

The regular monthly meeting of the Board of Trustees of the Buffalo and Erie County Public Library was held on Thursday, July 21, 2005, in the Central Meeting Room pursuant to due notice to trustees. The following members were present:

Rebecca L. Pordum, Chair
Phyllis A. Horton, Vice Chair
Frank Gist, Secretary
John B. Long, Treasurer
Richard L. Berger
W. Lawrence Buck
Jack Connors
Annette A. Juncewicz
Susan Maggiore
Elaine M. Panty
Abdul H. Raof
Judith K. Summer
Sharon A. Thomas
Wayne D. Wisbaum

Robert J. Plache, Trustee Emeritus
Morton H. Stovroff, Trustee Emeritus

Excused: Hormoz Mansouri

Chair Rebecca L. Pordum called the meeting to order at 4:02 p.m. in the Central Library's Central Meeting Room.

Agenda Item B – Approval/Changes to the Agenda. Chair Pordum requested approval to amend the agenda to combine Report of the Chair and Report of the Director into one item as Agenda Item B. Approval was unanimous.

Agenda Item C – Minutes of the Meeting of June 16, 2005. On motion by Ms. Horton, seconded by Ms. Thomas, the Minutes were approved as submitted.

Agenda Item D – Report of the Chair and Director. Ms. Pordum stated the Board's Planning Committee met yesterday to discuss the fiscal crisis. The Library has been waiting for legislators to approve a capital bond of \$5 million for the purchase of library materials through the remainder of 2005. As the measure has not been included on the latest Legislative agenda, the Library System is at a loss of funding for this year. The Planning Committee's recommendation is to implement an across-the-board 20% reduction in the operating revenue of all libraries in the fourth quarter to generate roughly \$1 million to purchase library materials for the balance of 2005. This would be in addition to the 11% cut taken earlier this year. A draft copy of a proposed resolution was distributed to trustees for review. August Board meetings will be held on August 4th and 25th. At the August 4th meeting, the resolution recommending a 20% cut across the board will be put to a vote.

Director Michael Mahaney said the Planning Committee discussed two topics. One was the 2005 shortfall, which the Chair has discussed. This will impose significant strains on the System, but will provide basic resources for the community for the balance of this year. If capital dollars do materialize later, it should reduce the impact in 2005 to zero and assist the B&ECPL to complete a right-sizing plan for 2006.

The Director reminded trustees the Library is a public entity and as such the business of the B&ECPL is in the public forum. The Planning Committee meeting held yesterday was an open meeting. Due to the public nature of that meeting, preliminary information that was exchanged with committee members for the very first time became public very quickly. Trustees are well aware that earlier this year the County Executive advised the B&ECPL he would not fund 52 libraries in 2006. After consultation with the Executive Committee, the Director advised the County Executive of how much the prevailing property tax allocation for libraries would sustain in 2006. The current levy of \$21.7 million will not support the operation of 52 libraries, especially if the System has to fund a materials budget from its operating budget.

The County Executive has requested additional information from the System. First, a four-year plan that is consistent with what he needs to transmit to the Erie County Fiscal Stability Authority. A portion of that plan is to include a status quo operating budget appropriation of \$21.7 million. He included an incentive that monies available to the Fiscal Stability Authority might be used for projects to re-engineer the Library System. The County Executive also asked the Library to review the seven-year-old Aaron Cohen study and determine how many of the recommendations from that study have been implemented, or should be implemented, and indicate which ones have already been fulfilled. Many of those recommendations have been completed.

The County Executive requested receipt of the B&ECPL four-year plan by the end of the first week of August. He also needs the 2006 B&ECPL budget request before the end of August, which is why the Board is scheduled to meet on August 25th. The Board and administration have to work quickly to come up with a plan that makes sense and functions within the means the County Executive has identified, and do it as responsibly and objectively as possible. Over the past several weeks, the Library's administrative team has been collecting information about every location that delivers library service within this County. Some locations have the capacity to deliver more service, to hold more resources and to be more accessible to the community than others. Lacking the resources to sustain all 52, it is our mission to sustain those that can do the most with the resources that are available. Much of the data that has been collected is on the Library's website. Every library has been evaluated on 19 factors. What was not determined until yesterday was how much weight to assign to each individual factor. Yesterday, the Planning Committee agreed with assigned weights, so final calculations could be made. When the weighting scale was accepted, it allowed for the creation, on a very preliminary basis, of a list of libraries that appear to be most sustainable and least sustainable. No formal list was issued or exists, but we now have a rough idea of where individual libraries fall. The list remains preliminary. The preliminary list includes West Falls, Parkside Village, Mead, Marilla, Greenhaven, Boston, Kensington, South Cheektowaga, Fairfield, Blasdell, Martin Luther King, East Clinton, Angola, Eden, North Cheektowaga,

Depew, Lake Shore, Williamsville, Brighton and Kenilworth. Libraries that might be candidates for future consolidation projects include North Collins, North Park, Cazenovia, Dudley and Elma. Everything is subject to change.

Ms. Pordum said the Planning Committee met several times to gather information. Yesterday was the first day that any particular branches had been discussed. Prior to that, discussion involved statistics and data the Committee needed to make an educated evaluation. The Board and administration are going to take a hard, close look at all of the libraries. Some geographic holes exist that need to be examined. Trustees do not take this job lightly. They are here as volunteers trying to keep this System viable and will continue to work in the best interests of all the residents of this community to do the best that can be done for constituents under these trying fiscal times. She encouraged patrons to voice opinions on August 4th or send information via the B&ECPL website.

Agenda Item E – Committee Reports.

Agenda Item E.1 – Executive Committee. Ms. Horton reported the Committee met on July 14 th to review resolutions. The Chair of the Policy Committee reported on a matter that will come before the Board today, and there was an update on the budget situation.

Agenda Item E.2 – Budget and Finance Committee. Dr. Long informed the audience that he is President of the Town of Tonawanda Public Library Board as well as being a B&ECPL trustee. He is very experienced with how contracting libraries function and knows how important they are to a community. He thanked the Planning Committee for its commitment to comprehensively and fairly address these very difficult issues. He reminded people that the situation facing the Library is not the result of the actions taken by this Library Board or library users. He believes property taxes paid by members of this community provide a solid value and provide the best library system Erie County taxpayers can afford. He urged the public to visit the Library's website, inform themselves, provide feedback to the Library and, especially, to their elected officials. Dr. Long reviewed budget and finance items and recommended approval.

Agenda Item E.2.a – Contract Library Transfers. Deputy Director Kenneth Stone told trustees this resolution involves routine transfers within the Cheektowaga Public Library. Trustee Junczewicz moved for approval and was seconded by Ms. Thomas. Approval was unanimous.

RESOLUTION 2005-27

WHEREAS, a request for budget transfers has been received from the Cheektowaga Public Library, now, therefore, be

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library approve transfers totaling \$13,250 within the budget of the Cheektowaga Public Library.

Agenda Item E.2.b – Northwest Buffalo Community Center Funding. Mr. Stone reported supplemental funding for the Niagara, Northwest and Riverside libraries had been received from the Northwest Buffalo Community Center through the efforts of Legislator Al DeBenedetti. A total of \$30,000 has been allocated. Funds will be used for the purchase of library materials, support for programs and events and purchase of equipment or furnishings. On motion by Ms. Panty and a second by Ms. Horton, approval was unanimous. Chair Pordum thanked Legislator DeBenedetti for his contribution to patrons of the Library System.

RESOLUTION 2005-28

WHEREAS, in late June the Library was notified that the Northwest Buffalo Community Center, through the sponsorship of Erie County Legislator Al DeBenedetti, has agreed to provide \$30,000 in funding to support three Buffalo branch libraries as follows:

Niagara Library \$ 5,000

Northwest Library \$ 5,000

Riverside Library \$20,000

Total \$30,000 , and

WHEREAS, projects and activities will be customized to meet the needs of each library's service area in consultation with the librarians working at each library and interested volunteers. They will include some or all of the following:

- Purchase of library materials;
- Support for programs and events; and
- Purchase of equipment and/or library furnishings , and

WHEREAS, donations are a very much appreciated means of assisting the Library in ways not funded in the normal operating budget, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library gratefully accepts these funds and thanks the Center and Legislator DeBenedetti for their most welcome support, and be it further

RESOLVED, that the Board directs the proceeds be placed in the Buffalo and Erie County Public Library's trust account, designated for the benefit of these libraries, and be it further

RESOLVED, that the Library Director is authorized to disburse the funds, subsequent to receipt, to support the above activities, and be it further

RESOLVED, that expenditure of these funds will be reported as part of the Treasurer's monthly report of year-to-date donations.

Agenda Item E.2.c – LSTA Grant: Early Literacy Initiative. The Library has been awarded a State grant that will provide \$2,225 to enable librarians throughout Erie County to develop and participate in training sessions to facilitate early literacy. Ms. Juncewicz moved, Mr. Berger made a second, and approval was unanimous.

RESOLUTION 2005-29

WHEREAS, in late June, the Library received a grant award notification providing Library Services and Technology Act (LSTA) funding in the amount of \$2,225 to participate in the LSTA 2005-2007 Early Literacy Initiative's *Growing a Reader: It's Never Too Early* program, and

WHEREAS, the program provides funding to support an all-day training workshop for 30 to 50 practitioners and to order related professional resource materials for the System collection, now, therefore, be it

RESOLVED, that the Buffalo & Erie County Public Library Board of Trustees authorizes acceptance of the grant proceeds and establishment of a grant budget to facilitate this training opportunity as shown below:

2005 Grants Budget:: *Growing a Reader — It's Never Too Early*

Revenue \$2,225

Grant Expenditures \$2,225

Agenda Item E.2.d – Library Trust Investment Policy. Mr. Stone explained this resolution would modify the Board's current banking and investment practices and authorize the deposit of trust funds in separate investment and trust accounts. Ms. Horton moved for approval. Ms. Summer seconded, and approval was unanimous.

RESOLUTION 2005-30

WHEREAS, on April 16, 1998 the Board of Trustees of the Buffalo and Erie County Public Library adopted Resolution 98-21, modifying the policy associated with the receipt and disposition of all gifts, legacies, devises and bequests to the Buffalo and Erie County Public Library, and

WHEREAS, said resolution provided for the ability, at the discretion of the Board of Trustees, to retain all gifts, legacies, devises and bequests received by the Buffalo and Erie County Public Library in a separate account or accounts not to be used for operating purposes to be overseen by the Board of Trustees, and

WHEREAS, proceeds thus retained in trust have been invested through the auspices of the Erie County Comptroller's Investment and Cash Management Division, and

WHEREAS, at this time, the Board of Trustees finds it is in the best interest of the Library to directly bank and invest these funds under the auspices of the Board's Treasurer, pursuant to Articles I section 2 and IV, section 4 of the Bylaws of the Buffalo and Erie County Public Library and the provisions of New York State General Municipal Law sections 10-11, and

WHEREAS, the Board of Trustees has previously by resolution, including those approved on November 17, 1988 and February 20, 1997, authorized accounts with Key Bank of New York for petty cash, imprest, and Encore Editions along with the necessary depository account resolutions, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library authorizes the Board Treasurer, in conjunction with the Library Director and Library Chief Financial Officer, to directly bank and invest the proceeds of all gifts, legacies, devises and bequests received and retained by the Buffalo and Erie County Public Library, pursuant to Articles I section 2 and IV, section 4 of the Bylaws of the Buffalo and Erie County Public Library and the provisions of New York State General Municipal Law sections 10-11, and be it further

RESOLVED, that the Board of Trustees designates Key Bank of New York, which presently maintains accounts for Library petty cash, imprest and Encore Editions operations, as the bank in which this account will be established and designated the B&ECPL Trust account, and be it further

RESOLVED, that the maximum amount that may be kept on deposit in the above accounts are: Petty Cash - \$5,000 (to be periodically replenished through submission of claims against the operating budget); Imprest - \$2,000 (to be periodically replenished through submission of claims against the operating budget); Encore Editions - \$100,000; and Trust - \$1,000,000, and be it further

RESOLVED, that the Board of Trustees authorizes the Library Director to designate personnel filling identified positions to be authorized as signatories to the above accounts, and be it further

RESOLVED, that the Board of Trustees delegates to the Chief Financial Officer the task of temporarily investing monies not required for immediate expenditure, pursuant to General Municipal Law Section 11, and be further

RESOLVED, that should future Erie County cash flow difficulties create conditions that would be detrimental to the Library through failure to honor timely payment obligations, the Board of Trustees authorizes the temporary use of trust funds to assist in meeting timely payment obligations, subject to dollar-for-dollar reimbursement within 45 days after the cash flow difficulties have abated, and be it further

RESOLVED, that the Chief Financial Officer shall regularly report the amounts and placements of said investments and any temporary disbursements to address conditions created by Erie County cash flow difficulties to the Board of Trustees in a manner and form as prescribed by the Treasurer of the Board.

Agenda Item E.2.e – Monthly Financial Reports – May & June. Deputy Director Stone stated final numbers are reported for May; the June figures are preliminary.

Agenda Item 3 – Policy Committee.

Agenda Item 3.a – Loan and Exhibition of Rare and Unique Materials. Trustee Judith Summer, Chair of this committee, stated members have been reviewing and developing Library policies as recommended by the American Library Association. Trustees are being asked to approve Resolution 2005-31, which would establish guidelines for inter-institutional loan of materials to ensure the safety and security of B&ECPL materials.

RESOLUTION 2005-31

WHEREAS, the Board of Trustees of the Buffalo and Erie County Public Library seeks to encourage and facilitate inter-institutional loan from rare and special collections for the purposes of research or exhibition, and

WHEREAS, the Board must ensure the safety and security of loaned items, and

WHEREAS, the Board wishes to standardize procedures for transporting, storing and displaying materials for approved exhibition or research purposes of special collections, including books, manuscripts, archival and pictorial material under conditions that preserve and protect each item, and

WHEREAS, the Board wishes to share these resources under terms that benefit the B&ECPL and the people of Erie County, now therefore be it

RESOLVED, that the Board adopts this “Policy for the Loan and External Exhibition of Rare and Unique Materials” and authorizes the staff to generate and monitor procedures that encourage judicious display and exhibition, ensuring that B&ECPL resources are utilized to the best advantage of the Library and protected from any loss, damage or misuse.

Agenda Item F – Report of the Director. Director Mahaney reported the B&ECPL participated in the Harlem Book Fair approximately two weeks ago. This special event drew a great deal of attention to this Library System and to Buffalo, and he hopes it will be repeated next year.

Mr. Mahaney stated the Board was hoping to make a presentation to Digicon Imaging, but a company representative was unable to attend the meeting. The B&ECPL thanks Digicon for its generous gift of 300 copies of the new *Harry Potter* book, obtained through the auspices of the Library Foundation. This is a very important donation, as the System does not have money to buy these books. The Library hopes others are inspired by Digicon's generosity.

The Director apologized to public officials and library representatives who learned of potential library closings through the newspaper. The information appeared through the course of doing public work in an open forum and was published before Mr. Mahaney was able to contact all stakeholders. He promised to share information with the community in the timeliest manner possible.

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

Library Faces Uncertainty Due to Delay of Capital Bonding: Disagreement between the County Legislature and County Executive as to the total amount and specific projects to be supported by capital bonding has resulted in a standoff, stalling all 2005 capital projects, including two that are critical to B&ECPL: \$5 million for library materials and \$600,000 for shelving, furnishings and equipment for Buffalo's new Merriweather Branch Library. Bonding as much of the approved 2005 Capital Budget as feasible is important and would help the Library to down-size operations to meet anticipated reductions of 2006 County support and transition a reduced library materials expense back from Erie County's Capital Budget to B&ECPL's operating budget. In 2005, Erie County's support for B&ECPL operations and materials consists of \$21.7 million in proceeds from the County Property Tax for Library Purposes and an additional \$5 million in the County Capital Budget as “bonded projects” (for which borrowing has not been approved) for a total of \$26.7 million in County support. State Aid, Library generated revenues (e.g., fines), and use of B&ECPL fund balance provide the remaining support for the combined operating and materials budget of \$31.1 million (\$26.1 million operating + \$5 million library materials). Today, the Library faces difficult choices in difficult times. Given the repeated and prolonged delay in arriving at a resolution of the capital funds status, the Library has no choice but to prepare to implement additional 2005 operating budget reductions, which may involve further service cuts, personnel layoffs and even library closings during the fourth quarter of 2005.

Erie County Fiscal Stability Authority (ECFSA) Oversight Includes Library: On July 12 th , Governor **George Pataki** signed implementing legislation that applies to Erie County and “covered organizations.” Covered organizations means any governmental agency, public authority or public benefit corporation that receives or may receive monies directly, indirectly or contingently from the County. As such, B&ECPL is

subject to ECFSA oversight. (Legislation does provide the option to remove a covered organization from ECFSA oversight at a future time by applying for and receiving approval upon a finding by the authority that such exemption does not materially affect the ability of the County to adopt and maintain a sound budget.)

The ECFSA begins as an advisory board, but can quickly change to a very strong control board if the ECFSA determines that the County:

- Fails to timely adopt a balanced budget (including allowed amounts of ECFSA assistance funds);
- Fails to timely submit ECFSA required financial plan and budget modifications that are acceptable to the ECFSA;
- Incurs an operating funds deficit of 1% or more in any fiscal year;
- Cannot certify that the County can successfully obtain sufficient funds to service all its capital and cash flow requirements;
- Fails to pay interest or principal on any of its bonds or notes when due;
- Incurs a major operating funds deficit of one percent or more; and/or
- Violates any provision of the ECFSA Act.

Contract Library Third Quarter Payments Expected July 15 th : As a result of successful issuance of an \$80 million Revenue Anticipation Note, Erie County expects to meet payroll obligations as of July 15 th and release millions of dollars in delayed vendor payments, including B&ECPL contracting library quarterly checks. All contracting library directors have been advised of the situation.

Buffalo Celebrates Harlem Book Fair 2005: Planned to coincide with the centenary of the Niagara Movement, the Harlem Book Fair took place on July 8 th and 9 th . The B&ECPL Central Library hosted several events. **Meg Cheman**, Manager of Popular Materials Department and Central Library Program Coordinator, served as the B&ECPL representative for planning. Saturday morning, the Director welcomed audiences to the opening panel discussion in the Central Library's **Mason O. Damon** Auditorium. Grosvenor Room librarians **Christina Kaulbach** and **Jennifer Nichols** completed a two-page guide to library resources on the Niagara Movement that was made available for Book Fair attendees, who gathered in Buffalo from all corners of America. Copies of the guide may be obtained in the Grosvenor Room throughout the year as the community celebrates the one hundredth anniversary of the important first meeting of the Niagara Movement, a seminal civil rights organization and precursor to the NAACP that first convened in Fort Ontario (Erie) July 11-14, 1905.

Alexander Hamilton Traveling Exhibit to Visit B&ECPL: As previously reported, the B&ECPL is one of 40 libraries and National Park historic sites to be selected as locations for the exhibit, *Alexander Hamilton: The Man Who Made Modern America*, funded by the National Endowment for the Humanities and sponsored by the New York Historical Society, the Gilder Lehrman Institute of American History and the American Library Association. The B&ECPL was notified that it will be the final stop on the

national tour. The exhibit is scheduled to visit Buffalo from April 30 through June 12, 2009.

Rare Book Experts Share Knowledge : On June 6th , hand bookbinders **Fred Jordan, Don DeHoff** and **Barbara Kretzmann** visited the Rare Book Room to view examples of **John Grabau** and **Louis Kinder** bindings. Ms. Kretzmann is organizing an exhibit for the Guild of Book Workers this fall in New York City and may request some of the Library's books for inclusion in the display. The visitors, plus B&ECPL librarians **Rob Alessi, Elaine Barone** and **Amy Pickard**, then went to SUNY at Buffalo's Poetry and Rare Book Room to examine items in that collection and to meet with Curator **Dr. Michael Basinski** .

Library Looks at 21st Century Art: On June 4th and 11th , the B&ECPL, in partnership with the Albright-Knox Art Gallery, presented a two-part discussion forum and screening based on the PBS series, *Art:21 – Art in the Twenty-First Century* . Part One of the series explored storytelling and visual art in the work of three artists: **Kara Walker** , **Do-Ho Suh** and **Kiki Smith** . Senior Curator **Douglas Dreishpoon, Ph.D.** of the Albright-Knox led the discussion. Part Two of the series examined themes and narratives in art and literature with the screening of artist Kara Walker's story, followed by a discussion of Walker's art and **Toni Morrison's** novel, *Beloved*, facilitated by **Hershini Bhana Young, Ph.D.** , SUNY at Buffalo Professor of English . Both events generated lively conversation from the audience of public library users, university faculty, graduate and undergraduate students and enthusiasts of the visual and literary arts.

“Literally Speaking” Series Continues : On June 21st , Librarian **Kathy Galvin** (Humanities and Social Sciences Department) led the lunchtime book discussion group. **Dorothy Allison's** *Bastard Out of Carolina* was the topic. The group resumes discussions in September with the book *The Eyre Affair* by **Jasper Fforde** .

Patron Generosity Benefits Library: A longstanding user of the Central Library's literature collection, **Bernard Frank** , expressed his concerns for the Library's 2005 materials budget to librarian **Debbie Fink** . After a referral to the Library Foundation, Mr. Frank made a substantial donation for the purchase of new books and to cover the cost of renewing the Library's subscription to *The Explicator*, a journal of literary criticism.

Layoffs Affect Support Staff : As a result of Legislative delays in bonding the 2005 library materials budget and resulting reductions in purchasing, seven more employees were placed on layoff status, effective July 8th . Previously, several Support Services personnel were redeployed to complete outstanding projects, to accomplish cross training within and outside the department and to serve in public service departments, where shortages followed layoffs, retirements and illnesses.

The Great Race Continues an Amazing Run: On June 7th , award-winning author **Julie Fenster** visited the Central Library to discuss her new book, *Race of the Century: The Heroic True Story of the 1908 New York to Paris Auto Race* . Ms. Fenster conducted

much of the research for her book in the Central Library's Rare Book Room, highlighting the race-winning, Buffalo-made Thomas Flyer automobile and its driver, Buffalo mechanic **George Schuster** . The Library recently unveiled its first digital exhibit, which showcases the New York to Paris race. Ms. Fenster's appearance helped draw attention to this successful B&ECPL project. A book sale and signing followed the presentation in Novel Ideas Gift Shop. Librarian **Meg Cheman** coordinated the event with assistance from librarian **Suzanne Colligan** . Fenster also made an appearance on the WBFO-FM *Meet the Author* show on June 6 th . Program host **Bert Gambini** highlighted the Library's digital exhibit. WBFO has provided a link to the B&ECPL digital exhibit from its web page.

Branch Programs Draw New Audiences: Head Start centers in the southtowns, once served by the B&ECPL RAM Van, have discovered that veteran RAM Van staff member/storyteller **Sonja Wade** is now assigned to the Cazenovia Branch. At their request, Ms. Wade presented story programs to five classes, a total of 96 excited children and caregivers, who visited the Cazenovia Branch during a single day. Across town, the North Jefferson Branch has sponsored “Science Fridays,” a one-hour, bi-monthly program (from February through June) designed for children aged 8 through 14. The informative programs helped more than 75 participants learn basic information about science and the scientific method. Some of the projects included making ‘goo,’ battery-powered motors and even a daytime moon locator. Librarian **Andrew Maines** planned and implemented the successful series.

Branches Benefit from Donors : Thanks to Brownstone Book Fund, several Buffalo branches, including East Delavan, North Park, Dudley, Niagara, North Jefferson and East Clinton , have received 100 new, high-quality hardcover children's books to add to their collections. **Diane Brownstone** is the director of the Brownstone Book Fund, a non-profit private foundation that provides books to young children in an effort to excite and foster an early interest in and a love for books and reading. The Northwest Buffalo Community Center, through the sponsorship of Erie County Legislator **Al DeBenedetti**, has directed funds to the Riverside (\$20,000), Niagara (\$5,000) and the Northwest (\$5,000) Branches for the purchase of books and materials, equipment and program support.

Staff Computers Updated: **Toni Naumovski** of Network Support has developed new procedures to “automatically” update staff workstations with operating system and application program “fixes” and patches. These updates are downloaded by Mr. Naumovski, verified by him and moved to a staging server for later processing. His procedures were tested at the Central Library on consecutive Sunday evenings with the help of Network's **Craig Schmidt** . The regular update process will be expanded to all fifty-two libraries where public access workstations were already being updated weekly.

Libraries Continue Community Outreach: On June 15 th , East Delavan Branch manager **Dorinda Hayes** participated in the Youth Job Fair held at the Delavan Grider Community Center. Sponsored by city, county and state officials, the event offered local youth, aged 14 through 21, the opportunity to complete job applications from local companies as well as receive information from community centers and programming

agencies. Ms. Hayes promoted the summer programs by talking with participants and distributing “Battle of the Books” flyers, “Tune in @ Your Library” Summer Reading Program flyers, Perry's Cool Summer Program flyers and other B&ECPL informational materials.

Frank E. Merriweather, Jr. Library Nears Completion : On June 22nd, architect **Robert T. Coles** conducted a second meeting at the North Jefferson Branch to solicit community input on the art murals that will decorate the new **Frank E. Merriweather, Jr. Library**. Approximately 20 persons, including the Director, Extension Services Administrator **Sharon Y. Holley**, Branch Manager **Sandra Bush**, and Branch Cluster Manager **Patricia Covley** attended. The completed designs by artist **Carol Wells** and sculptured wooden doors designed by artist **Valeria Cray Dihaan** were presented to the City of Buffalo Arts Commission on June 7th. As steel remediation continues, finishing work is being done on interior and exterior block walls and columns. Contractors are installing ceiling grids. Off-site skylight fabrication has begun. Several meetings were held to discuss audio and projection requirements for both the training lab and the auditorium. CIO **Shirley Whelan**, along with **Dennis Lance** and **Johnny Hsu** of Network Support, are working with Project Managers **Carol Batt** and **Glenn Luba** on the implementation of technology plans for the new library.

Buffalo News Spotlights Audio Books: A July 5th *Buffalo News* article highlighted what the B&ECPL has experienced for several years, an ever-increasing number of avid “readers” who use audio books to keep up with the latest publications. Collection Development Coordinator **Peggy Errington** provided background commentary for the article. The only downside to an otherwise positive story is the fact that Erie County's continuing fiscal crisis limited Library acquisitions to only 37 new titles this year, compared to the 400 that were purchased during the same period in 2004.

Drum Roll for Ms. Holley: As a member of “Daughters of Creative Sound,” Extension Services Administrator **Sharon Y. Holley** was the recipient of a “Woman in the Arts” Award from Women Focus, a division of Prevention Focus in June 2005. “Daughters of Creative Sound” is an all-woman drum and percussion group founded in 2004.

Many Visit the Central Library: During June, the Children's Room hosted tours for 491 students. Many students look forward to these annual trips to “the big library downtown.” Schools include both rural and suburban locations. Four second-grade groups from local schools made the Rare Book Room a stop on their tours. Children gathered around **John James Audubon's** *Birds of America* and learned fun facts about this monumental work. A select few students even posed as birds to demonstrate the lifelike Audubon illustrations. The Business, Science and Technology Department staff hosted students from Bryant & Stratton for a one-hour tour and discussion of Job and Civil Service Collections.

Circulation Procedures Updated: The B&ECPL *Circulation Procedures Manual* has been updated and posted to the Library's Intranet. Under the supervision of System Public Services Administrator **Carol Batt**, Borrower Services Manager **Mary Schiffhauer** and System Public Services Manager **Peggy Errington** helped revise the

documentation and develop specific Sirsi Workflows data entry guidelines. This manual supports B&ECPL policy and provides staff with online access to the most current user registration requirements and procedures.

Central Library Renovation Continues: Soffit framing, ductwork and light fixture installation are well underway in the Phase 2 renovation area. Although the project is still on schedule for an October 2005 reopening, Erie County's continuing fiscal crisis and well-publicized inability to remain current with vendor payments have affected the B&ECPL project. CFO **Ken Stone** and Erie County DPW Construction Project Manager **Mike Judd** have been instrumental in negotiating and tracking payments as well as encouraging contractors to continue and complete work toward project completion.

Town of Tonawanda Libraries Benefit from B&ECPL Assistance: Administrator **Carol Batt** (Office of System Public Services) continues to act as interim director for the Town of Tonawanda Public Libraries. A recent decision to close the Parkside Village Library on Tuesdays allowed the redeployment of staff to open the much busier Kenmore Library on Wednesdays. This provides five open days at Kenmore, including two evenings and every Saturday. Ms. Batt closely monitors staffing levels and long-term fine revenue implications.

Heat Wave Affects Service at Select Branches: The term "Warm Welcome" takes on new meaning when it involves the Mead, Fairfield and North Jefferson Branches. Over the past few weeks, as reading room temperatures soared past 90 degrees, patrons opted to drop off their returns and depart as quickly as possible. Even wall-mounted artwork succumbed to the heat, curling up and falling to the floor. As one might surmise, none of these three branches is equipped with air conditioning.

Mid-Year Fine Revenue Results Posted: System-wide receipts for June 2005 totaled **\$95,146.84**, compared to a total of **\$109,602.75** for June 2004, or a decrease of **13.19%**. Year-to-date fine revenue, at **\$579,993.34**, decreased **13.26%**, from **\$668,634.12** collected during the same period in 2004. This decrease can be attributed to ongoing Erie County budget turmoil, 2005 revenue reductions that compressed open hours across the System, and the dramatically limited availability of new library materials as the Library continues to await capital funds for the acquisition of books, standing orders, media and subscriptions.

"Cyber Seniors" Learn Technology Skills at Tonawanda Library: Last fall, City of Tonawanda Public Library Director **Chris Moesch** initiated a series of public programs for people aged 55 and over who want to learn how to use computers. Recently, the program completed its fifth series. Over a four-week period, the curriculum covers an introduction to the computer, navigating the Internet, e-mail and Microsoft Word. *The Tonawanda News* published a feature article in December, and attendance continues to be Standing Room Only.

Central Library Orders Self-Charge Equipment: As a result of a bid conducted by Erie County's Purchasing Department, two self-charge machines have been ordered for the newly renovated Central Library Borrower Services Area. Central Technologies was

awarded a contract to provide both machines, to be delivered in approximately six weeks.

T3 Fails: For the first time, a T3 telecommunications line, linking approximately one-half of B&ECPL's 52 locations to the Library network, failed, leaving libraries unable to communicate with Sirsi Unicorn and the Internet for approximately four hours on June 15 th. Most libraries were able to use the newly introduced “disaster recovery” procedures and successfully utilized the “Stand-Alone” program to record all charge and discharge transactions during the outage.

Library Gardener Continues to Attract High Praise: On June 22 nd , B&ECPL Head Gardener **Tim Tuminno** was recognized by Working for Downtown (WFD) for his outstanding work and volunteer efforts to improve the downtown environment. Tuminno was named recipient of the Fernbach Award, initiated in the early 1980s (originally named the Bright Spot Award), for organizations or individuals whose efforts have resulted in the aesthetic revitalization of downtown Buffalo. WFD recognizes Tuminno for his exemplary work in maintaining and improving the Central Library's landscaping. Tuminno also assisted in the design and development of the “Corner Garden,” planted in 1998 as an initiative of the WFD Downtown Neighborhoods Committee, planted to beautify the walkway leading to the Central Library. Tuminno has served as Head Gardener with the Buffalo & Erie County Public Library since 1978.

Civic Group Assists Lancaster Library: On June 15 th , at its annual honors luncheon, the Lancaster Women's Civic Club awarded the Lancaster Public Library \$5,351.35 in proceeds from the Civic Club's 2005 Annual Book Sale. **Mrs . Betty Lathrop** , Book Sale Chair, and Civic Club Treasurer **Rhoda Wolff** presented the check to Lancaster Library Director **William Sutton** . Concurrently, Lancaster Library Trustees and staff presented a plaque to the Civic Club commemorating its 92 years of service, for conducting an annual book sale benefiting the library for the past 26 years and donating more than \$67,100 to the library.

Miscellaneous Meetings and Appearances: On June 18 th , the Director, COO **Ruth Collins** , CFO **Ken Stone** and System Public Services Administrator **Carol Batt** (in her capacity as interim director of the Town of Tonawanda Public Library) attended a meeting of the Association of the Boards of Trustees of Contracting Libraries (ACT) where trustees and directors received an update on B&ECPL planning activities in anticipation of reduced funding from Erie County. COO Collins, Clarence Public Library trustee and volunteer **Willow Brost** and Clarence Library Director **Roseanne Butler-Smith** presented a draft of the proposed volunteer services policy. On June 23 rd , B&ECPL Chair **Rebecca Pordum** and the Director attended a meeting of the Association of Erie County Governments where they gave town supervisors and other public officials from across the County an update on the status of the B&ECPL in light of recent and imminent funding reductions from Erie County. Ms. Pordum and the Director also attended the July 7 th and July 14 th sessions of the Erie County Legislature in an effort to reinforce the importance of obtaining capital monies to purchase new library materials and equip the new Merriweather Library.

Agenda Item G – Report of the Foundation Director. Executive Director Anne Leary reported the Foundation hosted a reception for Dr. J. Warren Perry on July 18 th . Dr. Perry donated his extensive collection of Shakespeare material to the Library. She regretted that a representative from Digicon could not attend this meeting, but said he would like to attend a future meeting. An opportunity exists to collaborate with other partners on *The Map that Changed the World* exhibit. Ms. Leary introduced Catherine Schweitzer of the Library Foundation Board to present this proposal and distributed a prospectus to B&ECPL trustees in attendance.

Ms. Schweitzer described details of the proposed exhibit and associated events and asked for support from the Library Board so the Foundation could proceed with exhibit plans. She said it will be a great opportunity to bring additional funds into the Library System.

Ms. Pordum indicated that the Board had requested detailed information in early July. Because the Foundation's reply had just been distributed to trustees, the Chair thought it would be preferable to allow trustees sufficient time to review the prospectus and ask any questions before taking a vote on this matter. She suggested a vote be taken at the August 4 th meeting.

Mr. Connors and Mr. Berger were in favor of showing support for this project immediately to avoid delays in planning and fundraising since the exhibit is planned for mid-September. Mr. Berger proposed a resolution that the B&ECPL support *The Map that Changed the World* exhibit, provided that adequate security is in place, with an additional stipulation that the Foundation provide the Library with essential information necessary for proper planning, with final Board approval to be voted on at the August 4 th meeting.

Several trustees expressed concerns about various aspects of the exhibit and preferred to postpone any vote to allow them sufficient time to study the prospectus.

Ms. Leary urged Library trustees to show support for this project immediately.

After further discussion, Ms. Pordum called for a motion and second of Mr. Berger's resolution. Ms. Summer moved and Dr. Raoof seconded. The resolution failed by a vote of 11 to 3, with Messrs Berger, Connors and Wisbaum voting in favor of approval.

Agenda Item H – Public Comment. The following individuals spoke in opposition to library closings and/or consolidations. They asked Library officials to carefully consider the importance of libraries in the communities where they are situated.

Susan Minekime, Director, Eden Library, Eden, NY

Chris Barbera, Buffalo, NY

John Foss, Supervisor, Town of Marilla, NY

Jeffrey Gauthier, Buffalo, NY

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

John Klukowski, Buffalo, NY

ElizaBeth Berry, Save Our Libraries Coalition, West Seneca, NY

Richard Walter, Trustee, Elma Public Library

Barbara Birt, Trustee, Grand Island Memorial Library

Susan Carson, Cheektowaga, NY, spoke in favor of closing libraries to obtain funding that can be used to purchase new library materials for the entire System.

Catherine Schweitzer, Buffalo, NY, spoke again on the topic of *The Map that Changed the World* exhibit.

Agenda Item I – Unfinished Business.

Agenda Item I.1. – Fine Exempt Status. Trustee Judith Summer reminded trustees this matter was presented to the Board in June for consideration at today's meeting. The proposal was sent to contracting libraries for discussion. No comments were received regarding the proposal to eliminate fine exempt status. Ms. Summer recommended adoption of Resolution 2005-32. Ms. Horton moved for approval and was seconded by Ms. Panty. Approval was unanimous.

RESOLUTION 2005-32

WHEREAS, new library materials are in very short supply, and everyone (including staff and trustees) must consider ways to improve accessibility to those items, and

WHEREAS, efforts to minimize prolonged retention and encourage faster turnaround become more essential than ever, and

WHEREAS, to shorten potential delays in returning overdue library materials, the Policy Committee of the Library's Board of Trustees recommends the elimination of the longstanding privilege of fine exempt status for staff and trustees, amending B&ECPL Circulation Policy to delete the following:

Current staff (after six months of continuous service) and current B&ECPL or contracting library trustees, who are eligible borrowers in good standing, will not be assessed fines for overdue library materials. Abuse of this privilege will result in the revocation of fine exempt status, and

WHEREAS, in recognition of the valuable contributions of staff and trustees but appreciating the need for more stringent inventory control and more rapid turnover of

library materials, the Policy Committee recommends replacing the preceding language with the following:

Current staff (after six months of continuous service) and current B&ECPL or contracting library trustees, who are eligible borrowers in good standing, are granted a one-week grace period beyond the due date of any items borrowed through the B&ECPL Circulation System. Standard fines and fees apply to any items retained more than 7 days beyond the official due dates. Any abuse of this privilege or attempts to circumvent circulation procedures will result in revocation of this privilege and (for staff) disciplinary action , and

WHEREAS, contracting libraries have been notified of the proposed changes pursuant to Paragraph Second of B&ECPL's annual agreement with all Contracting Libraries, now therefore be it

RESOLVED, that the amended Circulation Policy be adopted, effective August 1, 2005.

Agenda Item J – New Business. No new business.

The Chair asked trustees to read the prospectus from the Foundation so the B&ECPL Board can have any concerns addressed and move for approval of the project on August 4 th .

Ms. Pordum reiterated that the Library Board would like to hear from constituents on August 4 th . The Board of Trustees intends to take this job seriously. Closing libraries is not something the Board looks forward to doing, but the Library must follow the County Executive's directions because the Board is responsible for paying the bills.

There being no further business, on motion by Ms. Horton with a second by Ms. Summer, the meeting was adjourned at 5:14 p.m.

Respectfully submitted,

Frank Gist

Secretary