to bring her 9:30 and 2:00 classes to the library but, due to the weather, she decided only to bring her morning class. Ms. Taylor also stated that once the weather gets warmer, she would like to bring both classes to the library.

Ms. Mary, the program representative from the Science Museum, was replaced by another worker named Ms. Brittany. Although the attendance was lower than in previous Branched Out programs, children who frequent the Merriweather Branch loved the program topics.

The last 2 sessions of the StoryTubes project were held February 3rd and 10th. Merriweather had 3 completed StoryTubes entries. Tom and Chris, two practicum students, along with **Claudia Yates** and **Sandra Blackman** spent the last 2 sessions promoting the project to kids and parents at Merriweather while working on finishing the uploading of the 3 entries to YouTube and reviewing the judging process.

Afterschool Craft Hour with Ms. Sandy resumed on February 17th. The program was postponed until the end of the StoryTubes project. So far attendance is lower than usual. Children (and parents) tend to respond better to consistency, so the low attendance was probably due to the postponement of the program. The program has been a success in the past with many children and parents in attendance.

On February 24th, 5 children participated in Family Fun Night with **Mary Ann Bundy** from CR.

On February 7th, Along This Way: Storytelling in the African Tradition kicked off Black History Month. This program included stories, chants, drumming and folk songs by storytellers Karima Amin and Sharon Holley; vocalist Joyce Carolyn; and percussionist Eddie Nicholson. The program was sponsored by Just Buffalo/ Interdisciplinary Performance Series. An audience of 80 adults and children both participated in and enjoyed the program.

The 20th Annual African American Read-In was held on Sunday, February 15th in the auditorium. There were a variety of readers from the community (including **Ann Kling**). The event was hosted by Kenneth and Sharon Holley, Tradition Keepers: Black Storytellers of WNY and the Merriweather Library.

The theme of the 2009 Carter G. Woodson Essay Contest was "A Tribute to African American Police Officers and Fire Fighters in Western New York". First, second and third place winners in 3 grade categories were invited to read their essays for the program which was held on Saturday, February 28th in the auditorium. The program was sponsored by the Afro American Historical Association of the Niagara Frontier, the Lit-Mus Study Club, the Buffalo Branch of the NAACP, and the Merriweather Library.

The following students received awards:

Grades 10-12:

First Place - Shawnja Pratt, grade 10, Amherst Central High School

Second Place - James Gaines V, grade 11, Canisius High School

Third Place - Tiana S. Nelson, grade 12, Bennett High School

Grades 7-9:

First Place - Tia M. Young, grade 8, Future's Academy

Second Place - Edward Bennett, grade 7, MSTP@Seneca

Grades 4-6:

First Place - Kiara Smoot, grade 4, Martin Luther King, Jr. Multicultural Institute

Second Place - Erin Brockenton, grade 5, School #81

Third Place - Winston Douglas, Jr., grade 5, Windemere Elementary

Third Place – Davonna Lynch, grade 4, School #81

There was a very successful Genealogy On-line workshop in the computer lab on February 14th. There were 17 people sharing the 12 computers in the lab. The session was run by Sonia Walker of the Buffalo Genealogical Society of the African Diaspora and **Sandra Williams Bush** was the monitor.

On Sunday, February 1st, Merriweather Branch began a Family Movie Matinee series which will be held at 2 p.m. every Sunday through May 17th. Also on Sundays only, patrons can enter a monthly raffle by checking out 5 items or more.

Census 2010 testing is held in the meeting room every Sunday.

The Hon. Crystal Peoples began holding monthly meetings of the Michigan Street African American Heritage Commission in the auditorium (other meeting dates are March 9th and April 9th).

On February 9th, **Sandra Williams Bush** met with Legislator Barbara Miller-Williams regarding circulation, programming, etc. at Merriweather.

Niagara Branch

On February 2nd, Manager **Brian Hoth** visited the CAO Head Start at the Old 1st Ward Community Center as a community helper reading stories to 2 groups of preschool children. Brian attended the morning and afternoon sessions.

Angela Wacker, Holly Perlman, and Devon Kramer, 3 DLIS students, interviewed **Brian Hoth** for a class assignment on February 11th. They asked him a wide variety of questions ranging from collection development to specific areas of responsibility of the staff within a library system.

On February 11th, Manager **Brian Hoth**, practicum student Kasey Mack, and Angela Wacker, visited D'Youville Porter Campus to present a program for 3 pre-k classes. Kasey did a program on Presidents' Day. The children weren't sure about Washington and Lincoln, but they sure knew all about Barack Obama, shouting "Barack Obama!" when asked who our president was.

Library Associate **Tammy Linkowski** and **Brian Hoth** visited Friends of the Night People on February 18th with a donation of clothing collected by the staff; this also included numerous unclaimed items from our lost and found box. They were very appreciative. We also dropped off a poster promoting the upcoming Job Fair and another donation of books.

Library Associate **Sean Goodrich** hosted a gaming program for 20 members of Big Brothers/Big Sisters on February 2nd.

The 2 Niagara Branch teen clubs, Club Teen Nation and the Anime Club, have merged. They have spent the month organizing and have settled on specific days in which to meet. They will be meeting every Wednesday and Friday from 2:30 to 5 p.m. The Club is comprised of students from DaVinci High School and teens who visit the library. They are also looking into recruiting additional members. They are happy that Mr. Hoth lets them have use of the DVD player to watch movies while they meet. It was gratifying to see them discuss movies.

My new practicum student, Kasey Mack, has been doing a good job so far. She presented a program to 3 pre-k classes at D'Youville Porter Campus (School 3). She's been reading stories to the preschoolers during the Young Explorer Series and has done a book talk for the Afterschool Science program. She is preparing future preschool programs for Niagara Daycare and CAO Head Start. She is also working on an Internet Basics class for adults. Kasey is acclimating to her responsibilities with ease and shows much enthusiasm.

The children, who attend the "Let's Go to the Library" program on Saturdays hosted by Journey's End, really enjoy visiting the library. Library staff sets aside books and movies each week related to their theme.

Riverside

The Riverside Chess Club meets every Tuesday evening; the 4 sessions in February had a total of 37 participants. Many thanks to Doug Dubose for moderating the club.

The AARP staff has been very busy filing income tax returns. They completed 159 tax returns during the 6 February sessions.

The winter session of the Museum of Science Afterschool Program finished up on February 26th. A total of 4 programs were held with a **TOTAL of 17** in attendance.

Librarian **Max Chawki** conducted 2 public computer training classes using the Cyber Train from Central (February 10th and February 17th). The first class focused on Internet Basics and the second class focused on Word Basics. There were 8 participants for both classes.

Contracting Library Activity Reports - March 2009

Angola Public Library - submitted by Mary Truby, Library Director

The weather outside was frightful but the Angola Public Library did it's best to make a visit to its library a bright spot during the dreary month of February.

The entire month was designated "Romance Month". The library was decorated with hearts and flowers not only for Valentine's Day, but all month long. We scheduled events throughout the month for both children and adults. Clerk, **Judith Woodman**, tied up and decorated bundles of romance paperbacks which were sold for bargain prices. To encourage people to let our servicemen overseas know that we are thinking of them and that we appreciate their sacrifices, we had a drop off to collect small non-perishable items. We also hosted a children's party to make cards to send to the soldiers. There were games and prizes and fun for all who attended. On Valentine's Day we shared sweet treats with our patrons. The month ended with the drawing of the winner of the free "Lucky at Love" raffle. Our Friends of the Library group donated gift certificates for dinner for two at a local restaurant and movies tickets so that some lucky couple could share an evening out.

Our new session of children's programs started on February 18th. We have two program levels; Toddler Time, for children under 3, is structured for parents to share creative playtime with their toddlers and Roars & Snores for children over 3 years of age which includes story time and a craft. These popular programs with "Miss Laurie", **Laurie Obrochta**, are always well attended.

Our computers continue to be one of the most used resources of the library. Even with the addition of two computers they are constantly in use. Our number of sessions has greatly increased over previous years.

The library continues to be used as a meeting place each month by the Liberwrymes, our library book club, the Evans Garden Club and the Red Hats. It is also frequently used as a safe, convenient meeting place for tutors and their students.

In the upcoming months we will have an Easter raffle for a charming rag doll that was handmade and donated by one of our talented patrons. We are also pleased to announce that a local author has had her book published and will do a book signing at our library.

Clarence Public Library – Submitted by Linda Rizzo, Library Director

While February began as an average month in the life of the Clarence Library, it quickly turned into a devastating time in our history. On the evening of February 12th, a plane crash changed the entire fabric of our community. At 1:30 am, **Mike Stafford**, Caretaker, opened the building and the Library was converted into media headquarters. Media from across the country and reporters from around the world were utilizing our meeting room and facilities from Friday morning, February 13th, through Friday morning, February 20th. Trucks from CNN, ABC, CBS, NBC, BBC, FOX, the Weather Channel, plus our local news networks occupied the parking lot for several days. Reporters came from Good Morning America, Associated Press, the New York Times, the London Times, the Buffalo News, the Clarence Bee, WBEN, WBFO, WECK, and a Chinese network. They came from Toronto, Montreal, Rochester, Syracuse, and Florida, just to name a few. Local press conferences were held at 8:00 each morning with our Town Supervisor, Scott Bylewski; Captain Steven Nigrelli of the New York State Police; Clarence Emergency Services Coordinator, David Bissonette, along with several others arriving to give updates to the community.

Staff members to include **David Fairlie**, **Marilyn Quagliana**, and **Christopher Gregoire**, along with Mike and myself, manned the building to answer phone calls and accommodate the press. Additional staff and several of our volunteers also offered assistance, if needed.

Calls and emails expressing concern for everyone were received from Central to include **Mary Jean Jakubowski** (Chief Operating Officer), **Ann Kling** (Division of Public Services), **Doreen Woods** (Human Resources) and other System librarians. We received a note of thanks for the entire staff from **Bridget Quinn-Carey** (System Director). All were greatly appreciated.

Flowers were received from the Town in thanks for all we did. We also found a note with thanks from one of the CNN reporters, not to mention all the thanks expressed personally by many members of the media and their crew.

A Town “Accounts and Remembrances Project for Flight 3407” will take place during the months of March and April. Doug Kohler (Local Author and Clarence History Teacher), Mark Woodward (Town Historian) and a small committee are working together to prepare a compilation of memories from the community at the request of the Supervisor and County Executive. These memories will be audio and written accounts. The Library will provide a place where these memories will be recorded.

The Library is returning to a state of normalcy. Patrons come and go. Tutors spend time with students. Wireless access is increasing. But we will always hold those on Flight 3407, their families, and neighbors in our thoughts and prayers.

Our children and adult programs have ushered in the New Year on a successful note. Carmen Presti from the Primate Sanctuary and the magic of Mr. J received rave reviews. We have re-introduced computer classes with the help of our cyber train friends. **Sara Taylor**, B&ECPL Computer Trainer, has conducted classes on Excel Basics and Intermediate Excel to sold-out crowds. March and April will see classes in Word Basics and Intermediate Word. We will be sponsoring a series of presentations on financial planning. One of our patrons, Bob Poczik, will be hosting a presentation on China – past and future. Nels Cremean of In Jest will be visiting to add a laugh or two. What has become an annual Arbor Day event for our preschoolers, will be held again on April 24th. Arrangements for a tree to be donated by Schichtel's Nursery were made by Betty and Steve Murtaugh. The Town Parks Department plants the tree and our children water it with watering cans to help it grow. This has always been a successful photo op in the Clarence Bee!

AARP volunteers continue to be inundated with tax preparation requests and questions. To date, they have prepared well over 475 returns.

The Department of Motor Vehicles has provided many people, who might not have considered the opportunity, a visit to our library. Sadly, we will be losing their presence as they relocate to the Eastern Hills Mall in the near future.

Our Friends Group will be holding an additional book sale this year from April 30th through May 2nd. Their annual book sale is held in the fall.

We recently found out that our New York State Construction Grant was approved. As a result, our interior foyer doors and rest room doors will be made handicap accessible. The grant was submitted with the assistance of the Town Supervisor, Scott Bylewski; Town Engineer, Joseph Latona; Ellen Parker, AICP from Wendel Duchscherer Architects and Engineers, P.C.; and our very own **Ken Stone**, CFO.

Petitions protesting proposed cuts in State funding for libraries with over 550 signatures from Clarence Library patrons have been sent to System Director, **Bridget Quinn-Carey**, for presentation to our legislators during Library Advocacy Day in Albany.

Agenda Item G – Public Comment. There was no public comment.

Agenda Item H – Unfinished Business. No unfinished business.

Chair Buck provided a kindly reminder we had not achieved full support from the entire Board of Trustees for the annual fund campaign and encouraged trustees who had not yet made a donation to do so soon.

Agenda Item I – New Business.

Agenda Item I.1 – 2009 Goals and Priorities. Director Quinn-Carey referred to the 2009 Goals and Priorities distributed to trustees at the meeting, previously sent electronically, as well as a separate sheet containing highlights of 2008. She explained structure-wise the report remains the same as last year and the goals remain the same, stating these are tied back to the Library System’s long-range plan that is on file with the state. The 2009 Goals and Priorities were presented for Board consideration and approval.

Mr. Wisbaum questioned if we had a public relations firm as we have so much to be reported on. Ms. Quinn-Carey said we do not; our Communications Department essentially handles it and we are looking at e-newsletters and new ways to get the word out about all we do. Additional ideas were shared on this topic.

Mr. Berlow inquired if the library has all the funds necessary to accomplish the 2009 goals. Ms. Quinn-Carey replied for the literacy initiative we will need additional funding. For some of the special initiatives such as Special Collections and literacy, we do not have all the funding but we are not set on how much that will require; it is in development. For the technology plans and the operational items, we do have funding appropriated to implement these. She feels we need to build up a pattern of success and support and we will have a stronger position to go to the county, state and private funders and request increased funding. Ms. Quinn-Carey mentioned this is a collaborative effort and we are going to a more project-based administration. After a question posed by Mr. Berlow, there was additional discussion regarding how the county may look at this additional funding.

Ms. Pordum moved for approval of Resolution 2009-13, and Ms. Thomas made a second. Approval was unanimous.

RESOLUTION 2009-13

WHEREAS, the B&ECPL administrative team has compiled Goals and Priorities that reflect the Library’s Five-Year Plan of Service, its Technology Plan, ongoing programs, major projects and other issues that demand attention, and

WHEREAS, these Goals and Priorities are criteria by which the Library evaluates success in achieving its mission of service to the community, and

WHEREAS, the staff has compiled these Goals and Priorities and presented them to the Board of Trustees for information and action, now therefore be it

RESOLVED, the Board adopts the attached Goals and Priorities for 2009.

Trustee Mario Rossetti arrived at approximately 4:45 p.m.

Mr. Gist reported an incident he had with an upset patron whose 12-year-old daughter checked out a book which he felt was inappropriate. He inquired if we had a policy on this. Ms. Quinn-Carey said we try to steer children to age appropriate sections of the library, however, there is no policy restricting this. Personal thoughts on this issue were discussed.

Agenda Item I.2 – State Library Family Literacy Grants. Ms. Quinn-Carey explained this is a request for authorization to submit grant applications to the New York State Library for two literacy grant programs. Because a lack of a final word on what funding will be for these programs, the deadline for submission could come at any time and may be a relatively short window for submission of these grants. If awarded, this would come back before the Board for acceptance. Mr. Berger moved for approval. Ms. Summer made a second. The following resolution was approved unanimously.

RESOLUTION 2009-14

WHEREAS, the New York State Library, Division of Library Development, administers the New York State Literacy Library Services grant programs, and

WHEREAS, the Library plans to submit grant applications for the Family Literacy and Adult Literacy grant programs, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library authorizes the Library Director and/or her designee to submit a Family Literacy Library Services grant application, and/or an Adult Literacy Library Services grant application to the New York State Library.

There being no further business, on motion by Ms. Pordum, seconded by Ms. Horton, the meeting was adjourned at approximately 4:54 p.m.

Respectfully submitted,

Frank Gist
Secretary