

MINUTES
REGULAR MEETING OF THE
BUFFALO & ERIE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES
April 21, 2022

The regular monthly meeting of the Board of Trustees of the Buffalo & Erie County Public Library was held on Thursday, April 21, 2022, at the Central Library and remotely via Zoom pursuant to due notice to trustees. Per Chapter 417 of the Laws of 2021, which modifies Open Meetings Law through the end of the declared COVID-19 state disaster emergency, trustees attending remotely were counted for quorum and voting. The following members were present; those designated with an asterisk (*) attended the meeting remotely:

Kimberly Johnson, Chair
Carima El-Behairy, Vice Chair
Alan J. Bedenko, Esq., Treasurer*
Michael Amodeo, Esq.*
Sheldon M. Berlow*
Kathleen Berens Bucki, MLS
Lucy A. Candelario*
John D. Craik
Frank Gist
Theodore K. Johnson*
Sharon M. Kelly, Esq.
Elaine M. Panty
Christopher Sasiadek, Esq.

Chair Kimberly Johnson called the meeting to order at 4:00 p.m. A call of the roll was taken. A quorum was present.

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

Trustee Craik joined the meeting at 4:01 p.m.

Agenda Item C – Minutes of the Meeting of March 17, 2022. On motion by Trustee Berlow, seconded by Trustee Sasiadek, the Minutes were unanimously approved as mailed.

Agenda Item D – Report of the Chair.

Chair Johnson welcomed Library Director John Spears to his first meeting.

She announced there would be a press conference immediately following the Board meeting regarding the fine free initiative, and all trustees were invited to attend.

Finally, Chair Johnson invited all trustees to an author talk she will be hosting at the Frank E. Merriweather, Jr. Branch Library on April 30 for her sister's book, *Friendship Matters*, which is centered in Buffalo.

Agenda Item E – Committee Reports.

Agenda Item E.1 – Executive Committee. The Executive Committee met on April 13, 2022. A copy of the written report was included in the Board packet. Trustee El-Behairy summarized the meeting. Trustee Panty moved to have the written report entered into the Minutes, with an amendment to correct a typo. Trustee Kelly made a second, and this was approved unanimously.

Present: Executive Committee Chair Kimberly Johnson, Vice Chair Carima El-Behairy, members Sheldon Berlow* and Frank Housh*, and ex-officio member Kathleen Berens Bucki*. Also present were Director John Spears, Chief Operating Officer Jeannine Doyle*, Chief Financial Officer Ken Stone*, and Assistant to the Director Erin Vest. Those designated with an asterisk (*) attended the meeting remotely, as permitted by Chapter 417 of the Laws of 2021.

The meeting of the Executive Committee began at 4:03 p.m. After a call of the roll, it was noted that a quorum was present.

The Executive Committee reviewed the proposed agenda for the April 21, 2022 B&ECPL Board of Trustees meeting.

For her report, Chair Johnson announced that she would be hosting an author talk at the Frank E. Merriweather, Jr. Branch Library on April 30 to promote her sister's book, *Friendship Matters*. She also reported she had a productive meeting with Odessa Hunter, the patron who has spoken during public comment at recent Board meetings.

Trustee El-Behairy noted an addition would need to be made to the agenda to include a brief report from the Library Foundation to promote a reception on May 3. This was incorporated.

CFO Stone reviewed proposed Budget & Finance items. This month, the Board will be reviewing annual reports required to be submitted to the New York State Library's Division of Library Development. These reports summarize activities and statistics for 2021. CFO Stone also reported Erie County Legislator John Mills had included \$2,000 each in special aid for the seven libraries in his district in the Erie County 2022 budget. The B&ECPL received the money in February, and Resolution 2022-11 would recognize the allocation and allow the B&ECPL to distribute the funds to the applicable libraries. Resolution 2022-12 contains the budget line adjustments to

implement the fine free initiative. CFO Stone reported the recently passed 2022-2023 NYS Budget included a 5.8% increase in operating aid to libraries. The B&ECPL had budgeted for no increase, and these extra funds would be used to offset the cost of the fine free initiative. The resolution will also include increases in allocations to contracting libraries to ensure they have adequate funds to cover local expenses with the loss in local fine revenue. With these adjustments, the B&ECPL would only need to use \$5,460 in fund balance to implement the change for 2022. CFO Stone noted the B&ECPL would use the 2023 budget process to make more permanent changes going forward. Finally, CFO Stone noted there would be no monthly financial report in April, as Erie County had not finalized the records.

COO Doyle reported on behalf of the Policy Committee. She noted changes had been made to the Facility Use Policy, especially regarding current health and safety procedures. The Rules of Conduct were amended to include clarification that suspension of library privileges may include removal from library property. The Rules of Conduct were reviewed because reference to them is being added to the Open Meetings Law Policy, as per discussion at the March Board of Trustees meeting. Finally, the Circulation Policy has undergone major amendments to reflect changes related to the fine free initiative. All reference to fines/fees that will no longer be collected have been removed, and language has been updated throughout regarding services and products that still include a charge. Other updates were also made during the review, including removing reference to adult eCards, which no longer exist following the implementation of online registration for traditional library cards. Trustee Housh expressed his support of the fine free initiative, noting it was well done and timely.

For his report, Director Spears thanked System Administration for their welcome and support over his first few days. He also recognized COO Doyle for providing onboarding and guidance over the past couple months. So far this week, he met individually with members of administration, received a tour of the Central Library, had a productive meeting with NYS Senator Sean Ryan, attended a PULISDO meeting, and attended a Managers-Directors Meeting.

For the ACT report, COO Doyle stated she has been working with Dick Earne to plan the ACT Meeting being held on May 7. ADD Dorinda Darden has been assisting as well. Breakfast and lunch will be provided. A message will be sent to the System Board once the agenda is finalized.

Chair Johnson noted the Contracting Library Liaison Report agenda item. This will be an opportunity for System Board members to provide reports on their assigned libraries. Director Spears noted he had hoped to attend Board meetings at all contracting libraries this year and had been informed Chair Johnson and Trustee El-Behairy were planning to do the same. They agreed to coordinate their tours.

With no further business to discuss, the Executive Committee meeting adjourned at 4:28 p.m. on a motion by Trustee El-Behairy and a second by Trustee Berlow.

Agenda Item E.2 – Budget and Finance Committee.

Agenda Item E.2.a – Approve New York State Annual Reports. Chief Financial Officer Ken Stone explained Resolution 2022-10 as presented. Trustee Gist moved for approval, Trustee Panty seconded, and the following was approved unanimously.

RESOLUTION 2022-10

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

WHEREAS, in order to maintain the Buffalo & Erie County Public Library's charter as well as qualify for State Aid funds, the B&ECPL must file reports annually with New York State Library's Division of Library Development summarizing achievements, activity and financial performance, and

WHEREAS, the B&ECPL files both a Public Library Report and a Library System Report, while each contract library also files a Public Library Report, now therefore be it

RESOLVED, the B&ECPL Board of Trustees assures the B&ECPL "*Annual Report for Public and Association Libraries – 2021*" has been reviewed and accepted and assures the Library operated under its approved Plan of Service in accordance with the provisions of Education Law and the Regulations of the Commissioner, and be it further

RESOLVED, the B&ECPL Board of Trustees assures the "*Annual Report for Library Systems – 2021*" has been reviewed and accepted and assures the Library System operated under its approved Plan of Service in accordance with the provisions of Education Law and the Regulations of the Commissioner, and be it finally

RESOLVED, the B&ECPL Board of Trustees assures the B&ECPL System will be operating under its approved Plan of Service in accordance with the provisions of Education Law and the Regulations of the Commissioner and assures the "*Budget Summary*" has been reviewed and accepted.

Agenda Item E.2.b – Amend 2022 Budget: Erie County Grant in Aid. CFO Stone presented Resolution 2022-11. Trustee Candelario moved for approval, Trustee Berlow seconded, and the following was approved unanimously.

RESOLUTION 2022-11

WHEREAS, in February, the Buffalo & Erie County Public Library received \$14,000 of special Erie County Legislature Grant-in-Aid sponsored by Erie County Legislator John Mills and included in the County’s 2022 Adopted Budget to support the seven libraries located within his district, and

WHEREAS, the allocation provides \$2,000 each to the Angola, Boston, Collins, Concord, Eden, North Collins, and Orchard Park libraries, now therefore be it

RESOLVED, that the Board of Trustees of the B&ECPL gratefully accepts the award of \$14,000 in County Legislature Aid, and be it further

RESOLVED, that the Board of Trustees of the B&ECPL approves the following amendment to the 2022 Operating Budget, increasing revenues and expenses as follows:

2022 Operating Budget		SAP Commitment Item #	
Revenue and Expense Increase		Revenue #466000	Expense # 516010
		App. Fund Balance	Contractual Payments
Library	Cost Center	Amount	Amount
Angola Public Library	4204015	\$ 2,000	\$ 2,000
Boston Free Library	4204020	\$ 2,000	\$ 2,000
Town of Collins Public Library	4204030	\$ 2,000	\$ 2,000
Hulbert Library of the Town of Concord	4204035	\$ 2,000	\$ 2,000
Eden Library	4204040	\$ 2,000	\$ 2,000
North Collins Public Library	4204070	\$ 2,000	\$ 2,000
Orchard Park Public Library	4204075	<u>\$ 2,000</u>	<u>\$ 2,000</u>
Total		\$ 14,000	\$ 14,000

RESOLVED, that the Board of Trustees of the B&ECPL authorizes the above contracting libraries to retain these funds until such time as they can be used for purposes consistent with any sponsor designation, and be it further

RESOLVED, that the above libraries are authorized to transfer these funds to other expense accounts within their budget based upon the final determined use, and be it finally

RESOLVED, that a copy of this Resolution and a revised Exhibit A be transmitted to the above cited contracting libraries.

Agenda Item E.2.c – Amend 2022 Budget: Implementing Fine Free Initiative. CFO Stone introduced Resolution 2022-12. He noted the recently adopted New York State 2022-23 Budget included a 5.8% increase to library operating aid; the B&ECPL had budgeted for no increase. After applying those additional funds to offset the decrease in fine revenue,

the Library would only need to allocate an additional \$5,460 in use of fund balance to implement the fine free initiative in the 2022 budget. He noted the resolution would also allocate funds to contracting libraries to account for their loss of local fine revenue. Trustee Gist asked if the Library keeps an accurate accounting of materials that are not returned. CFO Stone confirmed they did. Trustee Bucki asked about the potential impact of loss of fine revenue on staffing of the Williamsville Branch of the Amherst Public Library. CFO Stone explained local fine revenue has been used to offset local costs such as minor repairs, garbage collection, etc. but has not been used for operating costs such as salaries. The B&ECPL has also allocated funds to make the contracting libraries whole for the loss of revenue. Following this discussion, Trustee Craik moved for approval, Trustee Panty seconded, and the following was approved unanimously.

RESOLUTION 2022-12

WHEREAS, budgetary allocations from Erie County and New York State to the Buffalo & Erie County Public Library constitute well over 90% of the financial resources supporting library operations, and

WHEREAS, revenue from late fine-related charges constitute less than 1 percent of 2022 budgeted operating revenue and in recent years has diminished with the shift to electronic materials compounded by the COVID-19 pandemic, and

WHEREAS, the recently adopted NY State 2022-23 budget includes increased operating aid for public libraries that will yield \$127,644 above the Library’s 2022 Adopted Budget, and

WHEREAS, the Library desires to implement a fine free initiative to provide better and more equitable service to our patrons, and

WHEREAS, implementing this initiative requires adjustments to the system operating budget revenues and contractual payments to the contracting libraries, now, therefore be it

RESOLVED that the Board of Trustees of the B&ECPL approves adjusting the 2022 Operating Budget, including revenue from and allocations to contracting libraries, as shown below:

2022 OPERATING BUDGET CHANGES

	SAP Account Number	2022 Current Budget	Increase/ (Decrease)	2022 Revised
Revenue:				
NYS Aid for Library Systems	#408140	\$1,911,437	\$111,117	\$2,022,554
NYS Aid to Member Libraries	#408150	\$282,849	\$16,527	\$299,376
Library Charges - Fines	#419000	\$130,202	(\$86,475)	\$43,727
Refunds - Contract Library	#419010	\$35,967	(\$28,249)	\$7,718

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Use of Fund Balance	#402190	\$1,948,642	\$5,460	\$1,954,102
Net Change in Revenue			<u>\$18,380</u>	
Expense				
Contractual Payments	#516010			
EWELL (ALDEN) FREE LIB.		\$7,530	\$387	\$7,917
ANGOLA PUBLIC LIBRARY		\$0	\$250	\$250
AURORA TOWN PUBLIC LIB.		\$0	\$1,038	\$1,038
BOSTON FREE LIBRARY		\$7,045	\$338	\$7,383
CHEEKTOWAGA PUBLIC LIB.		\$10,350	\$3,592	\$13,942
CLARENCE PUBLIC LIBRARY		\$950	\$2,675	\$3,625
TOWN OF COLLINS PUBLIC LIB.		\$3,515	\$826	\$4,341
CONCORD PUBLIC LIBRARY		\$3,070	\$488	\$3,558
EDEN LIBRARY		\$5,195	\$723	\$5,918
ELMA PUBLIC LIBRARY		\$2,085	\$917	\$3,002
GRAND ISLAND MEMORIAL LIB.		\$770	\$1,017	\$1,787
LACKAWANNA PUBLIC LIB.		\$18,370	\$552	\$18,922
MARILLA FREE LIBRARY		\$4,655	\$416	\$5,071
NEWSTEAD PUBLIC LIBRARY		\$7,180	\$754	\$7,934
NORTH COLLINS PUBLIC LIB.		\$5,770	\$89	\$5,859
ORCHARD PARK PUBLIC LIB.		\$5,425	\$3,480	\$8,905
WEST SENECA PUBLIC LIBRARY		\$0	\$838	\$838
Net Change in Expense			<u>\$18,380</u>	

Agenda Item E.3 – Policy Committee. The Policy Committee met on April 6, 2022. A copy of the written report was included in the Board packet. Trustee Panty summarized the meeting. Trustee Sasiadek moved to have the written report entered into the Minutes with an amendment to correct a grammatical mistake. Trustee Kelly made a second, and this was approved unanimously.

Present: Chair Elaine Panty and members Michael Amodeo*, Alan Bedenko*, and John Craik. Also present were Interim Director Jeannine Doyle*, Chief Financial Officer Ken Stone*, Assistant Deputy Director Joy Testa Cinquino, and Assistant to the Director Erin Vest. Those designated with an asterisk (*) attended the meeting remotely, as permitted by Chapter 417 of the Laws of 2021.

The meeting of the Policy Committee began at 4:02 p.m. A quorum was present.

The committee reviewed the *2022 Review Schedule for Board Adopted Policies*. No changes were made. On a motion by Trustee Craik, seconded by Trustee Amodeo, the schedule was approved unanimously.

CFO Stone indicated Library Administration had reviewed the Credit Card Policy and recommended no changes. On a motion by Trustee Bedenko, seconded by Trustee Amodeo, the committee unanimously agreed no changes to the policy were necessary at this time.

Chair Panty noted the Facility Use Policy included multiple amendments. Trustee Craik asked about the change in timeline for accommodation requests. Director Doyle indicated this was updated to be consistent with the Accessibility of Library Services Policy, which was adopted after the Facility Use Policy was last amended. Trustee Craik asked about determining room capacity. CFO Stone noted Erie County and the City of Buffalo set official occupancy limits for spaces in the Central Library and Buffalo branches respectively. ADD Testa Cinquino noted the resolution approving the policy usually includes a stipulation that administration can make changes to capacity as needed, as the numbers are subject to change and are non-substantive to the policy. Trustee Amodeo asked about the fee schedule for facility use. ADD Testa Cinquino noted this was included as part of the application and not listed in the policy. Fees are based on the organization's status (partner, non-profit, for-profit) and the intended use (whether an admission fee is charged, whether extra security is needed, etc.). Following discussion, Trustee Amodeo moved to have the amended Facility Use Policy brought to the full Board for approval. Trustee Bedenko made a second, and this was approved unanimously.

Director Doyle stated Library Administration had reviewed the Loan and External Exhibition of Rare and Unique Collections Policy and recommended no changes. On a motion by Trustee Bedenko, seconded by Trustee Amodeo, the committee unanimously agreed no changes to the policy were necessary at this time.

Director Doyle indicated the Rules of Conduct and Open Meetings Law Policy were both reviewed following the recommendation made at the March Board of Trustees Meeting. Following this review, a change was made to the Rules of Conduct to clarify suspension of library privileges may include removal from library property. Trustee Bedenko made a suggestion to update the proposed new language for clarity, and this was incorporated. Trustee Craik asked about the procedure for removing patrons from the library. Director Doyle indicated the most common instance is a patron being asked to leave for the day following a minor rule infraction. This deescalates the situation, but does not affect their borrower status. For repeated or severe violations, patrons may be officially barred from accessing the library. In that case, a letter is mailed or hand-delivered to the patron informing them of the suspension, as well as the procedures to appeal the decision. Following this explanation, Trustee Bedenko moved to have the amended Rules of Conduct brought to the full Board for approval. Trustee Craik made a second, and this was approved unanimously.

Director Doyle noted the Open Meetings Law Policy was amended to include reference to the Rules of Conduct. Trustee Bedenko moved to have the amended Open Meetings Law Policy brought to the full Board for approval. Trustee Amodeo seconded, and this was approved unanimously.

Finally, Director Doyle reviewed the amended Circulation Policy. Significant changes were made in order to reflect the fine free initiative. Other updates, such as reference to digital content and recommended changes from legal counsel were also incorporated. Following review, the sentence referencing NYS Education Law Section 265 was updated for clarity. An additional change was made to remove reference to charges for

replacement library cards, barcode labels, and RFID tags. Director Doyle noted there would be two resolutions at the upcoming Board meeting regarding the fine free initiative. A budget resolution would be considered before this policy resolution. Trustee Craik asked about the budgetary impact. CFO Stone noted \$176,000 had been budgeted for fine revenue for 2022, with about \$60,000 collected so far. The impact on the 2022 budget will be manageable. Administration is also actively pursuing options to increase recurring funding for 2023 and beyond. Director Doyle noted the larger number that may be touted in the press is the amount of past fines and fees that are being forgiven, which includes seven years of data. She noted while this number will be high, there was a slim chance of getting back any significant portion of that amount. Following discussion, Trustee Bedenko moved to have the amended Circulation Policy brought to the full Board for approval. Trustee Craik made a second, and this was approved unanimously.

With no further business, on a motion by Trustee Bedenko, seconded by Trustee Amodeo, the Policy Committee adjourned at 4:36 p.m.

Agenda Item E.3.a – Amend Facility Use Policy. Chief Operating Officer Jeannine Doyle presented Resolution 2022-13. Trustee Kelly moved for approval, Trustee Bucki seconded, and the following was approved unanimously.

RESOLUTION 2022-13

WHEREAS, the Buffalo & Erie County Public Library has a process for review of standing policies to ensure that they remain timely and effective, and

WHEREAS, the Policy Committee used this process to review and make recommendations which are reflected in the attached draft amended Facility Use Policy, which has been vetted by B&ECPL legal counsel, and

WHEREAS, recommended changes include language clarification, updates to reflect current circumstances and procedures, and updates to library names, now therefore be it

RESOLVED, that the Board of Trustees of the B&ECPL adopts the proposed revisions to the B&ECPL's Facility Use Policy to supersede and replace the prevailing policy last amended May 17, 2018, and be it further

RESOLVED, that this Resolution authorizes the Library Director to update meeting room capacity, ADA compliance, and space name information in *Section III. Library Contact Information* for the Central Library and Buffalo Branch libraries due to completion of construction/renovation projects or other relevant circumstances, and be it further

RESOLVED, that the B&ECPL Board of Trustees authorizes Library Administration to update various instruments and disseminate information needed to implement this policy, and be it finally

RESOLVED, that a copy of the approved Facility Use Policy be posted on the B&ECPL's website.

Agenda Item E.3.a – Amend Rules of Conduct. COO Doyle introduced Resolution 2022-14. Trustee Craik moved for approval, Trustee Kelly seconded, and the following was approved unanimously.

RESOLUTION 2022-14

WHEREAS, the Buffalo & Erie County Public Library Board of Trustees adopted Rules of Conduct on May 16, 2002, and the policy has been reviewed and amended periodically, most recently on May 16, 2019, and

WHEREAS, B&ECPL's System Administration has recommended changes to clarify that suspension of library privileges may include removal from library property, and

WHEREAS, these changes have been vetted by B&ECPL legal counsel, and

WHEREAS, the Policy Committee has reviewed and recommends the attached proposed amended Rules of Conduct for approval by the full Board, now therefore be it

RESOLVED, that the Board of Trustees of the B&ECPL adopts the proposed revisions to the B&ECPL's Rules of Conduct to supersede and replace the prevailing policy last amended May 16, 2019, and be it further

RESOLVED, that a copy of the approved Rules of Conduct be posted on the B&ECPL's website.

Agenda Item E.3.a – Amend Open Meetings Law Policy. COO Doyle introduced Resolution 2022-15. Trustee Craik moved for approval, Trustee Kelly seconded, and the following was approved unanimously.

RESOLUTION 2022-15

WHEREAS, the Buffalo & Erie County Public Library Board of Trustees adopted an Open Meetings Law Policy on May 20, 2021, which was amended on March 17, 2022, and

WHEREAS, at the direction of the B&ECPL Board of Trustees, B&ECPL's System Administration has recommended changes to add reference to the Rules of Conduct, and

WHEREAS, these changes have been vetted by B&ECPL legal counsel, and

WHEREAS, the Policy Committee recommends the attached proposed amended Open Meetings Law Policy for approval by the full Board, now therefore be it

RESOLVED, that the Board of Trustees of the B&ECPL adopts the proposed revisions to the B&ECPL's Open Meetings Law Policy to supersede and replace the prevailing policy last amended March 17, 2022, and be it further

RESOLVED, that a copy of the approved Open Meetings Law Policy be posted on the B&ECPL's website.

Agenda Item E.3.a – Amend Circulation Policy. COO Doyle presented Resolution 2022-16. Trustee Sasiadek moved for approval, Trustee Kelly seconded, and the following was approved unanimously.

RESOLUTION 2022-16

WHEREAS, the Buffalo & Erie County Public Library Board of Trustees adopted a Circulation Policy on January 18, 2001, and the policy has been reviewed and amended periodically, most recently on December 17, 2020, and

WHEREAS, B&ECPL's System Administration has recommended changes in order to reflect that library cardholders will no longer be charged overdue fines, hold fees, and unclaimed hold fees, as well as other minor changes and updates to language for clarity and consistency, and

WHEREAS, these changes have been vetted by B&ECPL legal counsel, and

WHEREAS, the Policy Committee recommends the attached proposed amended Circulation Policy for approval by the full Board, now therefore be it

RESOLVED, that the Board of Trustees of the B&ECPL adopts the proposed revisions of the Circulation Policy to supersede and replace the prevailing policy, last amended by the Board on December 17, 2020, and be it further

RESOLVED, that the amended Circulation Policy replace the existing policy in each Contract Library's annual agreement, Exhibit F, and be it finally

RESOLVED, that a copy of the approved Circulation Policy be distributed to all B&ECPL libraries, Contracting Library Directors, and Contracting Library Trustees as well as posted on the B&ECPL's website.

Agenda Item F – Report of the Director. Director Spears thanked the Board for the opportunity to serve as director. He thanked the administrative team for their welcome and support over his first couple weeks, and especially thanked COO Doyle for the onboarding she had provided over the past couple months to set him up for success.

Director Spears reported since his last report to the Executive Committee, he met with the group of Public Library System Directors from across New York State. He is scheduling a one-on-one meeting with the director of the Onondaga County Public Libraries, which has a set-up similar to the B&ECPL. He is also meeting with the Executive Director of the Western New York Library Resources Council next week, and is planning a meeting with the New York State Librarian.

Director Spears has had the opportunity to visit four Buffalo branches so far with Assistant Deputy Director Samantha Purpora: the Dudley, Frank E. Merriweather, Jr., North Park, and Elaine M. Panty Branches. He plans to visit the remaining four branches before the end of the week. Director Spears is also working with Chair Johnson and Vice Chair El-Behairy to plan visits to all of the contracting libraries. Finally, he plans to shadow for a few hours in each department at the Central Library in the upcoming weeks.

Trustee Gist asked if Director Spears was developing an understanding of the relationship between the System and the contracting libraries. Director Spears said he is starting to; CFO Stone has been tremendously helpful in this regard, especially as pertains to the budget. Director Spears noted he attended a System-wide Managers-Directors Meeting his first week and was able to meet some of the contracting library directors at that time.

The following report was submitted by the Chief Operating Officer and transmitted to Board members prior to the meeting:

B&ECPL Monthly Report March 2022

Community Collaborations – The Buffalo & Erie County Public Library has been an active partner in the Erie County Bicentennial for the past year, concluding in April. Our libraries were key distributors of the Heritage Passport that encouraged visiting many small and medium-sized history sites, assisted with promoting the many activities related to EC200, and created a resource guide to Erie County’s hundreds of historical markers. A new year-long collaboration with the Buffalo Olmsted Parks Conservancy has just been launched to commemorate Frederick Law Olmsted’s 200th birthday and his extensive design of parks in Buffalo. A display of his local park designs is touring among libraries and is currently on display at the Central Library. A recent collaborative project with Buffalo Toronto Public Media to promote the latest Ken Burns documentary on Benjamin Franklin featured a public preview of the film and lists of related books from the library’s collection.

Library2GO Van – The Library2GO Van made its official outreach debut in March. The vehicle will be used for visiting older adult living facilities, where materials are

brought inside locations. Users can get library cards, check out library materials, or even attend a library program.

Library Advocacy Day – New York Library Association’s Library Advocacy Day was held virtually on March 2. System staff and trustees, as well as contracting library staff and trustees, attended 12 different online meetings with members of Western New York’s Assembly and Senate delegations. The goal was to thank lawmakers, give an overview of the Library’s successes over the past year, and encourage an increase to Library Operating Aid and State Aid for Library Construction in the proposed 2022-2023 New York State Budget.

Love Your Library Month – Erie County Legislator Lisa Chimera unveiled a “Love Your Library Month” proclamation at the March 17 meeting of the Erie County Legislature. System Board Chair **Kimberly Johnson** and Administrators **Jeannine Doyle, Ken Stone, Dorinda Darden, Joy Testa Cinquino, and Samantha Purpora** attended the session.

Mark Twain and Niagara Falls – Rare Book and Map Librarian **Charles Alaimo** set up a new display in the Mark Twain Room, *Mark Twain and Niagara Falls*. This display highlights the first appearances of Twain’s writings about Niagara Falls after visiting them in August of 1869 when he moved to Buffalo to join the *Buffalo Express*. Other items on display include guidebooks and a unique souvenir from the same time period. The display will be up through the end of the year.

The 1950 Census is Here! – Genealogists everywhere are celebrating the release of the 1950 census. The records are now freely available on the National Archives and Record Administration website: [1950census.archives.gov](https://www.1950census.archives.gov). On March 19, Genealogy Specialist **Rhonda Hoffman** co-hosted the program *Ready for Release Day: Prepping for 1950 Census Research* by guest genealogist and librarian, Amanda Perrine. This was a hybrid program with genealogists attending in-person and online, and was held in partnership with the Western New York Genealogical Society.

Black Doll Exhibit – There was a special presentation ceremony for *The Black Doll Exhibit: Celebrating Black History and Women’s Road to Careers through Fashion Dolls* on March 3 at the Frank E. Merriweather, Jr. Branch Library. The exhibit, presented by Erie County Legislature Chairwoman April N.M. Baskin, remained available for viewing through March 13.

Wellness Thursday - Information Services and Outreach Librarian **Shanley Olszowy** hosted *Wellness Thursday* on the Main Concourse of the Central Library on March 19. The City of Buffalo Lead Outreach Team, Erie County Department of Health, Erie County Department of Social Services, Prevention Focus, and Western Problem Gambling Resource Center provided tabling to discuss their services with patrons.

Notary Services - Information Services and Outreach Librarian **Jacob Rachwal** provides free notary services for patrons at the Central Library.

Ready Academy Visit - Information Services and Outreach Librarians **Maria Lowe** and **Shanley Olszowy** hosted a group of high school students from Sweet Home Central School District’s Ready Academy at the Central Library on March 3. They provided the students with a tour and the students received library cards. On March 29, the Library welcomed back one of the students, Adam, who expressed an interest in being a librarian after his visit with his school. Adam toured several departments and spoke with librarians in each department about what being a librarian meant to them and their work. Adam also had the opportunity to shadow at the reference desk.

Architecture Student Tour - Information Services and Outreach Manager **Daniel Caufield** conducted a tour of the Central Library on March 30 for students from the University at Buffalo School of Architecture and Planning. The students are working on a project to develop their own community libraries. In addition to the tour, they learned about the role of a library in its community, with an emphasis on what to think about when creating a library, infrastructure for technology, meeting rooms, flexible space, accessibility, security, and more. The students will return next month to continue their project.

Other Class Visits - Children’s Services and Outreach Librarians **Jennifer Lelinski** and **Kelly Woods** provided tours to two groups of students from the West Buffalo Charter School at the Central Library on March 15. The students also made buttons in the Launch Pad Makerspace. The younger group had a storytime and craft, and the older group explored the *B is for Book Exhibit*. Children’s Services and Outreach Manager **Kristi Dougherty** and Librarians **Jennifer Lelinski**, **Judith Slawinski** and **Kelly Woods** also provided third grade students from Charter School of Inquiry tours of the Central Library on March 16. Students explored the Kids’ Space, got a behind-the-scenes look at the Tier B stacks, and completed a scavenger hunt in the *B is for Book Exhibit*.

1. Public Services

System Programming Statistics:

Regular/Virtual	Number of Programs		Total Attendance	
	Month	YTD	Month	YTD
Regular				
Adults	702	1,725	1,885	3,884
Children 5 and under	1,774	4,557	4,468	9,677
Children 6-11	1,700	4,748	2,497	7,431
Intergenerational/Combined	4,406	12,104	6,719	16,431
Teens	335	896	625	1,589
Regular Total	8,917	24,030	16,194	39,012
Virtual				
Live Virtual				
Adults	20	81	399	1,142
Children 5 and under	0	3	1	37
Children 6-11	0	3	0	71
Intergenerational/Combined	4	12	605	1,727

Teens	5	19	54	168
Live Virtual Total	29	118	1,059	3,145
Recorded Virtual				
Adults	12	40	248	1,209
Children 5 and under	18	59	403	1,872
Children 6-11	6	17	900	1,635
Intergenerational/Combined	28	79	1,137	3,374
Recorded Virtual Total	64	195	2,688	8,090
Virtual Total	93	313	3,747	11,235
Grand Total	9,010	24,343	19,941	50,247

B&ECPL Programming Highlights:

Central Library

- In-Person Programs: *Cultivate Cinema Circle Classic Movies Series; It Takes a Village Employment Entry Program; Sensory Stay n' Play – Sham Rocking Sensory; Stitch Circle; Teen Advisory Group Meeting; Teen Anime/Manga Club; Wednesday Movie Matinee; Weekly Crafting in the Ring of Knowledge*
- In-Person/Virtual Programs: *Brain Sparks: Creative Fuel for the Mind; Tax Assistance from the New York State Department of Taxation and Finance; Lunchtime Learning: Basic Computer Maintenance, Mobile Email, Uploads and Downloads, Google Drive, Google Docs, Internet Basics, Gmail, Internet Privacy and Security, Using Google*
- Virtual Programs: *Atomic Genealogy - Local History File; Book a Librarian; Book a Technology Trainer; Checkers Library TV: Snoozer's Storytime Adventures - Grit by S.E. Abramson, Spring Blessing by Peter Kinkley; Cooking with a Librarian - Cinnamon Sticky Buns; Finding Your Female Ancestors; How to Apply for a Civil Service Exam in New York State; Nature Book Club; Reader's Quest Middle School Book Group; Grow with Google: Get Your Local Business Online with Google Search and Maps, Build Your Professional Brand, Women's Entrepreneurship Symposium, From Inspiration to Commercialization; Tribal Nations Partnership: An E-commerce Primer for Artists sponsored by the United States Patent and Trademark Office*
- Take and Make Crafts: *Art Kit; Blind Date with an International Book; Brain Sparks - Make a Zine Set; Felt Tray Kit; Leprechaun and Shamrock Necklace; NASA James Webb Telescope Fun Pack; Origami Kit; Rainbow; Spring Collage; Teen Crossword*

Buffalo Branches

- In-Person Programs: *Arabic Storytime; Bookmobile Storytimes @ UB Childcare Center; Build Your Own Lego Vehicle; Button Making on Demand; Crane Branch Library Book Club; Dancers from Rince na Tiarna School of Irish Dance; East Clinton Library Book Club; East Clinton Stitch Circle; Family Movie Day @ North Park Branch Library; Hispanic Heritage Council's Guitar Initiative Guitar Lessons; Kid's Craft Hour; Microsoft Word Technology Tutoring; Science Fiction Book Club; Sock Puppet Craft Program; St. Patrick's Day Craft Hour with Vicente Rondon from the Albright Knox Art Truck; St. Patrick's Day Storytime; Technology Help Hour; Technology One-on-One with Web Basics and Using an Android*
- Virtual Programs: *Teen Manga Club Virtual Meetings*

- Take and Make Crafts: *Bug Finger Puppet; Cupcake Liner Flowers; Doily Sheep; Flower Bouquets; Grinner Gators; Mustache Shamrock; Paper Roll Lions; Paper Roll Rockets; Rainbow and Pot of Gold Craft; Rainbow Shamrock Mobiles; Shamrock Ornaments; St. Patrick's Day Glasses; Sweater Cats*

B is for Book Exhibit:

	Number of Visitors		
	Month	YTD	From Opening (9/2020 to Present)
Non Tour-Related	2,500	5,931	32,025
Tour/Program	115	150	1,286
TOTAL B is for Book	2,615	6,081	33,311

Outreach:

Valley Community Center – Maria Lowe met with youth at the Valley Community Center in South Buffalo on March 22 to discuss the Reader’s Quest Middle School Book Group, which the students will have the opportunity to participate in in April and May. This expansion of the book group was made possible by the American Rescue Plan: Humanities Grant for Libraries from the American Library Association and the National Endowment for the Humanities. The book group participants will get to keep the selected book of the month. Maria conducted a book talk for April’s book, *Amari and the Night Brothers* by B.B. Alston and provided each youth an invitation to the event.

Erie 1 BOCES - Kristi Dougherty presented to school library media specialists about B&ECPL updates and summer reading at the Erie 1 BOCES Communication Coordinator Meeting held at their Education Campus in West Seneca on March 3.

United Auto Workers – Jacob Rachwal provided a presentation about library services at the United Auto Workers Region 9 luncheon in Amherst on March 16. He highlighted eBooks, *Book a Librarian*, and *Book a Technology Trainer* services.

Buffalo History Museum – Shanley Olszowy hosted a library resource and information table at the *Erie County Bicentennial Coin Exchange* held at the Buffalo History Museum on March 26.

Old First Ward Community Center – Dudley Branch Manager Libby Stengel will promote Dudley Library resources and services with staff from the Old First Ward Community Center during a recorded Zoom meeting in early May.

Library on Wheels Bookmobile – The Library on Wheels had 13 regular stops and three special stops totaling 13.5 hours and welcomed 740 visitors. One new stop was added: Cheektowaga Senior Center.

Library2GO Van – The Library2GO Van began making regular stops at Fox Run, Bethel Estates Concord Senior Center, Elderwood Tonawanda, Seneca Pointe, Orchard

Place, StoneGate Apartments, Elderwood Cheektowaga, Asbury Pointe, Turtle Creek Apartments, Union Square Apartments, Elderwood Williamsville.

Library by Mail - Library by Mail added 7 new users (177 total). March circulation was the highest circulation to date at 327 items circulated.

2. Collection Development

Physical Collections:

	Item Adds		Title Adds		Collection Size
	Month	YTD	Month	YTD	
Juvenile Print	2,823	6,877	397	934	540,788
Young Adult Print	433	1,331	106	267	78,433
Adult Print	4,105	10,414	1,031	2,495	1,797,999
Media	3,404	9,218	463	1,209	571,986
Other*	2,443	5,980	14	24	174,911
Subtotal	13,208	33,820	2,011	4,929	3,164,117

*Includes magazines, generic copies, and other

Electronic Collections:

	Item Adds		Title Adds		Collection Size
	Month	YTD	Month	YTD	
eBooks	1,694	5,152	1,159	3,590	86,245
eAudiobooks	2,739	6,391	278	805	36,966
eVideos	0	0	0	0	202
Subtotal	4,433	11,543	1,437	4,395	123,413

*Includes 428 EBL titles.

All Collections:

	Item Adds		Title Adds		Collection Size
	Month	YTD	Month	YTD	
Total	17,641	45,363	3,448	9,324	3,287,530

Purchase Suggestions:

	Received	% Owned*	Unique Titles	% Ordered
Patron Initiated	721	42	712	59.2
Staff Initiated	33	0	33	87.9

*Items in system or on-order at time of suggestion.

Beginning Readers Reorganization - Jennifer Lelinski completed the reorganization of the Beginning Readers collection in the Kids' Space at the Central Library. The readers are now shelved according to their reading level, and are further grouped by series, followed by standalone titles. Color-coded stickers and letters have been added to all the readers and catalog records have been updated to simplify browsing.

Ecology and Environmental Collection - Twenty-four boxes of environment-related material were picked up from the University at Buffalo Department of Environment

and Sustainability on March 3. The material will be added to the Ecology and Environmental Collection at the Central Library.

Interlibrary Loan - ILL registered 67 new members and circulated 1,274 items.

3. Technology

Recorded Poetry Compositions - Throughout March, members of Buffalo's poetry community have discovered the resources available to them in the Launch Pad at the Central Library. Local poets have booked one-on-one trainings to make recorded versions of their compositions, both audio and video, in the recording studio.

4. Funding/Fundraising

Fundraising:

New York State Budget - Activity on the New York State Budget accelerated in the last week of March, with the budget bills actually passing on April 8, including good news for libraries. For library recurring aid, the Legislature supplemented the 2.1% increase included in the Governor's proposed budget, resulting in a net increase of 5.8%, from \$94.127 million statewide last year to \$99.627 million this year. Given the B&ECPL developed its 2022 Budget using last year's State Enacted Budget levels, this increase will provide an additional \$127,644 in the Library Operating Budget and approximately \$35,025 in additional funding in the Library Recurring Grants Budget. There was also good news regarding State Aid for Library Construction. The Governor's Proposed Budget had decreased funding by \$20 million statewide from the 2021-2022 Enacted Budget (from \$34 million down to \$14 million). The Legislature restored the funding back to \$34 million, so the B&ECPL's share will remain unchanged at \$1,558,509.

Fundraising:

Campaign Name	Campaign Dates	Raised to Date
Annual Appeal Total	January 1 - March 31, 2022	\$36,572.88

Collection Equity Award - Kristi Dougherty submitted a proposal for the *Collection Equity Award* through the Network of the National Library of Medicine, Region 7. The proposal was awarded funding for \$2,000 to purchase books by April 30, 2022 for all ages, with a focus on LGBTQ+, maternal, behavioral, and social health for the circulating collection at the Central Library.

National Grid Grant - The Library submitted a grant application to National Grid for \$5,000 to support the Maker Camp summer program.

Summer Reading Sponsorship - Summer Reading sponsorship packets were sent to local companies and organizations. A request to Buffalo's Waterfront was approved for children's programming every Tuesday throughout the summer at Canalside.

5. Facilities

Crane Branch Library – The branch was closed from March 7 to March 18 due to construction. The new entrance is now in use; however, the second floor remains closed until the second phase of construction is completed. The bathroom windows received a fog treatment on March 20. This includes the two upstairs public bathrooms along with the downstairs public bathroom.

Frank E. Merriweather, Jr. Branch Library - On March 1, new hinges and crash-bars were installed on the doors to the William A. Miles Center for African and African-American Studies. This enhances the accessibility to the space and replaces crash-bars/handles that previously did not function properly.

Elaine M. Panty Branch Library – The flooring project was completed and all shelving and library materials were returned. The branch reopened on April 4.

Graphic Design Work – The Graphics Department provided signage and design work for 18 libraries, including removal of mask signage at the Central Library, layout and design for the Leroy R. Coles, Jr. Branch telehealth booth brochure, and Centennial Anniversary flyers and postcards for the Lackawanna Library.

6. Staff Development

	Number of Program Attendees		Number of Programs Presented	
	Month	YTD	Month	YTD
Staff	225	649	2	4

Staff Training Offered/Attended – *Successful Interviewing* (presented by B&ECPL); *Youth Services Group Meeting* (presented by B&ECPL).

Virtual Conference Attended – *Middle Grade Magic* (presented by School Library Journal).

Webinars Viewed – 62 webinars, including *Advanced Usage of data.census.gov* (presented by Census.gov); *Designing Effective Library Signage: Communicating Strategically to Your Users* (presented by Niche Academy); *Getting Started with Libby* (presented by OverDrive); *Google Suite of Apps* (presented by Tech-Talk); *Spring Picture Books* (presented by Booklist); *Strengthen Your Social Media Presence* (presented by Catchafire).

Other – *American Sign Language Course* (presented by Deaf Access Services); *Business and Marketing Writing* (course presented by SUNY Erie); *How to Build an Antiracist Library Culture* (online course presented by Library Journal).

7. Communications//Media Coverage/Media Releases/Social Media

Media:

Type of Communication	Topic	Air Date/Publish Date
Live TV Show	Library activities	WKBW TV, Channel 7 - AM Buffalo, March 2
Media Event	The Black Doll Exhibit @ the Frank E. Merriweather, Jr. Library	WIVB TV Channel 4, WGRZ TV Channel 2, Spectrum News, The Buffalo Challenger, March 3
Media Release	Crane Branch Library To Close Temporarily for Construction - Curbside Pickup and Bookmobile Keep Library Services Accessible	Sent March 4, The Buffalo News, Buffalo Rising, March 23
Media Release	New Library2GO Van Ready to Hit the Roads of Erie County	Sent March 10
Media Release	Library System Receives \$10,000 Competitive Federal Humanities Grant - Will be Used to Expand Programming for Teens	Sent March 29

Live TV Program - AM Buffalo aired its daily TV program live from Central Library on March 2. Host Melanie Camp interviewed **Kristi Dougherty** about children’s services, **Samantha Purpora** regarding mobile services, **Dan Caufield** about the Launch Pad and public services, and Maria Lowe regarding teen programs.

Social Media:

	Staff Activity		Public Activity		Followers	
	Month	YTD	Month	YTD	Month (New)	Total
Facebook	132	378	2,318	9,102	33	10,558
Flickr	28	69	6,012	16,724	-	57
Google Ads ¹	N/A	N/A	2,878	8,354	N/A	N/A
Instagram	36	94	1,747	7,230	61	3,965
Pinterest	N/A*	50	136	453	-38	2,137
Podcast ²	4	12	N/A	N/A	N/A	N/A
TikTok	1	5	264	723	24	346
Twitter	65	194	672	1,711	32	10,925
YouTube	10	26	1,466	4,050	6	363
Total	276	828	15,493	48,347	118	28,351

¹Google Ads is provided to the Library through a grant. Monthly activity based on public clicks and verified calls from the Library's online advertisement.

²Podcast public activity measurement cannot be tracked accurately because it is available through multiple applications.

*In March, staff refreshed the Pinterest page by deleting pins with broken links, outdated/irrelevant information, etc.

8. Partnerships

Buffalo Genealogical Society of the African Diaspora - In partnership with BGSAD, **Rhonda Hoffman** hosted a virtual presentation by genealogist Sonia Walker on March 26 called *Confirmed or Confirmation Bias: Adding DNA Evidence*.

Children's Bookstores - **Kristi Dougherty** met on March 23 with Megan Howe, owner of Alice, Ever After Books and Kim Krug, owner of Monkey See, Monkey Do Children's Bookstore to discuss the possibility of working together to create StoryWalks® in the community, specifically in the City of Buffalo.

Diversity and Collaborative Knowledge Institute - On March 24, Grosvenor Librarians **Susan Buttaccio** and **Rhonda Hoffman** participated in the Diversity and Collaborative Knowledge Institute at the Western New York Library Resources Council. This full-day workshop was designed to facilitate and foster collaboration between K-12 educators and those working in local museums, archives, libraries, and other cultural organizations that collect, preserve, and make accessible historical records. The event was co-sponsored by the New York State Archives and WNYLRC.

Nardin Academy - System Borrower Services Manager **Linda Rizzo** met with Rebecca Braungart, Director of Innovation and Technology, at Nardin Academy and toured the school on March 18. She dropped off 750 library card applications for all students from Montessori through high school.

West Side Community Services - TechKnow Lab Librarian **Brendan Chella** established a partnership with West Side Community Services to present technology classes at the center. The classes will be held weekly on Fridays starting June 10.

9. Planning for the Future

Buffalo Cherry Blossom Festival - Information Services and Outreach Librarian **Kuniko Simon** has been in contact with Atsuko Nishida-Mitchell, a member of the Friends of the Japanese Garden of Buffalo, about a project to film an episode of the series *Easy Erie County Places* during the Buffalo Cherry Blossom Festival held on April 30 and May 1 at the Buffalo History Museum.

Girl Scouts - Isaías González-Soto Branch Manager **Caroline Kennon** is working with the Girl Scouts to plan special game nights and storytimes in the future.

Manga Scholars - **Kuniko Simon** conducted a virtual interview on March 24 with Fusami Ogi, a leader of the Women's MANGA Research Project for a coming series titled *Interview with Manga Scholars* being created by Kuniko. The interview will be edited with subtitles and posted on the Library's YouTube channel.

NASA@ My Library - Launch Pad Makerspace Manager **Jordan Smith** met with Ethan Landers, a Computer Science major at Old Dominion University on March 25. Landers has been assigned to provide programming as part of the *NASA@ My Library*, STEM

education initiative. He has offered to host a presentation at the Central Library in June or July about the Life Cycle of a Massive Star and how the James Webb Telescope will be used to study them.

10. Director Activities

**Meetings/Events Attended by Interim Director Jeannine Doyle
March 2022**

Date	Meeting/Event
March 1, 2022	Meeting - Judy Fachko
March 1, 2022	Meeting - Steve Hovey
March 1, 2022	Interviews - Facility Operations Manager
March 1, 2022	Webinar - Bond, Schoeneck & King Weekly Update
March 2, 2022	Virtual Meeting - NYS Assemblymember William Conrad III
March 2, 2022	Virtual Meeting - NYS Assemblymember David DiPietro
March 2, 2022	Meeting - Dorinda Darden
March 2, 2022	Conference Call - Erie County Department of Labor Relations
March 3, 2022	Conference Call - Jason Hurley, Erie County Executive's Office
March 3, 2022	Virtual Meeting - NYS Senator Sean Ryan
March 3, 2022	Interviews - Facility Operations Manager
March 3, 2022	Virtual Meeting - ACT Board
March 4, 2022	Meeting - Cheryl Kwiatkowski
March 4, 2022	Meeting - Erie County Legislator Lisa Chimera
March 4, 2022	Meeting - Erin Vest
March 4, 2022	Virtual Meeting - Kimberly Johnson, B&ECPL Board Chair
March 7, 2022	Meeting - Linda Rizzo
March 7, 2022	Meeting - Samantha Purpora
March 8, 2022	Meeting - Judy Fachko
March 8, 2022	Meeting - Steve Hovey
March 8, 2022	Meeting - Fine Free Initiative Team
March 8, 2022	Virtual Meeting - PULISDO
March 9, 2022	Virtual Meeting - Managers/Directors
March 9, 2022	Meeting - Christopher Sasiadek, B&ECPL Trustee
March 9, 2022	Meeting - Dorinda Darden
March 10, 2022	Meeting - Administrative Team
March 10, 2022	Meeting - NYS Senator Timothy Kennedy
March 10, 2022	Virtual Meeting - Jeffrey Voelkl, Amherst Board of Trustees
March 10, 2022	Conference Call - Jason Hurley, Erie County Executive's Office
March 10, 2022	Meeting - B&ECPL Board of Trustees Executive Committee
March 10, 2022	Meeting - B&ECPL Board of Trustees Policy Committee
March 11, 2022	Meeting - Cheryl Kwiatkowski
March 11, 2022	Meeting - Security Consultant
March 11, 2022	Conference Call - Kimberly Johnson, B&ECPL Board Chair
March 14, 2022	Meeting - Samantha Purpora
March 14, 2022	Virtual Meeting - John Spears
March 15, 2022	Meeting - Fine Free Initiative Team
March 15, 2022	Conference Call - Mary Muscarella

March 16, 2022	Meeting - Judy Fachko
March 16, 2022	Interview - Facility Operations Manager
March 17, 2022	Event - Erie County Legislature Meeting (Love Your Library Month Proclamation)
March 17, 2022	Meeting - B&ECPL Board of Trustees
March 18, 2022	Meeting - Cheryl Kwiatkowski
March 18, 2022	Interview - Facility Operations Manager
March 21, 2022	Virtual Meeting - LMHF Board of Trustees
March 22, 2022	Meeting - Judy Fachko
March 22, 2022	Meeting - Steve Hovey
March 22, 2022	Meeting - Fine Free Initiative Team
March 22, 2022	Conference Call - Kimberly Johnson, B&ECPL Board Chair
March 22, 2022	Virtual Meeting - WNYLRC Board of Trustees
March 23, 2022	Meeting - Dorinda Darden
March 23, 2022	Meeting - Trailblazing Women of WNY Steering Committee
March 24, 2022	Meeting - WNYLRC Board of Trustees
March 25, 2022	Meeting - Cheryl Kwiatkowski
March 25, 2022	Meeting - Linda Rizzo & Angela Pierpaoli
March 25, 2022	Meeting - Trailblazing Women of WNY Artist Advisory Committee
March 28, 2022	Meeting - Samantha Purpora
March 28, 2022	Meeting - Joy Testa Cinquino
March 28, 2022	Meeting - Jennifer Childs
March 29, 2022	Meeting - Judy Fachko
March 29, 2022	Meeting - Steve Hovey
March 29, 2022	Meeting - Fine Free Initiative Team
March 29, 2022	Conference Call - Jason Hurley, Erie County Executive's Office
March 30, 2022	Virtual Meeting - Managers/Directors
March 30, 2022	Virtual Meeting - Community Placemaking Grant
March 30, 2022	Meeting - Dorinda Darden
March 30, 2022	Conference Call - Kimberly Johnson, B&ECPL Board Chair

Appendix Contracting Member Library Activity Reports

Hamburg Public Library - submitted by Brian R. Hoth, Director

Local Author Visits - On March 10, local author Tom Fox presented a workshop on *How to Get Published* for teens, with 11 in attendance. On March 23, local children's author Aaron Measer visited and read his latest book, *My Day with Grandma*, a story about what happens when a young child spends the day with his grandma, to 37 children and parents during our weekly Family Storytime.

Family Reading Night - On March 25, Librarian **Ashley Cassidy** and Page **Sarah England** participated in Family Reading Night at Hamburg Middle School. This year's theme was *Reading is Magic*. The event invites families to participate in an evening of activities at the middle school. They offered a sand art activity in small vials, which they called Potion Making. The event drew 815 people.

Medicare Workshop - On March 31, Senior Services of North America presented an educational program on applying for Medicare with 4 adults in attendance. They learned about the eligibility requirements and how to apply.

Encanto Party - On March 30, Librarian **Stephanie Molnar** hosted an Encanto Party. Twenty-six children played games, made crafts, colored, and ate tasty Encanto-themed snacks.

Scavenger Hunts – Scavenger hunts are held monthly at both Hamburg and Lake Shore libraries. This month, Hamburg’s theme centered on springtime with 214 children and 107 adults participating. Lake Shore’s theme was Women’s History with 35 participants.

Red Cross Blood Drives - Blood drives were held on March 21 and March 23 respectively at the Hamburg and Lake Shore libraries. There were 41 donors in all. Both libraries have been hosting blood drives for several years.

Construction – Director Hoth is working to apply for a New York State Aid for Library Construction Grant to rehabilitate the parking lot at the Lake Shore Library. The Town of Hamburg recently installed new lighting in the parking lot.

Long Range Plan – We are currently working to update the Library’s Long Range Plan with input from the community. The Plan will take effect in 2023.

Social Media - This month the Hamburg Library reached 3,100 page likes on its Facebook page! Facebook continues to be an effective means to share information about the library and the Hamburg community, as well as library-related news.

Friends of the Hamburg Public Library – The recently formed Friends group continues to make money with their ongoing book sale. This year they are purchasing prizes for our summer reading programs. Congratulations to President Donna Ludwig, the officers, directors, and members for making this effort so successful!

Other Programming Highlights:

- Library Associate **Laurie Obrochta** continued her weekly Family Storytime on Wednesday mornings at the Hamburg Library. Due to the ongoing pandemic, we offered 2 sessions with a limit of 30 total participants in each. Registration was available online, with a separate registration for each week. Most sessions were at or near capacity. There were 205 children and parents who attended.
- Librarian **Leslie Carr** continued to moderate the Facebook Group for Virtual Cookbook Club at the Hamburg Library. It is a place to discuss and share recipes. Patrons can also pick up a sample of the Spice of the Month at the library, to use at home and post in the group. We currently have 26 members in the Facebook Group, and 8 samples of spices have been picked up at the library. The program will go live in April.

- On March 13, **Ashley Cassidy** made her monthly visit to Smarty Pants Childcare Center reading stories to 30 children. In addition, she provided three classroom collections of 25 books each.
- On March 18, the Director's Book Club was held at the Hamburg Library with 13 adults in attendance. This month's book was *Life of Pi* by Yann Martel. Afterwards, participants got to watch the movie. The book club meets the third Friday of every month.
- As part of our Sunday Screenings series, on March 20, the movie *Luca* was shown at the Hamburg Library with 12 children in attendance. Popcorn was served.
- On March 21, Phoebe the Reading Dog made her bi-monthly visit to the Hamburg Library. Sixty-one children and adults read stories to her. Phoebe ALWAYS loves to come by and seeing her fans!
- On March 21, **Stephanie Molnar** hosted Adult Craft Night at the Lake Shore Library. Fourteen participants made essential oil rollers using such oils as bergamot, jasmine, peppermint, and lavender.
- Winter Storytime was held on Tuesdays in March at the Lake Shore Library. The themes were famous women, St. Patrick's Day, transportation, and Eric Carle. The combined attendance of parents and children was 52.
- On March 26, the Lake Shore Library hosted Lego Club with 15 attendees. This is a self-directed program. Children are free to come up with any creation they like. Their creations are displayed throughout the library for the month.

Marilla Free Library – submitted by Shannon Thompson, Director

Highlights of events and activities at the Marilla Free Library:

- **Lego Club** meets on the third Thursday at 6:00 p.m., where children design and create special masterpieces we display in the library.
- **Marilla Free Library Book Club** meets at 2:00 p.m. on the fourth Tuesday of the month. In March, they read *No Time like the Future* by Michael J Fox. The selection for April is *The Mystery of Mrs. Christie* by Heather Terrell.
- We had 20 children participate in our **March Madness of Books** this year. Children read our Sweet 16 of Pictures Books and voted each week to narrow down the list of contenders to crown a champion. The 2022 Picture Book Winner was *Rainbow Fish* by Marcus Pfister.
- **Take and Make Kits** have been very popular with families. All of the kits include a craft, coloring sheets, activity ideas for the family, and a list of suggested books on the theme. We will be offering an *Easter Take and Make Kit* in April.
- To celebrate **Love Your Library Month** we will have a raffle for all ages. We will be holding a **Library Discard Book Sale** in May. The sale will begin on May 14 and will take place in the library meeting room during open hours.

Agenda Item G – Report of the Foundation. Trustee El-Behairy reported the Library Foundation will be holding a reception on May 3 to introduce Director Spears to community partners, leaders, and elected officials. She encouraged trustees to attend,

noting an invitation had been included in their Board packets. Trustee El-Behairy also thanked the Library Foundation for providing refreshments at today's Board meeting.

Agenda Item H - Report of the Association of Contracting Library Trustees (ACT)/ Contracting Library Trustee Report. There was no report from ACT. COO Doyle conveyed she had been working with the ACT Board to finalize details of their May 7 workshop. There will be a presentation from Grosvenor Librarian Chuck Alaimo about the history of the B&ECPL System and a collaborative presentation from ACT highlighting each contracting library. Director Spears will also speak. Breakfast and lunch will be included. System trustees are invited to attend; those interested should email ACT Treasurer Robert Adler to confirm their attendance. The cost is \$15.

Agenda Item H.1 - Contracting Library Liaison Report(s). Trustee Craik reported he attended a meeting of the Eden Library Board of Trustees on April 13. The Board is considering options to create an outside reading area dedicated to their late trustee Phil Muck. They discussed the fine free initiative and brainstormed ways to dispose of discarded books that have been collecting in their basement space, which they want to use for other purposes.

Chair Johnson thanked Trustee Craik for his report, and asked that a full list of the contracting library liaison assignments be transmitted to the Board for reference.

Agenda Item I - Public Comment. Odessa Hunter recited a thank you poem to the Board and presented the Board with a framed version of the poem.

Agenda Item J - Unfinished Business. None.

Agenda Item K - New Business. Trustee Sasiadek informed trustees, especially those who are attorneys, that the Bar Association of Erie County is presenting a CLE course entitled *More Than a "Book Ban"* on May 10. He asked anyone interested in attending to email him for the details.

There being no further business, on a motion by Trustee Panty with a second by Trustee Gist, the meeting was adjourned at 4:41 p.m.

Respectfully submitted,

Joel Moore
Secretary