

MINUTES
REGULAR MEETING OF THE
BUFFALO AND ERIE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES
June 16, 2011

The regular monthly meeting of the Board of Trustees of the Buffalo and Erie County Public Library was held on Thursday, June 16, 2011, in the Central Library pursuant to due notice to trustees. The following members were present:

Sharon A. Thomas, Chair
Jack Connors, Vice Chair
Elaine M. Panty, Secretary
Amy Alvarez-Perez
Richard L. Berger (via conference call)
Frank Gist
Phyllis A. Horton
Sharon M. Kelly
John G. Schmidt, Jr. (via conference call)
Judith K. Summer
Wayne D. Wisbaum

Absent:

Anne M. Leary
Rick Lewis
Hormoz Mansouri
Albert L. Michaels

Chair Sharon A. Thomas called the meeting to order at 4:05 p.m. in the Joseph B. Rounds Conference Room. Trustees Berger and Schmidt were in attendance via conference call as well as interim transition team members June Garcia and Susan Kent. A quorum was present.

Agenda Item B – Approval/Changes to the Agenda. Ms. Thomas entertained a motion to amend the agenda to add Executive Session immediately for the purpose of discussing personnel matters which would be followed by Item J - New Business including its two action items. On motion by Mr. Connors and a second by Ms. Horton, the agenda was so amended.

The Chair entertained a motion to enter Executive Session. Ms. Panty made the motion, which was seconded by Ms. Summer. Approval was unanimous. All members of the

staff and public were excused from the room. Ms. Garcia and Ms. Kent, who were on conference call, were invited to remain on the line for Executive Session. Trustees Wisbaum and Alvarez Perez arrived during Executive Session at 4:18 p.m. and 4:56 p.m. respectively.

At approximately 5:10 p.m., on motion by Ms. Panty, seconded by Ms. Horton, the Board ended closed session and returned to public session with the announcement they had come to an agreement with moving forward and concluding the search for a Director for the B&ECPL in naming Mary Jean Jakubowski, the Library's current Deputy Director - COO, for a term of 3 years as Director.

Agenda Item J- New Business (taken out of order).

Agenda Item J.1 - Reappointment of Mary Jean Jakubowski. As discussed in Executive Session, Chair Thomas entertained a motion to substitute proposed Resolution 2011-24 sent out in the Board packet reappointing Ms. Jakubowski as Deputy Director, with amended proposed Resolution 2011-24 appointing her Director. Upon motion by Ms. Summer and a second by Ms. Panty, the Board unanimously approved amended Resolution 2011-24 appointing Mary Jean Jakubowski to serve as the new Director of the Buffalo & Erie County Public Library at a salary of \$120,000/year for three years.

RESOLUTION 2011-24

WHEREAS, after 3 years of exemplary service, Library Director Bridget Quinn-Carey accepted a position with the Queens public library with the completion of her first term on March 4, 2011, and

WHEREAS, the Board of Trustees of the Buffalo and Erie County Public Library has exclusive authority to hire a new Director of the Library and set the salary of the Director pursuant to Section 6224 of the New York State Unconsolidated Laws, and

WHEREAS, the Executive Committee of the Board of Trustees of the Buffalo and Erie County Public Library adopted Resolution 2011-5 establishing a recruitment process for a new Library Director, and

WHEREAS, interim leadership responsibilities were undertaken by Chief Operating Officer Mary Jean Jakubowski in partnership with the firm Library Strategies International LLC, and

WHEREAS, Library Strategies International's contracted role also included conducting a nation-wide recruitment effort, and

WHEREAS, the Board's Search Committee was designated to work with the consultants, staff and trustees to define, refine and initiate the recruitment process, and

WHEREAS, the committee reviewed applications and conducted telephone interviews that narrowed the field of candidates to a group of two finalists for in-person interviews, and

WHEREAS, the week of June 6, 2011 the interview process, candidate tours of library facilities, staff and trustee forums and an evening public reception were conducted to provide an opportunity for System trustees, contracting library trustees, public, and staff to meet, interact with and hear the candidates respond to questions, and

WHEREAS, the Board of Trustees of the Buffalo and Erie County Public Library met on June 11, 2011 to review the results of the week's activities and conduct deliberations, and

WHEREAS, these deliberations considered the performance of Mary Jean Jakubowski in her leadership capacity during this process, and

WHEREAS, Ms. Jakubowski's demonstrated ability to work with the public, trustees and staff in developing alternative solutions for the Library's long-term viability in the face of severe economic challenges will allow her to ably lead the Buffalo and Erie County Public Library, now therefore be it

RESOLVED, that the Buffalo and Erie County Public Library Board of Trustees, pursuant and subject to the provisions of Section 6224 of the New York State Unconsolidated Laws, authorizes the appointment of Mary Jean Jakubowski as the Director of the Buffalo and Erie County Public Library for a three year appointment at an annual salary of \$120,000, effective this date, and be it further

RESOLVED, that the remaining terms and conditions of Ms. Jakubowski's existing compensation package shall remain unchanged, and be it further

RESOLVED, that the Board and Director will review performance and compensation no later than June of each year.

Agenda Item J.2 – Reappointment of Kenneth Stone. On motion by Ms. Panty, seconded by Ms. Horton, the Board unanimously approved to replace proposed Resolution 2011-25 which was mailed in the Board packet with an amended version distributed in Executive Session reappointing Kenneth Stone as Deputy Director for three years at a salary of \$110,000/year. On motion by Jack Connors and a second by Ms. Panty, the amended Resolution 2011-25 was unanimously approved as follows:

RESOLUTION 2011-25

WHEREAS, the Board of Trustees of the Buffalo and Erie County Public Library has determined that the performance of Deputy Director Chief Financial Officer Kenneth H. Stone has been exemplary, and

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

RESOLVED, that the Board of Trustees hereby approve the appointment of Kenneth H. Stone to the position of Deputy Director – CFO for a three-year appointment, with an annual salary of \$110,000 effective September 30, 2011, and be it further

RESOLVED, that the remaining terms and conditions of Mr. Stone's existing compensation package shall remain unchanged.

Ms. Thomas then entertained a motion to deal with the remaining action items on the agenda first due to the lengthy Executive Session and time constraints for some trustees. Ms. Kelly moved, Ms. Panty seconded and approval was unanimous.

Agenda Item C – Minutes of the Meeting of May 19, June 10 and June 11, 2011. On motion by Ms. Summer and seconded by Ms. Horton, the Minutes of May 19, 2011 were approved unanimously as mailed. On motion by Dr. Alvarez Perez, seconded by Ms. Panty, the Minutes of the June 10, 2011 B&ECPL Special Meeting of the Board of Trustees were approved unanimously as mailed. On motion by Mr. Connors, seconded by Ms. Horton, the Minutes of the June 11, 2011 B&ECPL Special Meeting of the Board of Trustees were approved unanimously as submitted.

Agenda Item D – Election of Officer. At the April Board meeting, Elaine Panty was nominated by Trustee Summer to serve as the Board's Secretary. As there was not a quorum at the May Board meeting, the vote was tabled until this meeting. The Chair entertained a motion to elect Ms. Panty. Trustee Alvarez Perez made a motion, which was seconded by Ms. Summer. Ms. Panty was unanimously approved to be the Board Secretary.

Agenda Item F – Committee Reports (taken out of order).

Agenda Item F.2 – Budget and Finance.

Agenda Item F.2.a – NYS Construction Grant Award & Budgeting. Deputy Director Stone introduced this resolution which would accept the award of a NYS construction grant in the amount of \$48,190 for Central Library space reconfiguration matched by

interests in the Library's private funds Krieger bequest. Upon motion by Mr. Gist and a second by Ms. Panty, approval was unanimous.

RESOLUTION 2011-22

WHEREAS, on September 16, 2010 the Board of Trustees adopted resolution 2010-35 recommending New York State approval of requests for New York State \$14 million Library Construction Grant Program funding to help address capital needs at the Central, Anna Reinstein, Boston Free, Collins, Kenmore, Tonawanda City, and West Seneca Libraries, and

WHEREAS, the Library has received notice that funding for these project has been approved, and

WHEREAS, the next step to implement the projects is to budget the grant and B&ECPL local share for the Central Library project, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library approves use of interest earnings of the Krieger bequest in the library's trust funds to meet the \$48,190 for grant match for the Central Library project, and be it further

RESOLVED, that the Board further approves budgeting the \$48,190 grant proceeds for use in completing the Central Library project.

Agenda Item F.2.b - Authorize Chair to Execute 2011 Contracts with Contracting Libraries. Mr. Stone explained the 2011 contracts were based on the adopted 2011 budget with no other changes in the terms and conditions of the contracts. On motion by Ms. Panty, seconded by Ms. Horton, Resolution 2011-23 was unanimously approved.

RESOLUTION 2011-23

WHEREAS, budgetary allocations from Erie County and New York State to the Buffalo and Erie County Public Library constitute the vast majority of the financial resources supporting the contract with the "Public Library," and

WHEREAS, Erie County's 2011 allocation was not known until mid-December, and New York State's overall allocation was adopted in April, and

WHEREAS, this made it difficult for the Buffalo and Erie County Public Library (B&ECPL) and the contracting libraries to develop, consider and approve a contract prior to the beginning of the 2011 fiscal year on January 1, 2011, and

WHEREAS, to meet 2011 operating expenditure needs of the contracting libraries, the B&ECPL Board of Trustees, on December 16, 2010 adopted Resolution 2010-41 implementing the extension provision contained in the 2010 contract until

such time as a final 2011 contract is adopted, not to exceed July 31, 2011, whichever was earlier with funding based upon the estimated allocation of the 2011 B&ECPL Board-adopted budget, and

WHEREAS, Erie County's 2011 budget is now in place and the New York State budget has been adopted, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library authorizes the Chair of the Board of Trustees to execute 2011 contracts continuing the terms and conditions contained in the 2010 contract, utilizing 2011 salary tables and the budget amounts supported by the 2011 B&ECPL adopted budget as approved in Resolution 2010-40.

Agenda Item F.2.c - Monthly Financial Report. The monthly financial report for the period ending April 30, 2011 was distributed to trustees at the meeting for informational purposes.

Agenda Item F.1 - Executive Committee (taken out of order).

Agenda Item F.1.a - Authorization to Negotiate & Implement Labor Settlement.

Mr. Stone explained this resolution was to authorize Ms. Jakubowski to negotiate and implement a labor settlement agreement with the Librarians Association on the RPT issue. On motion by Mr. Connors, seconded by Ms. Summer, the following resolution was passed unanimously by the Executive Committee on June 9th:

RESOLUTION 2011-19

WHEREAS, Erie County recently negotiated a settlement with CSEA Local 815 resulting from an arbitration decision regarding the County's practices involving regular part-time (RPT) employees, and

WHEREAS, the Library had followed the County practice for employees represented by the Librarians Association and the recently formed Contracting Library Clerical and Maintenance employees union, and

WHEREAS, it is in the Library's interest to negotiate a settlement with the Librarians Association and the recently formed Contracting Library Clerical and Maintenance employees union following the terms of the County settlement, now therefore be it

RESOLVED, that the Executive Committee of the Board of Trustees of the Buffalo and Erie County Public Library authorizes the Deputy Director, Chief Operating Officer to negotiate and execute settlements following the terms of the County's settlement with CSEA, at a cost not to exceed \$60,000 for the Librarians Association and \$15,000 for the Contracting Library Clerical and Maintenance Employees Union, and be it further

RESOLVED, that the Executive Committee of the Board of Trustees of the Buffalo and Erie County Public Library authorizes amending the contracting library budgets impacted by this agreement to accommodate the settlement payments.

Agenda Item F.1.b – Authorization to Negotiate Litigation Settlement. On motion by Ms. Summer, seconded by Ms. Leary, the following resolution was passed unanimously by the Executive Committee on June 9th:

RESOLUTION 2011-20

WHEREAS, The Library has been named in litigation concerning a fall at the Lackawanna Public Library, and

WHEREAS, the Library counsel has indicated another party in this case is interested in entering settlement discussions, and

WHEREAS, the Library's counsel recommends engaging in settlement discussions, now therefore be it

RESOLVED, that the Executive Committee of the Board of Trustees of the Buffalo and Erie County Public Library authorizes the Deputy Director, Chief Operating Officer to enter into settlement discussions.

Agenda Item F.1.c – Authorization to Negotiate Settlement. On motion by Ms. Leary, seconded by Ms. Summer, the following resolution was passed unanimously by the Executive Committee on June 9th:

RESOLUTION 2011-21

WHEREAS, In 2009, the Library terminated an employee for just cause, and

WHEREAS, the case has now moved to arbitration, and

WHEREAS, the Erie County Labor Relations Department has indicated the party is interested in entering settlement discussions, and

WHEREAS, the Library's counsel recommends engaging in settlement discussions, now therefore be it

RESOLVED, that the Executive Committee of the Board of Trustees of the Buffalo and Erie County Public Library authorizes the Deputy Director, Chief Operating Officer to enter into settlement discussions.

Pursuant to the Bylaws, Resolutions 2011-19, 2011-20 and 2011-21 were mailed to the full Board within three business days.

Agenda Item F.1 – Executive Committee.

Mr. Connors reported the Executive Committee met June 9th and entered into Executive Session to discuss legal matters.

The Committee acted and approved Resolutions 2011-19, 2011-20 and 2011-21 listed above.

Ms. Jakubowski invited trustees to the June 15th B&ECPL's 175th Anniversary/Summer Reading Kick-Off Celebration. Chair Thomas spoke and Trustee Panty was present at this kick-off event.

Ms. Jakubowski and Mr. Stone attended the Community Enrichment Committee of the Erie County Legislature meeting earlier that day. The resolution before the Community Enrichment Committee pertaining to the Library's RFID project reimbursement has been moved forward to the Legislature for approval. The Community Enrichment Committee tabled the appointment of a new B&ECPL Trustee until its next meeting – date to be announced.

The need to seek private funds for the development of a comprehensive 5 year plan of service was discussed. A motion to authorize Mary Jean Jakubowski to develop a proposal for and seek private funds for the development of a comprehensive 5 year plan of service was approved unanimously by the Executive Committee.

The meeting adjourned at 5:35 p.m.

Agenda Item E – Report of the Chair (taken out of order). Chair Thomas began her report asking trustees to take notice of the beautiful Donate Life Partner award presented to the B&ECPLS hanging in the Board room from UNYTS. This award was for the Library's partnership and support of getting out the "Donate Life" message.

In addition, Ms. Thomas shared earlier in the day they went before the Legislature of Erie County and received a proclamation acknowledging the B&ECPL's 175th Anniversary. This was available for viewing at the meeting.

Acknowledgments were made at the B&ECPL's 175th Anniversary/Summer Reading Kick-Off Celebration June 15th of proclamations for the B&ECPL's 175th Anniversary received from:

- The Honorable Congressman Brian Higgins
- The Honorable Congresswoman Louise M. Slaughter
- State of New York Legislative Resolution by Senators Grisanti, Gallivan and Ranzenhofer and N.Y. S. Assembly Members Hoyt, Ceretto, Gabryszak, Hayes, People-Stokes, Schimminger, Schroeder and Smardz
- The Honorable Assemblyman Dennis A. Gabryszak
- The Honorable Erie County Executive Chris Collins
- The Honorable Mayor Byron W. Brown
- City of Buffalo North District Council Member Joseph Golombek, Jr.

The event was covered by Ch. 2, Ch. 4, YNN News, WBEN, WBFO, WNED radio news, and the *Buffalo News*.

Agenda Item F.3 – Planning Committee. Trustee Panty read the following Minutes from the June 2nd and June 9th Planning Committee meetings:

**BUFFALO AND ERIE COUNTY PUBLIC LIBRARY
PLANNING COMMITTEE MEETING**

**Minutes for
Thursday, June 2, 2011**

Attendees (Present):

*Elaine M. Panty System
*Sharon Thomas System
Amy Alvarez System
Sue Alessi North Collins
William Chapman Alden
Judy Hilburger Clarence
Gary S. Howell Lancaster
Suzanne Jacobs Lancaster
Mary Jean Jakubowski Admin
Albert Martin Lancaster
George Oliver Aurora
Susan Sabers Chapman Alden
Ken Stone Admin
Peggy Snajczuk Orchard Park
Joy Testa Cinquino Admin

Attendees (Phone):

*Rick Berger Chair Planning Committee
June Garcia Consultant
Susan Kent Consultant

Meeting opened at 7:04 p.m. in the Joseph B. Rounds Conference Room located in the Central Library.

Deputy Director Ken Stone gave an update on the Library Budget and You meetings being held throughout the System. It appears that most boards were represented. Information is continually posted and disseminated on the trustee website. Everyone was encouraged to review the material.

Budget schedule reviewed...budget targets typically received in mid-July. Anticipated budget gap is \$6m.

Discussion ensued.

B&ECPL Operational Guidelines were reviewed. Discussion ensued. Main focus of discussion included concerns over last statement of Guidelines: "Therefore it is more effective and efficient to have a limited number of libraries open more hours per week than to have many libraries open only a few hours per week." Contracting library representatives were asked what the minimum number of hours per week a library should be open. Many stated "access is key." Discussion ensued. No conclusions drawn.

Criteria to assess libraries, should libraries need to close were discussed. Suggestions for modifying criteria should be sent to Mr. Stone before the next meeting.

UB Regional Institute Report noted to be available on the Trustee website - as are the Criteria and Operational Guidelines.

Motion to adjourn meeting by Elaine Panty, second by Rick Berger. Unanimous approval.

Meeting adjourned 9:30 p.m.

The next meeting is scheduled for: Thursday, June 9th
7:15 p.m.
(following Director Candidate "Meet and Greet")
Joseph B. Rounds Conference Room
Central Library

*denotes B&ECPL System Board Planning Committee Member

**BUFFALO AND ERIE COUNTY PUBLIC LIBRARY
PLANNING COMMITTEE MEETING**

**Minutes for
Thursday, June 9, 2011**

Attendees (Present):

*Jack Connors System
*Elaine M. Panty System
*Judy Summer System
*Sharon Thomas System
Amy Alvarez System
Frank Gist System
Phyllis Horton System
Sue Alessi North Collins
Barbara Birt Grand Island
William Chapman Alden
Richard Earne Grand Island
June Garcia Consultant
Judy Hilburger Clarence
Gary S. Howell Lancaster
Suzanne Jacobs Lancaster
Mary Jean Jakubowski Admin
Susan Kent Consultant
George Oliver Aurora
Susan Sabers Chapman Alden
Kenneth Stone Admin
Joy Testa Cinquino Admin
Paul Wietig Amherst

Attendees (Phone):

Meeting opened at 7:20 p.m. in the Joseph B. Rounds Conference Room located in the Central Library.

Jack Connors asked Deputy Director – CFO Kenneth Stone to review comments and suggestions regarding the 19 criteria for library assessment. Criteria streamlined and aligned with current circumstance – revised from 2005. Discussion ensued.

Deputy Director – COO Mary Jean Jakubowski noted that she and Mr. Stone will be presenting the Library Budget and You presentation to the County Legislature’s Community Enrichment Committee at their next meeting. Meeting date has yet to be announced. Date/time will be sent to all trustees once received. Trustees are asked to attend.

Motion to adjourn meeting by Elaine Panty, second by Jack Connors. Unanimous approval.

Meeting adjourned 8:08 p.m.

The next meeting is scheduled for: Thursday, June 23, 2011
7:00 p.m.
Joseph B. Rounds Conference Room,
Central Library

*denotes B&ECPL System Board Planning Committee Member

Agenda Item F.4 – Search Committee. Chair Thomas conveyed the results of the Search Committee were apparent in the passage of Resolution 2011-24 with the appointment of Ms. Jakubowski as the new Director of the B&ECPLS. She was very pleased with the process went through and overjoyed with the decision in choosing Ms. Jakubowski, adding she has served the Library well and is what the Library needs at this time.

Agenda Item G – Report of the Director. Newly appointed Director Jakubowski thanked trustees stating it is an honor to be asked to accept the position of Director of the B&ECPLS and gave her word she will work to move the Library forward in the direction the Board has asked her to.

She reported the Community Enrichment Committee will meet Tuesday, June 28th at 1 p.m. and encouraged System trustees as well as contract member library trustees and directors/managers to attend as well. She and Mr. Stone will be presenting the condensed version of the *Library Budget and You*.

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

Monthly Report of Library System Activity June 16, 2011

1. PUBLIC SERVICES

Programs, Learning Opportunities, Outreach and Events

The Training Lab staff taught a total of 30 technology classes during the month of May. The 21 public classes were held in the Central Training Lab as well as at the Lancaster, Kenmore, Crane, Newstead, Orchard Park, Audubon, Clarence and Eden Libraries for 222 attendees. Participants gave the classes an overall rating of 4.56 (out of 5) and comments included:

- "Have PC computer (3 mths.) haven't used it yet. Trainers helped tremendously, now I won't be so confused."
- "I love that the classes are free"

Overall, B&ECPL public computer class attendance has increased significantly this year. January 2011 attendance was up 202%, February 2011 increased 22%, March increased

25%, and April increased 80%. May 2011 public attendance was lower due to the fact that the trainers had scheduled several staff sessions.

An online introduction to searching the Consumer Reports database has been prepared by Technology Trainer **Andy Aquino**. This step-by-step 3:12 minute screencast first takes the viewer through the database login process and then explains how to search for product reviews or specific articles. This is another in a series of B&ECPL-produced programs designed to promote the Library's electronic products and services and it is available on our website <http://bit.ly/mFqStW>.

The use of our website resources is global! Through Google Analytics, a tool used to track the usage of several of the Library's online Research/database pages, we have noted that users from all across the country have visited the Subject Guides pages, from Maine to Hawaii. Even more exciting are the users from the different countries that have visited our Subject Guides this month – including the United Kingdom, Sweden, Hungary, the Philippines, the Czech Republic, Israel and others.

The Library participated in the Explore & More Children's Museum annual Touch-a-Truck event on May 15th. Shipping driver **Ron Oak**, Special Projects Coordinator **Meg Cheman** and Deputy Director **Mary Jean Jakubowski**, welcomed children of all ages to explore the inside of a library delivery truck and take away cool stickers and a free book. The books were generously donated by Project Flight.

The rare book exhibit *Travelers and Cosmopolitans: The Tourist is the Other Fellow* ended on May 31st. Former Grosvenor Room Librarian **Amy Vilz** created the exhibit as her last assignment. The physical exhibit and the exhibit blog were both a huge success.

Comments in the exhibit register include the following:

- *As someone who loves to travel, this was a fascinating display*
- *Brilliant. Loved the Fitzgerald encounter.*
- *Wonderful exhibit – the library should sell prints of the travel posters!*
- *Having known [H.] Phelps [Clawson] for a short time, this exhibit is special. Thanks!*
- *The Waugh poem is priceless! Made me laugh.*
- *Tastefully done and rich.*
- *Eye opening & original display*
- *Thank you for taking the time and effort to put together this fun & informative exhibit. The postcards are great “snapshots.”*

Rare Book Librarian **Amy Pickard** and Grosvenor Room Librarian **Sue Cutrona** created the newest Rare Book Room exhibit: *Lafayette Square: Then and Now*. The story of the many configurations of the Square, the Soldiers and Sailors Monument and the surrounding buildings, both current and past, unfolds through photographs, postcards, menus and other interesting ephemera. The exhibit will be in place through the end of

2011, including during the National Preservation Trust Conference in Buffalo from October 19-22.

Grosvenor Room Librarian **Charles Alaimo** set up a display of Civil War maps for the Sesquicentennial of the start of the War Between the States. Featured this month are maps donated to the Young Men's Association by Major General William Farquar Barry. General Barry was Sherman's Chief of Artillery and was married to a Buffalonian. He is buried in Forest Lawn Cemetery.

Grosvenor Room Librarian **Carol Pijacki** completed a travelling exhibit on the Buffalo Philharmonic Orchestra, soon to be available to all libraries in the System.

A student in Harvard's Graduate School of Design used the rare book and general local history resources of the Grosvenor Room for 4 days of intensive research for his thesis on the Niagara Power Authority. He was assisted by **Charles Alaimo**.

The Kelmscott Chaucer: A Census by William S. and Sylvia Holton Peterson (Oak Knoll Press) was published recently. It chronicles the fate of two-thirds of the initial press run of *The Works of Geoffrey Chaucer*, published in 1896 by the Kelmscott Press. The B&ECPL copy is included with a photograph of its new goatskin binding by the Library's conservator, Fred Jordan. This book is considered a landmark in fine printing and was on display last fall in the rare book exhibit, *The Ideal Book: William Morris and the Kelmscott Press*.

A new exhibit at the Burchfield Penney Art Center, *The Fateful Trip to Vermont: Burchfield, Lankes & Schwanekamp*, includes items loaned from the Rare Book Room – several framed original works by William J. Schwanekamp and 2 copies of Robert Frost's *New Hampshire*. Charles E. Burchfield, J. J. Lankes, and William J. Schwanekamp were artists and friends who went on sketching trips together including one to Vermont to visit Robert Frost. The exhibit runs from June 11 – October 2.

Assistant Deputy Director for Special Collections **Peggy Skotnicki** and Grosvenor Room Manager **Claudia Yates** are visiting B&ECPL libraries with special collections. The goals are to learn more about these collections and to work with staff in each library to market their collections on the Library's website. To date, visits have been made to the Hamburg, Anna M. Reinstein, Lancaster and Merriweather Libraries. Hamburg Public Library Director **Jack Edson**, Cheektowaga Public Library Director **Chris Bazan**, Cheektowaga Librarian **Barbara Stanley**, Reinstein Family Papers part-time archivist **Cindy Seitz**, Lancaster Public Library Director **Jim Stelzle**, Lancaster Librarian **Gwen Cassidy** and Frank E. Merriweather, Jr. Manager **Sandra Williams-Bush** were very helpful in providing accurate information on the unique holdings of each library. Visits to other libraries are scheduled for June.

Carol Pijacki presided at the May 17th session of the Literally Speaking Lunchtime Book Discussion, Group. Niagara Branch Librarian **Kathy Galvin** led an excellent discussion on *Stuff: Compulsive Hoarding and the Meaning of Things* by Randy O. Frost and Gail Steketee. Many new faces were present at the highest attended meeting of the current season.

Peggy Skotnicki and **Claudia Yates** met with Martha Neri and Jim Mendola of the Olmsted Parks Conservatory on May 20th to discuss future collaborations, particularly the digitization of the 2 B&ECPL scrapbooks on Parks.

Grosvenor Room Senior Page **David Auld** received written commendation from a Saratoga Springs, NY visitor who said that her visit to the Grosvenor Room was "worth the 5-hour drive!" and that David was very helpful.

Anne Conable from Development and Communications, coordinated details and support promotion for events occurring this month:

- "Imagining Buffalo" lunchtime series - Sherra Babcock, Chautauqua Institution 5/10 (25), Jim Charlier, Garden Walk Buffalo 5/24 (24)
- Working for Downtown Brown Bag Lunch Series 5/4 - Don Alessi, Naval Park (15)
- Give 4 Greatness series - 5/3 (22)
- UNYTS blood drive 5/5
- Author Talks - Jay Tunney, *The Prizefighter and the Playwright* 5/25 (17); Matthew Algeo, *The President is a Sick Man* 5/26 (27)
- Exotic Travels lunchtime series (in conjunction with current RBR exhibit) - Michael Stock, India 5/11 (18); Louise Simon Schoene, Sister Cities 5/17 (18); Charles LaChiusa, Russia 5/20 (21)
- BPOvations@ the Library series 5/18 Central (21), OPK (23), 5/25 AUD (58)

Ms. Conable also coordinated display and reception details for Tapestry Charter School graphic novels - June.

Children's Author Chris Van Allsburg (*The Polar Express*) made a presentation at Central on Monday, June 6th to a full house of students from Bennett Park Montessori and Enterprise Charter School.

Librarian **Pat Covley**, Library Clerk **Marilyn Quagliana** and volunteer Carol Ann Strahl each contributed a book review for the *Buffalo Rising* website.

Collection Development staff responded to 332 patron purchase suggestions in May.

Buffalo Public Schools ESL teacher Debbie Bokobza had some great testing gains in her ESL class which meets at the Central Library Monday - Friday mornings. Every

student went up within their level and 2 students made actual NYS literacy gains! One student moved from level 1 to level 2 and another student moved from level 1 to level 3! This is a wonderful achievement!

Information Services Librarian **Patty Pohl** and Clerk **Jacob Maracle** have been assigned to take charge of supervision of staff in the new Media Room. Jacob and Patty are in the process of getting their new team together and making their focus entirely media.

Information Services Librarians **Jamie Smith** and **Patty Pohl** conducted a tour for 30 adults from the Belle Center ESL program on May 2nd. Patty also conducted a tour for 13 senior high students and their teacher from South Park High School on May 27th.

Community Connections continued its outreach efforts by manning information tables at 2 events. *Stand Down 2011* held May 25th at the Connecticut Street Armory featured resources and agencies veterans would find useful and Disability Awareness Days, held May 26th at the Convention Center, featured resources and agencies useful to the disabled. These 2 events offered wonderful opportunities for Outreach and Programming Librarians **Hadeen Stokes**, **Susan Kriegbaum-Hanks**, **Peter Lisker** and **Dan Caufield** to promote the Library's many resources to over 900 people who attended these events. With the help of Sr Page **Melissa Kania**, 78 new library cards were processed.

Connections: A Guide to Transitional Services in Erie County has been updated and will be available from the B&ECPL website. **Susan Kriegbaum-Hanks** contacted Hispanics United and enlisted the services of a Spanish interpreter to translate the new edition of this directory; the Spanish version should be ready by mid June.

Nine Book a Librarian sessions were held in May.

The Children's Programming Team continued to plan and execute System supported programs and activities for children and teens. During the month of May, 100 programs were presented at the Central Library and System branches (including Outreach, school visits and programs) for 1,778 individuals.

Some highlights from May programming at Central include: Gaming Saturday on May 7th with Sr. Page **Laura Raichel** - children enjoyed playing the Wii games, Xbox games and old fashioned board games; a Silly Bandz exchange on May 14th with Librarian **Sarah Gallien** - children learned about "fads" and saw examples of such past fads as Furbies and Beanie Babies. The children exchanged Silly Bandz and picked new ones from the prize box. The Pizza Lovers Book Club met on May 21st with Librarian **Mary Ann Budny** - sixteen children discussed their favorite books and made a foam/cork board that they decorated with foam shapes; after, they enjoyed pizza! On Saturday, May 28th, **Sarah Gallien** and the Lego Club built some awesome castles with

Legos. After the meeting, some children stayed and watched the movie *Narnia – Voyage of the Dawn Treader*.

Family Place Parent Child Workshop ended a very successful 2nd session on May 3rd. This program incorporated play literacy, art projects and children’s community resource specialists that provided a great environment for children to learn socialization skills. It also gave the parents or caregivers an opportunity to network with each other and to discuss any concerns about their child. The parents/caregivers enjoyed Family Place so much they wanted it to continue over the summer. *Toy Time*, a play literacy program, is being developed and will debut in June. It is designed for children under 5 with a caregiver and will provide continuity for the popular Family Place model.

Preschool Storyhour concluded on May 21st. This series included a Saturday morning storyhour session which was unfortunately not well attended. This option will be discontinued in the next series which resumes June 29th.

May played host to Children’s Book Week. This year’s winners of the Children’s Choice Book Awards include Author of the Year Rick Riordan (for *The Lost Hero*) and Illustrator of the Year David Weisner (for *Art & Max*). Children across the country voted in record numbers for their favorite books, author, and illustrator at bookstores, school libraries, and at www.BookWeekOnline.com, casting over 500,000 votes. Children’s Programming staff provided an engaging poster encouraging children to vote for their favorites and helping them cast their votes.

May and June were also popular months for class visits and field trips. The Central Library hosted visits from Ripen With Us Daycare, Enterprise Charter School, Elma Primary School and Lackawanna Elementary with a total attendance of 160 students.

Highlights of System programs include Silly Bandz which was presented by Librarians **Sarah Gallien, Matt Kochan** and **Mary Ann Budny** at the Audubon, Newstead, Clarence, Boston, Alden, Collins, Lackawanna, Eden and Lancaster Libraries. A “Breakfast and Off to Bed” program was presented by Librarians **Kerra Alessi, Sarah Gallien** and **Mary Ann Budny** at the East Aurora, Dudley, North Park and Clearfield Libraries. At this popular program children participated in stories, taste tested cereal, played a toss the fruit game, ate cinnamon bread and made a cereal box craft.

System storyhours were themed to spotlight flowers, ladybugs, sheep, turtles, dragons, princesses, frogs, ducks and Mother’s Day. Each storyhour included stories, fingerplays and crafts based on stories/theme of program. Librarians **Kasey Mack, Mary Ann Budny, Wanda Collins** and **Kerra Alessi**, along with Library Associates **Cyndy Lenzner** and **Becky Pieszala** and Sr. Page **Nancy Smith** provided preschool storyhours and/or lapsits at the Hamburg, Kenilworth, Marilla, Kenmore, Newstead,

Williamsville, Lakeshore, Clearfield, Clarence, Lancaster, Riverside, North Park, Crane and East Delavan Libraries.

Librarians **Mary Ann Budny** and **Peggy Errington** also facilitated Family Place Parent Child Workshops at the Niagara, Kenmore and Reinstein Branch Libraries. The suburban sessions of Family Place in Tonawanda and Cheektowaga were particularly well and consistently attended.

Outreach programming opportunities in May: **Matt Kochan** represented the B&ECPL at the Cheektowaga Central High/Middle School for a "Reading is Fun" event. Matt gave out library card applications, summer program information and provided a puppet and door hanger craft to go. **Kasey Mack** visited the Enterprise Charter School kindergarten for a baseball and National Anthem themed program. When the program was finished, the 2 kindergartens surprised Kasey with a card and blanket for the new baby. **Kathy Goodrich** and **Linda Rizzo** attended the School Fun Day at Southside Elementary School. Five hundred students from pre-K through third grade passed through the school library. Kathy and Linda spoke about summer reading, read *Don't Let the Pigeon Drive the Bus* (a BIG hit) and gave out summer program and Read Down Your Fines information in a paper bag puppet to go. Children's Programming staff also continues to present stories, songs and puppets to children at the YMCA at Family Court.

Buffalo City Branches

- The Crane Library's Thursday evening Cyber Thursday's program was held 3 Thursdays in May. The response to these computer classes has been extremely popular and Branch Manager **Mary Schiffhauer** has yet to see this kind of excitement for programming with the exception of Miss Nancy. Mary is hoping to continue Cyber Thursdays in the future and the public is as well.
- The Branched Out series hosted by the Buffalo Museum of Science wrapped up successful sessions of "Young Scientists" and "Young Explorers" with 6 sessions and 40 people in attendance at the Dudley Branch.
- Lego Club continued at the East Delavan Library. Lego Club ran 4 Wednesdays in May with a total of 20 participants. The creations are kept on display for at least a week after they are made and pictures of them are posted on the branch Facebook page. Having the Lego constructions on display seems to generate interest.
- East Delavan's Movie Saturday continued in the Children's Area. Four different movies were shown. A total of 12 children and adults attended. They were served popcorn and juice boxes. Movie Saturday was a hit at the start, but

interest is waning. The branch's new plan is to do make and take crafts for a few weeks in June. They might go back to Movie Saturday in the fall.

- On Thursday, May 5th and Friday, May 20th, Merriweather Library Outreach Librarian **Brian Hoth** made his monthly visit to Bethel Head Start (1485 Jefferson Ave.) reading to 5 classes of 100 students and teachers. Mr. Brian read books on bats and monsters finishing with the song entitled, "If you're a monster and you know it". Five classroom collections of 125 books, CDs, and media kits were also dropped off.
- On Tuesday, May 10th, **Brian Hoth** visited CAO Head Start (Ferry Academy) to promote the Martha Speaks...character visit scheduled for Wednesday, June 8th and the book club scheduled for 6 weeks beginning in July.
- On Monday, May 9th, **Brian Hoth** made his monthly visit to CAO Head Start at The Old First Ward Community Center and presented a program on Mother's Day to 30 preschool students and their teachers. Mr. Brian read stories, did an activity, and afterwards, the children made a Mother's Day card. A classroom collection of 25 items was dropped off. Brian's next and last visit of the school year is scheduled for Monday, June 13th.
- The Niagara Branch edition of Family Place at the Buffalo & Erie County Public Library held its fifth and final workshop on May 7th. Art therapist Kris Crosson was the guest speaker and 18 participants closed the program. Parents completed a post-survey which will be submitted to the grant coordinator. Thanks to all who made this unique program possible, especially Grant Coordinator **Karen Kwandrans**, Children's Room Librarian **Mary Ann Budny** and System Programming Manager **Peggy Errington**.
- Niagara Branch Library programming visits to local schools and agencies promote the development of listening skills and early literacy to many, many children who live in the library's service area. Assistant Librarian **Gwen Collier** took library programming to Niagara Daycare Preschool on May 6, 13, 20 and 27. She also presented a program for Niagara Daycare's school age children on May 10th, with a theme of hats, both literal and figurative.
- **Gwen Collier** made her bimonthly visit to 3 classes of Gateway-Longview's Therapeutic pre-K on May 25th, with a theme of dinosaurs, incorporating a craft with a dinosaur egg that hatched.
- Branch Manager **Kathy Galvin** led a discussion of the book *Stuff: Compulsive Hoarding and the Meaning of Things* at the Central Library on May 17th. It was part of Literally Speaking, Downtown's Lunchtime Book Discussion.

- This month the Niagara Branch meeting room was used by Upward Bound, Heart of the City Neighborhood Inc, the Latino Lions, the Miss Borinquen pageant contestants, the Homeschool Group (3 times,) and the Bennett Park Players (4 times.)
- On May 3rd, County Legislator Maria Whyte sponsored an information meeting about redistricting at the Niagara Branch. At this presentation Legislator Whyte discussed some of the proposed new districts and explained some of the possible implications of each.
- Councilmember David Rivera's staff hosts Constituent Drop In Night every Tuesday from 4-7 p.m. and Literacy Volunteers also staffs a drop in night every Tuesday at the Niagara Branch.
- Library Associate **Sean Goodrich** ran North Park Library's Wii program on 4 Fridays and 2 Saturdays in May. Children, teens and tweens use it on a walk-in basis.
- North Park's Craft Crazy Monday program was held 4 Mondays in May. Sr. Page **Sarah Barry** and Page **Karen Leonard** made fun crafts such as Mother's Day banners with the children who attended on May 2nd, magazine necklaces on May 16th and so much more!
- **Katherine Brown** held Amelia Bedelia Day on Saturday, May 21st at North Park. Everyone who attended was read *Amelia Bedelia Goes West*. All made lassos out of jump ropes, played a word matching game and were shown a saddle. They were also taught how to properly lasso a chair by volunteer Lydia Prabucki!
- On May 7th, Riverside Library Senior Page **Leah Brown** and Page **Caitlin Goodrich** helped kids make Mother's Day cards throughout the day. Attendance at this program totaled 13.
- On May 14th at the Riverside Library, **Caitlin Goodrich** helped kids make Memorial Day wreaths throughout the day using red, white and blue hand prints; attendance totaled 5.
- On May 28th, at the Riverside Library, a USA Memory Game was played. **Caitlin Goodrich** helped kids play matching games with pictures about the USA.
- Riverrock Tennis Club held a meeting at the Riverside Library; attendance was 4 individuals.
- Riverside Business Association held its monthly meeting at the Riverside Library. Eight people were in attendance.

Hamburg Public Libraries - submitted by Jack Edson, Library Director

It seems like there is never a dull moment at the Hamburg or Lake Shore Public Libraries. Both libraries offer patrons wide choices of regular programs including adult book clubs, children's storyhours, chess club, magic show, an Easter egg hunt and numerous computer classes provided by System staff.

I saw a beautiful puppet stage for children while I was on a trip to the City of Saint Louis, Missouri and decided that our library needed one also. We put up a sign asking for volunteer woodworkers and 3 patrons, led by a young man Jeffrey Skrzypek, designed and built this stage in about a week's time. Jeff told me that he came to the library to get some movies, went to church afterward, and heard a sermon about doing something for someone during the season of Lent, and then built our puppet stage.

The entrance ramp of the Hamburg Public Library is deteriorated, and our library board has enlisted the help of an architectural firm to design an addition to the building that would increase meeting room space, modernize the building and provide the access ramp inside the proposed new construction.

I travelled to Albany with trustees and library staff and supporters to speak with members of the New York State Legislature on March 1st. I also travelled to New Orleans for the Catholic Library Association convention and attended a valuable training session, "Asking the \$100K Question," on the subject of soliciting large donations for libraries.

We are planning a special event to celebrate the 175th Anniversary of our Library System, inviting our community to a musical celebration with refreshments and prizes on Friday, June 17th.

I have been working with the Town of Hamburg Bicentennial Committee and designed the official logo that will appear on all printed materials for the town's 200th birthday celebration in 2012.

Marilla Free Library - submitted by Joyce Kaupa, Library Manager

Marilla is looking forward to sharing in the 175th B&ECPL Anniversary Celebration. On Thursday, June 23rd, the library is hosting a storytime with **Ms. Shannon Jakubowski**, hot dog roast, and cupcake celebration to kick off summer programming.

Highlights of our fun-filled summer include a concert July 13th with Glenn Colton in the Marilla Pavilion. Funded by the Town of Marilla Pavilion Committee as a library program, this popular children's musician has become a favorite tradition with our patrons. The Buffalo Zoo will be visiting us on July 14th to take kids on a "World

Safari” to 7 different continents combining live animals from different geographic locations with fun-filled facts for a global understanding of the biodiversity of the animal kingdom. A special outdoor family storytelling event brought to us from Central on July 28th will feature Native American Storyteller Perry Ground. On alternating Tuesdays, children will have the chance to make fun crafts with West Seneca’s Youth Engaged in Service (Y.E.S.), a volunteer group of cheerful teens ages 12-18 committed to providing worthwhile activities for our little people, or they can participate in the Summer Fun Club with Ms. Shannon, which will feature stories, games, activities, and even more crafts. Marilla has 2 teams headed to the Battle of the Books this August! We look forward to seeing everyone there. Central is generously coming out to Marilla to sponsor Preschool Storytime on Mondays, a World Music Dance Party on Thursday, August 4th, and the young adult program “Chocolate Around the World” on Wednesday, July 20th. Our End of Summer Party on Thursday, August 18th, will feature music, refreshments, face painting, and prizes. The Omnipresent Puppet Theater, will present *Jack & the Beanstalk* as we say goodbye to all the fun activities and good stories we’ve heard and read over the course of the summer.

Collections: Development and Use

Assistant Deputy Directors **Carol Batt** and **Ann Kling** participated in a telephone conference call with Hong Yao from the Queens Library System, discussing several collection development issues on May 12th. Topics included OverDrive download stations, eBooks, collection development (centralized selection) and the software package Collection HQ that analyzes item circulation activity. The Queens System includes 62 libraries and the discussion with Ms. Yao provided some interesting and valuable insights into their operations.

A new and improved tracking slip customized to include the purchase order number, the number of holds, price, and holding codes was introduced to all Technical Services staff. The feature enhancements will save staff time, prevent common errors, and better track how a title progresses through the Technical Services Department. This, in turn, will help to insure accurate and timely processing of new materials. Part-time Computer Operator **Elijah Terrell** developed the Word macro that enhances the workslip generated by the *Receive Order* wizard tracking slip used with the Sirsi Dynix Acquisitions Module.

The Technology Support staff has been working diligently behind the scenes on bibliographic database cleanup activities. In May, more than 440,000 item types were converted from TRADEPAPER to either NONFICTION or FICTION and approximately 10,000 J-TRADEPAP items were changed to J-NONFIC or J-FICTION. The Catalog Department staff is analyzing the remaining 2,500 adult and juvenile trade paperback items to determine the correct item type assignment. Close to 9,000 old “on-order” records were discarded; most of these were also purged from the database. In addition,

approximately 1,000 user records with incorrectly formatted ZIP codes have been identified and are in the process of being corrected. Weekly DISCARD reports were analyzed for exceptions and duplication. These projects are designed to enhance Catalog (Web2) searching for the public and staff as well as reduce dead-end database records and other inconsistencies.

Grosvenor Room Librarian **Rhonda Konig** gave a presentation on *HeritageQuest Online* at the Managers' meeting on May 11th. Rhonda also updated the following subject guides: Church Records, Native American Genealogy and Polish Genealogy and created a "Researching Your Military Ancestor" display for the genealogy bulletin board in the Grosvenor Room and its blog.

Freegal Music downloads continue to be popular. In May, 550 patrons downloaded a total of 3,858 titles.

In May, 427 downloadable eBooks and 91 downloadable audiobooks were added to the Library's collection.

2. FUNDING

Fundraising

The next Gala Committee meeting is Tuesday, June 7th at 8:30 a.m. in the West Room at the Central Library. To date, sponsorships have been received from William S. Hein & Co. \$5000, Webster Szanyi, LLP \$3500, Manning & Napier Advisors \$2500; B&ECPL Trustee Amy Alvarez and Pat Martin have also purchased sponsorships. Trustees who attended the May System Board meeting were given a Gala fact sheet and form to complete with levels of support. We are hoping to get 100% response from the System Board for this fundraising event. See B&ECPL Board Trustee Anne Leary or Joy Testa Cinquino with questions, comments or additional contacts.

Anne Leary, Mary Jean Jakubowski and Joy Testa Cinquino met with Kevin Marmion from Hein & Co. to discuss a Gala sponsorship and other potential fundraising ideas.

B&ECPL Board Trustee Judy Summer's online auction requests continue to come in with more than 140 items received ranging from autographed books, posters, DVDs, program books and more. The auction will run from October 17th - November 5th.

Wegmans has donated \$500 to the 175th Birthday Celebrations which will take place in the 27 libraries during mid-late June.

Entercom Radio and WGRZ TV 2 will be airing spots for summer reading.

Library Foundation: **Anne Conable**, liaison to the Library Foundation, reviewed and organized files, reviewed financials, and support materials for Gala planning. A \$100 donation was received from a patron as a thank you for the service received from the Borrower Services Department.

3. OPERATIONS AND INFRASTRUCTURE

The replacement of the walnut panels with glass, near the entrance to the Grosvenor Room, provides increased visibility and light. Many positive comments have been received from the public and staff.

Claudia Yates and other members of the Library's Disaster Committee examined the contents of the Western New York Library Resources Council (WNYLRC) disaster trailer in the former mobiles garage. She also attended a May 16th workshop, *Disaster Response and Recovery*, at Villa Maria College. Claudia is charged with developing a disaster plan for Central Library Special Collections.

Technology

RFID (Radio Frequency Identification) tagging and encoding continues at several libraries (including Williamsville, Elma, West Seneca, Orchard Park and Kenmore). The installations at Audubon and Williamsville have been delayed because of an interruption in gate production. The "go live" dates have been rescheduled to take place at the end of June. RFID site surveys performed by EnvisionWare, Inc. Senior Implementation Consultant Desroy Rodney are being analyzed by **Kelly Donovan**. To date, we have reports from the Central, Elma and Orchard Park Libraries.

After extensive testing, Library Information Technology Administrator **Toni Naumovski** has released software packages for an automated installation of Microsoft's Internet Explorer 8 to all public and staff computers over a period of several days in May. Prior to the installation, all public access computer profiles had to be accordingly modified to accommodate the new browser's settings. The new browser provides improved internet browsing security and better browsing experience for public and staff.

Toni Naumovski released a software package to all public computers system-wide for an automated upgrade of Adobe Flash Player to version 10.3. The latest Flash Player application enables library computer users to view and browse websites that provide enriched web content experience in addition to added improvements in software security. In addition, he has tested and prepared the remote installation services for deployment of Adobe Reader 9.4 to all staff computers. Designed to have a minimal downtime impact for the staff, the installation is scheduled for the beginning of June and it should take few days for a successful completion.

Webpage Master **Terri Dickson** has been diligently working on 2 projects: "Summer Reading" and "Room Reserve." For "Summer Reading," Terri has been adding the related web content and assisting staff members regarding web configuration settings for this program. Related to the "Room Reserve" software service testing, which is provided by Evanced Solutions meeting room booking service, Terri has worked to understand the current library staff workflow associated with the laborious room booking tasks.

Librarian **Jamie Smith** wrote a description of Gale Virtual Reference Library for May's Resource of the Month.

Two new subject guides were added this month: Math created by Librarian **Kristi Klier** (posted May 18th) and Biography (posted May 27th) created by Librarian **Hadeen Stokes**.

Computer classes continue to be held at the East Delavan Library on Wednesdays and Saturdays. The classes are taught by the Adult Education Division of the Buffalo Public Schools. This month they served a total of 23 participants.

Staff Development

Nine staff technology training classes were conducted for 46 attendees during the month of May. The sessions which covered *Microsoft Word II*, *Microsoft Excel I* and *Microsoft Excel II* were conducted at the Central Library Training Lab and in community libraries. Additional classes are scheduled for June and a new series covering "Download" training are also set to begin. Training Lab Coordinator **Kara Stock** has also updated the *Introduction of Facebook* and *Introduction to Flickr* staff classes that will be taught at the end of June.

The Acquisitions page on the staff Intranet was updated by Technical Services Manager **Jennifer Childs** and Technical Services & Technology Support Manager **Maureen McLaughlin**. With the help of webmaster **Terri Dickson**, the page was completely updated and introduced at the Managers' meeting on May 11th. All instructions reflect current processes and procedures for ordering private fund items and uncataloged mass market paperbacks. The instructions for creating online carts were also updated and streamlined.

Emergency evacuation procedures were shared with all Technical Services staff to insure that everyone was familiar with the building exit strategies and meeting place in the event of a fire alarm or other emergency evacuation.

Technology Support Librarian **Kelly Donovan** is now a member of the Western New York Library Resources Council (WNYLRC) Continuing Education Committee.

Kara Stock and **Susan Kriegbaum-Hanks** from Community Connections have joined the B&ECPL Subject Guides Committee. Their participation will facilitate collaborative efforts to improve access to the B&ECPL's databases.

Maureen McLaughlin was elected to serve as Co-chair of the WNYLRC Regional Advisory Committee (RAC). On May 13th, she attended a RAC committee meeting at the James Prendergast Library in Jamestown.

Carol Batt, along with **Toni Naumovski** and several key technology support staff members, participated in a conference call with SirsiDynix Library Relations Manager Vera Maeser May 4th to discuss open Client Care cases and preliminary evaluation of end-of-life server issues.

Several Technical Services, Information Technology and Technology Services staff attended the Directors'/Managers' meeting May 11th.

Meg Cheman, **Nancy Mueller**, **Claudia Yates**, **Jennifer Childs** and Processing Supervisor **Britt White** of the Disaster Plan Committee met on May 13th to discuss the next steps in revamping the library's disaster plan and a presentation for a future Managers' meeting.

Carol Batt, **Toni Naumovski**, **Maureen McLaughlin** and **Kelly Donovan** attended the full program *The Library Budget and You* presented by Deputy Director - CFO Kenneth Stone on May 16th.

Seven Technical Services Department staff members attended *The Library Budget and You* presentation on May 25th. More plan to attend the next presentation scheduled for June 1st.

Carol Batt and **Kelly Donovan**, along with other B&ECPL managers and administrators, attended the *Library Journal* sponsored webinar "Doing More with Less: Achieving ROI from Self-Service" on May 17th. Representatives from 3 public library systems spoke about their positive experiences with RFID/Self-Checkout implementations and shared best practices.

Jennifer Childs, **Britt White**, **Meg Cheman**, **Nancy Mueller**, **Claudia Yates** and **Jamie Smith** attended the Disaster Response and Recovery workshop at Villa Maria College on Monday, May 16th.

Library Associate **Cynthia Zubler** and Library Clerks **Amy Pieczynski** and **Laurie Lewis** attended the *Excel I* computer staff training class on May 18th.

Carol Batt, Toni Naumovski, Ann Kling, Pat Covley and Angela Pierpaoli participated in a conference call to discuss the migration from Webfeat (the Library's current federated database search product) to 360 Search which will hopefully provide better and more relevant search capabilities.

On May 2nd, **Rhonda Konig** and **Carol Pijacki** introduced Central Library Services staff to the genealogy/local history and music materials in the Grosvenor Room.

Carol Pijacki took part in a May 3rd webcast, "Life of a Book: From Idea to Distribution – Collect, Discover, Assess," sponsored by *Library Journal*.

Claudia Yates continues to attend the series *Basics of Managing Archives and Historical Records Collections* at WNYLRC. Sessions 3 and 4 (of 5 total) were: "Putting Your House in Order: Appropriate Storage and Handling of Records in Your Collection" and "How Things Shape Up: Principles of Arrangement and Description to Guide the Organization of Your Collection".

A Staff Forum was held at the Hamburg Library on June 1st, attended by **Jack Edson** and members of his staff as well as **Mary Jean Jakubowski, Joy Testa Cinquino** and **Kenneth Stone**.

Staff memos were sent about – Budget Briefing meetings, Final Candidate Staff Forum and the Meet and Greet Reception as well as an update on governance, the budget, and the director's position opening.

Linda Bohan, Development & Communications Department, and **Terri Dickson** have been meeting regularly with the team from Evanced Solutions in an effort to effectively use the room reservation module both internally and externally.

Joy Testa Cinquino and **Debra Lawrence**, Development & Communications, and **Tracy Palicki**, Business Office, participated in a webinar with Blackbaud/Raisers Edge in an effort to prepare for online donations and e-mail marketing. Two additional sessions will be held.

Management and Labor Initial Meeting - An initial "Meet and Greet" session was held Thursday, May 12th between members of B&ECPL administration and the recently-formed Clerical and Maintenance Employees Union of the B&ECPL – Contracting Libraries. The meeting introduced each side's negotiation team members and produced a schedule of future negotiation meeting dates.

Workplace Violence Survey - A group of 22 B&ECPL employees participated in an Erie County workplace violence survey on Friday, May 20th. The survey obtained employee input on perceptions of safety in their work environment.

At the May 11th Managers' and Directors' meeting, the Collection Development Team presented an update of collection development procedures. Each person gave an overview of how they collect their print or media genre for the System.

Librarian **Kathy Smith** attended a webinar on *Camtasia Relay* on May 18th.

Angela Pierpaoli and **Kathy Smith** presented a Baker & Taylor cart training class for Community Connections staff on May 18th.

Angela Pierpaoli and **Pat Covley** attended an *A to Z Database* webinar on May 20th.

On May 24th, **Angela Pierpaoli** and **Pat Covley** met with Chris Herpers of Gale.

Kathy Goodrich attended the SLMS (School Library Media Specialist) Conference on May 6-7 featuring the following workshops: *The Roll that Modern Board Games Play*; Technology and Web 2.0 – a Smorgasbord of Engagement Ideas; *Pride and Prejudice and eBooks*; and *Beyond Booktalks: Programs and Activities to Excite Your Readers*.

Kathy Galvin contributed the May 2011 booklist for Page Turners. Entitled "Don't Dodge These Brooklyn Books," it features novels and plays set in Brooklyn. Assistance was provided by **Gwen Collier** and Librarian **Laura Ryan**.

Rhonda Konig is now a member of the Board of the Western New York Genealogical Society. She also attended a meeting of the Chautauqua County Genealogical Society.

4. COMMUNICATIONS AND COMMUNITY RELATIONS

Media Coverage / Media Releases

Press releases were sent for:

Chris Van Allsburg, *Polar Express* author visit to Central 6/6/11

New Public Computer Center at Julia Boyer Reinstein 6/6/11

NYS Construction Grants Fund Library Projects 5/17/11

PastForward – Housing theme 5/13/11

Author Amy Stewart speaking at Clearfield 5/10/11

A total of 35 public comments were received and responded to. A majority dealt with concern about moving the children's space at Central.

The following were designed /printed by **Dawn Stanton** and **Darlene Pennachi** from Graphics :

- 175th Anniversary Library poster – printed and distributed including to Wegmans stores
- 175th Anniversary graphic – large 4 ft cupcake graphic for outside of building, marble wall, William Street corner of building, 6 for trucks, 36 smaller cupcake graphic stickers for each library – created, assembled, adhered
- Read Down Your Fines – made changes, printed, collated, easel-backed, distributed for each library
- Summer Reading printed materials – formatting and printing (including NIA, NCO, LNC, JBR, REI, WSE, ELM, CLA, GRI)
- Summer Reading promotion for teens – posters, “Ticket to Read”, Volunteering poster – created, printed, mounted, distributed
- Summer Reading Kick-Off poster – created, printed, distributed
- Summer Reading posters (Adult, Teen, Children) – mounted, distributed
- Tote bag – prepared anniversary logo artwork
- Signs for libraries – LCW, CLA, ANG, EDL, MAR, EDN, KNM, AUD
- My Account brochure – made changes, printed
- Community Connections – formatting to brochure
- Items for partner organizations – including scans for WNY Heritage magazine, posters for Rand Force
- Battle of the Books – volunteer form

The City of Buffalo taped their PSA for promotion of the Mayor’s Summer Reading initiative at the Frank E. Merriweather, Jr. Library.

Library 2.0: Facebook.

The Central Library Facebook page has **2,511** fans, an increase of 37 since April. The average number of monthly active users to the Facebook page is **1,444** with the overall number of “likes” totaling **2,511**. In addition to the usual event announcements, May Facebook posts included:



[Kat Zambon](#) Hey, how can I donate to the library online?



[Buffalo & Erie County Public Library - Central Library](#) Kat – The Library is currently developing a site that will allow for online donations. In the meantime, we have a link on our website <http://bit.ly/lmCITW> that provides a form that can be used to make contributions. Thanks for asking!



[Buffalo & Erie County Public Library - Central Library](#) added 4 new photos to the album [Kids' Space](#).



[Kids' Space](#) The Central Library's Children's Department has a new home! Please visit us in ...See More

[10 people](#) like this.



[Bethany Murray](#) I think the whole library should look like this.



[Clara Noce](#) Love the windows Great job!!!!



[Rebecca Naomi](#) Awesome! Can't wait to bring my daughter in to explore the magic of books!



[Shirley Whelan](#) It is so cute! Congratulations to all who worked so hard to transform the space into a magical, special place!

Library 2.0: Twitter.

@buffalolibrary, our System Twitter page, has reached a milestone **1,800** followers! In addition to many RTs (re-tweets) tweets mentioning the Buffalo Library included:



[karakane](#) karakane [@overdrivelibs](#) is changing my life for the better. Thx [@buffalolibrary](#)!



[DanielleHaynes1](#) Danielle Haynes [@buffalolibrary](#) Possible to suggest/request new e-book titles?



[DanielleHaynes1](#) Danielle Haynes Wow! [@buffalolibrary](#) bought some of the e-books I suggested. I'm impressed, thanks guys!



[jsench](#) Jonathan S. The [@buffalolibrary](#) was my access to books as a kid. Small town public libraries stoked my imagination as a kid... [1/2] [#loveyourlibraryday](#)

Partnerships

A stronger relationship has been forged with the West Seneca Chamber of Commerce. Maureen Pace, Director of the Entrepreneurial Assistance program (EAP), has asked for speakers from B&ECPL to conduct a workshop in the many ways the Library System can help the entrepreneur start and run a business. Speakers will be sent on a quarterly basis for each of the Chamber's sessions.

5. SPECIAL PROJECTS

Re-Imagining

The next Re-Imagine meetings will be scheduled beginning in September.

Agenda Item H – Public Comment. There was no comment from the public.

Agenda Item I – Unfinished Business.

Agenda Item I.1 – UB Regional Institute Final Report. While Kate Foster could not be present, Laura Fulton from the UB Regional Institute provided their final report as an informational item. The report was distributed to trustees. Ms. Foster noted the report was designed to be objective, research-based and informational to help guide decisions. Three key points that came out of this report they wished to reiterate were 1) no two systems are the same, 2) exploring the possibilities of the library district model – every director interviewed in this research was encouraging about this exploration for Buffalo and libraries in general and 3) the power of the collective may be more important than ever moving forward. Moving forward, Ms. Fulton stated she hopes the Library will consider them a partner and resource for future decisions.

Trustee Summer and Trustee Gist left the meeting at approximately 5:32 p.m. and 5:34 p.m. respectively.

Trustee Schmidt asked where do we go next – ie. action plan and timetable. Ms. Jakubowski addressed this question stating that Libby Post of Communication Services is in town this week and is working with the Library Boards throughout the System to specifically answer those questions; to try to build consensus into whatever direction the System Board decides to go. These boards are looking to make recommendations. Ms. Jakubowski stated after meeting with approximately 12 boards thus far, the consensus at this point and time is the Library District is the direction in which they feel the Library should be moving because the opportunity for the Library to take its long-term financial sustainability in its own hands is very key to the ongoing efforts of the B&ECPL. The actual mapping out of the timeline is something that comes following a decision of the System Board; the Planning Committee has been working on looking to have the contract member library (CML) boards come to the table with their recommendations and thoughts on moving forward with a Special Library District by approximately mid-August. Ms. Jakubowski and Ms. Post will be meeting with the remainder of the CML boards as well as the System Board, these meetings will be continuing and ongoing, as well as attorney Ellen Bach from Whiteman Osterman & Hanna LLP to discuss the subsequent processes in upcoming weeks.

Minutes of the Board of Trustees

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There being no further business, on motion by Ms. Panty with a second by Ms. Horton, the meeting was adjourned at 5:37 p.m.

Respectfully submitted,

Elaine M. Panty
Secretary