

MINUTES  
REGULAR MEETING OF THE  
BUFFALO AND ERIE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES  
December 16, 2010

The regular monthly meeting of the Board of Trustees of the Buffalo and Erie County Public Library was held on Thursday, December 16, 2010, in the Central 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  
Amy Alvarez-Perez  
Phyllis A. Horton  
Anne M. Leary  
Hormoz Mansouri  
Elaine M. Panty  
John G. Schmidt, Jr.  
Judith K. Summer

Absent:

Richard L. Berger  
Rick Lewis  
Albert L. Michaels  
Wayne D. Wisbaum

Chair Sharon A. Thomas called the meeting to order at 4:04 p.m. in the Central Meeting Room.

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

Agenda Item C – Minutes of the Meeting of November 18, 2010. Minutes were moved by Dr. Mansouri, seconded by Ms. Summer and unanimously approved as mailed.

Agenda Item D – Report of the Chair. Ms. Thomas recognized John Davis, Chief of Staff for the Erie County Legislature, who updated trustees on recent information from the Legislative meeting that had just ended. He reported at that meeting the Legislature considered a proposal to provide an additional \$3 million to the Library for 2011 and,

after much discussion, decided not to move on the proposal during that meeting but to schedule a meeting with the Community Enrichment Committee for Monday, December 20, 2010 at 11 a.m. In addition, the Legislature scheduled a special session for December 23<sup>rd</sup> at 2 p.m. to take final action on the proposal after the Community Enrichment Committee has met. Both meetings would take place at 92 Franklin, 4<sup>th</sup> floor. On behalf of Barbara Miller-Williams, Chair of the Legislature, and Thomas Loughran, Community Enrichment Committee Chairperson, he invited everyone to attend and be part of these discussions. Director Quinn-Carey noted she would e-mail the dates/times of these two meetings to trustees.

Approved at the September Board meeting, a Conflict of Interest Statement was distributed to each trustee for their review and signature to be handed in by month's end.

Agenda Item D.1 - Election of Nominating Committee. Per the B&ECPL Bylaws, a Nominating Committee is to be appointed at the December meeting. The Committee shall consist of five members, two of whom shall be appointed by the Chair and three of whom shall be elected by the Board from its members. As Board Chair, Ms. Thomas named Judy Summer and Elaine Panty as her two appointees, and requested Ms. Summer to act as Chair of the Committee. Mr. Connors nominated Mr. Gist; however, Mr. Gist declined. Mr. Gist proposed a slate of Anne Leary, Sheldon Berlow and Wayne Wisbaum. Ms. Leary nominated Jack Connors. Ms. Summer made a motion with a second by Ms. Horton. There being four names on the slate nominated by the Board, Mr. Gist withdrew his nomination of Mr. Wisbaum who was not in attendance. The slate of officers was approved unanimously as amended. Anne Leary, Sheldon Berlow and Jack Connors in addition to Judy Summer and Elaine Panty were approved as the Nominating Committee. Ms. Summer noted she would contact the Committee members to schedule a meeting preferably before the next Executive Committee meeting.

Agenda Item E - Committee Reports.

Agenda Item E.1 - Executive Committee. Mr. Connors reported the Committee met on December 9<sup>th</sup>. Present were Sharon Thomas, Jack Connors, Anne Leary, Elaine Panty, Judy Summer, Mary Jean Jakubowski, Ken Stone, Joy Testa Cinquino, and Bridget Quinn-Carey. A quorum was present.

Media coverage was discussed regarding library funding. Discussion was about communicating the library's role in trying to secure additional funds.

The Committee agreed and also instructed staff to prepare a press release statement outlining the activities of the Board regarding the short-term financial crisis and long-term focus on addressing the underlying issues of sustainable library funding.

Going forward, the Executive Committee directed staff to prepare a media statement to issue after each Board of Trustees meeting outlining significant actions, discussions and/or issues.

The 2011 budget process was discussed. The Committee reviewed the agenda for the December Board meeting and the meeting adjourned at 5:05 p.m.

Trustee Schmidt arrived at approximately 4:10 p.m.

Agenda Item E.2 – Budget and Finance Committee.

Agenda Item E.2.a – Adoption of 2011 Budget. A draft 2011 Operating Budget based on the reduction scenario presented by the Director to the Board in October was sent to trustees in the Board packet; an amended final proposal was at each trustees place. Ms. Quinn-Carey conveyed the uncertainty of the status of the discussed \$3 million supplemental allocation to the Library made it difficult what to present to the Board. She expressed her thanks for Mr. Davis' update earlier in the meeting. She explained the resolution before the Board contained two options for their consideration. The staff recommends Option A and, based on Mr. Davis' presentation of what is happening at the Legislature, are putting forth Option A with the underlying assumption that the \$3 million would be provided to the Library and in a relatively short amount of time. She explained in Option A, the \$3 million would go to restore weekly open hours at libraries throughout the System; a printed schedule was included. Both the priority of the Library and Legislature is to restore as many open hours across the System as possible. This scenario gets all libraries to at least their state minimum hours required with no question of jeopardizing state funding. Staffing structures and details that go with this are yet to be developed because of the quick coming together of this; specifics would be brought back to the Board in January. Option A would enable the Library as of January 1<sup>st</sup> to implement restored hours to all libraries; it does reflect in most cases a reduction in hours from current hours. Unfortunately, the Library will still need to proceed with some layoff of staff on schedule for a February 2<sup>nd</sup> layoff. She pointed out the \$3 million does not fully fund the Library as the Library's financial difficulties are closer to almost \$7 million; while the \$3 million is helpful it does not make the Library whole. She further explained in Option A, there is a provision if by March 1<sup>st</sup> those funds are not confirmed or received, the Library would then proceed with the full reduction of hours as was proposed in October.

The Director continued, in Option B, the Library would proceed operationally as of January 1<sup>st</sup> as if the \$3 million restoration was not coming. This represents the draconian cuts presented in October. The staff does not recommend Option B.

In response to a question by Trustee Leary, Deputy Director Kenneth Stone explained the source of funding for the \$3 million is the additional federal stimulus money the

County received in 2010 after they put forth their budget. The vehicle for transferring it to the Library would be through an interfund subsidy revenue line. There is urgency on both the County Executive and Legislature's side to act on it this year, as they know the Library is facing severe cutbacks and layoffs if the funds are not received.

Mr. Gist inquired about layoff figures. Mr. Stone reported an estimated 65 to 70 FTE (full-time equivalent) positions will be saved in 2011 with the \$3 million restore package. Ms. Quinn-Carey reminded trustees more specific details will be brought back to the Board in January. The Option B proposal estimates well over 100 FTE's positions would be lost.

In response to a question by Mr. Berlow, Mr. Stone went over the workings of the library tax levy.

Mr. Connors asked what is the current total undesignated fund balance. Mr. Stone replied the Library will have at least an estimated \$2.6 million at the end of this year to cover things which will then be down to near zero going into 2012. Designated fund balances including contingency is preserved in all of this. Discussion ensued regarding undesignated fund balance usage; Mr. Schmidt argued some expenses being operational costs - Mr. Stone went over this further. Regarding library materials, Ms. Quinn-Carey noted the book budget is being reduced proportionately to the rest of the budget, having the materials people want in the library is a priority and this would allow the Library to maintain the collections. Mr. Schmidt agreed, however, questioned the source of the income to maintain the library's materials collection. Ms. Quinn-Carey explained because this is an extraordinary time, they don't believe there is any more room in the budget; it is as thin as it gets. Mr. Schmidt reiterated the hard choices that will come about each year and thinks it is bad fiscal policy for an institution to use undesignated fund balances for what he feels are operational costs. He feels library materials are not a transitional cost. Mr. Stone remarked he wouldn't normally recommend using fund balance to buy library materials, but feels these are exceptional times and usage warrants it. Ms. Quinn-Carey noted they can bring what the entire picture of fund balance will be to the January Board meeting. Discussion followed on how the Library will be back in this same situation in 2012 and how very important the need to begin planning now is.

Mr. Stone explained fringe benefit detail costs in the budget in response to questions from trustees.

Ms. Summer moved to approve Option A in Resolution 2010-40 and Ms. Horton seconded. Mr. Berlow questioned if the \$3 million is not received by the March 1<sup>st</sup> deadline, if the Board can then decide what to do rather than go to the devastating Option B. Ms. Quinn-Carey explained the Library has a scenario for the reduction which by Board consensus in October was agreed would be the scenario and there

would be very little time to rethink this. The motion was carried with a vote of Ayes - 10, Nays - 0, and 1 Abstention by Trustee Schmidt, to approve Resolution 2010-40 Option A as proposed.

Both Ms. Summer and Panty expressed their thanks to Ms. Quinn-Carey, Mr. Stone and Ms. Jakubowski as well as all staff for their efforts. Ms. Panty conveyed her sadness over still having to lose staff. Ms. Thomas recognized the community for standing up for its libraries and thanked the public for keeping up the pressure. It is her hope as the Library goes forward the community continues to let everyone know how important libraries are to them. Ms. Panty concurred.

#### RESOLUTION 2010-40 - OPTION A

WHEREAS, on December 14<sup>th</sup> the Erie County Legislature completed action on the County's 2011 Budget, and

WHEREAS, the County's budget reduces the Library Tax Levy, the Library's principal source of recurring operating budget support, from \$22,171,833 in 2010 to \$18,171,833 in 2011, and

WHEREAS, the Library Tax reduction, combines with reductions in state and other funding, increasing costs and a shortfall carried over from a 2008 restoration that was not continued in successive year budgets, to a total recurring budget shortfall nearing \$7 million, and

WHEREAS, Erie County is considering a proposal supported by the County Executive to provide \$3 million in non-recurring funding to allow the library, in 2011, to retain most of the open hours that would have otherwise been eliminated in 2011 to address the estimated budget gap, and

WHEREAS, the resources provided will be combined with prudent use of available fund balance to address transition costs expected to be incurred as the Library restructures to operate under lower recurring operating revenue, and

WHEREAS, providing access to public libraries is particularly needed by residents facing the challenges of coping with a struggling local and national economy who have increasingly turned to their public libraries for assistance, resulting in large increases in projected 2010 library use: visits rising 12%, circulation also rising 12%, and public access computer use rising 92% across the System vs. 2007 pre-recessionary levels, and

WHEREAS, this reinforces both the continuing need for basic library services; the nationally documented trend of increased library use during tough economic times; and the continuing importance of the Library in bridging the "digital divide," and

WHEREAS, during 2011, the Library will continue assessing options and scenarios to proactively address potential significant additional budget reductions in 2012, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library adopts the *2011 Budget*, utilizing the following sources to provide library services in 2011:

\$18,171,833 – Property Tax for Library Purposes  
\$ 3,000,000 – Erie County Supplemental Funding  
\$ 1,994,199 – New York State Aid – Operating Budget  
\$ 2,620,874 – Use of Fund Balance  
\$ 920,572 – Library Fines, Fees and Other Revenue  
**\$26,707,478 – Total Operating Budget**

\$ 613,135 – Library Grants Budget

**\$27,320,613 – Combined Operating and Grants Budget**, and be it further

RESOLVED, that the budget documents and schedules be promptly posted on the Library's website and all needed forms and accounting entries to implement this budget be promptly completed and transmitted.

Trustee Mansouri exited the meeting at approximately 5 p.m.

Agenda Item E.2.b – Implement Contract Library Extensions. Mr. Stone introduced this resolution explaining it contains provisions essentially to mirror what was approved in the 2011 budget. He noted the contracting libraries are individual employers and would be issuing their own layoff notices. Ms. Jakubowski has been working with them on that process and this simply authorizes that process and doesn't penalize their recurring operating budget for those non-recurring expenses. Normally if they go over budget in any of these lines, a bill is sent to them. Ms. Panty moved, Mr. Gist seconded, and, by a vote Ayes – 9, Nays – 0, and 1 abstention by Mr. Schmidt, Resolution 2010-41 was approved.

#### RESOLUTION 2010-41

WHEREAS, on June 17, 2010 the Board of Trustees of the Buffalo and Erie County Public Library adopted Resolution 2010-21 which authorized executing 2010 contracting member library contracts, and

WHEREAS, the resolution and the resulting 2010 contracts incorporated a provision to extend the 2010 contract into 2011 thus avoiding the November-December rush to extend contracts given recent years' recurring pattern of final budget allocations, particularly from New York State, being in flux at the normal contract adoption time, and

WHEREAS, budgetary allocations from Erie County and New York State to the Buffalo and Erie County Public Library constitute over 90% of the financial resources supporting the contract with each contracting member library, and

WHEREAS, Erie County's 2011 budget allocation was not scheduled to be finalized until December 14, 2010 and New York State's allocation will not likely be known before April 2011, and

WHEREAS, a very difficult fiscal environment has resulted in significant lowering of Erie County general revenue estimates for 2011, and

WHEREAS, this has led to a possible multimillion dollar reduction in county support vs. the 2010 adopted budget; the potential for additional reductions in New York State Aid; all while operating costs particularly rates for health insurance and New York State retirement system charges are increasing significantly, and

WHEREAS, this makes it difficult for the Buffalo and Erie County Public Library and the contracting member libraries to develop, consider and approve a full contract prior to the beginning of the 2011 fiscal year on January 1, 2011, and

WHEREAS, lowering expenditures to balance reduced revenue circumstances would result in contracting member libraries having to incur unanticipated extraordinary labor and benefit expenses as they transition to a smaller workforce, and

WHEREAS, the Buffalo and Erie County Public Library has a sufficient undesignated fund balance, to assist contracting member libraries in addressing these extraordinary costs, and

WHEREAS, the Buffalo and Erie County Public Library Board of Trustees desires to utilize undesignated fund balance to provide this assistance, and

WHEREAS, the contract extension provision provides for allocations based upon the 2011 requested budget except that, should the local funds for library services be modified from those projected in the budget request, the allocation shall be based upon the modified estimate, and

WHEREAS, the extension provision will remain in effect until such time as a final 2011 contract is adopted, not to exceed July 31, 2011, and

WHEREAS, implementing the contract extension provision may be made by Board adopted resolution notifying contracting member libraries of said extension, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library authorizes implementing the 2010 contract extension as described above,

with budgetary amounts based upon the 2011 Board Adopted budget and any subsequent modifications thereof, and be it further

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library authorizes the Library Director to utilize undesignated fund balance to assist contracting member libraries in addressing the extraordinary labor and benefit expenses incurred as they transition to a smaller workforce to the extent that they occur over the timeframe designated by the Library Director, and be it further

RESOLVED, that extraordinary labor and benefit expenses are defined to include:

1. salary and benefits costs incurred as a result of the lay-off process for any portion of the period between layoff notice and separation occurring on or after January 1, 2011;
2. termination leave payout costs incurred on or after December 17, 2010 and the conclusion of this contract extension; and
3. unemployment insurance charges incurred on or after January 1, 2011 and the conclusion of this contract extension, and be it further

RESOLVED, that should a contracting member library delay implementing their transition beyond the timeline designated by the Library Director; the above assistance shall cease, and be it further

RESOLVED, that the Library Director is authorized to transmit this resolution to each contracting member library.

Agenda Item E.2.c – Monthly Financial Report. No report was provided this month due to time constraints relative to the 2011 budget proposal preparation.

Agenda Item E.3 – Development Committee. The Development Committee met on December 9<sup>th</sup>. Ms. Leary, Committee Chair, asked the Board for 100% participation in the annual giving campaign noting a meaningful gift comes in all shapes and sizes. She pointed out when the Library applies for grants and/or goes for corporate proposals and sponsorships, they do question this. Mr. Berlow expressed with the Library's task ahead, if 100% Board participation is not reached, it will be damaging to the Library's larger efforts. Mr. Schmidt stated it is important that each trustee should give what they feel is a substantial contribution to the Library. Ms. Leary thanked Joy Testa Cinquino, Public Affairs Manager, for putting together the year-end appeal campaign. Only a few days into it, approximately \$22,000 has been collected from the 100,000 requests that went out in the mail. She thanked those trustees for participating in compiling a personalized list and solicitation letters and asked if anyone had additional names to contact her or Ms. Testa Cinquino.



The Committee is putting together a fairly aggressive development plan, is working on e-commerce which should be up by mid-January and is putting together solicitation flyers that can be placed in checked out books at each library.

Plans for the B&ECPL 175<sup>th</sup> Anniversary celebration are proceeding; it will be held at the Central Library sometime in the fall. Ms. Summer shared Bobby Militello said he would like to do something for the library and offered to play at cost; she added this was unsolicited. This will be looked into. Ms. Leary asked each trustee to contact her in early January with a possible person to add to the 175<sup>th</sup> Anniversary Committee noting a diverse group is needed to pull this off and put it together. The commitment would be that they either purchase or put together a table and help solicit for the silent auction.

Both Ms. Leary and Ms. Quinn-Carey will be meeting with the Oishei Foundation and hope to meet with other foundations in the future to discuss ways they can help the library.

Agenda Item E.4 - Planning Committee. Ms. Quinn-Carey reported the Committee met prior to the December 16<sup>th</sup> Board meeting and feels the planning for a more sustainable future for the library is coming together. A time line has been received from Ellen Bach regarding what a re-chartered system organization would look like, how long it would take, and what the steps involved are. The UB Regional Institute is under way with the study as to what the Library's options are so the Board and member libraries are well informed. The Library was asked to provide more information about overall costs of what this will be for the Library System and other costs that will go along with this for the next meeting. Next steps are also to begin fully engaging with the member libraries so there is dialog and consensus. The next Planning Committee meeting is January 19<sup>th</sup> at 4 p.m.

Mr. Connors went over the process in more detail noting it may take through to the end of 2012 as legislation needs to get drafted as well as working closely with the contract libraries. An overview of current information will be provided at the January 15<sup>th</sup> Association of Contracting Library Trustees (ACT) meeting; and hopefully more details will be available for the trustees meeting in March. He added this is going on in parallel with the UB Regional Institute because there are different types of systems that can be put together.

Agenda Item F - Report of the Director. Ms. Quinn-Carey welcomed new trustee Amy Alvarez-Perez. She called attention to the many things going on in the libraries as transmitted through her written report sent out prior to the meeting. She was happy to report that morning the Library held a press event for the gift of a 10 volume 1<sup>st</sup> edition of Sir Richard F. Burton's translation of the *Arabian Nights* donated by Dr. Richard and Mrs. Susan Lee. She thanked Ms. Horton and Panty for their attendance at this event in addition to the Special Collections and Rare Book staff, Joy Testa Cinquino and Anne

Conable for helping to coordinate it. The Re-Imagining process continues; the feedback from the first round of focus groups and public forums is being looked at as well as the survey responses. The next phase comes in January with individual calls to key leaders in the community as well as starting to look at the Central building.

Ms. Quinn-Carey passed around the recently released flyer about the Library which provides an opportunity to give discussed in the Development Committee report.

Despite the Library's difficult economic times, Ms. Quinn-Carey is encouraged to see some construction going on at libraries in the System as well as Central that is generally funded by state library funds. Construction at the Ellicott Street entrance is coming to an end and the Library is hopeful it will open either by the end of this year or shortly into January; it will be fully handicap accessible making the building much easier to navigate.

Ms. Quinn-Carey provided a Radio Frequency Identification (RFID) project update, noting the Library is on the cusp of contracting for the next phase of RFID installations in 8 more libraries and is fully up and running at the Buffalo Branches and a number of the Amherst Libraries. While still a learning process, the team is busy getting the installations up and running which will help streamline operations so when there is less library staff, it will help manage workflow also adding to the overall simplicity of the system. Funding is now secure for all libraries to go RFID; she pointed out these are capital funds and can only go towards RFID implementation.

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

### **Report of the Director December 16, 2010**

#### **Goal 1:**

**Ensure that every Library in the System is a key destination for exciting and enriching programs and events**

*The Big Read* wrapped up in November with a few final program offerings. The 2010 *Big Read* was very successful, featuring strong community commitment to experiencing classic literature in new and unusual ways.

Programming and Outreach Librarian **Kara Stock** announced the adult and teen winners of *The Big Read's* Poe-Inspired Digital Photography Contest. Both excited winners received UltraHD flip video cameras. All contest entries are available to be viewed on the Library's Flickr page.

**Joy Testa Cinquino**, Public Affairs Manager, wrote and distributed press releases for: Kemscoott Exhibit, Re-Imagine meetings, chocolate fundraiser through Choco-Logo, Clarence Library special events, and Central Library's book sale.

*The Ideal Book: William Morris and the Kelmscott Press*, the new rare book exhibit curated by Grosvenor Room Librarian **Rob Alessi**, received a glowing review in the November 4<sup>th</sup> print and online issue of *Artvoice*. The full article is found at [http://artvoice.com/issues/v9n44/art\\_scene/book\\_beautiful#SlideFrame\\_3](http://artvoice.com/issues/v9n44/art_scene/book_beautiful#SlideFrame_3). The exhibit was also reviewed in *Buffalo Rising*. It runs through January 30, 2011.

Grosvenor Room Librarian **Carol Pijacki** conducted the Literally Speaking Lunchtime Discussion of *Buffalo Lockjaw* by Greg Ames on November 16<sup>th</sup>. Titles for the 2011 series were distributed.

**Anne Conable** from the Development & Communications Office coordinated details and support promotion for library events including:

- *Imagining Buffalo* lunchtime series with Henry McCartney, Preservation Buffalo Niagara 11/9 (37) and Dottie Gallagher-Cohen, BN CVB 11/23 (28)
- *Working for Downtown Brown Bag Lunch Series* 11/3 – Michael Gilbert, Buffalo Sabres (40)
- UNYTS blood drive 11/9
- VNA Flu Shot Clinic 11/9
- Veterans Day Commemoration 11/10 (50)
- CAFFA “A Place to Call Home” Adoption Fair 11/12-11/13 (125)
- Lunchtime program, Nickel City Opera 11/16 (21)
- Lunchtime program, BPO composer Philip Rothman 11/17 (23)
- UB Educational Opportunity Center's Family Literacy Night 11/18 (75)
- Community meeting, Natl Trust Conference 2011 planning 11/10 (38)

The Development & Communications Office is currently researching and planning for the upcoming 175<sup>th</sup> Anniversary Exhibit at Central. Additionally, Grantwriter **Anne Conable** has presented on the Library's NEH/NYCH Depression project at the Researching New York Conference, Albany, November 19<sup>th</sup>; is also working on Women's History Month Coordinating Committee (March 2011); and coordinating displays: Read to Succeed community poster project installed at the Ring and the WNY Artists Group holiday artworks at Fables window.

The department has coordinated details of *BPOvations @ the Library* music appreciation programs (November 3<sup>rd</sup> & 10<sup>th</sup>) at Central and Orchard Park, October 20<sup>th</sup> at Audubon and coordinated the Central Library's Store Clearance Sale December 2-4 and ongoing coordination of handling of collection discards through public sales.

### Central Library Children's Programming

- The Pizza Lovers book club met on November 20<sup>th</sup>. Pizza Lovers continues to be one of our best attended programs.
- The Lego Club returned on Saturday, November 27<sup>th</sup>. **Sarah Gallien** helped the children create robots out of Legos. The turnout was amazing! Twenty-seven children (including a Boy Scout troop) attended and had a great time.
- The Library celebrated National Gaming Day on Saturday, November 13<sup>th</sup>. **Sarah Gallien** and Page **Laura Raichel** led children on Wii, Game Cube and board game activities.
- Saturday afternoon at the movies – November 20<sup>th</sup> and 27<sup>th</sup> – were both well attended.

### System Children's Programming

- In November, the Children's Programming Team continued Outreach. **Mary Ann Budny** visited School #53 and visited 2 kindergarten classes. She read 2 Thanksgiving stories and brought a craft for the children to make. On November 23<sup>rd</sup>, **Kathy Goodrich** visited the Stanley M. Makowski Early Childhood Center to speak on Early Literacy and B&ECPL services to parents of prekindergarten students. Also on November 23<sup>rd</sup>, **Sarah Gallien** had a library table for Roosevelt Elementary Literacy Night. Sarah's table was very popular. She handed out lots of informational flyers on B&ECPL children's programs, services and databases. Sarah also registered many new patrons with library cards that are eager to use B&ECPL services and attend these events.
- The Children's Programming Team presented stories, songs and puppets at the YMCA at the Family Court. In November, 34 children were entertained at 4 sessions.
- The Children's Programming Team also continues to attend "Global Book Hour" presented by Buffalo State College at the Wegman's Amherst Street location. The librarians hand out informational folders containing library card applications, database flyers and program information. The staff has registered 5 people for library cards as a result!

### Crane Branch

- Crane Branch had a full slate of programming during November including Jennifer Allison author of the Gilda Joyce series of young adult mysteries, *Diary of a Wimpy Kid* Book Release Party, kaleidoscopes with Explore & More Children's Museum, 2 computer classes for adults, VNA Immunization Clinic, Wordflight poetry series and the branch book club.

### Dudley Branch

- Led by Children's Room Librarian **Kasey Mack**, Preschool Story Time was held through the middle of November. Parents were disappointed that nothing was

offered after Thanksgiving, so Kasey set up 2 dates by special request for December.

- The Young Scientists and Young Explorers continued through November.
- Special programs included the *Diary of a Wimpy Kid* Book Release Party on November 16<sup>th</sup> which attracted 22 children. A Scrapbooking Program on November 15<sup>th</sup>, held for children, drew more adults than kids!
- Library School student, Kimi Falkowski, held a book talk/display for teens on November 18<sup>th</sup> on the subject of books that were made into movies; two people attended.

#### **East Clinton Branch.**

- Twenty-one children attended 3 sessions of the Branched Out Young Scientists Program.
- On November 24<sup>th</sup>, an impromptu craft session was held for the 10 children.

#### **East Delavan Branch**

- The Fall Preschool Story Time series concluded on Thursday, November 4<sup>th</sup>. Children's Room Librarian **Wanda Collins** was the presenter.
- Lego/Game Nights were offered on Wednesday evenings in November. Clerk **Paris Henderson** and Senior Page **Brittani McKay** brought out the fun and monitored the gaming. Attendance averaged 10 children per session in November.
- Celebrating *Diary of a Wimpy Kid* was the theme of the afterschool program presented at the branch on Thursday, November 18<sup>th</sup>. Children's Room Librarian **Mary Ann Budny** conducted a lively session of fun and games and instructed the students on writing diaries of their own. Twelve children attended.

#### **Merriweather Branch**

- On Tuesday November 23<sup>rd</sup>, Squeaky Wheel presented a screening of 3 short documentaries produced as part of the Channels: Stories from the Niagara Frontier program – a series that documents positive social change initiatives in Buffalo.

*"Hi Mrs. Bush,*

*I just wanted to write and thank you for letting us use the beautiful auditorium for the Channels screening last week. The library staff was really helpful with everything, and the attendees seemed to enjoy the videos and learn something new by talking to representatives from the different organizations. That auditorium, along with the rest of the library, is a wonderful resource for Buffalo!*

*Thanks again,*

*Goda"*

### Niagara Branch

- On Wednesday, November 3<sup>rd</sup>, the Buffalo Homeschoolers Association began using the meeting facilities at the Niagara Branch. They will meet weekly from 1-2:30 p.m. and provide activities for the children.
- On Saturday, November 6<sup>th</sup>, a Latino Diabetes Workshop, sponsored by State Senator Antoine Thompson, was held in the auditorium. The workshop was conducted in Spanish with 45 people in attendance.
- On Saturday, November 6<sup>th</sup>, Journey's End Refugee Center began their "Let's Go to the Library" program. Each week's program is based on a theme. The day includes: crafts, story hour, and activities. The program is run by Journey's End staff and volunteers from various colleges and the University at Buffalo. One hundred forty-five school age children attended.
- On Tuesday, November 9<sup>th</sup>, Upward Bound @ D'Youville began their afterschool program with 30 teens and 6 adults in attendance. Upward Bound provides academic and college preparatory tutoring and mentoring to students attending Grover Cleveland High School. It is a self directed program scheduled each Tuesday at 2:30 p.m. throughout the school year. They also use the teen room.
- On Thursday, November 4<sup>th</sup>, Niagara Branch Librarian **Brian Hoth** visited CAO Head Start (Ferry Center). Brian read stories to 5 preschool classes of 102 children and their teachers.
- On Monday, November 8<sup>th</sup>, **Brian Hoth** visited CAO Head Start at The Old First Ward Community Center. Brian read to 32 prekindergarten children and their teachers about transportation. The children sang songs, identified modes of transportation and made a school bus craft.
- **Brian Hoth** and **Kasey Mack** visited Niagara Daycare to present programs to children and their teachers. On Friday, November 5<sup>th</sup>, Kasey presented a program on Thanksgiving to 12 preschool children and teachers. On Friday, November 12<sup>th</sup>, Brian presented a program on transportation to 15 preschool children and teachers. The teachers took pictures of Brian's program that were uploaded to the branch's Facebook page.
- On Monday, November 15<sup>th</sup>, **Brian Hoth** visited D'Youville Porter Campus at #77. Brian presented a program on transportation to 34 prekindergarten students and their teachers.
- On Thursday, November 18<sup>th</sup>, **Brian Hoth** visited Holy Cross Head Start. Brian read stories on fall and harvest to 9 classes of 149 prekindergarten children and their teachers. Seven classroom collections were dropped off.
- Read to Me Story Time, presented by Library Associate **Tammy Linkowski**, had 14 school age children in attendance.
- On Tuesday, November 23<sup>rd</sup>, former practicum student Emily Wopperer worked with Upward Bound to complete a class assignment for her Young Adult Services class. She had the students draw a page for a graphic novel based on a chosen theme. Antwan Barlow, assistant director for Upward Bound, agreed to

let Emily work with the students. She is completing her MLS at the end of the semester.

### **North Park Branch**

- The North Park Branch had 2 class visits this month from the first graders at the Olmstead School. LA **Sean Goodrich** read them stories. Sean and Sr. Page **Sarah Barry** helped the children make hand turkeys out of paper, foam and googly eyes. Special thanks to Sr. Page **Katherine Brown** for coming up with the craft.
- **Gwen Collier** from Children's Room held a Hold My Hand Story Hour on Thursday November 4<sup>th</sup>. She read stories and had a simple craft for the kids to do. The total attendance for the story hour was 9 children and 5 adults.
- The Buffalo Museum of Science held their Branched Out Program on Monday November 1<sup>st</sup> and November 29<sup>th</sup> with a combined total of 5 children and 4 adults.
- **Sarah Gallien** from the Children's Room held a *Diary of a Wimpy Kid* Family Fun Night on Friday, November 12<sup>th</sup>. The event was attended by 11 children and 4 adults.
- **Sean Goodrich** held Craft Time! Turkey Hats on Wednesday November 17<sup>th</sup>. Sean had the children make turkey legs out of paper bags and stick them onto paper hats. The total attendance for the craft time was 5 children and 1 adult. Special thanks to Page **Karen Leonard** and Sr. Page **Katherine Brown** for coming up with the craft.

### **Riverside Branch**

- The Museum of Science held 3 Branched Out programs at the Riverside Library. There were 8 children and 3 adults who participated in this program. Having the program in the open area of the library is definitely helping to bring in some reluctant children.
- On Thursday, November 4<sup>th</sup> Natasha Perkins of the Girl Scouts of Western New York presented an introductory program at the library. Interested girls were given information on the program and participated in making crafts. Eight children and 5 adults were present. It was a very rainy day. Unfortunately, many who had planned on attending were unable to make it.
- Librarian **Wanda Collins** presented her last Hold My Hand preschool program to children 2 to 5 years old and their caregivers. This preschool session was the library's most successful in quite some time. There were 14 children and 6 adults for this program. The groups were so excited about the program that they came back the following week and staff had to inform them that this session had already come to a close.
- The library held 4 sessions of the Sensational Saturday Craft Program. Participating children made scarecrow hangers, apple wreaths, turkey

centerpieces and snowman thermometers. A total of 53 kids and 11 adults attended these programs. Consequently, foot traffic in the library in the early afternoon on Saturdays has picked up considerably.

- **Sarah Gallien** hosted a *Wimpy Kid* Book Release Party on Tuesday, November 9<sup>th</sup>. Nine very eager children attended this program. They read excerpts from a book, saw some of the movie, and made a craft.
- The library premiered “Feature Film Fridays” every Friday at 3 p.m. in the meeting room. The movies shown included *Iron Man 2*, *Karate Kid 2010*, and *Scott Pilgrim vs. the World*. Despite much prior interest, attendance for these programs has been disappointing. The library will continue the programs into December and re-evaluate into the next year.
- On Saturday, November 20<sup>th</sup>, Goda Trakumaida presented “Documentaries About Buffalo” at 1 p.m. She showed 3 films made by local artists about social movements in the area. There were 8 people in attendance for this program.
- John Korta, from Assemblyman Hoyt’s office, was available to discuss the needs of the community on Thursday afternoons at the Riverside Branch Library from 12-5 p.m.

### **Member Libraries:**

**Eden Library** - submitted by Joyce Maguda, Library Director

Circulation continues its steady increase since 2007, and is currently up 7%.

Legos @ the Library began in April with 50 enthusiastic builders registered. Each month their creations are proudly put on display.

The Friends of Eden Library’s second calendar photo contest was again a success, and 2011 calendars are currently on sale. Library Director **Joyce Maguda**’s winter scene photo is featured for the month of December. The Friends recently provided partial funding for new shades in the community room.

Yarn Club members, under the guidance of Senior Library Clerk **Helga Antonou**, have now donated a total of 1,544 items to various charities since September 2007. Currently, donations are going to Friends of the Night People. Hand-made items are also being sold to help defray costs of the library’s centennial special events.

Celebrating a Century of Service – Eden Library’s Centennial Celebration kicked off with a birthday party theme at the annual family picnic in July. Library Trustees Pat Smith, Phil Muck, Bettyann Neifer and Linda Meyer, along with staff members **Joyce Maguda** and **Donna Brese**, as well as 2 members of Eden’s Battle Team appeared in the annual Eden Corn Festival Parade – passing out bookmarks with special event dates. The official beginning of the 100<sup>th</sup> year was marked by an Open House held on



November 18<sup>th</sup> – the library’s original opening date. Another Open House will be held on November 18, 2011 to close the 100<sup>th</sup> year. Special events are scheduled for each month, including Mike Randall’s “Mark Twain Live” on April 10, 2011; Book Lovers’ Game Nites, and a gala celebration dinner on May 14, 2011. All are welcome!

FYI: Eden was the first library outside the City of Buffalo to join the newly formed Buffalo & Erie County Public Library System in 1949!

The library continues to host UNYTS blood drives, as well as Erie County Legislator Lynne Dixon’s monthly outreach meetings.

**Grand Island Memorial Library** – submitted by Lynn Konovitz, Library Director

Programs at the Grand Island Memorial Library set attendance records throughout the fall 2010. This past October, 34 toddlers and their caregivers resulted in a class of 68 for our toddler program. Fortunately, we were able to accommodate all by offering a second Wednesday session. We have learned to expect big crowds in our adult computer classes as well. Each Friday in October and November we were fortunate to have 2 sessions of the Cyber Train taught mostly by **Sara Taylor**.

*The Big Read* also attracted big crowds. Hawk Creek’s Tiny Talons, story teller Anne Marie Jason, and the Buffalo Museum of Science’s Spooktacular Science brought in children and adults of all ages. The library also participated in

Read for the Record, the Littlest Read and Bunnacula Ball making for a very busy October.

November was just as busy with another attendance record broken courtesy of the Friends of the Grand Island Memorial Library. The Friends were able to sponsor Lewiston native Catherine Gildiner, author of *Too Close to the Falls* and *After the Falls*. Many book clubs from Amherst, Buffalo, as well as Grand Island showed up to fill our meeting room to capacity. The Friends also helped the library once again with our Discarded Book Sale in November.

We are pleased to report the completion of our New York State Construction Grant. New energy saving ballasts have been installed throughout the library providing us with better lighting and reduced energy consumption that will result in utility cost savings. Our RBDB Digitization Grant of the Grand Island Dispatch is also progressing.

Despite our continual budgetary issues, usage of the library remains stronger than ever. Many patrons have contacted our Legislator, Kevin Hardwick, demanding more funding for libraries. He has responded to their concerns with phone calls and

letters, which they have proudly shown staff. In 2011, we look forward to continue serving our ever increasing public's library needs.

**Goal 2:**

**Build and maintain quality collections, both print and electronic, based on user needs and long-term vision for library collections**

Grosvenor Room Librarian **Amy Vilz** arranged, processed, and described the *H. Phelps Clawson Papers*. A finding aid using up-to-date archival standards was created, and will be followed by an EAD (Encoded Archival Description) version to be posted on the RBR (Rare Book Room) website. H. Phelps Clawson will be featured in the 2011 exhibit, *Travelers and Cosmopolitans: the Tourist Is the Other Fellow*. This unique collection includes hundreds of photographs and diaries recording Clawson's many trips abroad and his work as an archaeologist for the Harvard - Boston Museum of Fine Arts Expedition to Egypt and the Sudan in the 1920s. It is one of the many unprocessed manuscript collections that staff still finds in RBR's vast holdings.

**Goal 3:**

**Create a warm and welcoming approach in all aspects of library service through renovated and expanded facilities and streamlined services that guarantee quality user experiences**

**Focus: Facilities**

**Tours:** **Glenn Luba** gave a general library tour to 8 students and 3 adults from Burgard High School on November 5<sup>th</sup>; **Charles Alaimo** provided an instructional tour for the UB Step Program on November 19<sup>th</sup> - 6 students from grades 7 to 12 and 1 adult attended; he also gave a tour of the Stacks to David Odum, the practicum student from the State University of New York at Buffalo; **Rebecca Pieszala** provided a tour for Restoration Society Inc. on November 24<sup>th</sup> with a total of 4 in attendance.

Special Projects Coordinator **Meg Cheman** and Librarian **Glenn Luba** continue to work with staff to consolidate the Central Library. Staff are currently weeding multiple collections in order to integrate BST and HSS on one floor. The card catalog and the Central Reference area have been moved to provide an expanded computer space. More shelving has been erected to house the BST/HSS integrated collections on the first floor, and several call numbers have already been moved. Some areas in Popular Materials have been shifted to start to make room for the Children's collections.

Work on the Central Library's Ellicott Street entrance accessibility project is nearing completion. The new Americans with Disabilities Act (ADA) compliant ramp has been constructed and the doors and windows under the new configuration are being

installed. These improvements, funded in part through a NYS Library Construction Grant, are estimated to be complete by the end of December.

Last week's heavy snows left literally tons of the white stuff piled up around the Dudley and East Clinton Branches. Library Maintenance Department members undertook snow clearing duties day and night. The Library snow clearing team members, **Mark Kross** (lead), **Tom Murphy**, **Rick Winnert** and **Matt Bravo** cleared access to the facilities under very challenging circumstances. City crews have also been using heavy equipment to remove tons of snow on the sidewalks in the neighborhoods surrounding both branches including snow that had been impacting branch access.

**Chip Campbell** and **Mark Kross** are working with City of Buffalo buildings & grounds personnel to move forward with additional construction grant funded work at the Dudley and Riverside Libraries once the winter weather abates. The work will include replacing the storefront windows, front doors and back door at the Dudley Library with energy efficient models. Work at the Riverside Branch will include replacing the exterior sidewalks and making interior HVAC system damper improvements.

#### Focus: Services

- Dan Menke, a patron who asked for a Book a Librarian session with **Dan Caufield**, returned and mentioned his research into how to find trademarks had led him to be published in *Sign Craft Magazine*, a bimonthly trade magazine for graphic designers.
- **Book a Librarian:** **Mary Schiffhauer** conducted 3 Book a Librarian sessions on November 5<sup>th</sup> and November 19<sup>th</sup> on Foundation Training; **Renée Masters** conducted a Book a Librarian session on November 9<sup>th</sup> - she provided information/instruction using Teen Health and Wellness database and Medline Plus for information about asthma; **Dale Schmid** held a Book a Librarian session on November 19<sup>th</sup> covering how to take a written civil service test and going over and supplying the patron with subject material covered on the upcoming test; **Bruce Weymouth** had a Book a Librarian session on November 26<sup>th</sup> for a Stream Reconnaissance Project group specifically dealing with watershed issues involving the 18 Mile Creek located in Hamburg and Angola; **Andrew Maines** had a total of 6 Book a Librarian sessions - 4 were actual in-house meetings, 2 were able to be handled through e-mail: starting an adult daycare, starting a corporation from the ground up, Standard Oil and its influence on Western New York, and Information on commercial real estate contracts in NYS; ANSI/NSPI standard questions (e-mail only), and Reference USA search for local book stores and book distributors. **Dan Caufield** met with Dan Cadzow November 26<sup>th</sup>, Peggy Kuris November 4<sup>th</sup>, and Martin Tedestski November 9<sup>th</sup> for Small Business Book a Librarian appointments.

- Freegal Music downloads continue to gain in popularity. In November, 430 patrons downloaded a total of 2,847 titles. In October, 368 patrons downloaded a total of 2,120 titles.
- In November, 271 downloadable eBooks and 143 downloadable audio books were added to the Library's collection.
- Subject guides that have been added to the Library's website in November include the following: Senior Resources, Science (including General Science, Astronomy, Biology, Chemistry, and Physics), and Psychology.
- Additional Database Virtual Tours were added to the Library's Research page in November. These offer database training to staff and patrons accessible anywhere at any time through the Library's website. Virtual tours for Chilton Library, Columbia Granger's World of Poetry, Hein Online, Mergent, Morningstar, World Book, Ancestry Library Edition, Heritage Quest and p4A Antiques were added.
- **Mary Schiffhauer** conducted Foundation Center database training at the Lancaster Library on November 30<sup>th</sup> for the Clarence Senior Center.
- A patron returned 15 items to B&ECPL that belonged to the Bibliotheque et Archives Nationales du Quebec in Montreal. Despite several requests, the patron refused to come in and retrieve the material. The Borrowers Services Department staff e-mailed the Bibliotheque et Archives Nationales du Quebec to explain exactly what items we had but regrettably, it was cost prohibitive for us to mail the items back to them without some assurance that they wanted to return the material to their collection. Multiple e-mails followed. A faxed credit card transaction from them paid the postage and the items were mailed to Montreal.

Grosvenor Room Librarian **Suzanne Colligan** created and submitted a subject guide for "movies" as part of her work on the Subject Guide Committee, which has a dedicated page on the Library's website. She was also responsible for identifying appropriate "how to" videos for the various subscription databases to help patrons learn how to use them more effectively.

#### **Goal 4:**

#### **Key initiatives for 2010-2011**

##### **A. Literacy**

Family Place workshops continued for 2 weeks in November at the Niagara Branch with 1 to 2 families participating each week. The last workshop, held on November 10<sup>th</sup>, was held in the permanent location on the main floor with the fathers in attendance. The parents made many positive comments, including the permanent space, and would be willing to participate in future workshops. They are also looking forward to using the space throughout the year. In general, the staff has received many

positive comments from children and their parents visiting the branch regarding the permanent location. A total of 4 families participated.

The Central Library along with partners Project Flight and Literacy Volunteers hosted Family Literacy Night sponsored by the SUNY Equal Opportunity Center On Thursday, November 18<sup>th</sup>. *The Diary of a Wimpy Kid* Book Release Party was held on that evening. Librarian **Mary Ann Budny** read an excerpt from the latest *Wimpy Kid* book and played Wimpy trivia. The children also created their own diary. Children's staff also provided a craft area for creative kids and displayed library related promotional materials.

The special Read Down Your Fines pilot project in the Buffalo Public Schools officially ended this month. All Buffalo Public Schools received Read Down Your Fines materials distributed through the school library system. Children were encouraged to read and earn Library Bucks throughout the month of October and could redeem their Bucks until the end of November. The pilot program is currently being evaluated for effectiveness and participation. Special Projects Coordinator **Meg Cheman** will meet with Mike Cambria, Supervisor of Buffalo Public Libraries, to discuss feedback and ways to promote participation, as well as enhance school librarian and teacher cooperation.

## **B. Special Collections**

Rare Book Librarian **Amy Pickard** provided B&ECPL Board Member Judy Summer's Hadassah Group a tour of the Mark Twain Room/ Anniversary Exhibit and the Kelmscott Exhibit on November 4<sup>th</sup>. The group also enjoyed selected Judaica by Ben Shahn and Arthur Szyk. They provided a donation to the Rare Book Room.

**Amy Pickard** responded to a survey of Galileo's *Sidereus Nuncius* (Milestones of Science 78). The book, which translates as *Starry Messenger*, was featured in the 2009 exhibit *Double Stars* and is an account of Galileo's first use of a telescope to view the night sky. The Rare Book Room was contacted by Paul Needham, Librarian at the Scheide Library of Princeton University. He will include information about the Library's copy, along with 75 (or more) surviving copies worldwide, in his book about Galileo's *Sidereus Nuncius*.

**Amy Pickard** escorted freelance filmmaker/cameraman Jay Lurie around the Kelmscott Exhibit and the Mark Twain Room on November 16<sup>th</sup>. Mr. Lurie was filming a Buffalo State College Art Conservation Program promotional video that recognizes the wonderful collections in close proximity to the program location. In a subsequent e-mail, Mr. Lurie wrote, "Here is the quote from Director Patrick Ravines that will run with the library shots: '...and we also have The Buffalo Public Library, which rivals the New York Public Library in terms of the collection it has. Not in terms of size anymore,

but historically.” Mr. Lurie also praised the Library’s Special Collections exhibits that he had viewed over the past 2 years.

Grosvenor Room Librarian **Rhonda Konig** gave a tour of genealogy and local history resources to a group of docents from Forest Lawn Cemetery on November 6<sup>th</sup>.

### **C. Public Career Resources and Skill Training**

On November 9<sup>th</sup>, Programming and Outreach Librarian **Kara Stock** presented a “Job Resources at the Library” workshop for 25 members of the WNY Executive Candidates networking group. These unemployed professionals were very impressed with the Library’s career and business databases. One excited member came to the Central Library the next day to renew his expired library card.

**Public Training.** A total of 147 attendees participated in 26 technology training classes at 10 libraries (including the Central Library Training Lab). Classes included standards such as Computer Basics and training in the Microsoft Office products. In addition, the new Web 2.0 offerings (including Google Maps, Wikipedia, Twitter and YouTube) were well attended and received overall excellent participant evaluations.

Two ESL classes, conducted by the Buffalo Public Schools, took place in the Central Library Training Lab.

Technology Trainer Librarian **Sara Taylor** created 2 new screen casts designed to assist staff members and library users (both in-house and virtual) who have questions about using our electronic products and services. The first program, *Introduction to Downloading e-Books with a Nook*, takes the viewer through the Downloads 2 Go download processes and explains how to transfer files to a Nook e-Reader. The second instructional video *Guide to the FREEgal Login and Download Process* leads the viewer through the library card/PIN requirements and the procedures to download music from the FREEgal web site. Both screen casts can be accessed from the e-Content Page <http://bit.ly/bYBVx3> on the Library’s website.

Three computer classes held at the East Clinton Library were well attended with 30 total attendees at each.

Librarian **Ian Schoff** continued the Saturday computer class series at the Merriweather Branch in November. A solid, faithful following look forward to the classes.

Attendance: 7 - 9

- 10/6 -- Computer Basics
- 10/13 -- Word Basics
- 10/20 -- Word Intermediate
- 10/27 -- E-mail Basics

**Goal 5:**

**Ensure long-term financial sustainability through public and private investments and create a culture of philanthropy within, and on behalf of, the Library System while enhancing the System's image and visibility throughout the County**

A difficult Erie County Budget Process is drawing to a conclusion. On the evening of November 30, 2010 the Erie County Legislature approved, by a 9-6 vote, an amended 2011 budget. This amended budget includes a \$4 million allocation to the Library System. The Library System's allocation was approved through a specific amendment for the Library which was passed earlier that day, and was approved by a 15-0 vote.

This allocation, if sustained, would significantly mitigate the impacts of the Library's funding challenge in 2011. This challenge includes reduced state aid, increased costs and shortfalls resulting from prior year county funding reductions, which are on top of the \$4 million Library Tax reduction contained in the County's 2011 proposed budget.

Following the budget adoption provisions of the Erie County Charter, this year the County Executive has until Monday, December 13, 2010 to "return the budget with his or her objections to the clerk of the county Legislature." The Legislature would then have until the end of the day on December 14, 2010 to consider and act on any vetoes transmitted by the Executive. The Legislature can, by a 2/3 vote (10 votes), override his vetoes.

In anticipation of the possible need to override vetoes, the Erie County Legislature's '2010 Schedule of Legislative Sessions' includes a date for a "Budget Override" Session, scheduled for Tuesday, December 14, 2010, to begin at 2 p.m. on that day.

Charter provisions concerning the budget process can be viewed by going to the following website: <http://www.erie.gov/laws/eccode/charter26.asp>. At the time of this writing, the Library has not received notice of vetoes.

This timeline will make finalizing a budget for Library Board consideration at its December 16, 2010 meeting extremely challenging as the final budget amount may not be known until late December 14<sup>th</sup>. CFO **Kenneth Stone** is working on a number of alternatives to address this issue.

The Development & Communications Office gathered contact lists from trustees and former trustees in an effort to compile a contact list and send a personalized year-end solicitation letter to their contacts. Participating trustees/former trustees included: Sharon Thomas, Sheldon Berlow, Phyllis Horton, Anne Leary, Rick Lewis, Elaine Panty, Robert Plache, John Schmidt, Judy Summer, and George Zimmerman. Over 100 letters were sent. Additionally, a 100,000 piece year-end appeal letter was sent to residents in Erie County in early December.

The Development & Communications Office has met with Trustee Anne Leary to map out a plan for 2011 fundraising. Meetings have also taken place with Trustee Judy Summer who is spearheading a book auction fundraiser as part of the Library's 175<sup>th</sup> Anniversary.

Sales of the *Mark Twain in Buffalo* book have reached \$11,893.25.

Media interviews with **Bridget Quinn-Carey**:

- WBEN "Hardline", Sunday, November 21<sup>st</sup>
- WKSE - Penny Wolfgang show, Monday, November 22<sup>nd</sup>
- Business First - Tracey Drury, December 3<sup>rd</sup> edition
- Artvoice - (spoke to **Kenneth Stone**), November 18<sup>th</sup>
- WBFO - November 20<sup>th</sup>
- The Buffalo News, November 19<sup>th</sup>, November 29<sup>th</sup>, December 1<sup>st</sup>

The *Buffalo News* (November) ran a story about the new *Harry Potter* movie which featured interviews with **Meg Cheman** and **Mary Ann Budny**.

#### **Goal 6:**

**Streamline workflows and promote system-wide opportunities for improving internal operations**

#### **Staff Development and Community Involvement**

Congratulations to **Linda Rizzo**, Manager, Buffalo Branches, who received her certificate of completion for courses from the NYLA Leadership and Management Academy at the NYLA Conference, "The Library: Your Story Starts Here" in Saratoga Springs. **Maureen McLaughlin**, **Claudia Yates** and **Nancy Mueller** attended the 2010 Annual NYLA Conference in Saratoga Springs in November. **Nancy Mueller** presented at the Manager's/Director's meeting November 17<sup>th</sup> on a workshop she attended.

On Friday, November 5<sup>th</sup>, through the courtesy of Brian Nielsen of Books on Tape, both **Tom Carloni** and **Claudia Yates** had a tour of the recording studio of Dan Zitt. He is a Grammy Award winning producer. His studio was on the topmost floor of his beautiful vintage home. Tom and Claudia sat in on an actual recording of an audio book with voice actor, Ron McLarty, who gave them a signed copy of his audio book, *The Dropper*.

**Kathy Goodrich** attended the following programs at NYLA:

- Malcolm Hill Lecture: Bringing Out Your Best When You Are at Your Worst
- Youth Services Consultants Meeting
- Online Summer Reader: Telling Our Stories
- Storytelling With Pizzazz in the Library



- 21 Ideas for 21<sup>st</sup> Century Libraries
- Bring Your Library to Life with a Story Telling Tales Performance

**Tim Galvin**, Manager of e-Branch, attended a Resource Sharing Committee meeting at Western New York Library Resources Council (WNYLRC) headquarters on November 4<sup>th</sup>.

Information Services Library Associate **Sandra Schamber** attended the Fourth Annual Library Assistant's Day workshop in Syracuse, New York, on November 9<sup>th</sup>.

**Angela Pierpaoli** added a new feature on Ning on November 13<sup>th</sup> so that members (new and existing) could sign in to Ning with their Google, Yahoo, or Facebook accounts. Angela continues to administer the following groups: PLACP, Databases, Staff Page Book Club, Subject Guides Subcommittee and Information Services. On Tuesday, November 16<sup>th</sup>, **Kerra Alessi** attended the Riverside Business Association meeting at the Riverside Branch Library from 6-7:30 p.m.

**Angela Pierpaoli** attended a Library Mashups workshop at WNYLRC on November 16<sup>th</sup>.

**Dan Caufield** attended an ECIDA City Managers meeting on November 16<sup>th</sup> and a Rochester Library Resource Council Marketing workshop presented by the Ad Council of Rochester on November 17<sup>th</sup>.

On November 17<sup>th</sup>, from 9 a.m. - 5 p.m. at the Buffalo Niagara Convention Center, **Kara Stock** and **Renée Masters** staffed the Library Services information table at Homeless Connect day. They promoted Buffalo & Erie County Public Library services to individuals from the public and representatives from other business and human services organizations throughout Western New York.

On November 18<sup>th</sup>, **Patti S. Foley** attended a Layoff Survival workshop at the Central Library.

On November 19<sup>th</sup>, from 9 a.m. - 3 p.m., **Renée Masters** attended the Hospital Library Services Program annual staff development day (Vital Links). Speakers from the P2 Collaborative, Upstate New York Transplant Services and others provided a stimulating day of learning and networking.

**Sandra Williams Bush** attended the National Black Storytellers Festival and Conference November 17-21 in Minneapolis. Chosen as an Adopt-A-Teller, she performed at St. Peter Clavel School in St. Paul.

On November 29<sup>th</sup>, **Kerra Alessi**, **Kathy Goodrich** and **Peg Errington** attended the Empowering Girls Through Books workshop with Kathleen Odean presenting. She presented new and notable titles for children and young adults along with many exciting new technologies that can be used to introduce children to new books.

**Kara Stock** was interviewed by Rebecca Walden from [www.atyourlibrary.org](http://www.atyourlibrary.org) about B&ECPL's job resources. The article will publish sometime in December.

**Nancy Mueller** attended a 24/7 *AskUs* training at Trocaire College on November 29<sup>th</sup> presented by Jaclyn McKewan from WNYLRC.

Special Projects Coordinator **Meg Cheman** helped plan and coordinate the community meetings and focus groups of the Re-Imagine the Library project. Three community meetings were held at Central Library, ECC South and ECC North where attendees heard a brief presentation, then split into groups to share ideas for the Library. Focus groups were also held with representatives from cultural institutions, business leaders and teens. A Re-Imagine survey was created and posted as well for all interested community members to provide input on their library of the future.

**Joy Testa Cinquino** has continued to meet with individual libraries to discuss ways in which the Development & Communications Office and the libraries can work more efficiently. During the past month, meetings were held in each of the following libraries: Collins, Concord, Boston, Elma, Aurora, Kenmore, Kenilworth, Crane, Niagara, North Collins, Eden, Angola, Dudley, East Clinton, East Delavan, Clarence and Julia Boyer Reinstein.

**Rob Alessi** took part in *Cataloging with RDA: An Overview*, a WNYLRC webinar held on November 15<sup>th</sup>.

**Amy Vilz** continued a series of IMLS webinars: *Care of Art and Objects* on November 4<sup>th</sup> and *Funding for Collections Care* on November 22<sup>nd</sup>.

**Carol Pijacki** participated in several webinars: *Redesigning Today's Public Services: Focus on Reference* on November 12<sup>th</sup> with Dr. Marie L. Radford of Rutgers University, *Libraries: Building Your Library Community* from ALA on November 16<sup>th</sup>, *Writing a Library Behavior Code* on November 18<sup>th</sup> and *Top Tech Trends for the Non-Technical* from Infopeople.org on November 30<sup>th</sup>.

A webinar for Library Administrators took place on November 9<sup>th</sup> in the Central Library Training Lab. *Counting Opinions* is a product which provides libraries a methodology to measure and manage customer satisfaction and performance data. It will also assist library staff in their efforts to measure electronic resource use.

Assistant Deputy Director **Carol Batt** and Technology Support Manager **Kelly Donovan** met with a delegation from the Saratoga Springs Library (NY) on November 22<sup>nd</sup> to share B&ECPL experiences with radio frequency identification (RFID) implementation. The Saratoga Springs staff members are currently evaluating RFID Requests for Proposals (RFP's) and were interested in the B&ECPL procedures for effective bid evaluation, contract negotiation, conversion and implementation. As part of the visit, they also toured the Clearfield Branch Library, received first-hand tagging and encoding instruction, and were able to observe operations in a "live" library setting.

**Library 2.0 Facebook.** The Central Library Facebook page has **2,265** fans, an increase of 72 from last month. The average number of monthly active users is 1,080 with the overall number of "likes" totaling **2,266**. Posts included event announcements, promotion of the "RE-IMAGINE Your Library!" campaign and even a reference question. Here are some examples:

**Buffalo & Erie County Public Library - Central Library** What Went Bump in the Night! P.R.O.N.E (Paranormal Researchers of Niagara and Erie) Ghosthunters will discuss their findings from local investigations of unexplained phenomena including results from area libraries 1pm tomorrow, November 6th at the Central Library. Free!



Join us if you dare... [Lisa Lafratta](#) I used to work here as a page and I KNOW Tier A is haunted!

**Buffalo & Erie County Public Library - Central Library** Begin your Black Friday holiday shopping early! For your favorite literary aficionado - how about a copy of the newly published book "Mark Twain in Buffalo?" And for your art lovers - how about limited edition posters? Order copies online today <http://bit.ly/93Oavh> all proceeds to benefit the B&ECPL.



[Alice Lucano](#) I remember that house. It used to be my baby doctor's office then was torn down to build the Cloister Restaurant. What a shame.

[Gudrun Brangwen](#) No way! That house burned down in the 1960s all by itself. The Mark Twain room at central holds one of the original mantels from the house, removed in the early part of the century--you should check it out!

**Library 2.0 Twitter.** Our System Twitter page has 1,509 followers, an increase of 50 followers since last month. Tweets mentioning the B&ECPL included:



[JesseRaven](#) Always a good idea! RT [@buffalolibrary](#) Low on \$\$\$? Stop by your local library and grab some FREE videos for your weekend entertainment.



[bschu1022](#) Currently addicted to books by Jen Lancaster. I'm so thankful for the e-versions available via the [@buffalolibrary](#)!

Technical Services Manager **Jennifer Childs** participated in a conference call with the Collection Development Team and Brodart on Wednesday, November 10<sup>th</sup>. Moving forward with collection development lists and completing the BibzII.com application were the topics of discussion.

**Jennifer Childs** attended a Collection Development Team meeting on Monday, November 22<sup>nd</sup>, to discuss plans for the Centralized Collection Development meeting to be held for Managers on Wednesday, December 15<sup>th</sup>.

**Jennifer Childs** attended a Preservation Committee meeting on Friday, November 12<sup>th</sup>, at WNYLRC.

**Maureen McLaughlin** attended a meeting of WNYLRC's Regional Advisory Committee on Friday, November 12 at Roswell Park's Mirand Library.

Library Associates **Diane Doster** and **Cindy Zubler** attended the Western New York Library Assistants (WNYLA) workshop, "Technology Palooza", on Wednesday, November 10<sup>th</sup> at WNYLRC.

Human Resources Officer **Doreen Woods**, along with Gerald Nichols, Director of the Palmer Institute for Public Library Organization, participated in a panel discussion "And I Still Don't Want to Talk About It" at the New York Library Association annual conference in Saratoga, New York, in November.

Representatives from the U.S. Department of Labor and the Erie County Department of Personnel presented a "Coping with Job Loss" session on November 18<sup>th</sup> for B&ECPL employees potentially affected by layoff. Topics included New York State Civil Service, benefits, payroll deductions, COBRA, employment and training options, New York State Health Now and Prism EAP.

**Goal 7:**  
**Enhance Technology Infrastructure**

RFID implementation is progressing throughout the B&ECPL System. The Eggertsville-Snyder and Clearfield Libraries in Amherst went “live” on November 17<sup>th</sup> and 19<sup>th</sup> respectively. These are the first libraries outside of the City of Buffalo to offer full self check-out collections for their library users. Overall, staff and library users alike were enthusiastic about the new service. We anticipate that 2 additional libraries will be ready to go ‘live’ in February 2011. In addition, tagging and encoding efforts to convert existing collections were ramped up in Elma, City of Tonawanda and West Seneca.

The Information Technology Team has configured 8 new public desktop computers, funded through the ARRA (American Recovery and Reinvestment Act) PCC (Public Computer Center) project for the Julia Boyer Reinstein Library. One of the computers is equipped with a very large LCD monitor and has been configured with software that can perform screen to speech conversion (screen reading) and screen magnifying software which are ADA (Americans with Disabilities Act) compliant. The computers will be installed for public use as soon as the associated power and data cabling is available at the library.

We have an app for that! Access to the Web2 Catalog, Library locations & open hours, My Account features and the Library’s website are now available using an iPhone app! The beta application is free and available through iTunes. The built-in GPS allows users to identify local participating libraries. It is compatible with most iPhone, iPad and iPod Touch models. At the present time, the library app is only available for use with the iPhone technology. In late November, the release of an updated version of Web Services coincided with the iTunes debut of BookMyne 2.0. Further testing and configuration of the new app is needed, but it promises a more appealing interface, a richer feature set, and improved functionality.

Library Information Technology Administrator **Toni Naumovski** and Technical Support Services Specialist **Johnny Hsu** have finalized the migration of the filtered internet access proxy to a new server hardware and new software platform that continues the B&ECPL compliance with CIPA (Children’s Internet Protection Act).

Senior Computer Operator **Roseann Hausrath** created reports for missing items for all libraries and prepared customized spreadsheets to facilitate database cleanup. She also generated and provided reports for several Central Library departments supporting efforts to effectively downsize collections to prepare for the Central Library RFID conversion and collection relocations.

All B&ECPL libraries recently completed and successfully submitted the 2010-2011 National Public Library Funding and Technology Access Survey which, since 2006, has

been sponsored by the American Library Association, with support from the Bill & Melinda Gates Foundation. The data from the study helps libraries plan or improve technology and service deployment, assess their broadband needs, report progress and identify the impacts of the library's public computer and Internet access on the community the library serves.

**LIST of VISITS and MEETINGS ATTENDED by BRIDGET QUINN-CAREY**

November 13, 2010 - December 10, 2010

**NOVEMBER**

- 15 Family Place meeting
- 16 Meeting with Republican Caucus and Bryan Fiume, Chief of Staff
- 17 Library Managers & Directors meeting - Central Library
- 17 NYLA Legislative Committee meeting - via phone
- 18 B&ECPL Board of Trustees meeting - Central Library
- 18 Eden Library "*Celebrating a Century of Service*" open house
- 19 Erie County Commissioners meeting - Rath Building
- 19 Meeting with Chris Gibas, Literacy Volunteers of Buffalo and Erie Co., Inc.
- 22 Appearance on Judge Penny Wolfgang's talk show
- 23 Erie County Legislature Finance, Management & Budget Committee meeting
- 23 Special meeting of the Erie County Legislature
- 29 Meeting with Lisa Seivert, Div. of Library Development - NYS Education Dept.
- 30 Western New York Library Resources Council (WNYLRC) Community Forum
- 30 Erie County Legislature's Annual Meeting for the Adoption of the Budget

**DECEMBER**

- 01 Staff Forum: Q&A with the Library Director - Central Library
- 01 Meeting with Paul Hogan, Jack Connors, George DeTitta and cultural institution representatives regarding collaborative opportunities
- 03 Regents Advisory Council meeting - NYC
- 06 Lunch meeting with Buffalo State College's Patrick Ravines, Director Art Conservation Dept., and Dr. Susanne Bair and Mary Dwyer, Institutional Advancement
- 07 Welcome meeting with Dr. Amy Alvarez-Perez, B&ECPL Trustee, and Sharon Thomas, Chair B&ECPL Board of Trustees
- 07 Meeting with H. Austin Booth, Interim Assoc. V.P. for University at Buffalo Libraries
- 07 Buffalo & Erie County Historical Society Board meeting
- 08 Library Managers & Directors meeting - Central Library
- 09 B&ECPL Development Committee meeting
- 09 B&ECPL Executive Committee meeting

Agenda Item G - Public Comment. The following 4 people provided public comment concerning the 2011 budget:

1. ElizaBeth Berry - President, Save our Libraries
2. Thomas J. Morrissey - B&ECPL retiree
3. Deborah Carr-Hoagland - Aurora Town Public Library Board President  
(Retaining full-time employees and against floating collections.)
4. Valerie Niederhoffer - Save our Libraries

Agenda Item H - Unfinished Business. No unfinished business.

Agenda Item I - New Business. No new business.

There being no further business, on motion by Ms. Summer, seconded by Ms. Panty, the meeting was adjourned at approximately 5:27 p.m.

Respectfully submitted,

Frank Gist  
Secretary