

MINUTES

REGULAR MEETING OF THE BUFFALO AND ERIE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES OCTOBER 20, 2005

The regular monthly meeting of the Board of Trustees of the Buffalo and Erie County Public Library was held on Thursday, October 20, 2005, in the Central Library 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
Annette A. Juncewicz
Susan Maggiore
Hormoz Mansouri
Elaine M. Panty
Judith K. Summer
Sharon A. Thomas

Excused:

Jack Connors, out of town
Abdul H. Raof, excused
Wayne D. Wisbaum, out of town

Chair Rebecca L. Pordum called the meeting to order at 4:03 p.m. in the Joseph B. Rounds Conference Room.

Agenda Item B – Approval/Changes to the Agenda. The Chair informed attendees Agenda Item J.2, Digicon Communications Recognition, would be taken out of order upon the arrival of William Begy, who will accept a plaque on behalf of Digicon. Otherwise, the proposed agenda was approved as submitted.

Agenda Item C – Minutes of the Meetings of September 1 and 15, 2005. On motion by Ms. Horton and a second by Ms. Panty, the Minutes were approved as mailed.

Agenda Item D – Report of the Chair. State Librarian Janet Welch and Regent Arnold Gardner met with the Executive Committee on October 11th to discuss the B&ECPL's situation. Regent Robert Bennett had urged Ms. Welch to meet with Library officials to determine whether the State could help during this fiscal crisis. Ms. Welch suggested trustees begin contacting the State Delegation, which is something normally done at this time of year. The B&ECPL Board needs to have a more forceful effort this year, and the Chair hopes other Board members will attend the Delegation meeting. Trustees were urged to start contacting State Senators and Assembly Members with a goal to increase funding for this Library System. The B&ECPL will have 36 branches next year, and all

of them require an increase in State funding in order to make the smaller System viable for patrons. Some libraries remaining in the System will not meet State standards for open hours and will require waivers. This Board needs to assemble an Advocacy Committee. Although the Chair can appoint members, she would appreciate it if volunteers would contact her or the Director before the next Executive Committee meeting if anyone is interested in serving on that committee. The committee will also contact new Erie County Legislators after January in order to educate them on the importance of funding this Library System. One-on-one personal contact explaining and answering questions is the best way to accomplish that.

Agenda Item J.2 – Digicon Communications Recognition (taken out of order). Mr. William Begy, Director of Sales and Marketing for Digicon Communications, came forward. Director Michael Mahaney thanked Mr. Begy and stated the B&ECPL is grateful to Digicon for stepping in to help the Library during the current fiscal crisis. Due to Digicon's generosity, the Library secured, through the auspices of the Library Foundation, 300 copies of *Harry Potter and the Half-Blood Prince*, which the Library could not afford to purchase. The B&ECPL acknowledged the outstanding contribution of Digicon for the benefit of B&ECPL patrons. Chair Pordum read the following:

RESOLUTION 2005-52

WHEREAS, the Buffalo & Erie County Public Library is among many County-funded agencies that suffered drastic revenue reductions in 2005, and

WHEREAS, funds intended for the purchase of new library materials were not appropriated as part of Erie County's annual Capital Budget process, and

WHEREAS, at a point when the balance of funds available for the purchase of new library materials was exhausted, Digicon Communications recognized the Library's pressing need, providing 300 copies of the highly anticipated publication, *Harry Potter and the Half-Blood Prince* by J. K. Rowling, and

WHEREAS, this act of kindness allowed thousands of readers, mostly children and young adults, to enjoy this book when other alternatives to read it might not have been available to them, now therefore be it

RESOLVED, that in recognition and appreciation of Digicon Communications' thoughtful and timely gesture of community spirit and generosity, the Buffalo & Erie County Public Library Board of Trustees expresses on behalf of the Library and the community at large its profound gratitude and enduring respect.

When Anne Leary of the Library Foundation approached Digicon to donate 300 copies of the *Harry Potter* book to the Library System, Mr. Begy said it was an easy decision to make, and Digicon was happy to participate. Ms. Pordum stated in this time of dire finances the Library appreciates the assistance of any corporation that is able to help. As part of the Library's advocacy work, other companies will be encouraged to celebrate

reading and help the B&ECPL in its quest to provide quality service and resources for patrons.

Trustee Buck arrived at approximately 4:10 p.m.

Agenda Item E – Committee Reports.

Agenda Item E.1 – Executive Committee. The Committee convened on October 11 th . All members were present. New York State Librarian Janet Welch and Regent Arnold Gardner joined the Executive Committee to discuss matters of mutual concern, such as the fiscal crisis in Erie County , its impact on the B&ECPL System and the State's role in assisting the Library through these troubling times. B&ECPL trustees and administrative staff provided background information. Assistance was requested to secure additional revenue from the State and preserve current levels of State Aid, which may be at risk due to funding cuts and B&ECPL's inability to meet current State minimum standard hours of service. Regent Gardner and Ms. Welch pledged their support and will remain in contact with the B&ECPL.

Agenda items were discussed. The following action was taken, pursuant to Article VI, Section 1 of the Bylaws, which state: “The Executive Committee, in intervals between meetings of the Board of Trustees, shall have the powers and duties of the Board of Trustees, not inconsistent with law. All Trustees should be notified of any actions within three (3) business days.” Resolution 2005-44, adopted by the full Board at its September 15 th meeting, was amended. Due to a submission deadline of October 14 th , this amendment could not wait until the October 20 th Board meeting. The change modified the terms of the System's request for New York State construction aid, requesting that it address environmentally stable storage for archival materials in the Central Library rather than previously discussed renovations of the Central Library's Children's Department. The amended resolution was moved by Mr. Buck, seconded by Ms. Horton and approved unanimously by the Executive Committee. The revised resolution was distributed to all trustees in the monthly Board pack.

RESOLUTION 2005-44

Revised October 11, 2005

WHEREAS, the FY 2005-2006 New York State Aid for Public Library Construction program includes an allocation of \$39,755 for the Buffalo and Erie County Public Library, to be distributed to eligible projects within the Library System, and

WHEREAS, Resolution 2005-44 adopted September 15, 2005 related to a Central Library Children's Department project that would not meet the criteria of the grant, and

WHEREAS, B&ECPL staff has prepared a request for funding toward another Central Library project related to secure, environmentally appropriate storage for archival collections, and

WHEREAS, this project meets the eligibility requirements of the State program, and

WHEREAS, under the program guidelines and the timetable of the current funding cycle there are no other B&ECPL applicants for these funds, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library direct staff to transmit to the New York State Division of Library Development a recommendation to allocate \$39,755 for the Central Library renovation project.

At approximately 5:20 p.m. , the Chair entertained a motion to enter Executive Session to discuss personnel matters, including potential appointments and compensation issues. Trustee Buck made the motion, seconded by Ms. Panty, and the vote to enter Executive Session was unanimous. No action was taken during Executive Session. At approximately 6:00 p.m. , Ms. Horton moved, and Ms. Summer seconded a motion to return to public session, approved unanimously, whereupon the Chair entertained a motion to adjourn, which was moved and approved by acclamation.

Agenda Item E.2 – Budget and Finance Committee. Dr. John Long introduced four items requiring action by the Board. He indicated these actions reflect various measures contract libraries are utilizing to deal with financial problems being encountered due to Erie County 's funding shortfall. All four matters will be moved for approval as a group.

Agenda Item E.2.a – Contract Library Transfers. This involves transfers within the budget of the Elma Public Library.

RESOLUTION 2005-46

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

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library approve transfers totaling \$6,581 within the budget of the Elma Public Library.

Agenda Item E.2.b – Amend 2005 Budget: Cheektowaga Public Library. Deputy Director Kenneth Stone explained that due to the lack of Capital funding for a library materials budget, the B&ECPL chose to implement 20% across-the-board budget cuts in the fourth quarter to enable the B&ECPL to allocate \$1 million to library materials purchases. The Cheektowaga Public Library raised money for the purchase of library materials in the amount of \$9,000. It has requested those funds be transferred to the B&ECPL book budget and a corresponding amount be applied towards its 20% budget reduction,

resulting in a remaining reduction of \$51,248. This resolution approves that transfer of funds.

RESOLUTION 2005-47

WHEREAS, Erie County's Adopted 2005 Capital Budget contained an allocation of \$5 million for library materials, and after many months of requests and discussion, these funds have not been provided to the Library, and

WHEREAS, to address this County financial crisis-related shortfall, at its meeting of August 4, 2005, the Buffalo and Erie County Public Library Board of Trustees adopted Resolution 2005-34, authorizing across-the-board budget reductions of 20% of the estimated operating costs for the fourth quarter of 2005, and

WHEREAS, these reductions would provide \$1,000,000 for library materials purchases and \$328,842 to offset increased termination and unemployment insurance costs that are expected to result from these budget reductions, and

WHEREAS, the Cheektowaga Public Library's share of this reduction totals \$60,248, which was deducted from its final quarterly payment for 2005, and

WHEREAS, the Cheektowaga Public Library Board of Trustees has requested to meet \$9,000 of its 2005 reduction target by applying private funds revenue directly towards the System library materials budget, and

WHEREAS, to implement this request, a 2005 budget amendment is required to budget the \$9,000 in revenue, apply these proceeds to the library materials account and adjust the deduction from Cheektowaga's final quarterly payment from \$60,248 to \$51,248, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library, upon receipt of the \$9,000 in revenue from the Cheektowaga Public Library, authorizes the Library Director to implement the following budget amendments within the Library Operating Fund (SAP# Fund 820 Fund Center 420):

Description	Commitment Item#	Amount
Increase Misc. Departmental Income	467000	\$9,000
Increase Library Materials Expense	561450	\$9,000
Transfer From (Library Materials)	561450	\$9,000

Transfer To Cheektowaga PL 516010 \$9,000

and be it further

RESOLVED, that a copy of this resolution and a revised Exhibit A be transmitted to the Cheektowaga Public Library to implement this change .

Agenda Item E.2.c – Amend 2005 Budget: E-rate Reimbursement. Mr. Stone explained that the E-rate program provides discounts for telecommunication support, internal connections and technical network equipment for schools and libraries. It is funded by a charge on telephone bills. Since the program began in 1998, the B&ECPL has received almost \$1.5 million in discounts. This resolution allocates a prior year reimbursement to the Library's 10% share. It will be used to replace outdated networking equipment.

RESOLUTION 2005-48

WHEREAS, as part of the Universal Service Fund for Schools and Libraries, popularly known as the “E-rate,” data cabling and networking equipment projects in libraries serving high poverty areas are eligible for discounts of up to 90% of the project or equipment cost, and

WHEREAS, in some cases these discounts are provided on a reimbursement basis which are subject to very long delays for funding approval and subsequent reimbursement, and

WHEREAS, the Library recently received a reimbursement of \$9,697.50 for data cabling provided in 2004, and

WHEREAS, the Library desires to apply these proceeds to the 10% non-discounted share of a 2005 E-rate project to replace 1998 vintage networking equipment at the Central Library, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library approves the following budget amendment within the Library Operating Fund (SAP# Fund 820 Fund Center 420):

Description	Commitment Item#	Amount
Increase Refund Prior Yr Exp Revenue	423000	\$9,697
Increase Lab/Tech Equipment Expense	561410	\$9,697

Agenda Item E.2.d – New York State Energy Research and Development Authority (NYSERDA) Reimbursement. NYSERDA reimburses qualified entities for web-enabled monitoring programs. This allows the B&ECPL to monitor electric and natural gas usage on a real-time basis at many of the larger library facilities, making it easier to anticipate trends and identify equipment malfunctions when they occur. Several contracting libraries are benefiting from this program. This resolution allows a pass through of NYSERDA grant funds to the vendor who is supplying this service.

RESOLUTION 2005-49

WHEREAS, the New York State Energy Research and Development Authority (NYSERDA) sponsors Program Opportunity Notices (PON's) for grants to subsidize the cost of energy efficiency improvements, funded by a surcharge on utility bills, and

WHEREAS, in June 2001 the Board adopted Resolution 2001-39 authorizing staff to apply for a New York State Energy Research and Development Authority (NYSERDA) grant for web-enabled advanced monitoring, and

WHEREAS, such a system allows monitoring electric utility use at the Central Library and 19 of the larger branch and contracting libraries on a daily basis, facilitating more timely review and more thorough analysis of utility usage trends than was previously possible, and

WHEREAS, the Central Library served as one of the first pilot sites, with electric and natural gas monitoring beginning in late November 2001, the results of which assisting the Library in identifying and achieving over \$100,000 in annual utility savings through the recently completed lighting, heating and ventilation energy efficiency project performed by Siemens, Inc., and

WHEREAS, NYSERDA approved the Library's application and awarded funding totaling \$101,426.76 to support WEAM systems at the Central Library, five Buffalo branches, Amherst libraries, Cheektowaga libraries, Lancaster libraries and Town of

Tonawanda libraries, covering 100% of the cost of installing, configuring and using a web-enabled advanced monitoring (WEAM) system for two years, and

WHEREAS, Erie County also applied for a grant under this program for a number of County facilities, including the Rath Building . The County, through an existing contract with C.J. Brown, Inc., coordinated the project for all entities, advancing project costs in anticipation of the NYSERDA reimbursements, and

WHEREAS, project installation in the remaining 19 branch and contracting libraries began in fall 2003 and was completed in December 2003, and

WHEREAS, the first reimbursement for project design and construction costs was received by each library system in January 2004, with additional reimbursements for annual monitoring costs anticipated in December 2004 and December 2005, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library amends the 2005 budget, adding revenues and expenditures associated with the Buffalo branches in the System budget and for the contracting libraries in their respective budgets as follows:

Web Enabled Advanced Monitoring Project

100% Funded by a Grant from the New York State Energy Research and Development Authority
 A Joint Project of B&ECPL, several Contracting Libraries and Erie County
 Coordinated with and administered by Erie County Dept. of Public Works through C.J. Brown Energy, P.C.

Library System	# of Libraries in Project	Total Grant Award	Prior Year Payments	Balance	Total 2005 Budget Revn. and Exp. (1/2 of balance)
BUFFALO LIBRARIES Central, Crane, E. Delavan, Fronczak, Niagara and Northwest	6	\$24,375.91	\$16,250.60	\$8,125.31	\$4,063
AMHERST LIBRARIES	4	\$24,023.19	\$16,015.50	\$8,007.69	\$4,004
CHEEKTOWAGA LIBRARIES	4	\$19,840.44	\$13,226.96	\$6,613.48	\$3,307
LANCASTER LIBRARIES	2	\$12,862.44	\$8,574.96	\$4,287.48	\$2,144
TOWN OF TONAWANDA LIBRARIES	4	\$20,324.78	\$13,549.85	\$6,774.93	\$3,387
TOTAL LIBRARIES IN PROJECT	20	\$101,426.76	\$67,617.87	\$33,808.89	\$16,905

and be it further

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library authorizes transmitting these reimbursements to Erie County, which actually incurred the expenses associated with this project.

Dr. Long moved for approval of Resolutions 2005-46, 2005-47, 2005-48 and 2005-49.
 Mr. Berger seconded, and approval was unanimous.

Agenda Item E.2.e – Monthly Financial Report. The financial report for the period ending August 31, 2005 was provided for information.

Agenda Item E.3 – Policy Committee. Trustee Judith Summer, Chair of the Policy Committee, called on Deputy Director Ruth Collins to present this item.

Agenda Item E.3.a – Volunteer Policy. The proposed policy was reviewed by the Policy Committee and also sent to all contracting libraries for comments and suggestions. Ms.

Collins said the B&ECPL has a wonderful tradition of volunteer support. Nineteen of 35 libraries make use of volunteers, but there has never been a formal policy. This policy will serve as a System-wide guide. To be developed are an application form, training protocol and job descriptions. A confidentiality agreement must be signed by each volunteer. Due to security and patron confidentiality, access to certain records will be limited so that patrons will feel comfortable that their privacy is protected. Ms. Summer would like to see strict penalties for violations of confidentiality if any occur. Ms. Collins assured her penalties would be similar to those imposed of staff members. After further discussion, on motion by Ms. Horton and a second by Ms. Panty, the Volunteer Policy was approved unanimously as presented.

RESOLUTION 2005-50

WHEREAS, the Buffalo & Erie County Public Library has a long tradition of engaging community volunteers in activities that assist paid staff in the accomplishment of the Library's mission , and

WHEREAS, no formal policy has been in place that governs the administration of library volunteer programs for consistent decision-making in selecting, training, assigning of job tasks, supervising and evaluating of volunteers, and

WHEREAS, the Library administration and trustees recognize the importance of the volunteer program in enhancing service without supplanting staff performing work under the terms of a collective bargaining agreement, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library hereby adopts the Volunteer Policy developed by the staff Policy Committee, shared and discussed with the boards of contracting libraries and reviewed and endorsed by the Board's Policy Committee.

Agenda Item F – Report of the Director. Mr. Mahaney confirmed that the County Executive 's 2006 Budget Request does include an allocation of \$21.7 million for the Library. However, he cautioned trustees that the Legislature can increase or decrease that amount if they vote to amend the County Executive 's proposal. The proposed budget does not include any appropriation for library materials. It is imperative that the Library reinforces the need for those dollars, or at least a portion of those dollars.

He reported the Popular Materials area would hold its grand opening on October 26 th , with an official ribbon cutting at 1 p.m. This completes a project begun several years ago. The grand opening coincides with the New York Library Association's annual conference, being held in Buffalo this year. A fundraising event will take place at the Central Library on October 27 th from 7-10 p.m. The B&ECPL will benefit from a portion of the proceeds of this event. All trustees were invited to attend both events.

The Director updated trustees on library closings. Five branches have closed to date, Greenhaven, South Cheektowaga , West Falls , Mead and Fairfield . Other libraries are preparing to close. Library administration continues to work with community and elected leaders to find possible reuses for branches that will be closed.

It is often difficult to understand the workings of a library system as convoluted as the B&ECPL might appear to be. A package of information was distributed to trustees that summarizes the B&ECPL's current circumstances. Many questions have arisen in regard to local community support for the Library. The annual appropriation libraries receive from the B&ECPL does not cover System expenses. Not included in the appropriation are employee and retiree medical benefits and assorted fringes, including unemployment, workers' compensation and pension contributions. Other expenses covered by the System include utility costs, supplies, printing, network access, computer hardware, including repairs and maintenance, and a delivery system that ships materials throughout the County-wide System. Also, funding for library materials, including databases, subscriptions, books and media, are not included in annual appropriations. Finally, every community supports the Central Library. Included in the information packet is a table that shows how central library expenses in Monroe County are separate in its budget. It is a very useful table that compares practices in Buffalo and Rochester . In Erie County , every community supports the Central Library, both as a regional resource and as a public service outlet. Residents need to recognize the B&ECPL is a County- wide regional system. There are five townships that contribute to the library tax that do not have libraries within their town boundaries, but they benefit from library services because County residents can take advantage of any library located within Erie County .

Dr. Mansouri inquired about the County's recent practice of shifting library materials purchases from the Library's operating budget to capital funds and asked if the Library was projecting a deficit in its budget. Mr. Stone replied there is no capital allocation in the County Executive 's 2006 budget for library materials, and he assured trustees the Library does not have a budget deficit since no capital funds were spent on library materials in anticipation of being received this year. The B&ECPL does not initiate the purchase of library materials from bond funds until the bonds are actually approved. Consequently, a miniscule book budget was carved out of the 2005 operating budget. This has resulted in the closing of many libraries, some before the end of the year, and the layoff of scores of library employees.

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

Fifteen Libraries to Close by Year's End: At its special session on September 1 st , the Board of Trustees approved its 2006 budget request to Erie County . Based on revenue projections from the County Executive 's Office, that request did not include funding for 16 of B&ECPL's current 52 libraries. Those that will not receive 2006 operating funds include the North and South Branches in Cheektowaga, the Greenhaven, Brighton and Sheridan Parkside Branches in Tonawanda, Williamsville (Town of Amherst), Blasdell

(Town of Hamburg), West Falls (Town of Aurora), Depew (Town of Lancaster) and the Cazenovia, Fairfield, Fronczak, Kensington, Martin Luther King, Mead and Northwest Branches in the City of Buffalo. While many might not realize it, closing a library creates a significant amount of work for Library staff —many of whom are losing their jobs in the process. Support Services Administrator **Ann Kling** , CIO **Shirley Whelan** , Public Services Administrator **Carol Batt** , Extension Services Administrator **Sharon Holley** and librarian **Ward Pautler** comprise a “closing team” responsible for addressing all issues and protocols associated with this unpleasant but necessary activity. Technical challenges include transferring public access and staff computers, network equipment (i.e., routers, switches, racks), cash registers, safes, copiers and fax machines; scheduling and conducting books sales and/or auctions; scheduling and delivering laptops with wireless connections to each closing library for local staff to discard or withdraw materials from the database, and performing “mass moves” of various collections from a closing library to another library (at a time that does not create network response problems). In addition, data must be deleted from all computers that will be retired or donated to local community groups expected to re-use vacated facilities.

To date, the following libraries have been closed completely:

- Greenhaven
- South Cheektowaga
- West Falls

Other libraries that have ceased normal operations and are in the midst of dismantling collections include:

- Fairfield (Closing October 14 th)
- Mead (Closing October 14 th)
- Brighton (Closing November 1 st)
- North Cheektowaga (Closing November 1 st)

Over the next two months, all the remaining libraries not receiving any budget allocation in 2006 (with the possible exception of Williamsville) are expected to close. Most have identified a schedule and have begun to prepare for the last day of normal operations/closing day, as follows:

- Cazenovia (October 21 st /November 18 th)
- Kensington (October 21 st /November 18 th)
- Northwest (October 21 st /November 18 th)
- Blasdell (October 31 st /November 30 th)
- Fronczak (November 16 th /December 16 th)

- Martin Luther King (November 18 th /December 16 th)
- Depew (November 18 th /December 17 th)

Frank E. Merriweather, Jr. Library Project Approaches Finish Line: As is often the case with projects of this magnitude, last minute glitches have delayed completion. Stalled skylight installation forced the postponement of carpet installation. Not all exterior doors have been delivered, so the building cannot be completely secured, and the heating, ventilating and air-conditioning system cannot be activated. Furniture and shelving deliveries have been suspended until carpeting is in place. CIO **Shirley Whelan** along with **Dennis Lance** and **Johnny Hsu** of Network Support continue to work with project managers **Carol Batt** and **Glenn Luba** on the implementation of technology plans for the new library. Orders are being processed for new computer workstations to be purchased with grant funds from the **Margaret L. Wendt** Foundation and the 2004 “Staying Connected” Gates Foundation grant. Plans for multi-media systems for the training lab and auditorium are being completed. Hopes remain high that the new library can open to the public by the end of December.

Popular Materials Department Set to Re-Open: The Popular Materials Department (POP), which was relocated to the Central Library's ground floor more than eight months ago, is preparing to return to its newly renovated space on the main floor. As part of the multi-phase renovation of the public service areas of the Central Library, POP will feature the adult fiction collection, DVDs and VHS tapes, audio books and music CDs in a bright, inviting space. For patron browsing convenience and self-service, all materials will be on open shelves. There will be no need to retrieve AV material from a backroom location as had been the practice in the past. Seating and tables throughout the area will allow users to relax and enjoy a beverage or snack from Fables Café, which is adjacent to the department. In preparation for the grand opening of the renovated space, Network Support staff has been working closely with public service staff to complete necessary cabling and equipment moves. Streamlined all-in-one computers, now used at the charging desks in Buffalo branches that are scheduled to close, will be exchanged temporarily for older units, so those can be used as OPAC workstations in POP. A ribbon cutting is scheduled for October 26 th to coincide with the annual New York Library Association Conference, which will be held in Buffalo this year.

Alexander Hamilton is One Step Closer to Buffalo : This famous patriot and first Secretary of the Treasury moved a little closer to Buffalo after Central librarian **Meg Cheman** attended the traveling exhibit workshop at the New York Historical Society on September 14 th and 15 th . Trainers discussed exhibition background and major themes, educational resources, publicity and programming, and demonstration of exhibition unpacking and set-up to ensure the best Hamilton experience for each community. “Alexander Hamilton: The Man Who Made Modern America” officially arrives in Buffalo on April 30, 2009 . Expenses for this mandatory training were underwritten by the grant.

The Map That Changed the World: On September 14th, the exhibit opened with a gala dinner and presentation by **Simon Winchester**, author of “The Map That Changed the World.” Special acknowledgment goes to **Elaine Barone** and Grosvenor Room staff, **Rob Alessi** and **Keri Thomas**, for their tireless efforts throughout all stages of the project. Staff from Maintenance, led by **Chip Campbell** and **Mark Kross**, worked with Hadley Exhibits to set up the Rare Book Room display area. B&ECPL's maintenance crew swiftly and professionally attended to many last minute “wrinkles,” ensuring a successful and enjoyable event.

B&ECPL Participates in Early Literacy Initiative: “Growing a Reader: It's Never Too Early” is a statewide early literacy initiative based on the Public Library Association (PLA) program, “Every Child Ready to Read @ Your Library.” On September 30th, a national consultant visited the Central Library to conduct a daylong workshop for youth services librarians and childcare providers. The interactive training emphasized working with parents to assist them in developing pre-reading skills in their young children. This workshop was funded by a grant under the Library Services and Technology Act that provided handouts, the training kit, books for a professional resource collection and lunch.

Events for Book Lovers: “Literally Speaking,” the Central Library's lunchtime book discussion group, resumed after a summer hiatus with *The Eyre Affair* by **Jasper Fforde**. Central librarian **Carol Pijacki** led the group of dedicated readers in a lively dialogue about this offbeat book that is full of literary allusions. On October 8th, best selling author **James Lasdun** shared excerpts from his latest novel, *Seven Lies*, with an appreciative Central Library audience. Critically acclaimed as a writer of fiction, short stories and poetry, Lasdun answered questions from the audience and signed copies of his new book.

Service Corps of Retired Executives (SCORE) Thanks B&ECPL: On October 5th, **Scott Smith** and **John Halloran** from SCORE presented a check for \$5,000 to the Director for the purchase of business books for the Business, Science and Technology (BS&T) Department. The Central Library has served as a site for many SCORE workshops over more than a dozen years, and both gentlemen expressed high praise for the willing and very capable assistance of BS&T Manager **Kate Weeks** and her staff.

B&ECPL Staff Share Views: Perhaps the most significant aspect of recent months is the heroic performance of staff under exceedingly difficult circumstances. Here are some comments from individual staff as reported in departmental monthly reports:

September 13-16, 2005 will be remembered by the staff (librarian, clerical, maintenance and Shipping) because 28% of the staff was informed of impending layoffs due to the disastrous effects of the Erie County fiscal crisis. During and after the initial shock, it should be noted that the staff has worked very diligently to carry on and deliver good service to the public.

I've been putting a lot of time into RECON. I hope to finish the Oversize H's before I get laid off. I hope that I can finish up any loose ends and assist in any information I can provide about my book classes for staff that may need it.

Words cannot express the grief I feel over the impending loss of so many fine colleagues.

I continue to stay busy with work and school, and will continue to work to the best of my ability.

B&ECPL Web Site Maintained as Search for Webmaster Continues: Network Support's Toni Naumovski continues to perform yeoman's service monitoring and managing the Library's website in the absence of a full-time webmaster. The Library's presence on the Internet along with its ability to communicate information instantly and conduct business electronically make a well-maintained website a necessity.

The Vote Is In: September balloting indicates that the Crane Branch Library is rated the top library branch in *Artvoice Magazine's* "Best of Buffalo 2005." **Sharon Holley**, Extension Services Administrator, observed that this Elmwood Avenue branch surpassed both Central and Audubon for the most votes.

Community Demonstrates Support for Marilla Library: On September 25th, the Town of Marilla conducted a pie auction that raised \$1,500 to benefit the Marilla Free Library. Pies sold for as much as \$100 each. In a gesture of exceptional generosity, one prizewinner donated her winnings to the library. When the pies were gone, an empty pie box collection netted \$300. In the spirit of regional cooperation, trustees from the neighboring town of Alden were invited to serve as judges. Previously, the Friends of the Marilla Free Library raised \$1,500 at a book sale, consisting primarily of materials donated by the community. To improve the appearance and condition of the library building, the Kiwanis are painting or replacing exterior shutters. The people of Marilla are working hard to maintain and improve their library, which will remain open in 2006, but with a reduced appropriation from the System.

Patron Appreciation Day: Since the Cazenovia Branch Library will soon close its doors, the staff has decided to hold a Patron Appreciation Day on October 19th to thank loyal patrons for 80 years of support. Refreshments will be served and a "Caz" Memory Book will be available for patrons to sign.

Self-Checkout Machines Installed at Central: On September 14th, Central Technologies delivered two new state-of-the-art self-checkout machines, configured to match new furniture in the renovated sections of the Central Library. To date, patron utilization of the machines has been modest, but staff is designing a program to increase use, which will be invaluable with current and future staffing constraints. During peak traffic periods, one member of the Circulation Department staff will be assigned to encourage patrons to use the machines. In addition, Wendy's Restaurants (thanks to CIO

Shirley Whelan) will collaborate with the Library to offer patrons who use the self-checkout equipment a coupon, found at the bottom of the receipt, redeemable for a future purchase.

Miscellaneous Meetings and Appearances: On September 20th , Chair **Rebecca Pordum** and the Director met with Buffalo Common Council Member **Dominic Bonifacio** and residents of the Grant Street area to discuss the disposition of the Northwest Branch Library and the potential transfer of some assets to local community groups that might occupy the building after B&ECPL vacates the premises. On September 27th , the Director met with Buffalo Common Council Member **Richard Fontana** at the Mead Branch Library to discuss transfer of library property to the City after B&ECPL vacates that site. On October 3rd , Chair **Pordum** , Chief Operating Officer **Ruth Collins** , Chief Financial Officer **Ken Stone** and the Director attended a work session of the Amherst Town Board. B&ECPL representatives explained the stresses and austerities of the 2005 and 2006 Library budgets, and Amherst Superintendent **Susan Grelick** expressed her intention to add \$91,000 to the Town's 2006 budget to sustain operations at the Williamsville Branch Library. Amherst Public Library Director **Mary Bobinski** also attended and spoke on behalf of the Amherst libraries. On October 6th , the Director appeared before the Finance Committee of the Buffalo Common Council to discuss impending budget reductions and their impact on branches within the City of Buffalo . Committee Chairman **Brian Davis** requested cost estimates, specifically capital needs and utilities, for the Buffalo branches. On October 11th , the Director met with New York State Assembly Member **Mark J. F. Schroeder** , Erie County Legislator **Tim Kennedy** , Buffalo Common Council Member **Jeff Conrad** and representatives of the South Buffalo community to consider re-use options for the Cazenovia Branch Library, which B&ECPL will vacate in November.

Agenda Item G – Report of the Foundation Director. Executive Director Anne Leary was out of town. No report was provided.

Agenda Item H – Public Comment. John Klukowski, Sr., 189 Cazenovia St. , Buffalo , is disappointed that Buffalo is losing half of its libraries. Taxpayers will be paying the same amount of library tax, but receiving fewer services. He questioned why the Library is selling off books at a time when there is no money for new materials.

Gudran Dockstader, 128 Congress St. , Buffalo , would like to see the Northwest Branch library remain open. It is in one of the poorest sections of the city and serves many immigrants who are learning to speak English.

ElizaBeth Berry of the Save Our Libraries Coalition chastised the B&ECPL Board for closing libraries and reducing services without a corresponding reduction in taxes. She believes the Library needs to intensify efforts to advocate for additional library aid.

Michael Mottern , 338 Huntington Ave. , Buffalo , is a disabled student at Buffalo State College. He submitted a proposal requesting that the computer in the Office for Special Services Room be equipped with Dragon Actually Speaking Preferred software, a dictation product. He also asked that the Kurzweil Reader machine be updated.

Linda Stevens, 266 Hartwell Rd. , Buffalo , represents the Good Neighbors Planning Alliance North Buffalo Planning Neighborhood. The group would like to see all Buffalo libraries, including Central, remain open. Libraries are neighborhood assets and important community facilities. They supplement scarce school library materials for Buffalo school children and provide Internet access for everyone.

Valerie Niederhoffer, 85 West Ave. , Buffalo , read authors' quotes about libraries and called on Library administrators to take a symbolic pay cut to help libraries.

Mary Newman, 30 Ketchum Pl. , Buffalo , is a Buffalo Public School teacher. She asked the Board to keep the Northwest Branch Library open because she believes residents in that area have a very real need for library services.

Amena Joann Johnson, 401 Breckenridge St. , Buffalo , advocated to retain the Northwest Library at least through the remainder of the year. It keeps children engaged and off the streets.

Ron Draffin, 271 Porter Ave. , Buffalo , an organizer with ACORN (Association of Community Organizations for Reform Now, Inc.), has had recent dialogue with some County Legislators who are supporting his efforts to keep libraries open. The Northwest Branch is one of the few places in the community where children can get off the streets and away from crime. He asked the Board to keep every library open until the end of the year.

Agenda Item I – Unfinished Business. No unfinished business.

Agenda Item J – New Business.

Agenda Item J.1 – B&ECPL Development Office. Mr. Mahaney stated the proposed \$21.7 million 2006 budget will not be enough money to run the Library System properly. In 1998, Cohen Associates recommended that the Library establish its own development function. This concept has continued to be discussed. The B&ECPL Board adopted a Four-Year Plan earlier this year that indicated one of the Library's foremost objectives is to set up its own development office within B&ECPL operations. This office will do the kind of work the Foundation is not poised to do. The Foundation does not have the capacity to raise the kind of dollars required by the Library. This resolution will formalize and reinforce the Library's intention to establish its own development capacity within its operations. It will also give Library administration the authority to identify a plan within the current budget and the 2006 proposed budget to accomplish this task. A plan will be brought to the Board in November that will reconfigure the administrative structure of the B&ECPL to begin the development capacity this organization needs. Mr. Buck moved for approval. Ms. Horton made the second. The resolution passed by a vote of eleven to one, with Trustee Berger opposing.

WHEREAS, in the coming year, the Buffalo & Erie County Public Library faces the most threatening funding challenge in its 50-year history, and

WHEREAS, identifying alternate funding sources and securing revenue to underwrite new material purchases and basic programs will be a priority for B&ECPL to complete its mission for the next several years, and

WHEREAS, the Library Foundation is not positioned to meet these needs, and

WHEREAS, Friends groups, while invaluable, do not have the capacity to raise funds on a large scale, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library officially endorses a realignment of administrative responsibilities to implement the development function and identifies the Library's Development Office as the clearinghouse and first approval point for all internal and external fund raising on behalf of the B&ECPL, and be it further

RESOLVED, that the B&ECPL Development Office will function as the Library's primary fund raising arm, and be it finally

RESOLVED, that the Director or his designee is authorized to implement transfers within the existing 2005 and subsequent 2006 budget necessary to accomplish said realignment, which shall be reported to the Board of Trustees at the next regular meeting following said transfer.

There being no further business, on motion by Ms. Summer, seconded by Ms. Horton, the meeting was adjourned at 5:15 p.m.

Respectfully submitted,

Frank Gist