

# Buffalo and Erie County Public Library Annual Report For Public And Association Libraries - 2019

## 1. GENERAL LIBRARY INFORMATION

### Library/Director Information

Please note: Bibliostat CollectConnect is now compatible with major browsers including Google Chrome, Mozilla Firefox, Safari and Internet Explorer.

Please be advised Bibliostat CollectConnect is now using a new interface. If you have accessed or if you believe you may have accessed the old Bibliostat Collect, please click the new link [here](#) and you will be taken to the new interface. Please be sure you exit and close the old Bibliostat Collect before you begin your survey.

To avoid loss of data, only one person at a time should be logged into a member library report. Multiple people logged into the same report will cause data to be lost.

Libraries should not have reports from two different years open at the same time.

Report all information in Part 1 as of December 31, 2019, except for questions related to the current library director/manager (questions 1.37 through 1.44).

1.1	Library ID Number	0800000000
1.2	Library Name	BUFFALO AND ERIE COUNTY PUBLIC LIBRARY
1.3	Name Status (State use only)	00 (for no change from previous year)
1.4	Structure Status (State use only)	00 (for no change from previous year)
1.5	Community	Buffalo *
1.6	Beginning Fiscal Reporting Year	01/01/2019
1.7	Ending Fiscal Reporting Year	12/31/2019
1.8	Is the library now reporting on a different fiscal year than it reported on in the previous Annual Report?	No
1.9	If yes, please indicate the beginning date of library's new reporting year. Enter N/A if No was answered to Question 1.8.	N/A
1.10	Please indicate the ending date of library's new reporting year. Enter N/A if No was answered to Question 1.8.	N/A
1.11	Beginning <u>Local</u> Fiscal Year	01/01/2019
1.12	Ending <u>Local</u> Fiscal Year	12/31/2019
1.13	Address Status	00 (for no change from previous year)

1.14	Street Address	1 LAFAYETTE SQUARE
1.15	City	BUFFALO
1.16	Zip Code	14203
1.17	Mailing Address	1 LAFAYETTE SQUARE
1.18	City	BUFFALO
1.19	Zip Code	14203
1.20	Telephone Number (enter 10 digits only and hit the Tab key; enter N/A if no telephone number)	(716) 858-8900
1.21	Fax Number (enter 10 digits only and hit the Tab key; enter N/A if no fax number)	(716) 858-6544
1.22	E-Mail Address to Contact the Library (Enter N/A if no e-mail address)	jakubowskim@buffalolib.org
1.23	Library Home Page URL (Enter N/A if no home page URL)	<a href="https://www.buffalolib.org/">https://www.buffalolib.org/</a>
1.24	Population Chartered to Serve (per 2010 Census)	919,040
1.25	Indicate the type of library as stated in the library's charter (select one):	PUBLIC
1.26	Indicate the area chartered to serve as stated in the library's charter (select one):	County
1.27	During the reporting year, has there been any change to the library's legal service area boundaries? Changes must be the result of a Regents charter action. Answer Y for Yes, N for No.	N
1.28	Indicate the type of charter the library currently holds (select one):	Absolute
1.29	Date the library was granted its absolute charter <u>or</u> the date of the provisional charter if the library does not have an absolute charter	08/31/1953
1.30	Date the library was last registered	12/08/1953
1.31	Federal Employer Identification Number	166032029
1.32	County	ERIE
1.33	School District	Buffalo
1.34	Town/City	Buffalo
1.35	Library System	Buffalo & Erie County Public Library

**THESE QUESTIONS ARE FOR NYC LIBRARIES ONLY. PLEASE PROCEED TO THE NEXT QUESTION.**

1.36a	President/CEO Name	N/A
1.36b	President/CEO Phone Number	N/A
1.36c	President/CEO Email	N/A

NOTE: For questions 1.37 through 1.44, report all information for the current library director/manager.

1.37	First Name of Library Director/Manager	Mary Jean
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- 1.38 Last Name of Library Director/Manager Jakubowski
- 1.39 NYS Public Librarian Certification Number 15501
- 1.40 What is the highest education level of the library manager/director? Master's Degree
- 1.41 If the library manager/director holds a Master's Degree, is it a Master's Degree in Library/Information Science? Y
- 1.42 Do all staff working in the budgeted Librarian (certified) positions reported in 6.4 have an active NYS Public Librarian Certificate? If No, list the name and e-mail address of each staff member without an active certificate in a Note. Y
- 1.43 E-mail Address of the Director/Manager jakubowskim@buffalolib.org
- 1.44 Fax Number of the Director/Manager (716) 858-6544
- 1.45 Is the library a member of the New York State and Local Retirement System? Y
- 1.46 Does the library charge fees for library cards to people residing outside the system's service area? Y
- 1.47 Was all or part of the library's funding subject to a public vote(s) held during Calendar Year 2019? (Please respond even if the vote was unsuccessful). Enter Y for Yes, N for No. If Yes, complete one record for the public vote from each funding source. If no, go to question 1.48. N

#### Public Votes/Contracts

1. Name of municipality or district holding the public vote N/A
2. Indicate the type of municipality or district holding the public vote N/A
3. Date the vote was held (mm/dd/2019) N/A
4. Was the vote successful? Y/N N/A
5. What type of public vote was it? N/A
- 6a. Most recent prior year approved appropriation from a public vote: N/A
- 6b. Proposed increase in appropriation as a result of the vote held on the date reported in question number 3: N/A
- 6c. Total proposed appropriation (sum of 6a and 6b): N/A

**This question should only be answered if "No" was answered in Q1.47 OR the library has votes from different municipalities/districts that were held in different years, both current and prior.**

- 1.48 Did the library receive funding from an appropriation which was approved by public vote in a prior year? (Prior to Calendar Year 2019) Enter Y for Yes, N for No. If Yes, complete one record for the vote from each funding source. If No, go to question 1.49. N
1. Name of municipality or district holding the public vote N/A
  2. Indicate the type of municipality or district holding the public vote
  3. Date the last successful vote was held (mm/dd/yyyy) N/A
  4. What type of public vote was it?
  5. What was the total dollar amount of the appropriation from tax dollars resulting from the last successful vote? N/A
- 1.49 Does the reporting library have a contractual agreement with a municipality or district to provide library services to residents of an area not served by a chartered library? Enter Y for Yes, N for No. If yes, please complete one record for *each* contract. If no, go to question 1.50. N
1. Name of contracting municipality or district N/A
  2. Is this a written contractual agreement? N/A
  3. Population of the geographic area served by this contract N/A
  4. Dollar amount of contract N/A
  5. Enter the appropriate code for range of services provided (select one): N/A

#### Unusual Circumstances

- 1.50 For the reporting year, has the library experienced any unusual circumstance(s) that affected the statistics reported (e.g., natural disaster, fire, closed for renovations, massive weeding of collection, etc.)? If yes, please annotate explaining the circumstance(s) and the Y

impact on the library using the Note; if no, please go to Part 2, Library Collection.

## 2. LIBRARY COLLECTION

### Print/Electronic/Other Holdings

Report holdings, additions, and subscriptions as of the end of the fiscal year reported in Part 1. Please [read](#) general information instructions below before completing this section.

**NOTE:** This section of the survey (2.1-2.22) collects data on selected types of materials.

It does not cover all materials (i.e., microforms, loose sheet music, maps, and pictures) for which expenditures are reported under Print Materials Expenditures, Electronic Materials Expenditures, and Other Materials Expenditures (questions 12.6, 12.7 and 12.8). Under this category report only items that have been purchased, leased or licensed by the library, a consortium, the state library, a donor or other person or entity. Included items must only be accessible with a valid library card or at a physical library location; inclusion in the catalog is not required. Do not include items freely available without monetary exchange. Count electronic materials at the administrative entity level (main library); do not duplicate numbers at each branch.

### PRINT MATERIALS

#### Cataloged Books

2.1	Adult Fiction Books	167,429
2.2	Adult Non-fiction Books	1,186,386
2.3	<b>Total Adult Books (Total questions 2.1 &amp; 2.2)</b>	<b>1,353,815</b>
2.4	Children's Fiction Books	77,693
2.5	Children's Non-fiction Books	35,072
2.6	<b>Total Children's Books (Total questions 2.4 &amp; 2.5)</b>	<b>112,765</b>
2.7	<b>Total Cataloged Books (Total questions 2.3 &amp; 2.6)</b>	<b>1,466,580</b>

#### Other Print Materials

2.8	Total Uncataloged Books	90,554
2.9	Total Print Serials	418,484
2.10	All Other Print Materials	848,232
2.11	<b>Total Other Print Materials (Total questions 2.8 through 2.10)</b>	<b>1,357,270</b>
2.12	<b>Total Print Materials (Total questions 2.7 and 2.11)</b>	<b>2,823,850</b>

### ALL OTHER MATERIALS

#### Electronic Materials

2.13	Electronic Books	86,503
2.14	Local Electronic Collections	32
2.15	NOVEL <sub>NY</sub> Electronic Collections	16
2.16	<b>Total Electronic Collections (Total questions 2.14 and 2.15)</b>	48
2.17	Audio - Downloadable Units	17,994
2.18	Video - Downloadable Units	100
2.19	Other Electronic Materials (Include items that are not included in the above categories, such as e-serials; electronic files; collections of digital photographs; and electronic government documents, reference tools, scores and maps.)	1,044
2.20	<b>Total Electronic Materials (Total questions 2.13, 2.16, 2.17, 2.18 and 2.19)</b>	105,689
<b>Non-Electronic Materials</b>		
2.21	Audio - Physical Units	105,554
2.22	Video - Physical Units	101,711
2.23	Other Non-Electronic Materials (includes films, slides, etc.)	14,843
2.24	<b>Total Other Materials Holdings (Total questions 2.21 through 2.23)</b>	222,108

#### Serials/Additions to Holdings

2.25	<b>GRAND TOTAL HOLDINGS (Total questions 2.12, 2.20 and 2.24)</b>	3,151,647
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#### CURRENT SERIAL SUBSCRIPTIONS

2.26	Current Print Serial Subscriptions	763
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**ADDITIONS TO HOLDINGS** - Do not subtract withdrawals or discards.

2.27	Cataloged Books	25,354
2.28	All Other Print Materials	8,168
2.29	Electronic Materials	20,233
2.30	All Other Materials	16,164
2.31	<b>Total Additions (Total questions 2.27 through 2.30)</b>	69,919

### 3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

#### Borrowers/Visits/Policies/Accessibility

Report all information on questions 3.1 through 3.29 as of the end of the fiscal year reported in Part 1; report information on questions 3.30 through 3.83 for the 2019 calendar year. Please click [here](#) to read general instructions before completing this section.

Please report information on LIBRARY USE as of the end of the fiscal year reported in Part 1.

### LIBRARY USE

3.1	Library visits (total annual attendance)	750,700
3.2	Registered resident borrowers	110,879
3.3	Registered non-resident borrowers	368

Please report information on WRITTEN POLICIES as of 12/31/19.

### WRITTEN POLICIES (Answer Y for Yes, N for No)

3.4	Does the library have an open meeting policy?	Y
3.5	Does the library have a policy protecting the confidentiality of library records?	Y
3.6	Does the library have an Internet use policy?	Y
3.7	Does the library have a disaster plan?	Y
3.8	Does the library have a board-approved conflict of interest policy?	Y
3.9	Does the library have a board-approved whistle blower policy?	Y
3.10	Does the library have a board-approved sexual harassment prevention policy?	Y

Please report information on ACCESSIBILITY as of 12/31/19.

### ACCESSIBILITY (Answer Y for Yes, N for No)

3.11	Does the library provide service to persons who cannot visit the library (homebound persons, persons in nursing homes, persons in jail, etc.)?	Y
3.12	Does the library have assistive devices for persons who are deaf and hearing impaired (TTY/TDD)?	Y
3.13	Does the library have large print books?	Y
3.14	Does the library have assistive technology for people who are visually impaired or blind?	Y
3.15 - If so, what do you have?	screen reader, such as JAWS, Windoweyes or NVDA	Yes
	refreshable Braille commonly referred to as a refreshable Braille display	No
	screen magnification software, such as Zoomtext	Yes
		Yes

electronic scanning and reading software,  
such as OpenBook

- 3.16 Is the library registered for services from either the New York State Talking Book and Braille Library (New York State Library, Albany) or the Andrew Heiskell Braille and Talking Book Library (The New York Public Library, New York)? Y

### Library Sponsored Programs/Summer Reading Program

Please report information on LIBRARY SPONSORED PROGRAMS as of the end of the fiscal year reported in Part 1.

### LIBRARY SPONSORED PROGRAMS

- |      |  |        |
|------|--|--------|
| 3.17 | Adult Program Sessions   | 528    |
| 3.18 | Young Adult Program Sessions   | 248    |
| 3.19 | Children's Program Sessions  | 1,020  |
| 3.20 | All Other Program Sessions   | 1,037  |
| 3.21 | <b>Total Number of Program Sessions (Total questions 3.17 through 3.20)</b>  | 2,833  |
| 3.22 | One-on-One Program Sessions  | 1,772  |
| 3.23 | Do library staff, trustees and/or volunteers reach outside of the library to promote library programs and services through group presentations, information tables and/or other similar educational activities sponsored by the Library? | Yes    |
| 3.24 | Adult Program Attendance   | 12,183 |
| 3.25 | Young Adult Program Attendance   | 4,058  |
| 3.26 | Children's Program Attendance  | 17,459 |
| 3.27 | All Other Program Attendance   | 48,611 |
| 3.28 | <b>Total Program Attendance (Total questions 3.24 through 3.27)</b>  | 82,311 |
| 3.29 | One-on-One Program Attendance  | 1,853  |

Please report information on SUMMER READING PROGRAMS for the 2019 calendar year.

### SUMMER READING PROGRAM

3.30 - Indicate which of the following apply to the summer reading program(s) offered by the library during the summer of 2019 (check all that apply):

- |    |                             |     |
|----|-----------------------------|-----|
| a. | Program(s) for children     | Yes |
| b. | Program(s) for young adults | Yes |
| c. | Program(s) for Adults       | Yes |

d.	Summer Reading at New York Libraries name and/or logo used	Yes
e.	Collaborative Summer Library Program (CSLP Manual, provided through the New York State Library, used)	Yes
f.	N/A	No
3.31	Library outlets offering the summer reading program	10
3.32	Children registered for the library's summer reading program	232
3.33	Young adults registered for the library's summer reading program	44
3.34	Adults registered for the library's summer reading program	13
3.35	<b>Total number registered for the library's summer reading program (total 3.32 + 3.33 + 3.34)</b>	<b>289</b>
3.36	Children's program sessions - Summer 2019	351
3.37	Young adult program sessions - Summer 2019	51
3.38	Adult program sessions - Summer 2019	7
3.39	<b>Total program sessions - Summer 2019 (total 3.36 + 3.37 + 3.38)</b>	<b>409</b>
3.40	Children's program attendance - Summer 2019	17,855
3.41	Young adult program attendance - Summer 2019	386
3.42	Adult program attendance - Summer 2019	157
3.43	<b>Total program attendance - Summer 2019 (total 3.40 + 3.41 + 3.42)</b>	<b>18,398</b>
<b>COLLABORATORS</b>		
3.44	Public school district(s) and/or BOCES	11
3.45	Non-public school(s)	1
3.46	Childcare center(s)	6
3.47	Summer camp(s)	24
3.48	Municipality/Municipalities	1
3.49	Literacy provider(s)	0
3.50	Other (describe using the State note)	42
3.51	<b>Total Collaborators (total 3.44 through 3.50)</b>	<b>85</b>

Please report information on EARLY LITERACY PROGRAMS for the 2019 calendar year.

## EARLY LITERACY PROGRAMS

3.52 Did the library offer early literacy programs? (Enter Y for Yes, N for No) Y

**Early Literacy Programs/Adult Literacy Programs/Programs for ESOL/Digital Literacy Programs**

3.53 - Indicate types of programs offered (check all that apply)

a.	Focus on birth - school entry (kindergarten)	Yes
b.	Focus on parents & caregivers	Yes
c.	Combined audience	Yes
d.	N/A	No

3.54 - Number of sessions

a.	Focus on birth - school entry (kindergarten)	366
b.	Focus on parents & caregivers	4
c.	Combined audience	19
d.	N/A	0

3.55 **Total Sessions** 389

3.56 - Attendance at sessions

a.	Focus on birth - school entry (kindergarten)	6,134
b.	Focus on parents & caregivers	90
c.	Combined audience	254
d.	N/A	0

3.57 **Total Attendance** 6,478

3.58 - Collaborators (check all that apply):

a.	Childcare center(s)	Yes
b.	Public School District(s) and/or BOCES	Yes
c.	Non-Public School(s)	Yes
d.	Health care providers/agencies	Yes
e.	Other (describe using the State note)	No

Please report information on ADULT LITERACY for the 2019 calendar year.

**ADULT LITERACY**

3.59 Did the library offer adult literacy programs? Yes

3.60 Total group program sessions 104

3.61 Total one-on-one program sessions 659

3.62 Total group program attendance 1,497

3.63 Total one-on-one program attendance 667

3.64 - Collaborators (check all that apply)

a.	Literacy NY (Literacy Volunteers of America)	Yes
b.	Public School District(s) and/or BOCES	Yes

- c. Non-Public Schools No
- d. Other (see instructions and describe using Note) Yes

Please report information on PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL) for the 2019 calendar year.

### PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL)

- 3.65 Did the library offer programs for English Speakers of Other Languages (ESOL)? (Enter Y for Yes, N for No) Y
- 3.66 Children's program sessions 0
- 3.67 Young adult program sessions 0
- 3.68 Adult program sessions 106
- 3.69 Total program sessions (total 3.66 + 3.67 + 3.68) 106
- 3.70 One-on-one program sessions 276
- 3.71 Children's program attendance 0
- 3.72 Young adult program attendance 0
- 3.73 Adult program attendance 1,493
- 3.74 Total program attendance (total 3.71 + 3.72 + 3.73) 1,493
- 3.75 One-on-one program attendance 276
- 3.76 - Collaborators (check all that apply):
- a. Literacy NY (Literacy Volunteers of America) Yes
- b. Public School District(s) and/or BOCES Yes
- c. Non-Public School(s) No
- d. Other (describe using the Note) Yes

Please report information on DIGITAL LITERACY for the 2019 calendar year.

### DIGITAL LITERACY

- 3.77 Did the library offer digital literacy programs? Y
- 3.78 Total group program sessions 52
- 3.79 Total one-on-one program sessions 766
- 3.80 Total group program attendance 270
- 3.81 Total one-on-one program attendance 837
- 3.82 Did your library offer teen-led activities during the 2019 calendar year? Y
- 3.83 Did your library offer teen-led activities during the 2018 calendar year? Y

## 4. LIBRARY TRANSACTIONS

**Circulation/Electronic Use/Reference Transactions**

Report all transactions as of the end of the fiscal year reported in Part 1. (Please note: Internal Library usage is not considered part of circulation.)

**CATALOGED BOOK CIRCULATION**

4.1	Adult Fiction Books	429,636
4.2	Adult Non-fiction Books	289,962
4.3	<b>Total Adult Books (Total questions 4.1 &amp; 4.2)</b>	719,598
4.4	Children's Fiction Books	284,803
4.5	Children's Non-fiction Books	63,408
4.6	<b>Total Children's Books (Total questions 4.4 &amp; 4.5)</b>	348,211
4.7	<b>Total Cataloged Book Circulation (Total question 4.3 &amp; 4.6)</b>	1,067,809

**CIRCULATION OF OTHER MATERIALS**

4.8	Circulation of Adult Other Materials	973,444
4.9	Circulation of Children's Other Materials	143,448
4.10	<b>Total Circulation of Other Materials (Total questions 4.8, 4.9)</b>	1,116,892
4.11	<b>Physical Item Circulation (Total questions 4.7 &amp; 4.10)</b>	2,184,701

**ELECTRONIC USE**

4.12	Use of Electronic Material	968,923
4.13	Successful Retrieval of Electronic Information	592,305
4.14	<b>Electronic Content Use (Total questions 4.12 &amp; 4.13)</b>	1,561,228
4.15	<b>Total Circulation of Materials (Total questions 4.11 &amp; 4.12)</b>	3,153,624
4.16	<b>Total Collection Use (Total questions 4.13 &amp; 4.15)</b>	3,745,929
4.17	<b>Grand Total Circulation of Children's Materials (Total questions 4.6 &amp; 4.9)</b>	491,659

**REFERENCE TRANSACTIONS**

4.18	Total Reference Transactions	138,226
4.19	Does the library offer virtual reference?	Y

**Interlibrary Loan****INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)**

4.20	TOTAL MATERIALS RECEIVED	5,393
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**INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)**

4.21	TOTAL MATERIALS PROVIDED	6,974
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## 5. TECHNOLOGY AND TELECOMMUNICATIONS

Report all information as of December 31, 2019.

### SYSTEMS AND SERVICES

5.1	Automated circulation system?	Y
5.2	Online public access catalog (OPAC)?	Y
5.3	Electronic access to the OPAC from outside the library?	Y
5.4	Annual number of visits to the library's web site	8,891,136
5.5	Does the library use Internet filtering software on any computer?	Y
5.6	Does your library use social media?	Y
5.7	Does the library file for E-rate benefits?	Y
5.8	Is the library part of a consortium for E-rate benefits?	N
5.9	If yes, in which consortium are you participating?	N/A
5.10	Name of the person responsible for the library's Information Technology (IT) services	Stephen Hovey, IT Administrator
5.11	IT contact's telephone number (enter 10 digits only and hit the Tab key)	(716) 858-6004
5.12	IT contact's email address	hoveys@buffalolib.org

## 6. STAFF INFORMATION

Note: Report figures as of the last day of the fiscal year reported in Part 1. Include the FTE for all positions funded in the library's budget whether those positions are filled or not. This report requires conversion of part-time hours to full-time equivalents (FTE). To compute the FTE of employees in any category, take the total number of hours worked per week for all budgeted positions in that category and divide that total by the number of hours per week the library considers to be full-time. Report the FTE to two decimal places.

### FTE (FULL-TIME EQUIVALENT CALCULATION)

6.1	The number of hours per workweek used to compute FTE for all paid library personnel in this section.	35
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### BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS

6.2	Library Director (certified)	1
6.3	Vacant Library Director (certified)	0
6.4	Librarian (certified)	46.71
6.5	Vacant Librarian (certified)	1.06
6.6	Library Manager (not certified)	0
6.7	Vacant Library Manager (not certified)	0
6.8		11

	Library Specialist/Paraprofessional (not certified)	
6.9	Vacant Library Specialist/Paraprofessional (not certified)	1
6.10	Other Staff	177.51
6.11	Vacant Other Staff	10.37
6.12	<b>TOTAL PAID STAFF (Total questions 6.2, 6.4, 6.6, 6.8 &amp; 6.10)</b>	236.22
6.13	<b>VACANT TOTAL PAID STAFF (Total questions 6.3, 6.5, 6.7, 6.9 &amp; 6.11)</b>	12.43
<b>SALARY INFORMATION</b>		
6.14	FTE - Entry Level Librarian (certified)	1
6.15	Salary - Entry Level Librarian (certified)	\$43,709
6.16	FTE - Library Director (certified)	1
6.17	Salary - Library Director (certified)	\$141,834
6.18	FTE - Library Manager (not certified)	N/A
6.19	Salary - Library Manager (not certified)	N/A

## 7. MINIMUM PUBLIC LIBRARY STANDARDS (CURRENT)

Report all information as of December 31, 2019. Please click [here](#) to read general instructions before completing this section.

7.1	1. Is governed by board-approved written bylaws which outline the responsibilities and procedures of the library board of trustees.	Y
7.2	2. Has a board-approved written long range plan of service.	Y
7.3	3. Presents a board-approved annual report to the community on the library's progress in meeting its goals and objectives.	Y
7.4	4. Has board-approved written policies for the operation of the library.	Y
7.5	5. Presents annually to appropriate funding agencies a written board-approved budget which would enable the library to meet or exceed these standards and to carry out its long-range plan of service.	Y
7.6	6. Periodically evaluates the effectiveness of the library's collection and services in meeting community needs.	Y
7.7	7. Is open the minimum standard number of public service hours for population served. (see instructions)	Y
	8. Maintains a facility to meet community needs, including adequate:	
7.8	8a. space	Y
7.9	8b. lighting	Y

- |      |                                 |   |
|------|---------------------------------|---|
| 7.10 | 8c. shelving                    | Y |
| 7.11 | 8d. seating                     | Y |
| 7.12 | 8e. restroom (see instructions) | Y |
9. Provides equipment and connections to meet community needs and provide access to other library catalogs and other electronic information, including but not limited to the following:
- |      |                                       |   |
|------|---------------------------------------|---|
| 7.13 | 9a. telephone                         | Y |
| 7.14 | 9b. photocopier (see instructions)    | Y |
| 7.15 | 9c. microcomputer or terminal         | Y |
| 7.16 | 9d. printer                           | Y |
| 7.17 | 9e. Fax capability (see instructions) | Y |
- 7.18 10. Distributes board-approved printed information listing the library's hours open, borrowing rules, services, location and phone number. Y
- 7.19 11. Employs a paid director in accordance with the provisions of Commissioner's Regulation 90.8. Y

## 7. MINIMUM PUBLIC LIBRARY STANDARDS (AS OF 2021)

As of January 1, 2021 all public, free association and Indian libraries in New York State will be required to meet the minimum standards listed below. Please indicate which of these standards your library already meets as of **December 31, 2019**. This 2019 data will be helpful in informing statewide and regional efforts to ensure that all of New York's libraries are able to successfully comply with the new minimum standards. Please click [here](#) to read general instructions before completing this section. [Helpful information for meeting minimum public library standards](#) is available on the State Library's website. Questions about the new standards should be directed to your library system.

- |    |   |   |
|----|---|---|
| 1. | Is governed by written bylaws which define the structure and governing functions of the library board of trustees, and which shall be reviewed and re-approved by the board of trustees at least once every five years or earlier if required by law. | Y |
| 2. | Has a community-based, board-approved, written long-range plan of service developed by the library board of trustees and staff.   | Y |
| 3. | Provides a board-approved written annual report to the community on the library's progress in meeting its mission, goals and objectives, as outlined in the library's long-range plan of service.   | Y |
| 4. |   | Y |

- Has board-approved written policies for the operation of the library, which shall be reviewed and updated at least once every five years or earlier if required by law.
5. Annually prepares and publishes a board-approved, written budget, which enables the library to address the community's needs, as outlined in the library's long-range plan of service. Y
  6. Periodically evaluates the effectiveness of the library's programs, services and collections to address community needs, as outlined in the library's long-range plan of service. Y
  7. Is open the minimum standard number of public service hours for population served. Y (see instructions)
  8. Maintains a facility that addresses community needs, as outlined in the library's long-range plan of service, including adequate:
    - 8a. space Y
    - 8b. lighting Y
    - 8c. shelving Y
    - 8d. seating Y
    - 8e. power infrastructure Y
    - 8f. data infrastructure Y
    - 8g. public restroom Y
  9. Provides programming to address community needs, as outlined in the library's long-range plan of service. Y
  10. Provides
    - 10a. a circulation system that facilitates access to the local library collection and other library catalogs Y
    - 10b. equipment, technology, and internet connectivity to address community needs and facilitate access to information. Y
  11. Provides access to current library information in print and online, facilitating the understanding of library services, operations and governance; information provided online shall include the standards referenced in numbers (1) through (5) above. Y
  12. Employs a paid director in accordance with the provisions of Commissioner's Regulation 90.8. Y
  13. Y

Provides library staff with annual technology training, appropriate to their position, to address community needs, as outlined in the library's long-range plan of service.

14. Establishes and maintains partnerships with other educational, cultural or community organizations which enable the library to address the community's needs, as outlined in the library's long-range plan of service. Y

## 8. PUBLIC SERVICE INFORMATION

Report all information as of the end of the fiscal year reported in Part 1. Please click [here](#) to read general instructions before completing this section.

PUBLIC SERVICE OUTLETS - Libraries reporting main libraries, branches and bookmobiles should complete Service Outlets Information in Part 9.

8.1	Main Library	1
8.2	Branches	8
8.3	Bookmobiles	1
8.4	Other Outlets	2
8.5	<b>TOTAL PUBLIC SERVICE OUTLETS</b> (Total questions 8.1 - 8.4)	12

PUBLIC SERVICE HOURS - Report hours to two decimal places.

8.6	Minimum Weekly Total Hours - Main Library	62.00
8.7	Minimum Weekly Total Hours - Branch Libraries	328.00
8.8	Minimum Weekly Total Hours - Bookmobiles	22.80
8.9	<b>Minimum Weekly Total Hours - Total Hours Open</b> (Total questions 8.6 - 8.8)	412.80
8.10	Annual Total Hours - Main Library	3,155.50
8.11	Annual Total Hours - Branch Libraries	16,358.00
8.12	Annual Total Hours - Bookmobiles	954.50
8.13	<b>Annual Hours Open - Total Hours Open</b> (Total questions 8.10 through 8.12)	20,468.00

## 9. SERVICE OUTLET INFORMATION

Report all information as of the end of the fiscal year reported in Part 1. Please click [here](#) to read general instructions before completing this section.

NOTE: Libraries reporting Public Service Outlets in questions 8.1, 8.2 and 8.3 of Part 8 are required to complete this part of the Annual Report. Use this section to enter outlet

information on main libraries, branches or bookmobiles. Complete one record for *each* main library, branch or bookmobile.

If you have multiple libraries, you may 1) enter the data for the Service Outlet Information section directly into the survey as usual or 2) send Baker and Taylor the data for this section to be uploaded into CollectConnect. If you choose to send your data for uploading, you must enter the data into the spreadsheet form available in the survey by clicking [here](#)

1.	Outlet Name	Buffalo & Erie County Public Library System
2.	Outlet Name Status	00 (for no change)
3.	Street Address	1 Lafayette Square
4.	Outlet Street Address Status	00 (for no change)
5.	City	Buffalo
6.	Zip Code	14203
7.	Phone (enter 10 digits only)	(716) 858-8900
8.	Fax Number (enter 10 digits only)	(716) 858-6544
9.	E-mail Address	jakubowskim@buffalolib.org
10.	Outlet URL	https://www.buffalolib.org/
11.	County	Erie
12.	School District	Buffalo
13.	Library System	Buffalo & Erie County Public Library
14.	Outlet Type Code (select one):	CE
15.	Public Service Hours Per Year for This Outlet	3,156
16.	Number of Weeks This Outlet is Open	52
17.	Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)?	Y
18.	Is the meeting space available for public use even when the outlet is closed?	Y
19.	Total number of non-library sponsored programs, meetings and/or events at this outlet	967
20.	Enter the appropriate outlet code (select one):	LRF
21.	Who owns this outlet building?	County
22.	Who owns the land on which this outlet is built?	County
23.	Indicate the year this outlet was initially constructed	1963
24.	Indicate the year this outlet underwent a major renovation costing \$25,000 or more	2019
25.	Square footage of the outlet	403,000
26.	Number of internet computers at this outlet used by general public	143

27.	Number of uses (sessions) of public Internet computers per year	115,265
28.	Type of connection on the outlet's public Internet computers	Other (specify using the State note)
29.	Maximum <u>download</u> speed of connection on the outlet's public Internet computers	11 Greater than or equal to 100 mbps and less than 1 gbps
30.	Maximum <u>upload</u> speed of connection on the outlet's public Internet computers	11 Greater than or equal to 100 mbps and less than 1 gbps
31.	Internet Provider	Other (specify using the State note)
32.	WiFi Access	Other (specify using the State note)
33.	Number of wireless sessions provided by the library wireless service per year	179,677
34.	Does the outlet have interactive videoconferencing capability for public use?	Y
35.	Does the outlet have a building entrance that is physically accessible to a person in a wheelchair?	Y
36.	Is every public part of the outlet accessible to a person in a wheelchair?	Y
37.	Does your <b>outlet</b> have a Makerspace?	Y
38.	<i>LIBID</i>	0800000000
39.	<i>FSCSID</i>	NY0005
40.	<i>Number of Bookmobiles in the Bookmobile Outlet Record</i>	0
41.	<i>Outlet Structure Status</i>	00 (for no change from previous year)
1.	Outlet Name	East Clinton Branch Library
2.	Outlet Name Status	00 (for no change)
3.	Street Address	1929 East Clinton Street
4.	Outlet Street Address Status	00 (for no change)
5.	City	Buffalo
6.	Zip Code	14206
7.	Phone (enter 10 digits only)	(716) 823-5626
8.	Fax Number (enter 10 digits only)	(716) 823-5626
9.	E-mail Address	ecl@buffalolib.org
10.	Outlet URL	<a href="https://www.buffalolib.org/locations-hours/east-clinton-branch">https://www.buffalolib.org/locations-hours/east-clinton-branch</a>
11.	County	Erie
12.	School District	Buffalo
13.	Library System	Buffalo & Erie County Public Library
14.	Outlet Type Code (select one):	BR
15.	Public Service Hours Per Year for This Outlet	1,600
16.	Number of Weeks This Outlet is Open	52
17.	Does this outlet have meeting space available for public use (non-library	Y

	sponsored programs, meetings and/or events)?	
18.	Is the meeting space available for public use even when the outlet is closed?	Y
19.	Total number of non-library sponsored programs, meetings and/or events at this outlet	10
20.	Enter the appropriate outlet code (select one):	LRF
21.	Who owns this outlet building?	City
22.	Who owns the land on which this outlet is built?	City
23.	Indicate the year this outlet was initially constructed	1976
24.	Indicate the year this outlet underwent a major renovation costing \$25,000 or more	2015
25.	Square footage of the outlet	4,215
26.	Number of internet computers at this outlet used by general public	14
27.	Number of uses (sessions) of public Internet computers per year	5,179
28.	Type of connection on the outlet's public Internet computers	Other (specify using the State note)
29.	Maximum <u>download</u> speed of connection on the outlet's public Internet computers	9 Greater than or equal to 25 mbps and less than 50 mbps
30.	Maximum <u>upload</u> speed of connection on the outlet's public Internet computers	9 Greater than or equal to 25 mbps and less than 50 mbps
31.	Internet Provider	Other (specify using the State note)
32.	WiFi Access	Password required
33.	Number of wireless sessions provided by the library wireless service per year	8,297
34.	Does the outlet have interactive videoconferencing capability for public use?	Y
35.	Does the outlet have a building entrance that is physically accessible to a person in a wheelchair?	Y
36.	Is every public part of the outlet accessible to a person in a wheelchair?	Y
37.	Does your <b>outlet</b> have a Makerspace?	N
38.	<i>LIBID</i>	0800000000
39.	<i>FSCSID</i>	NY0005
40.	<i>Number of Bookmobiles in the Bookmobile Outlet Record</i>	0
41.	<i>Outlet Structure Status</i>	00 (for no change from previous year)
1.	Outlet Name	Leroy R. Coles, Jr. Branch Library

2.	Outlet Name Status	14 (for Unofficial name change)
3.	Street Address	1187 East Delavan Avenue
4.	Outlet Street Address Status	00 (for no change)
5.	City	Buffalo
6.	Zip Code	14215
7.	Phone (enter 10 digits only)	(716) 896-4433
8.	Fax Number (enter 10 digits only)	(716) 896-4433
9.	E-mail Address	cls@buffalolib.org
10.	Outlet URL	https://www.buffalolib.org/locations-hours/leroy-r-coles-jr-branch-library
11.	County	Erie
12.	School District	Buffalo
13.	Library System	Buffalo & Erie County Public Library
14.	Outlet Type Code (select one):	BR
15.	Public Service Hours Per Year for This Outlet	2,006
16.	Number of Weeks This Outlet is Open	52
17.	Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)?	Y
18.	Is the meeting space available for public use even when the outlet is closed?	Y
19.	Total number of non-library sponsored programs, meetings and/or events at this outlet	154
20.	Enter the appropriate outlet code (select one):	LRF
21.	Who owns this outlet building?	City
22.	Who owns the land on which this outlet is built?	City
23.	Indicate the year this outlet was initially constructed	1961
24.	Indicate the year this outlet underwent a major renovation costing \$25,000 or more	2019
25.	Square footage of the outlet	11,279
26.	Number of internet computers at this outlet used by general public	48
27.	Number of uses (sessions) of public Internet computers per year	22,459
28.	Type of connection on the outlet's public Internet computers	Other (specify using the State note)
29.	Maximum <u>download</u> speed of connection on the outlet's public Internet computers	9 Greater than or equal to 25 mbps and less than 50 mbps
30.	Maximum <u>upload</u> speed of connection on the outlet's public Internet computers	9 Greater than or equal to 25 mbps and less than 50 mbps

31.	Internet Provider	Other (specify using the State note)
32.	WiFi Access	Password required
33.	Number of wireless sessions provided by the library wireless service per year	15,137
34.	Does the outlet have interactive videoconferencing capability for public use?	Y
35.	Does the outlet have a building entrance that is physically accessible to a person in a wheelchair?	Y
36.	Is every public part of the outlet accessible to a person in a wheelchair?	Y
37.	Does your <b>outlet</b> have a Makerspace?	N
38.	<i>LIBID</i>	0800000000
39.	<i>FSCSID</i>	NY0005
40.	<i>Number of Bookmobiles in the Bookmobile Outlet Record</i>	0
41.	<i>Outlet Structure Status</i>	00 (for no change from previous year)
1.	Outlet Name	Frank E. Merriweather, Jr. Library
2.	Outlet Name Status	00 (for no change)
3.	Street Address	1324 Jefferson Ave.
4.	Outlet Street Address Status	00 (for no change)
5.	City	Buffalo
6.	Zip Code	14208
7.	Phone (enter 10 digits only)	(716) 883-4418
8.	Fax Number (enter 10 digits only)	(716) 551-0158
9.	E-mail Address	mrw@buffalolib.org
10.	Outlet URL	https://www.buffalolib.org/locations-hours/frank-e-merriweather-jr-branch
11.	County	Erie
12.	School District	Buffalo
13.	Library System	Buffalo & Erie County Public Library
14.	Outlet Type Code (select one):	BR
15.	Public Service Hours Per Year for This Outlet	2,604
16.	Number of Weeks This Outlet is Open	52
17.	Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)?	Y
18.	Is the meeting space available for public use even when the outlet is closed?	Y
19.	Total number of non-library sponsored programs, meetings and/or events at this outlet	538
20.		LRF

	Enter the appropriate outlet code (select one):	
21.	Who owns this outlet building?	City
22.	Who owns the land on which this outlet is built?	City
23.	Indicate the year this outlet was initially constructed	2006
24.	Indicate the year this outlet underwent a major renovation costing \$25,000 or more	N/A
25.	Square footage of the outlet	20,000
26.	Number of internet computers at this outlet used by general public	51
27.	Number of uses (sessions) of public Internet computers per year	34,351
28.	Type of connection on the outlet's public Internet computers	Other (specify using the State note)
29.	Maximum <u>download</u> speed of connection on the outlet's public Internet computers	10 Greater than or equal to 50 mbps and less than 100 mbps
30.	Maximum <u>upload</u> speed of connection on the outlet's public Internet computers	10 Greater than or equal to 50 mbps and less than 100 mbps
31.	Internet Provider	Other (specify using the State note)
32.	WiFi Access	Password required
33.	Number of wireless sessions provided by the library wireless service per year	17,592
34.	Does the outlet have interactive videoconferencing capability for public use?	Y
35.	Does the outlet have a building entrance that is physically accessible to a person in a wheelchair?	Y
36.	Is every public part of the outlet accessible to a person in a wheelchair?	Y
37.	Does your <b>outlet</b> have a Makerspace?	N
38.	<i>LIBID</i>	0800000000
39.	<i>FSCSID</i>	NY0005
40.	<i>Number of Bookmobiles in the Bookmobile Outlet Record</i>	0
41.	<i>Outlet Structure Status</i>	00 (for no change from previous year)
1.	Outlet Name	J. P. Dudley Branch Library
2.	Outlet Name Status	00 (for no change)
3.	Street Address	2010 South Park Avenue
4.	Outlet Street Address Status	00 (for no change)
5.	City	Buffalo
6.	Zip Code	14220
7.	Phone (enter 10 digits only)	(716) 823-1854
8.	Fax Number (enter 10 digits only)	(716) 823-1854

9.	E-mail Address	dud@buffalolib.org
10.	Outlet URL	https://www.buffalolib.org/locations-hours/dudley-branch
11.	County	Erie
12.	School District	Buffalo
13.	Library System	Buffalo & Erie County Public Library
14.	Outlet Type Code (select one):	BR
15.	Public Service Hours Per Year for This Outlet	1,758
16.	Number of Weeks This Outlet is Open	45
17.	Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)?	Y
18.	Is the meeting space available for public use even when the outlet is closed?	Y
19.	Total number of non-library sponsored programs, meetings and/or events at this outlet	33
20.	Enter the appropriate outlet code (select one):	LRF
21.	Who owns this outlet building?	City
22.	Who owns the land on which this outlet is built?	City
23.	Indicate the year this outlet was initially constructed	1962
24.	Indicate the year this outlet underwent a major renovation costing \$25,000 or more	2015
25.	Square footage of the outlet	6,090
26.	Number of internet computers at this outlet used by general public	25
27.	Number of uses (sessions) of public Internet computers per year	11,020
28.	Type of connection on the outlet's public Internet computers	Other (specify using the State note)
29.	Maximum <u>download</u> speed of connection on the outlet's public Internet computers	9 Greater than or equal to 25 mbps and less than 50 mbps
30.	Maximum <u>upload</u> speed of connection on the outlet's public Internet computers	9 Greater than or equal to 25 mbps and less than 50 mbps
31.	Internet Provider	Other (specify using the State note)
32.	WiFi Access	Password required
33.	Number of wireless sessions provided by the library wireless service per year	12,335
34.	Does the outlet have interactive videoconferencing capability for public use?	Y

35.	Does the outlet have a building entrance that is physically accessible to a person in a wheelchair?	Y
36.	Is every public part of the outlet accessible to a person in a wheelchair?	Y
37.	Does your <b>outlet</b> have a Makerspace?	N
38.	<i>LIBID</i>	0800000000
39.	<i>FSCSID</i>	NY0005
40.	<i>Number of Bookmobiles in the Bookmobile Outlet Record</i>	0
41.	<i>Outlet Structure Status</i>	00 (for no change from previous year)
1.	Outlet Name	James L. Crane Branch Library
2.	Outlet Name Status	00 (for no change)
3.	Street Address	633 Elmwood Avenue
4.	Outlet Street Address Status	00 (for no change)
5.	City	Buffalo
6.	Zip Code	14222
7.	Phone (enter 10 digits only)	(716) 883-6651
8.	Fax Number (enter 10 digits only)	(716) 881-4814
9.	E-mail Address	cra@buffalolib.org
10.	Outlet URL	<a href="https://www.buffalolib.org/locations-hours/crane-branch">https://www.buffalolib.org/locations-hours/crane-branch</a>
11.	County	Erie
12.	School District	Buffalo
13.	Library System	Buffalo & Erie County Public Library
14.	Outlet Type Code (select one):	BR
15.	Public Service Hours Per Year for This Outlet	2,008
16.	Number of Weeks This Outlet is Open	52
17.	Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)?	Y
18.	Is the meeting space available for public use even when the outlet is closed?	Y
19.	Total number of non-library sponsored programs, meetings and/or events at this outlet	109
20.	Enter the appropriate outlet code (select one):	LRF
21.	Who owns this outlet building?	City
22.	Who owns the land on which this outlet is built?	City
23.	Indicate the year this outlet was initially constructed	1955
24.		2016

	Indicate the year this outlet underwent a major renovation costing \$25,000 or more	
25.	Square footage of the outlet	7,995
26.	Number of internet computers at this outlet used by general public	28
27.	Number of uses (sessions) of public Internet computers per year	14,273
28.	Type of connection on the outlet's public Internet computers	Other (specify using the State note)
29.	Maximum <u>download</u> speed of connection on the outlet's public Internet computers	9 Greater than or equal to 25 mbps and less than 50 mbps
30.	Maximum <u>upload</u> speed of connection on the outlet's public Internet computers	9 Greater than or equal to 25 mbps and less than 50 mbps
31.	Internet Provider	Other (specify using the State note)
32.	WiFi Access	Password required
33.	Number of wireless sessions provided by the library wireless service per year	10,066
34.	Does the outlet have interactive videoconferencing capability for public use?	Y
35.	Does the outlet have a building entrance that is physically accessible to a person in a wheelchair?	Y
36.	Is every public part of the outlet accessible to a person in a wheelchair?	N
37.	Does your <b>outlet</b> have a Makerspace?	N
38.	<i>LIBID</i>	0800000000
39.	<i>FSCSID</i>	NY0005
40.	<i>Number of Bookmobiles in the Bookmobile Outlet Record</i>	0
41.	<i>Outlet Structure Status</i>	00 (for no change from previous year)
1.	Outlet Name	Isaías González-Soto Branch Library
2.	Outlet Name Status	06 (for Official name change- Regent Charter Action)
3.	Street Address	280 Porter Avenue
4.	Outlet Street Address Status	00 (for no change)
5.	City	Buffalo
6.	Zip Code	14201
7.	Phone (enter 10 digits only)	(716) 882-1537
8.	Fax Number (enter 10 digits only)	(716) 882-1537
9.	E-mail Address	gnz@buffalolib.org
10.	Outlet URL	https://www.buffalolib.org/locations-hours/isaias-gonzalez-soto-branch-library
11.	County	Erie
12.	School District	Buffalo

13.	Library System	Buffalo & Erie County Public Library
14.	Outlet Type Code (select one):	BR
15.	Public Service Hours Per Year for This Outlet	2,406
16.	Number of Weeks This Outlet is Open	52
17.	Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)?	Y
18.	Is the meeting space available for public use even when the outlet is closed?	Y
19.	Total number of non-library sponsored programs, meetings and/or events at this outlet	177
20.	Enter the appropriate outlet code (select one):	LRF
21.	Who owns this outlet building?	City
22.	Who owns the land on which this outlet is built?	City
23.	Indicate the year this outlet was initially constructed	1958
24.	Indicate the year this outlet underwent a major renovation costing \$25,000 or more	2017
25.	Square footage of the outlet	11,279
26.	Number of internet computers at this outlet used by general public	25
27.	Number of uses (sessions) of public Internet computers per year	19,521
28.	Type of connection on the outlet's public Internet computers	Other (specify using the State note)
29.	Maximum <u>download</u> speed of connection on the outlet's public Internet computers	9 Greater than or equal to 25 mbps and less than 50 mbps
30.	Maximum <u>upload</u> speed of connection on the outlet's public Internet computers	9 Greater than or equal to 25 mbps and less than 50 mbps
31.	Internet Provider	Other (specify using the State note)
32.	WiFi Access	Password required
33.	Number of wireless sessions provided by the library wireless service per year	18,349
34.	Does the outlet have interactive videoconferencing capability for public use?	Y
35.	Does the outlet have a building entrance that is physically accessible to a person in a wheelchair?	Y
36.	Is every public part of the outlet accessible to a person in a wheelchair?	N

37.	Does your <b>outlet</b> have a Makerspace?	N
38.	<i>LIBID</i>	0800000000
39.	<i>FSCSID</i>	NY0005
40.	<i>Number of Bookmobiles in the Bookmobile Outlet Record</i>	0
41.	<i>Outlet Structure Status</i>	00 (for no change from previous year)
1.	Outlet Name	North Park Branch Library
2.	Outlet Name Status	00 (for no change)
3.	Street Address	975 Hertel Avenue
4.	Outlet Street Address Status	00 (for no change)
5.	City	Buffalo
6.	Zip Code	14216
7.	Phone (enter 10 digits only)	(716) 875-3748
8.	Fax Number (enter 10 digits only)	(716) 874-5593
9.	E-mail Address	npk@buffalolib.org
10.	Outlet URL	https://www.buffalolib.org/locations-hours/north-park-branch
11.	County	Erie
12.	School District	Buffalo
13.	Library System	Buffalo & Erie County Public Library
14.	Outlet Type Code (select one):	BR
15.	Public Service Hours Per Year for This Outlet	1,984
16.	Number of Weeks This Outlet is Open	52
17.	Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)?	Y
18.	Is the meeting space available for public use even when the outlet is closed?	N
19.	Total number of non-library sponsored programs, meetings and/or events at this outlet	181
20.	Enter the appropriate outlet code (select one):	N/A
21.	Who owns this outlet building?	Other (specify using the State note)
22.	Who owns the land on which this outlet is built?	Other (specify using the State note)
23.	Indicate the year this outlet was initially constructed	2009
24.	Indicate the year this outlet underwent a major renovation costing \$25,000 or more	2017
25.	Square footage of the outlet	5,662
26.	Number of internet computers at this outlet used by general public	30
27.		15,132

	Number of uses (sessions) of public Internet computers per year	
28.	Type of connection on the outlet's public Internet computers	Other (specify using the State note)
29.	Maximum <u>download</u> speed of connection on the outlet's public Internet computers	9 Greater than or equal to 25 mbps and less than 50 mbps
30.	Maximum <u>upload</u> speed of connection on the outlet's public Internet computers	9 Greater than or equal to 25 mbps and less than 50 mbps
31.	Internet Provider	Other (specify using the State note)
32.	WiFi Access	Password required
33.	Number of wireless sessions provided by the library wireless service per year	9,951
34.	Does the outlet have interactive videoconferencing capability for public use?	Y
35.	Does the outlet have a building entrance that is physically accessible to a person in a wheelchair?	Y
36.	Is every public part of the outlet accessible to a person in a wheelchair?	Y
37.	Does your <b>outlet</b> have a Makerspace?	N
38.	<i>LIBID</i>	0800000000
39.	<i>FSCSID</i>	NY0005
40.	<i>Number of Bookmobiles in the Bookmobile Outlet Record</i>	0
41.	<i>Outlet Structure Status</i>	00 (for no change from previous year)
1.	Outlet Name	Elaine M. Panty Branch Library
2.	Outlet Name Status	06 (for Official name change- Regent Charter Action)
3.	Street Address	820 Tonawanda Street
4.	Outlet Street Address Status	00 (for no change)
5.	City	Buffalo
6.	Zip Code	14207
7.	Phone (enter 10 digits only)	(716) 875-0562
8.	Fax Number (enter 10 digits only)	(716) 875-0562
9.	E-mail Address	pan@buffalolib.org
10.	Outlet URL	<a href="https://www.buffalolib.org/locations-hours/elaine-m-panty-branch">https://www.buffalolib.org/locations-hours/elaine-m-panty-branch</a>
11.	County	Erie
12.	School District	Buffalo
13.	Library System	Buffalo & Erie County Public Library
14.	Outlet Type Code (select one):	BR
15.	Public Service Hours Per Year for This Outlet	1,992
16.	Number of Weeks This Outlet is Open	52
17.		Y

	Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)?	
18.	Is the meeting space available for public use even when the outlet is closed?	Y
19.	Total number of non-library sponsored programs, meetings and/or events at this outlet	57
20.	Enter the appropriate outlet code (select one):	LRF
21.	Who owns this outlet building?	City
22.	Who owns the land on which this outlet is built?	City
23.	Indicate the year this outlet was initially constructed	1986
24.	Indicate the year this outlet underwent a major renovation costing \$25,000 or more	N/A
25.	Square footage of the outlet	7,205
26.	Number of internet computers at this outlet used by general public	19
27.	Number of uses (sessions) of public Internet computers per year	9,924
28.	Type of connection on the outlet's public Internet computers	Other (specify using the State note)
29.	Maximum <u>download</u> speed of connection on the outlet's public Internet computers	9 Greater than or equal to 25 mbps and less than 50 mbps
30.	Maximum <u>upload</u> speed of connection on the outlet's public Internet computers	9 Greater than or equal to 25 mbps and less than 50 mbps
31.	Internet Provider	Other (specify using the State note)
32.	WiFi Access	Password required
33.	Number of wireless sessions provided by the library wireless service per year	11,786
34.	Does the outlet have interactive videoconferencing capability for public use?	Y
35.	Does the outlet have a building entrance that is physically accessible to a person in a wheelchair?	Y
36.	Is every public part of the outlet accessible to a person in a wheelchair?	Y
37.	Does your <b>outlet</b> have a Makerspace?	N
38.	<i>LIBID</i>	0800000000
39.	<i>FSCSID</i>	NY0005
40.	<i>Number of Bookmobiles in the Bookmobile Outlet Record</i>	0

41.	<i>Outlet Structure Status</i>	00 (for no change from previous year)
1.	Outlet Name	Bookmobile
2.	Outlet Name Status	00 (for no change)
3.	Street Address	1 Lafayette Square
4.	Outlet Street Address Status	00 (for no change)
5.	City	Buffalo
6.	Zip Code	14203
7.	Phone (enter 10 digits only)	(716) 858-8900
8.	Fax Number (enter 10 digits only)	(716) 858-6211
9.	E-mail Address	bookmobile@buffalolib.org
10.	Outlet URL	https://www.buffalolib.org/locations-hours/bookmobile
11.	County	Erie
12.	School District	Buffalo
13.	Library System	Buffalo & Erie County Public Library
14.	Outlet Type Code (select one):	BS
15.	Public Service Hours Per Year for This Outlet	955
16.	Number of Weeks This Outlet is Open	52
17.	Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)?	N
18.	Is the meeting space available for public use even when the outlet is closed?	N
19.	Total number of non-library sponsored programs, meetings and/or events at this outlet	0
20.	Enter the appropriate outlet code (select one):	LRF
21.	Who owns this outlet building?	County
22.	Who owns the land on which this outlet is built?	County
23.	Indicate the year this outlet was initially constructed	2016
24.	Indicate the year this outlet underwent a major renovation costing \$25,000 or more	N/A
25.	Square footage of the outlet	N/A
26.	Number of internet computers at this outlet used by general public	12
27.	Number of uses (sessions) of public Internet computers per year	13
28.	Type of connection on the outlet's public Internet computers	Other (specify using the State note)
29.	Maximum <u>download</u> speed of connection on the outlet's public Internet computers	5 Greater than or equal to 3 mbps and less than 6 mbps

30.	Maximum <u>upload</u> speed of connection on the outlet's public Internet computers	5 Greater than or equal to 3 mbps and less than 6 mbps
31.	Internet Provider	Verizon Wireless
32.	WiFi Access	Password required
33.	Number of wireless sessions provided by the library wireless service per year	1,247
34.	Does the outlet have interactive videoconferencing capability for public use?	N
35.	Does the outlet have a building entrance that is physically accessible to a person in a Y wheelchair?	
36.	Is every public part of the outlet accessible to a person in a wheelchair?	Y
37.	Does your <b>outlet</b> have a Makerspace?	N
38.	<i>LIBID</i>	0800000000
39.	<i>FSCSID</i>	NY0005
40.	<i>Number of Bookmobiles in the Bookmobile Outlet Record</i>	1
41.	<i>Outlet Structure Status</i>	00 (for no change from previous year)

## 10. OFFICERS AND TRUSTEES

### Trustees and Terms/Board President/Trustee Names

Report information about trustee meetings as of December 31, 2019. All public and association libraries are required by Education Law to hold at least four meetings a year.

### BOARD MEETINGS

10.1	Total number of board meetings held during calendar year (January 1, 2019 to December 31, 2019)	11
------	---	----

### NUMBER OF TRUSTEES AND TERMS

10.2	Does your library have a range of trustees stated in the library's charter documents (incorporation)?	No
10.3	If yes, what is the range?	
10.4	If your library has a range, how many voting positions are stated in the library's current by-laws?	
10.5	If your library does not have a range, how many voting positions are stated in the library's charter documents (incorporation)?	15
10.6		Yes

Does your library's charter documents (incorporation) state a specified term for trustees? If no, please explain in a Note.

- 10.7 If yes, what is the trustee term length, as stated in your library's charter documents (incorporation)? 5 years

### BOARD MEMBER SELECTION

- 10.8 Enter Board Member Selection Code (select one): A - board members are appointed by municipality(ies)

List Officers and Board Members as of February 1, 2020. Complete one record for each board member. There must be a record for each voting position, whether filled or vacant. Do not include non-voting positions.

### BOARD PRESIDENT

- 10.9 First Name Kathleen  
 10.10 Last Name Berens Bucki  
 10.11 Mailing Address  
 10.12 City  
 10.13 Zip Code (5 digits only)  
 10.14 Phone (enter 10 digits only)  
 10.15 E-mail Address  
 10.16 Term Begins - Month January  
 10.17 Term Begins - Year (yyyy) 2017  
 10.18 Term Expires - Month December  
 10.19 Term Expires - Year (yyyy) 2021  
 10.20 Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired Yes previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.  
 10.21 The date the Oath of Office was taken (mm/dd/yyyy) 03/28/2017  
 10.22 The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 03/28/2017  
 10.23 Is this a brand new trustee? N

You may 1) enter the data for the Officers and Board Members directly into the survey as usual or 2) send Baker and Taylor the data for this section to be uploaded into CollectConnect (**but do not include the Board President—this information should still be entered directly into the survey**). If you choose to send your data for uploading, you must enter the data into the spreadsheet form available [here](#). Complete this form and email it to [bibliostat@btol.com](mailto:bibliostat@btol.com).

1. Status Filled

- |     |  |                |
|-----|--|----------------|
| 2.  | First Name of Board Member   | Kimberly       |
| 3.  | Last Name of Board Member  | Johnson        |
| 4.  | Mailing Address  |                |
| 5.  | City   |                |
| 6.  | Zip Code (5 digits only)   |                |
| 7.  | E-mail address   |                |
| 8.  | Office Held or Trustee   | Vice President |
| 9.  | Term Begins - Month  | December       |
| 10. | Term Begins - Year (year)  | 2017           |
| 11. | Term Expires   | December       |
| 12. | Term Expires - Year (yyyy)   | 2019           |
| 13. | Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired No previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date. |                |
| 14. | The date the Oath of Office (mm/dd/yyyy) was taken   | 12/22/2017     |
| 15. | The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)   | 12/22/2017     |
| 16. | Is this a brand new trustee?   | N              |
- 
- |     |  |           |
|-----|--|-----------|
| 1.  | Status   | Vacant    |
| 2.  | First Name of Board Member   | Alan      |
| 3.  | Last Name of Board Member  | Bedenko   |
| 4.  | Mailing Address  |           |
| 5.  | City   |           |
| 6.  | Zip Code (5 digits only)   |           |
| 7.  | E-mail address   |           |
| 8.  | Office Held or Trustee   | Secretary |
| 9.  | Term Begins - Month  | January   |
| 10. | Term Begins - Year (year)  | 2015      |
| 11. | Term Expires   | December  |
| 12. | Term Expires - Year (yyyy)   | 2019      |
| 13. | Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, | Yes       |

which was to run from beginning date to ending date.

- |     |   |                   |
|-----|---|-------------------|
| 14. | The date the Oath of Office (mm/dd/yyyy) was taken  | 02/06/2015        |
| 15. | The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)  | 02/06/2015        |
| 16. | Is this a brand new trustee?  | N                 |
| 1.  | Status  | Filled            |
| 2.  | First Name of Board Member  | Joel              |
| 3.  | Last Name of Board Member   | Moore             |
| 4.  | Mailing Address   |                   |
| 5.  | City  |                   |
| 6.  | Zip Code (5 digits only)  |                   |
| 7.  | E-mail address  |                   |
| 8.  | Office Held or Trustee  | Financial Officer |
| 9.  | Term Begins - Month   | January           |
| 10. | Term Begins - Year (year)   | 2017              |
| 11. | Term Expires  | December          |
| 12. | Term Expires - Year (yyyy)  | 2021              |
| 13. | Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date. | Yes               |
| 14. | The date the Oath of Office (mm/dd/yyyy) was taken  | 12/28/2016        |
| 15. | The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)  | 12/28/2016        |
| 16. | Is this a brand new trustee?  | N                 |
| 1.  | Status  | Filled            |
| 2.  | First Name of Board Member  | Michael           |
| 3.  | Last Name of Board Member   | Amodeo            |
| 4.  | Mailing Address   |                   |
| 5.  | City  |                   |
| 6.  | Zip Code (5 digits only)  |                   |
| 7.  | E-mail address  |                   |
| 8.  | Office Held or Trustee  | Trustee           |
| 9.  | Term Begins - Month   | January           |
| 10. | Term Begins - Year (year)   | 2018              |
| 11. | Term Expires  | December          |

12. Term Expires - Year (yyyy) 2022
13. Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date. Yes
14. The date the Oath of Office (mm/dd/yyyy) was taken 01/23/2018
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 01/23/2018
16. Is this a brand new trustee? N

1. Status Filled
2. First Name of Board Member Sheldon
3. Last Name of Board Member Berlow
4. Mailing Address
5. City
6. Zip Code (5 digits only)
7. E-mail address
8. Office Held or Trustee Trustee
9. Term Begins - Month January
10. Term Begins - Year (year) 2019
11. Term Expires December
12. Term Expires - Year (yyyy) 2023
13. Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date. Yes
14. The date the Oath of Office (mm/dd/yyyy) was taken 11/04/2019
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 11/04/2019
16. Is this a brand new trustee? N

1. Status Filled
2. First Name of Board Member Kathleen
3. Last Name of Board Member Burd

4. Mailing Address
5. City
6. Zip Code (5 digits only)
7. E-mail address
8. Office Held or Trustee Trustee
9. Term Begins - Month January
10. Term Begins - Year (year) 2017
11. Term Expires December
12. Term Expires - Year (yyyy) 2021
13. Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired Yes previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.
14. The date the Oath of Office (mm/dd/yyyy) was taken 03/28/2017
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 03/28/2017
16. Is this a brand new trustee? N

1. Status Filled
2. First Name of Board Member Lucy
3. Last Name of Board Member Candelario
4. Mailing Address
5. City
6. Zip Code (5 digits only)
7. E-mail address
8. Office Held or Trustee Trustee
9. Term Begins - Month January
10. Term Begins - Year (year) 2018
11. Term Expires December
12. Term Expires - Year (yyyy) 2022
13. Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired Yes previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.
14. 01/23/2018

- The date the Oath of Office (mm/dd/yyyy) was taken
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 01/23/2018
16. Is this a brand new trustee? N
1. Status Filled
2. First Name of Board Member Carima
3. Last Name of Board Member El-Behairy
4. Mailing Address
5. City
6. Zip Code (5 digits only)
7. E-mail address
8. Office Held or Trustee Trustee
9. Term Begins - Month March
10. Term Begins - Year (year) 2019
11. Term Expires December
12. Term Expires - Year (yyyy) 2019
13. Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired No previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.
14. The date the Oath of Office (mm/dd/yyyy) was taken 03/27/2019
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 03/27/2019
16. Is this a brand new trustee? Y
1. Status Filled
2. First Name of Board Member Frank
3. Last Name of Board Member Gist
4. Mailing Address
5. City
6. Zip Code (5 digits only)
7. E-mail address
8. Office Held or Trustee Trustee
9. Term Begins - Month January
10. Term Begins - Year (year) 2016
11. Term Expires December
12. Term Expires - Year (yyyy) 2020
13. Yes

Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.

- |     |   |            |
|-----|---|------------|
| 14. | The date the Oath of Office (mm/dd/yyyy) was taken  | 10/28/2016 |
| 15. | The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)  | 10/28/2016 |
| 16. | Is this a brand new trustee?  | N          |
|     |   |            |
| 1.  | Status  | Filled     |
| 2.  | First Name of Board Member  | Frank      |
| 3.  | Last Name of Board Member   | Housh      |
| 4.  | Mailing Address   |            |
| 5.  | City  |            |
| 6.  | Zip Code (5 digits only)  |            |
| 7.  | E-mail address  |            |
| 8.  | Office Held or Trustee  | Trustee    |
| 9.  | Term Begins - Month   | January    |
| 10. | Term Begins - Year (year)   | 2019       |
| 11. | Term Expires  | December   |
| 12. | Term Expires - Year (yyyy)  | 2023       |
| 13. | Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date. | Yes        |
| 14. | The date the Oath of Office (mm/dd/yyyy) was taken  | 03/27/2019 |
| 15. | The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)  | 03/27/2019 |
| 16. | Is this a brand new trustee?  | N          |
|     |   |            |
| 1.  | Status  | Filled     |
| 2.  | First Name of Board Member  | Theodore   |
| 3.  | Last Name of Board Member   | Johnson    |
| 4.  | Mailing Address   |            |

5. City
6. Zip Code (5 digits only)
7. E-mail address
8. Office Held or Trustee Trustee
9. Term Begins - Month January
10. Term Begins - Year (year) 2016
11. Term Expires December
12. Term Expires - Year (yyyy) 2020
13. Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired Yes previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.
14. The date the Oath of Office (mm/dd/yyyy) was taken 03/28/2017
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 03/28/2017
16. Is this a brand new trustee? N

1. Status Filled
2. First Name of Board Member Sharon
3. Last Name of Board Member Kelly
4. Mailing Address
5. City
6. Zip Code (5 digits only)
7. E-mail address
8. Office Held or Trustee Trustee
9. Term Begins - Month January
10. Term Begins - Year (year) 2016
11. Term Expires December
12. Term Expires - Year (yyyy) 2020
13. Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired Yes previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.
14. The date the Oath of Office (mm/dd/yyyy) was taken 03/28/2017

15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 03/28/2017
16. Is this a brand new trustee? N
1. Status Filled
2. First Name of Board Member Elaine
3. Last Name of Board Member Panty
4. Mailing Address
5. City
6. Zip Code (5 digits only)
7. E-mail address
8. Office Held or Trustee Trustee
9. Term Begins - Month January
10. Term Begins - Year (year) 2018
11. Term Expires December
12. Term Expires - Year (yyyy) 2022
13. Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date. Yes
14. The date the Oath of Office (mm/dd/yyyy) was taken 11/04/2019
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 11/04/2019
16. Is this a brand new trustee? N
1. Status Vacant
2. First Name of Board Member N/A
3. Last Name of Board Member N/A
4. Mailing Address N/A
5. City N/A
6. Zip Code (5 digits only) N/A
7. E-mail address N/A
8. Office Held or Trustee
9. Term Begins - Month
10. Term Begins - Year (year) N/A
11. Term Expires N/A
12. Term Expires - Year (yyyy) N/A
13. Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is

being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.

14. The date the Oath of Office (mm/dd/yyyy) was taken N/A
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) N/A
16. Is this a brand new trustee?

#### Trustee Education

- |    |   |                       |
|----|---|-----------------------|
| 1. | Trustee Name  | Kathleen Berens Bucki |
| 2. | Has the trustee participated in trustee education in the last calendar year (2019)? | Y                     |
| 1. | Trustee Name  | Kimberly Johnson      |
| 2. | Has the trustee participated in trustee education in the last calendar year (2019)? | Y                     |
| 1. | Trustee Name  | Alan Bedenko          |
| 2. | Has the trustee participated in trustee education in the last calendar year (2019)? | Y                     |
| 1. | Trustee Name  | Joel Moore            |
| 2. | Has the trustee participated in trustee education in the last calendar year (2019)? | Y                     |
| 1. | Trustee Name  | Michael Amodeo        |
| 2. | Has the trustee participated in trustee education in the last calendar year (2019)? | Y                     |
| 1. | Trustee Name  | Sheldon Berlow        |
| 2. | Has the trustee participated in trustee education in the last calendar year (2019)? | Y                     |
| 1. | Trustee Name  | Kathleen Burd         |
| 2. | Has the trustee participated in trustee education in the last calendar year (2019)? | Y                     |
| 1. | Trustee Name  | Lucy Candelario       |
| 2. | Has the trustee participated in trustee education in the last calendar year (2019)? | Y                     |

- |    |   |                   |
|----|---|-------------------|
| 1. | Trustee Name  | Carima El-Behairy |
| 2. | Has the trustee participated in trustee education in the last calendar year (2019)? | Y                 |
| 1. | Trustee Name  | Frank Gist        |
| 2. | Has the trustee participated in trustee education in the last calendar year (2019)? | Y                 |
| 1. | Trustee Name  | Frank Housh       |
| 2. | Has the trustee participated in trustee education in the last calendar year (2019)? | Y                 |
| 1. | Trustee Name  | Theodore Johnson  |
| 2. | Has the trustee participated in trustee education in the last calendar year (2019)? | Y                 |
| 1. | Trustee Name  | Sharon Kelly      |
| 2. | Has the trustee participated in trustee education in the last calendar year (2019)? | Y                 |
| 1. | Trustee Name  | Elaine Panty      |
| 2. | Has the trustee participated in trustee education in the last calendar year (2019)? | Y                 |

## 11. OPERATING FUNDS RECEIPTS

### Local Public Funds/System Cash Grants/Other State Aid

Report financial data based on the fiscal reporting year reported in Part 1. *ROUND TO THE NEAREST DOLLAR*. Please click [here](#) to read general instructions before completing this section.

### LOCAL PUBLIC FUNDS

Specify by name the municipalities or school districts which are the source of funds.

- 11.1 Does the library receive any local public funds? If yes, complete one record for each Y taxing authority; if no, go to question 11.3.
- |    |   |              |
|----|---|--------------|
| 1. | Source of Funds   | County       |
| 2. | Name of funding County, Municipality or School District                           | Erie         |
| 3. | Amount  | \$25,495,963 |
| 4. | Subject to public vote held in reporting year or in a previous reporting year(s). | N            |
| 5. | Written Contractual Agreement   | N            |

11.2 **TOTAL LOCAL PUBLIC FUNDS** \$25,495,963

**SYSTEM CASH GRANTS TO MEMBER LIBRARY**

11.3 Local Library Services Aid (LLSA) \$96,216  
 11.4 Central Library Aid (CLDA and/or CBA) \$360,818  
 11.5 Additional State Aid received from the System \$48,750  
 11.6 Federal Aid received from the System \$0  
 11.7 Other Cash Grants \$0  
 11.8 **TOTAL SYSTEM CASH GRANTS**  
 (Add Questions 11.3, 11.4, 11.5, 11.6 and 11.7) \$505,784

**OTHER STATE AID**

11.9 State Aid other than LLSA, Central Library Aid (CLDA and/or CBA), or other State Aid reported as system cash grants \$3,548,084

**Federal Aid/Other Receipts**

**FEDERAL AID FOR LIBRARY OPERATION**

11.10 LSTA \$0  
 11.11 Other Federal Aid \$0  
 11.12 **TOTAL FEDERAL AID** (Add Questions 11.10 and 11.11) \$0

11.13 **CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE** \$0

**OTHER RECEIPTS**

11.14 Gifts and Endowments \$267,713  
 11.15 Fund Raising \$146,119  
 11.16 Income from Investments \$14,967  
 11.17 Library Charges \$369,212  
 11.18 Other \$435,198  
 11.19 **TOTAL OTHER RECEIPTS** (Add Questions 11.14, 11.15, 11.16, 11.17 and 11.18) \$1,233,209  
 11.20 **TOTAL OPERATING FUND RECEIPTS** (Add Questions 11.2, 11.8, 11.9, 11.12, 11.13 and 11.19) \$30,783,040  
 11.21 **BUDGET LOANS** \$0

**Transfers/Grant Total**

**TRANSFERS**

11.22	From Capital Fund (Same as Question 14.8)	\$0
11.23	From Other Funds	\$0
11.24	<b>TOTAL TRANSFERS</b> (Add Questions 11.22 and 11.23)	\$0
11.25	BALANCE IN OPERATING FUND - Beginning Balance for Fiscal Year Ending 2019 (Same as Question 12.40 of previous year if fiscal year has not changed)	\$11,147,166
11.26	<b>GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS AND BALANCE</b> (Add Questions 11.20, 11.21, 11.24 and 11.25; Same as Question 12.41)	\$41,930,206

## 12. OPERATING FUND DISBURSEMENTS

Staff/Collection/Capital/Operation and Maintenance/Miscellaneous

Report financial data based on the fiscal reporting year reported in Part 1. **ROUND TO THE NEAREST DOLLAR.** Please click [here](#) to read general instructions before completing this section.

### STAFF EXPENDITURES

#### Salaries & Wages Paid from Library Funds

12.1	Certified Librarians	\$2,769,227
12.2	Other Staff	\$6,879,012
12.3	<b>Total Salaries &amp; Wages Expenditures</b> (Add Questions 12.1 and 12.2)	\$9,648,239
12.4	<b>Employee Benefits Expenditures</b>	\$4,447,227
12.5	<b>Total Staff Expenditures</b> (Add Questions 12.3 and 12.4)	\$14,095,466

### COLLECTION EXPENDITURES

12.6	Print Materials Expenditures	\$414,405
12.7	Electronic Materials Expenditures	\$406,393
12.8	Other Materials Expenditures	\$186,167
12.9	<b>Total Collection Expenditures</b> (Add Questions 12.6, 12.7 and 12.8)	\$1,006,965

### CAPITAL EXPENDITURES FROM OPERATING FUNDS

12.10	From Local Public Funds (71PF)	\$0
12.11	From Other Funds (71OF)	\$209,387
12.12	<b>Total Capital Expenditures</b> (Add Questions 12.10 and 12.11)	\$209,387

## OPERATION AND MAINTENANCE OF BUILDINGS

### Repairs to Building & Building Equipment

12.13	From Local Public Funds (72PF)	\$136,876
12.14	From Other Funds (72OF)	\$0
12.15	<b>Total Repairs</b> (Add Questions 12.13 and 12.14)	\$136,876
12.16	Other Disbursements for Operation & Maintenance of Buildings	\$627,117
12.17	<b>Total Operation &amp; Maintenance of Buildings</b> (Add Questions 12.15 and 12.16)	\$763,993

### MISCELLANEOUS EXPENSES

12.18	Office and Library Supplies	\$145,633
12.19	Telecommunications	\$14,775
12.20	Binding Expenses	\$7,302
12.21	Postage and Freight	\$35,654
12.22	Professional & Consultant Fees	\$211,031
12.23	Equipment	\$160,077
12.24	Other Miscellaneous	\$12,147,479
12.25	<b>Total Miscellaneous Expenses</b> (Add Questions 12.18, 12.19, 12.20, 12.21, 12.22, 12.23 and 12.24)	\$12,721,951

### Contracts/Debt Service/Transfers/Grand Total

12.26	<b>CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE</b>	\$0
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### DEBT SERVICE

#### Capital Purposes Loans (Principal and Interest)

12.27	From Local Public Funds (73PF)	\$585,024
12.28	From Other Funds (73OF)	\$0
12.29	<b>Total</b> (Add Questions 12.27 and 12.28)	\$585,024

#### Other Loans

12.30	Budget Loans (Principal and Interest)	\$0
12.31	Short-Term Loans	\$0
12.32	<b>Total Debt Service</b> (Add Questions 12.29, 12.30 and 12.31)	\$585,024

### 12.33 TOTAL OPERATING FUND

**DISBURSEMENTS** (Add Questions 12.5, 12.9, 12.12, 12.17, 12.25, 12.26 and 12.32) \$29,382,786

**TRANSFERS****Transfers to Capital Fund**

12.34	From Local Public Funds (76PF)	\$0
12.35	From Other Funds (76OF)	\$1,015,073
12.36	<b>Total Transfers to Capital Fund</b> (Add Questions 12.34 and 12.35; same as Question 13.8)	\$1,015,073
12.37	<b>Transfer to Other Funds</b>	\$0
12.38	<b>TOTAL TRANSFERS</b> (Add Questions 12.36 and 12.37)	\$1,015,073
12.39	<b>TOTAL DISBURSEMENTS AND TRANSFERS</b> (Add Questions 12.33 and 12.38)	\$30,397,859
12.40	BALANCE IN OPERATING FUND - Ending Balance for the Fiscal Year Ending 2019	\$11,532,347
12.41	<b>GRAND TOTAL DISBURSEMENTS, TRANSFERS &amp; BALANCE</b> (Add Questions 12.39 and 12.40; same as Question 11.26)	\$41,930,206

**ASSURANCE**

12.42	The Library operated in accordance with all provisions of Education Law and the Regulations of the Commissioner, and assures that the "Annual Report" was reviewed and accepted by the Library Board on (date - mm/dd/yyyy).	04/16/2020
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**FISCAL AUDIT**

12.43	Last audit performed (mm/dd/yyyy)	12/31/2018
12.44	Time period covered by this audit (mm/dd/yyyy) - (mm/dd/yyyy)	1/1/2018-12/31/2018
12.45	Indicate type of audit (select one):	Private Accounting Firm

**CAPITAL FUND**

12.46	Does the library have a Capital Fund? Enter Y for Yes, N for No. If No, stop here. If Yes, complete the Capital Fund Report.	Y
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**13. CAPITAL FUND RECEIPTS**

Report financial data based on the fiscal year reported in Part 1. *ROUND TO THE NEAREST DOLLAR*. Please click [here](#) to read general instructions before completing this section.

**REVENUES FROM LOCAL SOURCES**

13.1	Revenues from Local Government Sources	\$0
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13.2	All Other Revenues from Local Sources	\$0
13.3	<b>Total Revenues from Local Sources</b> (Add Questions 13.1 and 13.2)	\$0
<b>STATE AID FOR CAPITAL PROJECTS</b>		
13.4	State Aid Received for Construction	\$0
13.5	Other State Aid	\$0
13.6	<b>Total State Aid</b> (Add Questions 13.4 and 13.5)	\$0
<b>FEDERAL AID FOR CAPITAL PROJECTS</b>		
13.7	<b>TOTAL FEDERAL AID</b>	\$0
<b>INTERFUND REVENUE</b>		
13.8	Transfer from Operating Fund (Same as Question 12.36)	\$1,015,073
13.9	<b>TOTAL REVENUES</b> (Add Questions 13.3, 13.6, 13.7 and 13.8)	\$1,015,073
13.10	<b>NON-REVENUE RECEIPTS</b>	\$0
13.11	<b>TOTAL CASH RECEIPTS</b> (Add Questions 13.9 and 13.10)	\$1,015,073
13.12	BALANCE IN CAPITAL FUND - Beginning Balance for Fiscal Year Ending 2019 (Same as Question 14.11 of previous year, if fiscal year has not changed)	\$1,133,490
13.13	<b>TOTAL CASH RECEIPTS AND BALANCE</b> (Add Questions 13.11 and 13.12; same as Question 14.12)	\$2,148,563

## 14. CAPITAL FUND DISBURSEMENTS

Report financial data based on the fiscal reporting year reported in Part 1. **ROUND TO THE NEAREST DOLLAR.** Please click [here](#) to read general instructions before completing this section.

### PROJECT EXPENDITURES

14.1	Construction	\$853,664
14.2	Incidental Construction	\$0
<b>Other Disbursements</b>		
14.3	Purchase of Buildings	\$0
14.4	Interest	\$0
14.5	Collection Expenditures	\$0
14.6	<b>Total Other Disbursements</b> (Add Questions 14.3, 14.4 and 14.5)	\$0
14.7	<b>TOTAL PROJECT EXPENDITURES</b> (Add Questions 14.1, 14.2 and 14.6)	\$853,664
14.8	<b>TRANSFER TO OPERATING FUND</b> (Same as Question 11.22)	\$0

14.9	<b>NON-PROJECT EXPENDITURES</b>	\$0
14.10	<b>TOTAL CASH DISBURSEMENTS AND TRANSFERS</b> (Add Questions 14.7, 14.8 and 14.9)	\$853,664
14.11	<b>BALANCE IN CAPITAL FUND -</b> Ending Balance for the Fiscal Year Ending 2019	\$1,294,899
14.12	<b>TOTAL CASH DISBURSEMENTS AND BALANCE</b> (Add Questions 14.10 and 14.11; same as Question 13.13)	\$2,148,563

## 15. CENTRAL LIBRARIES

**PART 15 EXISTS FOR THE CENTRAL/CO-CENTRAL LIBRARIES ONLY. PLEASE PROCEED TO SECTION 16. FEDERAL TOTALS AND CONTINUE ON WITH YOUR SURVEY**

## 16. FEDERAL TOTALS

All questions in Part 16 are calculated, locked fields.

*Note:* See instructions for definitions and calculations of each of these Federal Totals.

16.1	Total ALA-MLS	42.67
16.2	Total Librarians	53.17
16.3	All Other Paid Staff	164.40
16.4	Total Paid Employees	217.57
16.5	State Government Revenue	\$4,053,868
16.6	Federal Government Revenue	\$0
16.7	Other Operating Revenue	\$1,233,209
16.8	Total Operating Revenue	\$30,783,040
16.9	Other Operating Expenditures	\$13,485,944
16.10	Total Operating Expenditures	\$28,588,375
16.11	Total Capital Expenditures	\$1,063,051
16.12	Print Materials	1,975,618
16.13	Total Registered Borrowers	111,247
16.14	Other Capital Revenue and Receipts	\$1,015,073
16.15	Total Number of Internet Terminals Used by the General Public	395
16.16	Total Uses (sessions) of Public Internet Computers Per Year	247,137
16.17	Total Wireless Sessions Provided by the Library Wireless Service Per Year	284,437
16.18	Total Capital Revenue	\$1,015,073

## 17. FOR NEW YORK STATE LIBRARY USE ONLY

17.1	<i>LIB ID</i>	0800000000
17.2	<i>Interlibrary Relationship Code</i>	HQ
17.3	<i>Legal Basis Code</i>	CO

17.4	<i>Administrative Structure Code</i>	MO
17.5	<i>FSCS Public Library Definition</i>	Y
17.6	<i>Geographic Code</i>	CO1
17.7	<i>FSCS ID</i>	NY0005
17.8	<i>SED CODE</i>	140600700787
17.9	<i>INSTITUTION ID</i>	800000052491

## SUGGESTED IMPROVEMENTS

Library Name:	BUFFALO AND ERIE COUNTY PUBLIC LIBRARY
Library System:	Buffalo & Erie County Public Library
Name of Person Completing Form:	Angela Pierpaoli
Phone Number:	(716) 858-7161
I am satisfied that this resource (Collect) is meeting library needs:	Strongly Agree
Applying this resource (Collect) will help improve library services to the public:	Strongly Agree
Please share with us your suggestions for improving the <i>Annual Report</i> . When providing feedback, if applicable please indicate the question number each comment/suggestion refers to. Thank you!	Thank you. No additional comments.

# Buffalo and Erie County Public Library

## Annual Report For Public And Association Libraries - 2019

### 1. GENERAL LIBRARY INFORMATION

- 1.33 School District In addition to the Buffalo Public School District, B&ECPL  
**Note:** provides public library services to residents of all school districts in Erie County.
- 1.50 For the reporting year, has the library experienced any unusual circumstance(s) that affected the statistics reported (e.g., natural disaster, fire, closed for renovations, massive weeding of collection, etc.)? If yes, please annotate explaining the circumstance (s) and the impact on the library using the Note; if no, please go to Part 2, Library Collection. Leroy R. Coles, Jr. Branch Library - January-May 2019 - Basement meeting/library space unavailable due to  
**Note:** construction. Dudley Branch Library was closed 11/18/19 through the end of the year for construction. It didn't re-open until 1/13/2020.

### 2. LIBRARY COLLECTION

- 2.18 Video - Downloadable Units **Note:** No new downloadable videos purchased in 2019.

### 3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

- electronic scanning and reading software, such as OpenBook **Note:** SARA Stand-Alone Scanning and Reading Appliance at the Central Library
- 3.29 One-on-One Program Attendance One-on-one programs include the Book a Technology Trainer and Book a Librarian programs as well as tutoring.  
**Note:** On occasion, a second or third person attends these appointments, but the library still considers them one-on-one programs rather than planned group programs.
- 3.40 Children's program attendance - Summer 2019 The Library System's Summer Passport to Reading  
**Note:** Program was counted in these numbers for the first time this year.
- 3.50 Other (describe using the State note) **Note:** Explore & More Museum; Oshei Children's Hospital; Buffalo Waterfront/Canalside; SUNY ECC South Campus;

- 3.63 Total one-on-one program attendance  
**Note:** Buffalo Olmsted Parks; and 37 Donors and Businesses assisted with the summer Passport to Reading Program. One-on-one adult literacy programs include tutoring. On occasion, a second or third person attends these appointments, but the library still considers them one-on-one programs rather than planned group programs.
- d. Other (see instructions and describe using Note)  
**Note:** Catholic Charities; Baker Victory Services; Jericho Road Community Health Center
- d. Other (describe using the Note)  
**Note:** Jericho Road Community Health Center; Catholic Charities
- 3.81 Total one-on-one program attendance  
**Note:** One-on-one digital literacy programs include the Book a Technology Trainer program. On occasion, a second or third person attends these appointments, but the library still considers them one-on-one programs rather than planned group programs.

#### 4. LIBRARY TRANSACTIONS

- 4.13 Successful Retrieval of Electronic Information  
**Note:** Freegal numbers added to the database statistics for the first time this year.
- 4.21 TOTAL MATERIALS PROVIDED  
**Note:** Having a full year (2019) in Libraries Very Interested in Sharing consortium (LVIS) contributed to the large increase. In addition, streamlining processes and procedures contributed to quicker response time in lending (meaning we fulfilled more requests before it went on to another lender in the queue).

#### 5. TECHNOLOGY AND TELECOMMUNICATIONS

- 5.4 Annual number of visits to the library's web site  
**Note:** A web server logging configuration error is the likely cause for the decline.

#### 6. STAFF INFORMATION

No Notes

#### 7. MINIMUM PUBLIC LIBRARY STANDARDS (CURRENT)

No Notes

#### 7. MINIMUM PUBLIC LIBRARY STANDARDS (AS OF 2021)

No Notes

#### 8. PUBLIC SERVICE INFORMATION

No Notes

## 9. SERVICE OUTLET INFORMATION

Repeating Group 7

1. Outlet Name **Note:** In 2018, reported name change to "Isaías González-Soto Branch Library" Updated by DLD on 5/20/2020

Repeating Group 9

1. Outlet Name **Note:** Name change this year to "Elaine M. Panty Branch Library" Updated by DLD on 5/20/2020

Repeating Group 7

2. Outlet Name Status **Note:** In 2018, reported name change to "Isaías González-Soto Branch Library"

Repeating Group 9

2. Outlet Name Status **Note:** Name change this year to "Elaine M. Panty Branch Library"

Repeating Group 5

16. Number of Weeks This Outlet is Open **Note:** Dudley Branch Library was closed 11/18/19 through the end of the year for construction. It didn't re-open until 1/13/2020.

Repeating Group 8

21. Who owns this outlet building? **Note:** City of Buffalo leases the space for North Park Library from 975 Hertel LLC. The Library first occupied the space in 2009.

Repeating Group 8

22. Who owns the land on which this outlet is built? **Note:** City of Buffalo leases the space for North Park Library from 975 Hertel LLC. The Library first occupied the space in 2009.

Repeating Group 1

24. Indicate the year this outlet underwent a major renovation costing \$25,000 or more **Note:** Elevator was completed in 2019.

Repeating Group 3

24. Indicate the year this outlet underwent a major renovation costing \$25,000 or more **Note:** Elevator/vestibule/storage addition dedicated 2019. 2620 square feet added.

Repeating Group 3

25. Square footage of the outlet **Note:** Now 11,279 square feet. Elevator/vestibule/storage addition dedicated 2019. 2620 square feet added. Updated by DLD on 5/20/2020

Repeating Group 1

28. Type of connection on the outlet's public Internet computers **Note:** Ethernet connection.

Repeating Group 2

28. Type of connection on the outlet's public Internet computers **Note:** Ethernet connections to Central.

Repeating Group 3

28. Type of connection on the outlet's public Internet computers **Note:** Ethernet connections to Central.

Repeating Group 4

28. Type of connection on the outlet's public Internet computers **Note:** Ethernet connections to Central.

Repeating Group 5

28. Type of connection on the outlet's public Internet computers **Note:** Ethernet connections to Central.

Repeating Group 6

28. Type of connection on the outlet's public Internet computers **Note:** Ethernet connections to Central.

Repeating Group 7

28. Type of connection on the outlet's public Internet computers **Note:** Ethernet connections to Central.

Repeating Group 8

28. Type of connection on the outlet's public Internet computers **Note:** Ethernet connections to Central.

Repeating Group 9

28. Type of connection on the outlet's public Internet computers **Note:** Ethernet connections to Central.

Repeating Group 10

28. Type of connection on the outlet's public Internet computers **Note:** Cellular

Repeating Group 1

31. Internet Provider **Note:** Crown Castle

Repeating Group 2

31. Internet Provider **Note:** Crown Castle

Repeating Group 3

31. Internet Provider **Note:** Crown Castle

Repeating Group 4

31. Internet Provider **Note:** Crown Castle

Repeating Group 5

31. Internet Provider **Note:** Crown Castle

Repeating Group 6

- 31. Internet Provider Repeating Group 7 **Note:** Crown Castle
- 31. Internet Provider Repeating Group 8 **Note:** Crown Castle
- 31. Internet Provider Repeating Group 9 **Note:** Crown Castle
- 31. Internet Provider **Note:** Crown Castle

**10. OFFICERS AND TRUSTEES**

- 10.21 The date the Oath of Office was taken (mm/dd/yyyy) Repeating Group 1 **Note:** Trustee Bucki served as a holdover trustee from January 2017 through March 2017 when reappointed.

Trustee K. Johnson was appointed December 2017 to fill the remainder of Phyllis Horton's term for which Ms. Horton was serving as a holdover trustee. That term was from January 2015 through December 2019. Trustee Johnson is currently serving as a holdover trustee for this term. The Mayor of the City of Buffalo must recommend

- 9. Term Begins - Month

**Note:** reappointment/replacement of this position. The appointment is subsequently approved by the Erie County Executive with the confirmation required by the Erie County Legislature. Per NY Not for Profit Corporation Law, Sec. 703(c) "Each director (this includes trustees) shall hold office until the expiration of the term for which he is elected or appointed, and until his successor has been elected and qualified."

Repeating Group 8

Trustee El-Behairy is filling the remainder of Wayne Wisbaum's term who was serving as a holdover trustee and then expired during that term. That term was to run from January 2015 through December 2019. Trustee El-Behairy was appointed in March 2019. Trustee El-Behairy is currently serving as a holdover trustee for the new term to run from January 2020 through December 2024 until

- 9. Term Begins - Month

**Note:** reappointed or replaced by a new trustee. The reappointment/replacement of this position falls to the Erie County Executive with the confirmation required by the Erie County Legislature. Per NY Not for Profit Corporation Law, Sec. 703(c) "Each director (this includes trustees) shall hold office until the expiration of the term for which he is elected or appointed, and until his successor has been elected and qualified."

Repeating Group 2

- 12. Term Expires - Year (yyyy) **Note:** Trustee Bedenko served a full term from January 2015 through December 2019. Trustee Bedenko is currently serving as a holdover trustee for the new term to run from

January 2020 through December 2024 until reappointed or replaced by a new trustee. The reappointment/replacement of this position falls to the Erie County Executive with the confirmation required by the Erie County Legislature. Per NY Not for Profit Corporation Law, Sec. 703(c) "Each director (this includes trustees) shall hold office until the expiration of the term for which he is elected or appointed, and until his successor has been elected and qualified."

Repeating Group 1

13. Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.

**Note:** Trustee K. Johnson was appointed December 2017 to fill the remainder of Phyllis Horton's term for which Ms. Horton was serving as a holdover trustee. That term was from January 2015 through December 2019. Trustee K. Johnson is currently serving as a holdover trustee for this term. The Mayor of the City of Buffalo must recommend reappointment/replacement of this position. The appointment is subsequently approved by the Erie County Executive with the confirmation required by the Erie County Legislature. Per NY Not for Profit Corporation Law, Sec. 703(c) "Each director (this includes trustees) shall hold office until the expiration of the term for which he is elected or appointed, and until his successor has been elected and qualified."

Repeating Group 2

13. Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.

**Note:** Trustee Bedenko served a full term from January 2015 through December 2019. Trustee Bedenko is currently serving as a holdover trustee for the new term to run from January 2020 through December 2024 until reappointed or replaced by a new trustee. The reappointment/replacement of this position falls to the Erie County Executive with the confirmation required by the Erie County Legislature. Per NY Not for Profit Corporation Law, Sec. 703(c) "Each director (this includes trustees) shall hold office until the expiration of the term for which he is elected or appointed, and until his successor has been elected and qualified."

Repeating Group 8

13. Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term.

**Note:** Trustee El-Behairy is filling the remainder of Wayne Wisbaum's term who was serving as a holdover trustee and then expired during that term. That term was to run from January 2015 through December 2019. Trustee El-Behairy was appointed in March 2019. Trustee El-Behairy is currently serving as a holdover trustee for the new term to run from January 2020 through December 2024 until reappointed or replaced by a new trustee. The reappointment/replacement of this position falls to the Erie

Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.

County Executive with the confirmation required by the Erie County Legislature. Per NY Not for Profit Corporation Law, Sec. 703(c) "Each director (this includes trustees) shall hold office until the expiration of the term for which he is elected or appointed, and until his successor has been elected and qualified."

Repeating Group 5

- 14. The date the Oath of Office (mm/dd/yyyy) was taken **Note:** Trustee Berlow served as a holdover trustee from January 2019 through October 2019 when reappointed.

Repeating Group 6

- 14. The date the Oath of Office (mm/dd/yyyy) was taken **Note:** Trustee Burd served as a holdover trustee from January 2017 through March 2017 when reappointed.

Repeating Group 8

- 14. The date the Oath of Office (mm/dd/yyyy) was taken **Note:** Trustee El-Behairy is filling the remainder of Wayne Wisbaum's term who was serving as a holdover trustee and then expired during that term. That term was to run from January 2015 through December 2019. Trustee El-Behairy was appointed in March 2019. Trustee El-Behairy is currently serving as a holdover trustee for the new term to run from January 2020 through December 2024 until reappointed or replaced by a new trustee. The reappointment/replacement of this position falls to the Erie County Executive with the confirmation required by the Erie County Legislature. Per NY Not for Profit Corporation Law, Sec. 703(c) "Each director (this includes trustees) shall hold office until the expiration of the term for which he is elected or appointed, and until his successor has been elected and qualified."

Repeating Group 9

- 14. The date the Oath of Office (mm/dd/yyyy) was taken **Note:** Trustee Gist served as a holdover trustee from January 2016 through October 2016 when reappointed.

Repeating Group 10

- 14. The date the Oath of Office (mm/dd/yyyy) was taken **Note:** Trustee Housh served as a holdover trustee from January 2019 through March 2019 when reappointed.

Repeating Group 11

- 14. The date the Oath of Office (mm/dd/yyyy) was taken **Note:** Trustee T. Johnson served as a holdover trustee from January 2016 through March 2017 when reappointed.

Repeating Group 12

- 14. The date the Oath of Office (mm/dd/yyyy) was taken **Note:** Trustee Kelly served as a holdover trustee from January 2016 through March 2017 when reappointed.

Repeating Group 13

- 14. The date the Oath of Office (mm/dd/yyyy) was taken **Note:** Trustee Panty served a full term from January 2013 through December 2017. Trustee Panty served as a holdover trustee from January 2018 through October 2019 when reappointed.

**11. OPERATING FUNDS RECEIPTS**

- 11.5 Additional State Aid received from the System **Note:** In 2018, BECPL was awarded a large amount of Special Legislative Aid. This aid was reduced in 2019.

## 12. OPERATING FUND DISBURSEMENTS

- 12.22 Professional & Consultant Fees **Note:** Professional Fees in excess of \$10,000 Bond Schoeneck & King (Legal) \$62,902 Unique Management (Collection Agency) \$40,964 Erie County Purchasing (Procurement) \$31,732 ESC Conservation (Rare Book Conservation) \$19,000 Lothrop Assoc LLP (Architect) \$16,777 Joy Kuebler Landscape Architect PC (Architect Consult) \$ 15,102

## 13. CAPITAL FUND RECEIPTS

No Notes

## 14. CAPITAL FUND DISBURSEMENTS

No Notes

## 15. CENTRAL LIBRARIES

No Notes

## 16. FEDERAL TOTALS

- 16.18 **Total Capital Revenue** **Note:** In 2019, BECPL received Construction grant funding in the amount of \$1,015,073. In 2018 the amount was \$820,237.

## 17. FOR NEW YORK STATE LIBRARY USE ONLY

No Notes

## SUGGESTED IMPROVEMENTS

No Notes