

MINUTES
REGULAR MEETING OF THE
BUFFALO & ERIE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES
September 21, 2017

The regular monthly meeting of the Board of Trustees of the Buffalo & Erie County Public Library (B&ECPL) was held on Thursday, September 21, 2017, at the Aurora Town Public Library pursuant to due notice to trustees. The following members were present:

Frank Housh, Chair
Alan Bedenko, Vice Chair
Katie Burd, Secretary
Rhonda Ricks, Treasurer
Michael Amodeo
Kathleen Berens Bucki
Frank Gist
Theodore K. Johnson
Sharon M. Kelly
Elaine M. Panty

Chair Frank Housh called the meeting to order at 4:06 p.m. in the Aurora Town Public Library Meeting Room. A quorum was present. Chair Housh welcomed back Trustee Ricks.

Agenda Item B - Approval/Changes to the Agenda. Chair Housh entertained a motion to add executive session following Policy Committee Agenda Item E.3.a to discuss two personnel matters, proposed Resolutions 2017-40 and 2017-41 which will be distributed at that time. Trustee Burd moved for approval. Trustees Bedenko made a second, and the Agenda was amended.

Agenda Item C - Minutes of the Meeting of July 20, 2017. On motion by Trustee Bedenko and a second from Trustee Panty, the Minutes were approved unanimously as mailed.

Agenda Item D - Report of the Chair. The next Chairman's Book Club will be held at the Central Library on October 27, 2017. Richard Florida's *The New Urban Crisis: How Our Cities Are Increasing Inequality, Deepening Segregation, and Failing the Middle Class--and What We Can Do About It* will be reviewed featuring panelists Aaron Bartley - PUSH Buffalo, Kisha Patterson - architect/urbanist, and Robert Silverman - UB School of

Architecture and Planning. Chair Housh expressed there is a new book out on agricultural policy and what it is like to run a family farm and suggested perhaps that book can be reviewed in January.

Chair Housh introduced and thanked Aurora Town Public Library Director Rob Alessi for hosting the meeting; he called on Mr. Alessi to share things going on at their library, any issues they may have, and/or any patron comments. Following Mr. Alessi's comments, Director Jakubowski requested to see the exposed cluttered network wiring mentioned, so that she can have a conversation with the System's IT Department.

Trustee Bucki arrived at approximately 4:12 p.m.

Agenda Item E – Committee Reports.

Agenda Item E.2 – (taken out of order) Budget and Finance Committee. Budget and Finance Chair Rhonda Ricks summarized the meeting of September 13th and asked the written report be entered into the Minutes. Trustee Gist moved, Trustee Bedenko made a second, and approval was unanimous.

Unofficial Minutes of the Budget and Finance Committee meeting of September 13, 2017 – informational purposes only – no quorum. Library Director Mary Jean Jakubowski and Chief Financial Officer (CFO) Kenneth Stone were present in the Joseph B. Rounds Conference Room of the Central Library. Budget and Finance Committee Chair Rhonda Ricks and members Mike Amodeo, Katie Burd and Joel Moore joined the meeting via phone, but were not counted as present per the Bylaws of the Buffalo & Erie County Public Library (B&ECPL) Article II, Section 6. There was no action taken.

Informal discussion began at 4:05 pm. CFO Stone reviewed proposed Budget and Finance resolutions for the September 21st meeting of the Board of Trustees which focused on New York State Library Construction Grants. CFO Stone explained the B&ECPL Board of Trustees (BOT) has dual roles in approving submission and allocation of said grants. First the BOT oversees the administration of the Central Library and the Buffalo branch libraries; therefore, the BOT must approve New York State Library Construction Grant applications regarding such. Second, the BOT in its role as a library system board must review the funding requests of all library applications, including B&ECPL contract libraries and subsequently recommend an allocation of New York State Library Construction funding to each. This year's submissions in total were just over the New York State Library Construction Grant allocation to the B&ECPL of \$1.124 million. Discussion ensued.

CFO Stone also reviewed monthly financials noting the B&ECPL is running within budget.

Discussion ended at 4:25 p.m.

Deputy Director CFO Kenneth Stone explained each resolution as detailed within.

Agenda Item E.2.a – NYS Construction Grant Request/Budget – Central Library. Trustee Panty moved for approval of Resolution 2017-34 as presented. Mr. Johnson made a second and approval was unanimous.

RESOLUTION 2017-34

WHEREAS, up to an estimated \$1,100,336 in the New York State \$24,000,000 Public Library Construction Grant Program is available to support up to 75% of eligible costs for projects benefitting libraries located in economically disadvantaged communities and up to 50% of eligible project costs for other libraries located within Erie County, and

WHEREAS, this grant provides an opportunity to leverage Erie County Capital funds to increase the amount available to finance badly needed capital rehabilitation and improvement projects, and

WHEREAS, the Central Library needs to undertake “Phase 2” renovation of the Library’s auditorium and improve building security, and

WHEREAS, these improvements would provide a more accessible, inviting, safe and comfortable environment for patrons, and

WHEREAS, estimated construction costs for this work total \$1,076,906, with the amount eligible to be requested from the State grant totaling \$807,680, and

WHEREAS, required State Historic Preservation Office (SHPO) review of the project is complete, and

WHEREAS, since the 7 library project funding requests submitted system-wide exceed the available allocation, the estimated grant allocation available for the Central Library Project would be \$783,672, and

WHEREAS, the County of Erie has sufficient funding to cover the cost of this project after grant funding, now therefore be it

RESOLVED, pursuant to the requirements of this grant, that the Board of Trustees of the Buffalo & Erie County Public Library (B&ECPL) assures that:

- 1) It possesses the legal authority to submit this application, including all understandings and assurances contained herein and to direct and authorize the person identified as the construction project manager to act as the official representative of the applicant in connection with this application and to provide such additional information as may be required;
- 2) The Library fully expects the project will begin construction, or continue construction work in the case of a project that has begun but is not complete as of the date of application to the Library System, within 180 days after receipt of written notification from the State Education Department that State Aid construction funds have been approved for the project and that the conditions of the funding have been met;
- 3) The project will be conducted in accordance with all applicable Federal, State, and local laws and regulations; and
- 4) Pursuant to the terms of Chapter 768 of New York State Laws of 1953, under which the B&ECPL was established, the County of Erie-owned Central Library building is a public library operated by the B&ECPL, which the B&ECPL fully expects and intends to operate as a public library for the next 10 years; and be it further

RESOLVED, that the Board of Trustees of the B&ECPL authorizes the Library Director or her designee to submit a \$24,000,000 NYS Public Library Construction Grant Program request for the Central Library in the amount of \$807,680, and be it finally

RESOLVED, that the Board of Trustees of the B&ECPL approves establishing a Grant Budget for the estimated base grant balance available:

Central Library Auditorium Phase 2 and Security Improvements

Revenue:	
NYS Library Construction Grant	\$783,672
Expense:	
Construction	\$687,891
Security Equipment	<u>\$ 95,781</u>
Total Expense	\$783,672

Agenda Item E.2.b – NYS Library Construction Grant Request/Budget – Dudley Library. Trustee Burd moved for approval of Resolution 2017-35 as presented. Trustee Panty made a second and approval was unanimous.

RESOLUTION 2017-35

WHEREAS, up to an estimated \$1,100,336 in the New York State \$24,000,000 Public Library Construction Grant Program is available to support up to 75% of eligible costs for projects benefitting libraries located in economically disadvantaged communities and up to 50% of eligible project costs for other libraries located within Erie County, and

WHEREAS, this grant provides an opportunity to leverage local funds to increase the amount available to finance badly needed capital rehabilitation and improvement projects, and

WHEREAS, the Dudley Library needs a project to restore deteriorated concrete; install expansion joints where needed; re-level the concrete; replace the VCT flooring with new; add ADA compliant door openers; replace an analog security system with a digital system; and add address signage, and

WHEREAS, these improvements would provide a more accessible, inviting, safe, and comfortable environment for patrons, and

WHEREAS, estimated construction costs for this work total \$119,756, with the amount eligible to be requested from the State grant totaling \$89,817, and

WHEREAS, the Library has sufficient funding within its assigned fund balance for grant match to cover the cost of this project after grant funding, now therefore be it

RESOLVED, pursuant to the requirements of this grant, that the Board of Trustees of the Buffalo & Erie County Public Library (B&ECPL) assures that:

- 1) It possesses the legal authority to submit this application, including all understandings and assurances contained herein and to direct and authorize the person identified as the construction project manager to act as the official representative of the applicant in connection with this application and to provide such additional information as may be required;
- 2) The Library fully expects the project will begin construction, or continue construction work in the case of a project that has begun but is not complete as of the date of application to the Library System, within 180 days after receipt of written notification from the State Education Department that State Aid construction funds have been approved for the project and that the conditions of the funding have been met;
- 3) The project will be conducted in accordance with all applicable Federal, State, and local laws and regulations; and
- 4) Pursuant to the terms of Chapter 768 of New York State Laws of 1953, under which the B&ECPL was established, the City of Buffalo-owned Dudley Branch

Library building is a public library operated by the B&ECPL, which the B&ECPL fully expects and intends to operate as a public library for the next 10 years; and be it further

RESOLVED, that the Board of Trustees of the B&ECPL authorizes the Library Director or her designee to submit a \$24,000,000 NYS Public Library Construction Grant Program request for the Dudley Library in the amount of \$89,817, and be it further

RESOLVED, that the Board of Trustees of the B&ECPL authorizes use of Library Fund grant match assigned fund balance to cover the cost of the project remaining after the grant award, and be it finally

RESOLVED, that the Board of Trustees of the B&ECPL approves establishing a Grant Budget for the System recommended grant amount:

Dudley Library Flooring, Door Openers and Security Improvements

Revenue:

NYS Library Construction Grant	\$ 89,817
Use of Library Fund Balance	<u>\$ 29,939</u>
Total Revenue	\$119,756

Expense:

Construction	\$110,000
Security Equipment	<u>\$ 9,756</u>
Total Expense	\$119,756

Agenda Item E.2.c - NYS Library Construction Grant Request/Budget - Niagara Library. Trustee Panty moved for approval of Resolution 2017-36 as presented. Trustee Ricks made a second and approval was unanimous.

RESOLUTION 2017-36

WHEREAS, up to an estimated \$1,100,336 in the New York State \$24,000,000 Public Library Construction Grant Program is available to support up to 75% of eligible costs for projects benefitting libraries located in economically disadvantaged communities and up to 50% of eligible project costs for other libraries located within Erie County, and

WHEREAS, this grant provides an opportunity to leverage local funds to increase the amount available to finance badly needed capital rehabilitation and improvement projects, and

WHEREAS, the Niagara Library needs a project to install a digital security system to enhance safety and protect the library, and

WHEREAS, estimated construction costs for this work total \$9,756, with the amount eligible to be requested from the State grant totaling \$7,317, and

WHEREAS, the Library has sufficient funding within its assigned fund balance for grant match to cover the cost of this project after grant funding, now therefore be it

RESOLVED, pursuant to the requirements of this grant, that the Board of Trustees of the Buffalo & Erie County Public Library (B&ECPL) assures that:

- 1) It possesses the legal authority to submit this application, including all understandings and assurances contained herein and to direct and authorize the person identified as the construction project manager to act as the official representative of the applicant in connection with this application and to provide such additional information as may be required;
- 2) The Library fully expects the project will begin construction, or continue construction work in the case of a project that has begun but is not complete as of the date of application to the Library System, within 180 days after receipt of written notification from the State Education Department that State Aid construction funds have been approved for the project and that the conditions of the funding have been met;
- 3) The project will be conducted in accordance with all applicable Federal, State, and local laws and regulations; and
- 4) Pursuant to the terms of Chapter 768 of New York State Laws of 1953, under which the B&ECPL was established, the City of Buffalo-owned Niagara Branch Library building is a public library operated by the B&ECPL, which the B&ECPL fully expects and intends to operate as a public library for the next 10 years; and be it further

RESOLVED, that the Board of Trustees of the B&ECPL authorizes the Library Director or her designee to submit a \$24,000,000 NYS Public Library Construction Grant Program request for the Niagara Library in the amount of \$7,317, and be it further

RESOLVED, that Board of Trustees of the B&ECPL authorizes use of Library Fund grant match assigned fund balance to cover the cost of the project remaining after the grant award, and be it finally

RESOLVED, that the Board of Trustees of the B&ECPL approves establishing a Grant Budget for the system recommended grant amount:

Niagara Library Security Improvements

Revenue:

NYS Library Construction Grant	\$7,317
Use of Library Fund Balance	<u>\$2,439</u>
Total Revenue	\$9,756

Expense:

Security Equipment	<u>\$9,756</u>
Total Expense	\$9,756

Agenda Item E.2.d – NYS Construction Grant System Evaluation and Recommendations. Trustee Johnson moved for approval of Resolution 2017-37 as presented. Trustee Panty made a second and approval was unanimous.

RESOLUTION 2017-37

WHEREAS, up to \$1,100,336 in the \$24 million state-wide New York State Public Library Construction Grant Program is available to support up to 75% of eligible project costs for libraries serving economically disadvantaged communities and up to 50% of eligible project costs for other public libraries in Erie County, and

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

WHEREAS, a total of 7 projects were submitted for this program supporting the Central, Dudley, and Niagara Libraries in Buffalo; the Julia B. Reinstein Library in Cheektowaga; the Elma Public Library; the Lake Shore Library in Hamburg; and the Kenmore Library in the Town of Tonawanda, and

WHEREAS, in July 2012 the Board of Trustees of the B&ECPL in Resolution 2012-29 set the criteria for qualifying for up to seventy-five percent (75%) funding as:

- Libraries located in communities with a poverty rate as determined by the 2010 U.S. Census, including margin of error, exceeding the Erie County average and/or
- Libraries located within the boundaries of a school district whose student population's participation in the federal free and reduced lunch program is 35% or higher which is the percentage utilized by the e-Rate program to qualify said libraries for a 60% discount on eligible e-Rate services, and

WHEREAS, 5 of the above libraries, Central, Dudley, Niagara, Julia B. Reinstein, and Kenmore, qualify to receive up to 75% grant funding as they serve economically disadvantaged communities, specifically: the Central, Dudley and Niagara Libraries qualify under both criteria while the Julia B. Reinstein and Kenmore Libraries qualify under the school lunch participation criteria, and

WHEREAS, grant funding requested totals \$1,124,344, which is \$24,008 above the \$1,100,336 allocation available under this program, and

WHEREAS, after review, the following allocation method was selected: 1) fully fund the 6 libraries requesting less than \$200,000; 2) reduce recommended funding for the Central Library by \$24,008 to balance to the total allocation available, now therefore be it

RESOLVED, that pursuant to grant requirements and the above criteria, the Board of Trustees of the B&ECPL recommends approval of the requested projects, in the following amounts:

Library	Total Eligible Cost	Grant Request	Recommended Award
• Central Library, Buffalo Auditorium Reno Ph 2 & Security Impv.	\$1,076,906	\$ 807,680	\$ 783,672
• Dudley, Buffalo Pad/Floor Rehab, Door Openers, Security	\$ 119,756	\$ 89,817	\$ 89,817
• Niagara, Buffalo Security Improvements	\$ 9,756	\$ 7,317	\$ 7,317
• J.B. Reinstein, Cheektowaga HVAC and Door Improvements	\$ 155,310	\$ 116,483	\$ 116,483
• Elma Library Replace Septic Line and Partial Roof	\$ 67,036	\$ 33,518	\$ 33,518
• Lake Shore Library, Hamburg Replace HVAC	\$ 97,075	\$ 48,538	\$ 48,538
• Kenmore Library, Town of Tonawanda Electrical Service Replacement	<u>\$ 27,988</u>	<u>\$ 20,991</u>	<u>\$ 20,991</u>
TOTALS:	\$1,553,827	\$1,124,344	\$1,100,336

, and be it further

RESOLVED, that should any of the above projects be withdrawn or otherwise be unable to fully participate in the program subsequent to this resolution's passage,

any share of the funding allocation freed up is recommended to be distributed proportionally to those remaining projects whose requests were not fully funded, and be it further

RESOLVED, recommendations for the Lake Shore Library project is contingent on the Hamburg Public Library agreeing to address to the satisfaction of the State Historic Preservation Office (SHPO) any concerns raised once SHPO completes its review of said projects, and be it finally

RESOLVED, that the Director or her designee is authorized to transmit the necessary online grant application, forms, and documents in time to meet the October 4, 2017 filing deadline.

Agenda Item E.2.e – Budget SAM Grant – East Delavan Library Improvements. CFO Stone thanked NYS Assemblymember Crystal Peoples-Stokes for nominating the Library for this grant which is detailed below. Director Jakubowski added the project is to begin in November. Trustee Johnson moved for approval of Resolution 2017-38 as presented. Trustee Panty made a second and approval was unanimous.

RESOLUTION 2017-38

WHEREAS, the Buffalo & Erie County Public Library (B&ECPL) Board of Trustees had previously approved Resolutions 2016-37 and 2017-21 to support major Americans with Disabilities Act related improvements at the East Delavan Branch Library, and

WHEREAS, those resolutions combined \$221,441 in New York State Library Construction Grant awarded funds with \$195,000 in Library assigned fund balance to support the project, and

WHEREAS, the City of Buffalo has committed \$819,133 in capital funds to support the project, and

WHEREAS, the Library requested assistance from New York State (NYS) Assemblymember Crystal D. Peoples-Stokes to provide key funding needed to allow the full project to proceed, and

WHEREAS, NYS Assemblymember Peoples-Stokes has nominated the Library for a \$250,000 capital-funding grant from the State and Municipal Facilities Program (SAM), now therefore be it

RESOLVED, that the B&ECPL Board of Trustees approves establishing a Grant Budget as shown below:

East Delavan Library ADA Elevator, Restrooms & Meeting Space Rehab - SAM

Revenue:

NY State and Municipal Facilities (SAM)	<u>\$250,000</u>
Total Revenue	\$250,000

Expense:

Construction and Security Equipment	<u>\$250,000</u>
Total Expense	\$250,000, and be it further

RESOLVED, that the Board of Trustees of the B&ECPL authorizes use of Library Fund grant match assigned fund balance if needed to advance funds to allow the project to proceed until SAM funds are available.

Agenda Item E.2.f – Monthly Financial Report. The monthly financial report for the period ending July 31, 2017 was included in the board packet as an informational item. CFO Stone noted the Library is operating within budget.

Agenda item E.3 – Policy Committee. Policy Committee Chair Elaine Panty read the written report of the meeting of September 6, 2017. She requested the report be entered into the Minutes. Trustee Johnson moved, Trustee Bucki made a second, and approval was unanimous.

Present: Chair Elaine Panty, Committee members Alan Bedenko, Kathleen Berens Bucki, and Sharon Kelly. Also present was Library Director Mary Jean Jakubowski.

The meeting of the Policy Committee began at 4:05 p.m. in the Joseph B. Rounds Conference Room of the Central Library.

Director Jakubowski reviewed the proposed draft amended *Internet Safety and Acceptable Use Policy*. In addition to the changes brought forth by Library Administration, Trustees Bucki and Kelly made several grammatical suggestions. Trustee Bedenko suggested rewording Section II (3)(g) regarding false information on the Intranet. The Committee agreed and on a motion by Trustee Kelly, second by Trustee Bedenko, the proposed *Internet Safety and Acceptable Use Policy*, as amended, will be brought before the Buffalo & Erie County Public Library Board of Trustees for approval at their September 21st meeting.

The Committee also reviewed the proposed draft amended *Information Technology Security Policy Manual for the Buffalo & Erie County Public Library*

System. Following discussion and the suggestion of several changes, Director Jakubowski was asked to further review the *Manual* and bring it to the next meeting of the Policy Committee.

On a motion by Trustee Bucki and a second by Trustee Kelly, the meeting adjourned at 4:45 p.m.

Agenda Item E.1 – (taken out of order) Executive Committee. Chair Housh entertained a motion to add the written report of the September 14, 2017 Executive Committee meeting into the Minutes. Trustee Amodeo moved, Trustee Ricks seconded and approval was unanimous.

Present: Executive Committee Chair Frank Housh; Committee member Kathleen Berens Bucki joined the meeting via phone, but was not counted as present per the B&ECPL Board of Trustees Bylaws. Trustee Elaine Panty, Library Director Mary Jean Jakubowski, Chief Financial Officer (CFO) Kenneth Stone and Assistant Deputy Director – Human Resources Officer Jeannine Doyle were in attendance. A quorum was not present.

The meeting of the Executive Committee began at 4:31 p.m. in the Joseph B. Rounds Conference Room of the Central Library.

Board Chair Housh requested executive session regarding two personnel matters, asking Director Jakubowski and Human Resources Officer Doyle to remain. Human Resources Officer Doyle left executive session at 4:50 p.m. Executive session ended at 5:02 p.m. with no action taken towards either matter.

Chairman Housh reviewed the proposed agenda for the September 21st meeting of the Board of Trustees. At that meeting, Chair Housh will request executive session regarding personnel matters be added to the agenda. CFO Stone and Director Jakubowski reviewed the proposed resolutions. Discussion ensued.

Chairman Housh ended the meeting at 5:15 p.m.

Agenda Item E.3.a – Amend Internet Safety and Acceptable Use Policy. Director Jakubowski asked that the Board, on the recommendation of the Policy Committee, adopt the amended system-wide policy which now contains language regarding the Library not tolerating cyberbullying. Trustee Burd moved, Trustee Johnson seconded and approval of the amended Internet Safety and Acceptable Use Policy as presented was unanimous.

RESOLUTION 2017-39

WHEREAS, the Buffalo & Erie County Public Library (B&ECPL) has a structure for process and 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 to amend the attached draft of the Internet Safety and Acceptable Use Policy which has been vetted by B&ECPL legal counsel, and

WHEREAS, recommended changes include language: for clarification purposes, for consistency in wording, and regarding cyberbullying, now therefore be it

RESOLVED, that the Board of Trustees of the B&ECPL adopts the proposed revisions to the B&ECPL's Internet Safety and Acceptable Use Policy to supersede and replace the prevailing policy last reviewed September 22, 2016, and be it finally

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

At 4:29 p.m. on motion by Trustee Panty and a second from Trustee Kelly, the Board entered executive session to discuss 2 personnel matters relating to proposed Resolutions 2017-40 and 2017-41. Chair Housh asked Director Jakubowski and Assistant Deputy Director - Human Resources/Labor Relations Officer Jeannine Doyle to remain in the room. At approximately 4:48 p.m., Ms. Doyle was excused from the room. At approximately 4:57 p.m., on motion by Trustee Amodeo, seconded by Trustee Ricks, the Board concluded executive session. There was no action taken.

Agenda Item F - Report of the Director. Director Jakubowski reminded trustees of the *Town Hall Event for Libraries* being held Saturday, September 23rd at 10 a.m. at the Central Library with NYS Senator Tim Kennedy and Assemblymember Crystal Peoples-Stokes; flyers were at each trustee's place.

Director Jakubowski congratulated the Riverside Branch Library for being awarded the 2017 Riverside Business Association's Karin Cameron Outstanding Community Service Award. An installation and awards dinner will take place on October 21st. Trustee Panty will be attending representing the Board; if any other trustees wish to attend, they are to call the Director's office.

NYS Senator Chris Jacobs will be hosting a press conference September 28th at 10:30 a.m. at the Central Library to announce the bullet aid he has secured for several libraries in his district; an e-mail will be sent to trustees regarding this.

Director Jakubowski updated Trustees that another request to rename one of the Buffalo branch libraries has come forth. The Hispanic Heritage Council is looking to have the Niagara Branch Library renamed after a local Hispanic member. Per the B&ECPL's *Building Renaming Policy*, they have been referred to the City of Buffalo as the Niagara Branch is a City-owned building.

Each trustee was given a *Trustee B&ECPL Authorized Parking* tag to be placed on their windshields when using the Oak Street parking lot at the Central Library. The Security Department has instituted these passes for staff and trustees authorized to park in the lot to better oversee those vehicles authorized to park there.

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

B&ECPL Monthly Report July & August 2017

Summer Reading Programs/Events/Contests:

Build a Better World was a meaningful theme for the Buffalo & Erie County Public Library (B&ECPL) this year with a variety of programs for all ages. The youngest children got out their construction hats and shop aprons to participate in *Let's Build it!* Older kids got hands-on physics practice with *Simple Machines* and experimented with earth science in the program *Seismic Shake-up*. More than 60 building programs were held by the Children's Programming Team in libraries throughout the System.

Beyond the Children's Programming Team, every library presented a plethora of programs - over 1,550 programs were held throughout B&ECPL's 37 libraries and the Library on Wheels, with more than 43,640 participants - an increase from 2016.

Summer Reading contests were also successful with adult participants registering from 24 different libraries and submitting more than 650 book reviews. In addition, 38 book reviews were received in the teen category and 1,327 reviews submitted from the children aged 12 and under sector.

19th Annual Battle of the Books:

The *Nineteenth Annual Battle of the Books* was held at Erie Community College South campus Saturday, August 5th. *Battle of the Books* is the flagship event for tween readers in the B&ECPL. Players, coaches, and staff prepare months in advance for this great event. Players must answer trivia questions about 5 books. In 2017, 23 teams comprised of 160 players representing 14 libraries competed. This year's battle books were: *The Great Greene Heist*, *The Apothecary*, *The Iron Trial*, *The War That Saved My Life*, and the Kid's Choice book *Curiosity House: The Shrunken Head*. Each and every team should be proud of their accomplishments in the *Battle of the Books*!

Following 5 rounds of play, team Clarence 2 was tied with team Grand Island Memorial Library, thus forcing a rare playoff round to determine who would face the highest scoring team, Amherst I, in the final battle. Team Grand Island Memorial Library proved successful and the battle was on!

With over 400 cheering *Battle of the Books* fans watching and by a margin of only 1 point, Amherst I won the final battle. Congratulations Amherst I!

The 2017 *Battle of the Books* was dedicated to Clarence Public Library's librarian and multi-winning *Battle of the Books* coach **David Fairlie**, who passed away earlier this year. Several of Mr. Fairlie's family members as well as former team members were present.

Library on Wheels Branch Manager **Nicole Jesse** and Senior Page **Alyssa Johnson** proudly manned the Library on Wheels, seeing 129 visitors and circulating 59 items.

Children's Services staff is commended for this ongoing program. Thank you to: Children's Services Manager **Kathryn Galvin**, Children's Services Librarians **Pamela Bigsby**, **Mary Ann Budny**, **Erin Burke**, **Steven Clancy**, **Wanda Collins**, **John Gaff**, and **Jennifer Lelinski**, and Children's Services Page **Nancy Rypinski**. TechKnow Lab Manager **Kara Stock** and Launch Pad Librarian **Jordan Smith** video recorded the event. An additional thank you goes to B&ECPL System Board Chair Frank Housh who assisted with the distribution of awards and to Assistant Deputy Director **Dawn Peters** for her support and team encouragement.

NASA @ My Library and Eclipse-O-Rama:

The Library's inclusion in the national programming collaboration *NASA @ My Library*, put together by NASA, StarNet, and the American Library Association provided inspiration for 2 events held on Saturday, August 19th at the Downtown Library in celebration of the August 21st solar eclipse. *Eclipse-O-Rama* was a family activity day that included partner displays and hands-on science activities, expert eclipse speakers including Warren Marcus, a NASA Solar System Ambassador, Launch Pad demos, and *Sky-High Storytime*. More than 500 participated in the day's events.

At the Central Library on August 21st, the actual day of the eclipse, an *Eclipse Viewing Event* was held outdoors on the future site of Buffalo's Reading Park. A crowd of 300 shared in the astronomical experience. **Kathryn Galvin**, **Pamela Bigsby**, **Jennifer Lelinski**, and Children's Services Page **Sally Schaefer** assisted with the *Eclipse Viewing Party* demonstrating how to create a pinhole viewer and assisted members of the public in making their own.

Over 3,000 pairs of free eclipse viewing glasses were distributed throughout the Library System. The glasses were donated by Buffalo State College President Dr. Katherine Conway-Turner's office and Ferguson Planetarium.

Many libraries, including the Dudley Branch Library, Elma Public Library, Amherst Public Libraries, City of Tonawanda Public Library and the Lackawanna Public Library also held viewing events. Many other libraries held impromptu eclipse-related programming.

Storytime with Mayor Byron Brown @ E. Delavan Branch:

Buffalo Mayor Byron Brown joined in and read to children at the E. Delavan Branch Library on Friday, July 21st. The program was coordinated by Ms. Cynthia Russell of Cyn's Heavenly Angels daycare service, Librarian **John Stone** and Mayor Byron Brown's office. Mayor Brown read *Max Meets the Mayor* by Mark Goldman, a retelling of a real event where the author's grandson meets.....Mayor Brown! Following the reading, Mayor Brown stayed to take photos with the children and field a few questions, both from children and parents/caregivers. **Nancy Smith**, from the Children's Programming Team, provided crafts for the more than 50 children and 15 parents/caregivers in attendance.

B&ECPL @ the Erie County Fair:

Library Director **Mary Jean Jakubowski**, **Kathryn Galvin**, **Jennifer Lelinski**, Information Services Librarian **Renee Masters**, and **Dawn Peters** staffed a table at the Erie County Fair August 12th, 15th and 20th. Over 100 library cards were issued with many fairgoers expressing their gratitude and support of B&ECPL library services.

A Celebration of James Joyce:

In partnership with the University at Buffalo Poetry and Rare Books, the Library displayed rare, original materials of the celebrated Irish author and poet James Joyce. The exhibit, *James Joyce: The University at Buffalo Collection*, was shown for a limited engagement and was featured during a special reception in honor of the Buffalo region hosting the Continental Youth Championships 2017 Gaelic Games sports tournament. A celebration and reception was held on July 25th at the Central Library which featured performances by Vincent O'Neil, Irish Classical Theatre and local Irish musical group Kindred. The event was hosted by NYS Assemblyman Michael Kearns and sponsored by the University at Buffalo and the B&ECPL.

New Collections:

Special Collections Librarian **Sue Cutrona** began the process of integrating approximately 2,000 music concert programs and theatre playbills received from the Buffalo History Museum into our existing music program/theatre playbill collection. The newly received programs/playbills, particularly the early (pre-1880) theatrical programs, will fill gaps in our extensive repository. At least 25 new theatre venues and ensembles are also being added.

Renée Masters unveiled *Gaming Unplugged*, a new service for community agencies working with older adults or teens and tweens. The program provides community

agencies and town or branch library programmers to borrow up to 6 board, card or dice games for up to 6 weeks. The games can be used in a variety of ways including but not limited to promoting person-to-person contact, teaching organization, resource management and preplanning, and encouraging creativity and play.

Chairman's Book Club:

An additional session of the Chairman's Book Club was hosted at the Crane Branch Library on Thursday, August 24th. Panelists Douglas DeCroix (Executive Editor, Western New York Heritage), George DeTitta (Principal Scientist, Jelly Jar Labs and UB Professor Emeritus), and Reverend Joan Montagnes (Unitarian Universalist Church of Buffalo) gave their insight into Randall Fuller's *The Book That Changed America: How Darwin's Theory of Evolution Ignited a Nation*. The event was hosted by B&ECPL System Board Chairman Frank Housh. The next selected Chairman's Book Club book, *The New Urban Crisis: How Our Cities Are Increasing Inequality, Deepening Segregation, and Failing the Middle Class--and What We Can Do About It* by Richard Florida, is being reviewed in October.

Buffalo's Reading Park:

Planning for Buffalo's Reading Park, which is scheduled to open in late spring 2018, began in earnest with a series of meetings with project partners in July and August. Project partners, including the B&ECPL, City of Buffalo, Buffalo Place, Just Buffalo Literary Center, WNY Book Arts, Visit Buffalo Niagara, Plurality Press, UB School of Architecture and Planning, and the Albright-Knox Public Art Initiative, met with consultants from Project for Public Spaces of New York City – Southwest Airlines collaborative partner and overseer of the Heart of the Community Grant program. Public feedback and ideas about what the Reading Park should include (programs and amenities) is being collected this fall through online and paper surveys, targeted interviews, and a public planning workshop to be held on September 9th. The B&ECPL is working with the City of Buffalo Common Council to have the grassy area outside of the Central Library designated a Buffalo City Park.

Erie County Public Art Initiative:

On various dates in July and August, the public was invited to the Central Library to help paint a public art piece with Philadelphia artist Betsy Casañas who created a mural on Hispanic Heritage themes. A part of an Albright-Knox Art Gallery public art project, the mural was unveiled on August 25th at Niagara and Jersey Streets as a gorgeous centerpiece of the new Niagara Street Hispanic Heritage Corridor.

Bullet Aid:

The B&ECPL is grateful to NYS Senator Chris Jacobs as he secured bullet aid for the Crane, Niagara, North Park and Riverside Branch Libraries as well as the Angola Public Library, Grand Island Memorial Library, Hamburg Public Library (Hamburg and Lakeshore Branches), Orchard Park Public Library and the Town of Tonawanda Public

Library (Kenmore and Kenilworth Branches) all located in his district. Each library will receive \$10,000. This funding will help provide needed resources to help better serve each of these unique communities.

Reading is Food for Thought:

Every Saturday throughout the month of August, City Branch Librarians **Victoria Burke** and **Dan Lewandowski** conducted outreach at the Helping Hands Food Pantry and The Genesis Center Food Pantry. Victoria and Dan provide *Storytime* in addition to simple crafts for all attending children. In August, 42 children and 9 parents/caregivers attended library programming. *Reading is Food for Thought* is sponsored by the Golden and Goldman Philanthropic Fund.

Jefferson Avenue Arts Festival:

The Frank E. Merriweather, Jr. Branch Library participated in the 2017 Jefferson Avenue Arts Festival on August 26th. The Jefferson Avenue Arts Festival celebrates art, culture and the community along Jefferson Avenue. The festival included art, storytelling, dancers, singers, food and a variety of vendors. The library actively participated hosting an outdoor table and providing crafts and information on library resources and services. More than 70 festival goers visited the Merriweather booth.

14207 Day:

The Riverside Branch Library participated in the first annual 14207 Day on August 5th. Organizations, restaurants, and stores within the 14207 zip code were invited to participate. The Riverside Branch Library promoted a performance by the Wondermakers and passed out water (courtesy of the Riverside Business Association) and pins with the 14207 logo. Also on August 5th, the Library participated in the Riverside/Black Rock Tour of Gardens. Thanks to B&ECPL gardener **Beaufort Willbern**, the gardens at the front of the library looked beautiful.

New InterLibrary Loan (ILL) Interface:

The Interlibrary Loan Department will soon have a streamlined ordering process with the implementation of a new ILL interface, Tipasa. Once launched, Tipasa will provide library patrons with the ability to follow their ILL requests, similarly to how they currently do so with any requested item through their B&ECPL borrower account. In addition and most customer friendly, Tipasa will allow ILL users to return items (borrowed through ILL) at any B&ECPL location. On a green note, Tipasa will eliminate the need to keep paper transitions at each library and eliminate a plethora of paper waste. Tipasa is expected to launch September 18th.

Monthly Programming Statistics - July 2017

1. Public Services

In Library Group Programs:

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Children (age 5 and under)	192	1325	5136	28124
Children (age 6-12)	287	1123	5848	19505
Teens	138	343	1309	3310
Intergenerational	191	942	6169	24883
Adults (excludes Technology)	154	1614	2051	22760
TOTAL In Library Programs	962	5347	20513	98582

In Library One-on-One Programs:

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Children (age 5 and under)	27	74	27	74
Children (age 6-12)	25	530	25	530
Teens	40	325	40	325
Intergenerational	0	0	0	0
Adults (excludes Technology)	134	1107	134	1111
TOTAL In Library Programs	226	2036	226	2040

Adult Technology Programs:

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Training Lab or Library Desktop PCs	4	29	23	172
System or Library-owned Cyber Train	7	89	39	609
One on One	103	667	107	720
TOTAL Adult Technology	114	785	169	1501

Outreach (out of library):

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Children (age 5 and under)	10	40	155	888
Children (age 6-12)	6	54	215	5886
Teens	3	12	40	276
Intergenerational	13	40	2316	7660
Adults (excludes Technology)	8	79	368	2570
TOTAL Outreach (out of Library)	40	225	3094	17280

Summer Reading Programs

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Children (age 5 and under)	180	211	4687	5085
Children (age 6-12)	270	314	5642	6240
Teens	103	163	941	1544
Intergenerational	116	141	6256	7270
Adults	35	38	490	523
TOTAL Summer Reading Programs	704	867	18016	20662

System-wide Milestones of Science Programming:

	Number of Programs		Number of Attendees	
	Month	YTD	Month	YTD
Children Services	44	130	642	2026
Adult Services	1	20	14	571
Launch Pad/TechKnow Lab	23	65	200	1752
Development/Communications	2	12	7	312
Grosvenor Room	2	8	24	139
TOTAL	72	235	887	4800

Milestones of Science Exhibit:

	Month	YTD	From Opening 10/2015 to present
Visitors - Non-tour related	3947	22509	
Visitors - Tour/Program	451	2713	
TOTAL Exhibit Visitors (Combined non-tour related and tour/program visitors)	4398	25222	74170

Monthly Programming Statistics - AUGUST 2017

In Library Group Programs:

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Children (age 5 and under)	162	1487	4868	32992
Children (age 6-12)	295	1418	8287	27792
Teens	90	433	2183	5493
Intergenerational	223	1165	9803	34686
Adults (excludes Technology)	185	1799	2653	25413
TOTAL In Library Programs	955	6302	27794	126376

In Library One-on-One Programs:

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Children (age 5 and under)	19	93	19	93
Children (age 6-12)	38	568	38	568
Teens	34	359	34	359
Intergenerational	0	0	0	0
Adults (excludes Technology)	152	1259	152	1263
TOTAL In Library Programs	243	2279	243	2283

Adult Technology Programs:

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Training Lab or Library Desktop PCs	5	34	24	196
System or Library-owned Cyber Train	9	98	57	666
One on One	161	828	169	889
TOTAL Adult Technology	175	960	250	1751

Outreach (out of library):

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Children (age 5 and under)	9	49	161	1049
Children (age 6-12)	4	58	75	5961
Teens	0	12	0	276
Intergenerational	30	70	3165	10825
Adults (excludes Technology)	5	84	149	2719
TOTAL Outreach (out of Library)	48	273	3550	20830

Summer Reading Programs

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Children (age 5 and under)	155	366	4585	9670
Children (age 6-12)	279	593	8038	14278
Teens	70	233	1805	3349
Intergenerational	145	286	7283	14553
Adults	43	81	1276	1799
TOTAL Summer Reading Programs	692	1559	22987	43649

System-wide Milestones of Science Programming:

	Number of Programs		Number of Attendees	
	Month	YTD	Month	YTD
Children Services	25	155	436	2462
Adult Services	5	25	41	612
Launch Pad/TechKnow Lab	26	91	243	1995
Development/Communications	3	15	5	317
Grosvenor Room	0	8	0	139
TOTAL	59	294	725	5525

Milestones of Science Exhibit:

	Month	YTD	From Opening 10/2015 to present
Visitors - Non-tour related	7238	29747	
Visitors - Tour/Program	404	3117	
TOTAL Exhibit Visitors (Combined non-tour related and tour/program visitors)	7642	32864	81812

Highlights:

Library on Wheels:

The B&ECPL’s Library on Wheels has traveled across Erie County participating in several special events including the Explore & More Touch-A-Truck, Orchard Park Village Touch-A-Truck, Eden Corn Festival, Western New York Dairy and Ag Festival and Discover Kenmore. The vehicle also made special appearances at the Gus Macker Tournament, Calvary Baptist Church Community Outreach Day, TruWay Community Center Summer Camp and Elmwood Festival of Arts to name a few.

Nicole Jesse and **Alyssa Johnson** provided support to the West Seneca community while the West Seneca Public Library staff transitioned to its temporary building. The Library on Wheels had 303 patrons visit with 387 items checked out.

Launch Pad:

The ever busy Launch Pad provided a plethora of programs focused on science, technology, engineering and mathematics (STEM) under the *Build a Better World* Summer Reading theme throughout July and August.

Staff continued to host the very popular *VR for All: HTC Vive* programs every Tuesday and Friday giving patrons a chance to try this groundbreaking technology. Library Technology Clerk **Sarah Barry** hosted *Maker Mondays* with each date focused on a

different hands-on craft such as origami, permanent marker printing on t-shirts, tissue paper sun catchers, and styrofoam plate printing. Several free coding programs were offered in the Launch Pad MakerSpace in August. On Thursdays, Technical Specialist **Jacob Rohr** taught teens the basics of HTML, the standard markup language for creating web pages. **Sarah Barry** and Senior Page **Trevor Brown** hosted coding activities for kids every Monday morning. Kids learned how to program Ozobot and Sphero robots. On Tuesdays and Thursdays in August, the library hosted the book arts classes *Printing Partners* taught by artists from the Western New York Book Arts Center.

Jordan Smith hosted a 4-part *Stop Motion Animation* workshop on Wednesdays where participants learned how to create a storyboard, design sets, and make videos using Hue Animation software. TechKnow Lab Librarian **Andy Aquino** coordinated and presented with the help of Launch Pad staff a *Virtual Reality (VR) and Augmented Reality (AR) Scavenger Hunt* program. Participants were able to interact with VR and AR technology in the Launch Pad to earn prizes. **Jordan Smith**, TechKnow Lab Library Associate **Sean Goodrich**, and **Kara Stock** worked with teenagers from the Massachusetts Avenue Project who visited the Launch Pad's recording studio to learn how to make a podcast.

Children's Services Librarian **John Gaff**, along with Launch Pad staff members **Sarah Barry**, **Dominique Morrow**, **Laurie Sandretto** and **Toby Twiss** presented *Maker Camp* at the Central Library's Launch Pad. In its third year, *Maker Camp* is a summer camp for kids 8 and older with a focus on designing, creating and building. For each of 5 weeks, campers can make 2 unique projects, as well as a few "fan favorite" projects from previous years. Through 3 sessions thus far, campers have painted and drawn using the physics of a pendulum, designed thumbprint art buttons, built a propeller powered car, raced balloon rockets, spun gyroscopic whirligigs, revved up robo-wheels, and launched slingshot straw rockets. *Maker Camp* projects offer a fun, hands-on way for kids to develop STEM skills.

Jordan Smith taught 2 groups of teenagers from the Massachusetts Avenue Project how to produce, record, and edit podcasts and audio advertisements while **Sean Goodrich** gave them hands-on overviews of MakerSpace technology.

Outreach:

Library staff was out in the community throughout the summer.

Members of the Coordinated Outreach Advisory Group met to review B&ECPL's efforts to reach at risk communities in WNY. Information Services and Outreach librarians as well as public members of this committee learned of new outreach opportunities and offered potential programming ideas that would benefit job seekers, the elderly, veterans, and the immigrant and refugee communities.

Renée Masters coordinated a free session of *Community Training in Opioid Overdose Recognition & Use of Naloxone for Reversal*. These workshops, conducted by the Erie County Department of Health (ECDOH), play an integral role in saving lives during the current opioid crisis and are offered as a part of Erie County executive order #014, creation of the Opiate Epidemic Task Force.

The Library was once again stationed at Canalside every Tuesday from 11 a.m. to 1 p.m. where a host of programs and activities were provided. July 11th and 25th were designated *Library Day at Canalside* where Mobile Services and Outreach Manager **Brian Hoth** and Senior Page **Alyssa Johnson** brought the Library on Wheels to provide additional programming. Forty-eight people boarded the vehicle and checked materials. Several noted how impressed they were with the services offered by and from a bookmobile.

Information Services and Outreach Librarian **Sandra Courtney** attended the Buffalo Niagara Partnership's Open House. Sandra networked with approximately 200 professionals in attendance to exchange cards and information regarding their organizations and what the B&ECPL Library System does to support Erie County's economy.

Renée Masters represented both B&ECPL and Western New York Library Resources Council (WNYLRC) Committee for Health Information Access at *UB on the Green 2017*, a health and wellness themed community event held annually on the front lawn of the UB South campus. Renée was able to speak with 63 individuals from the community, many of whom are current library members. They were especially interested in *Passport to Reading*, Canalside activities and the Launch Pad.

Kathryn Galvin and Information Services Librarian **Tim Galvin** represented the B&ECPL at the Heart of the City Neighborhoods Inc. (HOCN) block party at the Health Sciences Charter School in Buffalo. HOCN is extending its service area from the Niagara District to the Ellicott District. At this event, the Library was able to introduce many new families to our services and promote library card signup.

Sean Goodrich represented the B&ECPL and the Launch Pad at The Buffalo Urban League's STEAM Fair held at UB's Employment Opportunity Center. Sean gave a short talk highlighting some of the tools and services offered in the Launch Pad and demonstrated a variety of available equipment.

Kathryn Galvin staffed a table for the Library at the grand opening of the *Born Learning Trail* at the West Side Community Center. This trail is the first of its kind in Western New York and was coordinated/initiated by the United Way of Buffalo & Erie County. The trail, comprised of 10 interactive signs that offer fun and active learning activities for young children and their families, focuses on both physical and cognitive health. Designed to help parents, caregivers and communities create quality engagement

opportunities when out on a stroll or visiting a local playground, the B&ECPL is actively pursuing collaborations on future projects including the Central Library as a future site of a *Born Learning Trail*. Numerous community businesses, partners and elected officials helped make the trail possible, and were on hand for this opening event.

Ready Freddy Event at Early Childhood Center 82: E. Delavan Branch Manager **John Stone** set up an information table, representing both the East Delavan Branch and the System, at the *Ready Freddy* back-to-school event hosted by Early Childhood Center 82. Parents/caregivers and children stopped by to get information on library services and community groups. John provided flyers, bookmarks and pamphlets with System information, such as branch phone numbers and information on our digital collections.

Renée Masters provided library outreach at *Recovery Day 2017*, a free family picnic event sponsored by Cazenovia Recovery Services held at Fontana's Grove. Cazenovia Recovery Services provide comprehensive continuum of chemical dependency and mental health residential services to men and women in recovery.

Kathryn Galvin, Mary Ann Budny, Children's Service Page **Sally Schaefer** and Information Services Page **Carrie Soto** attended the final award ceremony for Mayor Byron Brown's *16th Annual Summer Reading Challenge* at the Buffalo Niagara Convention Center. This event attracts thousands of attendees. The B&ECPL provided giveaways, and staff issued library cards. Activities for kids included bookmark making and ball toss.

Pamela Bigsby and Senior Page **Nancy Smith** staffed a table at the Dr. George E. Blackman School #54 welcome back picnic. Using mobile circ, **Pamela Bigsby** was able to register attendees for library cards. They handed out library information brochures, programming information and literature, and conducted children's craft activities.

Buffalo Branches:

The Dudley Branch Library hosted author Roger Roberge Rainville who held a book discussion on his book *South Buffalo the Way it Was*. He spoke of the insights he learned while writing the book, how he performed his research, and the process of getting the book published.

Buffalo Animal Adventures presented their program *In Your Own Backyard* at the Dudley Branch Library. They brought animals that you would find in our local environment including a fox, snapping turtle, groundhog, a rabbit, and more. The presentation educated the audience on the animals and talked about how protecting the environment makes a better world for the animals. A total of 30 patrons were in attendance.

The Buffalo & Erie County Botanical Gardens presented their *Build a Fairy Garden* program for the Crane Library Craft Club's project.

John Stone partnered Bike Smart Buffalo and the East Side Bike Club's Rebecca Reilly for an information session about bicycling safely and lawfully in the City of Buffalo. The program included correct ways to signal turning and stopping; how to ride with traffic; how to merge lanes; proper bicycle helmet sizing and fitting practices; and light/reflector requirements in New York State. Presenters contributed real life examples and tips from their professional and recreational bicycling experiences in urban environments.

The Crane Branch Library's front window display holds a collection of art from a patron that learned how to use watercolor from books in the B&ECPL's collection. It also showcases the *Summer Passport* program, displaying the information in a suitcase filled with books and maps.

The *Lego Bridge Summer Challenge* is an ongoing installation program in the raised bed planter located in the children's area at the Crane Branch Library. Pressure-treated 4 x 4 pieces of wood were covered in Lego base plates and buried in the soil. These pieces created pillars to act as the base for a Lego bridge. Children were able to work on creating a large bridge that will span the distance of the planter; the challenge is to see how large and secure the bridge can be. Books on architecture and building were displayed near the project for children to refer to.

Summer Preschool Storytime at the North Park Branch Library included partners from the YMCA Delaware Branch. Attendance averaged 30 attendees and 12 chaperones.

Wellness Programming:

Renée Masters planned and coordinated *Wellness Wednesdays* at the Central Library including partnering Erie County Department of Health and Evergreen Health Services in July who answered questions and provided information about prevention, testing and treatment services available throughout the community. In August, the program *Start the School Year off Right: Make sure your vaccinations are up to date!* was presented by the Erie County Department of Health Immunization Action Plan and Dental Education programs; they were on hand to share vital health information for families with school-age children.

The Buffalo Museum of Science presented *Healthy Habits*, an interactive presentation to help children learn the basics of a healthy lifestyle. Attendees learned the basics of a healthy lifestyle. Teeth brushing, hand washing, healthy eating and exercising were covered in hands-on, interactive activities. This program was held in the Library's Ring of Knowledge. Over 60 people attended; many were children from area day cares or day camps. **Kathryn Galvin** coordinated the presentation with the Buffalo Science Museum's Education Department.

Teen Programming:

Information Services Librarian **Maria Lowe** created and hosted the first *Buffalo Bookaneers* program. This program was developed to encourage reading by teens over the summer. The teens read *The Greatest Zombie Movie Ever* before the program and participated in book-related challenges; these included a book discussion with beach balls, a zombie obstacle course, and a trivia contest. Participants also made a mini zombie movie in the Library's recording studio. The Bookaneers met again in late July where participants read *The Grimm Legacy* and youth participated in an escape room with clues based on information from the book, as well as a trivia contest and book discussion. Information Services Librarian **Shanley Olszowy** and Senior Page **Matthias Williams** assisted with the programs.

The Central Library Teen Advisory Group (T.A.G.) met in July and the teens participated in team-building exercises and decided to make a quick-pick display for *Teen Read Week* (October) where they will create a display of books they recommend.

Teen Manga Club is continuing to expand. In July the teens met and played 2 split Japanese board games and discussed Manga titles.

Maria Lowe hosted a practice PSAT test, proctored by The Princeton Review. Most participants learned about the program through their school counselors and from an e-mail sent by Maria at the end of the school year. This pretest allowed students an opportunity to experience an exam and be better prepared for the real one presented later in the fall.

Participants in the Buffalo Public Schools Art Camp (*Mural Mania! and Radio Arts*) visited the Central Library rotating through stations consisting of the recording studio, Milestones of Science exhibit and the Launch Pad. Staff who led the different stations where Special Collections Librarian **Charles Alaimo** as well as **Kara Stock, Jordan Smith, Sean Goodrich** and **Trevor Brown**.

General:

Pamela Bigsby presented 3 *Sensory Storytime* programs at the Kenmore Branch Library. *Sensory Storytime* is a program designed specifically with stories and activities that cater to children on the autistic scale.

Classes from the Buffalo Hearing and Speech's Early Childhood Programs for Children with Developmental Delays visited the Library during the months of July and August, for a total of 6 visits. *Storytimes* incorporated a lot of body movement and visual and aural interaction as a means to experience the stories. **Wanda Collins** and **Kathryn Galvin** conducted the programs.

The Central Library hosted *Book Arts* classes taught by the Western New York Book Arts Center every Tuesday and Thursday between July 11th and August 10th. At each session, children had the chance to create a new work. Projects included accordion books, hand sewn journals, pop-up books and more.

Every Wednesday, children's programming was held in the Ring of Knowledge featuring: a live animal presentation by Anthony Kelly of Buffalo Animal Adventures; Mike Randall and Friends, an interactive program of magic, puppets and comedy; and non-stop dancing at the Cindy Hanna Dance Party, a high energy, fun and body-positive hour of dance.

2. Collection Development

Collection Development - July 2017

Physical Collections:

	Monthly Item Adds	YTD Item Adds	Monthly Title Adds	YTD Title Adds	Collection Size
Juvenile Print	3,092	27,334	179	2,322	544,577
Young Adult Print	755	4,902	134	793	73,991
Adult Print	4,587	33,709	569	5,421	1,863,918
Media	3,743	36,327	513	4,550	537,511
Other*	2,481	21,914	29	160	185,340
Subtotal	14,658	124,186	1,424	13,246	3,205,337

*Includes magazines, generic copies, and other

Electronic Collections:

	Monthly Item Adds	YTD Item Adds	Monthly Title Adds	YTD Title Adds	Collection Size
e-Books	750	5,091	554	3,642	49,824*
Music (Freegal)	N/A	N/A	N/A	N/A	Unlimited SONY Library
e-Audiobooks	103	696	90	584	9,595
e-Videos	0	1	0	1	100 +Moving Image Archive Library**
Subtotal	853	5,788	644	4,227	59,519

*Includes 428 EBL titles

**Access to Moving Image Archive (<http://bit.ly/1eMd454>) via mobile website, beginning Nov. 2013

All Collections:

	Monthly Item Adds	YTD Item Adds	Monthly Title Adds	YTD Title Adds	Total Collection Size
Total	15,511	129,974	2,068	17,473	3,264,856

Purchase Suggestions:

	Received	% Owned*	Unique Titles	% Ordered
Patron Initiated	542	3.1%	540	67.2%
Staff Initiated	49	2.0%	49	65.3%

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

Collection Development - August 2017

Physical Collections:

	Monthly Item Adds	YTD Item Adds	Monthly Title Adds	YTD Title Adds	Collection Size
Juvenile Print	3,076	30,410	177	2,499	543,231
Young Adult Print	600	5,502	48	841	73,865
Adult Print	5,977	39,686	656	6,077	1,865,853
Media	5,470	41,797	601	5,151	541,293
Other*	3,386	25,300	33	193	186,238
Subtotal	18,509	142,695	1,515	14,761	3,210,480

*Includes magazines, generic copies, and other

Electronic Collections:

	Monthly Item Adds	YTD Item Adds	Monthly Title Adds	YTD Title Adds	Collection Size
e-Books	1,104	6,195	774	4,416	50,928*
Music (Freegal)	N/A	N/A	N/A	N/A	Unlimited SONY Library
e-Audiobooks	120	816	98	682	9,715
e-Videos	0	1	0	1	100 +Moving Image Archive Library**
Subtotal	1,224	7,012	872	5,099	60,743

*Includes 428 EBL titles

**Access to Moving Image Archive (<http://bit.ly/1eMd454>) via mobile website, beginning Nov. 2013

All Collections:

	Monthly Item Adds	YTD Item Adds	Monthly Title Adds	YTD Title Adds	Total Collection Size
Total	19,733	149,707	2,387	19,860	3,271,223

Purchase Suggestions:

	Received	% Owned*	Unique Titles	% Ordered
Patron Initiated	554	4.9%	552	62.1%
Staff Initiated	58	10.3%	58	75.9%

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

Highlights:

In July, 1,048 unique visitors from 22 countries viewed the Library's Subject Guides (<http://bit.ly/1BgHwzj>). Countries this month included: Benin, Brazil, Canada, Ecuador, Germany, India, Japan, Kenya, Moldova, Nigeria, Philippines, Poland, Russia, South Africa, South Korea, Spain, Switzerland, Ukraine, United Arab Emirates, United Kingdom, United States and Zambia.

More than 1,500 unique visitors representing 25 countries viewed the Library's Subject Guides (<http://bit.ly/1BgHwzj>) in August. Countries this month include: Albania, Australia, Bahrain, Canada, Colombia, Ethiopia, Guam, India, Jordan, Kenya, Lithuania, Nepal, Nigeria, Norway, Pakistan, Philippines, Romania, Russia, Senegal, Spain, South Africa, Switzerland, United Arab Emirates, United States and Zimbabwe.

3. Technology

Technology - July 2017

Social Networking:

	Monthly Staff Activity ¹	YTD Staff Activity	Monthly Public Activity ²	YTD Public Activity	Monthly New Followers	Total Followers ³
Facebook	127	861	4,702	28,796	52	7,340
Flickr	10	551	4,800	65,055	-	54
Instagram	31	212	996	7,013	21	1,240
Pinterest	49	461	686	4,321	7	1,481
Tumblr	4	31	3	37	2	188
Twitter	102	929	604	6,496	55	9,616
YouTube	-	8	528	5,258	1	140
Total	323	3,053	12,319	116,976	138	20,059

¹Number of posts, pins, tweets, videos, etc., created by staff

²Number of likes, shares, favorites, repins, clicks, comments, views, retweets, etc., by public

³Total number of followers at end of month

Technology - August 2017

Social Networking:

	Monthly Staff Activity ¹	YTD Staff Activity	Monthly Public Activity ²	YTD Public Activity	Monthly New Followers	Total Followers ³
Facebook	138	999	5,658	34,454	221	7,561
Flickr	167	718	22,487	87,542	-	54
Instagram	31	243	1,286	8,299	23	1,263
Pinterest	76	537	640	4,961	5	1,486
Tumblr	5	36	2	39	-	188
Twitter	122	1,051	1,068	7,564	62	9,678
YouTube	4	12	606	5,864	1	141
Total	543	3,596	31,747	148,723	312	20,371

¹Number of posts, pins, tweets, videos, etc., created by staff

²Number of likes, shares, favorites, repins, clicks, comments, views, retweets, etc., by public

³Total number of followers at end of month

Highlights:

- The total number of social media followers of the B&ECPL has crossed the 20,000 threshold!

4. Funding/Fundraising

Funding:

New York State Assemblymember Crystal D. Peoples-Stokes has nominated the Library for a \$250,000 capital-funding grant from the State and Municipal Facilities Program (SAM) to help support major Americans with Disabilities Act (ADA) related improvements at the East Delavan Branch Library. With this addition, total funding stands at \$1,486,150, allowing the project to move forward!

The project will significantly improve accessibility by constructing an ADA elevator to the basement level community meeting space and replacing existing public restrooms with ADA accessible facilities. The elevator will be constructed adjacent to the east side of the building, creating a new welcoming entrance while minimizing loss of interior space. The main circulation/public service area will be reconstructed to ADA standards, positioned to serve the new public entrance; the basement meeting space will be rehabilitated; and security system improvements will be installed. Construction is anticipated to begin in late September/early October, with completion in 2018.

Fundraising:

Campaign Name	Campaign Dates	Raised to Date
Annual Appeal	January 1 - August 31, 2017	\$91,646.01

Highlights:

The *Building Buffalo: Buildings from Books, Books from Buildings* architecture catalog is on sale at the Library's online store as well as at the downtown Central Library. As of August 31st, 38 catalogs have been sold.

The Annual Used Book Sale at the Central Library was held August 17th - 19th. Sales netted \$6,014.11.

The Rotary Club of Buffalo's annual *Duck Race* was held on Sunday, August 27th. Over 800 rubber ducks were sold at \$5 each. Proceeds will benefit the B&ECPL's *Rotary Reads* project.

The Library hosted *Library Night at the Ballpark* on Wednesday, August 30th; 144 tickets were sold for the event.

The Friends of the Riverside Library held their annual donated book sale in August. A core group, led by the Friends' President Elaine Panty (also a B&ECPL Trustee), worked tirelessly organizing items into categories for easy browsing. To date, the book sale has raised \$1,694.90 for the Riverside Branch Library. Our sincerest thanks to these dedicated volunteers!

5. Facilities

Highlights:

Phase one of the Central Library's auditorium renovation is anticipated to be completed by the end of September. This phase focused on behind-the-scenes work including asbestos abatement and replacing the 1960's vintage Heating Ventilation and Air Conditioning (HVAC) system.

Completion of the Central Library's elevator project has been delayed due to an issue involving elevator installation. Erie County Department of Public Works' personnel are working to resolve the situation.

6. Staff Development

Staff Development - July 2017

	Number of Program Attendees		Number of Programs Presented	
	Month	Yr. to Date	Month	Yr. to Date
Staff	456	2,545	3	43

Staff Development - August 2017

	Number of Program Attendees		Number of Programs Presented	
	Month	Yr. to Date	Month	Yr. to Date
Staff	483	3,028	6	49

Highlights:

- B&ECPL staff members have completed system-wide annual compliance training. Over 630 employees participated in 2 training modules: *Harassment: Sex, Religion, and Beyond* and *Workplace Violence: The Early Warning Signs*.

- Human Resources (HR) presented a new training program for managers and supervisors on July 20th - *Hiring in the Library – What Supervisors Should Know*. The training familiarized managers and supervisors with the hiring process at the B&ECPL, including deadlines and timelines, necessary forms and notifications, legal vs. illegal interview questions, and who to contact in HR for specific questions. Ten staff members attended the session. HR also presented the live training session *Civil Service 101* on August 22nd. The class went over the basics of civil service rules and regulations before opening up into a Q&A format. Five staff members took advantage of this training and 43 attended *Staff Training and Continuing Education* which was presented at the system-wide Managers/Directors meeting.
- Mandatory building guard training was held in July and August. The 2 sessions focused on the security staff role of a building guard, legal powers and limitations, emergency situations/responses, communications/public relations, access control, ethics and conduct, and report writing. A variety of guest speakers also trained security staff on mental health crisis response, bomb threats, and crime response.
- Conference participation included: **Maria Lowe** attended the Library of Congress (LOC) World War I (WWI) Teacher’s Summer Institute in Washington, D.C. She was one of 20 participants chosen from a pool of over 300 applicants, and the only public librarian in the program. The week-long workshop focused on how and why to use primary sources in the classroom. It also involved a tour of the WWI exhibit, and an introduction to programs the LOC created for public consumption during the run of the exhibit. Special Collections Librarian **Rhonda Konig** attended a week-long *Practical Genetic Genealogy* course through the Genealogical Research Institute of Pittsburgh (GRIP). Some of the topics covered were the types of DNA testing, testing companies, applying DNA to your genealogy research, using DNA for researching unknown parentage, free genetic genealogy tools, and the future of genetic genealogy. The course was taught by top genealogists, including “The Genetic Genealogist,” Blaine Bettinger, and CeCe Moore, the lead DNA specialist on PBS’s *Finding Your Roots*. As a result of the course, Rhonda will be developing genetic genealogy classes for library staff and library patrons. Separate evening lectures were offered at the institute, covering topics including FamilySearch; separating and merging identities in family history research; and tracing common surnames. Next summer, GRIP will offer courses in Amherst at Daemen College. Rhonda met with GRIP organizers Elissa Powell and Deborah Deal about the possibility of the Grosvenor Room offering an ancillary program for the conference.

- Staff continued to pursue a variety of webinar training opportunities on a wide range of topics including: *Access for All: Libraries, Digital Inclusion, and Community Empowerment* (presented by SCLRC); *Engaging Reluctant Readers in Your Library* (presented by Library Journal); *Libraries that Lend Things* (presented by Infopeople); *More than #MotivationMonday: Motivating Your Team Any Day of the Week* (presented by WebJunction); and *Using Media Literacy to Stop the Fake News Cycle* (presented by YALSA); *Build Your Political Literacy Skills for Advocacy* (presented by WebJunction); *Enticing Book Club Picks* (presented by Booklist); *Librarians and the Opioid Epidemic* (presented by WNYLRC); *Lending Priorities and Advanced Lending Workflows* (presented by OCLC); and *Working with Friends Groups: The Good, the Great, and the Unfriendly* (presented by ALA). A total of 96 different webinars were viewed by staff from the Central, Buffalo branch, and contracting libraries in the months of July and August.

7. Media Coverage/Media Releases

Type of Communication	Topic	Air Date/Publish Date
Radio Interview	WBLK Radio DJ Summer Reading Storytelling with Kate Shea	WBLK, July 11 th
Radio Interview	WBLK Radio DJ Summer Reading Storytelling with Jennifer Johnston	WBLK, July 24 th
Radio Interview	WBLK Radio DJ Summer Reading Storytelling with John Stone (East Delavan)	WBLK, August 29 th and 30 th
Radio Interview	WBLK Radio DJ Summer Reading Storytelling with Joy Testa Cinquino (Riverside)	WBLK, August 14 th
Radio Interview	WBLK Radio DJ Summer Reading Storytelling with Linda Rizzo (Merriweather)	WBLK, July 17 th
Radio Interview	WBLK Radio DJ Summer Reading Storytelling with Josh Mitch (Crane)	WBLK, August 22 nd
Radio Interview	WBLK Radio DJ Summer Reading Storytelling with Paul Guminski (North Park)	WBLK, August 7 th
Radio Interview	WBLK Radio DJ Summer Reading Storytelling with Mary Jean Jakubowski	WBLK, various times/dates throughout the summer
TV Interview with Library Director Mary Jean Jakubowski	Battle of the Books and Eclipse Glasses	WIVB TV Channel 4, August 5 th

Radio Interview with Library Director Mary Jean Jakubowski	Eclipse Glasses	WECK Radio, August 10 th
Live TV Interviews with Carol Batt, Mary Jean Jakubowski and Joy Testa Cinquino	Annual Used Book Sale, Eclipse-O-Rama and New Collection of eBooks	WIVB TV Channel 4, August 17 th
Media Release	Annual Used Book Sale	Various media
Media Release	75 Public Libraries Selected as NASA@ My Library Partners	July 7 th , http://www.buffalolib.org/content/news-releases/75-public-libraries-selected-nasa-my-library-partners
Media Release	World's Leading James Joyce Collection Featured @ Downtown Central Library	July 24 th , http://www.buffalolib.org/content/news-releases/world%E2%80%99s-leading-james-joyce-collection-featured-downtown-central-library
Media Release	Libraries Gear Up for 19 th Annual Battle of the Books – Teen Reading Competition	July 17 th , http://www.buffalolib.org/content/news-releases/libraries-gear-19th-annual-battle-books-teen-reading-competition
Media Release	Amherst Public Library Wins 2017 Battle of the Books	WIVB TV – Channel 4, Amherst Bee, Grand Island Dispatch, August 5 th and 8 th http://www.buffalolib.org/content/news-releases/amherst-public-library-wins-2017-battle-books
Media Release - Newspaper and TV Interviews	The 2017 Great American Eclipse to be Celebrated at Downtown Central Library	WIVB TV, Channel 4, The Buffalo News, Buffalo Rising, August 19 th and 21 st .

Crane (CRA): WNY Family Magazine Online	Upcoming programs	July 1 st submission of events through August
CRA: Council Member Joel Feroleto's Newsletter	Library Programs	Submitted events for August Newsletter on July 17 th
Riverside Review	Donate to our book sale	July 6 th , 12 th and 19 th
Riverside Review	14207 Day	July 26 th
CRA: WNY Family Magazine Online	Upcoming Programs	August 1 st submission of events through September
CRA: Council Member Joel Feroleto's Newsletter	Library Programs	August 3 rd , newsletter/ listserv
EDL: Radio Interview	Build a Better World: Celebrity Storytime with Yasmin Young	August 29 th
NIA: Radio Interview	Summer Reading/WBLK Storytime	August 2 nd
Riverside Review	14207 Day	August 2 nd
Riverside Review	Book Sale	August 2 nd and 9 th

Highlights:

- WYRK and WBLK radio stations (Townsquare Media) promoted summer-long, in-library, weekly, *Summer Reading* programs for children with their DJs. Radio interviews to promote the programs took place every week on WBLK with DJ Yasmin Young and a library manager. Library Director Mary Jean Jakubowski conducted an interview with the WYRK morning team.
- The Grosvenor Room was featured as a resource for a webinar taught by nationally recognized genealogist Jane Wilcox, titled *Essentials of New York* on August 22nd. The webinar was hosted by Family Tree University, an online education program developed by the publishers of *Family Tree Magazine*.

8. Partnerships

Highlights:

- This writer, Assistant Deputy Director **Dawn Peters** and Buffalo Branches Manager **Linda Rizzo** attend the *2017 Erie County Poverty Summit* at the Buffalo Niagara Convention Center on August 24th. Programs included Buffalo Empire State Poverty Reduction Initiative, a Woman and Children Poverty Panel, an Immigrant/Refugee Poverty Panel and a Senior/Disabled Poverty Panel. Each

panel described how poverty affects the particular group of constituents. Following breakout, sessions that included the opportunity for input from participants were conducted. The B&ECPL encouraged collaboration and the development of partnerships with the Library. In addition, library services and resources were described and explained. Several new community contacts were made and collaborations are being developed.

- East Clinton Manager **Kate Shea** met with camp counselors from the Police Athletic League Day Camp at the Machnica Community Center, and arranged for their group of 37 kids to visit the East Clinton Branch Library every Wednesday between July 19th and the end of summer. Kate provided the group with information on obtaining a library card and how to read down existing overdue fines. Several attendees have obtained library cards and since participated in the *Read Down Your Fines* program.
- Buffalo City Councilman Joseph Golombek, Jr. has secured a new flag for the Riverside Branch Library. The new flag replaces the faded and torn flag, which was properly disposed of during a July 4th event at Riverside Park. Thank you Councilman Golombek.
- Rare Book Curator **Amy Pickard** and Rare Book and Map Librarian **Charles Alaimo** met with Buffalo State College English Professor Lisa Berglund to discuss materials she will be using in her fall 2017 *Textual Editing* class.
- **Renée Masters** met with Kelly Fletcher, with the Erie County Department of Health's Community Wellness program, to discuss a new incentive component to *Wellness Wednesdays* beginning in September. Visitors who stop at the information tables during *Wellness Wednesdays* will be entered in a drawing for prizes including gift certificates for food and/or cooking lessons and other items. A drawing will be held in January and the grand drawing will take place in August of 2018.
- **John Gaff** and **Jordan Smith** met with the Boys & Girls Club of Buffalo STEAM Coordinator Jeff Dukat to prepare for the organization's upcoming visits to the Central Library. Boys & Girls Club clubhouses will come to the library's Launch Pad for 6 week sessions beginning September 20th. Topics to be explored will be video game design, rocketry, film making, and many others.
- **Amy Pickard** attended a reception at the Theodore Roosevelt Inaugural Site for the opening of an exhibit about and in tribute to architect and preservationist Bill Shelgren. This exhibit sponsored by the Baird Foundation focuses on Shelgren and complements this library's rare book exhibit *Building Buffalo: Buildings from Books, Books from Buildings*.

- Niagara Branch Manager **Jason Barone** met with Say Yes West Side Zone Leader Talia Rodriguez and laid groundwork for communications and collaboration between the Niagara Branch Library and the schools under the umbrella of Say Yes. This meeting provides an arena for the B&ECPL to increase our outreach to local schools as well as support the efforts of college-bound youth in the Say Yes program.
- **Sandra Courtney** was a workshop presenter at SCORE (Senior Corps of Retired Executives) *Starting and Managing Your Own Business* at the Central Library. There were 48 entrepreneurs in attendance. Participants learned about small business resources and were provided a tour of the Central Library.

9. Planning for the Future

- The Central Library Special Collections Department including the Rare Book Room, along with the Information Services Department, Development and Communications Office, Graphics Department and others continue to develop the soon to open *Buffalo Never Fails: The Queen City and World War I* exhibit. The exhibit is scheduled to open in November in the Central Library’s Collections Gallery.

10. Director Activities

Meetings and Events:

**LIST of MEETINGS and EVENTS
ATTENDED by DIRECTOR MARY JEAN JAKUBOWSKI
July & August 2017**

DATE	MEETING / EVENT
DATE	MEETING / EVENT
July 5, 2017	Meeting - Meg Cheman
July 5, 2017	Conference Call - Heart of the Community Grant, Project for Public Spaces
July 5, 2017	Meeting - Jim Maynard
July 6, 2017	Meeting - Austin Booth, Sheryl Knab
July 7, 2017	Meeting - Kenneth Stone, Jeannine Doyle, Tracy Palicki
July 10, 2017	Meeting - Heart of the Community Grant, Project for Public Spaces
July 10, 2017	Meeting - Heart of the Community Grant Stakeholders
July 11, 2017	Conference Call - New York State Department of Education - Division of Library Development and Public Library System Directors Organization (PULISDO)
July 11, 2017	Conference Call - PULISDO

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July 12, 2017 Meeting - Managers/Directors
July 12, 2017 Meeting - Kenneth Stone, Carol Batt
July 12, 2017 Meeting - Buffalo & Erie County Public Library (B&ECPL) Board of Trustees - Budget & Finance Committee
July 12, 2017 Conference - Commission on the Status of Women
July 13, 2017 Conference Call - Robert Patterson, Esq., Bond Schoeneck & King
July 13, 2017 Conference Call - Melanie Bunch, Launch NY
July 13, 2017 Meeting - Joint B&ECPL Board of Trustees Executive Committee and Planning Committee
July 13, 2017 Fundraiser - Boston Free Library
July 14, 2017 Conference Call - Susan Mitchell, Onondaga County Public Library, Director
July 14, 2017 Conference Call - Heart of the Community Grant, Project for Public Spaces
July 17, 2017 Meeting - Mark Boyd, Chief of Staff NYS Assemblymember Crystal Peoples-Stokes; Richard Rodgers, Legislative Director Senator Timothy Kennedy; Heidi Bamford and Sheryl Knab Western New York Library Resources Council (WNYLRC)
July 17, 2017 Conference Call - Shannon Adkins, Student
July 18, 2017 Meeting - Kenneth Stone, Jeannine Doyle, Tracy Palicki
July 18, 2017 Meeting - Bethune Project - Kelly Hayes McAlonie, Bonnie Lawrence
July 18, 2017 Meeting - City of Buffalo Common Council Session
July 19, 2017 Meeting - Erie County Legislature Mid-Year Budget Hearing
July 19, 2017 Meeting - Central Library Auditorium Renovation Phase 2 Drawing Submittal Review
July 20, 2017 Meeting - Administrative Team
July 20, 2017 Meeting - Carol Batt, Representatives from Erie County - Re: VoIP
July 20, 2017 Meeting - Jack Connors
July 20, 2017 Meeting - B&ECPL Board of Trustees
July 24, 2017 Meeting - University at Buffalo Division of Library and Information Studies
July 24, 2017 Meeting - Frank E. Merriweather, Jr. Library; African Conscious Group
July 25, 2017 Event - James Joyce/Gaelic Games
July 26, 2017 Meeting - Dawn Peters, Alan Rozansky
July 26, 2017 Meeting - Carol Batt, Kenneth Stone, Dawn Peters, Tracy Palicki, Stephen Hovey, Business Office Staff
July 27, 2017 Media Interview - Stephen Watson, Buffalo News - Buffalo's Most Unloved Buildings
July 27, 2017 Conference Call - Matthew Meier, HHL Architects
July 28, 2017 Meeting - Mark Boyd, Chief of Staff NYS Assemblymember Crystal Peoples-Stokes
July 28, 2017 Fundraiser - Angola Public Library
July 31, 2017 Tour - NIOGA Library System Directors
July 31, 2017 Conference Call - Heart of the Community Grant, Project for Public Spaces
July 31, 2017 Media Interview - Brenda Alesii, Slice of Life ESPN 1520
August 1, 2017 Meeting - Dawn Peters, Jordan Smith, Kara Stock, Darlene Pennachi, Dawn Stanton

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August 1, 2017	Event - Staff Forum
August 1, 2017	Media Interview - Mike Desmond, WBFO
August 2, 2017	Meeting - Construction Progress Auditorium Renovations Phase I
August 2, 2017	Meeting - Sam Abramovich, University at Buffalo: Launch Pad Study
August 3, 2017	Meeting - Administrative Team
August 3, 2017	Meeting - Dawn Peters, Alan Rozansky
August 4, 2017	Meeting - Anne Conable
August 4, 2017	Event - Legislator John Mills Hot Dog Roast Fundraiser - Orchard Park Public Library
August 5, 2017	Event - Battle of the Books - ECC South
August 8, 2017	Conference Call - Arlee Daniels
August 8, 2017	Media Interview - Jon Summers, WECK
August 8, 2017	Media Event - Hispanic Heritage Council Public Art
August 8, 2017	Conference Call - John Hammond
August 9, 2017	Meeting - Managers/Directors
August 9, 2017	Meeting - Arlee Daniels
August 10, 2017	Media Interview - Radio Interview with John Zach, Tom Donahue, Gail Ann Huber
August 10, 2017	Conference Call - Project for Public Spaces
August 10, 2017	Webinar - How to Respond to a Security Incident
August 11, 2017	Meeting - Ken Stone, Tracy Palicki
August 12, 2017	Event - B&ECPL @ Erie County Fair
August 15, 2017	Meeting - Patrick Martin, Esq.
August 15, 2017	Conference - PULISDO, Vernon, NY
August 16, 2017	Conference - PULISDO, Vernon, NY
August 17, 2017	Media Event - WIVB Live Interviews
August 17, 2017	Meeting - Administrative Team
August 17, 2017	Media Interview - Dave DeLuca, Channel 2
August 17, 2017	Conference Call - Patrick Martin and Wayne Wisbaum
August 17, 2017	Conference Call - Jesse Burnette
August 17, 2017	Conference Call - Warren Lime
August 20, 2017	Event - B&ECPL @ Erie County Fair
August 21, 2017	Meeting - WNYLRC Personnel Committee
August 22, 2017	Media Event - WYRK @ the Aurora Town Public Library
August 23, 2017	Meeting - 2018 Buffalo Capital Improvements Program (CIP)
August 24, 2017	Event - Poverty Summit: The Erie County Poverty Committee
August 24, 2017	Event - Chairman's Book Club
August 25, 2017	Media Interview - Kevin O'Neill, Daybreak
August 25, 2017	Event - Public Art Commission - Betsy Casañas Mural Dedication
August 27, 2017	Event - Rotary Club of Buffalo Duck Race
August 28, 2017	Meeting - Robert Rumpl, Dawn Peters, Jordan Smith, Kara Stock, Darlene Pennachi, Dawn Stanton, Re: Little Free Library
August 29, 2017	Conference Call - Glenn Luba, Cheektowaga Public Library, Director

August 29, 2017	Conference Call - Jonathan Rivera, Erie County Executive's Office
August 29, 2017	Meeting - Dawn Peters
August 29, 2017	Conference Call - Jennifer Johnston, Director & Dean Otoka, President - Lackawanna Public Library
August 30, 2017	Meeting - Construction Progress Auditorium Renovations Phase 1
August 30, 2017	Meeting - Construction Progress Auditorium Renovations Phase 2 - Sound System Design
August 31, 2017	Meeting - Administrative Team
August 31, 2017	Meeting - Dawn Peters
August 31, 2017	Event - Retirement Celebration - Jack Edson, Hamburg Public Library, Director
August 31, 2017	Meeting - 2018 Buffalo Capital Improvements Program (CIP)

Other:

Contracting Member Library Activity Reports

Concord Public Library – submitted by Bridgette Heintz, Director

Highlights of events and activities at the Concord Public Library:

August 2017

- Summer Programming Numbers: The Concord Public Library conducted 82 programs between June and August with 919 attendees. Programs included:
 - *The Checkers Show*: a magic variety show focused on the *Summer Reading* theme of *Build a Better World*.
 - *Eclipse Program*: as part of the *NASA @ Your Library* program, we had NASA Ambassador Dr. Warren Marcus come in and give a presentation on the *Great American Eclipse*. Participants received solar eclipse glasses courtesy of Buffalo State College.
 - *Jerry the Geologist*: Jerold Bastedo, retired Executive Director of the Penn Dixie Paleontological Site, ran a fossil program for families which included a fossil dig.
 - *Doll Making Workshop*: local master doll maker, Kelli Rumfola, ran a *Paper Dolls of the World* program where participants made their own dolls and learned about doll making in different cultures.
 - *Maker Club*: the library ran three 4-week sessions over the summer of their *Maker Club*; funding for which is provided through Senator Patrick Gallivan's Bullet Aid Grant.

September 2017

- *Mr. K's Inflatable Planetarium*: Paul Krupinski is coming back at the end of the month with his inflatable planetarium to run two 45-minute sessions for the public. This program is always popular and the library has him annually in the fall.

- *Book Club & A Movie: Hidden Figures* by Margot Lee Shetterly is the September selection. Concord's monthly book club chooses titles that have been made into movies and participants are asked to watch the movies as well before meetings. There are currently 16 dedicated members.

October 2017

- *Pumpkin Party*: run by Ms. Bridgette every year, families bring their little ones in costume for BINGO, crafts, trick or treating, and pumpkin decorating. It's becoming a tradition.
- *Sprouting 101*: Christine Henderson of Mystic Sprouts will conduct her workshop focused on growing, harvesting, and cooking with different sprouts.
- *Intro to Windows 10*: computer class run by the TechKnow Lab.
- *What Did the Scarecrow See?:* preschool program run by the Youth Services Group.

Hamburg Public Library- submitted by Jack Edson, Director

Highlights of events and activities at the Hamburg Public Library:

- This summer we completed another construction project, repaving the parking lot of the Hamburg Public Library, with the help of a New York State Construction Grant.
- We prepared an application for another New York State Construction Grant for 2018, to replace the HVAC system at the Lake Shore Public Library. This will be the fifth grant application for Hamburg Public Libraries, and we have received a total of \$804,715 from this wonderful program since 2012-13.
- Director **Jack Edson** is retiring from his position on August 30th and will be replaced by **Brian Hoth** on September 1, 2017.
- This was a very busy summer at both Hamburg and Lake Shore Public Libraries with many activities for patrons of all ages. We had many visitors from all over Erie County who participated in the *Passport to Reading* program.

Marilla Free Library – submitted by Cathryn Urquhart, Senior Clerk

Highlights of events and activities at the Marilla Free Library:

- We started an exciting summer on July 8th with our 2nd annual *Family Fun Fest*, a fundraiser for our expansion project. It was an afternoon of games, food, raffles, prizes and entertainment.
- Programs and events for the summer reflected the *Build a Better World* theme. We had a few sessions of *Storytime* for preschoolers, ages 3 to 5, and a session of *Summer Fun Club* for children ages 6 to 12. We had special programs for all ages, which included *Build a Fairy Garden* with the Buffalo & Erie County Botanical

Gardens Society, magician Cris Johnson's *Building and Construction Magic Show*, Buffalo Animal Adventures' *African Safari*, and Gravitational Bull's *Intro to Balloon Sculpture*. The Central Programming Team also presented 2 great programs, *Let's Build It!* and *Simple Machines*.

- We encouraged children to read all summer by joining our independent reading program. Children kept track of time spent reading in their reading logs and earned great prizes each week. They also attended our end of summer party with ice cream and prizes.
- We are enjoying all the patrons who have been visiting from all over the county during the *Passport to Reading* program.
- We are collecting books and preparing for the annual book sale which takes place September 15th - 17th.
- Marilla Free Library Book Club will meet in September after taking a break for the summer.

Orchard Park Public Library - submitted by Peggy Errington, Director

Highlights of events and activities at the Orchard Park (OP) Public Library:

- The OP Library is the most visited contracting library in Buffalo & Erie County and ranks 5th overall in circulation of materials.
- OP Library collaborated with the Historic OP Train Depot to bring *Storytime at the Depot* Wednesday mornings throughout August.
- Bubble artist extraordinaire Doug Rougeaux, aka "the Bubbleman", visited the OP Library August 2nd.
- Legislator John Mills held his annual library Hot Dog Roast Fundraiser August 4th, with entertainment provided by PeeWee Puppets.
- *Build a Better World Wednesdays* continued on August 9th with a visit from the Primate Sanctuary.
- On August 11th, the OP Library hosted a guest reader from the Children's Book Expo intended to get children excited about the Expo scheduled for November 11th.
- *Build a Better World Wednesdays* concluded August 16th with *Seismic Shake-up*.
- The Friends of the OP Library held their quarterly book sale September 8th, 9th and 10th.
- The late summer/early fall schedule of computer classes includes 2 rounds of *Book a Technology Trainer* August 15th and October 12th, and *Intro to Windows 10* September 20th.
- A *Sprouting 101* class for adults will be offered September 21st - seeds and recipes will be provided.

- A visit from Animal Adventures is scheduled on the afternoon of September 23rd, presenting up to 6 North American animals.
- The Friends of the OP Library have scheduled the fall 4th *Tuesday Speaker Series* including John Spagnoli discussing antique glass in September. October will feature a presentation by the Buffalo Historical Society discussing the WNY experience in WWI in honor of the 100th anniversary of the American entry into the war.
- We will round out the month with the Teen Bookends group taking the lead with a *Fantastic Fall Crafts* program September 30th.
- Buffalo Philharmonic BPOvations resumes October 2nd with *A Day at the Office, Orchestra Edition*.
- The VNA will provide flu and pneumonia vaccinations free of charge on October 17th.
- Whoooo is Hawk Creek Wildlife Center, Inc. bringing to the OP Library on October 21st? Owls! Hawk Creek's presentation will feature 3 *Silent Hunters of the Night*.
- Talented storyteller Annemarie Jason brings her own brand of magic for an atmospheric *Not-so-Spooky Stories* event October 23rd.
- The Friends of the OP Library will host a *Trick or Treat Party* with a coloring contest, crafts, snacks and stories on Thursday, October 26th. WNY Super Heroes will make an appearance!
- October 28th will feature *DIY Spooky Crafts* – presented by the Bookends Teen Service Group.

Agenda Item G – Report of the Association of Contracting Library Trustees (ACT)/Contracting Library Trustee Report. Bill Josefiak reported ACT is looking into experimenting with a blog for the purpose of trustees being able to communicate more easily with each other. Their plan is to recruit people at the next ACT meeting and establish some parameters. Chair Housh commented if the ACT blog does not work out, ACT may wish to look into a Facebook page with a closed group.

Mr. Josefiak shared, if anyone wishes to see the progress happening at the West Seneca Public Library, a virtual tour is available online at the following link: <https://www.youtube.com/watch?v=MXNerftLFel&feature=youtu.be>. The target date for completion is May 1, 2018.

Contract Member Library System Liaison Report – Trustee Panty reported on the Grand Island Memorial Library Board of Trustees meeting she attended September 7, 2017. She mentioned the ACT blog was discussed at the meeting.

Agenda Item H – Public Comment. No public comment.

Agenda Item I – Unfinished Business. None

Agenda Item J – New Business.

Agenda Item J.2 – (taken out of order) Authorization to Negotiate Settlement – Personnel Matter. Proposed Resolution 2017-41 was distributed and discussed during executive session both at the Executive Committee meeting and today. Trustee Panty moved for approval, Trustee Amodeo made a second, and approval of Resolution 2017-41 as presented was unanimous.

RESOLUTION 2017-41

WHEREAS, in February 2017, the Buffalo & Erie County Public Library (B&ECPL) terminated an employee for just cause, and

WHEREAS, the case has now moved to arbitration, and

WHEREAS, the Labor Relations Specialist for the union representing the party has indicated the party is interested in entering settlement discussions, and

WHEREAS, the B&ECPL's Assistant Deputy Director, Human Resources/Labor Relations, recommends engaging in settlement discussions, now therefore be it

RESOLVED, that the Board of Trustees of the B&ECPL authorizes the Library Director, or her designee, to negotiate a settlement in this matter, and be it further

RESOLVED, that the Board of Trustees of the B&ECPL authorizes the Library Director, or her designee, to transfer budget funds as necessary to accomplish payment of settlement.

Agenda Item J.1 – Reappointment of Deputy Director – CFO Kenneth Stone. Proposed Resolution 2017-40 was distributed and discussed during executive session both at the Executive Committee meeting and today. Trustee Johnson made the motion, Trustee Panty made a second, and Resolution 2017-40 as presented to reappoint Kenneth Stone as Deputy Director – CFO was unanimous.

RESOLUTION 2017-40

WHEREAS, the Library Director has determined that the performance of Deputy Director - Chief Financial Officer Kenneth H. Stone has been very good, and

WHEREAS, the Library Director recommends the reappointment to the position of Deputy Director - Chief Financial Officer, and

WHEREAS, Mr. Stone has indicated a willingness to accept another three-year appointment, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library hereby approves the reappointment of Kenneth H. Stone to the position of Deputy Director - Chief Financial Officer, for a three-year appointment effective September 30, 2017, and on January 1, 2018 his salary be adjusted to \$117,500 with a 2.5% increase annually for the duration of the reappointment. Benefits shall remain the same unless otherwise changed by vote of the Board of Trustees.

Deputy Director - Kenneth Stone, CFO Wage/Benefits Package
Effective at time of (Re) Appointment unless otherwise noted

Benefit	Deputy Director
WAGES	Effective 1/1/2018 \$117,500. Effective 1/1/2019 \$120,438. Effective 1/1/2020 \$123,448.
VACATION	20 days/ 0 - 14 years/ bank max 45 days 25 days/ 15 - 24 years / bank max 50 days 30 days/ 25 or more years/ bank max 60 days Effective 1/1/2015, employees shall be eligible to sell back up to forty (40) hours of vacation each year. Such employees must have at least eighty (80) hours of vacation leave in their bank in order to be eligible for such sell back. Payment for such sell back shall be made in payroll period 24. Upon termination of employment, he will be entitled to receive a cash payment equal to his accrued vacation time. In no event will such payout exceed the maximum bank days.
HOLIDAYS	Eight (8) paid holidays per year: New Year's Day, Martin Luther King, Jr. Day, Memorial Day, Independence Day, Labor Day, Veterans' Day, Thanksgiving and Christmas. Two (2) floating holidays: Presidents' Day and Good Friday, which may be taken on the day the holiday is observed OR work on the holiday and subsequently "float" that holiday to a day more beneficial to Library operations. All floating holidays must be taken within the calendar year, in eight (8) hour increments.
SICK LEAVE	15 days per year - accumulates on a bi-weekly basis to 225 day bank. If retire from library service with 10 years of service, shall be eligible for sick leave bonus deposited in a health reimbursement account as follows: <ul style="list-style-type: none"> • Minimum of 800 hours accumulated sick leave as of date of retirement - \$2000 • Minimum of 1200 hours accumulated sick leave as of date of retirement - \$3000

	<ul style="list-style-type: none"> • Minimum of 1800 hours accumulated sick leave as of date of retirement - \$5000 	
INSURANCE	<p>Health - Individual or family coverage after one month of employment. BlueCross/BlueShield - 3 plan levels (Core, Value and Enhanced). Employee pays 15% of monthly premium of Core or Value, plus additional charge for Enhanced Plan.</p> <p>Effective 1/1/15, eliminate 105 (h) for Value Plan.</p> <p>Waiver - \$100-F/67-S per month paid (no payment if spouse is a Library/County employee) to waive health insurance.</p> <p>Dental - Single coverage at no cost; family coverage at 10% of premium.</p>	
RETIREE HEALTH	<p>Hired before 7/1/2006 - 85% employer contribution of Core premium.</p> <p>Hired on or after 7/1/2006 - 50% employer contribution of Core premium.</p> <p>Hired on or after 10/1/2014 - 50% employer contribution of Value premium.</p>	
PERSONAL LEAVE	4 days per year after one full year of continuous employment.	
LUNCH	One-half hour paid.	

Before adjournment, Trustee Ricks thanked everyone for their thoughts and prayers during her absence and shared that she is cured of cancer! There was a loud round of applause!

There being no further business, on motion by Trustee Kelly and a second by Trustee Bucki, the meeting adjourned at approximately 5:09 p.m.

Respectfully submitted,

Kathleen Burd
Secretary