

MINUTES
REGULAR MEETING OF THE
BUFFALO AND ERIE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES
May 21, 2009

The regular monthly meeting of the Board of Trustees of the Buffalo and Erie County Public Library was held on Thursday, May 21, 2009, in the Audubon Branch 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
Jack Connors
Annette A. Juncewicz
Anne M. Leary
Hormoz Mansouri
Elaine M. Panty
Rebecca L. Pordum
Mario J. Rossetti
Judith K. Summer

Excused: Phyllis A. Horton
 Wayne D. Wisbaum

Chair W. Lawrence Buck called the meeting to order at 4:05 p.m. in the Audubon Branch Library meeting room. He introduced Jeffrey Voelkl, Amherst Public Library Board of Trustees President. Mr. Voelkl thanked everyone in attendance for coming out to their library stating they have a lot of exciting things going on at all four of their libraries. Mr. Voelkl reported they are moving forward on a new, exciting concept of taking an old building and retrofitting it for a modern purpose – the Williamsville watermill. He explained it is a partnership and collaboration of just about every government entity and realize many pieces of the puzzle have to fall into place. He offered to talk with anyone who wanted more details or had questions. Next, Mr. Buck introduced Roseanne Butler-Smith, Director of the Amherst Public Library, who thanked two of their Board members, Barbara Robshaw and Joan Heubusch, for attending the meeting.

Agenda Item B – Agenda/Changes to the Agenda. The agenda was approved as mailed.

Agenda Item C – Minutes of the Meeting of April 16, 2009. Minutes were approved unanimously, as mailed, upon motion by Ms. Summer and a second by Ms. Panty.

Agenda Item D – Report of the Chair. Mr. Buck thanked Trustee Sheldon Berlow for arranging a meeting with the University at Buffalo's (UB) President John Simpson and believes there are a lot of opportunities with UB. Mr. Buck announced that he, Trustee Rebecca Pordum and Trustee Annette Junczewicz received letters from the County Executive thanking them for their services and the County Executive has sent to the legislature appointments of three new trustees who are Albert Michaels, a retired UB history professor; John Schmidt, an attorney at Phillips Lytle, LLP; and Richard Lewis, former president and CEO of White Directory Publishers, Inc. He went on to explain the legislature has interviewed Mr. Michaels and Mr. Lewis but still needs to interview Mr. Schmidt. To make sure there is continuity going forward, Sharon Thomas, Vice Chair, can take over in the interim. After confirming with Patrick Martin, Esq., Library Counsel, the Nominating Committee appointed last December consisting of Judy Summer, Sharon Thomas, Jack Connors, Elaine Panty and Wayne Wisbaum will get together to propose filling vacancies. Nominations will be presented at a meeting and those nominations would be voted on at the following meeting per the Bylaws. Trustee Summer will contact the members of the Nominating Committee to schedule a date and time to meet.

Mr. Buck noted the Library is now on Twitter and while he does not use it himself yet, he appreciates the Library staying on top of new things.

Agenda Item E – Committee Reports.

Agenda Item E.1 – Executive Committee. Ms. Thomas called the meeting to order at 4:05 p.m. on May 14, 2009. Present were Sharon Thomas, Elaine Panty, Jack Connors, Judy Summer, Phyllis Horton, Stanton Hudson, Kenneth Stone, Mary Jean Jakubowski and Bridget Quinn-Carey.

Ms. Quinn-Carey shared she had informally been made aware that the County Executive may be moving forward with three new appointments to the Board. Additional anticipated information would be reported on at the May Board meeting; this information was shared by Mr. Buck in his Report of the Chair earlier in the meeting.

Ms. Quinn-Carey reported the concept for a 2010 budget request had been sent to the Executive Committee. She explained the proposal outlines requesting an additional \$750,000 from the County in 2010 for three specific projects: Innovation and Partnership Incentive Funds, County-wide Literacy Services and Enhancing Cultural Tourism Exhibits and Programming. Feedback from the Committee was positive and

Ms. Quinn-Carey will schedule appointments to discuss the concept with the County Executive's staff and with Legislative leaders.

Other literacy-related projects, specifically discussions with the literacy organization Project Flight, were discussed. A draft proposal to work more collaboratively with Project Flight was shared with the Executive Committee for their feedback. A report to the full Board is forthcoming.

The Executive Committee agreed to adjust the date of the September Executive Committee meeting from September 10, 2009, to September 3, 2009, in order to accommodate application deadlines for state construction funding grants.

The Town of Aurora has requested permission from the Library, as well as other stakeholders, to be named the lead agency in conducting a survey and environmental review for two potential municipal consolidation building project sites on Main Street in the Village of East Aurora. As this is not binding to the Library in any way, nor in any way endorsing or supporting a specific project, and yet will provide environmental information for any future projects at the current library site, the Executive Committee directed Ms. Quinn-Carey to agree to allow the Town to be the lead agency in the environmental survey. There is no cost to the Library System or to the Town of Aurora Library for this work.

The Committee reviewed the agenda for the May 21, 2009, Board of Trustees meeting including the proposed resolutions.

There was no other business to come before the Executive Committee and the meeting adjourned at 5:10 p.m.

Trustee Frank Gist arrived at 4:12 p.m. at the Board meeting.

Agenda Item E.2 – Budget and Finance Committee. Trustee Berger asked Deputy Director Stone to introduce budget and finance matters.

Agenda Item E.2.a – Youth Mentoring/Intervention Services Contract and Budget. Deputy Director Stone explained we have benefited from a pilot project at the Central Library with Stop The Violence Coalition (STVC), a local non-profit organization, who has been working very successfully in helping kids who need guidance and in some cases just how to behave in a public library building. This resolution would continue the contract through the end of this calendar year at which time it will be reassessed again. Trustee Berlow inquired if we were insured. Mr. Stone reported the contract provides that STVC cover us and that we have their proof of insurance on file. Mr. Berger moved, Ms. Thomas seconded, and the resolution was approved unanimously.

RESOLUTION 2009-20

WHEREAS, over the past year, the combined effects of a declining economy and library outreach efforts have resulted in a significant increase in patron visits to the Central Library. Visits to the Central Library in 2008 increased almost 89,000 (23%) over 2007 to 475,000, and

WHEREAS, a portion of this increase is in youth and young adult attendance, where young people are taking advantage of the library's programs and services, particularly those of the Teen Room, and

WHEREAS, as attendance levels increased, it became apparent that some of our youth and overall library operations would benefit from mentoring and intervention services provided by experienced personnel, and

WHEREAS, after research and consultation, the Library entered into a small contract with a local non-profit community support organization: Stop the Violence Coalition (STVC) for a pilot program to address these issues, with STVC providing mentoring services in the Teen Room with trained facilitators providing life management skills and monitors for library building and grounds helping to maintain decorum and to educate the young adults on proper library rules and behavior while using library services, and

WHEREAS, results from this collaboration have been outstanding, with youth attending the library being able to enjoy their library experience while overall decorum in the facility is maintained, and

WHEREAS, the Library desires to continue this program through the end of the year at an estimated additional cost of \$25,000 or less, and

WHEREAS, funds are available in undesignated fund balance to support this effort, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library amends the 2009 Operating Budget increasing appropriated fund balance revenue account (SAP #402190) and professional services expense account (SAP# 516020) by \$25,000, and be it further

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library authorizes the Library Director to execute the necessary contract amendment with STVC to increase the total contract by \$25,000 to a not to exceed total of \$41,000.

Agenda Item E.2.b – Consolidated NYS Library Aid 2009-2010 Application. Mr. Stone explained the State is in a rush to get the forms in; however, they have not given the final allocation so the budget numbers in the applications are the statutory numbers according to state law which we know have already been reduced. He pointed out we

are okay with the 2009 budget as the reductions that have occurred are less than we anticipated further explaining there is a slight positive at this point which is a good thing because every indication is the State may have to reopen its budget later this year. Copies of the application were available for viewing and Mr. Stone offered to send a PDF copy to anyone interested. Mr. Connors moved, Ms. Pordum made a second, and approval was unanimous.

RESOLUTION 2009-21

WHEREAS, the Library System Basic Aid, Local Library Services Aid (LLSA), Local Services Support Aid (LSSA), Central Library Book Aid (CBA), Central Library Development Aid (CLDA), Coordinated Outreach Library Services Aid, State Correctional Facilities Aid, and Services to County Jails (Interinstitutional) Aid are annual New York State statutory aid programs aimed at assisting library systems, central libraries and local libraries in developing collections and providing services to their constituents, and has provided funding for many years, and

WHEREAS, the 2009 library operating and grant budgets adopted by the Library Board of Trustees anticipated \$2.637 million of state aid in the operating and grant funds, a reduction from the \$2.971 received in 2008, and

WHEREAS, the recently adopted New York State budget included a decrease in aid to address state fiscal difficulties worsened by recessionary conditions that is expected to lower the total to approximately \$2.7 million, and

WHEREAS, each year an application must be transmitted to the state to receive most categories of these funds, and

WHEREAS, while a reduction is anticipated, the State Library on May 7th issued the applications and instructions which indicated that the State Library has not yet allocated the change amongst various aid categories and asked that the applications be submitted using existing statutory figures to avoid a delay in the initial disbursement of funds, and

WHEREAS, the application process requires a number of assurances be provided by the Buffalo & Erie County Public Library Board of Trustees, now therefore be it

RESOLVED, that Central Book Aid received in 2008, pursuant to article 273.1 (b) (2) of Education Law, has been expended for adult non-fiction materials in non-print, and be it further

RESOLVED, that the Buffalo & Erie County Public Library Board of Trustees has reviewed and approves the budget application for the state-funded Central Library Development and Book Aid grant, and be it further

RESOLVED, that the Buffalo & Erie County Public Library is expected to have on file at System headquarters a signed Authentication of Annual Application form from each State Correctional Facility in the System's service area in support of the application for State Correctional Facilities Aid subsequent to a meeting with representatives held on May 6, 2009, and be it further

RESOLVED, that the Buffalo & Erie County Public Library Board of Trustees assures that the Library System will be operating under its approved Plan of Service in accordance with the provisions of Education Law and the Regulations of the Commissioner, and assures that the Proposed State Aid Budget Application and Budget Narrative have been reviewed and accepted, and be it further

RESOLVED, that the Library Director transmit the completed State Aid Budget Application and Budget Narrative to the State Division of Library Development.

Agenda Item E.2.c – Monthly Financial Report. This report was distributed at the meeting and covered the first three months of the year. Mr. Stone reported we are operating within budget, anticipate some salary savings and our attrition program is generating roughly the amount we need so far. Property tax proceeds have been booked in full and with the drop in fuel prices, both our natural gas and electricity supply costs are lowered. Health insurance is also performing quite well.

Trustee Berlow asked if any effort has been made to participate in solar energy programs. Mr. Stone replied we are researching this for the next pair of state construction grants. The Orchard Park Public Library is having solar installed right now. Mr. Stone further explained limits of the NYSERDA program and technology/cost effectiveness.

Agenda Item E.3 – Development Committee. Chair Jack Connors reported the annual fund appeal is over \$55,000 and remarked Deputy Director Hudson contacted all Board members for commitments so there will be 100% participation. He noted much activity has revolved around the integration of the Library Foundation which is moving forward. He commented the Hamilton exhibit is great noting the items we were able to gather from our collection and locally enhanced the exhibit tremendously. He feels in the future we could probably put together some very impressive traveling exhibits. Mr. Connors invited trustees to head back to the Central Library for a panel discussion he would be part of at 6 p.m. that evening.

Mr. Connors thanked Mr. Hudson, Ms. Sandy and the staff for all they are doing during these busy times. Another Development Committee meeting will most likely be planned for June.

Trustee Panty questioned if there was a way we could create video/DVD exhibits. Assistant Deputy Director Paula Sandy noted currently in the Rare Book Room there is a video running that was put together for people who are not getting a tour; it actually gives them a verbal tour of what is in that room. She added, this is brand new and there is talk about doing one for every exhibit run; it could be put on the website and sent out with collections.

Agenda Item E.4 - Policy Committee.

Agenda Item E.4.a - Amend Policy for the Loan and External Exhibition of Rare and Unique Materials. Chair Judy Summer explained after just having discussed putting together exhibits to go out and cooperation with other institutions, she believes this resolution should make it easier as it proposes removing the section "The loan of special materials must support the mission of the B&ECPL or convey some benefit to the B&ECPL." She explained we are looking to make that theory a little broader in that we can make a loan based on a tangible or intangible benefit as opposed to just supporting the Library mission. Mr. Berger moved and was seconded by Ms. Panty. The resolution was approved unanimously.

RESOLUTION 2009-22

WHEREAS, the Board of Trustees of the Buffalo and Erie County Public Library seeks to encourage and facilitate inter-institutional loan from rare and special collections for the purposes of research or exhibition, and

WHEREAS, the Policy Committee and staff recommend the removal of Item I, Section (g) "The loan of special materials must support the mission of the B&ECPL or convey some benefit to the B&ECPL" from the current policy, now therefore be it

RESOLVED, that the Board adopts this "Policy for the Loan and External Exhibition of Rare and Unique Materials" as amended.

Agenda Item E.4.b - Amend Central Library Access Ramp Policy. This resolution would increase the age children are able to be left unattended on library premises from 6 years of age to 12 years of age. Ms. Thomas moved to approve and was seconded by Ms. Panty. Resolution 2009-22 was approved unanimously.

RESOLUTION 2009-23

WHEREAS, the Board of Trustees adopted a Central Access Ramp Policy in 1999, and

WHEREAS, in an effort to enhance the safety and security of children visiting the Library, the Policy Committee recommends raising the age of children who may be left unattended from 6 years to 12 years, and

WHEREAS, B&ECPL's general counsel supports this recommendation, now therefore be it

RESOLVED, that the Board of Trustees approves the Central Access Ramp Policy as amended.

Agenda Item F – Report of the Director. Ms. Quinn-Carey shared some sad news that a member of the staff at the Central Library, Constance (“Anne”) Shepherd, died in a tragic situation. It was a difficult day for coworkers and she is in our thoughts. There is an investigation going on and, if anyone is contacted, all communications should be directed to either Doreen Woods or Paula Sandy. Grief counselors were brought in for distraught staff. Ms. Quinn-Carey also extended condolences to the Amherst Libraries; they have lost their caretaker, Dave Walters, who was killed in a very tragic auto accident.

Ms. Quinn-Carey discussed the 2010 budget concept she brought to the Executive Committee. This concept was based on feedback from Board members as well as several members of the legislature who encouraged the Library to think about asking for an increased allocation in next year's budget. She presented this to both the County Executive's staff and the legislature and broadly explained the three pieces involved as stated in the Executive Committee report. She commented everyone felt these were positive, worthwhile things for the Library to ask for.

The RFID (Radio Frequency Identification) project is moving forward with an approved contract and items already ordered. The hope is the first installation will be the new North Park Library to open in July as a fully functional RFID library.

After attending a conference, Carol Batt and her staff came back and set up Twitter at the Library, a new technology we are trying to take advantage of. Ms. Batt reports we have close to 90 Twitter followers!

Ms. Quinn-Carey reported during a meeting she had with Trustee Berlow and UB President Simpson, they discussed several opportunities and places where the Library and University could collaborate. Mr. Simpson was given a tour of the Hamilton exhibit as well as some other areas of the Central Library.

Together with Peggy Skotnicki, Elaine Barone and Stanton Hudson, the Library is working with the University at Buffalo and the Buffalo Zoo to look into doing a collaborative exhibit around Darwin this fall. Ms. Quinn-Carey remarked she sees these kinds of multi-organizational collaborations for exhibits of this scale in the Library's future.

For the June Board meeting, Ms. Quinn-Carey will have an update on the Project Flight item that went to the Executive Committee as well as a technology presentation to let everyone know about all the things going on at the Library in the technology world. She also will give a full update on the staffing changes that have been happening and noted there has been a lot of reorganizing in our Public Services Division.

Ms. Quinn-Carey noted the March 2009 Public Access Computer Statistics handed out at last month's Board meeting were incorrect due to formula errors. Trustee Berger picked up on this noting there looked like there was a decline in usage when our numbers have been steadily increasing. Previous reports are being corrected and will be sent out when they are revised.

Trustee Panty inquired as to the status of the new North Park Library. Ms. Quinn-Carey reported they are still working on the interior and appear to be on schedule for a July opening. Ms. Panty asked if both she and Trustee Horton could attend future planning meetings as they are in the district. Ms. Quinn-Carey said once they are up and running and begin having regular meetings, they are invited to come.

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

**Report of the Director
May 21, 2009**

Our Library System is growing stronger every day. We are building a robust yet nimble infrastructure that will enable us to offer innovative, proactive and needed services, programs and collections more effectively to the communities we serve. This emergent new infrastructure comes through a number of changes – some subtle, some dramatic – and will be a continuous improvement process; there is no need for an end. The end result will be an appreciation for seeking the best means of reaching and serving our users day to day – and always thinking ahead.

And while it is important for us to be responsive to the world and community around us, we need to look ahead and anticipate the needs and desires of our constituencies. Adapting to changing expectations and preparing for new roles is challenging and can be stressful. However, the changes we are making now are the kinds of positive, creative and capacity building change that come from an inclusive and participatory process. Changes made through reaction to an unanticipated crisis can be negative and destructive – but the kind of future planning we are currently embarked upon will assist us in mitigating negative situations.

It will take time for all our pieces to come together – but it will come together. We have a talented, energetic and creative staff dedicated to the work they do and people they serve. Our new service model will empower and enable front-line staff and service staff

to have a role in determining our future and in developing procedures. This will lead to better service and even more engaged employees.

Helping our employees navigate and manage change is a priority, and we have offered, and will continue to offer and support through enhanced training, more frequent updates and communications, regular opportunities to meet with managers and administrators and the ability to ask questions or make suggestions, as well as counseling and other services as needed or requested.

Layered upon this fabric of internal reorganization, day-to-day operations and other projects are going full tilt. Usage statistics continues to climb and attendance is up. New collaborative opportunities emerge daily, and we are creating inspiring new exhibits.

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:

Do You “Tweet?” Recognizing the need to reach new audiences and the “new” ways of communicating for example through social networking sites, the B&ECPL is now on Twitter. On April 23rd the Library began to participate in this hugely popular free social network micro-blogging site that allows users to send short text only messages (or “Tweets”) to a group of subscribers known as “Followers.” The Library posts information related to programs, events, news and services. Assistant Deputy Director - Information Technology **Carol Batt**, Librarians **Maureen McLaughlin**, **Kelly Donovan** and **Jennifer Childs** successfully implemented B&ECPL’s presence on Twitter.

RFID Contract Negotiated. Pursuant to the Library Board’s approval and direction at the April 2009 meeting of the Board of Trustees, Chief Operating Officer **Mary Jean Jakubowski**, Chief Financial Officer **Kenneth Stone** along with Assistant Deputy Directors **Carol Batt** and **Ann Kling** conducted successful contract negotiations with EnvisionWare, Inc. to provide the products and services necessary to implement RFID technology in the Buffalo Branches, Central Library and Amherst Public Library. Meetings with EnvisionWare to coordinate and timeline implementation are being scheduled.

The Public and Association Libraries and Library System Annual Reports Completed. Subsequent to approval at the April 16th Board of Trustees meeting, the B&ECPL has submitted its Annual Report for Public and Association Libraries and the

Annual Report for Library Systems to New York State's Division of Library Development. These documents serve as the B&ECPL 2008 data archive and provide a financial accounting as well as a statistical profile of library activity.

Hamilton: After years of anticipation, the traveling exhibition, *Alexander Hamilton: The Man Who Made Modern America*, has arrived at the B&ECPL. The 7 panel display is based on the New York Historical Society exhibition of the same name, mounted in commemoration of the 200th anniversary of Hamilton's death. Made possible in part from a major grant from the National Endowment for the Humanities, the exhibit was organized by the New York Historical Society, the Gilder Lehrman Institute of American History and the American Library Association. The B&ECPL was one of 40 institutions awarded this grant and the last one to stage it.

The Rare Book Room installed *Alexander Hamilton: The Man Who Made Modern America*, the Rare Book Room's component of the Alexander Hamilton traveling exhibition at the Central Library. Curated by Library Consultant for Rare Books **Elaine Barone**, co-researched by Rare Book Librarian **Amy Pickard** and installed by all including Special Collections Administrator **Peggy Skotnicki** and Rare Book Room Sr. Page **Peter Scheck** this exhibit, over a year in the making, is a triumph. Two cases borrowed from Hadley Exhibits made this the largest display mounted by the Library in recent memory. Graphics Department artists **Dawn Stanton** and **Darlene Pennachi** facilitated this exhibit by creating book cradles, exhibit labels and special mountings for the materials. Included in the exhibit are: Hamilton's laptop desk and handwritten case notes for *Rutgers v. Waddington*, both on loan from **Hamilton College**; Revolutionary War Era coin and paper currency on loan from the Buffalo and Erie County Historical Society; a musket and cannon ball loaned by Old Fort Niagara; and many manuscript and rare period publications native to the Buffalo and Erie County Public Library's Rare Book Collection including documents in Hamilton's own hand and Thomas Jefferson's inscribed copy of *The Federalist Papers*.

Using materials from the Rare Book Room and British Imprints - 18th Century Sheet Music Collection, Grosvenor Room Librarian **Carol Pijacki**, assisted by **Susan Cutrona** and **Amy Vilz**, and Graphics Department artist **Darlene Pennachi**, installed the *Colonial and Revolutionary Era Music* display to coincide with the *Alexander Hamilton* exhibit.

National Library Week Celebrated. Buffalo Branch Libraries including Crane Branch, Dudley Branch, East Clinton Branch and Niagara Branch held an open house in honor of National Library Week. Programs and activities including raffles, story telling, craft programs, celebrity story reading, movies, etc. were held at the Frank E. Merriweather, Jr. Branch, E. Delavan Branch, Riverside Branch, Central Library as well as those holding open houses.

Frank E. Merriweather, Jr. Branch Hosts Reception. The 15th Annual African American Writers Reception was held on April 25th. Various local authors read from their works. All genres were represented.

WNED Highlights B&ECPL Treasure. On April 27th Producer Andy Grant and his crew came to film the Mark Twain Room as one component in a WNED production that is to highlight attractions/places to see in Western New York. Mr. Grant interviewed Rare Book Librarian **Amy Pickard** and shot still footage of the Mark Twain Room and Rare Book Display Room all afternoon for what will likely become a 3-minute spot in the production to include approximately 30 Western New York attractions.

National Conference Speakers: Information Technology - Technical Services Librarians **Maureen McLaughlin** and **Kelly Donovan** were featured speakers at the International SirsiDynix Users Conference in Dallas, Texas on April 6th.

“IMPACT Study on Public Access Computing” Survey. Three B&ECPL libraries along with 27 other libraries in New York State were selected to participate in a web-based survey of library users. Organized by researchers at the University of Washington, the data will be used in a national ImPACT Study. Library Webmaster **Terri Dickson** created custom web pages displaying the survey with **Network Support team members** creating custom scripts that increased the survey’s exposure on the individual library’s home page. The City of Tonawanda, West Seneca and Central Library participated in this first ever nationwide effort to collect information directly from library patrons on the impact of public access computing in libraries. Survey results will be shared when received.

Programs: Buffalo & Erie County Public Library Director **Bridget Quinn-Carey** and Rare Book Librarian **Amy Pickard** attended the Hamburg Public Library Book Club’s 100th Book Celebration on April 22nd. Director Quinn-Carey spoke about the importance of literacy and the intention to develop the Library’s special collections. Mrs. Pickard displayed and spoke about facsimiles of significant Haggadot, including one of the recently acquired Sarajevo *Haggadah*, which is the centerpiece of Geraldine Brooks book *People of the Book*. Hamburg Public Library Director **Jack Edson** discussed and read passages from the books that the club had shared over the years, including this 100th book that he chose for those he considers “people of the book.” Afterwards, everyone enjoyed a generous potluck dinner – somewhat paralleling the Passover Seder at which the *Haggadah* is read and a thankful dinner is shared.

Chief Operating Officer **Mary Jean Jakubowski** and Human Resources Officer **Doreen Woods** spoke before approximately 35 graduate students in the Introduction to Library and Information Studies class at the University of Buffalo on April 13th.

Java training sessions were conducted by Information Technology – Technical Services Librarians **Maureen McLaughlin** and **Kelly Donovan** throughout the month of April.

Grosvenor Room Librarian **Sue Cutrona** conducted 4 *Ancestry Library Edition* classes for patrons at the Central Library and the Orchard Park, Tonawanda, and Concord Libraries.

Grosvenor Room Librarian **Carol Pijacki** led *Literally Speaking*, the Central Library monthly book club, in a discussion *Peony in Love* by Lisa See on April 21st. In association with Get Graphic, a screening of *Persepolis* was held April 18th. Humanities and Social Sciences Librarian **Suzanne Colligan** assisted with the program. Sundays at Central – Open Poetry Reading’s final session, April 26th, drew 13 attendees and 6 readers. Humanities and Social Sciences Librarian **Kathryn Galvin** hosted the event.

Business, Science and Technology Librarian **Kara Stock** presented “Public Library Resources for Ex-Offenders” to approximately 20 inmates at the Erie County Correctional Facility.

Tours: On April 15th Grosvenor Room Librarian **Amy Vilz** gave a tour of the Rare Book Room and Mark Twain Room to approximately 25 members of the Windom Home Bureau and Lackawanna Steel Plant Museum. The group, comprised of many retired teachers, enjoyed viewing the current exhibits as well as books from our miniature and fore-edge collections.

Hand Bookbinder Fred Jordan, Hamilton College Library Director Randy Ericson and Hamilton College Special Collections Curator Christian Goodwillie visited the Rare Book Room on April 7th delivering Alexander Hamilton’s laptop desk and handwritten notes for *Rutgers v. Waddington*, the case that laid the groundwork for judicial review, for the current exhibit. Spending the day here, the Hamilton College guests became acquainted with this Library’s rich rare book holdings and exchanged ideas about each other’s collections.

On April 23rd, Rare Book Librarian **Amy Pickard** and Rare Book Senior Page **Peter Scheck** gave a tour of rare book treasures to James and Vicki Newman, Library Foundation Board President Victor Rice and Corinne Rice. The guests were shown items selected from the Milestones of Science, cuneiform, and rare botanical texts in the new rare book storage space.

On April 23rd, Library Board Treasurer **Sheldon M. Berlow** brought University at Buffalo President Dr. John B. Simpson to tour the Central Library. While here, Rare Book Librarian **Amy Pickard** showed him the just-installed *Alexander Hamilton: The Man*

Who Made Modern America display and Rare Book Senior Page **Peter Scheck** showed him the Mark Twain Room.

On April 30th, Grosvenor Room Librarian **Rob Alessi** shared several illuminated manuscript materials during a tour of the Rare Book Room for about 15 students in a Lettering and Design class at Erie Community College City campus.

Meetings/Conferences: Human Resources Officer **Doreen Woods** attended "Personal Awareness" training sponsored by the Erie County Training Partnership on April 13th. Ms. Woods subsequently worked with 6 members of the Library's Processing Department who graciously agreed to act as "trainees" to aid in B&ECPL customization of the class. Ms. Woods also participated in the online webinar "Large Scale Change Online: Living and Learning Together" on April 29th. Grosvenor Room Librarian **Rhonda Konig** attended the Erie County Records subcommittee meeting April 23rd. Grosvenor Room Librarian **Tom Morrissey**, along with several other library employees, attended an Employee Assistance Program training session April 1st at the Rath Building on the topic "Managing Conflict in the Workplace". Grosvenor Room Librarian **Tom Morrissey**, e-Branch Librarian **Mary Schiffhauer**, Humanities and Social Sciences Librarian **Kathryn Galvin**, and Public Services Librarian **Linda Rizzo** attended an Erie County meeting on "Cultural Change" held in the Library's auditorium on April 9th. The County Executive, along with several other County officials and presenters, addressed those assembled on the necessity of changing the "culture of the County" to a more business oriented model. Chief Operating Officer **Mary Jean Jakubowski**, Human Resources Officer **Doreen Woods**, Grosvenor Room Librarian **Tom Morrissey** and Humanities and Social Sciences Librarian **Suzanne Colligan** attended the Employee Relations Association of Western New York monthly meeting on April 14th. Patrick Sullivan, New York State Department of Labor and former Employee Relations Association President, presented "Shared Work: An Alternative to Layoffs". Grosvenor Room Librarian **Sue Cutrona** and Crane Branch Librarian **Peter Lisker** attended a "Green Workshop" sponsored by the Western New York Library Resources Council (WNYLRC) on April 15th. In addition, Ms. Cutrona attended the first session of a Buffalo & Western New York History course, held at the Buffalo & Erie County Historical Society on April 28th. Special Collections Administrator **Peggy Skotnicki** and Rare Book Librarian **Amy Pickard** attended the lecture presented by French Ambassador Pierre Vimont at UB on April 8th. The Library loaned materials to UB about the French in early Western New York for their corresponding rare book exhibit, "Marshall, Jones and Park: French History and Culture and the University of Buffalo." Special Collections Administrator **Peggy Skotnicki**, Rare Book Librarian **Amy Pickard** and Library Consultant for Rare Books **Elaine Barone** visited Hamilton College on April 30th with Hand Bookbinder Fred Jordan. Several library staff members attended programs presented by the Western New York Library Resources Council; classes included: "24/7," "Google in the Cloud," Green Workshop, etc. **Mary Schiffhauer**, **Hadeen Stokes** and **Sue Lopatriello**, e-Branch Librarians, attended an

Intermediate Excel training class on April 1st. Security meetings are now being held bimonthly. Representatives from public service, security and administration continue to discuss patron behavioral issues. Stop the Violence representatives have proved very beneficial in proactively curtailing potentially difficult situations. Humanities and Social Sciences Librarian **Angela Pierpaoli** and Dudley Branch Librarian **Dorinda Hayes** continue to participate in the Western New York Library Resources Council Leadership Institute. Assistant Deputy Director – Information Technology **Carol Batt**, along with IT Administrator **Toni Naumovski** and Technical Services Librarians **Maureen McLaughlin** and **Kelly Donovan** attended the annual SirsiDynix User Conference in Dallas, Texas April 6-8. Ms. Batt and Ms. McLaughlin also attended the 24th Annual Computers in Libraries (CIL) Conference *Creating Tomorrow: Spreading Ideas & Learning* in Arlington, Virginia March 30 – April 1.

Report of the Chief Financial Officer

Source of Dudley Library Roof Leak Found and Repaired: After exploring several possibilities, City of Buffalo Department of Public Works staff and the City's roofing contractor found and repaired a small crack in the roofing system that was the source of the recent leakage in the library. The hairline nature of the crack and the stone covered roofing system made detection more difficult. No leakage was detected during the storm that occurred after the repair was made. The City and their contractor will continue to monitor the situation. The roof overall was found to be in sound condition.

Central Library Sidewalk and Fuel Tank Projects Update: The project is well under way. The old 15,000 gallon tank has been removed. During the removal a limited amount of soil contamination was discovered. The State Department of Environmental Conservation (DEC) was contacted and the contaminated soil was removed following their guidelines. The new tank is expected to arrive on site by the end of this week or early next week. The project remains on schedule.

The sidewalk contractor has also begun work, removing the section of sidewalk along Clinton Street between Oak and Ellicott Streets. The site is prepared for pouring the new sidewalk, which should start on or about the end of this week. The contractor will then move on to the section of sidewalk along William Street between Oak and Ellicott. The bulk of the work on both projects is anticipated to be completed by mid-late June.

Central Library Public Restroom Renovation Project - Bids Received and Contractor Selected: Miller Enterprises was the low bidder on this work. The award must first be presented to the Erie County Fiscal Stability Authority (ECFSA) for their review. After ECFSA action, the work could begin later this spring/early summer.

Multiple Library Contracts and/or Grants Approved By ECFSA: Last week's ECFSA meeting featured a host of library items. The Library's contract awards for its RFID

system and NYLINK/OCLC (catalog records) subscription were approved. ECFSA also positively acted upon library grant awards for the Gates Opportunity Online Phase 2 Grant and New York Construction Grant awards for projects benefiting the Central, Dudley, Audubon, Anna Reinstein, Grand Island and City of Tonawanda Libraries.

Multiple Libraries Represented at Recent NY State Library Construction Grant

Training: The training workshop, held at the recently renovated Orchard Park Public Library, featured presentations by representatives of the State Library Development Office on the grant process; NY State Department of Labor on construction labor rules for public projects; New York State Historic Preservation Office on how to proceed on a project if the building is over 50 years old or in a historic district; and Solar Liberty, the company installing solar panels at the Orchard Park Public Library, on the potential solar projects and the availability of New York State Development and Research Authority (NYSERDA) incentives that may be combined with NYS construction grant funds to incorporate solar in library projects. Reaction to the presentations was very positive.

LIST of VISITS and MEETINGS ATTENDED by BRIDGET QUINN-CAREY

April 10, 2009 - May 15, 2009

APRIL

- 14 WNLO-TV segment, Wake Up!
- 14 Staff structure meeting at City of Tonawanda Public Library
- 14 Meeting with North Buffalo Library Long-Range Planning Group
- 15 Meeting with Legislator Timothy M. Kennedy & Tom McDonnell - Enlightenment Literary Arts Center -aka Dog Ears Bookstore
- 16 Meeting with Jeff Voelkl, Pres. Amherst Public Library Board of Trustees
- 16 Storyhour at Julia Boyer Reinstein Library/Channel 2 coverage
- 16 Rare Books Commission meeting
- 16 B&ECPL Board meeting
- 17 Meeting with Patrick Martin, Esq., Library Counsel
- 17 Babel Author Program
- 20 Regents Advisory Committee meeting - Albany, New York
- 21 WNLO-TV segment, Wake Up!
- 22 Speaker at 20th Century Club
- 22 Hamburg Public Library Book Club 100th Book celebration
- 23 B&ECPL Development Committee meeting
- 23 B&ECPL Policy Committee meeting
- 23 Rare Book Room tour - Mr. & Mrs. James Newman
- 23 Friends of West Seneca Public Library event
- 24 Interview with Channel 4
- 24 Erie County Commissioners meeting - Rath Building

- 24 Rare Book Room tour/meeting – Mr. John Simpson & Trustee Sheldon Berlow
- 24 Meeting with Cindy Sterner/Channel 2 – Books for Kids
- 25 Visions of Greater Buffalo 2009 celebration – CEPA Gallery
- 27 Meeting with Patrick Martin, Esq., Library Counsel
- 27 Meeting with Dr. Betty Cappella, Project Flight, and Anne Leary, B&ECPL Trustee
- 27 Clarence Public Library Board meeting
- 29 Reader at Niagara Branch Library 3rd Annual El Dia de los Ninos/El Dia de los Libros (Day of the Child/Day of the Book) event
- 30 Meeting with Victor Rice, President Library Foundation of Buffalo & Erie County

MAY

- 4 Staff structure meeting at Concord, Collins and North Collins Public Libraries
- 5 WNLO-TV segment, Wake Up!
- 5 Meeting with Don Elick and John Edens, UB Library
- 5 Erie County Fiscal Stability Authority meeting
- 7 UB Graduate School of Education 2009 Award Recipient reception
- 8 UB Graduate School 2009 Commencement Exercises
- 9 A.C.T. membership meeting – Clarence Public Library
- 11 Meeting Kevin O’Neill, Channel 2
- 11 Library Tour Mrs. Elizabeth Rooney and Mr. James Rooney
- 12 WNED-ThinkBright event
- 13 Library Managers & Directors meeting – Central Library
- 13 Meeting with Oishei Foundation
- 14 Lunch with Richard Brookhiser
- 14 B&ECPL Executive Committee meeting
- 14 Alexander Hamilton exhibit - Richard Brookhiser presentation/reception

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 – April 1-April 30, 2009
Development & Communications Office

DATE: May 11, 2009

OVERVIEW

Major activities centered on:

- Annual Fund Appeal follow-up
- Integration of development activities with the Library Foundation
- Submission of National Endowment for the Humanities planning grant
- Acknowledgment of National Endowment for the Arts grant (The Big Read)
- Alexander Hamilton exhibition (May 1-June 12, 2009)

SPECIFIC ACTIVITIES/TASKS/ACCOMPLISHMENTS

Development

- As of April 30, nearly \$55,000 in contributions from almost 1300 donors had been received and acknowledged. These figures include 74 gifts totaling \$2,665 received in the first two weeks following a lapsed donor mail drop. (A more detailed report will be distributed at the May Trustee meeting.)
- At its April 2009 meeting, the Board of Trustees approved a proposal submitted by the Library Director to allow the Deputy Director/Chief Development & Communications Officer to enter into a personal services contract with the Library Foundation of Buffalo & Erie County to become its Executive Director. The goal is to better integrate all fundraising efforts currently carried out by the two entities separately, permitting a greater degree of efficiency in the most cost-effective manner possible.
- Began work on a Request for Proposal (RFP) seeking a qualified firm to provide direct mail services for the creation and execution of a direct mail campaign(s) to engage the public and raise funds on behalf of the B&ECPL. The proposals requested will involve both strategy and implementation of one or more direct mail campaigns, commencing in the fall of 2009. The selected firm will be expected to produce measurable results that raise funds, substantially increase the number of donors, broaden the current donor base, and raise awareness.
- Plans for the 2009 Hamilton exhibition, May 1-June 12, 2009 were finalized. The exhibit, installed on April 29, includes more than 20 items from the Library's Special Collections as well as artifacts on loan from Hamilton College, J.P. Morgan Chase, the Buffalo & Erie County Historical Society, and Old Fort Niagara. The exhibition encompasses the Rare Book Room, the Ring of Knowledge, and areas adjacent to the Grosvenor Room and the escalators on the main floor of the Central Library.
- The Library Foundation of Buffalo & Erie County has committed at least \$7,500 toward expenses associated with the Hamilton exhibit. Funding will be used to underwrite costs associated with the May 14 presentation featuring noted author, historian, and commentator Richard Brookhiser and reception following his talk. Mailed approximately 450 invitations for the reception, including all Grosvenor Society members and prospects and all Library donors of \$100 and up.
- A submission was made for a Level I Digital Humanities Start-Up Grant to plan a digital humanities resource exploring the history of the Great Depression and New Deal in Buffalo and the Western New York region. The grant request of

\$25,000 would allow for the integration of digitized primary source collections, artifacts, oral histories, photographs, music, art, and site-specific field documentation in a community-specific multi-media digital resource. The resulting project has the potential to tie the B&ECPL collections to future major community events including the 75th anniversaries of the Buffalo Philharmonic Orchestra (2010-11) and the completion of the Milestones of Science Collection (2013). Partners in the grant include representatives of the University of Buffalo associated with the UB Technology Incubator.

- Received acknowledgment that the B&ECPL had been named lead agency for the 2009-2010 Big Read, funded through the National Endowment for the Arts. The \$20,000 grant will be used to underwrite costs associated with System-wide programming that will take place during October and early November 2009. This year's title is *The Great Gatsby*.
- Met with the Director and Chief Financial Officer to begin review of the contract with Fables Café. The current five-year arrangement ends in April 2010.
- Accompanied Director, Director of Special Collections, and representative of Special Collections on a tour of the area and certain of the Library's holdings. Arranged and hosted by Foundation President Victor Rice, the tour was met with great enthusiasm by NOCO Energy President James Newman and his wife Victoria.
- Attended a Museum of Science/B&ECPL joint grantwriting team meeting. The purpose of these meetings is to develop a major grant submission to support a significant expansion of the successful collaboration, "Branched Out."
- With the Director and Director of Public Services, met with representatives of Project Flight to discuss various elements of the Library's literacy initiative, including future funding needs.
- Western New York Grantmakers Association (WNYGA) will support expansion of the Library's Foundation Center online resources into additional libraries in the System to better serve the needs of grantseekers in Erie County (approximately \$3,000).
- Monitored sales from Novel Ideas on a weekly basis-store showed a profit for the month.

Community Contacts

- Attended the Institute for Museum and Library Services (IMLS) Roundtable at Buffalo State College on April 3. The roundtable session with representatives of major cultural organizations in the region was to further discussion and planning relative to a major conference on conserving communities' treasures to be held in Buffalo in June.
- Attended Project Flight "Books for Kids" kickoff luncheon at the Buffalo News.
- Addressed more than 30 Canisius College students on developing professional portfolios and creating individualized networking plans.
- Attended TR Site marketing committee meetings-discussed future Library/TR collaborations.
- Attended the final presentation of the 2008-09 Babel series, of which the Library was a sponsor. Have had preliminary discussions with representatives of Just

Buffalo Literary Center on how the Library might go beyond this year's sponsorship and assume a greater role in complementary programming associated with the series in 2009-10.

- Attended Graycliff Conservancy board retreat.
- Accompanied the Director and Director of Special Collections on a tour of the Special Collections area for UB President Dr. John Simpson. The tour was arranged and hosted by Library Trustee Sheldon Berlow.
- Attended City Hall news conference announcing the Mayor's anti-poverty initiative.
- Attended CEPA Gallery's 3rd biennial "Visions of Greater Buffalo." The Director was one of the featured "photographers."

Programming/Public Relations/Marketing

- Met with the Director, COO, and Director of Special Collections to discuss plans for exhibits/themes emanating from the Special Collections area for the remainder of 2009 and through 2011.
- With the Director and the Director of Public Service, met with representative of The Enlightenment Literary Arts Center- aka Dog Ears Bookstore and Erie County Legislator Tim Kennedy to discuss possible collaborative opportunities between independent bookstores and the Library that could prove mutually beneficial.
- Paula Sandy worked with representatives of the Special Collections area and members of the Graphics Department to develop the Ring of Knowledge portion of the Hamilton exhibition. Ms. Sandy also created a DVD highlighting various items from the Library's holdings associated with Alexander Hamilton. The DVD runs on a continuous loop during regular Library hours on a flat screen TV that has been installed in the Rare Book Room.
- Met with photographer/artist/framer Todd Treat to discuss archival matting and framing of 30 local iconic graphic works of art donated by retired Library administrator and reference librarian Robert North, Jr. It is anticipated Mr. North will attend the May 14 Richard Brookhiser presentation/reception and be recognized for his generous gift. The art will be on display indefinitely in the administrative offices at Central.
- Received 150 tickets related to the HSBC Arena event, *Walking with Dinosaurs*, scheduled for June 24-28 (a total of eight performances). The Library has also received print ad and publicity mentions and various promotional materials (book marks, coloring books, etc.) in exchange for cross-marketing the event in System libraries. Tickets will be used in conjunction with several Library-initiated contests.
- Ms. Sandy coordinated the Library System's "Books for Kids" drive. All B&ECPL locations served as collection sites for books.
- Ms. Sandy coordinated both an Asthma Wellness Clinic held in cooperation with the University of Buffalo Pharmacy School and an Upstate New York Transplant Services blood drive. Both events were held at the Central Library.

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 Development Committee meeting
- Attended/participated in B&ECPL Rare Book Committee meeting
- Attended/participated in B&ECPL Board of Trustees meeting

**BUFFALO BRANCHES AND COMMUNITY CONNECTIONS
ACTIVITY REPORTS
MAY 2009**

Crane Branch

General Highlights:

The Crane Branch hosted an open house on April 15th in honor of National Library Week. Library Manager **Peter Lisker** met 52 visitors.

April's Wordflight program (April 20th) featured poets Ansie Baird, Kastle Brill, Jennifer Campbell, Joyce Kessel, Janna Willoughby and ryki zuckerman. They are all editors of Earth's Daughters Magazine, the oldest continuously published feminist literary arts periodical in the arts in the United States. The editors work as a collective and are all active writers on their own.

Programs:

4/01/2009 Branched Out	Buffalo Museum of Science	6 children
4/02/2009 Preschool	Senior Page Nancy Smith	16 children; 12 adults
4/09/2009 Preschool	Senior Page Nancy Smith	28 children; 13 adults
4/11/2009 Babel Film Series	Librarian, Peter Lisker	2 adults
4/16/2009 Preschool	Senior Page Nancy Smith	20 children; 18 adults
4/20/2009 Wordflight Poetry	Librarian Peter Lisker	32 adults
4/21/2009 Branched Out Preschool	Buffalo Museum of Science	5 children
4/21/2009 Intro. to Computers	Librarian Peter Lisker	8 adults
4/22/2009 Branched Out	Buffalo Museum of Science	5 children
4/23/2009 Preschool	Senior Page Nancy Smith	23 children; 21 adults
4/28/2009 Internet - Computer Class	Librarian Peter Lisker	10 adults
4/28/2009 Branched Out Preschool	Buffalo Museum of Science	6 children
4/29/2009 Branched Out	Buffalo Museum of Science	5 children
4/30/2009 Preschool	Senior Page Nancy Smith	13 children; 11 adults

Meetings/Conferences:

4/16/2009 Rain Garden Group	Librarian Peter Lisker
4/28/2009 Elmwood Village Green Committee	Librarian Peter Lisker
4/29/2009 Rain Garden Group	Librarian Peter Lisker

Dudley Branch

General Highlights:

Open House was held on April 14th in celebration of National Library Week. Patrons were invited for refreshments and prizes. There were 21 in attendance. Patrons were encouraged to check out 3 or more books for a chance to win movie tickets or a Tops gift card for our Read to Win raffle contest held April 13-18, 2009. Betty Guevara and Alex Johnson were the winners of a pair of Regal movie tickets and Grace Cymny won a \$20 Tops gift card. A \$1.00 a bag book sale was held during this time as well.

Programs:

The Young Explorers program presented by the Buffalo Museum of Science was held on April 25th with the theme "Colors of the Rainbow". There were 2 children and 1 adult. Preschool Storytime presented by Children's Room Librarian **Kathryn Puehn** was held on April 27th with the theme "Frogs". There were 7 children and 4 adults who enjoyed stories, a craft and other activities.

The Branched Out Afterschool Science series presented by the Buffalo Museum of Science was held on April 21st and April 28th with the themes "Signs of Spring" and "Earth Day 1 - Reduce, Reuse, Recycle!" with a total of 14 in attendance.

Seven participants demonstrated their Guitar Hero skills at Dudley on April 9th for a chance to compete at the Guitar Hero III Invitational to be held at the Frank E. Merriweather, Jr. Branch Library on May 2nd.

Teen Gaming was held on April 23rd. One participant enjoyed playing Wii. Family Fun Night presented by Children's Room Librarian **Kathryn Puehn** was held on April 16th with the theme "Our Other Mother, Mother Earth". There were 4 children and 2 adults.

Librarian, **Dorinda Hayes** taught the E-mail Basics computer class for adults on April 27th. There were 5 in attendance who enjoyed creating a gmail account and learning how to send and receive e-mail.

Meetings/Conferences:

Librarian **Dorinda Hayes** attended the following meetings/conferences/training:

April 8th - Managers/Directors meeting at the Central Library.

April 21st - Staff Association Committee meeting at the Central Library.

April 22nd - Meeting at Central with **Bridget Quinn-Carey**, **Ann Kling** and **Mary Jean Jakubowski** in regards to Western New York Library Resources Council Leadership Institute Project Plan.

April 24th - Public Service meeting at the Central Library.

April 29th - Western New York Library Resources Council Leadership Institute in Fairport, NY.

Other:

St. Agatha CAO Headstart displayed their children's artwork in our front window display case in celebration of the Week of the Young Child, April 19-25, 2009.

East Clinton Branch

General Highlights:

National Library Week Celebration/Open House was held Wednesday, April 15, 2009. The staff served refreshments, offered prizes and conducted a Nintendo Wii bowling tournament for all ages. State Senator William Stachowski and Erie County Legislator Timothy Kennedy both stopped in to say "Hello." Channel 2/WGRZ filmed the branch that evening and interviewed Librarian **Matthew Kochan** and some of the branch's younger patrons.

Guitar Hero Qualifying Event, April 8, 2009. Librarian **Matthew Kochan** refereed the competition. Two teens from the East Clinton Branch scored among the top 16 across the System and were invited to the Guitar Hero Tournament held May 2, 2009, at the Frank E. Merriweather, Jr. Branch.

Programs:

Branched Out After School Science series presented by the Buffalo Museum of Science was held 4/1, 4/22 and 4/29. Total attendance was 25.

Young Explorers Preschool Science series, in collaboration with the Buffalo Museum of Science, was held 4/23 and 4/30. Total attendance was 9. Librarian **Patti Foley** introduced both sessions with a short storybook.

Preschool Storytime presented by Children's Room Librarian **Kate Puehn** was held 4/28 with 6 children and 2 adults in attendance.

Teen Gaming Nights were offered 4/1, 4/22, and 4/29. Attendance of 9.

Movie Matinee - 4/20. Attendance of 2.

ECC Information Night - 4/27. Attendance 0.

East Delavan Branch

General Highlights

East Delavan staff celebrated National Library Week with a bookmark craft program and a display of the artwork of the children of CAO Headstart's at the FLARE and George K. Arthur sites.

During the Week of the Young Child (4/19 - 4/25), Librarian **Jamie Smith** visited 3 different CAO Headstart sites to discuss proper book care and library visits. Library card applications were given out to the parents, teachers and children at the centers.

Programs

On April 14th the branch hosted the Project CARE Provider networking event. Five providers participated and the new state contracts were discussed. Project CARE's monthly training was conducted at the branch on the 25th and the monthly field trip was on the 11th; the attendance was 2 and 24 respectively.

Frank E. Merriweather, Jr. Branch

General Highlights

April 18th marked a first for Buffalo -- a storytelling festival -- "Tell Me A Story" was organized by Tradition Keepers: Black Storytellers of Western New York and Spin-A-Storytellers. This all-day event had workshops and storytelling by members of each storytelling group. The featured storyteller for the afternoon performance was Baba Jamal Koram, Master Storyteller from Virginia. The response was so overwhelmingly positive from attendees that a second storytelling festival will be planned for next year.

Haki Madhubuti, well-known poet, educator and author was a guest speaker on Tuesday, April 7th, speaking on a wide range of topics and signing copies of his books. This visit was sponsored by Buffalo State College, School of Excellence and the Center for Excellence in Urban and Rural Education -- co-sponsored by Black Active Minds, Pan African Student Organization, The Ink Club, and Student Life Office.

The 15th Annual African American Writers Reception was held on April 25th with authors reading their works representing various genres.

Preschool Programming

On April 1st, Bethel Headstart began coming to the library again for preschool programming with Librarian **Sandra Blackman** scheduled to conduct biweekly morning and afternoon programs. As of April 29th, Librarian **Mary Ann Budny** from the Children's Room resumed conducting the morning storytime sessions for the group.

On April 22nd, Librarian **Sandra Blackman** went to CAO Headstart's new location at 909 E. Ferry Street, reading 2 books to children as part of the National Week of the Young Child.

The Museum of Science Young Explorers program began on April 24th with an enthusiastic group of 15 participants.

Children's Programming

The Branched Out Afterschool Science series was on hiatus during the public schools' spring break. Brittany, the representative from the Buffalo Museum of Science, conducted her last session before the break on April 2nd with 8 children in attendance. When school resumed the week of April 20th, there was a slight decrease in the attendance; the following session, there was an increase. **Sandra Blackman** continues to call children that regularly attend the program to keep them informed of the program.

Afterschool Craft Hour with Ms. Sandy was held April 21st with 10 children in attendance.

On April 24th, Librarian **Mary Ann Budny** from the Children's Room conducted a Family Fun program.

Programs

Teen Gaming Nights began on Monday, April 13th, and will continue on Monday and Wednesday evenings. Senior Page **Rashad Sessum** monitors the sessions.

Meetings / Conferences

On April 11th, Librarian **Sandra Williams Bush** attended Councilmember Demone Smith's community meeting.

Niagara Branch

General Highlights:

On April 13th, the annual Open House was celebrated during National Library Week. Refreshments were served, including a sheet cake. Librarian **Brian Hoth** conducted a tour of the branch to a family who recently moved to the neighborhood. Library card registration was promoted that week and registered approximately 30 new patrons.

El dia de los ninos, El dia de los libros: The third annual El dia de los ninos, El dia de los libros was a huge success with 120 children and adults in attendance. Many celebrity readers including Director **Bridget Quinn-Carey**, Lt. Chris Higgins from the Buffalo Fire Department, Legislator Maria Whyte, and Sharon Osorio from Channel 7 read stories to the children. Ms. Osorio read books in Spanish. Lt. Higgins demonstrated fire equipment. A Buffalo police officer stopped by to talk to the kids. Jose Rodriguez, from West Buffalo Arts Academy, performed music. Many community organizations participated by setting up informational booths; they included Journey's End Refugee Center, the Belle Center, Big Brothers Big Sisters, Literacy Volunteers, Holy Cross Head Start, and Northwest Community Health Care Center. Crafts were supervised by the Puerto Rican Day Parade queen and princess. The children were treated to refreshments, including pizza. They were also given coupons for a free hamburger at Burger King. Staff received many compliments from those who attended and also received many inquiries about upcoming summer programs from many of the community groups and patrons.

Programs:

Literacy Volunteers, SES tutoring, school age children, 82, Brittany Kucala, SES Coordinator

Let's Go to the Library, refugee children, 100, Journey's End Refugee Center
Guitar Hero, a teen competition, Anime Club, 19, Library Associate **Sean Goodrich**
Japan, a program on Japanese culture, origami, and anime, school age program, 21, practicum student **Kasey Mack**

Pirates, story hour and crafts, preschool, 12, practicum student **Kasey Mack**

Earth Day, program on recycling and planting, preschool, 37, practicum student **Kasey Mack**

Family Fun Night, family fun program for children, 3, Librarian **Mary Ann Budny**

Young Explorers, preschool program, 41, Buffalo Museum of Science

U.S. Census Bureau, staff training, 84, Catherine Herrich

Peace Bridge Association, progress on Peace Bridge, 7, Barbara Battista

Big Brothers Big Sisters, school age, 30, William Flannery

People, Inc., adults, 8
People, Inc.(tutoring), adults, 14, Harpreet Rokicki & Beth Penner
Literacy Volunteers (Drop-In Center), adults, 23, Mark Yerger
Literacy Volunteers, adult refugees, 19, Pauline and Richard Kennedy
Anime Club, young adult, 33, Alexandria Osorio
Catholic Charities, adult refugees, 47, Evan
Internet Basics, learning how to navigate the Internet, 6, practicum student **Kasey Mack**
Niagara Daycare, preschool program, 21, practicum student **Kasey Mack**
Niagara Daycare, school age program, 5, practicum student **Kasey Mack**
Mary Agnes Manor, seniors, 7
Branched Out Afterschool, 0, Buffalo Museum of Science
PTO meeting, D'Youville Porter Campus, 10, Silvia Baines
New York State Association for Bilingual Education, membership meeting, 9,
Rose Colon-Cisneros
Mayfair Lane, Inc., association meeting, 15, Fran Holmes
Buffalo Substitute Teachers, membership meeting, 10, James Williams

Meetings/Conferences/Training/Presentations (not programs):

4/7: Librarian **Brian Hoth** attended the Managers/Directors meeting at the Central Library.

4/8: Librarian **Brian Hoth** met with Business, Science & Technology Librarian **Tim Galvin** to plan our presentation for Associate's Day at the Adam's Mark Hotel scheduled for April 30. (Note: presentation was rescheduled for June 25th.)

4/21: Librarian **Brian Hoth** met with Stacks Department Page **Porsche Jones** of Porsche's Birdhouse, about scheduling an art show in June.

4/24: Librarian **Brian Hoth** attended the monthly staff meeting at the Central Library.

4/27: Librarian **Brian Hoth** visited the Old First Ward Community Center to make a presentation to a group of parents and children on library programs and services.

4/30: Librarian **Brian Hoth** attended the Java Client orientation at the Central Library.

Other:

Outreach:

4/7: Librarian **Brian Hoth** visited Tops Friendly Markets on Niagara St. to meet Mike Shanahan, the new store manager. Also, received a \$20 gift card as a donation for El dia de los ninos, El dia de los libros.

4/9: Librarian **Brian Hoth** visited the Belle Center to drop off the remainder of library cards from last month's visit to Belmont Shelter.

4/17: Librarian **Brian Hoth** and practicum student **Kasey Mack** visited Boys and Girls Clubs on Massachusetts Ave. to drop off promotional flyers for upcoming programs.

4/21: Librarian **Brian Hoth** and Library Clerk **Stephen Carson** dropped off 4 boxes of books to Friends of the Night People.

The U.S. Census Bureau conducted training for census takers the week of April 13th. Catherine Herrich, the staff member who conducted the training session, was appreciative of our assistance and being able to provide them space for the entire week.

An additional Literacy Volunteers group scheduled meeting space to teach ESL classes to a group of Liberian refugees. Paulene Kennedy and her husband Richard have commented on how accommodating the staff is. They will meet here Wednesday evenings and Saturday afternoons through June. That makes 3 Literacy Volunteers groups that meet weekly at the Niagara Branch.

People, Inc. has begun a tutoring program for adults this month. They will meet twice a week through June.

Journey's End Refugee Center held their last program for the current session on Saturday, April 4th. One hundred children and adults enjoyed an ice cream social. The 10 week "Let's Go to the Library" program was a huge success. Program Coordinator Kelly Cooper expressed her appreciation for all of the assistance they received. The next session will begin in the fall.

An increased number of teens are using the Teen Room. They've hung up posters and are in the final stages of sketching murals on the walls for painting. Two of the teens, Samantha and Luis, were a big help during El dia de los ninos, El dia de los libros.

Riverside Branch

Programs:

Riverside Chess Club: The Chess Club met every Tuesday evening; the 4 sessions in April had a total 23 participants. Our second chess tournament is scheduled for Saturday, May 9th, from noon to 5 p.m. Councilman Joe Golombek will be sponsoring this next tournament.

Decorated Egg Contest: Page **Leah Brown** created a display with the decorated eggs from our contest to win 6 different chocolate eggs; 45 eggs were on display for 2 weeks while patrons registered their votes for their favorite ones. Winners of the recent egg decorating program at the Riverside Library were happy to receive their chocolate bunnies that were donated by the Friends of the Riverside Library.

Basic Computer Class: Librarian **Max Chawki** taught a basic computer class on Thursday, April 2nd, with the Cyber Train from Central. It was for a group of 8 users who have continued with Max for a total of 3 sessions thus far. They are scheduled to meet again on May 7th.

Museum of Science: The Afterschool Museum program held 3 sessions in April for a total of 17 children.

Preschool Storytime: The Preschool Storytime has switched to the Young Explorers Club for the month of May. The first session was held on April 24th with total participants of 13 (10 children and 3 adults). Almost all participants came from the Munchkinland Daycare.

Thursday Evening Movie: We held 1 movie session on April 2nd. Library Associate **Sean Goodrich** showcased the movie Twilight. It turned out to be a girls' night only showing (not by design); total 28 participants.

Genealogy Computer Classes: **Dale Schmid** presented a computer training class on genealogy using the Cyber Train from Central on April 9th. The class focused on computer basics; total 4 participants.

Krump Dancing: The Dyciples performed their Krumping dance moves on Saturday, April 18th. Jason Snell, the founder of the group, spoke about the origins of Krump dancing, demonstrated some basic moves, and explained the meaning behind the moves. Fifteen dancers showcased their talents and a total of 48 attended the demonstration (including dancers). The Friends of the Riverside Library sponsored this event.

Family Fun Night: Central Children's Librarian **Mary Ann Budny** held a program for families on April 14th focusing on Earth Day as the theme for crafts, stories and games. There were a total of 11 participants (8 children and 3 adults).

Councilman Golombek Storytime: Joe Golombek, Library Associate **Sean Goodrich**, and Page **Leah Brown** entertained a total of 10 children with an assortment of children's stories from our children's collection of books. Snacks were provided by the Friends of the Riverside Library.

Guitar Hero III Contest: Library Associate **Sean Goodrich** managed our preliminary round of the Guitar Hero III tournament. We had 25 kids register for the event but only 4 showed up to actually play guitar. Unfortunately, none of them placed high enough to go on to the final round.

PJ Storytime: This event was originally intended for preschoolers, but the flyers caught the attention of some slightly older girls (9-12 yr) who registered for the event. On the night of the program, Central Children's Librarian **Kate Puehn** adjusted to the different ages and all had a wonderful time. In fact, it worked out so well that Kate would like to modify the next session to advertise to anyone aged 12 and under. There were a total of 9 participants.

Other:

Community Room

AARP Tax Sessions: The AARP concluded the tax season with 4 tax sessions in April helping a total of 83.

Riverside Business Association held its monthly meeting. A total of 12 were in attendance.

Erie Community College held an information session on April 23rd. There were a total of 5 participants.

Good Neighbors Block Club held 2 meetings in April with a total of 10 in attendance.

RiverRock Tennis Association had a meeting on April 30th with a total of 7 in attendance.

Good Neighbors Planning Alliance had a meeting on April 9th with a total of 6 in attendance.

Contracting Library Activity Reports - May 2009

North Collins Public Library - submitted by Mary Koehler, Library Manager

The year has gotten off to a great start at the Town of North Collins Library. Our circulation and computer usage statistics continue to go up - with an increase of 94% for computer usage compared to the first quarter of last year!

Ongoing events at our library include: toddler/preschool storytime on Friday mornings, storytime for children in grades K-2 on Wednesday evenings, an American Girls Club, and the "First Edition" Book Club. Our Sunday Café is always a popular place for people to come and enjoy a cup of coffee or tea and some treats, watch sporting events and read the Sunday paper. We have recently begun to have Family Movie Nights and Family Game Nights, with increased participation for each as the word spreads. The children enjoy wearing their pajamas to the library on movie nights, especially since the staff wears pajamas those nights too!

Readers of all ages are invited to join the North Collins Library 'Frequent Reader Program' where they get a sticker for every 3 books they have read, and win a prize once they have collected 10 stickers.

In conjunction with the North Collins Elementary School, we collected over 200 books to donate to the Books for Kids campaign.

We are fortunate to share our parking lot with Schoolhouse #8 History Center and Museum, which is a one-room schoolhouse that has been meticulously restored to its early-1900's condition. In recognition of this proximity, we have begun to build a special collection of materials regarding one-room schoolhouses, and we have a display case of artifacts on loan from Schoolhouse #8.

Upcoming events include our Summer Reading Program, which is always well attended and enjoyed – and Battle of the Books, which is a lot of fun for the participants and coaches alike. We will also be scheduling Wii Game Nights for young adults and Movie Nights featuring New Releases and Classics.

Our recent book sale was very successful, and we have an upcoming fundraising event planned in conjunction with the Town of North Collins Recreation Department. On Sunday, May 17th, the Rec. Department will be holding a kickball tournament at the high school (right next door to the library) – and we will be selling hot dogs, baked goods, pizza, and bottled water for participants and spectators. All food items have been donated through the generosity of local merchants. We are hoping for a nice, sunny day and lots of hungry/thirsty kickball fans!

Town of Tonawanda Public Library – submitted by Kate Weeks, Library Director

This spring the libraries in the Town of Tonawanda continue to break records for computer usage. Outside of the Central Library, the only library in the System experiencing higher computer usage is the Merriweather Branch.

Our adult programs have been varied and well attended. The **Kenilworth** Library has sponsored programs on Identity Theft, Finding the Positive Nature You Possess, Retirement Planning and Butterfly Gardening.

At **Kenmore**, we offered the same programs, but also presented a class on journal writing lead by Branch Manager **Amy Christman**. The Adult Journal Group met each week for six weeks and learned how to write together as a community as well as on their own between classes. Amy incorporated literature and art into the classes with exercises to get the creative juices going on the part of participants.

At the end of the six weeks the group did not want to disband, so Amy will continue the program once a month, open to new members as well. She will also offer the six week program again in the late fall.

Back by popular demand: Although the football season is months away, patrons are already asking for a return of the wildly popular program "Football for Women." Kenmore Village Historian Ed Adamczyk has already agreed to a return engagement.

The Kenilworth Library goes to Hollywood! A play entitled "The David Dance" was originally produced off Broadway in 2003. It subsequently traveled to Washington, DC. After winning rave reviews, the movie incarnation was filmed in Buffalo in March. The film tells the story of the colorful relationship between a brother and sister and their humorous, often poignant struggles to belong. The character of David is played by "Don Scime" a Buffalo native and former patron of the Kenilworth Library. His fond memories of going to Kenilworth in his youth led him to express a desire to film some of the movie there. Filming was done one snowy Sunday in March. The staff at Kenilworth can't wait to attend the premier and walk the red carpet!

At the invitation of Director Beverly Federspiel, the librarians of the Kenilworth and Kenmore Libraries joined Tonawanda librarians for a training session in Microsoft Publisher. Sponsored by the Central Library and taught by expert trainer **Sara Taylor** on April 22nd, the workshop was very well done, and Beverly and I are talking about future collaborations of this type.

The Cyber Train is coming to Kenmore. The Cyber Train will arrive at the Kenmore Library the first three Wednesdays in June. We will be offering Computer Basics, Introduction to E-mail and Introduction to the Internet. If response is good, we will bring more programs to our patrons in the future.

New partnership forged. An organization called Action for Mental Health had requested the community room for some meetings. This group, a division of the Erie County Mental Health Department, works with individuals who are in recovery programs such as alcohol and drug addiction, spousal abuse, trauma recovery, child abuse and depression and anxiety disorders. The organization helps these individuals re-enter society by promoting self-esteem, confidence and using the treatments and strategies they learned from people they have come to trust. The first program will be focused on protecting themselves from stalkers and predators, both within and outside of the recovery community. They will learn how to protect and defend themselves by setting boundaries and learning to say no thank you to unwanted offers of help. We are proud to have provided this organization with a free and safe meeting space.

Kenmore Branch Manager Amy Christman applied for, and was accepted into this year's Leadership Institute, sponsored by the Western New York Library Resources Council and the Rochester Regional Library Council. As an institute fellow, Amy will attend seven workshops in which she will develop and complete a project that will benefit her library. The program ends in mid-November with presentation of project results and a graduation ceremony. Congratulations Amy!

The AARP tax volunteers, through the use of the Kenmore community room, prepared 1,168 tax returns for senior citizens and low income families in the Town of Tonawanda.

Effective Monday, June 1st, the bookdrop at the Kenmore Library will be open 24 hours a day. Staffing has been allocated to oversee this added workload so we will be able to stay on top of an anticipated much larger number of materials coming in each day. This decision was made in part, to alleviate the problem of limited parking at the Kenmore Library. Numerous patrons have requested this service be added. This major service improvement will be especially helpful for our seniors and our young mothers with toddlers in tow.

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

Agenda Item H - Unfinished Business. No unfinished business.

Agenda Item I - New Business.

Agenda Item I.1 - Use of United Way Donations. Director Quinn-Carey explained several months ago a resolution was passed to allocate monies to purchase scooters for the Central Library; after additional research, it has been decided it is not the best idea. This resolution authorizes the Library to reallocate the money previously allocated for the scooters and allows the Development Office to use the United Way funds for Development Office purposes and offers more flexibility. Mr. Hudson had communications from the United Way indicating there really are no restrictions on the use of the funds that come to us from them through designated giving and can be used in any way the Library sees fit to support the Library. Trustee Junczewicz noted the resolution reads to use the monies to support literacy-related programming and services. She questioned if it should be made more flexible and general to support needs that weren't necessarily literacy-related. Trustee Connors proposed amending the last sentence "to support the mission of the Library" and strike "to support current, ongoing and future literacy-related programs and services." Ms. Pordum moved for approval of Resolution 2009-24 as amended and was seconded by Mr. Berger. Approval was unanimous.

Trustee Thomas suggested at the Executive Committee meeting that perhaps the Library might have wheelchairs available for people with limited mobility. Ms. Quinn-Carey remarked this is something the Library is moving forward with. Trustee Leary inquired as to how much came in last year through the United Way. Mr. Stone replied approximately \$5,000 - \$6,000.

RESOLUTION 2009-24

WHEREAS, the Buffalo and Erie County Public Library (B&ECPL) serves the residents of Erie County, and

WHEREAS, the plague of illiteracy and low-levels of literacy afflict hundreds of thousands of Erie County residents, and

WHEREAS, the Library is poised to offer new and enhanced literacy services to the residents of Erie County in collaboration with community partners, and

WHEREAS, unrestricted funds are available from the proceeds donated directly to the B&ECPL via the United Way's donor designation program and are currently on deposit in the Buffalo & Erie County Public Library's private funds, now therefore be it

RESOLVED, that the Buffalo & Erie County Public Library Board of Trustees authorizes the Director to disburse the Library's United Way funds to support the mission of the Library.

Agenda Item I.2 – Network, Server and Workstation Engineering, Support and Maintenance – Contract Renewal. Assistant Deputy Director Carol Batt introduced this resolution explaining back in 2006, VITEC Solutions, LLC, was awarded a 3-year contract to provide hardware and software support as well as staff expertise to assist the Library with specialized technology projects. That agreement allowed for two 3-year contract extensions. Because of the Library's successful partnership with VITEC Solutions, LLC, which has met or exceeded the Library's expectations, this resolution allows for renewal of that contract for 3 additional years at no change in terms or conditions of the original contract. Mr. Berlow inquired if there was a cancellation clause for doing a poor job. Ms. Quinn-Carey stated yes there was. Ms. Junczewicz moved, Ms. Panty made a second, and approval of this resolution was unanimous.

RESOLUTION 2009-25

WHEREAS, the Library has contracted for computer systems maintenance and related support since 1995, and

WHEREAS, the current contract expires at the end of June 2009, and

WHEREAS, there is a need for cost effective alternatives for on-site hardware and software, desktop and server support, and

WHEREAS, there is a need to be afforded the opportunity to utilize knowledgeable, trained personnel to support technology initiatives which require project specific expertise and

WHEREAS, in 2006, the Buffalo and Erie County Public Library, through a publicly advertised Request for Proposals (RFP), sought written proposals from qualified information technology services vendors to partner with the Library to 1) provide hardware and software maintenance for all servers, workstations, printers and related computer equipment and 2) supply project managements and systems engineering professional services to maintain the Library's Local Area Network, including the Public Access Computing Model, and

WHEREAS, in 2006 the Board of Trustees adopted Resolution 2006-24 authorizing the Library Director to negotiate and execute the necessary contract based upon the terms listed in the RFP and the response submitted by VITEC Solutions, LLC, and

WHEREAS, this process resulted in a contract with VITEC Solutions LLC for an initial three-year term, with a provision for up to two renewal periods of equal length upon mutual agreement of the parties involved, and

WHEREAS, the vendor has requested renewal with no change in terms, and

WHEREAS, the Library, upon review of the contractor's performance, desires to renew the agreement for another three-year period, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library confirms the Library's desire to renew the agreement with VITEC Solutions LLC for another three-year period, and be it further

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library authorizes the Library Director or his designee to submit the renewal recommendation for Erie County Fiscal Stability Authority (ECFSA) review and authorizes the Library Director to execute any paperwork required to effectuate the renewal subsequent to ECFSA action.

Trustee Junczewicz requested a trustee group photo be taken at the conclusion of the meeting.

There being no further business, on a motion by Mr. Connors with a second by Mr. Berger, the meeting adjourned at approximately 4:54 p.m.

Respectfully submitted,

Frank Gist
Secretary