

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

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

Sharon A. Thomas, Chair
Jack Connors, Vice Chair
Frank Gist, Secretary
Sheldon M. Berlow, Treasurer
Richard L. Berger
Phyllis A. Horton
Anne M. Leary
Rick Lewis (via conference call)
Elaine M. Panty
Mario J. Rossetti
John G. Schmidt, Jr.
Judith K. Summer
Wayne D. Wisbaum

W. Lawrence Buck, Trustee Emeritus

Absent: Hormoz Mansouri
Albert L. Michaels

Chair Sharon Thomas called the meeting to order at 4:03 p.m. in the Joseph B. Rounds Conference Room. Trustee Lewis was in attendance via conference call.

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

Agenda Item C – Minutes of the Meeting of October 15, 2009. Minutes were approved unanimously, as mailed, upon motion by Ms. Summer and a second by Mr. Berger.

Agenda Item D – Report of the Chair. Ms. Thomas reported she attended the Association of Contracting Library Boards of Trustees (ACT) meeting on November 7th at the Julia Boyer Reinstein Library where both Director Bridget Quinn-Carey and Trustee Richard Berger delivered very informative presentations.

Agenda Item E – Committee Reports.

Agenda Item E.1 – Executive Committee. Mr. Connors reported there were 2 Executive Committee meetings in November. The first was held on November 5, 2009, in the Central Library to meet with representatives of Project Flight, LLC, Drs. Geraldine Bard and Betty Cappella, and Literacy Volunteers representatives, Chris Gibas and Jeffrey Hirshberg. The meeting addressed concerns the Executive Committee had with the operations of both organizations and provided reassurances on where they are, where they are going and what their plans are for the future. The regular Executive Committee meeting took place on November 12, 2009, to set the agenda for the November 19th Board meeting. The Committee also reviewed and revised the Library's draft Memorandums of Understanding (MOU's) with Project Flight and Literacy Volunteers.

Trustee Emeritus Buck arrived at approximately 4:08 p.m.

Agenda Item E.2 – Budget and Finance Committee. Trustee Berger shared that Deputy Director Kenneth Stone was not at the meeting due to his mother, Florice Stone, passing away. There were no resolutions from the Budget and Finance Committee on the agenda for this meeting.

Agenda Item E.2.a – Monthly Finance Report. The monthly financial report for the period ending September 30, 2009, was included in the board packet.

Agenda Item E.3 – Building Oversight Committee. Mr. Connors reported the Committee met October 21, 2009, where they discussed the Request for Proposal (RFP) process. He pointed out to trustees, the goal of the RFP was to elicit a broad range of responses for a study that would include facility evaluation and a community based needs evaluation for the Central Library. He explained the RFP was put out earlier this year and was narrowed down to 6 bidders with the evaluation being based on the scope of the work, not the cost. The 6 firms selected are coming to the Central Library on December 2nd and December 9th, 3 per day, to be interviewed and discuss what they are proposing.

Trustee Wisbaum arrived at approximately 4:12 p.m.

Mr. Connors announced they were looking to expand the Building Oversight Committee and have invited Michelle Mazzone from the County, Robert Shibley from UB and Architect David Stieglitz, who was involved with the original plan to expand the library and tie in with E.C.C. expansion about 8 or 9 years ago, to be on a subcommittee and participate in the review process. The Committee felt it was important to get some experts from outside of the library. He invited all trustees to participate and/or be there for the review process. He stated they received feedback

from a number of Board members on the process and are taking their questions to the people coming in to make sure they are in agreement on what the work will be and what the expected results will be going forward. Trustee Berlow suggested the Library makes sure the contract includes the people be available after they finish their report to assist through the process, answer questions and clarify. Mr. Connors agreed this was a great point.

Agenda Item E.4 - Planning Committee. Trustee Berger reported the Planning Committee met on October 22, 2009, and have their next meeting scheduled December 3rd. He invited all trustees to attend the meeting stating decisions made today will definitely affect both the near and far future of the Library. Upon an inquiry from Mr. Berlow, Mr. Berger explained the Committee is trying to create a strategy on how to handle the downturn in monies in 2011 and develop some contingency plans. Ms. Quinn-Carey added the Committee will be looking at the Library's overall structure as a system, how it is organized and how it is funded. Ms. Quinn-Carey discussed in more detail the budget presentation that was given at the November 7th ACT meeting and the memo/handout that was distributed to CML Directors/Managers and how it relates to this in that we need to be prepared and plan now. As the structure of libraries and funding change, Mr. Connors believes the State Education Department needs to take a look at minimum staffing and hours and asked if they were doing anything to address this. Ms. Quinn-Carey explained these are set in their legislation adding there is a mechanism to ask for a waiver. Deputy Director Mary Jean Jakubowski added there has been some discussion at the New York Library Association (NYLA) in collaboration with other requests for change, but as far as she knows none directly addressing this issue. Ms. Quinn-Carey remarked she would be happy to take this to the State Librarian as an issue. In response to a question by Trustee Leary, discussion ensued about ramifications of any library opting out of the System. Ms. Leary suggested the Planning Committee take into consideration the possibility that in the future this might be considered by some of the stronger contracting member libraries, depending on future funding issues that may arise.

Agenda Item E.5 - Policy Committee. Ms. Summer reported the Policy Committee met on November 9, 2009. Between the last Board meeting and November 9th, she received only one set of comments from Trustee Berlow which led the Committee to harmonize the Donor and Gift Recognition Policy, the procedures for acquisition of materials and the procedures for deaccessioning of materials. She explained because this turned out to be a larger job than started out, looking at 3 different things instead of one, it will take a longer time. The Policy Committee hopes to meet again in December and have a report to the Board either in December or January of 2010; most likely January. They plan to work on each piece separately and then put all 3 pieces together. She requested if anyone has further questions or comments, they contact her so they can be brought along to the next meeting.

Ms. Thomas reminded all Board members they are invited to attend all Committee meetings.

Agenda Item F – Report of the Director. Director Quinn-Carey thanked all staff who were involved with putting together the Darwin exhibition and was excited about the deepening partnership with the University at Buffalo (UB) it provided. She also thanked everyone who attended the welcome luncheon for Dr. Eldredge, one of the preeminent scholars of Darwin. At a dinner event that was held in conjunction with the exhibit, Mr. Eldredge could not say enough wonderful things about the exhibit and was very impressed. She encouraged trustees to see the exhibit if they hadn't already. She shared that catalogs of the exhibit, coordinated by UB, are for sale in the Library book store just in time for the holidays.

Ms. Quinn-Carey updated trustees that the Rare Books Commission met November 17th and is working on making connections with other institutions in the area and identifying rare books and special collections. She thanked Assistant Deputy Director Peggy Skotnicki and her staff for helping pull together a vast amount of information on not only the best known collections but some of the smaller collections for this meeting. The next task is for Commission members to make personal communications with those institutions. She explained it is a means of creating a framework from which everyone can work in concert to put together wonderful exhibits in conjunction with each other, moving the process forward as a community and not just as individual institutions. Mr. Wisbaum also thanked the staff for providing such well put together information and data for the Commission to facilitate this.

Director Quinn-Carey briefly touched on a few of the highlights from her report sent out prior to the Board meeting.

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

Report of the Director November 13, 2009

Highlights from October and Early November, 2009

Literacy

The Literacy Master Plan is in place, and we continue to develop the plan for specific services and grant requests. A copy of the Plan was shared with the Erie County Legislature at our 2010 Budget Hearing.

Budget

The 2010 Erie County Budget as proposed by the County Executive did not include the additional \$750,000 requested. However, the net effect will be a level funded budget, as the \$250,000 payment back to the County for the Radio Frequency Identification (RFID) savings was also eliminated. And, in rare good budget news, the Central Library escalator/elevator project has been included in the 2010 Capital Budget.

The state midyear budget cut discussion continues as the Governor has proposed an additional \$3 million cut to libraries in the state. This cut comes on top of midyear cuts in 2008, and a reduction in 2009-2010 funding overall. I have been advocating against this further cut, which would bring our total reduction from the state to almost \$400,000 since 2008. The library cut represents a roll-back to 1998-era library funding and is disproportionate with other agency funding: in many cases the proposed reductions represent a reduction of an increase over last years' allocation. For libraries, it's a true cut.

Special Collections

Darwin: The Origin of Influence opened on November 9th. This collaborative exhibit represents a tremendous amount of work from the library staff and our partners at the University of Buffalo. Please make time to visit this exhibition; we would be pleased to schedule a tour if you are interested.

RFID

The Crane Branch is now up and running with the new RFID system and joins sister branch North Park in offering this new means of circulating and securing our materials. Other branches will be coming up 'live' in the next several weeks and months. The staff and conversion teams are learning from each experience, and we are working out the inevitable bumps along the way. All-in-all, it has been a smooth transition to date. The enclosed departmental reports provide a detailed view of the activities, services, programs and projects under way at this vibrant institution.

Report of the Chief Operating Officer

Highlights:

Get Graphic was the recipient of the Western New York Library Resources Council (WNYLRC) Outstanding Program/Service Award, presented at its Annual Meeting on October 28th. The Get Graphic team did a very brief reprise of the New York Library Association (NYLA) program for WNYLRC members. Congratulations to B&ECPL staff and all of the Get Graphic partners!

Peggy Skotnicki, Assistant Deputy Director, was one of six presenters of *Get Graphic*, at the NYLA Annual Conference on October 17th in Niagara Falls, New York. Librarians

Meg Cheman and **Britt White** of the B&ECPL, Carol Tauriello of Erie 1 BOCES, Maggie Stein of the Nioga Library System and Judy Adams-Volpe of UB Libraries also presented at the morning-long session. The project was well-received and the PowerPoint presentations are posted on www.getgraphic.org.

NYLA Pre-Conference: Assistant Deputy Director, Information Technology, **Carol Batt**, Library Information Technology Administrator **Toni Naumovski** and Technical Services and Technology Support Division Manager **Maureen McLaughlin** attended the NYLA Pre-Conference workshop entitled "Open Source and People-Centered: It's SOPAC 2.0" conducted by John Blyberg, Head of Technology & Digital Initiatives, Darien Library (CT). At a time when many libraries are examining alternatives to traditional vendor products for website and library services software, this program provided a thorough explanation of SOPAC 2.0 the new "social catalog" created at the Darien Library. SOPAC 2.0 is a fully developed community-based open source product with the website run on the Drupal Content Management System (CMS).

New York Library Association Annual Conference: Many B&ECPL staff members attended the 2009 NYLA Annual Conference held in Niagara Falls, New York October 13 - 17. In addition to the *Get Graphic* presentation, library staff also presented at the NYLA Job Center. Assistant Deputy Director **Doreen Woods**, Library Associate **Nora Macy** and Deputy Director **Mary Jean Jakubowski** provided job seekers the opportunity to have their resumes reviewed and receive interview tips and information about civil service. Librarian **Kara Stock** presented two *Job Searching for Librarians* workshops. Collection Development Manager **Claudia Yates** participated in YSS sponsored Table Talks. Ms. Yates discussed B&ECPL's involvement in StoryTubes - a national contest in which young people developed video's describing a favorite book or books. Participants from the Orchard Park Public Library won 1st place in the group competition. Assistant Deputy Director **Doreen Woods** was also a speaker at "*I (Still) Don't Want to Talk About It: Some Helpful Approaches to Uncomfortable Management Situations.*"

Doors Open Niagara: October 17th and 18th brought several dozen visitors through the Central Library for *Doors Open Niagara*. It was the first time the Library participated in this binational event designed to "show-off" the spectacular architectural styles found in Buffalo and the Niagara region. Deputy Director **Mary Jean Jakubowski**, Assistant Deputy Director **Ann Kling**, and Library Associate **Susan Carson**, provided tours throughout the Central Library including the rarely seen tiers. Borrower Services Senior Library Clerk **Mary Przybyla** and Librarian **Aga Chen** were tour assistants. Rare Book Room Librarian **Amy Pickard** and Rare Book Room Assistant **Peter Scheck** provided tours of the Rare Book Exhibit and Mark Twain Rooms. The visitors were also treated with a showing of a leaf from the Gutenberg Bible and a rare book with double fore-edge painting. Many of them remarked that they "never knew" the Library had

such wonderful things. Special Events Coordinator **Anne Conable** coordinated the overall event.

Darwin: The Origin of Influence will open on November 9th in the rare book exhibit space of the Central Library. To commemorate the 150th anniversary of the publication of Darwin's revolutionary book, *On the Origin of Species*, the University at Buffalo Libraries and the B&ECPL are presenting a collaborative exhibition of rare books and archival materials which examines Darwin's personal and scientific precedents and reveals his influence on post-*Origin* literary works. The Buffalo Zoo is a partner in creating the complete experience of *Darwin: The Origin of Influence*. The exhibit will run through February 12, 2010. Complementary programs are being developed.

William S. Hein & Co. Makes Donation: Scott Fiddler, Vice President of Sales & Marketing for William S. Hein & Co., presented the Library with a check for \$1,000, which will be used for the conservation of materials from the Special Collections Department. The Library is working with Hein & Co., where approximately 250 titles from the Buffalo & Erie County Public Library collection related to various constitutions will be digitized.

Web 2.0: The B&ECPL continues to expand its presence on the two most popular world-wide social networking sites. Fans on the Central Library's Facebook page have soared to over 1200! We continue to use our fan page to promote events and showcase library services. Our Twitter followers have now reached almost 650. This site is actively used to promote library programs, provide fun facts, as well as highlight system services. Reaction and feedback from our fans and followers have been very positive. In addition, as of October 30th the Central Library Children's Room, Clarence, Dudley, East Clinton, Elma, Grand Island, Kenilworth, Lake Shore, Niagara, Anna B. Reinstein, Julia Boyer Reinstein, and West Seneca Libraries all have Facebook fan pages.

Facebook Training for B&ECPL Libraries: Technical Services and Technology Support Division Manager **Maureen McLaughlin** and Information Technology Project and Training Coordinator **Kelly Donovan** along with Assistant Deputy Director **Carol Batt** developed a list of Facebook guidelines and best practices for libraries creating Facebook fan pages and conducted the first *Facebook Training* session for staff members on Wednesday, October 28th.

Comic Con: Popular Materials Librarian **Britt White**, along with Yellow Team Leader **Meg Cheman**, Mike Lavin of SUNY@Buffalo Libraries and Emil Novak of Queen City Bookstore, planned and executed the three-day *Buffalo Comic Con* event. B&ECPL specific activities "A Day in Words and Pictures" took place Saturday, October 24th and included three adult comics creation workshops, Kids Comic Con workshops and activities, author talk & book signing with Spain Rodriguez, and display/information

tables featuring artists, vendors, Arts in Education, and *Get Graphic!* graphic novel classroom kits.

DimensionM Deployed: Under the direction of Information Technology Administrator **Toni Naumovski**, the Network Department has installed the math gaming program DimensionM throughout the Buffalo Branches and Central Library. Designed to promote fun while learning and enhancing varying levels of math skills, the game is being offered through a cooperative effort between the Buffalo Public Schools and the B&ECPL. The Library will act as an access point for children who do not have access to a computer at home. Students log into the program using their student ID and special password supplied via the BPS. Technical Support Services Specialist **Johnny Hsu** worked diligently to insure the complex requirements for collaborative math game playing are available.

Big Read Programs: A multitude of Big Read programs have been given throughout the Library System in the month of October; *Great Gatsby* book discussions, cartooning with Tom Fox, Swing Buffalo - Charleston dance lessons, preschool story hours featuring the Littlest Read book *Jazz Baby*, movies - *Bugsy Malone* and *Chicago*, 1920's art and history programs, etc. It has been a tremendous year for the Big Read. Thank you to all who coordinated, lead and participated in programs. Planning for 2010 Big Read is under way featuring *Great Tales and Poems of Edgar Allen Poe*.

North Park Attendance and Circulation Increasing: Circulation and program attendance continue to rise at the North Park Library. Visits are steadily increasing. Positive comments and observations: One patron stated "So much better than the old place..." Staff comments: "The patrons like the self-checkout and parking." "Patrons are glad that the library is back in the neighborhood." Branch Manager **Dale Schmid** "patrons have been coming into the library who have not visited in years. Many new library patrons have registered for library cards. Several expired cards have been updated and even the old blue and white cards have appeared. Some folks just stop in to say "Hi" and to see the new library, while others have returned to read the newspaper and peruse the magazine collection."

Programs: In addition to Big Read programs as well as various special events, a plethora of programs were provided throughout the Buffalo Branches and Central Library. While listing all of the programs and program descriptions would take pages, the following are highlights: Central Library launches the *Pizza Lover's Children's Book Club*, East Delavan and the Children's Room participated in Jumpstart's *Read for the Record*, 1050 teens visited the Teen Room, movie nights featuring *Monsters vs. Aliens*, *Land of the Lost*, *Transformers: Revenge of the Fallen*, *Battle for Terra*, *Coraline*, *Ghostbusters*, etc., Branched Out: Young Scientists, Branched Out: Young Explorers, AnimeSeakers Club, preschool story hour, night time story time, Teen DIY (Do It Yourself), adult Wii gaming, teen gaming, *Haunted Buffalo*, Wordflight Poetry, Halloween celebrations, class

visits, *Literally Speaking*, *Straight Talk*, *Go Tell Michelle: African American Women Write to the New Fist Lady* – author appearance in cooperation with the Buffalo Book Fair, chess club, craft club, Teen Book Club, Eating Healthy seminar, Family Fun Night(s), Project CARE – Read to Succeed, *Power to End Stroke* presented by the Buffalo Club National Association of Negro Business and Professional Women’s Clubs, Inc., afterschool craft hour, Hull Family Home & Farmstead Colonial Kids Day, etc.

Tours: On October 14th, Assistant Deputy Director for Special Collections **Peggy Skotnicki** and Rare Book Librarians **Amy Pickard** and **Rob Alessi** gave a Rare Book and Mark Twain Room tour for a group of ten people from Leadership Buffalo. Frank E. Merriweather, Jr. Branch Librarian **Sandra Blackman** conducted a class visit and program for Lincoln Daycare on October 17th and Bethel Head Start on October 22nd. On Friday, October 16th, Niagara Branch Manager **Brian Hoth** gave a tour to a group of eight refugees from BOCES. Central Reference Librarians **Charles Alaimo** and **Suzanne Colligan** provided a library tour for ESL students (and their instructor) from the Educational Opportunity Center (EOC) on October 14th; ten people were in attendance. Their homelands include Central Republic of Africa, Iran, Sudan, Somalia, Burma (Myanmar) and Puerto Rico. On October 5th, the children from Ripen With Us Daycare in Kenmore made a trip on the subway to visit the Children’s Department. Librarian **Sarah Gallien** treated the children to stories, finger plays and a craft about fall. The children and teachers enjoyed their tour and visit so much they scheduled monthly visits. On October 9th, sixty-three students from Winchester Elementary School visited. October 21st brought a small group of home schooled children with their mother to visit and tour the Children’s Department. Librarian **Kate Puehn** discussed research (using B&ECPL databases), print sources and gave a brief tour to these young students.

Meetings/Conferences: Amongst the many meetings/conferences and professional development opportunities the following are highlighted: Assistant Deputy Director, Information Technology, **Carol Batt** met with NYS Division of Library Development (DLD) representative Elizabeth Carrature at the Julia Boyer Reinstein Library to discuss the impact of the Bill and Melinda Gates Foundation Online Opportunities Hardware Grant program and future Gates initiatives, October 5th. Assistant Deputy Director **Doreen Woods** and Junior Personnel Specialist **Jeanne Diehl** attended the “Personnel Matters” meeting on October 20th reviewing Erie County personnel and Civil Service policy issues. Branch Manager **Sandra Williams Bush** attended the 1st International Black Genealogy Summit, which was held October 29-31, 2009 at the Allen County Public Library, in Fort Wayne, IN. Popular Materials Librarian **Britt White** attended OASL (Oregon Association of School Libraries) Conference in Salem, Oregon October 9-10. **Britt White** was the keynote speaker and presented two workshops, both about graphic novels and the teenager. Librarian **Suzanne Colligan** attended two sessions of Digital Bootcamp at WNYLRC on October 7th and October 21st. Librarian **Renee Masters** and Central Library Manager **Nancy Mueller** attended two workshops

at WNYLRC Training Center on October 14th titled *Beyond an Apple a Day and Will Duct Tape Cure My Warts?* These two consumer health workshops along with the workshop attended in September, completed requirements necessary to achieve certification from the MLA for Consumer Health Information Specialization. Assistant Deputy Director **Carol Batt** and Information Technology Administrator **Toni Naumovski** attended an e-Rate workshop at Erie1 BOCES, October 16th. Librarian **Bruce Weymouth** attended the Federal Depository Library Council Conference October 19 – 21 in Washington, DC. On October 17th, Librarian **Rhonda Konig** attended the 2009 Annual Family History Seminar sponsored by The Church of Jesus Christ of Latter-day Saints held in Williamsville. On October 22nd Librarian **Amy Vilz** and Book Repairer **John Farah** attended the second session of the Western New York Library Resources Council Preservation Institute. Central Reference Manager **Dorinda Hayes** attended a meeting at Central on October 22nd with Programming and Outreach Librarians **Dan Caufield** and **Kara Stock** and Program Coordinators of the Buffalo Urban League about possible program collaborations. Assistant Deputy Director, Information Technology, **Carol Batt**, participated in an American Library Association (ALA) webinar “Libraries, Social Media and Advocacy” on October 27th.

Report of the Chief Financial Officer

Governor Proposes Additional Current Year Budget Cuts, Library Aid Hit Hard:

Citing the need to offset worsening state revenue forecasts resulting from the country’s financial crisis, Governor Paterson released a proposal to trim another \$2 billion from the current year state budget. His proposals include significant cuts impacting educational institutions totaling \$524.6 million. This total includes an additional 3.3 million cut in library aid. The reductions are calculated as a percentage of undisbursed aid, with most local assistance programs’ undisbursed aid cut 10% (library aid falls in this group). The average cut to undisbursed school aid would be 4.5%.

Libraries have already taken more than their fair share of cuts. Since 2008, we’ve seen the following reductions in state aid:

Public Library System Aid (Library Operating Fund and Grants):

2008 (2008-09 State FY) - \$3,057,844 in adopted state budget

2009 (2009-10 State FY) - \$2,761,098 in adopted state budget

A reduction of **(\$296,746)**

Also, **the \$800,000 Library Construction Program was eliminated** from the 2009-10 State Budget. B&ECPL’s share in 2008 was **\$37,855**.

Combined, the Library has already sustained a reduction of **\$334,601** for those two main programs. Additional cuts being considered now could push the total reduction near or past the \$400,000 mark.

The proposed additional reductions in state aid would occur near the end of the library's fiscal year and – based upon a 10% cut of undisbursed aid – would hit the Library with another \$45,000 reduction. However, if total savings estimate in the Governor's press release (almost \$3.4 million from library aid) were to include some or all of the \$760,545 in disbursements received in October, the Library would face an additional reduction of over \$76,000. These reductions would reduce state library aid to levels not seen since the late 1990's – and these are actual dollar amounts – not adjusted for inflation – so the impact is more severe.

Staff will continue to monitor the situation.

County Legislature Budget Hearing Held, Library Testimony Well Received:

The Erie County Legislature held 2010 Budget Hearings for the Library's budget on Wednesday, October 28th from 1:00 p.m. to 2:00 p.m. Legislators expressed interest in the Library's literacy initiatives and recognition of the strains incurred as the Library meets recession induced increased service demands with flat county funding and declining state aid.

Central Library – Ellicott Street Entry Reconstruction Project Design Well Under

Way: This New York State Construction Grant project will replace the vintage 1963 entrance that is not American with Disabilities Act (ADA) accessible with a fully ADA accessible ramp and assisted door entry. The ramp will be situated so that it remains under the building overhang to help protect it and patrons using it, from the worst of the weather. Design and bid document preparation is expected to be completed by the end of December so the project can be bid out early next year. Construction completion is anticipated by late spring 2010.

Central Library Public Restroom Restoration to Begin before the End of December:

This project, also funded by a NYS construction grant, will restore the public restrooms on the first and second floors of the building, including use of low water and energy efficient fixtures. Tile samples are now in and selections can be made, allowing construction to begin thereafter.

Old North Park Library Move Out Nearly Complete: Maintenance staff has moved, reused or recycled remaining equipment at the old North Park Branch facility at Delaware and Hertel. The facility will be turned over to the City as early as next week.

LIST of VISITS and MEETINGS ATTENDED by BRIDGET QUINN-CAREY
October 13, 2009 – November 13, 2009

OCTOBER

- 13 Meeting with George Emery – North Buffalo Library long-term planning
- 14-17 New York Library Association Annual Conference – Niagara Falls, New York
- 15 B&ECPL Board meeting – Central Library
- 16 Lunch meeting with Tom Galante
- 16 Hauptman-Woodward fundraising event with Chris Gibas, Literacy Volunteers
- 19 Meeting with Chris Gibas, Literacy Volunteers
- 19 Meeting with Justice Salvatore Martoche, B&ECPL Trustee Emeritus
- 21 Library Managers & Directors meeting – Central Library
- 21 Meeting with Sharon Thomas, B&ECPL Board of Trustees Chair
- 21 B&ECPL Building Oversight Committee meeting
- 21 Meeting with North Buffalo Library Long-term Planning Committee
- 22 B&ECPL Planning Committee meeting
- 22 Booktoberfest, Project Flight event
- 23 Erie County Commissioners meeting – Rath Building
- 24 Buffalo ComicCon event
- 27 Empire State STEM summit
- 27 Buffalo and Erie County Historical Society Board meeting
- 28 2010 Budget Hearing
- 28 WNYLRC annual meeting/Get Graphic Award ceremony
- 29 Meeting with Public Works Commissioner Steve Stepniak, Sharon Thomas, Ann Kling and George Emery – North Buffalo Library long-term planning
- 30 Meeting with Brenda Battleson, UB

NOVEMBER

- 2 State Senate Hearing regarding proposed budget cuts
- 4 Open staff meeting at Central Library
- 5 Special B&ECPL Executive Committee meeting
- 5 Leadership Buffalo event
- 6 Meeting with Dr. Danis J. Gehl, Assoc. Exec. Director, UB Educational Opportunity Center
- 7 ACT Trustees meeting – Julia Boyer Reinstein Library
- 9 B&ECPL Policy Committee meeting
- 9 Meeting with Doug Kohler, Erie County Historian
- 10 International Year of Astronomy at Julia Boyer Reinstein Library
- 12 Darwin: The Origin of Species exhibition events/luncheon - Central Library
- 12 B&ECPL Executive Committee meeting
- 13 Buffalo and Erie County Historical Society Board orientation

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: October 1-October 31, 2009
Development & Communications Office

DATE: November 12, 2009

OVERVIEW

Major activities centered on:

- Developed preliminary grant proposal for the Junior League of Buffalo's Show House proceeds. The grant proposal was in the amount of \$515,000 to assist in supporting the Library's Literacy Master Plan.
- Big Read programming implementation
- Initiating a B&ECPLS/UB/Buffalo Zoo collaborative for an exhibition and related activities (including fundraising) to celebrate the legacy of Charles Darwin.
- Initial strategy sessions on work plan development for National Endowment for the Humanities (NEH) Digital Humanities Planning Grant
- Working with Erie County's Commission on the Status of Women to develop strategies for celebrating National Women's History Month (March 2010)
- Begin discussions on renewal of lease with Fables Café/Palate Catering

SPECIFIC ACTIVITIES/TASKS/ACCOMPLISHMENTS

Development

- The 2009 Decorators' Show House Proceeds preliminary application was researched, written, and submitted. The grant request of \$515,000 would be used to support the Library's Literacy Master Plan to create/provide a holistic framework to address academic underachievement, literacy enrichment, and remediation for adults, students, and children and their families. If granted, the monies will enable the B&ECPLS, in collaboration with its major partners Project Flight, Literacy Volunteers, Buffalo Public Schools Adult Education Division, and WNED to: 1) launch four Library Literacy Centers (LLCs) as defined in the Master Plan; 2) enhance teaching and training resources at six of the Library's City of Buffalo branches; and 3) offer early childhood literacy services in 20 addition libraries during the next two years.
- Met with other participants in the Library's \$25,000 NEH Digital Humanities grant to discuss ways in which a regional inventory of materials associated with the Great Depression and New Deal would be captured and catalogued. The

project, entitled “Re-Collecting the Great Depression and New Deal as a Civic Resource in Hard Times,” is the first-ever grant to the Library System by the NEH. The goal of this special initiative is to encourage and strengthen the teaching, study, and understanding of American history and culture through the support of projects that explore significant events and themes in the nation’s history and culture and that advance knowledge of the principles that define America. Particular focus will be made to the Buffalo Philharmonic Orchestra, a WPA project in 1935, its 75th anniversary in 2010-2011, and ways in which the Library System can play a lead role in celebrating this milestone event by featuring elements of the Library’s music collection and historical materials relating to the orchestra. A second emphasis will be on The Milestones of Science. The 198 items in this one-of-a-kind collection were purchased during the Depression. In 2013, this important asset of the Library’s will be 75 years old.

- More than 150 programs associated with the 2009-2010 Big Read, funded, in part, through a \$20,000 grant from the National Endowment for the Arts (NEA), were held during the month of October and the first week of November. Various promotional materials were developed internally and distributed system-wide. Book discussions, dramatic readings, children’s dance parties, and film viewings were among the diverse array of offerings. All System libraries participated.
- A planning group continued to meet on a frequent basis as a joint B&ECPLS/UB/ Buffalo Zoo initiative to develop and fund an exhibition featuring Charles Darwin. Dates for the exhibition neared. Dates for the exhibition are November 9, 2009-February 12, 2010, to coincide with the publication of *The Origin of Species* and the birth of Darwin respectively. Darwin expert Niles Eldredge of the Museum of Natural History in NYC will be in Buffalo during the first week of the three-month exhibition (11/11-12) and will speak to select audiences.
- Met with representatives of Fables Café/Palate Catering preliminarily to discuss needs of both parties which should be reflected in any new agreement for food services at the Central Library. The current five-year arrangement ends in March 2010.
- Worked with the Business Office on the development of an RFP for direct mail services for the 2009-2010 annual fund appeal.
- Issued an RFB (Request for Bid) for the sale of approximately 7,000 books and periodicals currently stored in space at the top of the escalator on the second floor of the Central Library.
- Monitored sales from Novel Ideas on a weekly and monthly basis.

Community Contacts

- Attended Graycliff Conservancy Executive Committee and Board meetings.
- Attended Theodore Roosevelt Inaugural Site Foundation meetings.
- Attended Western New York Artists Group board meeting.
- Attended follow-up meetings with representatives of Business First (BF) and Western New York Grantmakers Association (WNYGA) to move forward on a grantmakers/grantseekers event to be sponsored by BF and held in conjunction with November’s National Philanthropy Week.

- Attended follow-up meeting at Forest Lawn Cemetery to discuss ways in which the Library could play a role as the cemetery prepares to transition to a historical venue.
- Attended Leadership Buffalo Art & Culture Day. Arranged for a group of participants to tour the Library on October 14.
- Attended Child & Family Services annual fundraiser.
- Attended Project Flight annual fundraiser.
- Attended Western New York Artists Group annual fundraiser.
- Attended Grand Opening of the Meals on Wheels new commissary.
- Attended Public Relations Society of America/Buffalo-Niagara Chapter's New Member Reception.

Programming/Public Relations/Marketing

- The Executive Director of the Buffalo Philharmonic Orchestra (BPO) has established a committee to begin plans for the BPO's 75th anniversary celebration planned to coincide with the orchestra's 2010-11 season. The committee includes Library representation and will tie into the NEH Great Depression/New Deal project grant (and possible additional funding locally) since the BPO is an actual product of the Works Progress Administration (WPA). These discussions have led to a preliminary exploration as to how the two organizations might work more closely together going forward.
- Met again with representatives of PBS station WNED to discuss potential tie-ins between the stations and the Library/UB/Buffalo Zoo Darwin collaboration. Linkages will be made between the exhibition and regularly-scheduled PBS programming.
- On October 17 and 18, the Central Library served as an architectural site during the 2009 Binational "Doors Open Niagara." This first-time participation in the major cultural/heritage tourism event (an "open house" weekend) featured "behind the scenes" tours of the tiers and the Rare Book Room. Although attendance was relatively small (approximately 30 people), positive feedback was given by all who participated.
- Continued to meet and discuss plans for exhibits/themes emanating from the Special Collections area for the remainder of 2009 and through 2011.

B&ECPL Meetings

- Attended/participated in B&ECPL Senior Management meetings
- Attended/participated in B&ECPL Administrative Team meetings
- Attended/participated in B&ECPL Managers/Directors meeting
- Attended/participated in B&ECPL Planning Committee meeting
- Attended/participated in B&ECPL Executive Committee meeting
- Attended/participated in B&ECPL Building Oversight Committee meeting
- Attended/participated in B&ECPL Budget Hearing held by the Erie County Legislature

Contracting Member Library Activity Reports – November 2009

Alden (Ewell Free) Library – submitted by Kristie Rogers, Library Manager

Our library experienced an extra busy summer. Not only did we have high attendance for our summer craft and story times, and many eager participants in our independent reading challenge, but we renovated the downstairs space into our new children's room. The former nursery school area was remodeled floor to ceiling. The floor needed extra supports to be able to handle the weight of books and shelving. New lighting, beautiful new carpeting and air-conditioning were installed. The whole room was painted before the shelving arrived. Three of us spent a Sunday afternoon moving books from upstairs to the new space. We are awaiting the completion of a mural painted by art students of St. John the Baptist School in the new story time alcove, along with the installation of a large aquarium to compliment the pond rug. We opened the room to the public in September. Our patrons love the bright, airy, and child-friendly area.

All of our adult computers are now in the former children's room along with study tables. All of the non-fiction was moved to that space which allowed the fiction to be spread out. We now have a quiet, comfortable reading area that had been requested by our seniors, in the former computer and reference space.

Attendance, circulation and computer use have increased since the renovation. Having served the community of Alden for nearly 109 years, we look forward to the next 109 years.

Aurora Town Public Library – submitted by Lee Ainsworth-Mahaney, Director

Like libraries across the country, the Aurora Town Public Library (ATPL) has been experiencing the impact of the global recession, i.e., new and more frequent users whose options for learning and recreation are limited by shrinking disposable income and dramatic increases in computer use by job seekers, students and those who no longer can afford Internet connections at home. In addition, two important and unique events affect the ATPL at this moment.

On November 2, 2009, the Shared Municipal Services Incentive Committee, comprised of representatives from the Village of East Aurora, the Town of Aurora and the Aurora Town Public Library, voted unanimously to recommend that ATPL's Main Street building be expanded to include village, town and library services in one location.

This new facility would feature the library in a large addition to its current physical plant, while the town and village would occupy the newly remodeled former library

premises. The proposed design is not only creative, practical and energy efficient, but also fiscally responsible because taxpayers would support one state-of-the-art facility instead of three separate, aging buildings. A portion of Whaley Avenue would be aligned with Paine Street to mitigate a dangerous intersection, and a brownfield would be developed, eliminating an eyesore in the middle of the village.

The intent of this collaborative program is future-oriented, as the village municipality is beginning discussions on dissolution, and the current mayor is running on a platform to facilitate the transition to one local government rather than two.

There are many hurdles to overcome before a tentative March facility referendum, but this proposal introduces exciting and appealing possibilities for the library and the community it serves. ATPL trustees and staff will keep B&ECPL officials apprised of progress and we look forward to making a formal presentation to the B&ECPL Board when key details have been resolved.

The second event that has affected the ATPL was the seeding of landscape in front of the library just last week. This appears to represent the culmination of a very trying year for ATPL. In April, New York State DOT began a complete reconstruction of Main Street in the village. Traffic has been rerouted as various sections were excavated. Access to the library has been compromised, and at times completely curtailed for all except the most intrepid. Power has been interrupted, water lines broken, the parking lot closed, and the building shaken to its foundation by heavy equipment assembled in the vacant lot next door, where ATPL hopes the new library will be built someday soon. For a village that prides itself on walkability, it has been a challenge to walk, much less drive, to the library.

Patrons have continued to express loyalty and affection for the library, despite obstacles and inconvenience. Circulation has been affected less than expected, although it has shifted in waves as Main Street opened and closed at irregular intervals.

The Board and Director remain grateful to the staff, who have delivered books to patrons (both at home and in cars parked around the corner), who have dealt with frustrated users grumbling about fines, and who have -- more often than anyone might like -- earned combat pay just trying to get to work.

We look forward to the challenges of 2010 and to a return to "normal" library service.

Agenda Item G - Public Comment. No public comment.

Agenda Item H - Unfinished Business. Judge Rossetti thanked the Library for sending him the 2006 MOU with the Library Foundation. He feels the Policy and Planning Committees should read this with regard to what the intent is by both agencies and

believes there are critical elements that have not been maintained by that MOU. He questioned why a contract with the Library Foundation still has not been presented after several months. Ms. Quinn-Carey explained it is not a problem with coming to terms but feels it is a timing issue as there have been traveling and medical issues involved with some key people. Mr. Wisbaum pointed out independent counsel was obtained to represent the Library Foundation to work with Library Counsel, Patrick Martin. Mr. Wisbaum commented it is moving along and he is confident this will be presented before the end of the year.

Agenda Item I - New Business.

Agenda Item I.1 - Agreement with Project Flight, LLC, Regarding Space Use. Ms. Panty moved for approval and was seconded by Ms. Summer. At this point, Judge Rossetti voiced concerns that we are piecing up the Central Library too much noting the Library Foundation has offices here, and now Project Flight and Literacy Volunteers would as well. He made known that while he is not opposed to these things, he feels this is a public institution owned by the citizens of this county and does not feel we should be involved in helping to maintain their projects in this library. He also expressed issues concerning funding. In addition, he observed on the Literacy Volunteers website, they have a spot to donate money to their organization; he inquired if the Library had something like this. Ms. Quinn-Carey stated we currently do not offer online donations but are working on this. Ms. Quinn-Carey reminded trustees the grander scheme of things is that we are having trouble with funding and the more collaborative endeavors and partnerships we develop, we grow our base of support and the number of stakeholders that are pulling for us providing us with a stronger voice. The benefit to the Library is for collaborative ventures in literacy as we do not have the resources to create a literacy division here. It is a high priority of the Board and part of the Library's overall goals and initiatives to address illiteracy and the Library's role by pulling together different literacy organizations that complement each other. She added, by co-locating, we are creating a literacy center for the city with 37 outlets throughout our county to distribute literacy services. By using the resources in our own community, the Library does not have to duplicate them. Mr. Wisbaum added the mission the Library has today is very different than 50 years ago and that Foundations and individual donors are looking for and applaud libraries for doing this. Mr. Berlow moved to question. Trustee Schmidt voiced he felt a MOU for 2 new tenants in this building is ill-advised and he would oppose it solely on those grounds. He felt these are 2 entities that are not answerable to the taxpayers of Erie County, the patrons of the Library or this Board who are to come into this space based on a 2 page document. He suggested one solution would be that the MOU be an agreement to agree to a formal contract. Ms. Quinn-Carey noted that in her conversations with Library Counsel Patrick Martin while looking these MOU's over, he too would like the Library to put these MOU's into a more formal contract. She stated due to a timing issue with lease deadlines, the MOU is on the table today. Discussion ensued regarding Mr. Berlow calling the question and

proper action following this. Mr. Berlow stated he had called the question because he thought all questions were answered and it was an attempt to end discussion. He then withdrew the question. With the question withdrawn, Mr. Wisbaum moved for a vote on amending the original motion and approve the Memorandum of Understanding leading to a formal contract to be negotiated, drawn and agreed upon and it being conditional upon being approved by Library Counsel, Patrick Martin. Trustee Berlow seconded the amended motion. With the exception of Trustees Schmidt and Rossetti voting in the negative, the remaining 11 trustees voted in the affirmative and were in approval of this. Trustee Schmidt voiced his only opposition was that there should be a time limit for the formal contract.

RESOLUTION 2009-49

WHEREAS, the Buffalo and Erie County Public Library (B&ECPL) and Project Flight, LLC, a not-for-profit organization devoted to promoting literacy in school and at home through school and family literacy initiatives, are seeking to create an environment at the Central Library where literacy service providers can connect, collaborate and cooperate with other providers, current and potential clients and other literacy services, and

WHEREAS, the collaboration is in keeping with the Library's Literacy Master Plan, and

WHEREAS, The Memorandum of Understanding outlines terms through which Project Flight would occupy approximately 5,000 square feet of space within the Central Library currently used for storage, in exchange for collaborative planning and implementation of the Library System's Literacy Master Plan, literacy grants, free books and other materials and future collaborative ventures , now therefore be it

RESOLVED, that the Memorandum of Understanding between the Buffalo and Erie County Public Library and Project Flight, LLC is approved by the Board, and authorizes Chairperson Sharon Thomas to execute the contract.

Agenda Item I.2 – Agreement with Literacy Volunteers Regarding Space Use. As done with Resolution 2009-49, it was decided in Resolution 2009-50 to approve the Memorandum of Understanding with Literacy Volunteers leading to a formal contract to be negotiated, drawn and agreed upon and that it be conditional upon being approved by Library Counsel, Patrick Martin. In addition, it was added that a formal contract be done within 30 days. Approval of the amended resolution was moved by Mr. Wisbaum, seconded by Ms. Summer. With the exception of Judge Rossetti voting in the negative, Resolution 2009-50 was approved as amended.

RESOLUTION 2009-50

WHEREAS, the Buffalo and Erie County Public Library (B&ECPL) and Literacy Volunteers of Buffalo and Erie County, Inc., a well-established not-for-profit literacy organization, are seeking to create an environment at the Central Library where literacy service providers can connect, collaborate and cooperate with other providers, current and potential clients and other literacy services, and

WHEREAS, the collaboration is in keeping with the Library's Literacy Master Plan, and

WHEREAS, The Memorandum of Understanding outlines terms through which Literacy Volunteers would occupy space within the Central Library currently used for storage, in exchange for terms to have Literacy Volunteers offset any additional cost to the Library for providing the space, in addition to collaborative planning and implementation of the Library System's Literacy Master Plan and partnership for preparing and securing literacy-related grants, now therefore be it

RESOLVED, that the Memorandum of Understanding between the Buffalo and Erie County Public Library and Literacy Volunteers of Buffalo and Erie County, Inc., is approved by the Board, and authorizes Chairperson Sharon Thomas to execute the contract within 30 days.

Ms. Summer motioned to adjourn in remembrance of Deputy Director Kenneth Stone's mother, Florice Stone. There being no further business, on motion by Ms. Panty, seconded by Mr. Schmidt, the meeting was adjourned at 5:07 p.m.

Respectfully submitted,

Frank Gist
Secretary