

MINUTES REGULAR MEETING OF THE BUFFALO AND ERIE COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES NOVEMBER 15, 2007

The regular monthly meeting of the Board of Trustees of the Buffalo and Erie County Public Library was held on Thursday, November 15, 2007, in the Central Library pursuant to due notice to trustees. The following members were present:

W. Lawrence Buck, Chair
Rebecca L. Pordum, Vice Chair
Frank Gist, Secretary
Sheldon M. Berlow, Treasurer
Richard L. Berger
Jack Connors
Phyllis A. Horton
Annette A. Juncewicz
Susan Maggiore
Hormoz Mansouri
Elaine M. Panty
Mario J. Rossetti
Judith K. Summer
Sharon A. Thomas

Excused: Wayne D. Wisbaum, out of town

Chair W. Lawrence Buck called the meeting to order at 4:01 p.m. in the Joseph B. Rounds Conference Room.

Agenda Item B – Agenda/Changes to the Agenda. Chair Buck informed the group it was necessary to amend the agenda to add an executive session at some point during the course of the meeting. Mr. Berger moved. He was seconded by Ms. Panty, and approval was unanimous.

Agenda Item C – Minutes of the Meeting of October 18, 2007. On motion by Ms. Horton, seconded by Ms. Panty, the Minutes were approved as submitted.

Agenda Item D – Report of the Chair. Mr. Buck reported the Library's budget hearing before the Legislature was held the previous day and went very well. There were many favorable comments and he feels there is a decent chance that legislators may allocate additional funds to the B&ECPL for 2008. The Chair was pleased to see how well the Library's professional staff is received and respected by legislators.

Agenda Item E – Committee Reports.

Agenda Item E.1 – Executive Committee. The Committee convened on November 8th in the Central Library. Trustees Buck, Pordum, Berger and Horton were present. The Director and CFO introduced proposed agenda items for the November Board meeting

and the Committee discussed and confirmed each item. At approximately 4:30 p.m., Mr. Buck called for a motion to enter executive session to discuss personnel matters. Ms. Horton moved, Mr. Berger seconded, and the vote to enter executive session was unanimous. Mr. Stone left the meeting at this time. At approximately 5:15 p.m., the Director was excused. The group voted to return to public session at 5:30 p.m. Mr. Buck announced no action had been taken in executive session and called for a motion to adjourn. Ms. Horton moved, Mr. Berger seconded, and the vote to adjourn was unanimous.

Agenda Item E.2 â€˜ Budget and Finance Committee. Trustee Richard Berger asked Deputy Director Kenneth Stone to brief trustees on budget and finance matters. Mr. Stone thanked Mr. Buck and Mr. Berger for their participation and presentations at the budget hearing. He agreed with Mr. Buck that the Legislature's comments were very positive. Mr. Stone drew attention to the packets at each trustee's place, which were a complete set of handouts that had been given to legislators. Legislator Betty Jean Grant mentioned that the doors at the Merriweather Library were very heavy and difficult to open. Mr. Stone informed her that the B&ECPL had just received a favorable response from the State for a grant that will provide automatic door openers at this facility.

Agenda Item E.2.a â€˜ Advance Encore Editions Proceeds for Annual Appeal Expenses. This resolution would authorize the advance of proceeds from the Encore Editions store to cover production expenses for this year's annual direct mail campaign. Mr. Berger moved and was seconded by Ms. Summer. The resolution was approved unanimously.

RESOLUTION 2007-49

WHEREAS, B&ECPL's 2007 annual direct mail appeal takes place prior to the end of this year, and

WHEREAS, with any annual appeal, expenses necessary to produce and distribute said appeal must be incurred in advance, and

WHEREAS, authorizing advancing funds from the Library's Encore Editions account to support these expenses, not to exceed \$15,000, will facilitate this process, now therefore be it

RESOLVED, that the Buffalo & Erie County Public Library Board of Trustees authorizes advancing and disbursing funds from the Library's Encore Editions account to support expenses associated with the 2007 Annual Appeal, not to exceed \$15,000.

Mr. Berlow commented the public most likely is not aware the Library solicits funds on an annual basis because this is a recently new activity for the B&ECPL. He suggested that Stanton Hudson seek out publicity to promote this campaign. In response, Mr. Hudson reported this year's annual campaign message will dovetail with the budget advocacy message. Last year's campaign was the very first mail appeal for the Library,

and letters were sent to 16,000 recipients. This year's mailing will be sent to more than twice that number of recipients. Mr. Hudson pointed out that a number of worthy community organizations conduct annual appeals at this time of year, so it may be difficult to obtain publicity specifically for the Library. Mr. Berlow asked that a good effort be made to get word out to the public.

Agenda Item E.2.b ' Monthly Financial Report. The monthly financial report for the period ending September 30, 2007 was included in the board pack for information. Dr. Mansouri inquired about salary adjustments. Mr. Stone explained the large transfer of funds in the Wages line was due to the Cheektowaga Public Library joining the Centralized Human Resources program during the year.

Mr. Berlow said it was unclear from the monthly financial report whether or not the Library's store is making any money. He asked for clarification. Mr. Stone said the monthly report deals with the Library's operating budget, it is not a financial report on the operation of Encore Editions. The revenue reported on page 1 involves reimbursement to the Library for some of the store's operating costs. Encore staff is paid via the County payroll system. The Library periodically bills Encore Editions for reimbursement of this expense. This reimbursement is what appears in the monthly report as a revenue item. Mr. Stone said he could provide trustees with a report that details store revenues and expenses. Mr. Berlow stated shops of this type often provide a good, consistent source of income for not-for-profit organizations. Mr. Stone replied that improving the operation of the store is one of Mr. Hudson's priorities.

Agenda Item F ' Report of the Director. Michael Mahaney agreed that yesterday's budget hearing went very well and expressed his appreciation to Trustees Buck and Berger for their participation, as well as to Trustees Horton and Panty for their presence. Prospects for improved funding in 2008 are quite good based on the reception the Library received. He reminded trustees the public budget hearing will be conducted on November 20th at 5:00 p.m. in Old County Hall. All are welcome.

On a lighter note, Mr. Mahaney extended an invitation to trustees to attend the annual Staff Association holiday gathering. Staff, trustees and retirees from across the System come together to celebrate the holidays. This event runs from 10 a.m. till noon and is a wonderful opportunity to meet people who love this institution and work hard to make it a success.

Ms. Pordum asked trustees who are unable to attend the legislative budget sessions to send e-mail messages. It is another means of communication. Mr. Mahaney agreed, saying if each trustee makes one contact supporting library funding it could make a difference. The message to legislators is that additional funds will augment services at current library locations, not reopen closed outlets. Libraries that are currently open only 24 hours per week are not being utilized to their potential. Messages should be personalized to reflect what libraries in each legislator's district will receive. Legislators were appreciative that B&ECPL's restoration plan gave a detailed explanation of the

additional services that would be added if funding is increased.

Trustee Thomas arrived at approximately 4:16 p.m.

Trustee Berlow asked additional questions relating to the financial report. Mr. Stone provided appropriate responses regarding capital funds and debt service, and Mr. Berlow was satisfied with the explanations.

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

"Get Graphic!" Gets Noticed: Like many libraries across the United States, B&ECPL has been adding graphic novels to its collections for several years, but now the Library is taking this popular medium to a higher level with "Get Graphic!," a two-year initiative targeted at the primarily teen audiences that gravitate toward graphic novels, film adaptations and anime. With the help of a \$92,000, Family Literacy Services grant from New York State, "Get Graphic!" will not only expand the Library System's collections of graphic novels but also generate programs and activities that appeal to multiple audiences. The Library has engaged several partners from the public and private sector to promote and present programs and, in the end, to publish a graphic novel created by participants. As an early installment of the program, the Central Library hosted "Power Up! Unleash Your Superhero" on October 13th, where teens created their own superheroes and were treated to trivia games and comic book giveaways. The program was repeated October 27th at the Lockport Public Library, part of the NIOGA Library System, which is an active partner in the initiative. This exciting and innovative project was featured prominently in the November 8th issue of NeXt in The Buffalo News. For more details, visit the Library's web site at www.buffalolib.org.

Envisionware Offers Self Service Options for Computer Users: On October 15th, the long-awaited patron self-authentication software from Envisionware arrived for a pilot test at the Dudley Branch Library. This product allows eligible users to log on to public-access computers without staff interaction. The "soft" opening at Dudley allowed staff to troubleshoot implementation issues and refine procedures prior to further deployment. On November 1st, the Humanities and Social Sciences Department was the first Central Library department to go live with Envisionware. The Business, Science and Technology Department and the Grosvenor Room followed on November 2nd. Implementation is a labor intensive process. Remaining B&ECPL libraries will be phased in over the next few months. Many members of the staff have focused considerable time and energy into evaluating, refining and deploying this new software solution. So far, patrons seem thrilled with the results. Further details will follow.

B&ECPL's State Construction Grant Requests Approved: On November 2nd, the Division of Library Development (DLD) in Albany notified B&ECPL staff that all five B&ECPL requests submitted under the annual \$800,000 statewide program had been approved for funding, totaling \$37,950. These grants will help underwrite projects at the

Central Library (new Teen Room and meeting/ presentation space), Merriweather Library (automated door openers and wiring for auditorium projection system), Crane Branch (automated door openers), Marilla Free Library (chimney reconstruction) and Lackawanna Public Library (lighting replacement). B&ECPL requests to support nine projects under the larger \$14 million program have passed initial review by DLD and been forwarded to the New York State Dormitory Authority with a recommendation to approve the total \$543,199 in grant proceeds requested. Notice of final funding decisions is expected by the end of the year or early in 2008.

Circulation Up; Computer Use Remains Robust: October 2007 circulation statistics reflected a sharp increase in activity over the same period last year when a freak snowstorm turned much of Western New York into a disaster area. System-wide, circulation rose 18.5% over October 2006. The largest increase can again be attributed to e-Branch (62.9%), which receives credit for all online renewals. Buffalo Branches increased 26% while Central Library was up 16.3%. Contracting Libraries were up 12.7%, and Institutions declined 2%. System-wide circulation for the first ten months of the year is only marginally (2%) ahead of the same period in 2006, but public access computer statistics continue to reflect healthy activity across the county, with total sessions increasing 41.7% in October. All areas reported healthy gains, with Contracting Libraries up 29.4%, Central Library up 48.4%, and Buffalo Branches posting a 68.8% rise in October 2007 over October 2006. Some of this increase can be attributed to limited access resulting from last year's October snowstorm, but 2007 year-to-date computer use is still 24.7% ahead of last year's activity for the first ten months of the year.

Fine Revenues Show Improvement in October: System-wide receipts in the month totaled \$84,333.55, compared to a total of \$75,697.79 in October 2006, or an increase of \$8,635.76 (11.41%). Year-to-date receipts totaled \$881,238.14, down \$86,022.20 (8.89%) over the same period in 2006. The Central Library collected \$17,788.16 in the month, an increase of \$1,617.24 (10%) over October 2006. Buffalo Branches collected \$9,129.00, an increase of \$1,097.68 (13.67%) over the amount collected in October 2006. Contracting libraries collected \$57,416.39, an increase of \$5,920.84 (11.5%) over the amount they collected in October 2006. October 2007 results reflect the confluence of two unusual events from October 2006: 1) the infamous October snowstorm that curtailed many people's ability to use their libraries and hence pay fines; and 2) the automated e-mail reminder notices that went into effect concurrently. Both factors depressed fine revenue. October 2007 increases reflect both the rebound in activity from October 2006 and the bottoming out of the impact from the overdue reminder notice. The 2007 adopted budget of \$1,095,661 (\$777,588 for Contracting Libraries, \$318,073 for the Central Library and Buffalo Branches) anticipated a modest decrease in the expectation that automated e-mail reminder notices would improve on-time return rates. In addition to providing better customer service, this feature reduces patron waits for popular titles, ultimately reducing the quantity of individual popular titles that need to be ordered.

Photographer Plowden an Overwhelming Success with Library Audience: On the evening of Saturday, October 27th, nearly 200 people filled the Central Library's Mason O. Damon Auditorium to attend the "Artist's Talk," featuring renowned photographer David Plowden. Guests were treated to an invigorating discussion by a very charming and articulate Plowden on the history, personalities and techniques behind the photos in his latest publication, *Vanishing Point* – Fifty Years of Photographs. Guests enjoyed an hors d'oeuvres reception and book signing after the program.

Computer Training Returns to Central: On October 31st, computer technology training classes resumed in the Central Library's second-floor training lab. A total of six programs, including Microsoft Word, Beginner Internet and Computer Basics, are planned. Technology Specialist Kristi Rugg is conducting the programs at Central, Riverside and Merriweather Libraries. Ms. Rugg is also involved in the Database Direct programs for children in grades 4 to 8.

Buffalo Hosts NYLA Conference: The New York Library Association's annual conference, "Libraries: Learning for Life," was held at the Buffalo Niagara Convention Center from October 17th through October 20th. Offering a wide range of programs, including seven pre-conference continuing education workshops, the conference afforded B&ECPL staff and approximately 1,000 library professionals, trustees and friends from across New York State a forum to learn about current library techniques and trends. The conference also affords an excellent opportunity for participants to brainstorm, network and collaborate with colleagues from across the state. More than 20 B&ECPL staff from throughout the System attended a variety of programs. Several employees, including the Director, Chief Operating Officer Mary Jean Jakubowski, Corporate Information Officer Shirley Whelan, Niagara Branch Manager Kathy Goodrich, Aurora Town Public Library librarian Julia Gelsomino and Eden Library Director Joyce Maguda presented programs or were members of panel discussion sessions. Children's Department Manager Beverly Federspiel chaired both the Local Arrangements and Vitality Committees. Other B&ECPL staff who served on these committees were Maureen McLaughlin, Amy Pickard and Carol Pijacki. Town of Tonawanda Public Library Board President Dr. David Dietz attended "Building for the Future: Integrating Capital and Referendum Campaigns." He shared his observations and reactions in a written report to the Association of Contracting Library Boards of Trustees (ACT) on November 3rd.

Big Mama's Book Club Comes to Merriweather Library: Sponsored by Womanfocus, a department of Preventionfocus, Inc., a substance and teen pregnancy prevention agency, and the Grandparent Advocacy Program (GAP) through Buffalo Family Court, the purpose of Big Mama's Book Club is to provide support and address the social needs of grandmothers who are raising their grandchildren. Books and/or short stories are used to initiate discussion on issues that may affect this special group of caregivers.

B&ECPL Celebrates Teen Read Week: The theme of Teen Read Week 2007 (October 14th through 20th) was "LOL @ Your Library." Coordinating activities with Buffalo

branches, the Central Library held three separate programs that featured live comedy, creating tabloid headlines and film discussion. The resounding success of these events encourages staff to develop and deliver more programs targeted at teens. On October 17th, an audience of approximately 60 attended Teen Comedy Night at the Niagara Branch Library, where teen comic Chuck Petco provided entertainment. Also at Niagara on October 24th, teens participated in "Guitar Hero" Night, a program presented first at the Riverside Branch Library on October 18th.

"Read to Succeed" Gains Momentum: The "Read to Succeed" Program is in full swing at the East Delavan Branch Library after a successful kick-off celebration on October 20th for Daycare Centers in the 14215 zip code area associated with the "Read to Succeed" initiative. A total of 46 participated in "The Autumn Harvest Festival," which included story time, crafts and presentations by Colleen Adams from WNED-TV, Sherry Byrnes from Literacy Volunteers, Debbie Gil from "Success by Six" and Val Cooley from the Child Care Coalition. October 25th was the starting date for "Read to Succeed" Computer and Finance classes. On October 27th, East Delavan Branch Manager Jamie Smith presented ideas on how C.A.R.E. Daycare providers can incorporate library books into the daycare setting.

Processing Department Has Record Breaking Month: Personnel in the Processing Department work diligently to get new material to B&ECPL borrowers as quickly as possible. In October 2007, 35,233 new items were processed, compared to 16,667 items handled in October 2006. Orders for DVDs and Audio Books on CD have increased dramatically and prove a challenge due to the labor intensive nature of handling and packaging the material for circulation. Production numbers demonstrate great progress in an area that was severely affected by the 2005 fiscal crisis.

SCORE Conducts Programs: On October 10th and 17th, the Service Corps of Retired Executives (SCORE) presented two classes covering the topic of small business finance and accounting in the Central Library's Business Science and Technology Conference Room. On October 24th, SCORE presented an all-day workshop in the Central Meeting Room, entitled "Starting and Managing Your Business." Twenty-five potential entrepreneurs attended.

Longstanding Library Friend Expresses Continued Generosity: Although he retired from an administrative post with the Buffalo and Erie County Public Library 34 years ago, Robert North, Jr. is still fond of the institution where he made his career. Last month, for example, he donated 30 matted Irish Classical Theatre Company posters to the Library. Mr. North stated that he: "...hopes the Library will display a representative number of the posters for staff to enjoy during the B&ECPL Staff Association winter meeting." The posters are a fine example of local iconic graphic art by Michael Gelen and will be on display when staff, trustees, retirees and friends from across the System gather to celebrate the holidays at the Central Library, Wednesday, December 5th.

Miscellaneous Meetings, Contacts and Appearances: On October 3rd, Grosvenor Room

librarian Pat Monahan gave a tour of local history resources to 30 students from Mark Goldman's upper level local history class at Buffalo State College. On October 4th, 42 children and caregivers listened intently when Buffalo Zoo President Dr. Donna M. Fernandes made a personal appearance, reading stories and answering questions. On October 12th and 13th, Humanities and Social Services librarian Kathy Galvin attended the Poetry in the Branches National Institute at Poet's House in New York City. Ms. Galvin returned with new ideas for programs to help introduce library patrons to poetry and the many ways it can inspire and delight. Grosvenor Room librarian Suzanne Colligan attended the Federal Depository Library Program conference in Arlington, Virginia, from October 15th through 17th. When "Literally Speaking," the Central Library's lunchtime book discussion group, met on October 16th, Humanities and Social Sciences librarian Kathy Galvin led the group through the trials and tribulations of *Wicked: the Life and Times of the Wicked Witch of the West* by Gregory Maguire. On October 19th, Business, Science and Technology Department librarian Daniel Caufield hosted a tour of the Central Library for NYLA conference attendees. On the same day, Elaine Barone (Humanities and Socials Sciences) shared selected treasures of the Rare Book Room with attendees. Also on that day, the Library hosted a meeting of the New York State Central Libraries Directors Association. Central Library Administrator Peggy Skotnicki attended the meeting and was elected Vice-President. The New York State Youth Services Consultants also met at the Central Library. On October 20th, Grosvenor Room librarians Pat Monahan and Amy Pickard presented "Genealogy Sources in the Grosvenor Room" to an audience of 25 from the Family History Center's 2007 Annual Family History Seminar. On October 25th, COO Mary Jean Jakubowski and Human Resources Officer Doreen Woods visited the LIS 505 class of the Department of Library and Information Studies to discuss careers in public librarianship. On October 28th, area poets gathered at the Merriweather Library for a very well received hour-long Spoken Word / Open Mic program coordinated by Branch Manager Sandra Williams-Bush. On October 31st, the Director, COO Jakubowksi, CFO Stone and Human Resources Officer Woods met with Collins Library Board President Robert Gaylord to discuss transition options following the imminent retirement of Collins Library Director Karen Koch. On November 8th, CFO Stone and Human Resources Officer Woods visited the Collins Library for a follow-up discussion with the full Board of Trustees

In Memoriam: As this report was being written, B&ECPL staff, trustees and friends were saddened to learn that former Library Director Paul M. Rooney had passed away after a long illness. He was 89.

In 1935, when Rooney accepted employment as a page in the old Buffalo Public Library, he could not have imagined the long and storied career that was to follow, culminating in his 8-year tenure as Director, a post from which he retired in 1983. Rooney's 48-year association with the Library System began while he was a student at State Teachers College in Buffalo. After attaining his library science degree from the University of Buffalo in 1940, he rose rapidly to positions of increasing responsibility with the Library. Rooney was active in the reconfiguration of library services that began in

1947 with the establishment of the Erie County Public Library and the initiation of County funding for community libraries previously sustained by inadequate or unreliable local revenues. He was a member of the team that oversaw construction of the 400,000 sq. ft. Central Library and engineered the Herculean transfer of library equipment and more than one million books from the old Grosvenor and Buffalo Public Library buildings to the new Central Library's east wing in 1963. In 1975, after 10 years as Deputy Director, he succeeded Joseph B. Rounds as the second Director of the Buffalo and Erie County Public Library.

Rooney was a voracious reader, an accomplished artist, and he enjoyed puzzles. I did not get to know him very well until after his retirement, but I recall him as a gentle and thoughtful man and, without question or qualification, the System's premier librarian. We extend our deepest sympathies to his wife Elizabeth and to the entire Rooney family. Paul Rooney will be remembered at Mass, Monday, November 12, at 9:30 a.m. at Blessed Sacrament Roman Catholic Church, 1029 Delaware Avenue (near West Utica). Memorial donations may be made to the Buffalo & Erie County Public Library.

Agenda Item G – Public Comment. There was no public comment.

Agenda Item H – Unfinished Business. No unfinished business.

Trustee Rossetti asked Mr. Hudson what new ideas he had in regard to fundraising. Mr. Hudson responded that he is awaiting word on two grant proposals that were submitted in conjunction with the "Get Graphic!" grant. He has talked to a number of people at the Library regarding children's programming and the upcoming 10th anniversary of Battle of the Books. The plan is to package all summer reading programs together and seek funding from both foundations and corporations that would be willing to act as sponsors. There may be a "Milestones of Science" opportunity in 2009, the 400th anniversary of the invention of the telescope. Mr. Hudson is currently making connections within the community in collaboration with the Museum of Science to obtain joint funding for programming related to Galileo. In 2009, there will be a bi-centennial celebration of the birth of Darwin, which relates to the B&ECPL collection. Mr. Hudson also reported on a recent meeting with representatives of the Buffalo Philharmonic, which will be celebrating its 75th anniversary in 2010. The Library has a long-standing relationship with the Philharmonic. Both organizations are jointly exploring avenues to secure funding to produce programming in a collaborative manner.

Mr. Connors asked about the status of a previously proposed idea that would allow space at the Central Library to be rented for private events. He suggested this incentive might be incorporated into corporate memberships for the Library. The B&ECPL has unique space and it needs to be made known to the business community that it is available and can be rented for different functions, whether it is the auditorium or a common area. Mr. Hudson said the suggestion of corporate memberships had not previously been discussed, but agreed the idea had merit. As for renting space at Central, this topic is still under discussion due to policy issues. Ms. Summer, who chairs

the Policy Committee, said the group has been working on this policy for quite some time. The delay has to do with some legal aspects of whether the Library or Fables Café will assume responsibility for certain aspects. Mr. Connors feels very strongly that it is time to move forward with this idea. He believes it has great potential to forge relationships with area businesses.

Mr. Berlow asked for clarification of administrative job titles. Mr. Hudson is Chief Development and Communications Officer, Paula Sandy is Public Relations and Development Officer, and Shirley Whelan is Corporate Information Officer. The Director stated there has been some discussion of new job titles recently within the organization. He said Ms. Whelan is the Information Technology (IT) administrator. "Corporate Information Officer" is the title Ms. Whelan was given when she was hired in 1996. Mr. Hudson's title reflects both his development and communications duties, whereas Ms. Sandy's duties deal primarily with the public relations aspects supporting those functions. Mr. Mahaney believes there will be some changes in job titles in the near future.

Agenda Item I " New Business.

Agenda Item I.1 " Authorize Chair to Execute 2007 Contract Extensions with Contracting Libraries. Mr. Stone reminded trustees this has become a routine matter at year's end. Approval will extend 2007 contracts into 2008 because the County has not yet adopted its 2008 budget, and the State budget will not be firmed up until April, at the earliest. The five libraries that are not yet in the CHR program need to receive a quarterly check in time to meet the first payroll of the year. Ms. Horton moved and was seconded by Mr. Berger. Approval was unanimous.

RESOLUTION 2007-50

WHEREAS, budgetary allocations from Erie County and New York State to the Buffalo and Erie County Public Library constitute more than 90% of the financial resources supporting the annual agreement with the 22 contracting libraries, and

WHEREAS, under the current budget process, Erie County's 2008 allocation may not be known until mid-December or later, and New York State's allocation may not be known until well into 2008, and

WHEREAS, sufficient time is also needed for Erie County Fiscal Stability Authority review and approval, and

WHEREAS, this would make it difficult for the Buffalo and Erie County Public Library and the 22 contracting libraries to develop, consider and approve a contract prior to the beginning of the 2008 fiscal year on January 1, 2008, and

WHEREAS, to meet the 2008 payroll and other operating expenditure needs of the contracting libraries, a provision for allocating funds must be in place on or about January 1, 2008, if not earlier, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library authorizes the Chair of the Board of Trustees to execute 2007 contract extensions with contracting libraries, to be effective until such time as a permanent 2008 contract is executed, or June 30, 2008, whichever is earlier, and be it further

RESOLVED, that funding amounts under said contract extensions shall reflect the 2008 Buffalo and Erie County Public Library estimated base budget as requested by the Board of Trustees of the Buffalo and Erie County Public Library in Resolution 2007-30, and be it further

RESOLVED, that those contracting libraries scheduled to receive quarterly contract payments under the existing agreement whose total contract payment is less than \$10,000 may receive said amount as a single payment, and be it finally

RESOLVED, that the funding amounts under said contract extension may be adjusted to reflect any changes, including service restorations, contained in the final 2008 Library Board's adopted budget.

Agenda Item 1.2 "Authorize Public Sale of Obsolete Computers. This would authorize the sale of obsolete computer hardware. Based on how well the last computer sale was received, the Library expects to be able to sell most of its old computers. The last sale was held at the Central Library. This made it difficult for individuals with limited means of transportation to buy a computer and get it safely home. This time, computer sales will be held at city branches in disadvantaged neighborhoods. Targeted areas will be the East Delavan, Merriweather and Niagara libraries. Ms. Pordum moved, Ms. Panty seconded and approval was unanimous. Reformatting computers and preparing them for sale will be done very economically in-house by Network Support staff.

RESOLUTION 2007-51

WHEREAS, the Library is in the midst of a multi-year process of replacing aging and obsolete computers with current models, and

WHEREAS, as computers are replaced, old units need to be declared surplus and properly disposed, and

WHEREAS, units to be replaced are Pentium 2s with a small number of Pentium 3s, and these units are between five and ten years of age, and

WHEREAS, trustees of the Buffalo and Erie County Public Library have the duty and power under New York State Education Law Section 226 to use and dispose of property of the Buffalo and Erie County Public Library as they shall deem for the best interests of the institution, and

WHEREAS, if these surplus computers were offered "as is" at a centralized auction in the normal manner, the expected return would be minimal, and residents whose

transportation options are limited would have difficulty participating, and

WHEREAS, installing open source software on each unit and offering them (1) for donation to local governments or qualified 501(c)3 non-profits within the Library's chartered service area and/or (2) for sale to the general public for a fixed price through sale days at libraries located in economically challenged neighborhoods would allow residents who might not be able to afford to purchase a new computer to obtain/use a functional one with useful open source word processing, spreadsheet and presentation software, and

WHEREAS, this approach is consistent with the Library's service mission and is likely to yield a greater benefit to the taxpayer than would be the case if these units were simply turned over "as is" for sale at auction, now therefore be it

RESOLVED that the Board of Trustees of the Buffalo and Erie County Public Library authorizes the Library Director to declare used Pentium 2 and Pentium 3 computers surplus equipment subsequent to their replacement, and be it further

RESOLVED, that the Director be further authorized to offer these surplus computers for (1) donation to local governments or qualified 501(c)3 non-profit organizations within the Library's chartered service area and/or (2) sale to the general public via publicized sale events at libraries located in economically challenged neighborhoods, with a limit of one computer per customer and a fixed price of \$50 for a Pentium 2 computer and \$75 for a Pentium 3 computer, and be it finally

RESOLVED, that subsequent to a sale, the operating revenue budget shall be amended to reflect the revenue from said sales and the operating expense budget amended to recover the sale costs, if needed, with remaining proceeds added to the technology equipment expense budget to support future equipment replacements.

Agenda Item I.3 " Polish Genealogical Society of New York State. Deputy Director Mary Jean Jakubowski introduced this resolution, which will allow the B&ECPL to enter into an agreement with the Polish Genealogical Society of New York State. Due to space limitations at its current location, the Society has proposed an arrangement that would house its research materials in the Grosvenor Room, thus expanding access to the public. The Society will retain ownership of materials and continue to be responsible for them. Mr. Berger moved, Ms. Pordum seconded, and approval was unanimous.

RESOLUTION 2007-52

WHEREAS, the Buffalo and Erie County Public Library wishes to provide space in the Central Library's Grosvenor Room to house the collection of the Polish Genealogical Society of New York State, and

WHEREAS, the Polish Genealogical Society of New York State agrees to the

reasonable terms and conditions established by the Library and articulated in a proposed agreement that has been approved by B&ECPL legal counsel, now therefore be it

RESOLVED, that the Board of Trustees authorizes the Director to enter into an agreement with the Polish Genealogical Society of New York State for the duration of five years from the date of signing, and be it finally

RESOLVED, that the Board of Trustees authorizes the Director to execute subsequent renewals, pursuant to the terms of the agreement and the continuing consent of both parties.

Agenda Item I.4 "Appointment of Stanton H. Hudson, Jr. Michael Mahaney said this resolution is the culmination of a process that began five months ago with a personal services agreement for Stanton Hudson to manage development and communications functions at the Library. The intention was to engage in a six-month agreement to allow both parties to become acquainted. At the end of six months, a decision would be made as to whether or not Mr. Hudson should be appointed to a three-year term as a Deputy Director of the B&ECPL. Five months have now elapsed. If Mr. Hudson were to complete the entire six months, his relationship will have ceased prior to the December Board meeting. To avoid that lapse, this matter is being brought to the Board now. Mr. Connors moved and was seconded by Ms. Horton. In reply to a query from Mr. Berlow, the Director stated he made a recommendation to the Executive Committee that Mr. Hudson be appointed to a three-year term. The Executive Committee agreed with the Director's recommendation and is bringing the matter to the full Board for approval. Mr. Mahaney assured trustees that he heartily endorses Mr. Hudson's appointment, believes he is a good fit for the organization, and will serve the Library well. Ms. Thomas asked Mr. Hudson if he felt comfortable working for the Library. Mr. Hudson said he is very happy working for the Library. The Chair called for a vote, and approval was unanimous.

RESOLUTION 2007-53

WHEREAS, the Unconsolidated Laws of the State of New York authorize the Buffalo and Erie County Public Library Board of Trustees to appoint Deputy Directors for three-year terms, and

WHEREAS, through his recent association with the Library in fulfilling the terms of a six-month personal services agreement, Stanton H. Hudson, Jr. has demonstrated that he is the most qualified individual to fill the position of Deputy Director, Chief Development and Communications Officer, and

WHEREAS, Stanton H. Hudson, Jr. meets all requirements for the position, now therefore be it

RESOLVED, that the Board of Trustees hereby authorizes the appointment of Stanton

H. Hudson, Jr. to the position of Deputy Director, Chief Development and Communications Officer, at an initial salary of \$75,000, for a three-year appointment to be effective December 1, 2007.

At 4:45 p.m. Ms. Summer moved to enter into executive session. She was seconded by Ms. Panty. All staff, with the exception of the Library Director, were excused from the room at this time. The group voted to return to public session at 5:25 p.m. Mr. Buck announced no action had been taken in executive session.

There being no further business, on motion by Ms. Pordum, seconded by Ms. Panty, the meeting adjourned at approximately 5:27 p.m.

Respectfully submitted,

Frank Gist
Secretary