

MINUTES
REGULAR MEETING OF THE
BUFFALO AND ERIE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES
October 21, 2010

The regular monthly meeting of the Board of Trustees of the Buffalo and Erie County Public Library was held on Thursday, October 21, 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
Phyllis A. Horton
Anne M. Leary
Rick Lewis
Elaine M. Panty
John G. Schmidt, Jr.
Judith K. Summer
Wayne D. Wisbaum

Absent:

Richard L. Berger
Hormoz Mansouri
Albert L. Michaels

Chair Sharon A. Thomas called the meeting to order at 4:02 p.m. in the staff lounge.

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

Agenda Item C - Minutes of the Meeting of September 16, 2010. Minutes were approved unanimously, as mailed, upon motion by Mr. Berlow and a second by Ms. Horton.

Agenda Item D - Report of the Chair. Ms. Thomas reported she attended the Erie County Legislative Budget Hearing on October 20th. An article was in the *Buffalo News*, although she had not had an opportunity to read it. She felt Legislators heard the Library's message and were sympathetic.

Agenda Item E - Committee Reports.

Agenda Item E.1 – Executive Committee. Mr. Connors reported the Executive Committee met on October 14th at the Central Library and a quorum was present. Ms. Quinn-Carey presented Resolution 2010-36 for Executive Committee approval of the UB Regional Institute Proposal: Book Smart: A Field Guide to Library System Organization for the Buffalo and Erie County Public Library. Mr. Berlow moved to accept, Mr. Connors seconded. This was unanimously approved.

Ms. Quinn-Carey provided an overview of the 2011 budget process. Ms. Quinn-Carey noted that the Legislative Budget Hearing was scheduled for October 20th – the day before the October Board of Trustees meeting. She was concerned with sharing details of the 2011 Budget Reduction Plan with the Legislators (and by extension the public) before the Board was provided full details. The three Executive Committee members, and other trustees in attendance, suggested that Ms. Quinn-Carey share details with the Legislature on the 20th.

Ms. Leary reported that she would set up a meeting with the County Executive for Ms. Thomas, Ms. Quinn-Carey and herself to discuss the 2011 budget. The meeting has been scheduled for October 22nd.

By common consent, the group approved for Ms. Leary to send out a request to Board members regarding assistance with the annual fund appeal and future fundraising activities.

The Committee reviewed the agenda for the October Board meeting.

The meeting adjourned at 5:00 p.m.

Agenda Item E.1.a – UB Regional Institute Review of Library System’s Governance Structure. This resolution was approved by the Executive Committee unanimously on October 14, 2010 and was transmitted in the Board packet on October 15th.

RESOLUTION 2010-36

WHEREAS, The Buffalo and Erie County Public Library System is projecting significant financial challenges in 2011 and 2012, and

WHEREAS, in order to ensure the future sustainability of the entire Library System, the staff has been asked to bring forth for consideration the options available for changing the governance, and potentially funding source, of the Library System, and

WHEREAS, the University at Buffalo's Regional Institute is uniquely qualified to assist with reviewing and evaluating the background information necessary for the Board to make an informed decision regarding the options available regarding governance and funding, and

WHEREAS, the following proposal from the Regional Institute will produce for the Board an objective analysis of the viable alternatives to the current governance and funding structure within the next six months, at a very reasonable cost, now therefore be it

RESOLVED, that the Executive Committee of the Board of Trustees of the Buffalo & Erie County Public Library approves the execution of a personal services agreement with the UB Regional Institute for the services outlined in the attached document at the proposed cost.

Agenda Item E.2 – Budget and Finance Committee.

Agenda item E.2.a – Monthly Financial Report. The monthly report for the period ending August 31, 2010 was presented for information. Deputy Director Kenneth Stone commented overall, the Library operated within its budget for the period.

Agenda Item E.3 – Development Committee. The Development Committee met on September 21st and October 6th. Chair Anne Leary reported the Committee is working on the year end appeal. An e-mail was sent to trustees requesting 10 names/contacts to be brought to the October Board meeting for solicitation letters to be addressed for their personal signatures and distribution. The goal is to raise \$175,000 for the Library's 175th Anniversary next year. Plans continue with Development Office staff for an event related to this next year, most likely late October or early November. Corporate sponsors for certain collections in the Library are being looked into.

Agenda Item E.4 – Planning Committee. Ms. Quinn-Carey conveyed the Planning Committee met on October 14th; there were seven Board members in attendance. Attorney Ellen Bach and Robert Schofield of Whiteman Osterman & Hanna LLP from Albany joined this preliminary meeting to discuss and answer questions regarding what are the options for governance and funding structures within New York State Library law. They have reviewed some of the enabling legislation and documents relating to our Library System and how it is currently organized and are here for future consultation as we proceed in discussions with member libraries as far as what our target is moving forward.

Agenda Item F – Report of the Director. Director Bridget Quinn-Carey began her report remarking there is so much that goes on in every library within this System that touches the lives of the people in Erie County, as can be read about in her Director's Report transmitted to Board members prior to the meeting. She encouraged trustees to attend two upcoming events at the Central Library: the *Past Forward Discussion Series: Arts for the People* event in the Auditorium following the meeting and *Comic-Con* with Max Brooks on Saturday, October 23rd.

At the September Board meeting, the conceptual plan developed for dealing with the projected 2011 budget was laid out; at this meeting she conveyed the plan is to add details to that presentation. A copy of the "Buffalo and Erie County Public Library System 2011 Budget Planning" handout which was referenced at the Legislative Budget Hearing with the addition of key usage indicators was distributed to trustees. While Ms. Quinn-Carey went through this in detail, she asked trustees to interrupt her with any questions they might have. In addition, this handout will be posted on the B&ECPL's website.

Trustees Gist, Schmidt and Wisbaum arrived at approximately 4:12 p.m.

The handout provided a financial overview reflecting a projected shortfall of \$6.8 million dollars, key usage indicators showing increased circulation, visits, computer sessions from 2005 to the present, and a peer institution comparison. Ms. Quinn-Carey mentioned while the B&ECPLS is unique, this provides a benchmark to compare the B&ECPLS to libraries in other major metropolitan areas with similar populations noting we are among the lowest expenditure per capita amid the peer groups shown. Ms. Quinn-Carey addressed the three key outcomes for 2011 budget planning which are to close the funding gap, preserve access to service outlets and develop an interim solution to enable productive and creative strategic planning.

In response to a time frame request received at the September Board meeting, Ms. Quinn-Carey stated within two years a more consistent and sustainable plan for revenue as well as governance structure is needed. The Library cannot continue to sustain all the facilities that we have in the way that we do now with this amount of money for more than two years.

Details of recommended Member Library scenarios were shared noting all libraries will be kept open, however, with reduced hours and incorporating a concept of five regional library areas each with one Library Center to provide equitable access for people within Erie County to a library that would maintain as full a complement of services as possible but also be able to coordinate hours and maybe eventually use that structure as a way to share resources including programming and potential staffing. She pointed out while still part of the System, the Williamsville Branch Library was not included in this handout as they are not funded directly through this plan. Ms. Quinn-Carey also communicated while these are the recommended minimums if any library has the capacity to extend open hours, either through the funding recommended in the budget proposal or through having augmented funds from private donations or towns, etc., that is encouraged. State standards and variances were discussed.

Recommended City Branch scenarios were discussed noting open hours would be retained at all Buffalo Branch Library locations, with two Library Centers, Merriweather and Niagara, being open the most hours per week.

Recommended Central Library and System services reductions were discussed. Exact details of the number of staffing positions that will be affected are still being worked on as so many factors go into that determination including the collective bargaining agreements as well as civil service. The Director pointed out, while all departments will be affected, this is not an across the board cut as some departments such as Shipping and Information Technology will still continue to serve all 37 locations. Vacancies within the last few months have not been filled to help prepare the Library for next year. There will be a creation of system-wide public service teams for children, teens and adult outreach services so when libraries and branches have reduced staff, System staff in many ways will be there more effectively for everyone; unfortunately, not at the levels they are now.

A draft Central Library footprint map was distributed to trustees with the envisioned changes for space use of the Central Library's first floor. The plan is to consolidate most public space to the first floor. Changes planned for the second floor are: no regular access to what is currently the Business, Science and Technology Department; the Teen Room, while it will be somewhat available, will not be available on a regular basis as a teen afterschool space. A teen area on the first floor for collections and some type of gathering space is being looked into, but exactly what that will look like is being worked on. The biggest changes on the first floor being recommended would be the Children's Room will become a media room and the current Novel Ideas and store would become a periodical reading room. A retail component will continue, but it will be incorporated in a different physical area within the entryway. Fables will retain its location. The Children's Area will be moved. The area where media is currently will be turned into browsable collections of fiction and non-fiction as well as some seating. The Grosvenor Room and Rare Book Room layout will not change, however, the hours open per day are being reviewed for reduction. Open stacks near Oak Street will become closed stacks. This will allow the Library to save on staffing, heating and lighting in the BS&T area as well as the closed stack areas.

Other projected reductions discussed were materials, utilities, contract services and review of external services. As discussed at the last Board meeting, the Library has communicated with the Erie County Home it will cease services as of January 1, 2011. Since that time, Ms. Quinn-Carey received correspondence from Paul Anthon, a resident at the Home and their Council President, and correspondence to each trustee asking the Board to revisit their decision. Ms. Quinn-Carey plans to respond to him on why the Library made this decision and how much it actually costs to provide library services to the Home.

Ms. Quinn-Carey discussed estimated reductions from grant offsets.

When making 2011 budget recommendations, she explained three key indicators were looked at - population density, geographic location and proximity between libraries. These were measurable and things that could be looked to as a strong basis. She noted while there is subjectivity across that, nothing is absolute and judgment calls and decisions needed to be made.

She discussed impacts on public services being reduced access to facilities, reduced/ eliminated programming and reduced capacity for new initiatives as well as impact on staff - at least 105 FTE (minimum of 200 individuals) will be affected through layoffs, reduction in hours and/or loss of benefits. She recognized staff anxiety because of this and thanked staff for maintaining as positive an attitude as they have, trying not to pass that on to the people the Library is serving.

Use of fund balance was discussed. The current estimate is to use \$2.6 million dollars of fund balance to cover one time use of funds for unemployment exposure, payouts exposure, wage and benefits costs during a 30-day layoff period, building modifications at Central and material budget to bring it to 15% of total budget. More details on the fund balance will be brought to the Board in November and December.

The Development Committee has been meeting frequently to discuss 2011 Development efforts. Next year it will be the 175th Anniversary of the B&ECPLS and the Committee together with the Development Office have a goal of raising \$175,000.

Planning is under way regarding the future of the Library System. Sustainable and consistent funding is needed. Different options of governance structure are being looked into.

On a positive note, the Director noted one of the exciting things to look forward to is the Re-imagine Project which will look at library services for the 21st Century. She explained this was something under way long before this financial crisis hit and feels this gives the Library an opportunity to talk with the community about what is important to libraries and what kinds of services they expect. A community engagement process will launch in November; more information on that will be out soon.

Work continues on the details of staffing levels and the plan is to speak with staff on an individual, personal level within the next couple weeks to notify them what positions are targeted. After the Board has made a final decision on the 2011 budget, actual layoff notifications would go out soon after with a minimum of 30 days written notice.

For this meeting, Deputy Director Mary Jean Jakubowski created a visual aid of a County map with overlays reflecting an overview of locations of current libraries showing recommended open hours per week, Library Centers, Sunday hours and

regional library areas. Following discussion, Ms. Quinn-Carey invited the audience to look at this at the conclusion of the meeting.

Ms. Thomas asked the Board if they had any questions at this time. In response to a question by Trustee Lewis, Ms. Quinn-Carey noted the key usage indicators (traffic count, circulation and computer use) are broken down by branch on a monthly basis and are available on the Library's website. Trustee Gist inquired if there were any indications at the Legislative Budget Hearing that the budget cuts would be reversed this year or next. Ms. Thomas answered while there was a lot of sympathy and many questions asked, no one came forth and indicated this would be reversed.

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

Report of the Director October 21, 2010

Goal 1:

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

System Programs

- The Adult Summer Reading Contest exceeded all expectations. There were a total of **238** registered participants and **986** book reviews submitted! Congratulations to the grand prize winner, Anna Falbo, who won a brand new Nook eReader. The staff grand prize winner was East Clinton Library Associate **Susan Carson** who won an iPod touch. Programming and Outreach Librarian **Kara Stock** did a tremendous job overseeing this new addition to summer reading!
- The *Big Read* featuring *Great Tales and Poems of Edgar Allan Poe* launched on Thursday, September 23rd with guests Tanya Perrin-Harding from the Mayor's Office, Laurie Dean Torrell from *Big Read* partner Just Buffalo Literary Center and very special guest readers from Bennett-Park Montessori. Mr. Randy McQuade's 5th graders read some hilarious excerpts from the *Little Read* featured title, *Bunnicula Meets Edgar Allan Crow*. Most notable was a multilingual performance of Poe's classic poem *The Raven*. Students from Lafayette High School and their advisor Dr. Tamara Alsace accompanied Gary Earl Ross with verses in Spanish, French Arabic and Swahili. The *Big Read* initiative will continue throughout the month of October and finish mid-November. Over 190 *Big Read* programs have been scheduled throughout the System. The *Big Read* is sponsored through a grant from the National Endowment of the Arts and Arts Midwest. Buffalo and Erie County Public Library was one of just 75 libraries nationwide to be selected for this prestigious award.

- Also debuting in September was the *Family Place Parent/Child Workshop*, made possible through a Ready to Read grant from New York State. The first 2 of 5 *Family Place Parent/Child Workshops* were conducted in September. Parents were very enthusiastic about the program which is intended to reinforce the importance of early literacy in childhood development. Children learn through play and benefit greatly from a language enrichment environment. Community resource professionals were invited to share early childhood development information and agency referrals. Each week of the program highlights a different community resource area. Week one featured Dr. Betty Cappella from grant partner Project Flight with early literacy information. Week two featured nutritionists from Kaleida Health who offered strategies for providing healthy foods to children. Parents were provided access to information in an informal, non-judgmental, one-on-one environment.

Central Library Programs

- A standing room only crowd of 300 was proof that Ira Flatow's talk on Creativity at the Central Library on September 11th was an unqualified success! A team effort to attract an audience was made by Programming and Outreach Librarians **Meg Cheman, Dan Caufield, Kara Stock** and **Renee Masters** who sent out e-mail flyers and invitations to various departments and student clubs of local colleges. The Library's Development Office arranged for paid radio spots on WBFO during the morning drive time. The IT staff tweeted and put messages on the Library's Facebook page. It was all worth it based on the comments of those who attended. After his talk, Mr. Flatow met with members of the public and signed copies of his books. He then met members of the staff and Board of Trustees at a reception held near the administrative offices.
- On September 28th, **Dan Caufield** helped coordinated a SCORE workshop held in the Central Meeting Room. This daylong workshop taught beginning entrepreneurs what they needed to know to start a small business. Dan walked the group of 34 attendees through the Small Business collection and spoke about the Library and its resources. Throughout the day, between lecturers, Dan answered questions and brought in materials that would be useful to these hopeful businessmen and women.
- WNED/Think Bright sponsored a "Clifford" visit to the Central Library. Over 100 children from Enterprise and Pinnacle Charter schools attended. Librarians **Gwen Collier, Jamie Smith** and **Wanda Collins** read Clifford stories and helped Clifford "work the crowd." After the stories, the children colored a large Clifford cutout which they glued on construction paper and decorated with trees, a sun and clouds. They displayed their pictures with ribbon.

Dr. Robert Hirst, General Editor of the Mark Twain Project at the Bancroft Library, University of California, Berkeley, spoke about Mark Twain in Buffalo in the Mason O. Damon Auditorium of the Central Library on September 25th. Approximately 150 enthusiastic Twain fans attended the talk. A private reception followed the presentation. Dr. Hirst and Mr. Patrick Martin signed their new book, *Mark Twain in Buffalo*, that was available for purchase. All proceeds benefit the Library. Talking Leaves Books was on hand to sell other books on Mark Twain including *Who Is Mark Twain?* edited by Dr. Hirst.

Rare Book Room Clerk **Peter Scheck** and Patrick Martin participated in a photo op with *The Buffalo News* and reporter Charity Vogel on September 23rd. The upcoming story will feature the discovery of a draft letter in Mark Twain's hand, found in a book in the Library's rare book collection by Mr. Scheck. The letter is reproduced in the new book *Mark Twain in Buffalo* by Mr. Martin and Mr. Hirst.

Grosvenor Room Librarian **Rob Alessi**, along with **Dawn Stanton** and **Darlene Pennachi** from the Graphics Department, installed the new rare book exhibit, *The Ideal Book: William Morris and the Kelmscott Press*. It opened on October 7th and will run through January 30th. The exhibition celebrates the works of William Morris, 19th century English craftsman. He is often remembered today for Morris & Co. which manufactured and sold distinctive furnishings and décor including wallpaper, stained glass, rugs, and tapestries. However, Morris also founded one of the most famous private presses – the Kelmscott Press – where he produced beautiful and limited-edition, hand-crafted books. This exhibition showcases works of the Kelmscott Press from the Library's collection, including the renowned *Chaucer*, and a selection of books from presses influenced by Morris, including local presses such as the Roycroft Press (East Aurora, NY) and Aries Press (Eden, NY). The story of the Kelmscott Press, its founder William Morris, and the involvement of important individuals like the artist Edward Burne-Jones are included as background to the stunning books on display.

Grosvenor Room Librarian **Amy Vilz** created and installed a new exhibit for the Gluck display case. *Edgar Allan Poe* coincides with the *Big Read*.

The Rare Book Room's showcase exhibit for 2010, *In the Garden: The Art of Botanical Illustration*, concluded September 26th and was a huge success. Traffic that was counted for most of the 4-month period was over 1,400, not including a brief time when the counter was not working. People from Western New York, as well visitors from Iowa, Massachusetts, Mississauga [ON], Maryland, and West Cork [Ireland], enjoyed the exhibit. Comments included:

- Outstanding! Inspired me to go home and draw every flower in my garden – Thank you!
- Lovely. 1st time to this branch of the Library – wonderful!
- Very informative & beautiful

- Nice to see this room open
- Do it again
- Stunning! Thank you.
- Wonderful exhibit!
- Wonderful!... Superb!... Lovely... Thank you!.. Interesting & Beautiful

A reception for the opening of the traveling exhibit, *Katyn: Massacre, Politics, Morality*, was held on September 28th at the Central Library. The reception was sponsored by the Polish Legacy Project-WWII, the Kosciuszko Foundation and The Western New York Chapter of the Polish American Congress. Assistant Deputy Director for Special Collections **Peggy Skotnicki** shared posters and books about Poland's involvement in WWII from the Library's rare book collection to the enthusiastic attendees.

At the September 29th joint meeting of the Grand Island, Fort Erie and Lewiston-Queenston Rotary Clubs at the Central Library, **Peggy Skotnicki** gave a tour the Mark Twain Room and Rare Book Librarian **Amy Pickard** presented selected treasures from the rare book collection to the 21 attendees.

Peggy Skotnicki shared literary gems from the Library's rare book collection with members of the New York Library Association (NYLA) at their Mixer on September 30th.

Grosvenor Room Librarian **Carol Pijacki** presided at the *Literally Speaking Lunchtime Discussion* on September 21st where Central Reference Librarian **Andrew Maines** led the discussion of *Shop Class as Soulcraft* by Matthew B. Crawford.

East Delavan Library

- Clifford the Big Red Dog also visited the East Delavan Library on Thursday, September 9th, much to the delight of 52 children and their caregivers. **Jamie Smith** read stories. Library Clerk **Paris Henderson** became Clifford for this special event which highlighted the Raising Readers Corner provided by WNED.
- *Preschool Storytime* presented by **Wanda Collins** began its fall series on September 30th. Despite a dark and rainy morning, 7 children and 3 adults ventured to the library for stories, songs and crafts.
- **Paris Henderson** and Senior Page **Brittani McKay** organized *Gaming/Lego Nights* during the first 3 Wednesdays in September. Fifteen children participated.
- Read to Succeed sponsored computer classes held on 2 Wednesday evenings in September.

Merriweather Library

- On September 1st, Branch Manager **Sandra Williams Bush** gave a tour to 42 Buffalo Public School educators who are part of the Teaching American History Project. The visit also included instruction on the databases relating to African American history.
- On September 3rd, Senator Gillibrand held a press conference on government transparency in the auditorium.
- Librarian **Ian Schoff** began a series of Saturday computer classes in September. Topics covered were computer basics, Internet basics and e-mail basics.
- On September 23rd, Librarian **Sandra Blackman** held a *Preschool Storytime* for Bethel Head Start for 16 children.
- On September 23rd, a "Tribute to John Coltrane" was presented by Pappy Martin along with other musicians from the Colored Musicians Club; 110 people attended.
- Daughters of Creative Sound held their quarterly community drum circle on September 25th with an attendance of 27 men, women and children.

Niagara Library

- On September 3rd, members from PRONE, Paranormal Researchers of Niagara Erie, visited the branch a second time for further investigation. Buffalo Branches Manager **Linda Rizzo** and Children's Room Manager **Kathleen Goodrich** were available to let them into the building. PRONE conducted tests from 9:00 p.m. to 3:00 a.m. and did find additional evidence of ghosts. They are scheduled to present a program on their findings on Wednesday, October 6th.

North Park Library

- Children's Librarian **Gwen Collier** held a *Hold My Hand Story Hour* on September 30th at 10:30 a.m. She read some stories about libraries, had the children make library card holders and showed a short video. The total attendance for the story hour was 9 children and 6 adults.
- Library Associate **Sean Goodrich** held *Family Fun Time: Back to School* on September 10th at 6 p.m. Sean read stories about school and had the children make paper school buses.

Member Libraries:

Elma Public Library – submitted by Karen Korpanty, Director

This fall the Elma Public Library will experience its biggest building expansion project since 1985. The construction project began September 13th and is expected to last 90 days. A 26 foot by 40 foot addition to the existing, too small, meeting room will accommodate the increased demand for library programs and public meeting space in the Elma community. New foundation drainage around the original building and addition is intended to remedy chronic ground water problems. The parking lot will expand to more than double the current 24 parking spaces and drainage will be handled naturally by a rain garden. The project is funded by a New York State Public Library Construction Grant of \$153,045, a \$100,000 bequest from library patron Zenath T. Heintz, and \$125,000 from the Town of Elma. The architect for the project is Douglas Klotzbach from K2 Architecture.

Fall sessions of weekly *Story Hour*, *Toddler Time*, and *Baby Lapsit* have gotten under way despite the reduced parking and disruption of construction. Bulldozers are a great added attraction to a library visit! The *Baby Literacy* programs introduced last fall have become increasingly popular and up to seven “Book Babies” have been in attendance each week in September.

Children’s Librarian **Kate Puehn** organized a *Lego Club* to meet once a month on Saturdays. The first meeting on September 18th had 26 children in attendance. No more members will be added until the new meeting room is available. The Friends of the Elma Library donated Legos.

Friday Night Game Night, suspended since April, resumed on September 17th under the leadership of Senior Library Clerk **Danielle Dole**. Mario Kart was the featured Wii game and additional board games were available. The October *Game Night* will be a *Big Read* program.

During the month, children were invited to guess the identity of children’s book characters mounted, in silhouette only, on the wall over juvenile fiction. Twenty-eight children entered guesses and the lucky winner of “*Who Am I?*” won a canvas book bag. The contest display, designed by Senior Library Clerk **Danielle Dole**, brightened up the area and stimulated lots of conversation among young and old. One character had this librarian stumped.

Hard at work fundraising, the Friends of the Elma Library sold root beer floats at town band concerts all summer long and then increased their efforts right up to the *Annual Book Sale* held on September 24th and 25th at the Elma Senior Center. It was a great success. Maybe next year it will be in the new library meeting room.

Lackawanna Public Library - submitted by Jennifer Hoffman, Director

Summer has ended and fall has begun already, but we had a great summer at the Lackawanna Public Library.

For children entering grades 2 - 5, there was the "Make-a-Splash" Reading Club. A chart was placed on the wall with the child's name on it. Children read grade appropriate books, told a staff member about some of them, and received a star by their name and received a prize for every 2 books read. The top 3 readers received extra prizes. (A brother and sister vied for 2nd and 3rd place.)

Our *Battle of the Books* team this year, small in number but large in spirit, had a great time.

Teens who read books over the summer had an opportunity to write a brief review on a "surf board" and put it on the "wave board". There were 21 surf boards at the end of the summer program. Great job done by our youths!

For those children who enjoy arts & crafts, there were 3 activities to participate in: *Summer Arts & Crafts* with Jen Johnston, *Summer Arts & Crafts* with Y.E.S. (Youth Engaged in Service) and drawing classes with Tom Fox.

There was *Toddler-Time* for the 2 - 3 year olds, involving stories, finger plays, crafts and free-play and, for those who liked to dance, Roseann Miranda offered "Creative Movement" classes following Toddler-Time. Both programs required a caregiver. There were some family specials as well. Smudge Fundaes gave us a musical review and Glenn Colton performed at our *End of the Summer Party* along with CoCo the Clown. Hot dogs, lemonade and iced tea were provided by the Friends of the Lackawanna Public Library. The parking lot was closed off for the party and the children drew fascinating chalk pictures all over it.

As a fundraiser, the Friends of the Lackawanna Public Library began a monthly gift basket raffle which started in July. The Friends are planning to raffle 3 different theme baskets a month. It has been well received. The Friends also held a Book Sale the 2nd week of September.

Since school began, so have our regular programs which include, *Toddler-Time*, *Arts & Crafts*, *Teen Gaming* and for adults, the *Book Club*.

Our library is a busy place. As people pinch pennies, our circulation and computer usage have increased. We continue to be of service to our community.

Goal 2:

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

A new account has been established with Library material's vendor Baker & Taylor to expedite the hardcover fiction processing. The inclusion of mylar jackets will help streamline Technical Services departmental workflow and allow for quicker processing, making new items available to library users sooner!

On September 2nd, the Library System initiated a new service for patrons – Freegal Music. Patrons are able to download 3 songs per week from SONY Music Entertainment. In September, 496 patrons downloaded a total of 2,349 titles. 758 downloadable eBooks and 127 downloadable audiobooks were added to the Library's collection in September.

Mr. George Greenberger, who ran the Buffalo-based Dinghy Press starting in the 1930s and 1940s, donated his 1943 publication titled *Rolling Off A Log* (copy no. 122 of 125). The Dinghy Press was a small private press which produced limited edition works. Mr. Greenberger also donated photocopies of pertinent correspondence and writings related to a few of his publications, among them the text of *Night Sailing* by Will Ransom which was printed by the Dinghy Press.

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

The City of Buffalo's contractor is nearly finished installing a lift to provide American with Disabilities Act compliant access to the Niagara Branch Library's basement meeting rooms, stage, and restrooms. A follow-on City capital funded project will construct an ADA compliant family restroom facility to complement the existing restrooms.

The ceiling and interior lighting at the Dudley Branch Library is being replaced with energy efficient fixtures under a City project partially funded by a New York State Library Construction grant. This grant will also fund renovation of the Dudley parking lot this fall.

Focus: Services

New subject guides added to the Library's website in September include Managing Your Health, Hispanic Heritage, and Polish Heritage.

Book a Librarian sessions - Information Services Librarian **Michelle Hurley** had a *Book a Librarian* on September 27th; Information Services Librarian **Glenn Luba** provided an unofficial *Book a Librarian* session with a walk-in patron who needed assistance with job related information. Glenn gave her instruction on using our Reference USA database and a complete overview of the civil service study guides online and in print, as well as pointing out all of the other job related resources located on our Career Resources webpage; on September 2nd, **Dan Caufield** met with a patron to discuss trademark use in business and how to search images using the USPTO website; on September 10th, Dan met with another patron to discuss opening a pet store focusing on fish and reptiles; on September 14th, Dan met with a patron who is buying a hotdog cart and needed to know who to contact with licensing and how he could find events at which to sell his food items in WNY; on September 22nd, Dan met with a patron hoping to open a fabric store that also does tailoring and embroidery for clubs and businesses; Information Services Librarian **Andrew Maines** conducted a *Book a Librarian* with a patron on September 29th regarding Small Business information. Business topics are by far the most popular request for this service.

Goal 4:

Key initiatives for 2010-2011

A. Literacy

Special Projects Coordinator **Meg Cheman** planned and is coordinating a *Read Down Your Fines* pilot project with the Buffalo Public Schools. She met with Mike Cambria, Supervisor of Libraries, to promote and administer the program through the school libraries. The pilot program will run through the month of October and will be evaluated for effectiveness, student response and school librarian/teacher participation.

B. Special Collections

Rob Alessi and Grosvenor Room Senior Page **Justin Cronise** went to Hamlin House on September 15th to gather a donation of over 300 individual photographs featuring members of the Buffalo Orpheus musical society and Buffalo Saengerbund Singers' Association. The photos were removed from oversized frames.

Throughout September, **Peggy Skotnicki**, **Amy Pickard**, Grosvenor Room Manager **Suzanne Colligan**, Grosvenor Room Librarian **Sue Cutrona**, and **Amy Vilz** have been

attending a webinar on disaster planning. By the end of the year, a disaster plan will be created for Special Collections.

Amy Pickard gave tours on September 24th to Mark Twain guest speaker and curator of the Mark Twain Papers Dr. Robert Hirst and later to local resident Susan Quaintance and her guest from Ireland, Mary Neary. Dr. Hirst enjoyed the references to F. Scott Fitzgerald in Geneva Porter's diary and graciously donated to the Rare Book Room a copy of the first volume of the just-released *Mark Twain's Autobiography*. Ms. Quaintance and Ms. Neary were very impressed by the depth, breadth and beauty of the items they saw and learned about in their afternoon visit.

Grosvenor Room Librarian **Rhonda Konig** gave a brief Special Collections tour on September 24th to 2 fellow jurors while on break from jury duty. One of the jurors said that she has been talking with family members about resources she discovered on the tour.

Carol Pijacki gave 7 brief Special Collection tours to first-time visitors.

Carol Pijacki, along with **Justin Cronise**, is preparing the next Grosvenor Room display, *The BPO and Our Community*, in celebration of the Orchestra's 75th anniversary.

The Rare Book Room had 7 readers in September.

C. Public Career Resources and Skill Training

Technology Training Lab staff members were extremely busy this month. The public consistently indicates the need for more computer training. Classes range from basic, intermediary or advanced Internet & Microsoft Office products to Web 2.0 training which covers such topics as Facebook, Twitter and LinkedIn. A total of 12 Training Lab and Cyber Train classes were conducted in September 2009 compared with 31 this month. We recorded an 80% jump in class attendance, going from 158 (September 2009) to 285 attendees this year. October is scheduled to be even busier, with a total of 44 classes planned.

A new *Guided Tour of the Library's "Downloads 2 Go"* site was prepared by Technology Trainer **Sara Taylor**. The program was developed with Camtasia software which allows recording of anything on a PC screen that can then be edited into a professional screencast. It benefits both staff members and library users who have general questions about downloads and the OverDrive site. At the present time it is being profiled on the B&ECPL home page scroll and it also accessible from the e-Content Page <http://j.mp/c5ZO1w>. This is the first in a series of B&ECPL-produced programs designed to assist, troubleshoot and help 'de-mystify' the download process.

On August 31st and September 1st, **Kara Stock** represented the Buffalo & Erie County Public Library at 2 Mobile Safety Net Outreach events in the Town of Tonawanda. Kara distributed information about general library services as well as job resource information to approximately 100 members of the public.

On September 9th, **Kara Stock** represented the Library at New York State Senator Antoine Thompson's *Fall into Success Job Fair* at the Delavan-Grider Community Center. Of the 250 attendees, many were unaware of the many free resources the Library has to offer.

On September 21st, **Kara Stock** was one of 3 featured speakers at *The Buffalo News Career Fest* at the Millennium Airport Hotel. Kara presented her *Job Resources at the Library* workshop for 21 job seekers.

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

The Development & Communications Office scheduled a series of media interviews, primarily with the Director, in an effort to promote the many assets of the Library System in order to enhance its perceived value as an educational/cultural institution. Interviews were scheduled with WGRZ-TV (September 8th -Ron Plants-the changing library landscape and September 22nd -Scott Brown-budget focus), WIVB-TV (October 2nd -Debra Park-"By the People"), WYRK Radio (September 30th -Bob Hill-"Issues & Views"), WBFO Radio (September 20th -author Robert Hirst interviewed), WEBR Radio (September 23rd -Mark Twain discussion), The Buffalo News (September 16th -Mark Sommer-Board meeting recap, September 23rd -Mark Sommer-The *Big Read* kickoff, and September 15th -Charity Vogel-Mark Twain and Robert Hirst published October 10th), Business First (September 17th-Tracey Drury-Board meeting recap and discussion of budget).

The Development & Communications Office created a system for tracking sales of limited edition *Mark Twain in Buffalo* book and posters. To date, sales have totaled nearly \$7,000.

The Development & Communications Office created a direct mail piece sent to a new list of 350 educators to promote Robert Hirst's Mark Twain presentation.

The Development & Communications Office built a new list-serve of science/technology-related community and business organizations used to promote the September 11th Ira Flatow lecture (attended by nearly 250). Private reception for donors/prospects followed.

The Development & Communications Office is building list-serves of important Library System contacts (friends, donors, and partners). News releases will be sent to these groups to strengthen relationships/enhance knowledge of the System.

The Development & Communications Office submitted 2 articles about the B&ECPLS to Erie County for the County's external web newsletter and internal staff newsletter.

The Development & Communications Office wrote and distributed news releases (via e-mail, fax, and hard copy to 50 local and regional media outlets as well as to elected officials) announcing: Ira Flatow presentation, Library Card Signup Month, Imagining Buffalo/Niagara in the 21st Century (featuring the Library Director), Family Place kickoff, The *Big Read* kickoff, and Dr. Robert Hirst's presentation on Mark Twain in Buffalo.

The Development & Communications Office created, promoted, and ran a large Used Book Sale (September 9th). Proceeds totaled nearly \$1,000 for the one-day event. Another similar sale is being planned for early December.

A representative of the Development & Communications Office attended a meeting of a potential collaborative community-wide fundraising initiative patterned after the highly successful Herd in Buffalo project that took place approximately 10 years ago. Beneficiaries of the "Alphabet City" art display of letters of the alphabet will be the B&ECPLS and the WNY Book Art Center.

Two new posters celebrating Mark Twain in Buffalo were commissioned by Special Collections and executed by Hero Design Studio. "Mark Twain's House" and "Mark Twain's 1870 Buffalo" are complementary posters that celebrate the 125th Anniversary of the publication of *Adventures of Huckleberry Finn*. The posters are for sale through Novel Ideas.

Two editions of *Mark Twain in Buffalo* by Robert Hirst and Patrick Martin are now available for purchase. The book was published by William S. Hein & Co. The authors and the publisher donated their time and resources. All proceeds benefit the Library. The numbered, limited edition features a facsimile of the recently discovered letter in Twain's hand. A general edition book is also for sale. Both are available at Novel Ideas and at Talking Leaves Books.

Goal 6:
Streamline workflows and promote system-wide opportunities for improving internal operations

Staff Development and Community Involvement

We're finally Floating! All B&ECPL audiobooks became part of a "Floating Collection" on September 28th. Upon discharge, audiobooks no longer go In Transit to be returned to an 'owning' library. Instead, the items are immediately "available" and get shelved at the most recent discharge location. Benefits include a fresher collection (no longer is browsing selection limited to those items purchased by a single library), maximized collection use (items are immediately available for check-out and no longer spend time in delivery boxes In Transit among libraries), and the cost savings associated with the elimination of the need to ship and sort these items. Special thanks go to Technical Services and Technology Support Manager **Maureen McLaughlin** for the background analysis, flowcharting and collection conversion that was required for the implementation. In addition, **Johnny Hsu** was instrumental conducting Sirsi WorkFlows database maintenance to facilitate the collection conversion. Approximately 70,000 copies were converted with the combination of manual and automated processes.

The Processing Department has shown a steady increase in materials handling through the third quarter of 2010. The 176,289 new items that have been processed represents a 4.25% increase over the same time period in 2009. Of that number, book processing increased 1% while media processing accounted for a 7.33% increase. There was also a significant increase in the number of items repaired (10,633) which is 38% higher through September 2009. Department supervisor **Tom Carloni** has been instrumental in facilitating streamlined procedures and reporting methodologies.

Information Services Librarian **Angela Pierpaoli** effected change in the Computer Reservation system in Envisionware by suggesting we use "1st Floor" and "2nd Floor" as locations rather than "HSS" and "BST". In addition, she suggested all express workstations in the building be available for booking no matter which floor patrons are on when reserving a computer.

The Development & Communications Office is actively participating in various civic engagement and promotional activities centered on the Library System's "Re-Imagining" initiative. Working with team members from Architectural Resources, the Public Affairs Manager, Graphics staff, and the Webmaster are developing a website presence for the initiative as well as a publicity plan for the community meetings and focus groups that comprise part of the project.

The B&ECPL continues to maintain an active presence on both Facebook and Twitter. The Central Library Facebook page has 2,095 fans and the Twitter site has 1,397 followers. September posts included information about Library events (especially NPR Science Friday host Ira Flatow and renowned Twain scholar Dr. Robert Hirst), as well promotion for the brand new downloadable music service provided through Freegal. Some interactions with our Facebook fans included:



Michael Cardus: [Christine Cardus](#) and I are going to [Buffalo & Erie County Public Library - Central Library](#) to hear [Ira Flatow](#) speak about Creativity...anyone else going to be there, be on the look out for us.



Tom Johnston: I have to work on Sat & will miss the Mark Twain lecture. Will it be broad - pod cast anywhere?

[Buffalo & Erie County Public Library - Central Library](#): Great question Tom! And the answer is...YES. We will record the presentation and make it available as a Podcast. Stay tuned! We should have it posted to the Library's web site next week and we'll also make it available here on our Facebook Page.



[Tom Johnston](#): Thanks! Hope this can be a trend for similar events!

@buffalolibrary, our System Twitter page also generated great Follower interaction.

Tweets mentioning the B&ECPL included:



[bschu1022](#) Best discovery of the week? Online, at-home access to Consumer Reports thanks to [@buffalolibrary](#) !



[AphroditicLens](#) Ira Flatow of [@scifri](#) will be at [@buffalolibrary](#) TODAY at 2:00! SO EXCITED! [#drool](#) [#giddy](#) [11:22 AM Sep 11th](#) via web



[radedneko](#) The central branch has an amazing Mark Twain collection, so follow [@buffalolibrary](#) ! [#followlibraryday](#)



[hughesv](#) Happy National Coffee Day! Thanks @[buffalolibrary](#) for letting me know. [Although I celebrate it just about every day ;)]

In addition to the 8 public technology classes that were conducted in the Central Library Training Lab, 4 staff classes were held with a total of 24 B&ECPL staff members trained.

"Camp Cupcake: A Technical Services Re-treat" was held on September 2nd. The gathering of staff from the Technical Services Departments provided the opportunity to examine duties, time and money saving initiatives, and budget crisis solutions, all against the backdrop of a good old fashioned bake-off! Several staff members participated in the cupcake contest (complete with prizes and guest judges B&ECPL Administrators **Bridget Quinn-Carey**, **Ken Stone** and **Mary Jean Jakubowski**). Activities focused on idea sharing, staff development and streamlining Technical Services processes and procedures. Some staff suggestions for departmental improvements have already been implemented, with many others currently under review.

Technical Services Manager **Jennifer Childs** attended 2 meetings of the Public Library Administrator's Program (PLACP) participants. The first meeting was on September 7th with the Director **Bridget Quinn-Carey** and Deputy Director/Chief Development & Communications Officer **Stanton Hudson**. The second meeting was a follow-up to our meeting on the 7th to focus and prioritize fundraising suggestions and prepare a proposal to present to the Director.

Maureen McLaughlin traveled to the Ellicottville Public Library on September 10th to attend a meeting of the WNYLRC Regional Advisory Committee (RAC).

Jennifer Childs, **Pat Covley**, **Claudia Yates**, **Kathy Smith**, **Kathy Goodrich** and **Ann Kling** attended a centralized collection development meeting with Brodart representatives on September 21st. Various options and services were discussed to help streamline the collection development process.

Library Associates **Diane Doster** and **Cindy Zubler** attended a WNYLA meeting on September 22nd.

All librarians in the Technical Services Division attended *Using Web 2.0 Applications in Technical Services* on September 22nd. This ALCTS-sponsored webinar focused on using wikis, blogs, instant messaging, and other Web 2.0 tools to streamline processes and improve communication.

Several members of the B&ECPL staff participated in a daylong online conference "eBooks, eReaders & Libraries" sponsored by the South Central Regional Library Council. The series of programs featured keynote speaker Tom Peters discussing "The Future of Portable eReading." Other sessions included "eReaders and the Public Library" and "Bringing eBook Readers to our Patrons," all timely topics. All presentations covered current trends, practices and challenges associated with libraries lending eReaders. The online training was a very cost effective way to share information and provide professional education via a computer. Information Technology Support staff including **Carol Batt, Maureen McLaughlin, Jennifer Childs, Kelly Donovan, Thomas Carloni** and **Sara Taylor** attended the sessions.

Kathy Smith visited the Dudley, Lancaster, Concord, Audubon and Clearfield Libraries. She met with the directors/managers of the respective libraries to discuss streamlining the gathering of statistics for the New York State Report.

Librarian **Kathy Goodrich** gave a presentation on early literacy and children's books to 31 students in the Children's Literature class, Erie Community College on September 7th.

Librarian **Hadeen Stokes** demonstrated use of the Resource of the Month, *Consumer Reports* at the Managers/Directors meeting on September 8th. Library Associate **Christopher Wielgus** presented the newly modified library card applications.

On September 9th, Niagara Branch Librarian **Brian Hoth** began his monthly visit to CAO Head Start (Ferry Center). Brian read stories to 7 preschool classes of 120 children and adults. Rather than going to each class, the facility created a library and the classes came to him. Brian also added 2 more classroom collections for a total of 4. The response has been very positive with teachers who couldn't take advantage of this worthwhile program last year. Brian also promoted Family Place, dropping off flyers for both the Niagara Branch and Central Library. Institutions and Programming Coordinator **Dan Caufield** accompanied him.

On September 10th, **Brian Hoth** visited Holy Cross Head Start to meet with teachers and promote classroom collections for upcoming outreach programming. Brian also spoke with Jennifer Yantz, Education Coordinator, whose goal is for all 7 classes to have a classroom collection.

Information Services Manager **Dorinda Darden** attended the *Financial Literacy Workshop* conducted by the Buffalo Urban League at the Clement Hodge Community Center on September 13th. Dorinda gave an overview of the Library's programs and services and promoted the *Big Read*.

On September 13th, **Brian Hoth** made his first monthly visit of the school year to CAO Head Start at The Old First Ward Community Center. Brian read to 33 prekindergarten children and their teachers about dinosaurs. He and the children sang songs and stomped around like dinosaurs. Afterwards, they made a dinosaur craft.

Central Library Manager **Nancy Mueller** attended the Erie County Records Commission meeting on September 15th in County Hall. Nancy is the Records Management Officer for the Library. She was given the assignment to meet with the Town of Cheektowaga's Records Manager Marie Bolognese at the old North Cheektowaga Library which is now the town's records storage site. Nancy will meet with Marie to investigate the site to see if any of the space can possibly be used for a new WNY Regional Genealogy Center.

E-Branch Manager **Tim Galvin** attended a Resource Sharing Committee meeting at WNYLRC on September 15th. Along with Cindy Bertuca of U.B., he presented some of the highlights of our recent Purchase on Demand program which was funded by a coordinated collection development aid (CCDA) grant administered by WNYLRC and funded by New York State.

Librarian **Kasey Mack** attended the WNY Book Arts workshop at Buffalo State College on September 18th.

Kathy Goodrich and **Jamie Smith** represented the Library System at Mayor Byron Brown's Summer Reading Challenge Awards Celebration on September 18th. They staffed an informational table promoting library services, *Battle of the Books* and the Library's website.

On September 21st, Librarian **Kerra Alessi** attended the Riverside Business Association meeting at the Riverside Branch Library.

During the week of September 27th, 32 B&ECPL staff attended *Overdrive Patron Assistance Training* webinars. This will enable staff to better assist patrons having difficulty downloading eBooks, audiobooks and video.

On September 29th, **Angela Pierpaoli**, **Hadeen Stokes** and **Pat Covley** participated in a Gale Usage Website web conference. They learned about obtaining statistics about patron usage of the Gale Databases.

On September 29th, **Dan Caufield** and **Kara Stock** attended a webinar titled *mySkills, myFuture: a New Tool for Job Seekers*. The webinar covered a new, free online tool developed by the Federal Department of Labor.

Director **Bridget Quinn-Carey** spoke to approximately 240 employees from throughout the B&ECPLS on Staff Day, September 22nd. Following her presentation outlining 2011 budget issues and challenges, employees gathered in small groups to identify customer needs and priorities, and contribute suggestions for future cost-saving strategies. Librarians serving as facilitators for the "brainstorming" breakout sessions were: **Dan Caufield, Meg Cheman, Jennifer Childs, Pat Covley, Kelly Donovan, Peggy Errington, Kathy Goodrich, Nancy Mueller and Linda Rizzo.**

The Development & Communications Office's Public Affairs Manager made a presentation on the role of communications in the B&ECPLS at the September 8th Managers & Directors meeting. Plans call for the Public Affairs Manager to visit all libraries before year's end. The Deputy Director/Chief Development & Communications Officer will join her as often as possible.

Working with Public Affairs Manager **Joy Testa Cinquino** and Assistant Deputy Director for Human Resources **Doreen Woods, Meg Cheman** developed and coordinated job and career information for B&ECPL staff. *Resources at Your Fingertips*, with information about jobs, finances and health, will be available to all staff through multiple avenues – staff Intranet, Ning and print.

Carol Pijacki attended the *Booklist* webinar *Romance Novels*.

Rob Alessi attended *To Preserve and Protect: Security Solutions for NY's Historical Records*, an all day workshop at Erie 1 BOCES in West Seneca sponsored by the New York State Archives.

Tom Carloni, Rob Alessi and **Amy Vilz** attended a hands-on workshop on papermaking sponsored by the Western New York Library Resources Council (WNYLRC) Preservation Committee.

Rhonda **Konig** and **Carol Pijacki** attended the *Designing Customized Library Services: Book a Librarian and BookMatch* webinar.

Suzanne Colligan edited several articles for the forthcoming issue from the *Journal of Library Innovation* which is published by WNYLRC.

Carol Pijacki attended the BPOvations presentation *Literary Legends in Music* by Maestro Paul Ferington.

Carol Pijacki and **Sue Cutrona** attended the *Imagining Buffalo in the 21st Century Lunchtime Series* lecture on Buffalo Architecture and History.

Goal 7:
Enhance Technology Infrastructure

Following another unsuccessful attempt at a Sirsi Symphony 3.3.1 upgrade Labor Day weekend, SirsiDynix Systems and Upgrade staff have been working with B&ECPL Technical Support Services Specialist **Johnny Hsu** to recreate the failure conditions. A successful test upgrade was completed and a new migration plan has been formulated as a result of this testing and review. Another upgrade attempt is targeted for Columbus Day. SirsiDynix manages the Library's operations software and the upgrade will provide feature enhancements and the platform to migrate to a replacement catalog.

RFID tagging and encoding processes have been expanded. Materials in the Children's Room have been converted and efforts are now dedicated in the Popular Materials Department. Conversion training was conducted by Project Coordinator **Kelly Donovan** at the East Aurora and Orchard Park Libraries. Technical Services Departments are now tagging and encoding media for all B&ECPL libraries. The *RFID Training & Encoding Manual* has been posted to the Intranet and Ning to facilitate staff instruction. The implementation timeline is on schedule with 'go live' dates for the Clearfield and Eggertsville-Snyder Libraries in November 2010.

Technology Administrator **Toni Naumovski** planned and implemented the migration of all existing staff documents data, also known as "shared drives", to the new server hardware. The segmental migration of data and security settings took place over several days, with no disruption to staff's accessibility to saved documents. The new server provides 19 times increase of storage space available for staff at much greater accessibility speeds. It also provides a quick and very useful tool to view back previous versions of documents and restore them instantly when necessary. The old server was dated, performing very slowly and was running out of available disk space.

The set up and configuration of 2 Dell Netbooks was completed by the Information Technology team. These compact hand-held PCs will be used by public service staff to provide roving and more immediate reference services at the Central Library. The Netbooks will be ready for reference staff in early October.

The Information Technology team has assisted Julia Boyer Reinstein Library Director **Salvatore Bordonaro** with determining the hardware and software solutions for the upcoming PCC (Public Computer Center) funded with BTOP (Broadband Technology Opportunities Program) grants. The team will start ordering the computer related equipment in October.

Carol Batt and Technology Support Manager **Kelly Donovan** participated in a conference call September 21st with Information Technology Manager Erica Reynolds

and other members of the Johnson County Library (Kansas) staff to discuss RFID implementation and collection management. Carol and Kelly were able to share information ranging from the exhaustive RFP and vendor review, the equipment selection and implementation process, along with training and ongoing evaluation to help insure maximum efficiencies that RFID and self check-out can provide.

LIST of VISITS and MEETINGS ATTENDED by BRIDGET QUINN-CAREY
September 11, 2010 - October 15, 2010

SEPTEMBER

- 11 Ira Flatow event - Central Library
- 13 ACT Board meeting - Lancaster Public Library
- 13 North Buffalo Library Planning Committee meeting
- 14 Downtown Library Noon Hour Lecture Series - State of the Library Address
- 14 United Way Board meeting
- 15 Hispanic Heritage Month Kickoff
- 15 B&ECPL Building Oversight Committee meeting
- 15 Library building tour and Meet & Greet with Architectural Resources Team
- 16 B&ECPL Board of Trustees meeting - Central Library
- 17 Meeting with Barbara Malyak
- 20 Meeting with Anne Leary, B&ECPL Trustee, and programming representatives
- 20 2011 Planning meeting with Grand Island Memorial Library
- 21 2011 Planning meeting with Boston Free Library
- 21 B&ECPL Development Committee meeting
- 21 2011 Planning meeting with Hamburg Public Library
- 22 B&ECPL Staff Workshop
- 22 B&ECPL Budget & Finance Committee meeting
- 23 Photo shoot/Twain with *The Buffalo News*
- 23 *Big Read* Kickoff
- 23 Opening reception for Twain Exhibit at the Morgan Library - New York City
- 25 Twain Scholar Dr. Robert Hirst event - Central Library
- 27 2011 Planning meeting with West Seneca Public Library
- 27 2011 Planning meeting with Cheektowaga Public Library
- 27 Trustee Orientation - Julia Boyer Reinstein Library
- 28 2011 Planning meeting with Aurora Town Public Library
- 28 Celebrity Reader at *Read Out* - Canisius College Library
- 28 Buffalo & Erie County Historical Society Board meeting
- 29 UB President John Simpson's Annual Address
- 29 2011 Planning meeting with Amherst Public Library
- 29 City of Tonawanda Public Library Foyer Dedication
- 30 WYRK radio interview
- 30 Just Buffalo's 25th Anniversary event

30 Project Flight's "Booktoberfest" event

OCTOBER

- 1 2011 Planning meeting with North Collins Public Library
- 1 2011 Planning meeting with Town of Tonawanda Public Library
- 1 NYLA Mixer - Central Library
- 2 Guest on Channel 4's "By the People" talk show
- 4 2011 Planning meeting with Orchard Park Public Library
- 4 2011 Planning meeting with Elma Public Library
- 4 2011 Planning meeting with Marilla Free Library
- 4 2011 Planning meeting with Ewell Free Library (Alden)
- 5 2011 Planning meeting with Lancaster Public Library
- 5 2011 Planning meeting with City of Tonawanda Public Library
- 5 Meeting with Victor Rice, President Library Foundation of Buffalo & Erie County
- 5 Meeting with Peter Dow, Chair Canal Side Cultural Steering Committee
- 6 Staff Forum: Q&A with the Library Director - Central Library
- 6 B&ECPL Development Committee meeting
- 6 Meeting with George DeTitta and B&ECPL Vice Chair Jack Connors
- 6 WNYLRC 44th Annual Meeting of the Membership
- 7 2011 Planning meeting with Clarence Public Library
- 7 Buffalo & Erie County Historical Society Red Jacket Opening
- 8 Family Place meeting
- 8 2011 Planning meeting with Angola Public Library
- 8 2011 Planning meeting with Collins Public Library
- 8 2011 Planning meeting with Eden Library
- 13 Meeting with Roseanne Butler-Smith, Director Amherst Public Library
- 13 Interview with Charity Vogel, *The Buffalo News*
- 13 Leadership Buffalo Arts, Culture & Tourism Day event
- 13 Lunch meeting with Dr. Paul Wietig, Amherst Public Library Board of Trustees
- 13 Parent Network Award Banquet - Millennium Hotel
- 14 2011 Planning meeting with Lackawanna Public Library
- 14 2011 Planning meeting with Newstead Public Library (Akron)
- 14 B&ECPL Executive Committee meeting
- 14 B&ECPL Planning Committee meeting
- 15 Photos with *The Buffalo News*
- 15 Meeting with Helene Kramer, Executive Director Good Schools For All

Agenda Item G - Public Comment. Ms. Thomas began public comment stating any person will be allowed three (3) minutes to address the Board. No action or discussion shall be taken on any item presented at this time. If you would like to propose a question and request a response, your request must be in writing and will be referred to the Library staff at a later day. You may leave written comments this evening or send

by mail or e-mail to the library. Anyone wishing to comment must be recognized by the Board Chair prior to comment. The Board requests that anyone speaking write their name on the provided Public Speaker Sign-in Sheet and state their name for the record.

The following six individuals spoke in opposition of cuts in Library hours and/or the current plan being proposed:

ElizaBeth Berry, President - Save Our Libraries Coalition

Thomas J. Morrissey, B&ECPL retiree

Sue Alessi, President - Town of North Collins Public Library Board of Trustees

Michael Kearns, South District Buffalo Common Council Member

John S. Klukowski, Sr.

Diane Blaser, President of WNY Genealogy Society

Council Member Kearns handed out to trustees a copy of a resolution filed that day resolving the Common Council condemns the ill conceived county budget cuts to the Buffalo and Erie County Library System, further resolving that the Erie County Legislature show true leadership by restoring the \$4 million in cuts meted out by the Erie County Executive in its final budget approval signed by Council Members David A. Franczak, Michael J. Locurto and Michael P. Kearns.

Ms. Thomas thanked everyone for attending the meeting as well as those who spoke. She acknowledged the things they have said have been discussed by the Board and they sympathize. As residents of Erie County, everyone is suffering. The Board is trying to maintain the Library though these cuts and grow in a fashion that is beneficial to everyone. She hopes they will continue to advocate for libraries.

Agenda Item H - Unfinished Business. No unfinished business.

Agenda Item I - New Business.

Agenda Item I.1 - Amend 403(b) Plan Document. Mr. Stone noted this resolution would amend the Library's current 403(b) plan document to bring it into compliance with the Heroes Earnings Assistance and Relief Tax Act of 2008. It does not have an immediate implication to the present frozen plan but it is a required technical amendment to remain in compliance with the law. Mr. Gist moved for approval, Ms. Horton seconded. Approval was unanimous.

RESOLUTION 2010-37

WHEREAS, pursuant to the Library's labor contract with the Librarians Association, employees had been eligible to participate in a tax sheltered retirement plan under Section 403(b) of the Internal Revenue Code, and

WHEREAS, the contract further provided that: 1) all respective costs under such a plan are the direct obligation, through payroll deduction, of participating librarians; and 2) the implementation and continuation of such program is contingent upon there being no additional cost, direct or indirect to the Library, over and above that normally attributable to other payroll deductions currently provided to the bargaining unit herein, and

WHEREAS, as of January 1, 2009, new Internal Revenue Service (IRS) regulations implementing major changes affecting the administration of 403(b) tax deferred compensation plans went into effect, and

WHEREAS, to address these changes, the Library researched options and contracted for specialized expert legal consultation regarding 403(b) and 457(b) plan administration, and

WHEREAS, as a result of this review, the Library Board on December 18, 2008 adopted Resolution 2008-60, which directed that all contributions to the 403(b) plan be discontinued effective December 31, 2008 which in effect froze the plan, and

WHEREAS, on December 17, 2009 the Library Board adopted Resolution 2009-54 formally adopting a plan document which continued the frozen status of the plan, and

WHEREAS, even a frozen plan must be periodically reviewed and adjusted to remain in compliance with the law, and

WHEREAS, the Heroes Earnings Assistance and Relief Tax Act of 2008 (the "HEART Act") requires changes to Internal Revenue Code Section 403(b) plans regarding qualified military service, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library adopts the attached AMENDMENT TO THE BUFFALO AND ERIE COUNTY PUBLIC LIBRARY CODE SECTION 403(B) PLAN, effective immediately, and be it further

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library authorizes the Library Director to execute the necessary documents and notices to implement this action.

Minutes of the Board of Trustees

Page 30

There being no further business, on motion by Ms. Summer, seconded by Ms. Leary, the meeting was adjourned at approximately 5:10 p.m.

Respectfully submitted,

Frank Gist
Secretary