

MINUTES  
REGULAR MEETING OF THE  
BUFFALO AND ERIE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES  
SEPTEMBER 20, 2007

The regular monthly meeting of the Board of Trustees of the Buffalo and Erie County Public Library was held on Thursday, September 20, 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  
Jack Connors  
Annette A. Juncewicz  
Elaine M. Panty  
Mario J. Rossetti  
Judith K. Summer  
Sharon A. Thomas  
Wayne D. Wisbaum

Robert J. Plache, Trustee Emeritus  
George M. Zimmermann, Trustee Emeritus

Excused:

Richard L. Berger, conflict  
Phyllis A. Horton, out of town  
Susan Maggiore, conflict  
Hormoz Mansouri, 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 - Approval/Changes to the Agenda. Mr. Buck entertained a motion to amend the agenda to add executive session at the conclusion of New Business in order to discuss personnel matters. Trustee Rossetti moved, Trustee Summer provided the second, and the motion carried.

Agenda Item C - Minutes of the Meeting of July 19, 2007. On motion by Ms. Pordum, seconded by Ms. Panty, the Minutes were approved as submitted.

Agenda Item D - Report of the Chair. Mr. Buck said two Executive Committee meetings had taken place recently. He asked Trustee Pordum for a report on that Committee's activities.

Agenda Item E - Committee Reports.

Agenda Item E.1 - Executive Committee. Ms. Pordum stated the Executive Committee convened on September 6th. Trustees Buck, Horton, Panty, Pordum and Trustee Emeritus Zimmermann attended. Staff presented resolutions 2007-35, 2007-36, 2007-37 and 2007-38 dealing with New York State Construction Aid applications. Following discussion, the Committee unanimously approved all four resolutions pursuant to Resolution 2007-33, approved by the Board in July. At approximately 4:45 p.m., Mr. Buck called for a motion to enter executive session to discuss personnel matters. A motion was made by Ms. Panty, seconded by Ms. Pordum and approved unanimously. At 5:45 p.m., Ms. Horton moved and Ms. Panty seconded a motion to re-enter public session. The motion was approved unanimously. Mr. Buck reported that no action had taken place in executive session. He announced the Executive Committee would meet again on September 12th to continue discussions regarding recruitment of a new library director. This meeting adjourned at 5:50 p.m. The following resolutions were approved on September 6, 2007.

**RESOLUTION 2007-35**

WHEREAS, up to an estimated \$664,117 in the New York State \$14,000,000 Public Library Construction Grant Program is available to support up to 50% of eligible costs for projects benefiting the public libraries located within Erie County, and

WHEREAS, while this is the second year this program has been offered, this program, unlike the State's \$800,000 Public Library Construction Program, is not recurring under current state law, and

WHEREAS, this grant provides an opportunity to leverage public and private funds to increase the amount available to finance badly needed capital rehabilitation, energy saving and related projects, and

WHEREAS, the East Delavan Branch Library is in great need of replacing deteriorating single pane windows and aging, inefficient interior lighting and exterior lighting, and

WHEREAS, the branch would also benefit from improved security cameras and a library material theft detection system, and

WHEREAS, these improvements would provide a better lit, more inviting and comfortable environment for patrons, reduce library utility bills, and preserve the collection by preventing loss as well as improve security for patrons and staff, and

WHEREAS, estimated costs for these items total \$138,720, with proposed State grant covering \$69,360 with a local share of \$69,360, and

WHEREAS, City share funding for the estimated \$49,805 local share for the electrical, lighting and window replacement has been requested for inclusion in the 2008 City Capital Budget, which has not yet been adopted, while the Library's local share for the

library material theft detection system and security improvements is available in Library fund balance, and

WHEREAS, without assurance of the local share availability for the City portion, the entire application would likely be rejected and the \$69,360 in grant funding forfeited, and

WHEREAS, sufficient funding is available within the Library fund's "Designated for Grant Match" balance sheet account to both provide the \$19,555 Library local share for the theft detection system and security cameras and to advance funds for the \$49,805 local share requirement for the remaining items until such time as City capital outlay or alternate funding can be secured, now therefore be it

RESOLVED, pursuant to the requirements of this grant, that the Board of Trustees of the Buffalo and Erie County Public Library assures that:

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

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library authorizes the Library Director to submit a \$14,000,000 NYS Public Library Construction Grant Program request for the East Delavan Branch Library in the amount of \$69,360, which, combined with local share funding of \$69,360, would yield a total of \$138,720 for improvements at the East Delavan Branch Library, and be it further

RESOLVED, that the Board confirms the use of \$69,360 from the Library "Designated for Grant Local Share Match" balance sheet account to provide the \$19,555 library

local share for the theft detection system and security cameras and advance funds for the \$49,805 local share requirement for the remaining items until such time as City capital outlay or alternate funding can be secured, and be it finally

RESOLVED, that the Director transmit the necessary grant application, forms and documents in time to meet the September 14, 2007 filing deadline.

### **RESOLUTION 2007-36**

WHEREAS, up to an estimated \$664,117 in the New York State \$14,000,000 Public Library Construction Grant Program is available to support up to 50% of eligible costs for projects benefiting the public libraries located within Erie County, and

WHEREAS, while this is the second year this program has been offered, this program, unlike the State's \$800,000 Public Library Construction Program, is not recurring under current state law, and

WHEREAS, this grant provides an opportunity to leverage public and private funds to increase the amount available to finance badly needed capital rehabilitation, energy saving and related projects, and

WHEREAS, the Niagara Branch Library is in great need of Americans with Disabilities Act (ADA) access to its basement meeting and public restrooms, as well as replacement of deteriorated front entry canopy, steps, sidewalks, single pane windows, and aging, inefficient interior/exterior lighting, and

WHEREAS, the branch would also benefit from a digital security system and a library material theft detection system, and

WHEREAS, these improvements would ease access to the library, provide a better lit, more inviting, safer and comfortable environment for patrons as well as reduce library utility bills and maintenance costs, and

WHEREAS, estimated costs for these items total \$471,160, with proposed State grant covering \$235,579 with a local share of \$235,581, and

WHEREAS, City share funding for the estimated \$49,805 local share for the electrical, lighting and window replacement has been requested for inclusion in the 2008 City Capital Budget, which has not yet been adopted, while the Library's local share for the library material theft detection system and security improvements is available in Library fund balance, and

WHEREAS, without assurance of the local share availability for the City portion, the entire application would likely be rejected and the \$235,579 in grant funding forfeited, and

WHEREAS, sufficient funding is available within the Library fund's "Designated for Grant Match" balance sheet account to both provide the \$21,813 Library local share for the theft detection system and security system and to advance funds for the \$213,768 local share requirement for the remaining items until such time as City capital outlay or alternate funding can be secured, now therefore be it

RESOLVED, pursuant to the requirements of this grant, that the Board of Trustees of the Buffalo and Erie County Public Library assures that:

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

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library authorizes the Library Director to submit a \$14,000,000 NYS Public Library Construction Grant Program request for the Niagara Branch Library in the amount of \$235,579, which, combined with local share funding of \$235,581, would yield a total of \$471,160 for improvements at the Niagara Branch Library, and be it further

RESOLVED, that the Board confirms the use of \$235,581 from the Library "Designated for Grant Local Share Match" balance sheet account to provide the \$21,813 library local share for the theft detection system and security system and advance funds for the \$213,768 local share requirement for the remaining items until such time as City capital outlay or alternate funding can be secured, and be it finally

RESOLVED, that the Director transmit the necessary grant application, forms and documents in time to meet the September 14, 2007 filing deadline.

## **RESOLUTION 2007-37**

WHEREAS, up to an estimated \$664,117 in the New York State \$14,000,000 Public Library Construction Grant Program is available to support up to 50% of eligible costs for projects benefiting the public libraries located within Erie County, and

WHEREAS, while this is the second year this program has been offered, this program, unlike the State's \$800,000 Public Library Construction Program, is not recurring under current state law, and

WHEREAS, this grant provides an opportunity to leverage public and private funds to increase the amount available to finance badly needed capital rehabilitation, energy saving and related projects, and

WHEREAS, the Central Library is in need of rehabilitating public restrooms and replacing additional deteriorated sidewalks, and

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

WHEREAS, estimated costs for these items total \$310,379, with proposed State grant covering \$155,189 with a local share of \$155,190, and

WHEREAS, County share funding for the local share has been requested for inclusion in the 2008 County Capital Budget, which has not yet been adopted, and

WHEREAS, without assurance of the local share availability, the entire application would likely be rejected and the \$155,189 in grant funding forfeited, and

WHEREAS, sufficient funding is available within the Library fund's "Designated for Grant Match" balance sheet account to advance funds for the \$91,267 local share requirement for the additional sidewalk work until such time as county capital or alternate funding can be secured, and

WHEREAS, sufficient funding is available within Library private funds previously authorized by the Board in Resolution 2003-09 for Central Library renovation to advance funds for the \$63,923 local share requirement for the restroom rehabilitation, now therefore be it

RESOLVED, pursuant to the requirements of this grant, that the Board of Trustees of the Buffalo and Erie County Public Library assures that:

- It possesses the legal authority to submit this application, including all understandings and assurances contained herein and to direct and authorize the person identified as the construction project manager to act as

the official representative of the applicant in connection with this application and to provide such additional information as may be required;

- It fully expects the project will begin construction, or continue construction work in the case of a project that has begun but is not complete as of the date of application, within 180 days after receipt of written notification from the State Education Department that State Aid construction funds have been approved for the project and that the conditions of the funding have been met; and
- Pursuant to the terms of Chapter 768 of New York State Laws of 1953, under which the Buffalo and Erie County Public Library was established, the Erie County-owned Central Library building is a public library operated by the Buffalo and Erie County Public Library, which the Buffalo and Erie County Public Library fully expects and intends to operate as a public library for the next 10 years; and be it further

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library authorizes the Library Director to submit a \$14,000,000 NYS Public Library Construction Grant Program request for the Central Library in the amount of \$155,189, which, combined with local share funding of \$155,190, would yield a total of \$310,379 for improvements at the Central Library, and be it further

RESOLVED, that the Board confirms the use of \$91,267 in funds from the "Designated for Grant Match" balance sheet account and \$63,923 in Library private funds to advance the \$155,190 local share until such time as 2008 County capital or alternate funding can be secured, and be it finally

RESOLVED, that the Director transmit the necessary grant application, forms and documents in time to meet the September 14, 2007 filing deadline.

#### **RESOLUTION 2007-38**

WHEREAS, up to \$664,117 in a special one-time New York State Public Library Construction Grant Program is available to support up to 50% of eligible project costs for projects benefiting the public libraries located within Erie County, and

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

WHEREAS, a total of nine projects were submitted supporting the Central, East Delavan, Niagara, Boston Free, Eden, Elma, Grand Island Memorial, Orchard Park and West

Seneca Libraries, now therefore be it RESOLVED, pursuant to the requirements of this grant, that the Board of Trustees of the Buffalo and Erie County Public Library recommends approval of all requested projects, ranked as follows:

**Projects Requested for NYS \$14 Million Public Library Construction Grant Program  
All Project Summary**

<b>Rank</b>	<b>Description</b>	<b>Local Funds</b>	<b>NYS Const Grant</b>	<b>Total</b>
<b>Buffalo Branch Library Projects</b>				
<b>1</b>	<b>Niagara Falls Rehabilitation, Security &amp; Energy Saving Improvements.</b>	<b>\$226,881</b>	<b>\$226,878</b>	<b>\$471,189</b>
<b>2</b>	<b>East Delaware Rehabilitation, Security &amp; Energy Saving Improvements.</b>	<b>\$88,388</b>	<b>\$88,388</b>	<b>\$138,728</b>
	<b>Total Buffalo Branches Libraries</b>	<b>\$304,941</b>	<b>\$304,858</b>	<b>\$608,899</b>
<b>Contracting Library Requests</b>				
<b>3</b>	<b>Beulah Free Lib - Roof Replacement &amp; ADA door opener</b>	<b>\$8,911</b>	<b>\$8,918</b>	<b>\$13,821</b>
<b>4</b>	<b>Orchard Park PL - Replace Roof &amp; Insulation</b>	<b>\$83,788</b>	<b>\$83,788</b>	<b>\$167,588</b>
<b>5</b>	<b>West Seneca PL - Replace 48 yr old windows</b>	<b>\$5,225</b>	<b>\$5,225</b>	<b>\$10,450</b>
<b>6</b>	<b>Grand Island Memorial Library - Replace Stairwells</b>	<b>\$7,835</b>	<b>\$7,835</b>	<b>\$14,878</b>
<b>7</b>	<b>Edin PL - Boiler Replacement</b>	<b>\$7,384</b>	<b>\$7,384</b>	<b>\$14,888</b>
<b>8</b>	<b>Edin PL - Padilla Fans &amp; Electrical</b>	<b>\$2,848</b>	<b>\$2,847</b>	<b>\$5,885</b>
	<b>Total Contracting Libraries</b>	<b>\$83,873</b>	<b>\$83,871</b>	<b>\$168,144</b>
<b>9</b>	<b>Central Library Project</b>			
	<b>Exterior Stairwell Replacement</b>	<b>\$81,287</b>	<b>\$81,287</b>	<b>\$162,834</b>
	<b>Recessed and rehabilitate four ADA accessible public restrooms on first and second floors (two on each floor)</b>	<b>\$83,823</b>	<b>\$83,822</b>	<b>\$127,845</b>
	<b>Total Central Library</b>	<b>\$165,110</b>	<b>\$165,109</b>	<b>\$318,378</b>
	<b>Combined Buffalo Branches &amp; Central Library</b>	<b>\$469,131</b>	<b>\$469,128</b>	<b>\$928,288</b>
<b>Grand Total ALL Project Costs:</b>		<b>\$543,204</b>	<b>\$543,199</b>	<b>\$1,086,403</b>
<b>Total Program Grant \$ Available to BEECPL</b>			<b>\$684,117</b>	
<b>Balance "Left on Table" for lack of local match funds</b>			<b>\$128,998</b>	

and be it finally

RESOLVED, that the Director transmit the necessary grant application, forms and documents in time to meet the September 14, 2007 filing deadline.

A second Executive Committee meeting was held at 4:00 p.m. on September 12th at the Central Library. Trustees Buck, Pordum, Panty and Trustee Emeritus Zimmermann were



present. Also present were Director Michael Mahaney and Mr. Richard Panz of Panz Library Consultants. Mr. Buck called for a motion to enter executive session to discuss personnel matters related to the recruitment of a new library director. Ms. Panty made the motion, seconded by Ms. Pordum, and the motion was approved unanimously. Mr. Mahaney and Mr. Panz were excused at approximately 5:25 p.m. At approximately 5:40 p.m., Ms. Pordum moved and Ms. Panty seconded a motion to re-enter public session, which was approved unanimously. Mr. Buck stated no action had taken place in executive session. The meeting adjourned at 5:45 p.m.

Agenda Item E.2 – Budget and Finance Committee. Deputy Director Kenneth Stone reported the Budget and Finance Committee met on August 13th to adopt the 2008 budget request for Erie County. The request maintained the 2007 base budget, which included the \$500,000 restoration approved by the County Legislature, for a total of \$22,171,000. Also submitted were three levels of restoration requests, each approximately \$800,000. The total 2008 request, which includes all three restoration packages, is \$24,659,000. The Library's budget is funded through property taxes. He distributed a chart to trustees illustrating library expenditures and County support for the past ten years, as well as information on the current property tax rate. He reminded everyone the entire budget request document had been e-mailed to trustees in August. The budget submission is also posted online for public inspection. The reaction from Budget Office staff has been positive. However, while the Budget Office supports the base budget request, in all likelihood any funding restorations will have to be allocated by the County Legislature. Mr. Stone also reported the Public Works Department intends to recommend the escalator replacement project for the Central Library.

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

Chair Buck asked whether an advocacy plan was in place to lobby legislators for support of proposed service restorations. Mr. Stone said he anticipates the County Executive will release his budget on or about October 1st. He expects the Legislature to schedule hearings for mid-October or early November. Advocacy should begin in earnest once the County Executive's budget is released. Michael Mahaney said Stanton Hudson and other staff members are preparing advocacy materials and staff will begin mounting that campaign very shortly.

Agenda Item E.2.b – Monthly Financial Report. The monthly financial report for the period ending July 31, 2007 was included in the board packet.

Agenda Item F – Report of the Director. As previously mentioned, the escalator at Central is ready for replacement. On September 15th, a malfunction occurred which filled the Central Library with smoke and necessitated evacuation of the building for approximately an hour and a-half.

Staff Development Day will occur on September 26th. The program starts at 9:00 a.m. and runs for the entire day. Approximately 300 employees from across the System are

expected to convene to talk about the all-important issue of customer service. All trustees are welcome. Board members interested in attending should notify the Director as soon as possible. As part of the day's activities, the B&ECPL will embark upon a new employee recognition program called Cheers for Peers.

Trustee Wisbaum arrived at approximately 4:15 p.m.

Mr. Mahaney informed the group of some recent trustee recognitions. On August 30th, Trustee Judy Summer was notified she had been inducted into the Bennett Alumni Honor Roll in the category of Library. On September 1st, Trustee Elaine Panty was awarded a certificate of appreciation for outstanding service and advocacy from the Empire Friends Roundtable of the New York Library Association. Finally, on September 13th, Dr. David and Mrs. Ruth Dietz were awarded the Outstanding Library Advocate Award from the Western New York Library Resources Council. Dr. Dietz is President of the Town of Tonawanda Public Library Board of Trustees.

Mr. Mahaney announced that after an extensive recruitment and interview process, Paula Sandy, currently Public Information Officer at Erie 2 BOCES, has been selected as the Library's new Assistant Deputy Director for Public Relations and Development. She is expected to join the staff in mid-October. Ms. Sandy succeeds Assistant Deputy Director Ami Patrick. Mr. Mahaney then asked Stanton Hudson to provide a brief update on his activities, which were detailed in written reports included in the board packet. In reply to Ms. Panty's question, Mr. Hudson stated he was excited to be working at the Library and said everything is working out to his expectations. He feels everyone fully supports his efforts. Mr. Hudson passed along some very positive feedback regarding the B&ECPL's Rare Book Room. Dr. Anne Radice, a native Buffalonian and currently director of the Federal government-sponsored Institute of Museums and Library Services, was in Buffalo recently and received a personal tour of the B&ECPL's rare book treasures. Dr. Radice was very impressed and stated she is anxious to do whatever she can to see that organizations in Western New York get whatever help can be provided from Washington. Mr. Hudson hopes this encounter will be the beginning of a long and productive relationship.

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

**B&ECPL Submits 2008 Budget Request:** On August 15th, the Library transmitted its 2008 budget request to Erie County's Division of Budget, Management and Finance. This request was developed under the direction of the Board's Budget and Finance Committee pursuant to Resolution 2007-30, adopted in public session by the full Board of Trustees on July 19th. The 2008 request is consistent with the criteria outlined by the Library Board, specifically to:

- Maintain 2007 service and staffing levels consistent with the Library Board's adopted five-year plan;

- Develop a base budget request that balances using a \$22,171,833 Library Property Tax allocation (unchanged from the Adopted 2007 Erie County Budget); and
- Develop a progressive series of service restoration options for 2008 and beyond that allow the downsized Buffalo and Erie County Public Library System to successfully meet continued strong public demand within the context of constrained Erie County resources.

Administrative staff presented and defended the 2008 request before staff of the County Budget Office on September 13th. Complete budget details, including tiered service restorations, appear on the B&ECPL web site

at: <http://www.buffalolib.org/aboutthelibrary/governance.asp>

**Nine Projects Ranked in \$14 Million State Construction Aid Program; Lack of Local Match Leaves \$120,918 on the Table:** On September 6th, pursuant to B&ECPL Board Resolution 2007-33, the Board's Executive Committee reviewed and ranked nine requests for New York State Library Construction Aid under the second year \$14,000,000 program. These are solid projects that address a wide range of needs, including ADA access, energy savings, replacing deteriorated roofs, sidewalks, entry steps, heating systems, etc. Unfortunately, many important and needed projects were not submitted for lack of local funds to meet the 50% match requirement, resulting in the inability to utilize \$120,918 of the \$664,117 available under this program. (To date, staff has been unable to identify matching funds to utilize the \$37,950 available under the annual \$800,000 NYS Construction Grant Program.) Complete details appear in Resolutions 2007-35, 2007-36, 2007-37 and 2007-38 and background documentation transmitted to trustees by e-mail on September 7th. Applications were transmitted to the Division of Library Development (DLD) in Albany and received by DLD staff on the official deadline of September 14th.

**Library Welcomes Harry Potter in Grand Fashion:** Three hundred eager B&ECPL borrowers were able to check out a copy of *Harry Potter and the Deathly Hallows* at their local library on the book's official release date Saturday, July 21st. Exhaustive security measures to safeguard this highly anticipated final installment of the seven-volume series were unprecedented. Processing Department staff worked in secure locations to prepare the books for inventory and circulation, then packed them in cartons that were immediately sealed before their delivery to libraries. Detailed instructions to ensure their integrity were transmitted to staff. No one was allowed to read, display or otherwise examine the book prior to the actual release date. On July 24th, the Central Library hosted "Potter Fest 2007" to celebrate the culmination of **J. K. Rowling's Harry Potter** series. The Library was transformed into Hogwarts School of Witchcraft and Wizardry with each public service department becoming a division of the school. Throughout the day, participants enjoyed a variety of events, including sessions with a snowy owl from Hawk Creek Wildlife Center, a screening of the film *Harry Potter and the Sorcerer's Stone*, crafts and games as well as the opportunity to interact with others who love Rowling's books. Boston-based bands "Harry and the Potters," "Draco and the Malfoys" and "The Whomping Willows" entertained a standing room only crowd of wildly enthusiastic music lovers for nearly three hours in the **Mason O. Damon** Auditorium. Many fans lingered after the concert to talk to band members, get autographs and take photos. During the concert, there was a magician in the West

Room for the younger children. Several parents took refuge in the quiet of the Fables caf  area. Representatives from *The Buffalo News*, Buffalo.com, WGRZ-TV and WKBW-TV visited the Library throughout the day to document the activities. Coordinated by Children's Department Manager **Beverly Federspiel** and Popular Materials and Young Adult Librarian **Britt White**, along with a multitude of other staff, "Potter Fest" activities entertained approximately 655 Harry Potter fans of all ages. A special word of thanks goes to the Development Office, which sponsored the event and provided custom "Potter Fest" t-shirts to public service staff at the Central and Branch Libraries. Staff has indicated the t-shirts were a great marketing tool, making them [the staff] walking billboards promoting "Potter Fest" events.

**Circulation Increases Remain Nominal; Computer Use Remains Robust:** August 2007 circulation statistics reflected sustained but modest growth. System-wide, circulation increased 0.3% over August 2006. The largest increase is again attributed to eBranch (50%). Buffalo Branches decreased 0.1% while Central Library declined 1.5%; Contracting Libraries were down 5% while Institutions increased 4.8%. System-wide circulation for the first 8 months of the year is marginally (0.9%) ahead of the same period in 2006. Public access computer statistics, however, continue to reflect healthy activity across the County, with total sessions increasing 22.9% in August. All areas reported significant gains, with Contracting Libraries up 7.2%; Central Library up 30.9%, and Buffalo Branches posting a staggering 64.2% rise in August 2007 over August 2006.

**Library Leaders Gather for 2007 PULISDO Conference:** B&ECPL's Chief Operating Officer **Mary Jean Jakubowski**, Chief Financial Officer **Ken Stone**, Central Library Administrator **Peggy Skotnicki**, Extension Services Administrator **Ann Kling** and librarians **Beverly Federspiel** and **Britt White** attended the Public Library System Director's Organization (PULISDO) conference in Utica from August 26th through 28th. Mrs. Jakubowski and Mr. Stone spent "quality time" with representatives of the New York State Division of Library Development, encouraging changes in library construction aid formulas as well as other priorities in library funding and legislation. Other B&ECPL representatives participated in various section programs, including Outreach, Technology, Interlibrary Loan, Children's/Young Adult Services. State Librarian **Janet Welch**, Charlotte-Mecklenberg Library Training Coordinator **Helen Blowers** and University of Florida Library "guru" **Chuck McClure** were guest speakers at the general session.

**Book Warriors "Battle" to Victory:** Two hundred seventy-three students. Twenty-three libraries. Only 1 winner. On Saturday, August 4th, parents, grandparents, aunts, uncles, friends, students and volunteers converged at Erie Community College's South Campus gymnasium for the 2007 "Battle of the Books." With the assistance of more than 80 volunteers, including Erie County Legislators **Michele Iannello**, **John Mills** and **Bob Reynolds**, students answered trivia questions from selected books, successfully navigating 5 rounds of play to the championship round, where the Marilla Free Library team overcame all competition to win the "Battle." Congratulations to all of the teams from Buffalo branches as well as many rural and suburban contracting libraries!

Librarian **Beverly Federspiel** of the Central Library Children's Department coordinated this successful annual event.

**Annual United Way Campaign Underway:** Corporate Information Officer **Shirley Whelan** and Human Resources Officer **Doreen Woods** have graciously agreed to

coordinate the 2007 B&ECPL United Way campaign. Both represented the Library at the County-wide kick-off event last month. New this year is the ability for staff to make pledges online. In addition to handling the annual pledges for Library employees, Ms. Whelan and Ms. Woods will determine which special fundraisers or other activities should be conducted to support the drive.

**B&ECPL Eligible for New Gates Grant:** The Buffalo and Erie County Public Library has been notified that eleven of its libraries are eligible to receive \$131,300 from the new Online Opportunity Grant. These libraries are: Audubon, Eggertsville-Snyder and Williamsville in the Town of Amherst, Angola, both branches of the Cheektowaga Public Library, Collins, City of Tonawanda, both branches of the Town of Tonawanda Public Library and the West Seneca Public Library. The grant will be paid in two installments tentatively scheduled for April 2008 (65%) and April 2009 (35%). To be eligible for the grant, the selected libraries and B&ECPL must agree to match the April 2008 award with 33% of the grant and 100% of the 2009 award.

**Sirsi Demonstrates EPS Product:** On August 23rd, SirsiDynix Account Manager **Kate Howe** presented a new product, called *EPS (Enterprise Portal Solution)*, to the B&ECPL administrative team and key members of the Support Services, Public Service and Technical Support staffs. *EPS consists of a "portal" or single interface to all library resources and offers a new online catalog that might replace the current Web2 catalog and includes a possible replacement for the Library web site's home page and "Reference Desk."* The focus of the product is to provide patrons with quick and simple access to materials in the catalog and a host of reference resources. All who attended the presentation were impressed with EPS and believe B&ECPL should continue to investigate it. Staff will visit web sites of libraries currently using EPS in order to evaluate its functionality and ease of use. During this assessment, staff will explore alternatives, including AquaBrowser and Innovative Interfaces' new faceted catalog, *Encore*.

**Staff Computers Upgraded:** At this time, almost all B&ECPL staff workstations containing a processor older than a Pentium 4 have been replaced. Only a few computers with special requirements (e.g., special SCSI card) remain to be upgraded. In addition, twenty-three of the original contract library and branch servers, originally purchased with Gates or e-Rate funding, which have doubled as a workstation at library circulation desks, need to be removed and replaced with new workstations. As soon as this work is complete, memory upgrades on existing equipment operating with Pentium 4 processors will be made.

**Filter Reduces Flood of e-Mail Spam:** To ease staff's challenges in managing and minimizing an increasing onslaught of e-mail spam, Senior Systems Engineer **Toni Naumovski** has installed the SurfControl e-Mail Filter as part of a pilot project. SurfControl continuously filters all e-mail sent to B&ECPL staff computers against a variety of threats and nuisances, including spam, viruses, blended threats, data loss and regulatory violations. Staff response has been extremely positive. Thousands of e-mail messages are blocked daily, freeing staff to devote time to appropriate incoming messages. All blocked messages are retained on a central server and can be released if needed. If the pilot project is successful, plans will be made to license use of the e-mail filter, which works in conjunction with the web content filter that ensures compliance with the Children's Internet Protection Act (CIPA).

**Libraries Win *Spree* Recognition:** Both the Central Library and the Crane Branch Library won *Buffalo Spree* Magazine's 2007 "Best Branch Library" Award, taking first and second place respectively. In addition, the Central Library was recognized as the "Best Place to Spend a Rainy Saturday," and Fables Caf  received second place in the "Best Downtown Lunch" category.

**"Good Schools for All" Inaugurates Campaign:** On August 23rd, a plethora of local organizations attended a pre kick-off reception at the Central Library. "Good Schools" Executive Director **Helene Kramer** repeatedly cited the importance of the library to the "Good Schools" Program by naming the East Delavan Branch Library as the 1st Literacy Success Zone location in the city. The formal kick-off was held on Saturday, September 8th, with the Library registering new library borrowers, conducting crafts and providing an array of library/literacy-oriented giveaways. To reinforce these efforts, East Delavan Branch librarian **Jamie Smith** actively promotes branch services and resources throughout the community. As a result, Miracle's Daycare now brings children to story hour on a weekly basis; **Karin Gulino**, who works with a community-based mentally disabled group, has made arrangements to bring her group of 6 to 9 year-olds to the library; walk-in attendance has increased; computer statistics are on the rise, etc. At the encouragement of "Good Schools," Ms. Smith has prepared a survey that asks local residents what programs and services are needed in the East Delavan community.

**Library Trucks Become Roving Reading Billboards:** "Good Schools for All: It all Starts Here" logos have been posted on the sides of B&ECPL delivery trucks. As a partner in the "Read to Succeed" initiative, B&ECPL plays a vital role in increasing literacy throughout Buffalo and Erie County. These mobile billboards have begun to draw attention to both the Library and the "Read to Succeed" program. Many thanks to the B&ECPL Shipping Department for taking an active role in disseminating this message. Stationary signage has been placed at every Buffalo branch library and at the entrance of the Central Library.

**Frank E. Merriweather, Jr. Branch Hosts Educators:** On June 23rd a bus filled with African educators visited the **Frank E. Merriweather, Jr.** Library for an impromptu tour. The Administrator / Teacher Trainers were from Francophone and Lusophone Sub-Saharan Africa, participating in a five-week exchange program at the University of Buffalo. Their area guide believed Merriweather would be an excellent stop on their itinerary, and Library staff concurs enthusiastically.

**B&ECPL Represented in Online Cultural Programming Effort:** Librarian **Meg Cheman** has been named to the American Library Association's Public Program Office's Online Resource Center for its Library Cultural Programming Advisory Committee. This three-year project will develop a web-based professional space to help librarians find authoritative resources for cultural programming and train librarians in cultural programming techniques, using a variety of methods. This ALA project is being funded by a grant from the Institute for Museum and Library Services.

**Bi-Folkal Kits Updated:** Librarian **Monica Mooney** has been updating and promoting the once dusty Bi-Folkal Kits housed in the Library's Institutions Division. Bi-Folkal Kits are multi-sensory programs designed to stimulate the memories and communication skills of older adults. Ms. Mooney is working with Support Services Manager **Maureen McLaughlin** to develop catalog records and a booking system to allow easy reservation

of the kits for various agencies. Ms. Mooney has been in contact with the Western New York Activity Professionals Association and will conduct an introductory program as soon as all information is available on the B&ECPL website.

**Envisionware Arrival News:** For more than a year, a suite of applications from Envisionware has been touted as a solution to B&ECPL's longstanding problems in personal computer booking, printer cost recovery and fine/fee payments through eCommerce. Over the summer, CIO **Shirley Whelan**, Coordinated System Services Administrator **Carol Batt**, librarians **Kelly Donovan** and **Claudia Yates** and Senior Systems Engineer **Toni Naumovski** tested four Envisionware modules: PC Reservation, LPT:One Printer Cost Recovery, AAM and eCommerce. The focus of the testing was to determine whether these modules can work successfully and how B&ECPL can effectively apply each at the Central Library and in selected branches and contracting libraries. Staff discovered no serious technical problems with the PC Reservation module, which works as expected, and new features developed at B&ECPL's request (to operate in concert with B&ECPL's user "profiles" ) perform as expected. Final testing is in progress. Very few technical problems were found with the use of LPT:One Printer Cost Recovery. The testing team believes that LPT:One can provide patrons with more information at the time of printing (e.g., number of pages and cost) a feature that makes up for other shortcomings. Unfortunately, staff discovered a number of technical problems in testing the eCommerce module. The testing team recognizes that it cannot proceed with implementation of this critical module until those key issues can be resolved. (Staff will contact the Columbus Metropolitan Library to determine how it reconciles these deficiencies.) AAM (Authentication and Accounting) allows patrons to put money, with either cash or credit card, on a special account to be used for payment of fines and fees, such as printing or holds. Its use would allow a parent, for example, to place a balance on a child's account, so the child can print homework assignments without cash in hand. This module is still under examination, but everyone agrees that (if implemented) it will require more staff training than any of the other modules.

**Technical Services Staff Increase Output:** Between January and July 2006, staff catalogued 8,595 new titles for all B&ECPL library locations. During that same period this year, 13,765 titles were cataloged, representing a 60% increase. From January through July 2006, 45,348 volumes were cataloged. During that same period this year, 83,324 volumes were cataloged, reflecting an increase exceeding 80%. The Processing Department processed a total of 26,414 items in July 2007, an average of 1,258 items per day! A restored materials budget continues to have a dramatic impact as many more new books and media flow at a steady pace to library locations across Erie County.

**"Six Degrees of Separation" in the Grosvenor Room:** A gentleman from North Carolina visited the Grosvenor Room to conduct genealogical research and relayed the following story. Last year, he began his research at Mount Olivet Cemetery in Kenmore. The following day, he visited the Grosvenor Room and noticed that the gentleman who was sitting next to him had also been at Mount Olivet the previous day. They began a conversation and discovered that they were both out-of-town researchers who, after comparing notes, realized that, not only were they researching the same "Perry" family from Black Rock, but they were, in fact, second

cousins. After reconnecting, they have decided to make an annual visit to Buffalo and the Grosvenor Room to continue their research in tandem.

**Miscellaneous Meetings and Appearances:** On June 28th, Buffalo Mayor **Byron Brown**, New York State Senator **Antoine Thompson** and Buffalo Common Council Member **Demone Smith** met with consumer advocates and industry representatives at the **Frank E. Merriweather, Jr.** Library to review abuses and problems in the mortgage industry. Human Resources Officer **Doreen Woods** met with Erie County's Labor Management Health Care Coalition Board on July 16th. Meetings with this same group followed on August 1st and 20th to discuss issues related to employee health and medical benefits. On July 17th, Popular Materials/Young Adult librarian **Britt White** and Children's Department librarian **Gwen Collier** led the "Literally Speaking" discussion group through the book *How I Live Now* by **Meg Rosoff**. Introducing adults to quality young adult literature has been a hit with this group of book lovers. On July 25th, Business, Science and Technology librarian **Dan Caufield** helped organize and present the all-day SCORE workshop, "Starting and Managing Your Business." On July 25th, Business, Science and Technology librarian **Tim Galvin** attended a Western New York Library Resources Council workshop on the development and management of medical reference collections. Mr. Galvin is responsible for this area at the Central Library. On July 26th, as a follow-up to the American Library Association Conference in Washington D.C., Coordinated System Services Administrator **Carol Batt** participated in a live webinar that addressed program highlights and brainstormed ways to keep momentum alive through OCLC's WebJunction online community for library staff. On July 26th, CFO **Ken Stone** and Human Resources Officer **Doreen Woods** met with the Lancaster Public Library Board of Trustees to discuss the recruitment of a successor for retiring Director **William Sutton**. On August 9th, CIO **Shirley Whelan** was advised that she has been appointed to the NOVEL (New York Online Virtual Electronic Library) Steering Committee. Human Resources Officer **Doreen Woods** met with the Western New York Library Resources Council Leadership Task Force on August 17th. Librarian **Suzanne Colligan** led the August 21st "Literally Speaking" group in a discussion of *Me Talk Pretty One Day* by **David Sedaris**. The entertaining presentation and subsequent dialogue were filled with humorous observations on family dysfunction. On August 24th, librarians **Britt White**, **Dan Caufield** and **Suzanne Colligan** escorted fifty-five teachers from the Buffalo Academy of Science on a tour of the Central Library. Librarians **Angela Pierpaoli** and **Meg Cheman** offered an overview of school/homework-oriented B&ECPL databases and introduced the forthcoming "Get Graphic" programs. Teachers went away with a plethora of information, library card applications and database awareness.

**In Memoriam:** On August 6th, retired Buffalo and Erie County Public Library administrator **Mrs. Frances K. Hall**, 91, passed away in Seattle, Washington. Those who remember Mrs. Hall do so with great respect and affection, for she was highly regarded not just as a librarian and colleague but also as a trailblazer. In 1939, she became the first African American to hold the Masters of Library Science degree in the City of Buffalo – a striking achievement in that era – but Mrs. Hall didn't stop there. She began what is now known as the Library's Institutional Services Division, which brings library resources and services to those at the Erie County Home and Infirmary, the Erie County Holding Center and the Erie County Correctional



Facility. She was honored as "Librarian of the Year" in 1973. After a career that spanned 34 years, she retired as B&ECPL's Assistant Deputy Director of Personnel in 1979. The Director joined former Directors **Diane J. Chrisman** and **Donald H. Cloudsley**, as well as Human Resources Officer **Doreen Woods** and many other staff, retirees, friends and family at a memorial service on August 13th.  
Agenda Item G Public Comment. No members of the public were present.

Agenda Item H Unfinished Business. No unfinished business.

Agenda Item I New Business. No new business.

Chair Buck entertained a motion to enter executive session. A motion was made by Ms. Panty, seconded by Ms. Pordum, and approved unanimously at 4:22 p.m. Mr. Mahaney remained in the room until approximately 4:45 p.m., at which time he was excused. At approximately 5:00 p.m., Mr. Connors and Mr. Zimmermann left the meeting. At 5:07 p.m., on motion by Ms. Panty, seconded by Ms. Summer, the Board voted unanimously to reconvene in public session. Ms. Panty moved to approve Resolution 2007-39. She was seconded by Ms. Summer, and approval was unanimous.

#### RESOLUTION 2007-39

WHEREAS, the majority (approximately two-thirds) of large public libraries and library systems in the United States conduct director recruitments utilizing their own Human Resources Offices, without relying on external recruitment consultants, and

WHEREAS, the B&ECPL Human Resources Office is equipped to conduct a nation-wide recruitment effort, now therefore be it

RESOLVED, that the Buffalo and Erie County Public Library Board of Trustees will rely on its own Human Resources staff to conduct a nation-wide search to recruit a successor for retiring Director Michael C. Mahaney, and be it further

RESOLVED, that the Board's Executive Committee (with a limited number of involved stakeholders) shall function as an Executive Search Committee, to work with staff and trustees to define, refine and initiate the recruitment process, and be it further

RESOLVED, that when the Executive Committee has identified a select number of viable finalists, the entire B&ECPL Board of Trustees, staff and interested members of the community will be afforded full opportunity to participate in the evaluation of those candidates, and be it finally

RESOLVED, that pursuant to this process, it remains the responsibility of the full Board of Trustees to approve (in public session) the appointment of the next Director of the Buffalo and Erie County Public Library.

On motion by Ms. Pordum, with a second by Ms. Thomas, Resolution 2007-40 was adopted unanimously as follows:

**RESOLUTION 2007-40**

WHEREAS, Library Director Michael C. Mahaney has served the Buffalo and Erie County Public Library well and faithfully during his entire career, especially during the past five years as its Director, and

WHEREAS, he received his most recent salary adjustment at the beginning of 2004, and

WHEREAS, B&ECPL Board Resolution 2005-63 ensured that his annual salary would be revisited and adjusted subsequent to his reappointment in December 2005, and

WHEREAS, due to extraordinary circumstances, that review and adjustment did not occur as planned, although other B&ECPL staff received contractual and/or incremental salary increases during that period, and

WHEREAS, the Board of Trustees wishes to honor its prior resolution and demonstrate its appreciation for Director Mahaney's service during a tumultuous period of challenge and change, now therefore be it

RESOLVED, that Michael C. Mahaney's annual salary shall be increased to \$110,000, and that said increase shall be retroactive to January 1, 2007.

There being no further business, on motion by Ms. Panty, seconded by Ms. Summer, the meeting adjourned at approximately 5:10 p.m.

Respectfully submitted,

Frank Gist  
Secretary