

MINUTES
REGULAR MEETING OF THE
BUFFALO AND ERIE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES
September 17, 2009

The regular monthly meeting of the Board of Trustees of the Buffalo and Erie County Public Library was held on Thursday, September 17, 2009, in the Grand Island Memorial Library pursuant to due notice to trustees. The following members were present:

Sharon A. Thomas, Chair
Jack Connors, Vice Chair
Frank Gist, Secretary
Sheldon M. Berlow, Treasurer
Richard L. Berger
Hormoz Mansouri
Elaine M. Panty
John G. Schmidt, Jr.
Judith K. Summer

Absent: Phyllis A. Horton
Anne M. Leary
Rick Lewis
Albert L. Michaels
Mario J. Rossetti
Wayne D. Wisbaum

Chair Sharon A. Thomas called the meeting to order at 4:07 p.m. in the Grand Island Memorial Library meeting room.

Agenda Item B – Agenda/Changes to the Agenda. Chair Thomas entertained a motion to revise the agenda to move Resolution 2009-45 under Policy Committee to the October 15th Board meeting. Ms. Panty moved, Ms. Summer made a second, and approval was unanimous.

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

Agenda Item D – Report of the Chair. Ms. Thomas shared a thank you note to the Board of Trustees from the Boston Free Library, who was appreciative for the System grant match money they were awarded. Ms. Thomas reported attending a fabulous opening of the North Park Library that morning. Ms. Thomas thanked Lynn Konovitz,

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Director of the Grand Island Memorial Library, for hosting the Board meeting. Mr. Konovitz welcomed everyone giving a brief update on things happening at their library as well as providing some history. He introduced their Board members in attendance; Agnes Becker, President; Barbara Birt, Secretary; as well as Scott Smith, Vice President, who left early due to illness.

Agenda Item E – Committee Reports.

Agenda Item E.1 – Executive Committee. Mr. Connors was not in attendance at this meeting; however, he reported the Executive Committee met on September 3, 2009. Trustees Thomas, Panty, Berlow and Gist were present, as was Kenneth Stone, Stanton Hudson and Bridget Quinn-Carey.

Chair Sharon Thomas called the meeting to order at 4 p.m. and a quorum was present.

Mr. Stone presented Res. 2009-39: Amend Res. 2009-36 Use of Grant Match Designated Fund Balance for RFID Portion of NYS Construction Grant Requests. Ms. Panty moved to approve, was seconded by Mr. Gist and the motion passed unanimously.

Mr. Stone presented Res. 2009-40: NYS Construction Grant System Evaluation, Ranking and Recommendations. Ms. Panty moved to approve, was seconded by Mr. Gist and this motion passed unanimously.

Ms. Quinn-Carey gave verbal reports regarding literacy efforts, including discussions with key literacy partner organizations Project Flight, LLC and Literacy Volunteers regarding collaborative projects.

Ms. Quinn-Carey informed the Executive Committee that City Councilmember Michael Kearns would be meeting with Ms. Thomas and herself regarding the future of library services in South Buffalo.

She reported on a legal issue related to the Lackawanna Library, and gave an update regarding the North Park Library grand opening.

Ms. Quinn-Carey noted that in an effort to maintain healthy staff and visitors, hand sanitizer and tissues are now available as a 'supply item' for System libraries and can be requested as needed for library facilities.

There was no other business to come before the Executive Committee and the meeting adjourned at 4:50 p.m.

The following resolutions were approved on September 3, 2009:

RESOLUTION 2009-39

WHEREAS, New York State Public Library Construction Grant Program 2009-2010 funding again includes a \$14 million allocation with \$664,117 available to support up to 50% of eligible costs for projects benefiting the public libraries located within Erie County, and

WHEREAS, on July 16, 2009 the Board of Trustees of the Buffalo and Erie County Public Library adopted Resolution 2009-36 which authorized the use of the Library's designated fund balance for grant match to support the costs of installing Radio Frequency Identification (RFID) systems not covered by New York State Construction Grant funds to encourage libraries then planning to submit NYS Construction grant applications for the 2009-2010 funding cycle to include RFID installation, and

WHEREAS, a total of 8 Buffalo and Erie County Public Library (B&ECPL) libraries have submitted applications for grant funds totaling \$759,100, with the share of grant funds requested to support RFID in these libraries totaling \$222,112, and

WHEREAS, since the grant share available for projects supporting the public libraries in Erie County totals \$664,117, the system needs to recommend \$94,983 in grant share reductions to balance the requests with available grant funds, and

WHEREAS, converting additional libraries to RFID provides a system-wide benefit by allowing those libraries to streamline workflows and enable labor force restructuring while simultaneously generating vast improvements in library material inventory control and public service, and

WHEREAS, given these benefits, increasing the use of the B&ECPL's designated fund balance for grant match to offset the above reductions in state grant share benefits all parties, and

WHEREAS, since in addition to offsetting reductions in requested state grant funds, a different mix of libraries and RFID applications than estimated in Resolution 2009-36 were finally submitted, the designated fund balance needed would increase from \$252,867 to \$348,809 (an increase of \$95,942) and the list of libraries and allocation amounts contained in Resolution 2009-36 needs to be amended to reflect these changes, and

WHEREAS, this amount is available in and an appropriate use of funds in the designated for grant match fund balance, and

WHEREAS, the B&ECPL Board of Trustees is not scheduled to meet again until after the September 11th deadline for construction grant applications being delivered to New York State, and

WHEREAS, under Article VI, Section 1 of *The Bylaws of the Buffalo and Erie County Public Library*: "The Executive Committee, in intervals between meetings of the Board of

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Trustees, shall have all the powers and duties of the Board of Trustees not inconsistent with law," now therefore be it

RESOLVED, that the Executive Committee of the Board of Trustees of the Buffalo and Erie County Public Library approves increasing the use of designated fund balance for grant match authorized in Resolution 2009-36 from \$252,867 to \$348,809, and be it further

RESOLVED that the Executive Committee of the Board of Trustees of the Buffalo and Erie County Public Library approves replacing the list of libraries and estimated amounts approved in Resolution 2009-36 with the following list of libraries and not to exceed amounts:

B&ECPL Matching Funds Available For RFID

Library (in alphabetical order)	B&ECPL RFID Match Estimate	RFID Contingency	Total Not-to- Exceed B&ECPL Match
Aurora Town Library - East Aurora	\$30,254	\$3,025	\$33,279
Cheektowaga PL - Anna Reinstein Library	\$34,659	\$3,466	\$38,125
Elma Public Library	\$35,037	\$3,504	\$38,541
Orchard Park Public Library	\$74,680	\$7,468	\$82,148
Tonawanda City Library	\$33,322	\$3,332	\$36,654
Town of Tonawanda - Kenilworth Branch	\$17,046	\$1,705	\$18,751
Town of Tonawanda - Kenmore Branch	\$36,167	\$3,617	\$39,784
West Seneca Public Library	\$55,933	\$5,594	\$61,527
Totals	\$317,098	\$31,711	\$348,809

RESOLUTION 2009-40

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

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

WHEREAS, a total of 8 projects were submitted supporting the Anna Reinstein, East Aurora, Elma, Kenilworth, Kenmore, Orchard Park, Tonawanda City, and West Seneca Libraries, and

WHEREAS, a total of \$759,100 in grant funds have been requested for these 8 projects, and

WHEREAS, since the grant share available for projects supporting the public libraries in Erie County totals \$664,117, the System needs to recommend \$94,983 in grant share reductions to balance the requests with available grant funds, and

WHEREAS, after reviewing each project request, library staff recommends reducing the grant share funding supporting the Radio Frequency Identification (RFID) portion of the projects ranked #5 through #8 to achieve this balance, and

WHEREAS, pursuant to Resolution 2009-39, the Board authorized increasing the use of designated fund balance for grant match in an amount sufficient to offset the \$94,983 grant share reductions, now therefore be it

RESOLVED, pursuant to the requirements of this grant, that the Board of Trustees of the Buffalo and Erie County Public Library recommends approval of the requested projects with funding recommendations to reduce the grant share funding supporting the RFID portion of the projects ranked #5 through #8 by \$94,983, and be it further

RESOLVED, pursuant to Resolution 2009-39, the use of designated fund balance for grant match shall be made available to offset the \$94,983 grant share reductions, and be it further

RESOLVED, requested projects, with the changes recommended in this resolution, shall be ranked and recommended to New York State for approval as follows:

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BUFFALO & ERIE COUNTY PUBLIC LIBRARY
Projects Requested for NYS \$14 Million Public Library Construction Grant Program
All Project Summary

Rank	Library	Project Description	Local Funds	NYS Const Grant	Total
1	Town of Tonawanda - Kenmore Branch	Remove deteriorated asphalt parking lot underneath Library and replace with concrete parking lot; RFID.	\$85,780	\$85,779	\$171,559
2	Aurora Town Library - East Aurora	Replace interior dome lighting; replace front doors; RFID	\$41,722	\$41,720	\$83,442
3	Town of Tonawanda - Kenilworth Branch	Replace roof; reconstruct PL; RFID.	\$83,623	\$83,622	\$167,245
4	Cheektowaga PL - Anna Reinstein Library	Reconstruct parking lot and RFID	\$58,487	\$58,487	\$116,974
	Tonawanda City Library	Replace Sidewalks; install RFID. City of Tonawanda was not included in Res 2009-36. However, the Grand Island Library that was included did not submit a grant this year.	\$36,597	\$36,597	\$73,194
5	Reduce Grant Share - RFID - Increase BECPL System Match to Offset	System Recommendation:	\$12,279	(\$12,279)	\$0
			\$48,876	\$24,318	\$73,194
	West Seneca Public Library	Door replacement; RFID.	\$30,478	\$30,478	\$60,956
6	Reduce Grant Share - RFID - Increase BECPL System Match to Offset	System Recommendation:	\$27,846	(\$27,846)	\$0
			\$58,324	\$2,632	\$60,956
	Elma Public Library	Building expansion - expand meeting room; site prep and parking lot replacement; and RFID.	\$170,564	\$170,563	\$341,127
7	Reduce Grant Share - RFID - Increase BECPL System Match to Offset	System Recommendation:	\$17,518	(\$17,518)	\$0
			\$188,082	\$153,045	\$341,127
	Orchard Park Public Library	Replace 35 yr old HVAC; add R-30 insulation above ceiling; remove/replace sidewalk and parking lot; replace/upgrade fire alarm system and security keypad; install RFID.	\$251,854	\$251,854	\$503,708
8	Reduce Grant Share - RFID - Increase BECPL System Match to Offset	System Recommendation:	\$37,340	(\$37,340)	\$0
			\$289,194	\$214,514	\$503,708
Grand Total ALL Project Costs:			\$854,088	\$664,117	\$1,518,205
Total Program Grant \$ Available				\$664,117	
Balance "Left on Table"					\$0

, and be it finally

RESOLVED, that the Director transmit the necessary grant application, forms and documents in time to meet the September 11, 2009 filing deadline.

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Agenda Item C (taken out of order) – Minutes of the Meeting of July 16, 2009. Minutes were approved unanimously, as mailed, upon motion by Mr. Berger and a second by Ms. Summer.

Agenda Item E.2 – Budget and Finance Committee. Deputy Director Kenneth Stone further detailed the above resolutions dealing with the New York State Construction Grants that were approved at the Executive Committee meeting. Trustee Berger asked Mr. Stone to brief trustees on budget and finance matters.

Agenda Item E.2.a – Mr. Stone reported the Budget and Finance Committee met on August 12th to adopt the 2010 budget request for Erie County. It was submitted on time, entirely online. A PDF version of the budget request was e-mailed to trustees and a hard copy was mailed out to trustees without e-mail. He explained we are maintaining service levels but absolutely need to move forward with restructuring so that by the end of this year the Library is in a position to reduce and largely eliminate use of fund balance going into 2011. There was discussion regarding the timetable for the budget.

Agenda Item E.2.b – Amend 2009 Grant Budget: Digital Humanities Grant. Deputy Director Stanton Hudson explained this resolution and noted the grant was further recognized for the “We the People” designation. Ms. Panty moved, Ms. Summer made a second, and approval was unanimous.

RESOLUTION 2009-41

WHEREAS, the National Endowment for the Humanities (NEH) has announced the recipients of its 2009 Digital Humanities Start-Up grants, and

WHEREAS, the Buffalo & Erie County Public Library (B&ECPL) proposed a project to plan a resource that would explore the Great Depression and New Deal in Buffalo and Western New York, and

WHEREAS, the project would integrate digitized primary source collections, artifacts, manuscripts, oral histories, photographs, music, art, and site-specific field documentation in a community-specific multi-media digital resource, and

WHEREAS, the project would include an interactive web presence, but would ultimately serve as a digital humanities content management tool to enable the resources to directly support intensive civic discussion and reflection centered in our public libraries throughout the community, exploring the links between this legacy and current challenges, and

WHEREAS, the project, although locally focused, would be a demonstration model of how digital humanities can help public libraries mobilize collections to address the civic purposes central to their missions, and

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WHEREAS, the goals of this proposal are consistent with the B&ECPL Five-Year Plan of Service, *Back to Basics...and Beyond*, and would result in a richly documented history and memory of the Great Depression and the legacy of the New Deal woven into the fabric of everyday life in Western New York – in our highways, bridges, schools, parks, in murals in our post offices and sculptures in our housing projects, and in landmark institutions such as the Buffalo Philharmonic Orchestra, the Buffalo Zoo, and War Memorial Auditorium, and

WHEREAS, the Buffalo and Erie County Public Library has been awarded a National Endowment for the Humanities Digital Humanities Start-Up Grant in the amount of \$25,000, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library establish a “Re-Collecting the Depression and New Deal as a Civic Resource in Hard Times” grant budget in the following amounts:

Revenue	\$25,000
Grant Program Expenditures	\$25,000

Agenda Item E.2.c – Accept 2009-2011 Grant Budget: *Ready-to-Read, Ready-to-Learn* Award. Ms. Quinn-Carey explained this will fund an effort to create library literacy centers in four of our libraries: Niagara, Central, Lackawanna and Anna B. Reinstein. Mr. Gist moved for approval and was seconded by Mr. Berger. Approval was unanimous.

RESOLUTION 2009-42

WHEREAS, New York State has announced the recipients of the 2009 Family Literacy Library Service grants, and

WHEREAS, the Buffalo & Erie County Public Library (B&ECPL) proposed a project that would provide preschoolers and their families with a multi-faceted approach to pre-reading and development skills using the Family Place model in four System libraries, and

WHEREAS, the Library will work collaboratively with project partners Project Flight, the Middle Country Public Library and other community literacy partners, and

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

WHEREAS, the Buffalo and Erie County Public Library has been awarded a New York State Library Family Literacy Grant in the amount of \$80,517, now therefore be it

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RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library establish a *Ready-to-Read, Ready-to-Learn* grant budget in the following amounts:

Revenue	\$80,517
Grant Program Expenditures	\$80,517

Agenda Item E.2.d – Contract Library Transfers. Mr. Stone informed trustees this resolution involved routine transfers in the Clarence Public Library budget. Upon motion by Mr. Berger and a second by Mr. Connors, approval was unanimous.

RESOLUTION 2009-43

WHEREAS, a request for budget transfers has been received from the Clarence Public Library, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library approve transfers totaling \$12,610 within the 2009 budget of the Clarence Public Library as shown on the attached report.

\$12,610 from Account 500000, Full-Time Salaries, to Account 500010, Part-Time Wages.

Agenda Item E.2.e – Monthly Financial Report. The monthly financial report for the period ending July 31, 2009 was presented for information.

Agenda Item E.3 – Policy Committee.

Agenda Item E.3.a – Information Technology Security Policy. Ms. Quinn-Carey explained this policy came about because the library was notified by one of its vendors that in order to proceed with some library e-commerce elements, a policy was needed to protect credit card holders from the library retaining too much information about their credit cards. It was decided to make this a more comprehensive policy and look at the whole element of safety, security and privacy as far as electronic information. She explained this policy outlines specific policy and is well in keeping with the Library's privacy policy and outlook towards patron information. She added this is to protect not only the privacy of our patrons, but our staff and the Library as a whole.

Trustee Schmidt asked if this policy was drafted with the assistance of counsel. Assistant Deputy Director Carol Batt replied the Information Technology staff put together the basic elements, and the proposal before the Board had been reviewed with minor changes made by library counsel. Mr. Schmidt noted this proposed policy makes a reference to an atmosphere of privacy. He added typically, particularly for employees, it is important to make clear that there is no expectation of privacy with regard to the use of work place computer equipment. Ms. Batt replied the policy states

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for staff there is no element of privacy; anything done by staff on library computers is the property of the library.

Mr. Berlow commented he remembered reading through this and seeing the general public is afforded reasonable levels of privacy, while our own employees have no privacy - whatever they do is open. Ms. Quinn-Carey confirmed this is the intent. Ms. Quinn-Carey noted the employee handbook goes into more detail about the rights of employers regarding employees. This policy is a complementary piece to the employee handbook which they are working next to update. Deputy Director Jakubowski detailed how new employees and current employees receive information regarding this. Ms. Batt noted this will be a dynamic policy and expects the Policy Committee to be seeing this again as technology and expectations are ever changing. After much discussion relating to section 4.1 General Use and Ownership of the proposed policy, it was suggested to amend the proposed policy in the following way: Under section II Acceptable Use Policy, 4.1 General use and Ownership, remove "While the Buffalo and Erie County Public Library affords reasonable levels of privacy," and begin the sentence with the verbiage as is "...Users must be aware that the data they create on the Library's systems remains the property of Buffalo and Erie County Public Library... It was felt this change clarified and addressed issues of concern discussed. Ms. Thomas called for a motion to approve Resolution 2009-44 as amended. Mr. Schmidt moved. Mr. Berger seconded. Resolution 2009-44 was approved unanimously as amended.

RESOLUTION 2009-44

WHEREAS, the purpose of the Buffalo and Erie County Public Library's *Information Technology Security Policy* is to maintain the Library's established rights and culture of openness, trust and integrity, and

WHEREAS, the Information Technology Department is committed to protecting the Buffalo and Erie County Public Library's employees, users, partners and the Library from illegal or damaging actions by individuals, either knowingly or unknowingly, and

WHEREAS, staff has drafted recommended policy guidelines in this area and prepared drafts for the consideration of the Board's Policy Committee, and

WHEREAS, this proposed policy has been reviewed and approved by B&ECPL's legal counsel, and

WHEREAS, the Board's Policy Committee has approved those drafts, recommending them for adoption by the full Board of Trustees, now therefore be it

RESOLVED, that the Board of Trustees adopt the proposed amended *Information Technology Security Policy*.

Agenda Item E.4 – Planning Committee. Chair Berger reported the Planning Committee met on September 16th. He noted that while the initial meeting went well, attendance was anemic. They are looking at three major issues: funding, structure and facility operations. In 2011, unless something dramatically changes, the Library will be running into some financial problems and discussions have begun to prepare for that. The plan is for the Committee to meet monthly as there is much work to be done over the next two years. He invited anyone to attend these meetings as subcommittees will be needed. The next meeting is being planning for the week of October 18th.

Ms. Summer inquired if anyone was contacted regarding the error in the Amherst Bee in who owns the buildings. Ms. Quinn-Carey said Assistant Deputy Director Paula Sandy was instructed to get in touch with them to point out their error, but she did not know if they corrected it or not.

Agenda Item F – Report of the Director. Ms. Quinn-Carey was happy to announce the opening of the North Park Library that morning which went very well and included the Mayor in attendance. She publicly thanked everyone who had a hand in getting this off the ground for their tireless efforts. She noted this library is the debut of our RFID (radio frequency identification) system and invited trustees to visit the branch and see what it is all about.

She reminded trustees the next morning, September 18th, many legislators as well as City, County, State and Federal entities who were invited, would be visiting the library where an overview of what the library is doing and our key initiatives would be provided. The State of the Library address would follow this as well as *The Big Read* kickoff.

Ms. Quinn-Carey reported she is putting the final touches on the Library's literacy plan. She explained it essentially articulates the plan to initially create four centers, two in the City and two in the County. The plan is not to add a whole lot of resources which we do not have available to commit to developing or creating, but to pull in other literacy service providers that complement what we already do. We are looking into doing this with Project Flight and Literacy Volunteers who has also come forward. There have been conversations about not only collaborating to work on programs with them, but also thinking about where their facilities lie and benefits for all to have both Project Flight and Literacy Volunteers based at the Central Library. Permission from the Executive Committee was received to discuss this with these two organizations and she hopes to come back to the full Board in October with more information and potential recommendations.

In closing, the Director reminded trustees that at the conclusion of the meeting, Assistant Deputy Director Carol Batt would be doing an overview of the Library's technology projects and plans and encouraged trustees to stay for this.

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

Report of the Director
September 17, 2009

At last! The North Park Branch is set to reopen September 17th. We are thrilled to have this library back in operation for our City residents and visitors. This state-of-the-art library will be the first to feature our new RFID (Radio Frequency Identification) technology for circulation and security, and will be the only Buffalo Branch open on Friday evenings. A week's worth of celebratory activities is planned to welcome the community back to the Library.

RFID planning and conversion activity is evident in other library locations, too. The Crane Branch staff has been busy converting its collections and that branch will be up and running on the system soon. Weeding and preparation at the Central Library and other branches continues as we get ready for the mass conversion to this exciting new technology.

New staffing assignments are in place at several of the branches, in several Central departments and in the contracting member libraries. A transition to a centrally located reference service desk is under way and BST and HSS reference staff will be sharing the reference duties at the first floor desk as of mid-September. This will ease some of the scheduling burden associated with staffing two desks at all open hours and create better customer service by having a one-stop location for reference and research assistance. Librarians will be available to assist people in the BST collection area when needed, and the BST area will be staffed with other staff members to ensure quality customer service for the computers, print stations and to help with general informational questions.

We completed the 2010 County budget process and submitted our request on time, and this year, completely electronically. The County will forgo budget meetings this year, and we should see the County Executive's budget proposal within the next several weeks.

I am proud to report that the Western New York Library Resources Council (WNYLRC) has selected the Get Graphic project to receive the Outstanding Program Award for 2009. The entire project team, including the community partners, will be honored for this fantastic program at the WNYLRC banquet on October 28th.

The Library System's Literacy Master Plan is ready for release and includes an update on our family literacy and adult literacy programs. We are also working with key partners Project Flight and Literacy Volunteers on future collaborative ventures and long-term partnership opportunities.

Quality programs and exciting events are happening almost daily throughout the System. Traveling exhibits based on the treasures in our special collections are making appearances at System member libraries, with more to come.

The enclosed departmental reports provide a detailed view of the activities, services, programs and projects under way at this dynamic institution.

Report of the Chief Operating Officer

July/August highlights are as follows:

The “opening” is in sight! The North Park Library is expected to open to the public, Thursday, September 17th. Library staff is busily readying the new location at 975 Hertel Ave. Shelving is installed; books and media are being prepped, RFID is under way, Network, Branch and Maintenance staff is scurrying with both excitement and exhaustion. Opening day and week celebrations are being planned. New hours have been determined. Don’t have anything to do on a Friday evening? Come to North Park – it will be open until 8! Visit the website for more information

<http://www.buffalolib.org/libraries/northpark/index.asp>

The Battle of the Books competition on August 1, 2009, was the culmination of hard work, planning and coaching on the part of team coaches and the Battle of the Books’ committee: Children’s Department Librarians **Kathy Goodrich, Mary Ann Budny and Sarah Gallien**, Tonawanda Librarian **Carol Veach**, and Eden Public Library Director **Joyce Maguda**. This year’s winner was the City of Tonawanda Library. Forty teams with over 360 team members, coaches, parents and volunteers cheered on the children at this event. Congratulations and thank you to all participants, coaches and volunteers.

Children’s summer programs, coordinated by Children’s Room Manager **Kathy Goodrich** and Children’s Department staff, are the highlight of July. Be Creative@Your Library, the New York State summer reading program began at Central and the City Branches on Monday, June 29th. Preschool Story Hours were held at Central, Dudley, East Clinton, East Delavan and Riverside. Summer Fun Club for children ages 6 to 12 was held at Central on Tuesdays. Themes for the Summer Fun Club were: Garden Colors, How to Draw (with a special guest appearance by Graphics Department Manager **Dawn Stanton**) and Sponge Art Masterpieces. The final attendance figures for Be Creative@YourLibrary, the 2009 summer reading program at Central: **1533**.

July’s “Wednesdays are Wonderful” program, held at the Central Library, featured special guests or a movie. On July 8th, The African American Cultural Center’s Dance and Drum Performing Company performed in the auditorium to an audience of 217

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people. On July 15th, Mr. J performed his magic for 375 people from local groups and organizations. Nickel City Reptiles Center made their annual summer visit on July 29th; over 200 children attended. Movies on the alternate Wednesdays attracted over 185 children and adults. Attendance at summer programs has been extremely good - total for Children's programs and tours at Central in July were **1344**. Statistics for the month of August are currently being calculated.

The Central Library is now on Facebook. We always suspected that people loved the Buffalo & Erie County Public Library, but through our new Central Library Facebook page that silent majority can proudly and officially declare themselves "fans." Assistant Deputy Director **Carol Batt**, along with Technical Services and Technology Support Librarians **Maureen McLaughlin** and **Kelly Donovan**, and Network Support staff member **Michael Jason** collaborated on the design, content, and publication of the fan page which was made public on July 16th. Special thanks to Webmaster **Terri Dickson** and Library Display Artist **Dawn Stanton** for all they contributed toward the page. Currently there are 701 fans...won't you become one [a fan] too? Search [buffalolibrary.central](https://www.facebook.com/buffalolibrary.central) on Facebook.

In partnership with Barnes & Noble and the Buffalo Book Fair, the Central Library hosted a Mini-Book Fair on August 8th for 82 true crime fans. System Programming Coordinator **Meg Cheman** planned and coordinated the author event and book signing entitled "The Dark Side: True Crime, Scandal and Intrigue," featuring Dennis Delano and Jeff Schober, the authors of *Bike Path Rapist: A Cop's Firsthand Account of Catching the Killer Who Terrorized a Community*; David A. Gerber and Scott Eberle, authors of *The Rise and Fall of a Frontier Entrepreneur: Benjamin Rathbun, Master Builder and Architect*; and Rose Ciotta, author of *Cruel Games: A Brilliant Professor, a Loving Mother, a Brutal Killing*.

ARRA Funding Program and BTOP Application. The B&ECPL submitted an application for BTOP (Broadband Technology Opportunities Program) funds available through the American Recovery and Reinvestment Act (ARRA). Assistant Deputy Director **Carol Batt** completed the application with the assistance of Director **Bridget Quinn-Carey** and Manager of Technology Support **Kelly Donovan**. The goal of this project proposal is to enrich career and employment opportunities, expand access to online services, and enhance technology skill-training opportunities for at-risk and underserved populations in Buffalo and Erie County. If awarded, project funding will enable the Library to employ additional staff to present job-related training classes and add up to 38 hours of public computer availability. Funds would also be used to replace obsolete technology with state-of-the-art computer equipment. In addition, the Library would partner with Erie Community College (ECC) to provide classroom space for their Pre-Collegiate Studies program.

GED Classes are now available at the Central Library. In July, the Library embarked on a partnership with the Buffalo Public Schools, Adult Education Department. GED

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classes are held in the Teen Room, Monday- Friday from 11-2. Participants must register through the Buffalo Public Schools Adult Education Department. GED classes continue at the East Delavan Branch Library.

National Night Out, August 4th, was celebrated at the Dudley Branch Library with a concert by Large Marvin. Held in the parking lot, 75 people rocked and rolled to familiar tunes - old and new. Erie County Legislator Timothy Kennedy introduced the band to the lively crowd. Fun was had by all.

On Monday, August 10th, South District Council Member and mayoral candidate Michael Kearns announced the provision of \$25,000 for improvements to the Dudley Branch Library. Funds will be used to update/improve both doors and windows. Library Director **Bridget Quinn-Carey**, along with other B&ECPL representatives, was on hand to accept this generous donation.

The Teen Room remained popular throughout the summer months. More than 1000 teens enjoyed various activities and programs. The Room which had extended hours to meet the needs of the participants provided gaming, computer access, crafts, etc. Many thanked the staff for remaining open.

OverDrive Downloadable Service Enhanced. Two new features have been added to the Library's **Downloads 2 Go** <http://bit.ly/l1jK9> website. Star-rating support and user-defined lending periods are now available for downloadable audio and video. Once signed in at the site, cardholders can rate titles on a scale of 1-5 stars as well as review, change or remove the ratings at the new 'My Ratings' page. There is now more flexibility in the length of the checkout period for downloadables. Default checkout periods for each format are set up using the Lending Periods option located in the My eAccount feature.

Microsoft Office 2007 Being Added to Staff PC's. As part of the Office 2007/Exchange 2007 project, Information Technology Department staff has started the installation of Microsoft Office 2007 Professional Plus suite to all staff computers in the System. The suite includes MS Word 2007, MS Excel 2007, MS Power Point 2007, MS Publisher 2007 and MS Outlook 2007. Installation of MS Office 2007 on staff computers is expected to be complete by late August. Following installation on staff PC's, all public PC's will also be upgraded to MS Office 2007.

Much time and energy is being devoted to the upcoming rare book exhibit: *Darwin - The Origin of Influence*. It is a joint exhibition with the University at Buffalo. The Buffalo Zoo will be involved in cross-promotion. On August 19th, Assistant Deputy Director - Special Collections **Peggy Skotnicki**, Rare Books Consultant **Elaine Barone**, Rare Book Librarian **Amy Pickard**, and Grosvenor Room Librarians **Rob Alessi** and **Amy Vilz** met with John Edens and Judy Adams-Volpe of the University at Buffalo Libraries and exhibit designer David Cinquino to discuss the upcoming exhibit. Grosvenor Room

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Librarian **Rob Alessi** worked with Scott Fiddler, Vice President, Sales & Marketing, at William S. Hein & Company to scan materials which will appear in the upcoming catalog and exhibit.

B&ECPL Annual Safety Training – Employees from the Central library, the Buffalo City Branches and member libraries attended annual safety training throughout the month of July. Sessions offered included: Slip, Trip and Fall Prevention, Back Injury Prevention, Personal Protective Equipment, Hand & Power Tool Safety and Hazard Recognition.

Program Highlights:

Cyber Trains continue to be a popular service. Along with a multitude of Cyber Train bookings (portable computer training lab), Central Library Training Lab Librarian **Sara Taylor** and Training Lab Coordinator **Suzanne Colligan** conducted 16 technology classes throughout the Library System. Additional classes were held in the Central Library Training Lab. Over 40 individuals participated. On August 1st, the Crane Branch was the host site for 3 Infringement Festival programs: Community Quilts, the Great Shiner's Show and Mulatto Connection. A total of 137 people attended these events. The Young Explorer's series and the Young Scientist series were conducted by the Buffalo Museum of Science throughout the City Branches with over 500 participants. On Wednesday, August 12th, the Niagara Branch staff hosted a picnic for the children who attended summer programming. More than 100 children and adults from Journey's End Refugee Center, Boys and Girls Clubs, and 2 groups from Niagara Daycare attended. Counselors, participants and caregivers expressed their thanks and appreciation to Library Manager **Brian Hoth**, Library Associate **Tammy Linkowski** and Library Clerk **Stephen Carson**. Following the picnic, staff processed 30 new library card applications for a group of new refugee children associated with Journey's End Refugee Center. The Niagara Branch Library also hosted the Burger King Summer Reading Club throughout July and August. Forty children participated, reading a total of 196 books. Each participant was awarded a gift certificate to Burger King. The East Delavan Branch Library has been busy throughout the summer with various programs based on literacy development. Working with the Read to Succeed Coalition, the library played host to numerous programs and meetings including both adult and teen book clubs. Several class visits were also conducted for Read to Succeed Coalition members. Library Manager **Jamie Smith** remains active in community programming and is a driving force to improve literacy in the 14215 zip code area. On July 25th the Frank E. Merriweather, Jr. Library hosted Deborah Daniels who presented a program and an exhibit of black Barbie dolls. With dolls from her own doll collection in honor on the 30th anniversary celebration of the black Barbie doll, Ms. Daniels graciously provided information and background for the exhibit. Seventy-one people attended the exhibition. Library Manager **Sandra Bush** conducted a program on African American Genealogy for the Western New York Genealogical Society on July 17th.

Librarian **Sandra Blackman** conducted several programs for Bethel Headstart throughout the summer. More than 95 children participated. The Riverside Branch Library has been filled with children participating in a variety of activities and programs. Library Manager Kerra Alessi has been working hard to incorporate her children's librarian skills in planning and executing programs for all levels; highlights include: Coco the Clown - The Birth of a Clown, Riverside Pet Show, Cold Blooded Critters, Mr. J. Magic and Pop-Up Art.

Tours:

More than 115 children toured the Central Library in July. Attendees from the Boys and Girls Club, St. Monica's, Nichol's School and the FLY Organization excitedly learned fast facts and how to use the library. On July 10th, Humanities and Social Sciences Librarian **Suzanne Colligan** provided a tour for a group of 9 adult learners and their instructors from the Buffalo Public Schools. Forty-four students from Enterprise Charter School toured in August. On July 16th, Humanities and Social Sciences Department Librarian **Renee Masters** provided an unscheduled overview of technology and services available to individuals with disabilities. Class visits were held in abundance at both the East Clinton and East Delavan Branches. On July 14th, Grosvenor Room Librarian **Sue Cutrona** and Rare Book Librarian **Amy Pickard** gave a tour to a Boys and Girls Club group from Cheektowaga. Twenty-one enthusiastic children and 2 adults were shown local history and genealogy resources, the Rare Book Room exhibit and a few additional items from the rare book collections. Grosvenor Room Librarian **Carol Pijacki** provided 5 impromptu tours of the Grosvenor Department for 8 visitors interested in local history and genealogy resources.

Meetings/Conferences:

Staff, managers and members of the administrative team participated in a vast number and variety of meetings, conferences, outreach and training programs this month. Examples include: Several members of Administration including Assistant Deputy Directors **Doreen Woods, Carol Batt, Ann Kling, Peggy Skotnicki** and System Programming Coordinator **Marguerite Cheman** attended the American Library Association Annual Conference in Chicago Illinois July 10 - 13. Library Director **Bridget Quinn-Carey** also participated. Children's Department Librarians **Kathy Goodrich** and **Kate Puehn** attended Mayor Byron Brown's Summer Reading Prize Celebration on August 29th. On August 17th, Rare Book Room Consultant **Elaine Barone**, Assistant Deputy Director - Special Collections **Peggy Skotnicki** and Rare Book Librarian **Amy Pickard** visited the Cary Library at the Rochester Institute of Technology. Technical Services and Technology Support Librarians **Maureen McLaughlin** and **Kelly Donovan** along with Assistant Deputy Director **Carol Batt** attended a workshop called *Facebook for Libraries*, July 23rd, at the Western New York Library Resources Council. Assistant Deputy Director - Information Technology **Carol Batt**, Information Technology Administrator **Toni Naumovski** and Information Technology Project and Training Coordinator **Kelly Donovan** participated in

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conference calls with EnvisionWare RFID project liaisons July 1, July 14, and July 20. Assistant Deputy Director **Carol Batt** and Information Technology Administrator **Toni Naumovski** along with several other technology support staff members participated in a telephone conference call with SirsiDynix Service Assurance Manager Julian Terry, July 7th. Assistant Deputy Director - Information Technology **Carol Batt** attended a meeting of the Town of Tonawanda New Building Advisory Committee, July 23rd. Humanities and Social Sciences Librarian **Suzanne Colligan** attended the Annual BLOOM Group (Book Lovers of Our Metropolis, the advisory board to Bistro Bookers) meeting/dinner on August 11th. Senior Computer Operator **Roseann Hausrath** and Computer Operators **Sandy Sywak** and **Craig Schmidt** attended a Webex training session conducted by WebFeat at the Central Library Training Lab on July 30th. On July 7th, Grosvenor Room Librarians **Amy Vilz**, **Carol Pijacki**, **Rhonda Konig**, **Rob Alessi** and **Amy Pickard**, Rare Book Consultant **Elaine Barone** and Assistant Deputy Director **Peggy Skotnicki**, participated in an Association of College and Research Libraries webinar: *Transformative Issues for Special Collections*. On July 16th, Grosvenor Room Librarian **Sue Cutrona** attended a Western New York Library Resources Council sponsored "Green Un-Conference" to learn about green initiatives in area libraries. On August 12th, Programming and Outreach Librarian **Dan Caufield** along with Business, Science and Technology Librarian **Kevin Wall** manned a table at the "Get Ready... Get Hired" Job Fair hosted by the Buffalo Niagara Partnership at Erie Community College - City campus. On Tuesday, August 18th, more than 40 library staff from throughout the System attended the daylong business seminar "Get Motivated!" at the HSBC Arena. Speakers in attendance at the program were Rudy Giuliani, Zig Ziglar, Steve Forbes, Dr. Robert Schuller, Gen. Colin Powell and Joe Montana, among others. This daylong event offered various sessions including leadership, motivation, teamwork, personal finance, management, etc.

Report of the Chief Financial Officer

Buffalo Branch Projects Update: Work in converting the former retail space at 975 Hertel for use as library space serving in lieu of the North Park facility is nearly complete in anticipation of the September 17th opening date. Maintenance staff, under the direction of **Chip Campbell**, have ensured security and fire alarm systems are in place and operational to library specifications and assembled shelving units and related furniture. We are also coordinating with City of Buffalo Department of Public Works (DPW) staff and the landlord's representatives concerning installing bike racks and signage warning of children crossing. The landlord is also planning to treat the parking lot surface to include a crosswalk adjacent to the library entrance.

Mr. Campbell and I will also be meeting this week with Buffalo DPW staff to continue work on adding an elevator to the Niagara Branch Library, a project which was included in a New York State Construction Grant that expires in June 2010. The Library has been quite successful in securing New York State Library Construction Grants to

leverage limited City funding to help improve City Branch Libraries. In the past 3 funding cycles, all 8 City Branches have received a combined total of over \$400,000 in grant awards.

New York State Library Construction Grant Applications Reviewed and Forwarded to Albany: On behalf of the full Board, the Executive Committee met on September 3rd to review applications for the 2009-2010 grant cycle. A total of 8 projects were submitted involving the Anna Reinstein, East Aurora, Elma, Kenilworth, Kenmore, Orchard Park, Tonawanda City, and West Seneca Libraries. A total of \$759,100 in grant funding was requested. This was \$94,983 above the amount of grant funds allocated for B&ECPL library projects under this year's grant program. To meet grant requirements, the Library System recommendations included the reductions necessary to balance the requests with available grant funds. Fortunately, the System was able to allocate additional available designated fund balance for grant match to increase the local share to offset the \$94,983 grant share reductions.

The Executive Committee adopted Resolution 2009-40 approving the projects and Resolution 2009-39 committing additional System match funds to support the RFID elements of the project and have been distributed. Resolution 2009-40 contains a 2 page summary schedule describing each project. Being able to help with the local match made the difference for a number of libraries, without that help a number of these badly needed projects likely would not have moved forward and a sizable portion of the grant allocation would have been returned for use elsewhere in New York State.

NYSERDA Expected to Fund Energy Audits at Library Facilities: We are working with CJ Brown Energy to arrange for energy audits for library facilities that have not had such a study done in recent years. Having a completed energy audit is essentially a prerequisite to successfully file for future rounds of Federal fiscal stimulus energy saving improvement grants administered by the New York State Energy Research and Development Authority (NYSERDA).

NYSERDA funds all but a token amount of the cost of the Utility Audit if the audit is performed by their designated contractor and the facility's electricity is delivered by National Grid or NYSEG. CJ Brown is their designated contractor for this region (the cost is \$100 for most of our libraries, \$400 for 6 larger units). Since the System pays for most utilities, the System will make the token payment (which may be refundable if improvements are made). A total of 32 B&ECPL library facilities should qualify for this program. Each dollar we save on utilities is one more dollar available to support library services!

2010 Erie County Operating Budget Request Submitted: On August 14, 2009, the Library transmitted its 2010 budget request to Erie County's Division of Budget, Management and Finance. In this case, transmitted was literal as this was the first year

the County's budget was prepared and submitted completely via electronic means. Budget requests were entered down to the individual cost center (program) level in the SAP system. SAP reports, supplemented by spreadsheets and word processing documents, constituted the 2010 operating and grant's budget request.

The request was developed under the direction of the Library Board's Budget and Finance Committee pursuant to guidance provided in Resolution 2009-34, adopted by the full Board of Trustees at their meeting on July 16th. That resolution identified the following guidance that was used to prepare the budget request:

- Pursuant to Resolution 2009-5, include in the 2010 budget request an annual payment to Erie County in the amount of \$250,000 to return savings associated with the ECFA's (Erie County Fiscal Stability Authority) efficiency grant for the Library's RFID initiative; and
- Request an additional \$750,000 to complement efficiency based realignments with strategic investments in County-wide literacy services, cultural tourism opportunities, and programs to assist our patrons meet the economic challenges of today's economy:
 - **\$150,000 Innovation and Partnership Incentive Funds**
Any library in the B&ECPL System may apply for funds to provide collaborative, innovative services and programs. Collaborations could be with other libraries in the System, or an outside organization, including public/private partnerships. Proposals would be considered on criteria such as the ability to replicate throughout the System, sustainability, creativity and other measures. These projects would represent new ways of offering innovative, but not costly, public services that could be integrated into long-term service offerings at our libraries.
 - **\$300,000 County-wide Literacy Services**
These funds would enable the Library System to provide County-wide literacy services in collaboration with community partners, including those with a primary focus on literacy. In the first year, we will establish at least 4 literacy centers throughout the County. The investment would enable us to leverage additional public and private grant funding for literacy services.
 - **\$300,000 Enhancing Cultural Tourism Exhibits and Programming**
The Library has commenced planning and implementation of enhanced special collections related projects including preservation, conservation, exhibition, promotion, and creation of new revenue opportunities. An investment from the County would enable the Library System to move these plans ahead more quickly and provide support for developing collaborative,

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high-profile, regional exhibitions – attracting new visitors from throughout the County and beyond.

A summary of the budget request will be provided in conjunction with the September board agenda packet.

LIST of VISITS and MEETINGS ATTENDED by BRIDGET QUINN-CAREY

July 15, 2009 – September 11, 2009

JULY

- 15 Speaker, WNY Grantmakers Association
- 16 B&ECPL Board meeting at Central Library
- 17 Meeting with State Officials in Albany re: ARRA
- 20 Meeting with Buffalo Common Council Member Michael Kearns re: Buffalo Legacy Project
- 20 New Trustee Orientation/Meet and Greet - John G. Schmidt, Jr.
- 21 Staff structure meeting at Eden Library
- 21 Taping TV Segment, Channel 7
- 22 Budget planning meeting
- 22 Legislative Budget Hearing
- 23 Staff structure meeting at Angola Public Library
- 23 Darwin meeting
- 27 Staff structure meeting at Orchard Park Public Library
- 27 Lunch meeting with Frank Ciccia re: Staff Development Day
- 27 Meeting with Doug Kohler, Erie County Historian
- 28 Meeting with Bflo. & Erie County Historical Society
- 29 Budget planning meeting
- 30 Meeting with Patrick Martin, B&ECPL legal counsel

AUGUST

- 1 Reader at Battle of the Books Championship, ECC South campus
- 3 Meeting with Alan Hagyard, Libraries Online, Inc.
- 4 Staff structure meeting at Newstead Public Library
- 4 Darwin meeting
- 5 Open staff meeting at Frank E. Merriweather, Jr. Library
- 6 Meeting with Sharon Kelly, Library Foundation legal counsel
- 6 Meeting with Tommaso Briatico, Buffalo Legacy Project
- 10 Lunch meeting with Shelley Hirschberg of P2
- 10 Attend media event at Dudley Branch Library

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- 11 Staff structure meeting at Boston Free Library
- 11 Lunch meeting with Christopher Gibas, Exec. Director Literacy Volunteers
- 11 B&ECPL Policy Committee meeting
- 12 B&ECPL Budget and Finance Committee meeting
- 13 Darwin meeting
- 25 Bflo. & Erie County Historical Society Board meeting
- 27 Meeting with Susan McLaren, Esq.
- 28 Erie County Commissioners meeting – Rath Building

SEPTEMBER

- 1 Meeting with Sawrie Becker, Commissioner of Public Advocacy Erie County
- 2 Open staff meeting at Central Library
- 2 Speaker, Working for Downtown Brown Bag Lunch Series
- 2 North Park Library preview media event
- 3 B&ECPL Executive Committee meeting
- 4 Meeting with Commissioner Patrick Welch, Office of Veterans Services
- 6 Wing Fest – WNED-TV Kid Zone area volunteer
- 8 Meeting with Christopher Gibas, Exec. Director Literacy Volunteers
- 9 Library Managers & Directors meeting – Central Library
- 10 ACT Board meeting – Lancaster Public Library
- 10 Project Flight meeting
- 10 Dava Sobel event
- 11 Lunch meeting with Rocco Termini

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 – July 1-August 31, 2009
Development & Communications Office

DATE: September 8, 2009

OVERVIEW

Major activities centered on:

- “Next steps” analysis following announcement of planning grant to the B&ECPLS by the National Endowment for the Humanities (NEH).

- Development of fundraising event with Big Read (A Gatsby Rendezvous)
- Development of plans for a B&ECPLS/UB/Buffalo Zoo collaborative for an exhibition and related activities (including fundraising) to celebrate the legacy of Charles Darwin
- Expansion of The Foundation Center to four additional libraries through partnership with/funding from Western New York Grantmakers Association
- Laying groundwork for new relationships with select media outlets
- Re-opening of City of Buffalo North Park branch
- Planning for Annual Legislative breakfast/State of the Library Address/Big Read media announcement
- Novel Ideas summer sale event

SPECIFIC ACTIVITIES/TASKS/ACCOMPLISHMENTS

Development

- The B&ECPLS has received official notification that it has been selected as a grant recipient of a prestigious NEH Planning grant. The \$25,000 award will be used to further the project, entitled "Re-Collecting the Great Depression and New Deal as a Civic Resource in Hard Times." This first-ever grant by the prestigious NEH was further recognized with a "We the People" designation. The goal of this special initiative is to encourage and strengthen the teaching, study, and understanding of American history and culture through the support of projects that explore significant events and themes in the nation's history and culture and that advance knowledge of the principles that define America.
- Plans have been finalized for system-wide programming associated with the 2009-2010 Big Read, funded, in part, through a \$20,000 grant from the National Endowment for the Arts (NEA). Program offerings were submitted to all System libraries in order to begin the scheduling process.
The grant will be used to underwrite costs associated with programming/promotion of the nearly two-month celebration. This year's title is F. Scott Fitzgerald's classic novel *The Great Gatsby*.
- To kick off Big Read activities, a moderately priced fundraiser (\$50 per ticket) will be held on Saturday, September 26 at the Central Library. The event will recreate one of the lively parties held by Jay Gatsby at his estate in West Egg. A primary target for the event is those in their 20s through 40s, with a special emphasis upon younger professionals living in downtown Buffalo. Tickets can be purchased both at Novel Ideas in the Central Library and online at www.brownpapertickets.com.
- Sponsorships of cash and/or in-kind contributions for A Gatsby Rendezvous have been committed by the Library Foundation, The Premier Group, Try-It Distributing, Business First (BF), and Millington-Lockwood Office Furniture.
- A planning group continued to meet regarding a joint B&ECPLS/UB/ Buffalo Zoo initiative to develop and fund an exhibition featuring Charles Darwin. Dates for the exhibition are November 9, 2009-February 12, 2010, to coincide with the publication of *The Origin of Species* and the birth of Darwin respectively. Darwin expert Niles Eldredge of the Museum of Natural History in NYC has committed to

be in Buffalo during the first week of the three-month exhibition and to speak to select audiences.

- Met with representatives of the Library Foundation, UB, and other interested community leaders to discuss strategies for raising funds for this endeavor. It was determined that the Eldredge presentation on Wednesday, November 11 could serve as a fundraising opportunity and assist in offsetting costs of the exhibition. A remote live broadcast through WBFO-FM 88.7 was suggested and is being pursued to allow greater public access to the Eldredge address.
- A broader fundraising initiative is in its infancy stage to secure financial support for other future B&ECPLS/UB/community exhibitions.
- Through a \$3,000 grant by select members of the Western New York Grantmakers Association (WNYGA) spearheaded by the Development & Communications Office, the Central Library's Foundation Center resource for grantseekers and Grantmakers will be expanded to include four additional sites. Implementation will occur in January 2010.
- Met with Library retiree to discuss planned giving opportunities.
- A major clearance sale of books and gift items from Novel Ideas, the Central Library's store, was held July 23 and 24. Despite having to move the event inside on Thursday, July 23, the two-day sale grossed nearly \$2500.
- Monitored sales from Novel Ideas on a weekly and monthly basis.

Community Contacts

- Attended Public Relations Society of America/Buffalo-Niagara Chapter special event.
- Attended P2 Collaborative Healthy Lifestyles committee meeting.
- Attended Graycliff Conservancy Executive Committee and Board meetings.
- Attended Western New York Grantmakers Association board meeting.
- Attended Theodore Roosevelt Inaugural Site Foundation meetings.
- Attended D'Youville College hippotherapy presentation at the home of philanthropist Robert Fierle. Discussed future potential collaborations with D'Youville College president Sister Denise Roche.
- Attended/participated in the planning of Leadership Buffalo Class of '09's Economic Development Day II.
- Attended Leadership Buffalo Criminal Justice Day.
- Attended Erie County Legislature budget meeting (mid-year review).
- Attended Leadership Buffalo Economic Development Day II.
- Attended Western New York Artists Group board meeting.
- Attended Leadership Buffalo prospects reception.
- Attended The Partnership Sponsor Appreciation Breakfast.
- As an officer of Western New York Grantmakers Association, met with representatives of Business First to discuss a possible grantmakers/grantseekers event to be sponsored by BF and held in conjunction with November's National Philanthropy Week.
- Attended a Western New York Grantmakers Association member networking exchange.

Programming/Public Relations/Marketing

- Met with Executive Director of the Buffalo Philharmonic Orchestra (BPO) to discuss ways in which the Library System can participate meaningfully in any 75th anniversary celebration planned to coincide with the orchestra's 2010-11 season. This potential cooperative initiative can tie into the NEH grant (and possible additional funding locally) since the BPO is an actual product of the Works Progress Administration (WPA) established in response to the Great Depression.
- Met with representatives of both Buffalo Rising and The Downtowner to discuss ways in which the respective institutions could work together going forward. Tours were provided to the editors of both publications. Favorable coverage of the Library System in general and the Central Library specifically were garnered in both August and September as a result of these contacts.
- Met with representatives of PBS station WNED to discuss potential tie-ins between the stations and the Library/UB/Buffalo Zoo Darwin collaboration. A two-hour special on Darwin will air on PBS on October 6. Development & Communication is also monitoring the upcoming release of a new feature-length film on Charles Darwin and his family entitled "Creation." The film is being released in September in Europe and premiered in North America at the Toronto International Film Festival. No US release date has been announced to date.
- The Development & Communications Office developed plans for the September re-opening of the North Park Library branch. Paula Sandy played a key role in coordinating various elements of the re-opening announcement and other communications with the Mayor's office.
- Under Ms. Sandy's guidance and supervision, plans have been developed for a series of three events to be held on Friday, September 18, including a Legislative Breakfast, the Library Director's State of the Library Address, and the public announcement of more than 150 activities in all 37 B&ECPL libraries associated with this year's The Big Read. Ms Sandy oversaw the development and coordination of all programming.
- Plans continue for the Central Library to be an architectural site during the 2009 Bi-National "Doors Open Niagara" on October 17-18. This first-time participation in the major cultural/heritage tourism event (an "open house" weekend) will feature "behind the scenes" tours of the tiers and the Rare Book Room.
- Continued to meet and discuss plans for exhibits/themes emanating from the Special Collections area for the remainder of 2009 and through 2011.
- Attended presentation to Library Managers and Directors on the relationship between science education and literacy by Buffalo Museum of Science (BMS) Education Director. Program was to spur further interest in the B&ECPLS/BMS collaboration—Branched Out.
- Met with Hospice Buffalo's Chief Learning Officer to discuss his possible role in the 2009 B&ECPLS Staff Development Day.
- Met with representatives of Crowley-Webb Advertising to discuss progress on development of a Special Collections/Rare Book Room brochure.

- Met with the principal of O'Connell & Company to discuss possible future performances to be held at the Central Library's Mason O. Damon Auditorium. Awaiting a formal proposal.
- Attended check presentation ceremony (\$25,000) at Dudley branch. South Council member Michael (Mickey) Kearns in attendance.
- With the Director and other Library representatives, met with representatives of Literacy Volunteers of Western New York (LV), including the new Executive Director, to continue discussing how the two organizations might work more collaboratively going forward.
- The Development & Communication Office assisted in various facets of the Special Collections/Rare Book Room exhibition "Double Stars: Men and Women of Astronomy, including photographic and videographic imagery. Arrangements finalized for Dava Sobel, author of numerous books dealing with science, including the best-sellers *Galileo's Daughter* and *Longitude*, who will speak at the Library on September 10, 2009.
- Various enhancements were made to the Library's website.

B&ECPL Meetings

- Attended/participated in B&ECPL Senior Management meetings
- Attended/participated in B&ECPL Administrative Team meetings
- Attended/participated in B&ECPL Managers/Directors meeting
- Attended/participated in B&ECPL Policy Committee meeting
- Attended/participated in B&ECPL Executive Committee meeting
- Attended/participated in B&ECPL Board of Trustees meeting
- Attended/participated in B&ECPL New Board Member Orientations

Contracting Library Activity Reports – August/September 2009

Concord Public Library – submitted by Annette Gernatt, Library Director

The summertime at the Hulbert Concord Public Library commenced with over 140 children from SES touring the library, as well as receiving their first library card. A tour was enjoyed likewise by the St. Aloysius and the SES kindergarten classes. The Preschool Story Hour was well received by the local three and four-year-olds, once a week, with a favorite storybook and project shared with **Mrs. Gernatt**. On July 23rd another successful hot dog sale, raffle and bake sale took place with the help and the sponsorship of Legislator John Mills and the Village representatives. The Battle of the Books this summer had 15 enthusiastic participants who competed against other libraries at E.C.C. South on August 1st. The Zoomobile brought 95 children and 30 adults to the library to view the live animals and zoo artifacts. The summer program concluded with Mr. J's Magic Show on August 10th and a party for all Creative Library Summertime Readers on Monday, August 24th. Please try to join the library next year for another exciting time at the library.

Hamburg Public Library – submitted by Jack Edson, Library Director

We have had a lot of interesting activities at both Hamburg and Lake Shore Libraries in the past months, including:

- Celebration of Hamburg Book Club's 100th book, "People of the Book" featuring a dinner attended by Director **Bridget Quinn-Carey**, and an interesting presentation about rare books from Grosvenor Room Librarian, **Amy Pickard**.
- Installation of a new carved blue and silver sign on Lake Shore Road for the Lake Shore Library, in memory of long-term Library Trustee Donald Cummings who passed away last fall.
- Special presentation of "Get Creative" by Mike Randall, sponsored by the grandson of former Hamburg Library Director, Jean Shaughnessy Behrns, to celebrate her 100th birthday.
- Hamburg is preparing to purchase three laptop computers for patrons to use in the library using special funds from Hamburg Town Supervisor, Steven Walters.
- Lake Shore and Hamburg Libraries are planning to purchase a Wii gaming system for teens and seniors, following a pilot program on Saturday, September 19th, when we will determine our patrons' favorite gaming choices.
- Director **Jack Edson** has conducted several programs about the History of Hamburg including a new power point presentation and a historical walk through the village on June 13th.
- The New York Council for the Humanities awarded a grant to the Hamburg Library to present six sessions of the "Together; book talk for parents and kids" using Librarian **Mary Jo Sicciarella** and Kate Voss, a Humanities Scholar from Canisius College.

Marilla Free Library – submitted by Joyce Kaupa, Library Manager

All too quickly, August brought an end to another busy, fun-filled summer at the Marilla Free Library. Each year the activity level escalates during this season. Circulation, patron visits and computer use increase during this time of the year. Summer programs are always eagerly anticipated. This year 25 programs were held with 743 attendants. One hundred eleven children participated in an independent reading program.

August -The Marilla Free Library has been participating in the Battle of the Books program for the past 9 years sending 2 teams to this year's event. This program is extremely popular with the young adults. Excitement and interest continues

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throughout the year. Library connections and friendships have been made which keep these kids, their families and friends coming back to the library long after the "battle" has ended. Team members are drawn not only from the town of Marilla but from other local communities who do not participate in this program. Most of those who are no longer eligible to compete stay on as junior coaches. This year 6 junior coaches handled most of the coaching activities. Some of these young coaches have been involved with the Battle of the Books for 7 years. Several families have had children participate in the event continuously since the beginning. Special thanks are extended to Senior Clerk, **Cathy Urquhart**, who has devoted volunteer time and talents to creating and manufacturing unique team Battle of the Books t- shirts as she has for the last 9 years. Programs conducted by Ed-Ventures are new to our library this year. These programs are science based, fun, educational and reasonably priced. We contracted for 2 sessions with a total of 32 children participating. During these sessions participants learned how to make a volcano (Kitchen Concoctions) and had an in depth view of tiny flying creatures (Butterflies and Moths). The End of Summer Party is always an enjoyable event. Featured performer Ann Marie Jason, storyteller, gave an exceptional performance. Eighty-eight attendants were enthralled with her presentation. Refreshments were hosted by the Friends of the Library. The YES group painted faces. Prizes for reading were awarded. What really made this year special was that a tent had been rented to safeguard against a potentially rainy day. Traditionally family programs must be held outdoors because of space challenges and the usual anticipated large attendance. This year we decided to rent a tent and chairs for each of our family programs. Funds were provided by a local organization. This was such a huge success that we are planning on making this a regular part of future summer programs.

September - Preparations are under way for the annual Book Sale. This is our main fundraising event and our Friends of the Library do a fantastic job. Library staff is taking advantage of a "slower" September activity level to extensively weed the collection. Discarded materials will be sold at the sale. Plans are also being made for a Pie Sale to benefit the library. This sale will be held during Marilla Ag Day. Our library is proud to participate in this mini fair celebrating agriculture in Marilla.

October - We are looking forward to several events which have been scheduled for the *Big Read*. We are also anticipating a visit from the Cyber Train for 2 adult computer sessions. We are grateful that these programs are provided by Central. These events will supplement our regular autumn activities.

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

Agenda Item H - Unfinished Business. No unfinished business.

Trustee Connors informed trustees that Deputy Director Stanton Hudson had some tickets for the Gatsby Rendezvous Library fundraiser to be held Saturday,

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September 26th, available for purchase. Mr. Hudson went over exciting details of the event. Mr. Connors commented, as Mr. Berger had mentioned under long-range planning, in 2011 if things keep going the way they are going, the Library is going to need to be looking for outside sources of revenue like this just to continue the programming we have now.

Agenda Item I - New Business.

Agenda Item I.1 - Approval of Get Graphic Year 2 Final Report. Assistant Deputy Director Peggy Skotnicki explained Get Graphic: A World in Words and Pictures was a very successful program pairing teens and graphic novels to promote literacy made possible by a 2 year grant by New York State Family Literacy Services Program totaling \$91,027. She reported on details of the program which formally ended this past June. This resolution allows the B&ECPL to submit its second year's final report. Several copies of the full report were available for review at the meeting. Approval was moved by Ms. Summer, seconded by Ms. Panty and carried unanimously. Chair Thomas, Deputy Director Jakubowski and Director Quinn-Carey chimed in with thanks and appreciation for everyone who worked on this WNYLRC award winning program. Ms. Jakubowski pointed out the book will be sold through NYLA (New York Library Association), in particular at their upcoming conference in October, and feels it will draw additional interest.

RESOLUTION 2009-46

WHEREAS, the Library has been awarded a New York State Family Literacy Library Services Grant, and

WHEREAS, the grant is in the amount of \$91,027, and

WHEREAS, these funds were used for the development and presentation of programs under GET GRAPHIC: Building Literacy & Community with Graphic Novels, and

WHEREAS, during the second year of the grant a multitude of successful programs were held, and

WHEREAS, during the second year of the grant a graphic novel created by teens in Western New York was published, and

WHEREAS, the Library and its partners have kept within the second year grant budget of \$47,255, and

WHEREAS, the standards of the original grant have been met for 2008-2009, now therefore be it

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RESOLVED, that the Buffalo and Erie County Public Library Board of Trustees approves the New York State Family Literacy Library Services Grant Final Report - Project Narrative, 2008-2009 and authorizes the Library to submit the required report to the New York State Department of Library Development.

There being no further business, on motion by Trustee Mansouri, seconded by Trustee Berger, the meeting adjourned at approximately 4:52 p.m.

Respectfully submitted,

Frank Gist
Secretary