

MINUTES
REGULAR MEETING OF THE
BUFFALO AND ERIE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES
February 19, 2009

The regular monthly meeting of the Board of Trustees of the Buffalo and Erie County Public Library was held on Thursday, February 19, 2009, in the East Delavan Branch Library pursuant to due notice to trustees. The following members were present:

W. Lawrence Buck, Chair
Sharon A. Thomas, Vice Chair
Frank Gist, Secretary
Sheldon M. Berlow, Treasurer
Richard L. Berger
Jack Connors
Phyllis A. Horton
Annette A. Juncewicz
Anne M. Leary
Elaine M. Panty
Rebecca L. Pordum
Judith K. Summer

Excused: Hormoz Mansouri - ill
Mario J. Rossetti - out of town
Wayne D. Wisbaum - out of town

Chair W. Lawrence Buck called the meeting to order at 4:05 p.m. in the East Delavan Branch Library meeting room.

Agenda Item B - Agenda/Changes to the Agenda. Agenda approved as mailed.

Agenda Item C - Minutes of the Meeting of January 15, 2009. Ms. Thomas moved, Ms. Pordum seconded, and approval was unanimous.

Agenda Item D - Report of the Chair. Mr. Buck thanked Jamie Smith, Branch Manager of the East Delavan Branch Library, for hosting the Board meeting. Ms. Smith welcomed everyone announcing they are the first Success Center of the Read to Succeed Initiative and provided information on events going on at their very busy library. She invited trustees to walk around the library following the Board meeting.

Mr. Buck reminded trustees to sign up for the Trustee Workshop to be held Saturday, March 21st at the Central Library.

Agenda Item D.1 – Committee Appointments. Committee appointment lists were distributed to trustees at the beginning of the meeting. Mr. Buck is willing to accommodate any changes, and he asked trustees to advise him in this regard. Ms. Pordum moved for approval of appointments as presented. She was seconded by Ms. Panty, whereupon committee appointments were unanimously approved. Trustee Connors asked how often committees should meet and is looking for guidance from administration on what they would like these committees to focus on in the next twelve months. He suggested perhaps having an appropriate staff person be present at particular committee meetings. Ms. Quinn-Carey commented she plans to present a draft for the planning of 2009 and wrap up of 2008 in March, adding this would be a good time to present recommendations for the committee structure and frequency. Ms. Summer noted that because Community Partnerships had never met, it was now folded into Development. She also stated the Policy Committee had previously presented a schedule for policies to be reviewed.

Agenda Item E – Committee Reports.

Agenda Item E.1 – Executive Committee. After due notice, the Committee met on January 29, 2009 for a special session to consider approval of Resolution 2009-5. Trustees Buck, Thomas, Panty and Horton as well as Deputy Directors Hudson, Stone, Jakubowski and Director Quinn-Carey were present. Mr. Connors and Ms. Pordum were unable to attend. Ms. Thomas reported Ms. Quinn-Carey, Mr. Stone and Mrs. Jakubowski attended the Erie County Fiscal Stability Authority (ECFSA) Finance Committee meeting where the Radio Frequency Identification (RFID) efficiency grant proposal was approved contingent upon providing more details about how staffing will be affected at the Buffalo Branches and providing additional details regarding proposed savings mutually agreeable between the County, Control Board and Library. Mr. Stone and Mrs. Jakubowski have been in communication with the Control Board and County to determine a plan for consideration. The resolution proposed for approval illustrates a means of showing cost savings to the County from the Library's RFID project. Mr. Stone answered questions about the proposal. Ms. Thomas made a motion to accept the resolution. Ms. Panty seconded. The motion passed unanimously.

Mr. Stone reported that because of the closing of the North Park Branch Library facility located on Hertel and Delaware Avenue, state construction funds allocated for projects at that site could no longer be used. He requested authorization to return the funds to the State, so the funds can be reallocated to other library projects in NY (funds cannot be transferred to other B&ECPL projects). By informal voice vote, Ms. Thomas, Ms. Panty and Mr. Buck approved this transfer. Mr. Stone will work with the State

Library in this process and the measure will come to the Executive Committee (and/or Board) in February for formal approval. The Executive Committee adjourned at 2:30 p.m.

The Committee met for their regularly scheduled meeting on February 12, 2009. Trustees Buck, Thomas, Pordum, Panty, Summer, Connors as well as Deputy Directors Hudson, Stone, Jakubowski and Director Quinn-Carey were present. Ms. Quinn-Carey provided an update on several projects under way and news items including the Library's teen room, Central Library use, the North Park Branch temporary location lease status and the County Executive's Rare Book Commission; she has not received information regarding the names of participants on the Commission to date.

Ms. Quinn-Carey presented a draft outline of the Central Library Facility Study process as requested by the Executive Committee. The staff recommends retaining a consultant to provide a comprehensive needs assessment and scope study. A request for proposal (RFP) could be issued in March 2009. The Executive Committee directed the staff to proceed with issuing an RFP for consulting services in March 2009.

The committee reviewed the agenda for the February 19, 2009 Board of Trustees meeting including the proposed resolutions.

Mr. Buck reviewed the 2009 committee volunteer appointments. A complete listing will be provided at the February Board of Trustees meeting.

Ms. Panty moved, and Ms. Pordum seconded a motion to go into executive session at 5:10 p.m. This was approved unanimously.

Ms. Thomas moved, and Ms. Pordum seconded a motion to come out of executive session at 5:30 p.m. This was approved unanimously. No action was taken in executive session.

There was no other business to come before the Executive Committee, the meeting adjourned at 5:30 p.m.

Agenda Item E.1.a - Budgeting Anticipated Savings from ECFSA Incentive Grant. This resolution was approved by the Executive Committee on January 29, 2009.

RESOLUTION 2009-5

WHEREAS, on November 13, 2008 the Executive Committee of the Board of Trustees of the Buffalo and Erie County Public Library adopted Resolution 2008-54 authorizing the Library Director or her designee to develop an Incentive Grant application to implement Phase 1 of the Radio Frequency Identification (RFID)

project at an estimated net cost of \$1,718,343; submit same to the County Executive; and encourage the County Executive, ECFSA and Erie County Legislature to support this project, and

WHEREAS, said application was developed and submitted to Erie County on November 26, 2008 and Erie County's Budget Director endorsed the application, transmitting the completed application to the Erie County Fiscal Stability Authority on December 4, 2008, and

WHEREAS, the Erie County Legislature in its meeting of December 4, 2008 adopted, by unanimous vote, Resolution No. 371 supporting the Library's Efficiency Grant submission, and

WHEREAS, on January 8, 2009 the Finance Committee of the Erie County Fiscal Stability Authority voted to recommend approval of the Library's efficiency grant application to the full Erie County Fiscal Stability Authority with the condition that a method to ensure some benefit of grant financed savings inures to Erie County is developed, and

WHEREAS, if approved, savings in connection with the RFID incentive will begin to accrue in 2010, and

WHEREAS, one method to ensure some of the benefit inures to Erie County would be to commit to budgeting a payment to Erie County to transmit said savings to Erie County, beginning in 2010, and

WHEREAS, in order to convey this message to the Erie County Fiscal Stability Authority prior to their next meeting in order to maximize the opportunity to complete the grant application process as soon as possible, authorization is needed prior to the next scheduled Board meeting on February 19th, now therefore be it

RESOLVED, that the Executive Committee of the Board of Trustees of the Buffalo & Erie County Public Library hereby directs that an annual payment to Erie County in the amount of \$250,000 be included in the Library's Budget Request to Erie County beginning with the 2010 budget year, and be it further

RESOLVED, that pursuant to Article VI, Section 1 of Bylaws of the Buffalo and Erie County Public Library which 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," that such notice will be promptly provided.

Pursuant to the Bylaws, Resolution 2009-5 was mailed to the full Board within three business days.

Agenda Item E.2 – Budget and Finance Committee. Mr. Berger asked Mr. Stone to brief the Board on action items.

Agenda Item E.2.a – Amend 2006/2007 New York State Construction Grants: Central & North Park Libraries. Deputy Director Kenneth Stone explained because of the closure of the North Park Branch Library facility and the fact the lease space the City is in the process of obtaining for us is less than a 10 year lease, we cannot use the unexpended balance of the grant for the temporary space. Mr. Stone was happy to report that as part of the element of the North Park Branch Library to install a book security system, the State agreed we could buy the RFID equipment and tags since the equipment could be put back in the permanent library. In addition, since the Central Library project's fuel tank and surrounding concrete replacement is expected to be \$154,645 above budget mainly to address unanticipated shoring and drainage issues, this resolution recommends not to proceed with the mezzanine component and approve the use of an additional \$33,145 from the available balance in the Library's Designated for Grant Match balance sheet account to allow the remaining components of the Central Library project to move forward in time to meet the January 30, 2009 grant deadline. If everything goes well, we may not need to use the \$33,145 this resolution would authorize because all the project costs include a 10% contingency. Ms. Pordum moved, Ms. Panty seconded, and approval was unanimous.

RESOLUTION 2009-6

WHEREAS, on April 19, 2007 the Board adopted Resolution 2007-15 establishing a Library Grants Budget resulting from New York State Construction Grant awards for projects at the Central, Crane, East Clinton, North Park, and Riverside Libraries, and

WHEREAS, the North Park Library approved project totaled \$168,739 (\$84,369 in grant proceeds, \$69,825 in City of Buffalo Capital funds and \$14,545 library grant match funds) to fund extensive exterior and interior restoration and renovation work, and

WHEREAS, the Central Library approved project totaled \$658,967 (\$326,884 in grant proceeds and \$332,083 in private and grant match funds) to fund exterior and interior restoration and renovation work, and

WHEREAS, work at the North Park Library was halted when the City and Library discovered environmental conditions that forced the temporary closure of the library and the seeking of temporary operating space to provide services until a permanent solution can be identified and implemented, and

WHEREAS, given the time required to resolve this situation, the grant will not be fully used by its June 30, 2009 expiration and any unused grant balance, estimated at \$57,361 must be released to New York State, and

WHEREAS, based on the low bid for work on the \$272,650 fuel tank and surrounding concrete replacement component of the Central Library project, the component's cost is expected to be \$154,645 above budget mainly to address unanticipated shoring and drainage issues, and

WHEREAS, work on the \$121,500 mezzanine component has not yet begun due to delays in resolving engineering issues, and

WHEREAS, cancelling the mezzanine component and approving the use of an additional \$33,145 from the available balance in the Library's Designated for Grant Match balance sheet account would allow the remaining components of the Central Library project to move forward in time to meet the June 30, 2009 grant deadline, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library approves amending the 2006-2007 North Park Library Construction Grant budget to confirm that the Library will not be able to use the unexpended portion of the North Park Library Grant, estimated at \$57,361, and be it further

RESOLVED that the Board authorizes the Library Director or her designee to submit the necessary paperwork to close out this grant, and be it further

RESOLVED, that the Board approves cancelling the mezzanine component of the Central Library project, reallocating those proceeds to the fuel tank and concrete replacement component and amending the grant budget to increase expense by \$33,145, along with and equivalent use of fund balance made available by reducing the Designated for Grant Match balance sheet account.

Discussion ensued regarding lease terms for the North Park temporary facility. Mr. Berlow questioned why the original negotiated terms, which provided total flexibility to stay generally as long as we want, changed. Ms. Quinn-Carey commented the City asked us to negotiate the best deal we could and bring it them. At that point, they made a choice and it was their decision as they are paying the bill. Mr. Berlow expressed he felt the City's agreement was not as good as the one we presented.

Agenda Item E.2.b – 2008/2009 NYS Construction Grant Award. Mr. Stone reported the Riverside Branch Library project was not a full 50% grant award and, because other libraries elsewhere in the State could not use their full allocation, the Library Development increased our award to the full 50% match. Ms. Panty moved for approval. Ms. Horton made a second. Approval was unanimous.

RESOLUTION 2009-7

WHEREAS, on September 9, 2008 the Executive Committee of the Board of Trustees adopted Resolution 2008-40 requesting New York State \$800,000 Library Construction Grant Program funding to help address capital needs at the Riverside Library, and

WHEREAS, on May 15, 2008 the Board adopted Resolution 2008- 21 authorizing the use of funds from the "Designated for Grant Match" balance sheet account to fund "system grants" for the purpose of assisting B&ECPL libraries in meeting the 2008-2009 New York State Library Construction Program local match requirement, and

WHEREAS, the Buffalo & Erie County Public Library Board of Trustees strongly supports this project, which is consistent with the goals outlined in "Back to Basics... and Beyond", the System's 2007-2011 Five Year Plan of Service, and

WHEREAS, the library has received notice that \$41,160 in New York State Public Library Construction Grant funding has been awarded for this project, and

WHEREAS, as there were grant funds not utilized by other library systems in the state, those funds were available for this project, increasing the award from the \$37,191 originally allocated to B&ECPL and requested for this project to \$41,160 which is 50% of the estimated project cost (the maximum fundable under this grant program), and

WHEREAS, the next step to implement the project is to budget the grant proceeds and B&ECPL's local share contribution consistent with the above resolutions, now, therefore, be it

RESOLVED, that the Buffalo & Erie County Public Library Board of Trustees amends the Library Grants Budget to establish this State Public Library Construction Grant project for the Riverside Branch Library, budgeting grant proceeds and B&ECPL's local share contribution pursuant to the above resolutions as shown in the attached Exhibit 1, and be it further

RESOLVED, that the Library Director or her designee is authorized to submit this grant for review as may be required by the Erie County Fiscal Stability Authority.

**Resolution 2009-7 Exhibit 1
Project Budget for NYS \$800,000 Public Library Construction Grant Program
Riverside Library**

Description	LOCAL FUNDS				NYS Const Grant	Total
	E-Rate Discount %	System Grant Amount	City of Buffalo Share	Total Local Funds		
Buffalo Branch Library Project						
Riverside Library HVAC Replacement	90%	\$37,044	\$4,116	\$41,160	\$41,160	\$82,320
Total Buffalo Branches Libraries		\$37,044	\$4,116	\$41,160	\$41,160	\$82,320
Total Program Grant \$ Available to B&ECPL					\$37,191	
Additional NYS Grant Funds From Other Systems					\$3,969	
Subtotal - Grant Award:					<u>\$41,160</u>	

Note: City of Buffalo share to be expended directly by the City which is contracting for this work. This amount will not be budgeted in the SAP grant project.

SAP Grant Project Summary

New York State Construction Grant Proceeds	\$41,160
B&ECPL Library System Grant Match - Per Board adopted Resolution 2008- 21, from use of funds from the "Designated for Grant Match" balance sheet account.	\$37,044
Total Grant Project (excluding City Share):	<u><u>\$78,204</u></u>

Off topic, Trustee Panty inquired how the library trucks were holding up. Mr. Stone replied we did request 4 trucks in the county capital budget, but they were not approved. We will be taking a look at them in the early spring.

Agenda Item E.2.c – Establish Grant Budget: ECFSA Incentive Grant Award for Radio Frequency Identification (RFID). Ms. Pordum moved, Mr. Berger seconded, and approval was unanimous.

RESOLUTION 2009-8

WHEREAS, on November 13, 2008 the Executive Committee of the Board of Trustees of the Buffalo and Erie County Public Library adopted Resolution 2008-54 authorizing the Library Director or her designee to develop an Incentive Grant application to implement Phase 1 of the Radio Frequency Identification (RFID) project at an estimated net cost of \$1,718,343; submit same to the County Executive; and encourage the County Executive, Erie County Fiscal Stability Authority (ECFSA) and Erie County Legislature to support this project, and

WHEREAS, said application was developed and submitted to Erie County on November 26, 2008 and Erie County's Budget Director endorsed the application, transmitting the completed application to the ECFSA on December 4, 2008, and

WHEREAS, the Erie County Legislature in its meeting of December 4, 2008 adopted, by unanimous vote, Resolution No. 371 supporting the Library's Efficiency Grant submission, and

WHEREAS, on January 8, 2009 the Finance Committee of the ECFSA voted to recommend approval of the Library's Efficiency Grant application to the full Erie County Fiscal Stability Authority with the condition that a method to ensure some benefit of grant financed savings inures to Erie County is developed, and

WHEREAS, on January 29, 2009 the Executive Committee of the Board of Trustees of the Buffalo and Erie County Public Library adopted Resolution 2009-5 directing that an annual payment to Erie County in the amount of \$250,000 be included in the Library's Budget Request to Erie County beginning with the 2010 budget year, and

WHEREAS, on February 4, 2009 the ECFSA voted unanimously to approve the Library's Efficiency Grant application for the \$1,718,343 amount requested, and

WHEREAS, under ECFSA's procedures, the next step in the grant process involves seeking Erie County Legislature authorization to accept the grant which would then allow a grant project budget to be established, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library is pleased to affirm its desire that the grant be accepted and budgeted, and be it further

RESLOVED, that the Board of Trustees of the Buffalo & Erie County Public Library directs the Library Director and/or her designee to prepare the necessary documents, seek all needed approvals to accept the grant, establish a corresponding grant budget and implement the project.

Agenda Item E.2.d – Monthly Financial Report. The preliminary December report was distributed at the beginning of the meeting. Mr. Stone explained we are well within budget and have enough to meet the fund balance targets approved in the 2009 Budget. Trustee Gist asked if he saw anything in the stimulus bill that would affect the Library. Mr. Stone replied he saw a number of things that will help Erie County and, if they help Erie County, it means there are more resources available for us. Further discussion ensued.

Agenda Item F – Report of the Director. Ms. Quinn-Carey invited trustees to attend an event the Uncrowned Queens will be holding Sunday, February 22, 2009 at the Central Library to celebrate their book as well as the exhibit currently in the Ring of Knowledge. She was happy to report she recently received preliminary pictures of the information technology/cultural heritage kiosk being built for the Merriweather Library, adding they are amazing and she will let everyone know when it is complete. Ms. Quinn-Carey has not heard more on the Rare Books Commission to date, but will notify trustees when she does. Several staff members are going to Albany March 9th through the 11th for the New York Library Association's advocacy day to advocate for state library funding asking for equitable treatment. A few mini facelifts throughout the Central Library are being done; the Children's Room is being painted and the West Room was painted. The Goodyear Grant enabled us to spruce up the East Delavan's children's area and invited trustees to take a look.

Deputy Director Stanton Hudson handed out an annual fund report. He updated trustees that, a little less than 6 weeks in, we have surpassed \$40,000. Last year at the end of the campaign, which was about 22 weeks, we were at \$33,400; in 6 weeks, we have surpassed what we did all of last year. We are at 1,032 donors of which 512 are new. An extra \$2,200 was spent for prospecting, going out to approximately 18,000 additional households not necessarily associated with the library. We have more than covered our costs for prospecting, bringing in more than \$5,700.

Mr. Hudson reported we received the final \$40,000 bequest payment from the Nicholas Bodnar estate. Assistant Deputy Director Paula Sandy put together a grant to the National Endowment for the Arts for our 2009/2010 cycle for *The Big Read* and is well under way in planning and programming for this. The book will be *The Great Gatsby*. Mr. Hudson thanked Mr. Buck for opening a door to the Children's Foundation of Erie County, noting we have submitted a \$5,000 grant for our Summer Reading Program. A grant application being done through WNED to PBS for \$10,000 which ties in directly

with the Hamilton Exhibit was just finished. He and Director Quinn-Carey met with a representative of the Oishei Foundation, M&T Foundation and will be meeting next week with a representative of the Wendt Foundation. Trustee Connors asked if they received any responses back on the Hamilton mailing. Mr. Hudson explained Ms. Carol Halter, our special events consultant, sent out a letter to approximately 300 businesses to let them know we have an opportunity for them during off hours to come in to do some type of reception through Fables and do a private tour of the Hamilton Exhibit. To date, we have received approximately a half dozen inquiries.

Mr. Berlow noted on the annual fund handout the average donation had gone down from 2007. Mr. Hudson commented the repeat donors have basically stayed the same, with the new donors coming in lower. Mr. Berlow suggested in the future we encourage new donors to come in at a higher level. Mr. Hudson explained they are looking into purchasing some relationship management software, specifically in the development area, in conjunction with the Foundation so costs can be shared, to get more sophisticated in how we do the mailing. They hope to write letters specific to donors. Discussion ensued about details of additional mailings and levels of donors. Mr. Connors suggested putting donation self-mailing envelopes at the circulation and/or reference desks and also suggested putting a reminder on the website to not forget your donation. Mr. Hudson agreed this was a good idea and added we need to look further into giving online in the future which is currently not available. Ms. Juncewicz asked if a post card will be mailed out half way through the campaign. Mr. Hudson replied due to the budget, there would not be but hopes this can be incorporated in the future with the software package.

Ms. Summer mentioned there have been a lot of pieces both on television and in the news nationwide about library usage and asked if there is a way we can put a link to those on our website.

Chair Buck reported approximately half the Board members have given to this year's annual fund campaign and encouraged the rest to do so; last year there was 100% participation and hopes the same for this year.

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

Report of the Director February 19, 2009

I am thrilled to announce that the Radio Frequency Identification (RFID) System Efficiency Grant was approved by the Erie County Fiscal Stability Authority (aka Control Board) at their February 4th meeting. The grant, totaling \$1.7 million, will

enable us to begin implementing an RFID system in the Central and City Branches and the Amherst Libraries over the next 2 years. Our long-term goal is to have all branch and member library locations using RFID technology by 2013. A visit to the Queens Library in early February was very helpful in illustrating the many ways RFID devices and materials handling is integrated into new facilities as well as retrofitted in older buildings. The trip to Queens will enable us to better evaluate the vendor responses to our recent RFID Request For Proposal (RFP), and provided ideas for retro-conversion of our collections and use of supportive devices.

The trip to Queens also showcased one of their newest endeavors - a teen library. This non-traditional library space welcomes teens after school (from 2:30-6 each weekday) for homework help and group activities. It's also a place teens can just 'hang'; there are about 50 computers, lounge chairs, tables for group work or crafts, a Wii and Playstation, magazines and paperbacks. The Library Manager, Michele, is a community organizer and social worker by education and experience (she is currently pursuing her MLS), and has a great rapport with the kids. Teens must participate in at least one group activity per week (designed to be a fun project) to 'earn' use of the Wii or Playstation. She makes the library a place where kids want to be, and they behave for the privilege. There are no guards (but lots of cameras) and only 3 staff members, however, the 'mother' library is just down the block. It's in a very economically depressed section of Queens and yet she maintains full control of the environment and it feels very safe. It's an excellent model for us to consider as a future option (either to integrate into an existing facility or as a standalone site) since we have seen such success with our own teen services room.

County Executive Chris Collins gave the library's rare book treasures generous consideration in his State of the County address. I will be working with his staff regarding the formation of a Rare Book Commission, which is charged with developing a set of recommendations for the future of the community's special collections regarding cultural tourism and local history.

We are close to unveiling our comprehensive literacy plan, prepared in partnership with Project Flight, which outlines our goal of creating 4 library literacy centers in 2009-2010. I plan to have this to the Board, along with our 2009 Goals and Objectives, at the March meeting.

Mary Jean Jakubowski and I have started our visits to libraries regarding staffing structures. We have met with Marilla and Alden to date, and will make our way across the county by the end of 2009. Other restructuring activities are underway, including the formation of the Division of Public Services, headed up by **Ann Kling**, and the Division of Special Collections, headed up by **Peggy Skotnicki**. The newly formed Department of Information Technology, led by **Carol Batt**, is coming together well with **Toni Naumovski** now in place as the Information Technology Administrator. These

changes will enable us to operate more efficiently, create promotional opportunities for current employees without adding to the overall number of staff, and be better prepared for project-based initiatives such as RFID, a Central Library facility study, special collections and literacy initiatives. We are scheduling monthly staff meetings (tentatively set for the first Wednesday of each month) to ensure our employees have a place to learn about projects, provide feedback and ask questions.

The 2009 State Budget could potentially lead to a 20% reduction in our funding. I am heading to Albany on March 10th with 5 Erie County colleagues to advocate on behalf of library funding. I encourage you to contact state legislators – at any time – regarding support for library funding. The Governor’s proposed cuts bring library funding back to 1993 levels; harsher than any other proposed cut. Our website has a link to New York Library Association’s advocacy and information resources; it’s easy to use and a great way to promote the importance of libraries to our local delegation.

2009 will be a year of transition and change, and the changes will enable us to be a strong, flexible and powerful system capable of meeting the challenges of the future.

The detailed reports that follow will provide a full picture of the activities and accomplishments of this great library system.

Report of the Chief Operating Officer

Monthly highlights are as follows:

Blu-Rays are Coming! The Central Library Popular Materials Department is establishing a core collection of Blu-Ray discs. Substantially more data can be stored on this optical disc storage medium than on the traditional DVD format. As more households purchase Blu-Ray players, staff will monitor use to evaluate collection expansion and help determine the need for this medium in other B&ECPL libraries. The Boston Free Library is also establishing a small collection and the Audubon Library currently circulates titles that were purchased with private funds.

B&ECPL Staff to Present at National Conference: Technical Services Manager **Maureen McLaughlin** and Catalog Department Manager **Kelly Donovan** have been selected to present a program at *Intersection: The 2009 CODI/UUGI Joint Conference* in Dallas, Texas. This annual conference is co-sponsored by the user groups and SirsiDynix, the B&ECPL’s vendor which supports the Library’s ILS (Integrated Library System) which includes the electronic catalog and circulation modules. The program entitled *Implementing 9XX/EDI in Symphony* will guide libraries through a complex acquisitions interface. Upon implementation at the B&ECPL, this process has improved

ordering efficiency and reduced turnaround time by migrating to a system that eliminated labor-intensive and paper-based ordering practices.

Presidential Inauguration Broadcast: Patron's and staff alike were able to watch the live broadcast of President Barack Obama's inauguration at the Central Library's Ring of Knowledge. Our sincerest thanks to the outstanding efforts of the Network Support Department's team effort in making this available. VTec employee, Dennis Lance, is commended for his persistence of perfection in making this [historic] opportunity happen.

Gaming Public PCs Deployed : With generous funds from the Gates Foundation, the Library was able to purchase 5 High-End Dell PCs and related software dedicated strictly for gaming and photo/audio/video editing capabilities. The configuration of the computers presented a great challenge for Network Support since these PCs run on Microsoft Vista only. Nevertheless, Network Support team overcame the challenges and deployed 2 PCs at the Crane Library. The other 2 PCs for Merriweather and 1 for East Delavan will be deployed when preparations are made concerning furniture, cabling etc...

Data Compiled to Complete Annual Reports. Catalog Department Manager **Kelly Donovan**, Collection Development Librarian **Kathy Smith**, Sr. Computer Operator **Roseann Hausrath**, along with Assistant Deputy Director **Carol Batt** are collecting and compiling the statistical data required to complete the System's 3 major annual reports: the New York State Annual Report for Library Systems, the New York State Annual Report for Public and Association Libraries and the Public Library Data Service (PLDS) Report. These statistics serve as the archival record of B&ECPL annual activity and are used for comparative purpose on the state and national level.

Closed Library Clean-Up Project Complete. Early in January, all references to the 15 libraries and Mobile Division, permanently closed in 2005, were fully removed from the Sirsi bibliographic database. The clean-up project began in August 2008.

Rare Book Room:

A new display was installed for Women's and Black History Month. *Ar'n't I a Woman?: Documentary Testament to the Female African American Slave Experience* presents slave narratives, auction announcements and a bill of sale, along with classified advertisements and related documents. It tells the stories of exceptionally strong women who endured unimaginable human injustice and who deserve the recognition that most did not receive in their lifetimes.

Comments from the public on the last display, *Movable [Pop-up] Books*, were extremely enthusiastic. Favorite recorded comments were, "Beyond nostalgic. The area needs this

room." "Always informative!" "Simply wonderful! Thank you for the fun!!" and "Geewillikers!"

Tim Conroy and Joe Murray, rare book collectors who guest curated the Rare Book Room display during TypeCon in the summer of 2008, generously donated a Limited Editions Club copy of *Aucassin and Nicolette* in English by Andrew Lang, signed by the book's designer and illustrator Vojtech Preissig, copy number 325 of 1500. In addition to the book, Mr. Conroy and Mr. Murray also donated the electronic Preissig font on disk as it was reproduced by P22 Type Foundry.

Librarian **Amy Pickard** gave a tour of select Rare Book Room materials to Susan Sizemore, Director of Erie County's Commission on the Status of Women, who visited after a meeting in the Rath Building with Library Director **Bridget Quinn-Carey**. Ms. Sizemore was very impressed with what she saw and is interested in the progress we are making with the collection. She wants to develop better ways of marketing the special collections.

Librarians **Amy Pickard** and **Amy Vilz**, along with Sr. Page **Peter Scheck**, gave tours of the Rare Book Room and Mark Twain Room on January 8th as part of the Buffalo Niagara Partnership's *Networking with a Twist* event. Librarian **Dan Caufield** staffed a business resources information table.

Programs:

Despite the extremely cold temperatures and heavy snowfall, programs at and by the Central Library were plentiful in the month of January.

On January 24th, Librarian **Dan Caufield** staffed an information table and delivered a lecture on library resources to over 350 people at the 13th annual *Straight Talk Conference for Entrepreneurs*. Dan and Frank Sciortino (District Director of the Buffalo SBA Office) appeared on Frank Mesiah's radio show *The NAAPC Now* on WUFO on January 14th. The interview promoted the conference. During the interview, Mr. **Caufield** described the help that the Library provides to small businesses and Mr. Sciortino praised the Central Library as one of the finest resources for businesses in this area. Librarian **Kara Stock** delivered a segment of the *No Job, Now What?* program with The Parachute Group at the Central Library on January 12th. She also joined forces with The Parachute Group at the Harlem Road Community Center on January 13th, highlighting job resources at the B&ECPL. **Kara** also staffed a table and conducted two presentations on B&ECPL job resources at CASH IN Saturday on January 24th, an all day fair sponsored by the CASH Coalition. Children's Room staff continues to deliver story hours at Family Court twice each month. Explore and More Children's Museum presented a Fuzzy Felted Rainforest program in the Children's Room on January 2nd. The Buffalo Museum of Science Branched Out series returned to the Children's Room on January 31st with a Snowy Science program. First grade classes from the Stanley Makowski

Early Childhood Center visited the Children's Room on January 13th, 14th and 15th. The Father Belle Center came for a tour and stories on January 23rd. A Cub Scout troop toured the building on January 24th. On January 20th, Literally Speaking held its lunchtime discussion group featuring *People of the Book*, by Geraldine Brooks. Part history, part romance and part thriller, this book provided many great talking points for discussion, led by Librarian **Meg Cheman**. There was a good core group for the discussion even though many elected to play hooky to watch the historic presidential inauguration. Part III of the Teen Room's "Bring That Beat Back" took place on January 17th. This series explores the history of Hip-Hop music and culture. Senior page and musician **Jerome Lindberg** led this month's program on MC'ing. The event was coordinated by Librarian **Britt White** and facilitated by Librarian **Michelle Snyder**. Five technology classes for the public were taught in January - three at Central, one at Clearfield and one at Williamsville.

On January 27th, Librarian **Maxime Chawki**, attended e-mail Basics class at the Central Library. He speaks Spanish and French and was able to put his French skills to work by assisting a student from the Congo. The *Sundays at Central* poetry series resumed on January 25th with an open reading with the theme of "Hope and Renewal." Three participants read poetry and another sang and played the guitar. Librarian **Suzanne Colligan** helped coordinate and attended the Bistro Booker's event on January 7th where William T. Ganley spoke on the book *The World is Curved: Hidden Dangers of the Global Economy* by David M. Smick. Staff training in the Central Training Lab resumed on January 14th with a class in Excel Basics. The response was overwhelmingly positive. The class will be repeated in the future and a class in Excel Intermediate will be held in April. Thanks go to Payroll Supervisor **Charles Gardinier** for his help in preparing the curriculum. On January 20th, a tour was held for students of the Academic and Research Libraries class at the Department of Library and Information Studies, University at Buffalo. It had been requested by instructor Brenda Battleson to demonstrate that the Central Library collection, especially from the 19th Century, functions as a research collection. Unique and in-depth holdings from HSS and BST were highlighted, with a tour of Grosvenor/Rare Book Room as the capstone. Librarian **Robert Skomra** coordinated the tour with participation from Librarians **Rob Alessi**, **Carol Pijacki**, **Dan Caufield** and **Kathy Galvin**.

Meetings/Conferences:

Librarian **Nancy Mueller** attended a meeting of the Erie County Records Commission on January 14th. Librarian **Dan Caufield** attended an area managers meeting at the offices of the ECIDA on January 28th. Librarian **Tim Galvin** attended a meeting of the WNYLRC Committee for Health Information Access on January 16th. Librarian **Kathy Goodrich** attended a Children's Center Advisory Board meeting at Family Court on January 20th. Librarians **Amy Pickard** and **Amy Vilz** completed the WNYLRC Digitization Boot Camp series.

On January 23rd, Central Library Administrator **Peggy Skotnicki** and Library Director **Bridget Quinn-Carey** met with Kevin Marmion, President of William S. Hein & Company, and Scott Fiddler, Vice President of Sales and Marketing. The Library enjoys a good partnership with Hein. To show their continued support, Hein donated \$1,000 to the Library. Information Technology Librarians **Maureen McLaughlin** and **Kelly Donovan** participated in a conference call with Library's SirsiDynix Service Assurance Manager on January 6th as well as meeting with Midwest Tape sales representatives on January 12th. Ms. **McLaughlin** attended the WNYLRC RAC meeting at Medaille College on January 16th. Along with Ms. **McLaughlin** and Ms. **Donovan**, Collection Development Librarian **Peggy Errington** attended the January 14th Managers/Directors meeting. Ms. **Errington** continues on the Page Turners Committee, meeting on January 13th.

Report of the Chief Financial Officer

New York State 2008-2009 Construction Grant Awarded for Riverside Library, Others Anticipated Soon: On February 6th, the library received an official award letter for the library's request for funding a project to replace the Riverside Library's heating, ventilation and air conditioning system. This grant was submitted under the New York State \$800,000 Public Library Construction Grant program. The original grant request was for \$37,191 which was the maximum allocation under this program for B&ECPL libraries. However, since library systems in other parts of the state were unable to fully utilize the program, additional funds were made available for this project, increasing the grant award to \$41,160 (the maximum 50% of the \$82,320 estimated project cost which can be funded under this grant program).

Grant awards under the separate New York State \$14 million Public Library Construction Program are anticipated to be distributed in the near future. A total of \$664,117 in proceeds from this program were available for B&ECPL libraries and grant requests were submitted for projects at the Audubon, Anna Reinstein Memorial, Boston Free, Central, Clearfield, Clarence, Dudley, Elma, Grand Island, and City of Tonawanda Libraries. Resolution(s) to implement these projects will be brought to the Board for action once the awards are received.

E-Rate Funding Requests Completed Online: Deputy Director **Stone** spent a number of late nights completing the E-Rate funding request process for the funding year July 1, 2009 - June 30, 2010. E-Rate "471 forms" were submitted and certified online prior to the end of the February 12, 2009 deadline for the following items:

- Internet access for the entire System
- T-1 or better (high speed) data lines to all libraries
- Voice telephone service for all libraries
- Wireless phone service

The E-Rate program will fund 60% of system-wide telecommunications and Internet access costs and 90% of the cost of the services specific to the Central Library based upon poverty rates within the school districts served by these libraries. If all requests were approved as submitted, the B&ECPL would receive total funding of up to \$178,176.69 in the following categories: \$161,193.70 for telecommunications services (voice and high-speed data); and \$16,982.99 for Internet access.

This result is possible through the hard and diligent work of the Library Business Office and Library Network Support operation. Special thanks go to **Tracy Palicki, Toni Naumovski, and Johnny Hsu** for their assistance in connection with the E-Rate program under often challenging deadlines. Including current year projections and this funding request, since its inception in 1998, this program will have provided well over \$2.3 million to support library telecommunications, Internet access, as well as data-related equipment/infrastructure.

Proposals From 5 Major Vendors Submitted in Response to the Library Request for Proposals for its RFID Project: Responses were received from 3M, Bibliotheca, Envisionware, Libramation, and SirsiDynix. An extensive review process is now under way kicked off by a site visit to the Queens Public Library which has operated an RFID system on a large scale for a number of years.

Library Shipping Activity Ends Year on High Note: In December 2008 a total of 7,699 boxes of library materials/supplies were shipped between facilities, a 22.2 percent increase over December 2007. For the entire year, the department moved a total of 93,370 boxes of library materials/supplies, a 13.1 percent increase in quantities transported compared to 2007.

This reflects the continuing success of the Library's service restorations combined with increased patron demand for the use of free library material in the face of a worsening economic downturn. Increased cost consciousness makes 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 circulation in 2008 increased 440,551 (6%) over 2007 activity. Computer use increased an impressive 243,985 (58%) over 2007.

Report of the Human Resources Officer

Training:

Prism Quality Employee Assistance Program Training (1/7)

Meetings:

Directors/Managers Meeting (1/14)

AFSCME Union Representative Joe Gredzicki (1/23)

CSEA Union Representatives Gary Ghosen and Doreen Sajecki (1/9)

Labor Management Healthcare Fund (1/26, 1/27)

LIST of VISITS and MEETINGS ATTENDED by BRIDGET QUINN-CAREY

January 10, 2009 - February 13, 2009

JANUARY

- 10 ACT membership meeting - Clearfield Branch Library
- 12 Project Flight meeting
- 12 Buffalo Adult Education meeting
- 13 Lunch meeting with Jeff Herschberg, Literacy Volunteers
- 14 Library Managers & Directors meeting - Central Library
- 15 Martin Luther King, Jr. Tribute - Ring of Knowledge
- 15 B&ECPL Board meeting - Central Library
- 16 Meeting with Chris Grant, County Exec. Chief of Staff
- 20 Democratic Caucus
- 21 Meeting with Austin Booth, UB
- 22 Erie County Commissioners meeting - Rath Building
- 22 Meeting with Susan Sizemore, Exec. Dir. Com. on the Status of Women
- 23 Lunch meeting with William S. Hein & Co.
- 26 Lunch meeting with Jim Tilley, Interim President of United Way
- 27 Staff meeting - West Room
- 27 Lunch meeting with Pam Heilman, Hodgson Russ
- 27 Meeting with Helene Kramer, Read to Succeed
- 28 Meeting with John Iorio, Buffalo Adult Education
- 29 Mayor Byron Brown State of the City address/luncheon
- 29 B&ECPL Executive Committee meeting - special
- 30 Buffalo Niagara Partnership Legislative luncheon

FEBRUARY

- 1 North Collins Public Library Board meeting
- 2-3 Queens Library visit - RFID
- 4 Erie County Fiscal Stability Authority meeting
- 5 ACT Board meeting – Lancaster Public Library
- 5 County Executive Chris Collins State of the County address
- 5 Geraldine Brooks event – Rockwell Hall
- 6 Meeting with Cassie Wilson, North Buffalo Good Neighbors Planning Assoc.
- 9 Lunch meeting with Blythe Merrill, Oishei Foundation
- 9 Meeting at the Ewell Free Library (Alden)
- 10 Lunch meeting with M & T Charitable Foundation
- 10 Meeting with Legislator Barbara Miller-Williams
- 11 Library Managers & Directors meeting – Central Library
- 11 Erie County Fiscal Stability Authority meeting
- 12 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 – January 1-January 31, 2009
Development & Communications Office

DATE: February 9, 2009

OVERVIEW

Major activities centered on:

- Annual Fund Appeal
- Preparation of The Big Read 2009 grant application
- Special Collections activities
- Alexander Hamilton exhibition (May 1-June 12, 2009)

SPECIFIC ACTIVITIES/TASKS/ACCOMPLISHMENTS

Development

- The 2008 Annual Fund, including a prospecting component (approximately 19,000 non-patrons), was dropped shortly after January 1. The mailing went to approximately 60,000 households. Daily tracking has ensued, including analysis of giving by prospects. As of January 31, more than \$30,000 in contributions had been received and acknowledged. (A more detailed report will be distributed at the February Trustee meeting.)
- Received notification that an additional check for \$40,000 from a bequest will be sent shortly. An initial payment of \$20,000 was received in 2008.
- The Library Foundation and the Development & Communication Office continue to discuss possible collaborations, including future shared fundraising software and direct mail services.
- A grant submission was made on behalf of the Library to the National Endowment for the Arts to serve once again as lead agency locally for the 2009-10 cycle of The Big Read. Given the success of the 2008 programming, plans have already begun for this next cycle. Notification is expected in mid-April.
- A grant application was prepared for submission to The Children's Foundation of Erie County for the Library's 2009 Summer Reading Program. Plans are underway to coordinate this year's initiative with Buffalo Mayor Brown's Summer Reading Program.
- The Partnership held a "Networking with a Twist" event at the Central Library on January 8. More than 175 people attended, many of whom were younger businesspeople who had not visited the Central Library before. A tour of the Mark Twain Room and a presentation of some of the Library's Special Collections were offered to guests. Images from the Collections that will be available for sale later in 2009 also were on view. Representatives of the Library's Business Science, and Technology (BST) area presented information on the services offered by the Library to the business community, including its many free databases. The event also provided attendees the opportunity to make a contribution to the Annual Fund.
- Partial delivery of new furniture for Fables Café that will expand current seating from 66 to 98 was made. When the remaining furniture arrives, a PR campaign directed at downtown workers/residents will be initiated to drive more traffic to Fables, promote catering services and space rentals, and encourage shopping at Novel Ideas.
- Continued planning for 2009 Hamilton exhibition, May 1-June 12, 2009. Marketing plan completed and sponsorship being sought (first choice-M&T Bank). Grants have also been prepared for several foundations, including Target, to provide funds for schools to transport student groups to the exhibit. Another grant is being prepared jointly with WNED to potentially provide up to \$10,000 for joint programming associated with the exhibit.
- Communicated with several new potential individual major donors.
- Monitored sales from Novel Ideas on a weekly basis-store showed a profit for the month.

- Met with a representative of the World Trade Council to discuss the possibility of hold the group's annual meeting and reception at the Central Library in the fall- the meeting was a direct result of the Library hosting The Partnership event.

Community Contacts

- A very productive meeting was held January 6, 2009 with representatives of Western New York Broadcasting, including the Library Director and WNED President & CEO Don Boswell, to discuss a strategic alliance between the two institutions, especially as related to the Library System's literacy and special collections initiatives. Representatives of Development & Communications and WNED's Education Department were in attendance. Follow-up meetings have been held specifically to discuss details of collaboration between the two organizations related to the Hamilton exhibit. WNED has agreed to air locally a two-hour PBS *American Experience* special on Alexander Hamilton during the run of the Library's exhibit. Discussions have also begun on how the two institutions could work together on the 2009 The Big Read, which will focus on F. Scott Fitzgerald's classic *The Great Gatsby*.
- Attended WBFO FM 88.7's 50th Anniversary Celebration at the University of Buffalo's Allen Hall.
- Attended Graycliff Conservancy Executive Committee and Board meetings.
- Attended Buffalo Museum of Science Board meeting and Education Committee meeting.
- Attended CEPA Gallery opening reception.
- With the Director and others, met with representatives of the Buffalo Public Schools Adult Education Division to discuss potential adult literacy programming to be offered at several city Library sites.
- With the Director, met with the Board chair of Literacy Volunteers of Western New York.
- Attended Western New York Grantmakers Association Board meeting.
- Attended Leadership Buffalo Class of '09 orientation retreat.
- Attended UB President's reception for the new dean of the School of Public Health and Health Professions.
- With Library Trustees and staff, attended Buffalo Mayor Brown's State of the City Address.

Programming/Public Relations/Marketing

- Assisted in arrangements for the Central Library's annual Dr. Martin Luther King, Jr. annual tribute.
- Worked with representatives of the Uncrowned Queens Institute (UQI) to develop and present a program on the organization and its accomplishments during its 10-year history. The Institute is featured in the current Central Library exhibit in the Ring of Knowledge, created by the Library's Graphics area. The Library is also working with the UQI to create a kiosk at the Merriweather branch to showcase oral histories of African-American men and women who have made various contributions, big and small, to the Western New York community.

- Developed mailing lists for middle and high school teachers and various business organizations in the region to begin marketing opportunities for tours and/or private receptions related to the Hamilton exhibition.
- Continued to develop public programs to be offered in conjunction with the Hamilton exhibition.
- Special Events consultant Carol Halter worked with representatives of the American Library Association to identify library systems throughout the US able to mount large exhibitions. This information will be used for both a potential future collaboration with Buffalo's CEPA Gallery and future planning for exhibits developed by the Library's Special Collections/Rare Books area.
- The Development & Communications Office's Paula Sandy created a marketing plan for the final six months of the Library's *Get Graphic* initiative.
- Paula Sandy coordinated an Economic Stimulus Forum held at the Central Library on January 3 that featured New York Congresswoman Carolyn Maloney. Paula also worked with the Monroe County Library System to draw comparison statistics for advocacy efforts in support of the City of Rochester's budget allocation for the system.

B&ECPL Meetings

- Attended/participated in B&ECPL Senior Management meetings
- Attended/participated in B&ECPL Administrative Team meetings
- Attended/participated in B&ECPL Executive Committee meeting
- Attended/participated in B&ECPL Board of Trustees meeting
- Attended B&ECPL Directors/Managers meeting

City Branch and Community Connections Activity Reports February 2009

The Central Library was reverberating with the sounds of singer **Angela Stewart** and Bessie Patterson's gospel group on Thursday, January 15th at noon in the Ring of Knowledge for the very successful 31st Annual Tribute to Dr. Martin Luther King, Jr. Mistress of Ceremonies, Claudine Ewing of Channel 2, provided commentary and introductions to the guest speakers and performers which included Dr. Barbara Seals Nevergold, Dr. Peggy Brooks-Bertram, Councilmen David Rivera and Demone Smith and storyteller, Sharon Holley. The audience was also treated to the inspiring young voices of over 50 children from the Children's Chorus at Community School #53, led by Donna Wilson.

On Saturday, January 24th, Librarian **Dale Schmid**, Senior Page **Pamela Hulse** and Business and Science Librarian **Kara Stock**, represented the Library at the United Way's CASH event at the Tri-Main Center. CASH helps people with low income file their income tax returns at no cost.

Crane

The Museum of Science preschool programming began in January with limited attendance due to the persistent snow. The Science Museum Branched Out series for older children also started up again.

Despite extensive publicity and lots of “talking it up,” the StoryTubes program has not caught on with our younger users. We hope that more might be enticed to submit an entry through their home PC.

New gaming computers were installed during the month. As children and young adults have seen the new additions to Crane’s public PC’s, more are looking to use these machines with their fast response and beautiful display.

For \$1.00, you can enjoy a cup of coffee at the Crane Branch while you browse through books or magazines or wait for your children who are attending story time. It is a nice amenity and a welcoming feature of the branch.

Dudley

The Branched Out program for ages 6-10, presented by the Buffalo Museum of Science, resumed on January 27th with the theme Snowy Science.

Branch Manager **Dorinda Hayes** taught the Microsoft Word Basics class with the assistance of **Wendy Prabucki**, Library Associate from the Merriweather Branch Library, on January 26th with a total of 5 in attendance. Participants learned basic word processing skills and created their own document.

Teen Gaming was held on January 8th, 15th, 22nd and 29th with a total of 12 in attendance.

East Clinton

East Clinton Branch started the year on a high note with circulation increasing 34.2% over January 2008. Despite the very cold and snowy weather Buffalo has experienced this month, patrons are finding their way to the library and taking advantage of materials and computer access.

In January, East Clinton started offering weekly Adult Gaming sessions on Monday afternoons. The adults have been having a rollicking good time playing the Nintendo Wii bowling. It is funny – they make as much noise hootin’ and hollerin’ as the teens do during Teen Gaming!

Because of the Wii, the library was able to offer both Guitar Hero and Wii games for teens on Teen Gaming Nights.

The Library also offered a Kids' Cartoon Saturday morning on January 10th.

And finally, Branched Out, the Buffalo Museum of Science series for school-age children started up again at the end of the month. The focus, appropriately enough, was SNOW!!

It's all about the tax forms this month! New York took everyone by surprise this year by not sending any books or forms to taxpayers. As a result, loads of people are coming in for forms.

East Delavan

The community room continues to be very busy at East Delavan. There were 20 community room uses in the 20 days that the library was open in January.

Computer classes conducted by the Adult Education Dept. of the Buffalo Public Schools have resumed.

The Museum of Science's Branched Out series has resumed. There has been 1 consistent day care attending.

Branch Manager **Jamie Smith** has been presenting story hours at 2 day care centers.

Merriweather

Circulation is up 27.45% at the Merriweather Branch. The highest circulation date was 500 -- the day of the inaugural viewing program for President Obama. In addition to the viewing, the program featured live entertainment for an audience of 150.

Librarian **Sandra Blackman** visited the Bethel Headstart center on Woodlawn and Jefferson on January 21st.

The Buffalo Museum of Science Branched Out programming started again on January 29th with Winter as the theme. Nine children attended this first session with Ms. Mary. Both the children and parents were pleased to have the program resume.

Although the StoryTubes project had a slow start, interest has picked up this month. So far, 3 children signed up and completed their videos for the contest. The new practicum student, Tom Carloni, came on January 13th to help with StoryTubes.

Testing for Census 2010 was held on Sunday January 11th, January 18th, and January 25th.

Dawn Stanton and **Darlene Pennachi** from Graphics borrowed African pieces from the display case in the resource room which were placed in the Ring of Knowledge display area during February.

Vic, Merriweather's caretaker, finally came back to work after being out several months. It is so good to have him back!

Niagara

Circulation at Niagara increased from last month with marked increases in DVDs and VHS (adult & juvenile), nonfiction (adult & juvenile), and adult fiction. There was also a slight increase in Civil Service books. Niagara's circulation was up 68% from last year.

On January 14th, Branch Manager **Brian Hoth** visited D'Youville Porter Campus (School 3) to present a program on Winter to a class of pre-K students. They were very excited to see Brian, who read stories and had each child make a snowman craft.

Brian Hoth has met several times with Martin Carrillo, CEO/Founder of Errant G.A.N.G. - an organization dedicated to street gang awareness and prevention - about scheduling a community forum on gang violence. Mr. Carrillo expects community and political leaders, as well as the public, to be in attendance. He is also arranging for the press to attend.

On January 21st, 80 local residents visited the Niagara Branch to apply for HEAP. The parking lot and nearby streets were jammed with cars. People were pleased to be able to apply closer to home instead of downtown.

A gaming program was put on by Library Associate **Sean Goodrich** for Big Brother, Big Sisters. The kids really enjoyed themselves, so much so, that another program is scheduled for Monday, February 2nd.

The Branched Out Science: After School series began on Monday, January 26th with 7 children in attendance. Caryn Corriere presented a program on Snowy Science. Afterwards, the kids told Brian they had a great time and that they will come back next week.

The Library received a new book browser for the children's area. This unit holds board books and has storage capacity for toys and stuffed animals provided for the kids to play.

The Branched Out: Young Explorer program had a great start. Even though the weather wasn't so good, 4 children attended from a preschool. They enjoyed listening to stories and learning about snow.

North Park

There was good news about the temporary North Park location in January. The Common Council has approved the leased space. The next step is the City of Buffalo Control Board which meets on February 11th.

Riverside

Friday Afternoon Movies: On January 2nd, the movie *Wall-e* was shown with popcorn treats, a total of 8 kids were present. On January 9th, the movie *Horton Hears a Who* was shown with 3 kids present. On January 16th the anime show *Fruit's Basket* and the Nickelodeon show *Spongebob Squarepants* were shown from 3-5:30 p.m. Eight children attended the event. On January 23rd the anime show *Fullmetal Alchemist* was shown from 4-5 p.m.; 2 children attended.

Teen Gaming: On January 3rd, Teen Gaming (formerly known as the Madden09 Tournament) started at noon. At around 1 p.m., about 10 of the original 27 gathered in the main lobby started to yell and threaten each other. **Sean Goodrich** and **Russel Payne** immediately called off the gaming and asked everyone to leave the property. Slowly they all did. About half an hour later, 10 new teens arrived to play games and Sean allowed them to stay. No further incidents occurred. Because of this incident, the gaming event will be only for kids aged twelve and under.

On January 10th Darcia Patrick-Burton organized a Mary Kay makeover seminar for young adults; 12 people attended.

The Census Bureau held testing from 11 a.m. - 1 p.m.; 20 people attended.

Tim Tummino painted the community room and service hallway.

Correctional Facility, Holding Center and Home

Bifolkal, Senior Activity, and Reminisce Kits were a hot item in Institutions this month with 33 kits circulating! This is the greatest circulation of kits to date. The increase in circulation is due to several factors - promotion through our website, letters sent out to activities professionals and, most importantly, word of mouth.

On January 24th, **Beth Staebell**, Manager of the Williamsville Library, and Outreach Librarian, **Monica Mooney**, conducted a "Reminisce Program" at the Williamsville Library. Nine people attended the program. One of the participants, Mr. Sands, brought an article published last summer in the *Buffalo Jewish Review* that included memoirs he wrote recently. These memoirs included his family's immigration from Romania in the 1920s to Montreal and then to the Bronx, as well as his years in World War II. Mr. Sands was happy to share his memories and everyone found them to be fascinating (for example, he listened to the live broadcast of Orson Welles' "War of the

Worlds." According to Mr. Sands, if you didn't catch the broadcast right from the beginning, "You were done!")

Because of the keen interest in reminiscing, Beth and Monica have decided to start a regular "Reminisce Club" at Williamsville. The next meeting will be in March with the topic of "Remembering School Days." Beth and Monica are also planning a family program about what it was like to go to the movies during the Depression. The program will feature a Depression-era movie (appropriate for kids), 1930s cartoons/film shorts, popcorn and penny candy.

Holding Center News - **Steve Sunshine** worked on transferring the *Federal Reporter* back to Institutions to make room at the Holding Center for the heavily-used *New York 2d*, which was recently added to Holding's standing order subscriptions. Institutions staff worked on shelving older *New York 2d*'s. Having this publication on hand greatly reduces the need to use ILL to get copies of cases for the inmates.

Correctional Facility News - **Patty Pohl** will be reinstating the *Lock & Key*. The next issue will be published in early March. Many inmates have already handed in their poems and short stories. One former inmate came to the Central Library looking for a copy of the publication; he wanted to see his work in print!

In order to promote library services to inmates after they are released, **Dawn Stanton** of Graphics designed a bookmark for the Correctional Facility. This bookmark lists the basic services of the Buffalo & Erie County Public Library and on the other side lists the Library's 37 locations.

Contracting Library Activity Reports - February 2009

Cheektowaga Public Library - submitted by Salvatore Bordonaro, Library Director

The Cheektowaga Public Library was a busy place at both the Anna M. Reinstein Memorial Library and the Julia Boyer Reinstein (JBR) Library, although the weather had an adverse impact. The new year brings anticipation and excitement, although this will be a challenging year.

The following is a brief synopsis of some of the activities that occurred at the Cheektowaga Libraries. The Anna M. Reinstein Library circulated 22,879 items for January 2009 which was a slight decrease from 2008. The library was open 1 less day, as well as extremely cold January temperatures, which affect walk-in business. Meanwhile, JBR circulated 25,725 - a miniscule decrease from 2008.

Programs for children resumed this month after a brief hiatus from mid-December through mid-January. The time that no children's programs are scheduled is used by the librarians to prepare for the new year's programs. The Reinstein Memorial Library conducted 2 Toddler Time sessions with attendance of 39 participants. Pre-School Story Hour was presented on 4 occasions and had 64 attendees.

The Julia Boyer Reinstein Library also conducted Toddler Time for 2-year-olds with 3 sessions on Mondays and had 81 participants. Story Hour for ages 3 - 5 saw 52 children in 2 sessions. These 2 programs remain extremely popular and are usually a child's first exposure to an educational setting. The children learn stories, finger plays, songs, games and other interactivities. Family Fun Night continues to draw both parents and children monthly.

For adults, JBR sponsored 2 programs entitled Financial Strategies for Retirement. Many community groups like the AAUW, 4H Club, book clubs and support groups use the facilities' meeting rooms on a monthly basis.

For the last few months at the Julia Boyer Reinstein Library, an exhibit entitled "Picturing America" has been on display. The exhibit consists of 20 back-to-back panels chronicling art and sculpture through American history. The National Endowment for Humanities and the American Library Association are the co-sponsors of this exhibit. The library was one of many libraries nationally awarded the exhibit via a grant process.

During December 2008, the Anna M. Reinstein Memorial Library purchased 23 new swivel chairs with private funds to replace the faltering ones at the computer workstations. At the Julia Boyer Reinstein Library, patrons now have the convenience of plugging in laptops at 4 newly wired tables; thus, the possible hazard of stumbling on a power cord lying on the floor is averted. Funds for this project came from the Town of Cheektowaga. As you can see, the libraries remain relevant and responsive to our patrons' needs.

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

Agenda Item H - Unfinished Business. No unfinished business.

Agenda Item I - New Business.

Agenda Item I.1 - Award for Federated Search RFP. The Director reported this resolution is to award a vendor contract for a federated searching pool explaining this is a piece of software that enables users of our online databases to put in one search term and search multiple databases. A number of responses were received to our RFP but only one vendor, WebFeat, met our qualifications and is our existing vendor. A 3 year

contract was negotiated which gives us a 10% savings over 3 years and required an up-front payment. This resolution requests we use part of our fund balance from 2008 to do a lump sum payment which will cover us over the next 3 years. Mr. Berlow asked if we were happy with their performance. Ms. Quinn-Carey explained it is a changing software dynamic right now; we need a product and we feel we can work with this in the future to develop as we need to. Ms. Panty moved for approval, and Ms. Thomas made a second. Approval was unanimous.

RESOLUTION 2009-9

WHEREAS, the Buffalo & Erie County Public Library continues to seek ways to enhance service for library patrons, and

WHEREAS, the Library purchased and successfully used the federated search tool through WebFeat, Inc. since 2002, and,

WHEREAS, that agreement expired at the end of 2008, and

WHEREAS, in December 2008, the library issued a request for proposal to provide federated searching capabilities into the future, and

WHEREAS, a total of 7 vendors requested the RFP and 2 submitted responses, and

WHEREAS, WebFeat, Inc. was determined to be the only respondent meeting the Library's minimum requirements, and

WHEREAS, WebFeat, Inc. meets the needs of both Library patron's and staff in consolidating database searching tasks by enabling users to simultaneously search multiple, different databases and online public access catalog (OPAC) thereby providing more information in an efficient manner, and

WHEREAS, it captures and reports key statistics on database usage by library and remote users, enabling the Library to purchase and retain relevant resources, and

WHEREAS, other benefits to the Library would be significant, including the reduction in the amount of training required for each database, and

WHEREAS, the WebFeat product is well-known in the Library industry with regard to the extensiveness of databases covered, the methodologies used, and the quantity and variety of statistical reporting available, and

WHEREAS, the \$90,610 lump sum payment option for a three (3) year subscription cost reduces cost by 10% savings over the three (3) year annual payment pricing option and provides a license that includes system maintenance/standard product upgrades, and

WHEREAS, funds for this project are available in the undesignated fund balance associated with the unused 2008 library materials budget, and now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library amend the 2009 Operating Budget, increasing:

Revenue: SAP 402190 - Use of fund balance revenue:	\$90,610
Expense: SAP 561410 - Lab and Tech:	\$90,610, and be it

further

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library authorizes the Director to enter into a purchase agreement with WebFeat, Inc. in an amount not to exceed \$90,610.

Agenda Item I.2 – LSTA Summer Reading Program 2009. The Director explained Resolution 2009-10 amends the 2009 budget to accept the grant for the Summer Reading Program. She noted our Library System did so well we are getting \$12,000; we are one of 12 other systems in the State receiving this amount, the other 11 are receiving \$6,000. Ms. Panty moved for approval. Mr. Berger seconded. Approval was unanimous.

RESOLUTION 2009-10

WHEREAS, more than 30,000 children participated in the Buffalo and Erie County Public Library (B&ECPL) 2008 Summer Reading Program, and

WHEREAS, the B&ECPL is thereby eligible to apply for a mini-grant of \$12,000 for supplies and materials in support of the Statewide 2009 Summer Reading Program, and

WHEREAS, New York State Division of Library Development staff have recently sent e-mail confirming the grant amount that B&ECPL will receive, now therefore be it

RESOLVED, that the B&ECPL Board of Trustees approves the Library Services and Technology Act (LSTA) application to obtain a mini-grant of \$12,000 for the 2009 Statewide Summer Reading Program and authorizes the Library Director to submit that application, and be it further

RESOLVED, that if the grant application is awarded in the requested amount, the B&ECPL Board of Trustees authorizes amending the 2009 Grants Budget by appropriating grant revenues and expenditures in the amount of \$12,000 to support the 2009 Summer Reading Program.

Mr. Connors inquired if the staff has begun preparing any proposals to the Foundation for grants for this upcoming year. Ms. Quinn-Carey replied they have talked informally about some funding requests but we do not have anything prepared at this time.

Mr. Berlow brought to the attention of trustees an article in the New York Times about school libraries; this lead to Mr. Connors stating school libraries in grades 9-12 are mandated, while kindergarten through 8 are not. He feels we should be ready to be advocates for the retention of school librarians and possibly have an advocate for school librarians come in to speak to the Board at some point as school libraries are a feeder to the library system. Ms. Quinn-Carey agreed and stated she has met with some of the school library system directors.

There being no further business, on motion by Mr. Berger and a second by Ms. Thomas, the meeting was adjourned at 5:19 p.m.

Respectfully submitted,

Frank Gist
Secretary