

MINUTES  
REGULAR MEETING OF THE  
BUFFALO AND ERIE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES  
July 17, 2008

The regular monthly meeting of the Board of Trustees of the Buffalo and Erie County Public Library was held on Thursday, July 17, 2008, in the Collins Public Library pursuant to due notice to trustees. The following members were present:

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

Excused: Jack Connors, excused  
Frank Gist  
Wayne D. Wisbaum, excused

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

Chair W. Lawrence Buck called the meeting to order at 4:08 p.m. in the Collins Public Library meeting room.

Agenda Item B – Agenda/Changes to the Agenda. The agenda was approved as mailed.

Agenda Item C – Minutes of the Meeting of June 19, 2008. Minutes were approved unanimously, as mailed, upon motion by Ms. Horton and a second by Ms. Panty.

Agenda Item D – Report of the Chair. Chair Buck called upon Director Quinn-Carey to perform introductions. Ms. Quinn-Carey thanked the Collins Public Library for allowing us to hold the first traveling Board meeting at their beautiful library and

introduced Karen McClure, their Director. Ms. McClure introduced Collins' Trustee, Elaine Thordahl, and stated that President, Robert Gaylord, would be arriving shortly. She welcomed all and extended an invitation to tour the library after the meeting.

Mr. Buck thanked Ms. Quinn-Carey for a very thorough July Report of the Director and all the reports contained within and commended the staff for working extremely hard. A Code of Ethics, which the Board passed in March 2006, was passed out at the meeting for everyone to look at as a friendly reminder to make sure everyone is on the same page. Mr. Buck commented that the Board self-assessment survey was reviewed at the Executive Committee meeting and will either be passed out at the September Board meeting or be sent out ahead of time to be turned in at the September Board meeting so they can be collated and reviewed at the October Board meeting. Mr. Buck thanked Trustee Berlow for all his work on getting us further along in finding a solution to the North Park Branch closing.

Agenda Item E.1 - Executive Committee. Ms. Pordum was out of town for this meeting, however, she reported that the Executive Committee met on July 10<sup>th</sup> at the Central Library. Trustees Buck, Horton, Summer, and Thomas were present as was Mary Jean Jakubowski, Kenneth Stone, Stanton Hudson and Bridget Quinn-Carey. Proposed agenda items for the July 17<sup>th</sup> Board meeting were reviewed and confirmed. As there will be no Executive Committee or Board meeting in August, she invited Board members to attend the Budget and Finance Committee meeting if they have questions about the 2009 budget request which will be submitted to the County on August 15<sup>th</sup>.

The following additional items on the Executive Committee agenda were discussed: the North Park situation, Board self-assessment survey, Read Down Your Fines program, StoryCorps, Big Read initiatives, receipt of a Notice of Claim from library staff member Tom Morrissey on behalf of the Librarian's Association regarding hiring of RPT staff, library literacy initiatives and potential projects and collaborations, and Bylaw and Policy Committee meetings that will be scheduled for the fall.

Ms. Summer congratulated everyone who was involved with the StoryCorps event on July 16<sup>th</sup> stating it was wonderful and very interesting. This event was discussed briefly.

Ms. Panty commented on the Read Down Your Fines program stating that whoever came up with this idea was a "genius at work." Ms. Quinn-Carey stated it was a team effort and a lot went into making it happen. She reported it has been very well received and the total used to pay fines to that point for two weeks was \$984.27 and that is not even how much has been earned, it is just what has been paid off on children's cards. Mr. Buck asked how this program was publicized. Bridget Quinn-Carey and

Ann Kling responded that it was publicized at the Central Library, the circulation desk, on the website, press releases, through community organizations, NAACP, and the Boys and Girls Clubs. Ms. Pordum asked if it had gone out to the schools. Ms. Kling responded it went to Read to Succeed Buffalo, but didn't believe it went to the schools as they were winding down. Ms. Pordum requested a flyer on the program and stated she would try to get it to the appropriate personnel as almost every Buffalo school has summer school.

Agenda Item E.2 – Budget and Finance Committee. As Trustee Berger had not yet arrived, Deputy Director Kenneth Stone introduced budget and finance matters which had previously been discussed with Mr. Berger.

Agenda Item E.2.a – 2009 Budget Guidance. Mr. Stone explained that at the Executive Committee meeting they had not yet received the budget instructions, however, they were received the next day. The recommended guidance in Resolution 2008-31 is to 1) maintain 2008 service levels, including implemented 2008 service restorations, and 2) develop a progressive series of service restoration options for 2009 and beyond. Deputy Director Stone stated that basically we want to preserve the gains that we have made and give the Legislature options for the future as well as make sure the budget is as efficient and effective as possible. Ms. Horton made a motion, Ms. Panty seconded, and approval was unanimous. Mr. Stone mentioned he and Mr. Berger discussed possible dates for the Budget and Finance Committee, but had not yet finalized the date.

#### RESOLUTION 2008-31

WHEREAS, as of July 10<sup>th</sup>, the Library had not yet received Year 2009 budget instructions and preliminary targets from the Erie County Budget Office, and

WHEREAS, said instructions are expected to be received shortly, with the budget request due to the County prior to the Library Board's next scheduled meeting, and

WHEREAS, in order to provide a timely response to the County, budget preparation and review alternatives were discussed with the Board's Budget and Finance Committee Chair and the Executive Committee, and

WHEREAS, the Executive Committee recommends that Library trustees articulate guidelines for preparing the 2009 budget request; designate the Library Director as responsible for preparing a draft budget request consistent with these guidelines; provide for review of the draft budget by the Budget and Finance Committee, which would provide direction to the Library Director in finalizing the budget submission to Erie County as close to the deadline as committee meeting schedules and preparation time will allow, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library hereby directs the Library Director, in cooperation with the Budget and Finance Committee, to complete the 2009 budget request utilizing the following criteria:

- Maintain 2008 service levels, including implemented 2008 service restorations; and
- Develop a progressive series of service restoration options for 2009 and beyond that will allow the Buffalo and Erie County Public Library System to successfully meet continued strong public demand within the context of constrained Erie County resources, and be it further

RESOLVED, that the Director transmit the resulting request to the County of Erie's Division of Budget, Management and Finance as close to the deadline as schedules and preparation time will allow.

Agenda Item E.2.b – Request Assistance for Unanticipated Expenditure: Lancaster Public Library. For this resolution, Mr. Stone worked with the Lancaster Public Library to come up with a figure of just over \$3,000 to provide assistance to maintain programs in spite of heavy staff turnover due to retirements, both expected and unexpected. He explained this can be accommodated by reallocating money within the existing System budget. Ms. Thomas moved, Ms. Panty seconded, and approval was unanimous.

It was recommended by Dr. Mansouri that, with all these items coming up, we may want to ask the Legislature to be helpful in the next budget.

#### RESOLUTION 2008-32

WHEREAS, the contract between the Buffalo & Erie County Public Library and contracting libraries, in the TWENTY-SECOND item, provides a process for requesting assistance in the event of “unforeseeable circumstances” that “result in a material impact on the ‘Public Library’s’ operating budget...” and

WHEREAS, the Lancaster Public Library Board of Trustees has requested assistance to help offset the need to honor contractual obligations for accrued leave payouts associated with a recent retirement, and

WHEREAS, the Lancaster Library Director consulted the B&ECPL staff to identify the best method to address this situation, including an analysis of projected personnel costs for the balance of the year, and

WHEREAS, this review resulted in a recommendation to request assistance in the amount of \$3,038, and

WHEREAS, without this assistance the Town of Lancaster Public Library Board has found that having to hold key positions vacant over an extended period, as would otherwise be required to address this cost, would result in inadequate staffing needed to provide committed programming associated with operating the library for the weekly hours of service stipulated in contract Exhibit C, and

WHEREAS, turnover savings from other areas within the System budget result in sufficient monies being available within the 2008 budget salary, wage and fringe benefit accounts to accommodate this request, and

WHEREAS, pursuant to section EIGHTH of the 2008 contract, this change may be implemented by resolution and transmitting a revised Exhibit A to reflect same, now therefore be it

RESOLVED that the Board of Trustees of the Buffalo and Erie County Public Library approves a reallocation within the System salary, wage and fringe accounts to provide \$3,038 in salary/wage/fringe benefit funding assistance to the Town of Lancaster Public Library, and be it further

RESOLVED, that a copy of this resolution and a revised Exhibit A be transmitted to the above contracting library to implement the change.

Agenda Item E.2.c – Authorize Executive Committee to Approve, Rank and Submit NYS Library Construction Aid Applications. Mr. Stone explained that these applications are due to New York State before the Board next meets in September and stated the meeting for the Executive Committee has been set for September 9<sup>th</sup>. On motion by Ms. Panty and a second by Dr. Mansouri, approval was unanimous.

#### RESOLUTION 2008-33

WHEREAS, up to an estimated \$37,191 in the regular \$800,000 annual state-wide New York State Public Library Construction Grant Program and up to \$664,117 under the \$14 million Construction Grant program for 2008-2009 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 operator of the Central Library and Buffalo Branch libraries must review and approve applications for construction grants for those libraries, 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 including those for Buffalo branches, contracting libraries and the Central Library, and

WHEREAS, applications are due in Albany no later than September 12, 2008, which is prior to the next scheduled board meeting, and

WHEREAS, Article VI, Section 1 of Bylaws of the Buffalo and Erie County Public Library states: The Executive Committee, in intervals between meetings of the Board of Trustees, shall have all 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," now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo and Erie County affirms and directs that the Executive Committee of the Board of Trustees of the Buffalo and Erie County Public Library perform the task of reviewing, approving/disapproving and ranking requested projects, and be it finally

RESOLVED, that the Director transmit necessary the grant evaluation, forms and documents to the New York State Division of Library Development subsequent to and in conformance with Executive Committee action.

Agenda Item E.2.d - Regional Bibliographic Database Grant Award. Mr. Stone stated this resolution will fund *The Powerful Voice of the Black People* digitization project which will digitize ten years of the historically significant *Buffalo Criterion* newspaper. Ms. Juncewicz moved, Dr. Mansouri seconded, and approval of Resolution 2008-34 was approved unanimously.

RESOLUTION 2008-34

WHEREAS, the Library has been awarded a New York State Regional Bibliographic Database grant in the amount of \$15,413 and

WHEREAS, grant proceeds will support and fund *The Powerful Voice of the Black People* digitization project by scanning and digitizing 10 years of the historically significant *Buffalo Criterion* newspaper , and

WHEREAS, a grant budget needs to be established to undertake the program, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library establish a Regional Bibliographic Database grant budget in the following amounts:

Revenue	\$15,413
Grant Program Expenditures	\$15,413

Agenda Item E.2.e – Monthly Financial Report. The monthly financial report for the period ending May 31, 2008, was presented for information. Mr. Stone reported we are doing quite well as far as the budget goes.

Off topic, Robert Gaylord, President of the Board of Trustees of the Collins Public Library, arrived. He thanked everyone for coming out to their library stating they are very proud of the library and invited everyone to come back at any time.

Agenda Item F – Report of the Director. Director Quinn-Carey acknowledged her report was large this month, however, there was so much news she wanted to share everything that was happening and hoped everyone enjoyed it. Since her report went out, she had a few things to update everyone on including the North Park situation, stating we are in a position now to look at more details as far as a lease agreement. She thanked Mr. Berlow again for helping with the negotiations. She reported that a draft lease agreement was received that day and needs to be reviewed. When a final number is determined, a package for the City as a proposal can be put together and a meeting with the Mayor will be set up. She explained that the improvements that need to happen in that space are incorporated in the lease agreement and into the monthly price. In its current state, it is less than the initial figures proposed to the City and that, if we can negotiate less, that would be wonderful. She is keeping Legislative Chair Lynn Marinelli updated as to where we are in the process.

Ms. Juncewicz inquired about the location. Mr. Stone remarked the location is 975 Hertel which is on the west side of the Kmart plaza, a separate small plaza, and is within sight of the North Park Branch Library. Ms. Panty stated it is on two bus routes.

Chair Buck asked if it was realistic to be opened by October 1<sup>st</sup>. Ms. Quinn-Carey stated we are going to do our very best.

Trustee Berger arrived at 4:26 p.m.

On another note, Ms. Pordum wanted to thank Ms. Quinn-Carey for her report being done online, feeling we all need to be more “green.” She questioned why there is a report on all the City branches but only two Contracting Library reports. Ms. Quinn-Carey informed everyone that we designed the schedule so that two contracting libraries each month would send in their submission, as they had not been in a habit of providing information to incorporate into the report. In addition, it was felt that if we asked all twenty-two contracting libraries to do it all at once, it would be too large a report. She did note though that they are welcome to submit more often.

Ms. Quinn-Carey was pleased to announce that she was nominated by Stanton Hudson for an opening on the Regent’s Advisory Council. She received a call to sit on their board, but it will not be official until October. She pointed out that we will be the only

Western New York representative and feels it will give us a nice presence on the board as well as a voice to the policy makers for library issues on the State level.

Stanton Hudson announced the *Meet the Author Lunchtime Library series* will commence Friday, July 25<sup>th</sup> and the second being August 22<sup>nd</sup> at noon at Fables. He went on to explain that it is a live broadcast that WBFO will be doing. We will be doing four of these between now and the end of the year; the first two being underwritten by a grant from the Library Foundation. Mr. Hudson went on talk about the different authors and their books. He was also pleased to announce that through Paula Sandy's good work, this will be simulcast through the Ring of Knowledge.

Mr. Hudson reported there was an article in *The Buffalo News* on the theft of a Shakespeare first folio and how it was recovered through the efforts of some librarians. He explained that Paula Sandy contacted Tom Buckham from *The Buffalo News*, who came in to take photographs and speak with Elaine Barone, Manager of Humanities Division at the Central Library. Ms. Summer mentioned that people who had gone on the tour of the Rare Book Room after the StoryCorps event, positively commented on the article and applauded Ms. Barone. Mr. Hudson agreed that Ms. Barone is a treasure in and of herself to the Library.

Ms. Summer wondered if it was permissible for people to come in to take pictures of what we have for security reasons. Director Quinn-Carey commented the more we want to promote things and showcase them, which we do, we have to think about security and look into these issues further. Ms. Skotnicki explained the items are on two cameras and are locked away in the evenings in the vault. Mr. Stone mentioned that on July 15<sup>th</sup> the Capital Project Requests were due and the prominent feature of one of our requested projects was to resume renovation and emphasize the display space.

Mr. Berlow suggested it may be worthwhile to look into a working relationship with the Karpeles Museum especially as this becomes something that is increasingly interesting to the general public. Ms. Skotnicki said she we will follow-up on this. Director Quinn-Carey pointed out that we only have one staff person, so we are struggling not only with the displays and things we can do, but with enough time to put together those kinds of relationships. Mr. Berlow commented that perhaps the private sector or even our own Foundation would be willing to help us with staffing. Mr. Berger agreed that one thing people do tend to get behind in terms of donations is rare books.

Ms. Juncewicz brought up that at one time, there was a binder with all PR releases that sat on the table for people who came to the Board meetings early to look through. Ms. Quinn-Carey stated we would look into this.

In closing, Ms. Quinn-Carey invited everyone to stay after the meeting for a toast to celebrate CIO Shirley Whelan's retirement. Ms. Whelan will be available on a project-

basis from now until the end of the year since we are not ready to move forward in filling her position. The day-to-day operations will be handled by Toni Naumovski and the Network staff is well poised to take over.

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

### **Report of the Director July 17, 2008**

As documented in our 2008 Goals and Priorities, positioning B&ECP Libraries as key destinations is a top priority. I'm pleased to see that our exciting summer programs and ongoing program initiatives are well received by our residents, and that we have made a good impression on the teachers of Erie County. In case you missed the story, WBEN's poll of teachers' top recommendations for summer vacation voted the libraries of Buffalo and Erie County the #1 summer destination. The full story is on WBEN's website: [www.wben.com](http://www.wben.com). Having teachers as our allies in encouraging library use and reading is so important – children and families need to be reminded that libraries are places not only for quiet reading, learning and borrowing, but for fun, interaction with their neighbors and as thriving community centers.

Enhancing program offerings and encouraging System-wide programs and initiatives is also a primary goal, and we have many under way: Get Graphic, in partnership with many different organizations and libraries, as well as Cool Science with the Buffalo Museum of Science and the City and suburban libraries. The Summer Reading Program and the Read Down Your Fines initiatives are both System-wide all inclusive projects. We are very excited about the StoryCorps project, in which we hope to encourage library users from throughout the County to make appointments for interviews.

StoryCorps arrives the week of July 14<sup>th</sup> and will be located on the front lawn of the Central Library. National Public Radio's StoryCorps mobile recording booth will be in Buffalo for 6 weeks. If you're not familiar with StoryCorps, it's an initiative to instruct and inspire Americans to record one another's stories in sound – with a focus on recording the stories of average Americans -- that may not otherwise be able to participate in such a project. Recorded stories are added to the collection at the Smithsonian. We are working with WBFO 88.7 FM on this exciting project.

Also noted in our 2008 Goals and Priorities plan, a major thematic initiative this year is literacy. We have been working and meeting with the key literacy service providers in the area in an effort to determine how, and in what capacity, the Library System can help to address our community's literacy issues. Over 130,000 adults in the City of Buffalo read at or below basic levels. This has a cyclical effect within families, and is

correlated to underemployment, unemployment, poverty, lack of civic engagement and a host of other social issues. As an organization formed with reading and literacy as its core we can and should play a role in helping to address the problem. **Ann Kling** and Branch Manager **Jamie Smith** at the East Delavan Library are working with the local organization, Good Schools for All, in an effort to position the East Delavan Library as a success center for a broad range of literacy initiatives. We are also exploring other ideas and projects that could lead to enhanced literacy services in other branch libraries and suburban libraries.

We are making good progress on our goals for this year, including reviewing internal operations and organizational structure to assess how, why and where we do things – this effort is helping me to become more familiar with the organization, and encourages our staff to make suggestions and recommendations for improvements.

Budget planning time is upon us, and we anticipate budget forms from the County at any time. County and City capital budget requests have already been submitted, and departments and suburban libraries are working on their 2009 budgets. All indications from the County Legislature suggest that our ‘base’ budget (including the \$1.6 million in restoration funding provided in 2008) is a reasonable ongoing request. We will prepare additional restoration proposals for the Legislature and the County Executive to review and will advocate for additional resources. However, the County Budget Director predicts a continuing economic downturn and is not optimistic about ongoing revenue growth, but he has not yet indicated how this will effect 2009 budgeting.

The North Park Library planning continues and is making progress. We are looking at presenting a proposal for temporary leased space to the City within the next few weeks. Legislator **Lynn Marinelli** and the City staff have been very helpful and supportive. Thanks to our Board member **Sheldon Berlow** and staff members **Ken Stone, Ann Kling, Chip Campbell, Shirley Whelan, Mary Jean Jakubowski** and **Dale Schmid** for their patience, diligence, flexibility and creativity in working on this project.

The following department and special reports will provide additional details about ongoing programs and projects.

### **Report of the Chief Operating Officer**

**Macedonian Ambassador Visit:** On Friday, June 6<sup>th</sup> His Excellency, **Zoran Jolevski**, Ambassador of the Republic of Macedonia, presented the Hamburg Public Library and the Lackawanna Public Library 200 books from the Skopje City Library – Miladinov Brothers. Ceremonies held at the Hamburg Public Library included presentations to Ambassador Jolevski from the Erie County Legislature, the Village of Hamburg and the Town of Hamburg. Hamburg Public Library Director, **Jack Edson** was the Master of Ceremonies, with closing remarks by Lackawanna Public Library Director **Jennifer**

**Hoffman**. Library Director, **Bridget Quinn-Carey** welcomed guests to the event and presented a B&ECPL gift pack, including B&ECPL merchandise donated by Novel Ideas/Encore Editions, *The Time Was Right* by retired Library Director **Joseph B. Rounds**, Mark Twain's *A Murder, Mystery and a Marriage...* to the Ambassador and his entourage. Village of Hamburg Mayor, **Tom Moses**, Hamburg Town Supervisor, **Steven Walters**, 146<sup>th</sup> District Assemblyman, **Jack Quinn, III**, **Anne Leary** representing Erie County Executive Chris Collins along with several Macedonian dignitaries from both Detroit, Michigan and Washington, D.C., Hamburg Public Library Trustees, Lackawanna Public Library Trustees, B&ECPL Trustees **Judy Summer**, **Elaine Panty** and **Phyllis Horton** were also in attendance.

The donation of materials is the result of joint efforts between University of Buffalo, Department of Library and Information Studies Professor, **Dr. Lorna Peterson**, the Buffalo and Erie County Public Library and the *American Corner* project - a worldwide cooperative sponsored by the U.S. Department of State.

In addition to the donation of materials, well known Macedonian Artist, **Dimce Isailovski** exhibited his artwork. Mr. Isailovski's works, which reflect Macedonian traditions in a contemporary style, remained on display at the library two weeks.

**Read Down Your Fines:** June 30<sup>th</sup> – Read Down Your Fines (RDYF) kick-off date proved gratifying to patrons as well as staff. Earning a \$1.00 *Reading Buck* certificate for every 15 minutes of in-house reading, several success stories have already been reported. Below is a brief sampling:

- Central Library – the staff in the Circulation Department reported an ear-to-ear grin on the face of one young man who was able to take out materials as a result of earning \$3.00 in *Reading Bucks*. Staff enjoyed witnessing the patrons excitement...bringing smiles to their faces, too.
- One contracting library reported a parent willingly “paid-off” their child’s fines after the child earned several *Reading Bucks*.
- The Orchard Park Public Library reported “A young person was very eager to read down her fines and was at the front door before we opened.”

In addition to internal success stories, both the **NAACP** and the **Read to Succeed** program reported several positive comments about the RDYF program. Both groups are actively distributing informational flyers at meetings, programs, etc.

The Office of Community Relations for the City of Buffalo, under the direction of Commissioner **Tanya Perrin-Johnson**, as well as representatives from Mayor **Byron Brown's** Office have expressed their gratitude to the Library for providing this opportunity, which promotes both reading and responsibility. Both offices are also distributing RDYF promotional literature.

Success stories and a financial reporting of fines “paid” using *Reading Bucks* will be included in monthly reports for July and August. A System-wide program, Read Down Your Fines, runs between June 30<sup>th</sup> and August 30<sup>th</sup>.

**Service Enhancements:** Two service enhancements for the Library’s Request (holds) System were implemented in June. The simultaneous outstanding hold limit was raised from 15 to 25 and a holds “suspension” feature was enabled. Library card holders may now suspend any or all outstanding “holds” for a specified timeframe and not lose their place in the fill queue. “Holds” are suspended in the library catalog *MY ACCOUNT* feature accessible via the Library’s website or Web2 Catalog.

**Envisionware Update:** Through the ongoing efforts of the Network Support Department, Envisionware is now available at 35/37 B&ECPL locations. The remaining two sites – the Julia Boyer Reinstein Branch Library and Audubon Branch Library will be implemented when new more powerful PC’s are received and installed.

**Coordinated System Services Efficiency Efforts Continue:** Under the direction of Coordinated System Services Administrator, **Carol Batt**, several initiatives promoting efficiency are underway:

- The Acquisitions Department has begun posting departmental procedural changes and vendor account information on a staff Wiki. A Hawaiian word for fast, “wiki” is a series of web pages designed to allow anyone with access to contribute or modify content. The electronic documentation provides staff members with up-to-date information about departmental procedures/processes and ensures that everyone has immediate access to the most up-to-date information.
- Technical Services Department staff has successfully implemented 9xx ordering with Midwest Tape. As a result, brief bibliographic records are downloaded, purchase orders are created automatically, and budgets are encumbered at the time of order placement – eliminating the need for staff to create brief or pending “On Order” records for titles not already owned in the System. Orders received are now being reviewed, processed and placed within 24 hours.
- Centralized Serials Check-in has been expanded and now includes 10 Buffalo & Erie County Public Libraries. Recently added locations include: City Branches - Dudley, North Park and Riverside, as well as the Boston, Concord, Marilla, Kenilworth and Kenmore Libraries. Time saved in processing materials at individual locations allows for more efficient customer service.
- Filing “claims,” for what are believed to be (and in many cases were) non-received serial issues, is a time-consuming effort on both public service and support service staff. In the month of June, “claim” reports were run for 25 libraries. Serials Department Library Clerk, **Debbie Krause** examined 295

“claims” recognizing nearly 70% (of the claims) were filed in error. Through diligent work, Debbie has been updating associated MARC records and resetting “serial controls” to associated distribution statuses. While this process is both time-consuming and redundant, results have been extremely positive – with the number of “claims” being reduced by nearly 38% between May and June.

“Claim” numbers and the actual need to “claim” items are expected to continue to fall, as the overall accuracy of serials records increases.

- New procedures implemented in the Stacks Department have helped identify materials which were previously “lost” in the collection. During the month of June, 886 incorrectly shelved books were identified and moved to *their* proper location. Spear-headed by Senior Page, **Bill Fenzel**, under the direction of Stacks Department Manager, Library Associate, **Susan Carson**, this project has the capability to expeditiously correct what are thought to be longstanding shelving errors. Beneficial to both patrons and staff, locating materials is both easier and faster.

**Rare Book Room Doings:** The Rare Book Room is now a “regular” stop on Children’s Room sponsored tours of the Central Library. In the month of June, 13 tours were conducted. Children (and their teachers, chaperones, etc.) were delighted in the itinerary. Tales are told and treasures shown. Children’s Room and Rare Book Room staff is looking forward to continued participation from our pint size visitors.

**Literally Speaking:** June’s Literally Speaking program was held on June 17<sup>th</sup> in the Central Library’s West Room. Discussion of the ever popular *Poisonwood Bible* by Barbara Kingsolver was lead by Business, Science and Technology Librarian, **Kara Stock**.

**5th Annual SirsiDynix Northeast Regional Group Meeting:** Technical Services Manager, Librarian, **Maureen McLaughlin** and Network Support Department Technical Support Services Specialist, **Johnny Hsu** attended the *5<sup>th</sup> Annual Meeting of the SirsiDynix Northeast Regional Group (SNRG)* June 15-18 at Lehigh University. This timely and practical conference brought together a small and highly focused group of Unicorn/Symphony users and company representatives. Session topics of immediate interest to the B&ECPL included migrating to the Java Client, upgrading to Symphony, and options for the various OPAC and user experience products.

**Miscellaneous Meetings and Appearances:** Library Director, **Bridget Quinn-Carey**, Chief Development and Communications Officer, **Stanton H. Hudson, Jr.**, and Chief Operating Officer, **Mary Jean Jakubowski**, along with Business, Science and Technology Department Manager, Librarian, **Nancy Mueller**, and Librarian, **Dan Caufield** attended the Buffalo Niagara Partnership Annual Breakfast at the New York Power Authority on June 3rd. Keynote speaker, **John Austin**, Director, Great Lakes Economic Initiative – Brookings Institute spoke about the findings and

recommendations emerging from the Vital Center and the Vital Connection-Brooking's analysis of economic comparative advantages of the Great Lakes region particularly the Buffalo-Niagara area. Library Associate, **Renee Andrzejewski** of e-Branch attended *Essential Skills of Dynamic Public Speaking* on June 16<sup>th</sup>. Grosvenor Room Librarians, **Amy Pickard** and **Amy Vilz** attended Biel's Information Technology Systems open house on June 18<sup>th</sup>. A longtime vendor of the Library, Biel's services range from microform / microfilm technologies to document management systems. Business, Science and Technology Librarian, **Kara Stock** and Public Relations and Development Officer, **Paula Sandy** participated in *The Big Read Conference* June 8-9. The conference, held in Minneapolis, Minnesota provided guidelines, suggestions and opportunities surrounding this year's *Big Read*. System-wide events, associated with B&ECPL's *Big Read* book, the *Maltese Falcon* are being coordinated through Ms. Sandy's Office. Business, Science and Technology Librarian, **Dan Caufield** attended the Erie County Industrial Development Association's area managers meeting on June 25<sup>th</sup>. Business, Science and Technology Department Manager, Librarian **Nancy Mueller** represented the Library at the *Mental Health Empowerment Project Conference* by distributing information at the June 11<sup>th</sup> event, which was held at the Adams Mark Hotel. Coordinated System Services Administrator, **Carol Batt** attended two Town of Tonawanda New Library Advisory Committee meetings, as well as participated in presentations to the Kenmore Village Board on June 12 and the general public at the Kenmore Library on June 16<sup>th</sup>. Grosvenor Room Librarian, **Pat Monahan** along with Business, Science and Technology Librarians, **Dan Caufield** and **Kara Stock** staffed the Library's information table at the *Buffalo Niagara Partnership's Buffalo Homecoming Job Fair* June 27<sup>th</sup> at the Statler Towers. A Managers/Directors Meeting was held June 11<sup>th</sup> in the Central Library's Central Meeting Room. Community Connections Manager, Librarian, **Monica Mooney**, Popular Materials Department Manager, Librarian, **Meg Cheman**, amongst others, presented on a variety of topics including *BiFokal Kits*, *Book Club in a Bag*, *Read Down Your Fines*, etc. Library Director, **Bridget Quinn-Carey**, and Chief Operating Officer, **Mary Jean Jakubowski**, attended a lunchtime presentation by Congressman Brian Higgins at the Buffalo Niagara Partnership offices on July 1<sup>st</sup>. Congressman Higgins addressed several local initiatives including waterfront development, wind energy, alternate fuel resources, etc.

**Noteworthy News:** On Sunday, June 29<sup>th</sup>, Frank E. Merriweather, Jr. Branch Manager, Librarian, **Sandra Williams Bush** received the *2008 Culture Keeper Award* from the Uncrowned Queens Institute for Research and Education on Women, Inc. This prestigious award was established in 2002 to recognize individuals and/or organizations that have been instrumental in preserving the cultural and historical assets of the African American community. As expressed by Uncrowned Queens co-founders **Dr. Peggy Brooks-Bertram** and **Dr. Barbara Seals Nevergold**, Ms. Bush received the award as a result of her "longstanding commitment, not only to preserve African American history in every medium, but to also educate library-goers to the

need to understand and preserve both Buffalo's history and the national history of African Americans." Congratulations Sandra!

### **Report of the Chief Financial Officer**

**B&ECPL's Major E-Rate Requests Approved:** On June 24<sup>th</sup>, the Schools and Libraries Division (E-rate) released another wave of funding approvals for the E-rate funding year 7/1/2008 - 6/30/2009 which included ALL of the Library's major funding requests. Requests for data lines to all libraries; Internet access for all libraries through the Central Library; branch/contract library phone service; and our small request for cell phones (Admin, Network, and Security) were approved as submitted. The approved funding totals \$167,544.19. Since inception in 1998 over \$2.0 million of E-rate funds have been disbursed (as of early July). Adding what we expect to be disbursed for the balance of 2007-2008 funding year and the new awards for 2007-2008, the total will end up over \$2.2 million.

**North Park Branch Update:** The City/Library jointly funded environmental assessment of the facility is well underway. Civil and structural personnel have conducted their fieldwork. Preliminary civil and structural cost estimates should be available within one to two weeks. Architectural/engineering, lead and other environmental assessment fieldwork is anticipated to be completed by the end of next week with cost estimates for those elements and a final report issued within three to four weeks.

Pursuit of options to locate alternate service space continues. A key objective is to obtain space proximate to the North Park Branch. Trustee **Sheldon Berlow** has graciously offered to employ his real estate expertise to advise and assist in potential negotiations. Our objective remains to locate alternate space by the fall.

**City Branch Capital Project Planning Process Also Underway:** Buffalo's capital project process begins in earnest this month, with requests for improvements to City facilities due by July 15<sup>th</sup>. The City of Buffalo's Department of Public Works (DPW) has jurisdiction over capital work at library facilities. **Chip Campbell** and I have been working closely with DPW staff on branch improvement needs. A briefing of proposed needs will be provided to the Board's Executive Committee for their feedback. Hearings on proposed needs will take place by mid September, with Mayoral recommendations due out in November for Common Council consideration in December.

**County Legislature Approved Architectural/engineering Services for Central Library Fuel Oil Tank Replacement, Sidewalk Replacement, and Interior Storage Mezzanine projects:** A change order to an existing agreement with Buffalo Engineering was amended to accommodate this work to be bid by this fall, with construction completed by mid 2009. This work which was included in the 2008 County Capital budget

included \$150,000 to support construction of these items, which also has been awarded NY State Construction grant funding of over \$330,000.

**Central Library 2002 Energy Performance Contract Project Provides Continuing Dividends:** Central Library Energy Performance for Year 5 of the performance contract, which ended March 31<sup>st</sup>, yielded over \$164,000 in energy savings as the library used 2.1 million fewer kilowatt-hours than it would have if the improvements had not occurred. The most visible element of this project, retrofitting lighting in the non-public areas of the building, received a warm reception. The modified fixtures provide a brighter, more natural light using one energy efficient T-8 tube instead of the two standard T-12 tubes per fixture in the old configuration. Using retrofit kits allowed the project to move forward while avoiding work above the ceiling areas which contain asbestos. Public area lighting had already been converted by library staff over the previous 5 years. Work also took place behind the scenes to improve air handler motor efficiency, dampers, and related components to reduce energy use and improve overall building comfort. Savings performance in from this County funded project is backed by a performance guarantee in a County contract with Siemens Co.

**Library Shipping Activity Continues to Rebound in Concert with Library Use:**

Through June, a year-to-date total of 45,464 boxes of library materials/supplies were shipped between facilities, a 14 percent increase over the same period in 2007. This reflects the continuing success of the Library's service restorations resulting in increased demand for the Library's resources. Continued high fuel prices make a patron's ability to have requested material sent to the library nearest their home or work even more attractive.

These figures parallel the overall trend of increased use at area libraries as System-wide year-to-date circulation as of June was up 5.5%. Computer use through May was up a whopping 46.3% over the prior year period (June results are anticipated shortly).

**Fine Revenue Results for May 2008:** System-wide receipts for 37 libraries in the month totaled **\$85,332.16**. This compares to a total of \$79,136.17 in 2007, or an increase of \$6,195.99 and 7.83%. Year-to-date receipts totaled \$449,013.48 up \$11,784.59 and 2.70% over the same period in 2007.

The Central Library collected \$14,944.88 in the month, an increase of \$65.19 and 0.44% from 2007. Buffalo Branches collected \$8,469.85, a decrease of \$497.69 and 5.55% over the amount the eight branches collected in that month of 2007 - the North Park closure was the major factor as the tiny Lookie Bookie vehicle limits the amount of service that can be provided. Contracting libraries collected \$56,745.10, an increase of \$1,456.26 and 2.63% over the amount they collected in that month of 2007. Additionally, the Library's new E-commerce system brought in revenue of \$5,172.23. Results for June will be available within the next week.

The 2008 original adopted budget of \$977,179 (\$540,179 for contracting libraries, \$437,000 for the Central Library and Buffalo Branches) anticipated a 5% decrease from 2007 reflecting the continued impact of email due date reminder notices and allowing an additional renewal period. Both services improve on-time return rates (in addition to providing better customer service, the due date reminder feature reduces patron wait times for popular titles, ultimately lowering the quantity of individual popular titles that need to be ordered).

Additionally, the budget anticipated a revenue shift from the 37 physical library outlets to the System account with the introduction of E-commerce. The shift from the Central Library would be slightly greater as the Central Library had previously processed phone credit card charges for other libraries that now can be performed using E-commerce. At this point in the E-commerce venture, the magnitude of shift has been lower than budgeted impacting the SAP revenue account which covers the receipts of the Central Library, E-commerce and Buffalo Branch fine collections with a corresponding offset in contracting library accounts.

E-commerce provides a convenient way for patrons to pay library fines and fees online 24/7. Full or partial payments may be made. Patrons may view a list of library fines and fees by accessing their My Account page using their library card number and PIN.

**2009 Erie County Operating Budget Process to Begin Soon:** Instructions, targets, guidelines and forms are anticipated to be released by the end of this week with budget requests due in mid August. Options based upon identified needs will be presented for trustee guidance at the July meeting. The current poor performance of the national and New York State economies, combined with and aggravated by volatile energy prices will likely make 2009 a more challenging budget year than previously expected.

### **Report of the Chief Information Officer**

**Implementation of Gates Online Opportunity Grant Hardware Upgrades Begun:** The first 76 computers to be purchased with funds from the Gates Online Opportunity Grant have been received. They will be installed first at Audubon and JBR where the last two Envisionware implementations will also be completed. The remaining 25 PCs will then be installed at West Seneca and then Collins.

Additional equipment will be purchased and installed once Erie County Control Board approval is received for the grant.

The second part of required advocacy training, which was developed by the Public Library Association (PLA) with funding from the Bill and Melinda Gates Foundation, "Turning the Page: Building Your Library Community," was conducted by **Mary Jean**

**Jakubowski** and me for a group of trustees and library managers. The class was very successful and received very positive reviews from all in attendance. It was suggested that the complete course be presented again at a series of ACT meetings for library trustees and at regional meetings for library staff.

**New Features Implemented for Patron Holds:** At a recent Administrative Team meeting, **Carol Batt** suggested that the number of holds allowed for each patron be increased. In the ensuing discussion, a potential problem was identified that patrons could have more holds available than they could check out (i.e. "New" profiles). It was felt that the increase should be implemented concurrently with another Sirsi feature that would allow patrons to suspend their holds. Holds could be suspended for various reasons such as vacation or in this case, because their checkout limit was reached.

**Toni Naumovski** and new web master, **Terri Dickson**, worked very hard to make changes to Web2 and the "My Account" page to add the "suspend hold" features. The B&ECPL has already received many compliments for providing the increase and new "suspend hold" feature.

**Plans Made for Gene Yang "Get Graphic" Presentation:** The Network Support team, led by **Johnny Hsu**, is trying to use the lessons learned from the Spiegelman presentation to prepare for the next "Get Graphic" grant presentation by Gene Yang on July 9. This one will be simulcast in the Ring of Knowledge and will basically follow the same format.

In addition, a test will be conducted at the Crane Branch to also simulcast the presentation at a remote location. Mr. Hsu is using another piece of network management equipment to throttle the bandwidth used by the simulcast in order to allow enough for the patrons at Crane using the public access computers. If the test is successful, plans can be made in the future to simulcast other important presentations at the Central Library at any branch or town library.

**Communications with WBFO for "Author" Series at the Library Being Established:** **Johnny Hsu** is also working with **Dennis Lance**, **Chip Campbell** and members of the WBFO radio staff, including Bert Gambini, to successfully establish a communications link to the radio station for broadcast of the new "Author" series at the Central Library now set to begin later this summer.

In addition, plans for use of our new "simulcast" equipment during the radio broadcast were made. It is our intention to show the actual radio show "live" in the Ring of Knowledge.

**Server Upgrades Being Made for New e-Mail System:** In preparation for a new e-Mail system for BECPL staff, **Toni Naumovski** has upgraded several critical servers, which

will form the infrastructure for the new system. Mr. Naumovski has also performed a great deal of research on the best practices associated with the implementation of Microsoft Exchange to ensure that the Library is positioned to take advantage of all its benefits.

**Sirsi Clean-up Continues:** The Sirsi Unicorn system “clean-up” effort begun last month continued. **Roseann Hausrath** removed an additional 274,000 “discarded” items from the database. In addition, the final specifications for the removal of the 15 closed libraries have been finalized with the Sirsi consultant and tentative plans have been made for the actual programs to be run in August.

**2008 RBDB Grant Received for Digitization of “Criterion” Newspaper Archives:** The Buffalo and Erie County Public Library was awarded the full amount requested, \$14,850, in the application for a 2008 RBDB grant from the Western New York Library Resources Council. The application was prepared by **Sandra Williams Bush, Ann Kling, Mary Jean Jakubowski** and me.

The grant money will be used to digitize approximately ten years of the Buffalo *Criterion* newspaper now found on microfilm at the Frank E. Merriweather, Jr. Library. Once digitized, the back issues of the newspaper will be able to be accessed from our website and will be completely searchable.

The Library will work with OCLC and its partners to complete the project, expected to be done by the end of 2008. If successful, the B&ECPL will seek funds to continue with the digitization of additional years.

**RFID RFP Begun:** Strategically, the use of RFID technology at the Buffalo and Erie County Public Library would provide significant long-term productivity improvements. However, because of cost issues, it will be necessary to phase implementation over a period of years.

Currently, there is an opportunity to begin this implementation at six Buffalo City branches. As part of the 2007 and 2008 New York State Construction grants, the installation of theft detection security gates was planned. **Mary Jean Jakubowski, Ann Kling, Ken Stone** and I have investigated the various technological alternatives available and have decided that the purchase of gates using RFID would provide the best solution today and in the future. Using our research, a RFP is being developed to identify the best vendor to provide the initial purchase of gates and related equipment and supplies.

**Cabling Bid Developed:** In 2008, it is expected that cabling will be necessary at most of the thirty-seven Buffalo and Erie County Public Libraries for the installation of additional workstations purchased with the Gates Grant and the new color printers to

be provided at all locations without them today. In addition, a major project to provide cabling at the new location to be selected to possibly temporarily replace the North Park Library may be necessary.

Rather than use an existing State Contract, it was decided that it would be more cost-effective to enter into an agreement with a vendor to provide all required cabling for two years. A bid has been developed and will be submitted to Erie County Purchasing for processing.

**2009 Budget Planned:** The budget document provided by **Ken Stone** for the 2009 Central Library budget was completed. Detailed documentation for each line item was prepared and reviewed with **Toni Naumovski** and **April Tompkins**.

**Plans for Possible Temporary North Park Library Replacement Made:** I worked with **Mary Jean Jakubowski, Ken Stone, Ann Kling, Chip Campbell** and **Bridget Quinn-Carey** to develop tentative plans for the possible temporary North Park Library replacement. One of the features of the building is that it will contain more than 50% more public access computers than the existing library. In addition, the training lab will provide a facility for training up to 15 patrons in the latest computer technologies.

**Sirsi Database Mined for Valuable Information:** **Roseann Hausrath** and I developed many Sirsi reports this month for various members of the Library's management team to assist in making important decisions. In particular, the following data was "mined" from the incredible repository:

- Transactions by Hour
- Circulation Statistics for Materials Purchased in 2007
- "ReadBucks" Statistics
- Fine and Fees by Item Type and Reason
- "Get Graphic" Grant Statistics

**New e-Mail Accounts Created:** As Director, you have identified staff communication as critical and have asked that all staff members have access to an e-Mail account.

**Dennis Lance, Dave Kozlowski** and **Johnny Hsu** have been very busy creating new e-Mail accounts for staff who previously did not have them. To date, over 35 new accounts have been created. The work will continue as needed.

**Disposal Plans for Obsolete Computers Investigated:** As new computers are purchased with the funds from the new Gates Grant, Network Support will have approximately 176 additional obsolete computers that can no longer be used by the Library. With your help, we are investigating whether the Library can participate in a new partnership program with Dell and Goodwill. In addition, we are talking to a local recycling company, which seems willing to work with the Library.

As part of our ongoing effort to sell computers to our patrons, the Audubon Library included computers in their recent book sale. Approximately six computers were sold by their workers using a special FAQ developed by **Dennis Lance** and Network Support.

**E-commerce Problems Troubleshoot with Sirsi and Envisionware:** A problem with a patron payment was identified by **Lynn Konovitz** at the Grand Island Memorial Library and **Tracy Palicki** in the Business Office. After a lengthy investigation with Envisionware, the problem was found with the interface to Sirsi. Sirsi provided a “patch” and it was applied by **Johnny Hsu**. Daily audit reports will be carefully monitored to ensure that the patch resolved the issue.

**Database Blog Debuts:** **Angela Pierpaoli**, HSS Librarian and B&ECPL “Database Expert”, and **Terri Dickson**, our new Web Master, worked together to develop the new “Database Blog” to provide staff and patrons with information on the Library's databases, including database updates, technical issues, vendor's news releases, and new database trials. It is a great addition to our website, which should prove to be very helpful to all who use these valuable resources. Check it out at <http://becpldatabases.blogspot.com/>.

**New Resource for Children Acquired:** Peggy Skotnicki, Central Library Administrator, has acquired a new database for children called, “BookFlix.” According to the Scholastic website, “BookFlix” is “a new online literacy resource that pairs classic video storybooks from Weston Woods with related nonfiction eBooks from Scholastic to build a love of reading and learning. The engaging way to link fact and fiction, BookFlix reinforces early reading skills and introduces children to a world of knowledge and exploration.”

Because BookFlix is designed for B&ECPL's youngest users, Peggy requested that access to this new resource be very simple (i.e. authentication with only the child's library card). She also requested that it be separated from all other databases and not be part of WebFeat. **Terri Dickson** and **Toni Naumovski** are in the process of adding “BookFlix” to our website.

**Patron Fax Service Pilot Will Begin:** At many libraries, patrons have requested that the Buffalo and Erie County Public Library provide a service, which would allow them to send fax documents. At a recent PLA conference, library staff members met with a vendor, Televend Services, that provides a fax service at many public libraries, to discuss the details of their product. It was found that Televend provides all the equipment with no monetary commitment. A small commission could be earned by the Library.

It was decided to offer this service as a “pilot” at 2-3 System libraries. The pilot will begin as soon as installation of fax lines are installed (at small facilities, the fax line can be shared with an existing telephone line).

At the end of the pilot period of six months, the service will be evaluated. If deemed successful, the service will be expanded.

**CIO Will Retire July 18:** After twelve years as the CIO for the Buffalo and Erie County Public Library, in a position I have thoroughly enjoyed, I have decided to retire on July 19. I want to thank you and the Board of Trustees for giving me the opportunity to work here. I look forward to the next phase of my life but know that I will miss the Library with its challenges and successes.

It has been a sincere pleasure to work with you this year. I already see a major change at the Buffalo and Erie County Public Library created by your vision, enthusiasm, decisiveness and intuitiveness. I regret that I will not be a member of your team longer. I know it will be an exciting and rewarding experience for those who remain.

I will be happy to assist you and my colleagues on the Administrative Team in any way that I can. Please feel free to contact me at any time.

Again, I would like to express my deepest admiration and appreciation to you, the Board of Trustees, the Administrative Team and the entire B&ECPL staff. I am so glad that I was able to end my career in Information Technology at this fabulous institution where we have been able to work together as a team to provide our community with resources to “enrich, enlighten and entertain!”

### Report of the Human Resources Director

#### **Training:**

- Erie County SAP Training (6/18)

#### **Meetings:**

Contracting Library Directors **Lee Ainsworth-Mahaney** (East Aurora), **Catherine Foertch** (West Seneca), **Dawn Peters** (Orchard Park), **Mary Truby** (Angola), **Kristie Rogers** (Ewell Free), **Kate Weeks** (Town of Tonawanda), along with Trustees **Karen Muchow**, (Ewell Free) and **Deborah Carr-Hoagland** (East Aurora) met with Director **Quinn-Carey**, COO **Jakubowski** and Human Resources Officer **Woods** to discuss coordinated System staffing issues at the Next Generation Centralized Human Resources meeting on June 20 at the Central Library.

Public Relations and Development Officer **Paula Sandy** and Human Resources Officer **Doreen Woods** attended the "Team Member Engagement" training June 20 at the Dale Carnegie Training Center in Amherst, NY.

**LIST of VISITS and MEETINGS ATTENDED by BRIDGET QUINN-CAREY**

June 13 – July 11, 2008

**JUNE**

- 18 Mid-year budget meeting with County Legislature
- 18 Meeting with Neil Sullivan
- 19 Summer Reading Kickoff Press Conference
- 19 Meeting with Mayor Byron W. Brown regarding North Park Branch Library
- 19 B&ECPL Board meeting
- 19 Excalibur Awards honoring Stanton Hudson
- 20 Contracting Member Library Directors brainstorming meeting
- 20 Project Flight meeting
- 23 Meeting with West Seneca Supervisor Piotrowski
- 24 NYLA phone interview
- 25 Meeting with Gerry Sentz, Public Works
- 26 Erie County Commissioners meeting, Rath Building
- 27 Meeting with Lenora Henson - Theodore Roosevelt House
- 30 Goodyear Foundation Grant meeting
- 30 Meeting with Cheektowaga Supervisor Holtz

**JULY**

- 1 Buffalo Partnership luncheon with Congressman Brian Higgins
- 2 Buffalo Partnership luncheon with Senate Majority Leader Dean Skelos
- 3 Buffalo Museum of Science meeting
- 8 Meeting with Mr. Gross regarding updates on library initiatives
- 10 Meeting with Drs. Bertram & Nevergold at Merriweather
- 10 B&ECPL Executive Committee meeting

## **MEMORANDUM**

**TO:** Bridget Quinn-Carey, Director  
Buffalo & Erie County Public Library

**FROM:** Stanton H. Hudson, Jr., APR, Fellow PRSA  
Deputy Director & Chief Development and Communications Officer

**SUBJECT:** Monthly Report – June 1-June 30, 2008  
Development & Communications Office

**DATE:** July 9, 2008

### **OVERVIEW**

Major activities centered on:

- Research and planning for literacy initiatives (including funding)
- Submission of a “Save Our History” grant proposal
- Planning for StoryCorps visit and “Meet the Author Lunchtime Library Series”
- Planning for The Big Read in October 2008

### **SPECIFIC ACTIVITIES/TASKS/ACCOMPLISHMENTS**

#### **Development**

- The “friendraiser” reception, held in conjunction with the May 22 Art Spiegelman visit, attracted nearly 150 individuals, including B&ECPL Contracting Library, and Library Foundation Trustees; members of the area’s Jewish community; and Annual Fund donors who gave \$200 or more to the last appeal—the reception was co-sponsored by The Library Foundation
- Continued to explore the possibility of a major funding initiative that will put the B&ECPL in a more prominent leadership role to address the community’s literacy needs—conducted research on various initiatives undertaken by other major library systems throughout the country
- Met again with Good Schools for All Executive Director Helene Kramer to discuss ways in which the expansion of the Read to Succeed Buffalo literacy pilot project currently underway at the Library’s East Delavan branch could take place (discussion related to the Gordon Gross discussions and a Josephine Goodyear grant proposal submitted by Good Schools for All seeking funding, in part, for the East Delavan project)
- With the Director, met with representatives of Project Flight (area literacy program that collects and redistributes new books to children throughout the area) to discuss possible collaborative projects going forward
- Follow-up materials developed for submission to the Library Foundation for partial funding of four projects (i.e., Summer Reading Program/Battle of the Books, assessment/conservation of items contained in the Milestones of Science

Collection, two “Meet the Author at Lunchtime” programs to be held in partnership with WBFO-FM 88.7 at the Central Library, and underwriting for the May 22 Art Spiegelman reception)

- Continued discussions with the Buffalo Museum of Science (BMS) regarding the “Branched Out” initiative, an outgrowth of our “Cool Science” programming collaborative-worked on the development of a joint grant to be submitted to BlueCross/BlueShield of Western New York
- Began planning for the 2008 Annual Fund
- Monitored sales from Novel Ideas on a weekly basis-recent personnel changes have required a temporary reduction of hours, resulting in a decrease in revenues—new staff have been interviewed and hired
- In collaboration with Nichols School and the BMS, submitted a *Save Our History* grant proposal (\$10,000), focusing on the Milestones of Science collection and the back story behind its assemblage in Buffalo
- Attended the *Leave a Legacy* annual meeting

### **Community Contacts**

- Ongoing meetings with representatives of WBFO-FM on expansion of the station’s *Meet the Author* series to be held at the Central Library-the noontime events to be held in the Fables Café area will commence on Friday, July 25 when William Stolzenburg, author of *Where the Wild Things Were: Life, Death, and Ecological Wreckage in a Land of Vanishing Predators* will appear—plans for a second author in late August-September are still being finalized
- Plans for siting of a StoryCorps Mobile Booth adjacent to the Central Library for a six week period in July/August 2008 continue (*StoryCorps* is a program to inspire Americans to record one another’s stories in sound)-promotional mentions on WBFO have begun
- Continued to seek out ways to connect libraries throughout the System with the UB Regional Institute-seven libraries, to date, have agreed to serve as venues for facilitated community dialogues on the future of health care in WNY-initiative developers include the Oishei Foundation, the Community Health Foundation
- Attended The Partnership annual meeting
- Attended Advancing Arts & Culture’s first-ever “Resources Showcase”
- With the Director, attended The Buffalo Experience, sponsored by Leadership Buffalo
- Attended Theodore Roosevelt Inaugural National Historic Site Board meeting
- Attended BMS Board meeting
- Chaired Western New York Grantmakers Association Strategic Planning Committee meeting
- Attended Western New York Artists Group Board meeting
- Met with representatives of the Sisters’ Hospital Foundation

### **Programming/Public Relations/Marketing**

- The major focus of the Development & Communications Office this month has been The Big Read—led by Assistant Deputy Director Sandy, the planning will

provide significant exposure for the B&ECPL, participating Libraries throughout the System, and our various community partners and will greatly enhance the number of Erie County residents participating in the programs associated with the month-long event—as a major literacy initiative, linkages will be made between it and our 2008 fall advocacy efforts and our Annual Fund appeal

- Since September is National Library Card Sign-Up Month, linkages with The Big Read will be made (where feasible and appropriate)
- The Development & Communications Office staff hosted a wrap-up meeting of the Art Spiegelman visit to critique the numerous activities surrounding the event, with an eye towards future improvements/ efficiencies--the simulcast equipment obtained for the Spiegelman presentation now allows the Central Library to increase significantly the number of persons who can take part in future major presentations
- Continued discussions with representatives of the Museum of Science on how the *Milestones of Science* will be integrated into plans by the Library and the BMS and other organizations to celebrate the International Year of Astronomy, the 400<sup>th</sup> anniversary of Galileo's invention of the telescope, and Charles Darwin's birth and publishing of *Origin of Species* anniversaries
- *Cool Science* programming (part of the Branched Out collaboration, has been introduced into all city library branches during the April-June 2008 quarter-July/August programming ties in with the Library's Summer Reading Program themes, *Catch the Reading Bug* and *Metamorphosis*
- With the COO, met with City of Buffalo Community Services Director Johnson to discuss joint activities related to the Mayor's Summer Reading Program
- Development & Communications Office coordinated various aspects of NYS Summer Reading Program news conference
- Met with representatives of the Library's Business Science & Technology department to explore outreach opportunities in conjunction with the Library's role as a regional Foundation Center repository

### **B&ECPL Meetings**

- Attended/participated in B&ECPL Senior Management meetings
- Attended/participated in B&ECPL Administrative Team meetings
- Attended/participated in B&ECPL Board of Trustees meeting
- Attended/participated in B&ECPL Directors & Managers meeting
- Attended/participated in B&ECPL Role of the Central Library meeting

## **City Branch and Community Connections Activity Reports - July 2008**

### **Crane**

Cool Science, a Buffalo Museum of Science program, was definitely "hot" at the Crane Branch with twenty-nine children attending three programs this past month.

On June 9, twenty-six poetry aficionados attended Wordflight Poetry hosted by Poet Ryki Zuckerman. Local poets Nava Fader and Jennifer Campbell were scheduled readers along with many others who took advantage of the open mike. Wordflight Poetry was featured on the "front page" of *Buffalorising.com*.

Miss Nancy's storytimes continue to be a hit among the preschool set with seventy-two children and forty-seven caregivers attending the three programs in June.

### **Dudley**

The Preschool Storytime for ages 3-5 continued throughout the month with the New York Summer Reading theme Catch the Reading Bug! Children's Department Librarians **Wanda Collins** presented the program on June 2<sup>nd</sup>, **Mary Ann Budny** on June 16<sup>th</sup> and **Kathryn (Kate) Puehn** on June 9<sup>th</sup>, June 23<sup>rd</sup>, and June 30<sup>th</sup>. Children enjoyed stories about flies, spiders, lady bugs, videos and crafts. There were a total of forty-two in attendance. Children have also been filling in the *Read-to-Me Reading Logs* for prizes.

Teens had fun playing Guitar Hero and Wii, on June 5<sup>th</sup>, June 12<sup>th</sup>, June 19<sup>th</sup> and June 24<sup>th</sup> during Teen Gaming night with a total of twenty-two in attendance.

Librarian **Dorinda Hayes** taught the Internet Basics computer class for adults on June 23<sup>rd</sup> with a total of five in attendance. Participants enjoyed learning how to navigate the World Wide Web.

On June 20<sup>th</sup>, a second grade class of twenty-five children from St. Ambrose Parochial School came to the library to check out material. I gave the teacher our Summer Program flyers and the Read Down Your Fines bookmarks to be distributed to the children.

On June 6<sup>th</sup>, we began moving the children's Digital Video Discs (DVDs) to the open shelves near the children's videos and the majority of the adult DVDs (with the exception of the newer titles) to the new adult fiction and non-fiction area. The biographies were moved to the end of the adult non-fiction section to accommodate the

adult DVDs. Patrons have made favorable comments about being able to browse the titles and retrieve the movies on their own.

On June 5<sup>th</sup> Page, **Marcie Timpanaro** was complimented by a patron on her professionalism in assisting him at the circulation desk. He said that she should be given a \$5.00 raise. He would be happy to know that Marcie was promoted to a Senior Page on June 7<sup>th</sup>.

Senior Page, **Lettie Marinaro** was promoted to a part-time Clerk Typist.

A retirement party was held at the branch for Senior Library Clerk, **Alice Appenheimer** who is retiring effective July 5, 2008 after twenty years of service. Former Assistant Deputy Director for the Department of Extension Services, **William A. Miles**, former Coordinator of Urban Services Division and Branch Libraries Division, **Diane Bockrath** and former Extension Services Administrator, **Sharon Holley** were among the guests.

### East Clinton

East Clinton Branch was busy in June. For the 4<sup>th</sup> straight month, circulation exceeded 4000. The people counter was also high, and computer use was up as well.

The staff and patrons were happy to have a representative from the Museum of Science come to the library to present a series of programs for kids called "Cool Science." The children who attended enjoyed themselves over the four week program, especially during the last session when they went flying out of the library with their rockets!

**Matt Kochan** offered Teen Game Night on Wednesday evenings. Guitar Hero III still draws teens into the community room on these nights. It's also a great way for Matt to get to know the older kids in the neighborhood.

On June 23<sup>rd</sup> an Erie Community College representative held an Information Night in the branch's community room. He spoke to five adults and young adults about ECC programs, financial aid and the admissions process.

The reference section at East Clinton got a makeover this month--or should I say a purging. With all of the databases providing so much more than the reference collection ever could, it was time to rethink reference service. Most of the former reference books are now circulating.

Take two dollar store picture frames found in the closet, one gorgeous donated art book, and a real nice caretaker with nails and tools and we now have art in the restrooms! Why shouldn't our patrons have something nice to look at while they're washing their hands?

### East Delavan

Good news was received at East Delavan in June! The Goodyear Foundation through a grant written by Helene Kramer of Good Schools for All, has adopted the East Delavan Library. For the next three years, the library will have the financial resources to redecorate the children's area to make it a lively welcoming place. A part-time programming coordinator will be hired. The Cash Program will have individual carrels in place for free financial counseling. This infusion of funds will help to make the library a true Success Center for the neighborhood.

### Merriweather

On Sunday, June 29, Branch Manager, **Sandra Williams Bush** was presented the Culture Keeper Award at a ceremony at the University of Buffalo. The award is given by the Uncrowned Queens. It was a great honor for Sandra who has done an outstanding job of preserving African American traditions in Western New York.

Battle of the Books team meetings began on June 17 and will take place every Tuesday evening until the competition.

Merriweather was visited by three schools during the month of June -- School #74 Hamlin Park, School #53 and School #32 (Montessori School at old School #8). The class visits consisted of tours of the library, checking out books and, for the younger children, storytimes. On the 26th, Mrs. Burr, the Librarian from School #32, stopped by with a thank you poster and letters written by the children. Mrs. Burr also gave **Sandra Blackman** a personal thank you card expressing her appreciation.

On June 10, Erie Community College presented "Is College in Your Future?", an informational session detailing the admissions process, financial aid and degree and certificate programs.

The City of Buffalo, Erie County Dept. of Mental Health and WNY Chemical Dependency Consortium presented a community education forum "Everything You Need to Know About Alcohol and Drug Abuse" on June 13<sup>th</sup>.

On June 12 and 13, a black net screen was placed atop the large dome. It immediately lowered the temperature inside the building, providing much needed relief from the extreme heat for the staff.

On June 22, a screening of a documentary film on MRW by Thealyn Ploetz was held. Her production was one of sixteen 5-7 minute documentaries by student filmmakers who participated in the Squeaky Wheels project focusing on Buffalo's East Side.

**Sandra Williams Bush** chaired the Digital Heritage Project Advisory Committee meeting. The committee is working on making National History Day more visible in Western New York. The theme for 2009 is "The Individual in History". The Committee is planning a training workshop on October 23 at the Central Library for those who are interested in mentoring students with a project to be entered in the statewide competition with the possibility of going on to the national competition.

On June 23, the local Black Leadership Commission on AIDS hosted a Town Hall meeting featuring C. Virginia Fields, of Manhattan, who is the new President and CEO of the National Black Leadership Commission on AIDS, Inc.

A free Digital Television Information Session was held on June 24, 2008, to inform the public about the coming changes to television broadcasting.

A community viewing and discussion of the movie Lessons From Homicides, by Dr. Peter K. B. St. Jean, Director and Producer of the movie, Criminologist and Sociologist at the University of Buffalo was held on June 29<sup>th</sup>.

**Sandra Williams Bush** staffed the information table at the Heritage Tent at the Juneteenth Festival, handing out summer flyers including "Read Down Your Fines" information and specifically marketing the Merriweather Library.

### Niagara

Twenty-six second graders from School 3 visited the Niagara Branch for a program on June 2. The theme was Summer, which coincidentally was what the class was discussing that morning.

On June 17, Library Associate **Tammy Linkowski** did an awesome job presenting her book, "Lyn the Cow That Could Ski" to twenty kindergartners from Miss Sipes' class from School 3. The children had a great time and really enjoyed the program which included a Lyn puppet.

Two classes from School 76 were also guests of the library in June. On June 18, thirty-five third graders visited the branch and on June 24, fifteen students attended a presentation by Branch Manager **Brian Hoth** about the use of simple machines.

Seventy-one children and caregivers attended Niagara's four preschool storytimes. The children especially enjoyed Miss Wanda's outdoor program on June 6. On June 27, Jessica Kerr, a DLIS student, presented a storytime about dogs as part of a class assignment.

Groups of clients from People, Inc. visited the library on four occasions this past month. Twenty-three clients received instruction on the use of the library.

On June 18, **Mary Ann Budny** of the Central Children's Room, entertained nine children at the Afterschool Fun program, "Food Bingo".

On June 9, Americorps began a five-week training session in the branch auditorium to teach Americorps workers how to acclimate refugee children into the community. The classes are held four days per week and will continue into July. The trained workers will then be instructors at Journey's End's Summer Academy.

The Girl Scouts hosted an open enrollment day at Niagara on June 10. Twenty-nine girls attended.

### **North Park**

North Park staff continues to be bombarded with questions about the future of library service in North Buffalo. Manager **Dale Schmid** has done an admirable job of keeping the collection on the Lookie Bookie fresh by constantly borrowing books and other materials from other city libraries. Patrons have been taking advantage of the policy of not charging for request items sent to the Lookie Bookie with daily circulation twice topping one hundred fifty items.

### **Riverside**

On June 12, **Mary Ann Budny** of the Central Children's Room, entertained nine children and three adults at the Afterschool Fun program, "Food Bingo".

The Riverside Branch hosted a Manga drawing workshop on Saturday, June 14. Artist Tom Fox instructed twenty-seven teens from across Erie County about careers in cartooning and then taught a variety of drawing techniques. Teens have requested more drawing programs.

Twelve children and four adults attended the "Pumpkin Patch" children's garden program on Tuesday, June 17. Kristen Smith and Leslie Thomas from Urban Roots discussed gardening/composting with the children and assisted them in weeding the garden area. Newspapers were laid down first to control the growth of weeds, then pumpkin and sunflower seedlings were planted and mulch was spread. Kristen and Leslie showed the kids how to plant spaghetti squash seeds in pots. Each child took their potted seeds home. If all goes well, the children should be able to pick pumpkins to decorate for Halloween.

John Sullivan, the Director of Recruitment for Erie Community College, held an

informational session for high school students and parents on Tuesday, June 24. Twelve students/parents stopped to chat with him.

On Thursday, June 26, Gail Borycki, Trustee for the Herschell Carrousel Factory Museum, taught twenty children and eight adults about the life of a child carousel carver in a factory and the tools they used. She presented examples of different carousel animals. Alicia Paolucci followed with a craft session where the kids decorated their own carrousel animal. All in attendance were presented with free passes to the museum.

Thirty-two children and their caregivers attended four preschool storytimes in June.

### Correctional Facility and Holding Center and Home

**Amy Pieczynski** joined the staff of Institutions. She will be working at the Home in place of **Steven Carson** who has been transferred to the Niagara Branch.

Librarian **Monica Mooney** worked with **Sara Bey**, Library Clerk, at the Buffalo Correctional Work Release Program, to order books for the program. This was a first for the program. The books have been received and the inmates are pleased with the selection.

### Cluster Manager Activities

On Saturday, June 14, **Patricia Covley** presented an introductory computer class at the Niagara Branch for two families who are receiving computers through a City of Buffalo initiative. One of the families was from Myanmar and its members spoke very little English. Board of Education staff provided interpretative sign language.

## **Contracting Library Activity Reports - July 2008**

Amherst Public Library - submitted by Roseanne Butler-Smith, Library Director

June 2008 was an exciting, productive and profitable month for all four branches of the Amherst Library.

We began the month with a reception at the Clearfield Branch (770 Hopkins Road) honoring the family of longtime patron, Jennien Czine, who donated a very generous monetary gift in her memory. This gift was used to get the ball rolling for a total redo of the branch. It is truly amazing how a new color on the wall, new wall decorations, new flooring and the introduction of bright colors - yellow, red, and blue - in the children's area can make an old building look new and lively again. The reception was

also the official opening of this branch's new coffee bar, proceeds of which will benefit the Friends of the Amherst Public Library.

June was the "Kick Off" month to promote the many programs all the Amherst Libraries will be offering to the children, teens, adults and families of our community during the lazy days/weeks of summer. I am proud to announce that in the upcoming weeks of July and August, all four branches will be offering over fifty programs each week, geared for children from six months of age to the oldest citizens of the town!

During the month of June, 90% of all local elementary classes in both the public schools and private sector were visited by one of the Children's Librarians from the Amherst Libraries. The agenda for each visit consisted of informing the children of all the exciting summer programs, and to promote our extra special reading incentive prizes! Children ages 2 - 11, who are read to or read on their own more than thirty hours, will have a chance to win one of eight new bicycles. Bicycles were donated to the library by various businesses, individuals or organizations from the community for this purpose. Teens who read four or more books have the opportunity to enter a raffle for a chance to win one of four \$50.00 certificates to Galleria Mall (the certificates were graciously donated to the library by its Friends Group).

The Board of the Amherst Library, the staff, and I are very excited to tie in our Summer Reading Programs with the System's Read Down Your Fine Program. As each child signed up for an Amherst Library program, information was made available about this wonderful System-wide opportunity! Note: on the first day of summer program registration (Tuesday, June 24), all programs exceeded 2007 sign up by approximately 15%.

The Eggertsville-Snyder Branch (4622 Main Street) continues to be busy, both in circulation (4% increase year-to-date over 2007) and patron count (5% increase year-to-date over 2007). The Branch Manager and I believe both increases are due to: 1) the installation of the Envision software program and 2) the three additional open evening hours made possible through level one funding provided by Erie County Legislators in our 2008 operational budget.

On June 23rd the Williamsville Branch (5571 Main Street) hosted over two hundred children (two sessions were needed) to welcome special guest, Clifford the Big Red Dog. The adult users of the library were welcomed to visit a little longer, and made more comfortable during their stay with the addition of three new glider rockers.

The Main Branch at Audubon (350 John James Audubon Parkway) had a very busy Thursday on June 26th, as three special first time ever events were held: a tent sale, a surplus computer sale, and a Chiavetta's Chicken BBQ. The tent sale, aka indoor yard sale, allowed us to clean our cupboards, closets, desks and storage areas to rid us of the

“stuff” we no longer were using. Several unclaimed coffee mugs, baskets, stuffed animals and other assorted items were sold at 50 cents or \$1.00, profiting the Friends of the Library with more than \$150.00. The first ever BBQ sold out entirely by 3:30, causing us to turn away over two hundred possible diners (next time they will be the first to buy the presale tickets!) All in all, June 26th was a very profitable day for the Amherst Libraries as over \$6,000.00 was made when sales from the used book sale were included.

June 2008 has set a new standard for the Amherst Library in excitability, productivity and profitability; one that I personally look forward to exceeding in 2009!

**Orchard Park Public Library** - submitted by Dawn Peters, Library Director

To highlight a few happenings at the Orchard Park Public Library is tough. We have had many special programs scheduled throughout May and June that proved to be very big and successful hits. It is very important to mention that the following programs were made possible by the wonderful Friends of the Orchard Park Library. The Friends group is very dedicated and hard working and this community benefits greatly by their tireless efforts.

**May 10, 2008 - Hawk Creek's Harry Potter Owls** program drew 25 in attendance.

**May 30, 2008, the Orchard Park Public Library's inaugural Wii Gaming Program** drew 16 in attendance. Participants were sad when we had to bring the program to a close. They all had great fun.

**June 3, 2008, - Author visit with Rafe Martin** drew 32 in attendance. Mr. Martin's book titled *Birdwing* is one of this year's Battle of the Books titles. Many of the participants were Battle team members. They came prepared with excellent questions for Mr. Martin.

**June 7, 2008 - Doug the Bubbleman** drew 75 in attendance. This program coincided with the Friends of the Library Quarterly Book Sale. Folks were very amazed about the program. The Friends themselves were very impressed by Doug the Bubbleman and were very pleased to see their hard efforts being put to great use. We continue to receive rave reviews for this program.

**June 27, 2008 - Aquarium of Niagara's Touch Tank** drew over 250 people of all ages in attendance. We did not anticipate such a turnout. The phones were ringing off the wall. Some folks that attended mentioned how the library has been a fun and entertaining place to be with all the programs going on. It was an awesome program.

**June 19, 2008 - Jaycees Earning by Learning sign ups**, 60 attended. The Jaycees program is designed to encourage children in grades 2 - 5 to read. For every title the children read and can answer a few simple questions, they will earn a dollar. This is a very popular program here at the Orchard Park Library.

**Outreaching...**

**June 18, 2008** – the Director visited **Ellicott Elementary** to receive a reference book donated and personally published by the second graders. The book is titled: *America: A Travel Guide*. The book is on display at the Circulation Desk as a reference tool for patrons to view.

**June 19, 2008** – the Director visited the **Orchard Park Senior Center** to introduce the Wii gaming system to the seniors. This was a very successful program. Sixteen seniors participated and thoroughly enjoyed themselves and as a result, have scheduled future gaming sessions at the Senior Center. It was truly exciting and rewarding to see the seniors completely engaged in *bowling* and reminiscing about their bowling years. The seniors even discussed possibly having a bowling tournament with the Wii game.

Agenda Item G – Public Comment. Robert Gaylord thanked everyone again for coming to the Collins Public Library for their first traveling Board meeting.

Agenda Item H – Unfinished Business. No unfinished business.

Agenda Item I – New Business.

Agenda Item I.1 – System-wide Public Performance Site License Approval. Director Quinn-Carey explained that this resolution enables us to purchase a site-wide license so that every library in our System has unlimited rights to show movies. There is a regulation with copyright that gives this company sole source responsibility for putting out these licenses. Because times are tough and we are looking for good affordable programming, this would allow libraries to do film series, foreign film series, children's programs and those kinds of things. Ms. Pordum moved, Ms. Horton made a second, and approval was unanimous.

RESOLUTION 2008-35

WHEREAS, the Library uses movies to enhance children's, young adult and adult programming, and

WHEREAS, a public performance site license is required by law, and

WHEREAS, the cost of individual site licenses and the work associated with obtaining said license is both cost prohibitive and time-consuming to individual libraries, and

WHEREAS, the Buffalo and Erie County Public Library can obtain an individual facilities site license at a reasonable cost, and

WHEREAS, B&ECP Contracting Libraries, City Branch Libraries and the Central Library were surveyed to determine whether such a license would be beneficial, and

WHEREAS, all Libraries responded positively, and

WHEREAS, Movie Licensing USA is a sole source vendor for public performance site licenses for public libraries assuring compliance with the 1976 US Copyright Act (Title 17, 94-553) regarding public exhibition of motion pictures,

WHEREAS, the Library supplies System-wide agreements on behalf of the contracting libraries for other products, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library authorizes the Library Director or designee to enter into an agreement with Movie Licensing USA for the period of 7/17/2008 through 7/16/2009 for \$6,562.00. This resolution also authorizes the Library Director or designee to maintain an ongoing public performance site license subscription with Movie Licensing USA.

Agenda Item I.2 – Reappointment of Kenneth H. Stone. Deputy Director Kenneth Stone’s three-year contract is up at the end of September and this resolution is to renew his contract with the same terms, for another three years. Ms. Pordum moved and was seconded by Ms. Horton. Approval was unanimous.

RESOLUTION 2008-36

WHEREAS, the Director has determined that the performance of Deputy Director Chief Financial Officer Kenneth H. Stone has been exemplary, and

WHEREAS, Mr. Stone has indicated a willingness to accept another three-year appointment, now therefore be it

RESOLVED, that the Board of Trustees hereby approve the appointment of Kenneth H. Stone to the position of Deputy Director – CFO for a three-year appointment, effective September 30, 2008.

Agenda Item I.3 – Resolution to Honor Shirley P. Whelan. As explained by Ms. Quinn-Carey, this resolution is bittersweet. It is Shirley Whelan’s resolution on her retirement. This was written by her colleagues and Ms. Quinn-Carey read the resolution aloud to all in attendance as she felt it said a lot about her and felt it to be a nice testament to how much she has meant to this Library. Ms. Pordum moved, Ms. Summer made a second, and approval was unanimous.

RESOLUTION 2008-37

WHEREAS, Shirley Whelan, following a successful career in private industry, joined the Buffalo and Erie County Public Library as Chief Information Officer on August 19, 1996 , and

WHEREAS, during her tenure the Network Support Department was developed and grew to be the mainstay of the Library's network infrastructure and technology incubator, and

WHEREAS, she successfully leveraged the competitively procured contractual support with IKON, now known as VITEC Solutions, LLC, to complement the network support library staff ensuring responsive and cost-effective network support operation, allowing the Library's network to run both independently and economically and,

WHEREAS, her efforts have been invaluable in the B&ECPL's migration from an aging automation system to a state-of-the-art SIRSI Unicorn system that will serve the B&ECPL for many years to come, and

WHEREAS, since 1998, she has diligently pursued and received funding, exceeding \$1 million from the Bill and Melinda Gates Foundation for public access computer hardware and software, and

WHEREAS, she played a key role in the development of the B&ECPL Technology Plan, subsequently filing for and receiving over \$2 million in e-Rate funding, on behalf of the Library, since the program's inception in 1998, and

WHEREAS, she helped to secure funds from the Verizon Company for the development and creation of the LEAD Lab, and

WHEREAS, she was instrumental in the development in the Internet Safety and Acceptable Use Policy while assuring compliance in the Children's Internet Protection Act (CIPA), and

WHEREAS, she participated in and subsequently chaired the B&ECPL Technology Committee, and

WHEREAS, she participated in the New York Online Virtual Library (NOVELny) Steering Committee, representing the B&ECPL among Library leaders from around New York State, and

WHEREAS, she has never failed to make contributions above and beyond the call of duty, often working well into the evening and wee morning hours to provide thorough reports and funding applications, to insure the Library's access to the most up-to-date, innovative and cost-effective technologies, now therefore be it

RESOLVED, that in recognition and appreciation of the commitment, talent and leadership SHIRLEY WHELAN has demonstrated in service to this institution, the Buffalo and Erie County Public Library Board of Trustees expresses on behalf of the Library and the community at large its profound gratitude and deepest respect on the occasion of her retirement after 12 years of faithful service.

On another note, Trustee Rossetti asked about the Notice of Claim from the Librarian's Association that was mentioned briefly in the Executive Committee report. Director Quinn-Carey explained it was a Notice of Claim from the Librarian's Association regarding RPT status employees which was received July 10<sup>th</sup>. Assistant Deputy Director Doreen Woods went on to explain that after speaking with the Library's labor attorney, we were informed the Notice of Claim is something that is normally done at school systems to give notice that something will be submitted with the State of New York. We have been put on notice that there is something that will be submitted about this issue regarding the RPT status of librarians being of significant distress to the Librarian's Association. We are working with the County of Erie to address this claim.

There being no further business, on motion by Ms. Panty with a second by Ms. Juncewicz, the meeting adjourned at approximately 4:50 p.m.

Respectfully submitted,

Frank Gist  
Secretary