

MINUTES
REGULAR MEETING OF THE
BUFFALO AND ERIE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES
March 17, 2011

The regular monthly meeting of the Board of Trustees of the Buffalo and Erie County Public Library was held on Thursday, March 17, 2011, in the Central Library pursuant to due notice to trustees. The following members were present:

Sharon A. Thomas, Chair
Jack Connors, Vice Chair
Rick Lewis, Treasurer
Amy Alvarez-Perez
Richard L. Berger
Frank Gist
Phyllis A. Horton
Anne M. Leary
Elaine M. Panty
John G. Schmidt, Jr.
Judith K. Summer

Absent:

Sharon M. Kelly
Hormoz Mansouri
Albert L. Michaels
Wayne D. Wisbaum

Chair Sharon A. Thomas called the meeting to order at 4:04 p.m. in the Joseph B. Rounds Conference Room. She introduced Susan Kent, a member of the Library's transitional leadership team.

Agenda Item B - Agenda/Changes to the Agenda. There were no changes to the proposed agenda.

Agenda Item C - Minutes of the Meeting of February 17, 2011. Minutes were approved unanimously, as mailed, upon motion by Ms. Panty and a second by Ms. Horton.

Agenda Item D - Report of the Chair. Ms. Thomas reported together with some Library staff she attended NYLA (New York Library Association) Library Advocacy Day in Albany on March 1st. They were able to speak with many N.Y.S. Senators and

Assembly Members and/or their staff where they were well received and very interested in what the Library had to say.

Ms. Thomas conveyed to trustees there was not a quorum at the February 17, 2011 Board meeting; following adjournment of that meeting they moved to an Executive Committee meeting to be able to conduct business on action items.

The Library was notified by County Executive Chris Collins' office that we have a new Board member, Sharon M. Kelly, official as of March 16, 2011. Ms. Kelly replaces Sheldon M. Berlow.

Due to the departure of Sheldon Berlow, a vacancy exists among the office of B&ECPL Board of Trustees Secretary. Ms. Thomas suggested Ms. Summer, Chair of the Nominating Committee from this past January, contact Board members to see if they were interested in this position. She asked for feedback on this and, after some discussion, it was agreed to proceed in this manner. Per Article IV, Section 6, the Bylaws state that "Vacancies among the officers shall be filled by an election by ballot at a regular meeting or special meeting, and a vote of a majority of the Trustees present shall be necessary to hold an election. No such vacancies shall be filled except after nomination at a preceding regular meeting or special meeting." Ms. Summer asked anyone interested in this position to let her know and nominations would be presented at the April 21, 2011 Board meeting.

Agenda Item E - Committee Reports.

Agenda Item E.1 - Executive Committee. Mr. Connors remarked there were 3 Executive Committee meetings to report on - February 17, 2011, February 25, 2011 and March 10, 2011.

Chairwoman Sharon Thomas called the Executive Committee to order on February 17th following adjournment of the regularly scheduled B&ECPL Board of Trustees meeting at which there was not a quorum. As an Executive Committee quorum was present, the Committee proceeded with action items from the February 17th B&ECPL Board of Trustees proposed agenda.

Minutes of the B&ECPL Board of Trustees meeting of January 20, 2011 were approved unanimously by the Executive Committee.

2011 Committee Appointment lists were distributed to trustees in their February Board packet. Committee appointments were unanimously approved as presented by the Executive Committee.

Resolutions from the February 17th B&ECPL Board of Trustees proposed agenda were presented to the Executive Committee. Resolution 2011-6, Authorization to Pursue Alternative Governance & Funding Model for the B&ECPLS was presented by Ms. Quinn-Carey. This resolution essentially says the Library as an institution is pursuing a different means of governance and funding and formally gives approval for the staff and consultants to move forward in this direction. Currently the Library is pursuing the special library district model the most aggressively, but if other viable models are presented, those will also be considered. Mr. Connors moved to approve and Ms. Summer seconded. After some discussion, approval of Resolution 2011-6 was unanimous. Resolution 2011-7 – LSTA Summer Reading Program 2011 was presented by Mary Jean Jakubowski to the Executive Committee. Mr. Connors moved to approve and Ms. Summer seconded. Approval was unanimous.

Ms. Thomas reminded trustees the ACT (Association of Contracting Library Trustees) Workshop is March 19th at 8:30 a.m. at the Central Library. The meeting adjourned at 5:05 p.m.

A special meeting of the Executive Committee took place on February 25, 2011. Susan Kent was unable to attend due to airplane mechanical issues, however, June Garcia was present.

Ms. Quinn-Carey reviewed the provisions of the contract with Susan Kent and June Garcia regarding Board and staff priorities, and expectations for milestones regarding work completion.

Ms. Garcia reviewed the previous day's work with the Search Committee, and provided an overview of the approach that she and Ms. Kent would take regarding administration and the executive search. There was discussion regarding the work related to each major project, and the general expectations for the work related to administrative support. Ms. Jakubowski and Chairwoman Thomas will communicate regularly with Ms. Garcia and Ms. Kent regarding staff and board-related issues.

Ms. Quinn-Carey and Ms. Jakubowski noted important dates and upcoming events and Ms. Jakubowski will work with Ms. Kent and Ms. Garcia to coordinate scheduling.

Library staff (under the direction of Ms. Jakubowski) will gather documents for Ms. Kent and Ms. Garcia. The meeting adjourned at 9:55 a.m.

The Executive Committee met on March 10, 2011. Kate Foster and Laura Fulton from the UB Regional Institute gave a preview of their presentation *Book Smart: A Field Guide to Library System Organization for the Buffalo and Erie County Public Library System*. The presentation will be given at the March 19th ACT Workshop.

Ms. Foster explained this preview was that of interim findings to what she described as the beginnings of understanding library governance/finance.

Library Trustees made several clarifying suggestions. Ms. Foster and Ms. Fulton will incorporate these into the presentation – narrowing the presentation further to key components including the advantages and disadvantages of the various forms of governance structures. The UB Regional Institute’s full report is expected in early May.

Due to time constraints, Resolution 2011-8 RFP Award Voice Telecommunications was approved unanimously by the Executive Committee.

Ms. Thomas requested the Executive Committee go into Executive Session to discuss personnel matters. Executive Session began at 5:50 p.m. Executive Session ended at 6:40 p.m. with no action taken. The meeting was adjourned at 6:50 p.m.

Agenda Item E.1.a – Authorization to Pursue Alternative Governance and Funding Model for the B&ECPLS. This resolution was approved by the Executive Committee unanimously on February 17, 2011 and was transmitted to trustees in both the February and March Board packets.

RESOLUTION 2011-6

WHEREAS, The Buffalo and Erie County Public Library (B&ECPL) System is projecting significant financial challenges going forward, and

WHEREAS, in order to ensure the future sustainability of the entire Library System, the Board has been studying and considering the options available for changing the governance model and funding source of the Library System, and

WHEREAS, the Board will continue to gather information, feedback and professional counsel in order to make an informed decision regarding the options available regarding governance and funding, and

WHEREAS, the Board will continue to lead the process of building consensus among all stakeholders including Contract Member Library Boards, elected officials, staff, collective bargaining units, and

WHEREAS, the Board wishes to declare its dedication and support of pursuing and potentially adopting alternative governance and funding models, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library approves the active pursuit of an alternative governance and funding model for the B&ECPL System.

Agenda Item E.1.b – LSTA Summer Reading Program 2011. This resolution was approved by the Executive Committee unanimously on February 17, 2011 and was transmitted to trustees in both the February and March Board packets.

RESOLUTION 2011-7

WHEREAS, 31,915 children attended a total of 1,280 programs in the Buffalo & Erie County Public Library (B&ECPL) 2010 Summer Reading Program, and

WHEREAS, the B&ECPL is thereby eligible to apply for a mini-grant of \$12,000 to purchase supplies and materials in support of the Statewide 2011 Summer Reading Program, and

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

RESOLVED, that the B&ECPL Board of Trustees approves the Library Services and Technology Act (LSTA) application to obtain a mini-grant of \$12,000 for the 2011 Statewide Summer Reading Program and authorizes the Library Director to submit that application, and be it further

RESOLVED, that if the grant application is awarded in the requested amount the B&ECPL Board of Trustees authorizes amending the 2011 Grants Budget by appropriating grant revenues and expenditures in the amount of \$12,000 to support the 2011 Summer Reading Program.

Agenda Item E.1.c – RFP Award Voice Telecommunications. This resolution was approved by the Executive Committee unanimously on March 10, 2011 and was transmitted in the Board packet on March 11th.

RESOLUTION 2011-8

WHEREAS, the Buffalo & Erie County Public Library provides local voice telecommunications services to the System's 37 locations, and

WHEREAS, these services are eligible for E-rate program discounts, which currently pay 61% of the cost of the Library's service, and

WHEREAS, pursuant to E-rate program requirements, on February 1, 2011 the Library posted an online *FCC Form 470 Description of Services Requested and Certification* and issued a Request for Proposals (RFP), and

WHEREAS, a total of three (3) vendors submitted proposals in response to the RFP, and

WHEREAS, the Library's RFP review committee determined that the costs for the service as proposed by TIME WARNER CABLE BUSINESS CLASS were lower than the other proposals, and

WHEREAS, the committee's review of vendor qualifications, technical and service proposals found the TIME WARNER CABLE BUSINESS CLASS proposal as highly qualified, now therefore be it

RESOLVED, that the Executive Committee of the Board of Trustees of the Buffalo and Erie County Public Library designates the services proposed by TIME WARNER CABLE BUSINESS CLASS as the lowest cost response for the telecommunications RFP, and be it further

RESOLVED, that the Library's Chief Financial Officer is authorized to negotiate and execute the necessary documents to enter into a three-year agreement with TIME WARNER CABLE BUSINESS CLASS pursuant to the terms and conditions of the RFP that, regardless of starting date, the first term would end June 30, 2014 (coincident with the E-rate funding year) and the agreement would include up to three three-year renewal options, and be it further

RESOLVED, that should the Library not be able to successfully execute a contract with Time Warner Business Class for one or more of the needed service components by March 21st, the resolution authorizes the Library's CFO to execute the necessary documents for any components not covered by a contract with Time Warner Business Class with the next lowest cost provider, BROADVIEW NETWORKS, and be it further

RESOLVED, that the Library's Chief Financial Officer is authorized to file all necessary E-rate forms and certifications on or before the respective E-rate filing deadlines throughout the term of this agreement.

Agenda Item E.2 – Budget and Finance Committee.

Agenda Item E.2.a – Amend 2010 Grant Budgets. Deputy Director Kenneth Stone noted this resolution reflects the reductions in N.Y.S. aid that the Library became aware of in early 2011. Ms. Panty moved for approval and was seconded by Mr. Gist, whereupon approval was unanimous.

RESOLUTION 2011-9

WHEREAS, the Library receives state aid to support various library activities, some of them budgeted in the Library Grant's budget, and

WHEREAS, final grant amounts for the State's 2010-2011 fiscal year are now known, and

WHEREAS, the overall amount is approximately 4.1% lower than the Library received in 2009-2010, and

WHEREAS, the Library wishes to adjust the grant budgets to reflect the final aid amounts approved by the New York State Library, now, therefore be it

RESOLVED, that the Buffalo & Erie County Public Library Board of Trustees approves amending the 2010 grant budget to implement the following revenue and offsetting expenditure budget changes:

Grant	Current SAP Budget	Revenue and Expense Change	Revised Grant Budget
Central Library Book Aid	60,775	(1,646)	59,129
Central Library Development Aid	263,455	(7,135)	256,320
Continuity of Service	42,500	(1,151)	41,349
Coordinated Outreach Program	143,578	(6,888)	136,690
New York State Library Automation	65,025	(1,761)	63,264
Library Services to County Correctional Facilities	6,579	672	7,251
Library Services to State Correctional Facilities	30,932	6,880	37,812
Totals	\$612,844	(\$11,029)	\$601,815

Agenda Item E.3 – Building Oversight Committee. The Building Oversight Committee met on February 23rd where the AR (Architectural Resources) Team did a presentation. They are still continuing with feedback from the community, staff and other sources on the Re-Imagine project. A series of meetings will take place over the next approximate 8 weeks and dates will be shared once decided upon. All trustees are welcome to join these meetings. A final report is anticipated by early June. Ms. Kent added 2 staff Re-Imagine sessions will take place March 18th. Over the last 3 weeks, Ms. Kent conducted 10 telephone interviews with key stakeholders in the community. She shared there is a lot of interest and support for the Library.

Agenda Item E.4 – Planning Committee. The Planning Committee met on March 7th. Mr. Berger asked Ms. Jakubowski to comment. She noted many things were discussed that Mr. Connors already reported on. In addition, Ellen Bach of Whiteman Osterman & Hanna LLP will be at the ACT Workshop on March 19th to talk about the legalities of changing governance.

Agenda Item E.5 – Search Committee. Ms. Thomas reported the Search Committee met on February 24th and March 10th. June Garcia presented feedback from meetings she conducted with staff. Ms. Garcia is working on the new Executive Director recruitment brochure and getting ads placed. The Committee went into Executive Session to discuss personnel matters and ended Executive Session at 6:40 p.m. The next Search Committee meeting is scheduled for May 9th at 4 p.m. at the Central Library.

Mr. Gist asked if they have an idea of when the next Executive Director will be hired. Ms. Jakubowski reported a timeline was worked on with some open-ended dates with final interviews tentatively scheduled around June 4th, 5th and 6th. She noted this will be a very interactive process. Ms. Garcia and Ms. Kent are working on this and when the schedule is firmed up, it will be shared.

Agenda Item F – Report of the Director. The written Report of the Director has been renamed to Monthly Report of Library System Activity and was sent out prior to the Board meeting.

Ms. Jakubowski personally thanked the Board for bringing both Ms. Garcia and Ms. Kent on board as members of the transitional leadership team. She remarked they are great resources and both she and the Administrative Team look forward to working with them.

Joy Testa Cinquino and Trustee Anne Leary were called upon to provide an update on the Library's 175th Anniversary Gala plans. Ms. Leary reported they had their first meeting and have a committee of 20+ which includes B&ECPL Trustee Amy Alvarez Perez. Ms. Leary commented fundamentally the Library Foundation will sponsor the Gala and monies will be directed for B&ECPL System programming. The Foundation will also be committing funds. She provided specifics such as they plan to utilize the space on the second floor at the Central Library, it will be a black-tie event, tickets will be \$175 per person, and a silent auction will be held. She shared plans and duties of the Committee. She asked trustees to please plan on attending the November 5th event and/or, if possible, put together a table. More committee members are welcome; help is needed with selling tickets, sponsorships and buying tables. Ms. Leary will be contacting trustees for lists of people they may know that can support a benefit like this. The next meeting is May 4th.

Trustee Schmidt arrived at approximately 4:28 p.m.

Ms. Summer updated trustees work on the book and item auction is going well (60+ items have already been received, and hopefully is on the way to 175 items) and she has received good quotes from donors that possibly can be used for public relations.

The following was submitted by Ms. Jakubowski, Deputy Director - COO and transmitted to Board members prior to the meeting:

Monthly Report of Library System Activity March 17, 2011

1. PUBLIC SERVICES

Programs, Learning Opportunities, Outreach and Events

Special Collections:

Travelers and Cosmopolitans: the Tourist is the Other Fellow continues through May 28th and has received many excellent reviews – both in person and in its digital representation, www.thetourististheotherfellow.blogspot.com. There have been 839 visits to the blog since it began. Viewers are from the U.K., Canada, Turkey, Chile, Israel, Austria, Egypt, India, Nigeria and New Zealand, as well as the United States.

Assistant Deputy Director for Special Collections **Peggy Skotnicki** and Rare Book Librarian **Amy Pickard** provided a tour of the current exhibit and selected treasures from the Rare Book Room on February 17th for former Library Director **Bridget Quinn-Carey**, her husband and 2 gentlemen from M&T Bank.

Destinations: Songs of Travel and Romance is the new Grosvenor Room display curated by Librarian **Carol Pijacki**. Travel-themed sheet music from 1904 to 1950 complements the Rare Book Room Exhibit: *Travelers and Cosmopolitans: the Tourist is the Other Fellow.* Thanks go to **Dawn Stanton** and **Darlene Pennachi** of the Graphics Department for their work on the exhibit.

There are currently 2 rare book exhibits available for display in B&ECPLS libraries: Edward S. Curtis' *The North American Indian* and *Alexander Hamilton*. Additional traveling exhibits are being developed from *The Ideal Book: William Morris and the Kelmscott Press* and *Travelers and Cosmopolitans: the Tourist is the Other Fellow* as well as *The BPO and Our Community: Celebrating 75 Years* from the Grosvenor Room. All libraries were surveyed as to their exhibit preferences. Staff in the Grosvenor Room are working with **Dawn Stanton** and **Darlene Pennachi** of Graphics on this project.

Carol Pijacki led the discussion at the Literally Speaking Lunchtime Book Discussion on February 15th for *The Immortal Life of Henrietta Lacks* by Rebecca Skloot.

Amy Pickard and Grosvenor Room Librarian **Rob Alessi** visited T2 Printing to acquire digital image files of Rare Book Room materials which had been photographed by Todd Treat.

Carol Pijacki conducted 4 tours of Grosvenor Room local history and genealogy resources.

The restructured Training Lab is alive with activity. An ambitious spring schedule of classes is under way at the Central Library Training Lab and there are numerous Cyber Train bookings in upcoming months. Training Lab Coordinator **Kara Stock** is working with the staff to balance class training with projects designed to support technology initiatives. Kara updated the "Intro to Flickr" class. All of the part-time librarian trainers, **Ian Shoff**, **Tom Carloni** and **Andy Aquino** have conducted solo classes and each is working on a special project which will enhance training opportunities.

A total of 26 public technology training classes were conducted at the Central Library Training Lab and using the mobile Cyber Trains, for 384 attendees. Buffalo Public Schools utilized the Central Library Training Lab conducting 9 ESL classes, and Librarian **Charles Alaimo** conducted research classes for 2 high school groups. Three Web 2.0 classes were conducted with attendee evaluations reporting an overall 4.92 rating out of a possible 5. A participant comment follows:

"I wasn't sure about attending this program and now I am so thrilled to think I came and learned so much about the broad scope of info available at the library. And a very interesting and knowledgeable teacher" Ian, LNC

The Information Technology Team has successfully installed a program called Scratch (ver.1.4) to all 37 "Cyber Train" laptops. The free educational software was developed by MIT (Massachusetts Institute of Technology) Media Labs. The creatively engaging program will be promoted by the Youth Services Programming Team and taught to a younger audience as part of the B&ECPL technology training program.

The Information Technology Team has successfully tested and has begun the installation of a new and updated math game that is being deployed to all public computers at the City Branches and the Central Library. TabulaDigita's DimensionU will replace an older game called DimensionM that has been in use since 2009. The game can be played by any student that holds Buffalo Public Schools ID. The software needs to be installed on each individual computer and, to date, only the Crane Branch has been complete. The project continues at other libraries.

A new Nook e-Reader download training guide has been developed by B&ECPL staff. The step-by-step instructions and training outline are available on the Library's website e-Content Page <http://bit.ly/eTGzLC> along with additional guides for using the 'Downloads 2 Go' site and downloading digital content.

BookMyne, the SirsiDynix app that provides iPhone/iPod touch users with mobile access to the B&ECPL catalog, cleared a major hurdle with the ability to search the holdings of all libraries holdings regardless of the entry point. The updated app functionality provides library locations, open hours, My Account features, enhanced Catalog searching and Holds features.

OverDrive, the Library's download e-Book and audiobook provider has released an app that is fully compatible with the iPad. Now, iPhone, iPod Touch, and iPad users can use the optimized OverDrive Media Console app to check-out and download FREE digital books.

Community Connections - Adult Programming and Outreach

- **Dan Caufield** and **Glenn Luba** answered 25 Book a Librarian appointments in February.
- On February 3rd, **Dan Caufield** spoke at a meeting of the Business Networking International of Western New York. The BNI is an international group of business professionals who work at creating a network of offered services. Dan spoke for 40 minutes and much of the interest revolved around using referenceUSA. The talk was well received by the 35 members in attendance.
- On February 16th, **Glenn Luba** conducted a presentation of library resources to the Parachute Group (a networking group of job seekers). The presentation was well received by the 12 attendees and focused on materials, services, and electronic resources the library provides to aid in the job finding process.

Children's Programming Team, including the Children's Room at Central

- February was a planning and assessment month for the Children's Programming Team. Many contracting libraries and Buffalo City Branches were visited in order to ascertain juvenile and teen programming and centralized selections needs. Libraries were also electronically surveyed for programming choices for the initial series of programs developed by the Children's Programming Team. The programs are to begin in March 2011.
- Library vendor Brodart conducted training for centralized collection development with System selectors **Peggy Errington, Kathy Goodrich** and **Kerra Alessi**.
- The Children's Programming Team continues to prepare for the transfer of the juvenile collection from the Children's Room to its new home in the Popular Materials Department. The juvenile collection has been consolidated and prioritized for maximum patron accessibility.
- Family Place Parent-Child workshops were scheduled and supplies ordered for all 4 site locations (Central, Niagara Branch, Kenmore and Anna M. Reinstein Libraries).

- The Lancaster and Hamburg Libraries had the distinction of being the first contract member libraries to receive a program presented by the Children's Programming Team (CPT). On Sunday, February 13th, each library held a Valentine's Day program. Librarian **Kasey Mack** presented the program at the Lancaster Library and Librarian **Sarah Gallien** presented it at the Hamburg Library. Each provided stories, a Valentine's Day craft and played Valentine bingo.
- On February 3rd, storyteller Karima Amin visited the Central Library. Seventeen children and adults enjoyed stories and songs celebrating Black History Month.
- On February 5th, Gaming Saturday returned. Sr. Page **Laura Raichel** hosted this program. Twenty-two children enjoyed playing the Wii, Game Cube and various board games. Pizza Lover's Club, Lego Club and Saturday Afternoon Movie Matinee were also back in action.
- The Central Library had a very special visitor on Monday, February 7th. Elmo from Sesame Street stopped by. Over 140 children from 2 Bethel Head Starts, Enterprise Charter School and Montessori School were thrilled to meet Elmo! Librarians **Wanda Collins, Kathy Goodrich, Mary Ann Budny, Becky Pieszala** and Sr. Page **Nancy Smith** read stories while the children waited for Elmo. After meeting Elmo the children made crafts with Librarians **Matt Kochan, Kerra Alessi** and **Kasey Mack**.
- The Online Winter Reading Challenge began on January 31st and ended February 25th. Sixty-two children read 411 books and posted 128 reviews. Three names were drawn for prizes.

Tours:

February 8: Bennett Park Montessori Preschool; Attendance: 22

February 16: Drop In Group; Attendance: 21

Outreach:

YMCA at the Family Court

February 8: Librarian **Wanda Collins**

February 14: Librarian **Wanda Collins**

February 28: Librarian **Kasey Mack**

*Staff continues to present stories, songs and puppets to the children

February 4: Attendance: 45, school visit to Harvey Austin School

(Librarians **Kerra Alessi** and **Kathy Goodrich** – Presentation of B&ECPL homework databases, catalog and services. Also distributed library cards to students.)

February 22: Attendance: 41, Story Hour at Buffalo West Even Start
(Librarian **Kathy Goodrich** – Story Hour for new immigrant families)

Central Library

- Information Services Librarian **Jamie Smith** received a call from **Kathy Schultz** in e-Branch about a patron looking for Hi-Lo readers here in the library. The patron was working with a 14-year-old with a reading level of 1st or 2nd grade and wanted us to find about 10 books for her. The issue became complicated because books on his interest level are on a much higher reading level. Even the traditional Hi-Lo readers have about a 3rd or 4th grade reading level once they get to his reading level. In addition, we do not have a Hi-Lo section nor do we identify our books by interest level and reading level. She did some research to identify some appropriate books and pulled them. The patron came in and we discussed the issues with her student and found even more books that will help her. The patron was thrilled!
- February 2nd was the day for all new staffing shifts and layoffs to occur.
- Monday, February 28th, was the beginning of our new One Reference Desk model. The Information Services Team now staff the desk at the front of the building near Fables Café. All staff is working very hard to accommodate this change and move forward with the new service models.
- Information Services Manager **Dorinda Darden** has been appointed as Director of the Town of Tonawanda Public Library System effective February 15th. We all wish her the best of luck.

Tours

- **Charles Alaimo** provided a database presentation for the Amherst High School Honors English class on February 7th. Fifty 11th and 12th grade students and 4 adults were given instruction on the Literature databases and then helped to find print sources in the Information Services Department. **Dan Caulfield** assisted in the training lab for those needing continued computer access.
- **Charles Alaimo** provided instruction in the Training Lab for 35 students and 3 adults from Our Lady of Black Rock, grades 6, 7 and 8, for many database subjects. He then provided a brief tour and assisted them in finding material on the open shelves.
- **Charles Alaimo** provided a brief, impromptu tour of the Mark Twain Room for 8 students and 2 adults from the Goals Program on the 23rd.
- On February 5th, **Jamie Smith** did a tour for Saint Monica Scholars, which consisted of teenage girls paired with adult mentors. The group consisted of roughly 30 people. The girls had lunch followed by a tour and a scavenger hunt that she prepared. They seemed very interested on the tour and had a ball with the scavenger hunt. No one got more than 2 questions wrong and 2 groups had

perfect papers. They were all given prizes (by the group) for completing the task. We had a lot of fun!

Development & Communications Team, outreach and programming:

- Coordinate details, and support promotion, for events occurring this month:
 - “Imagining Buffalo” lunchtime series – Melissa Brown, Historical Society 2/8 (27); Francis Kowsky, historian 2/22 (24).
 - Working for Downtown Brown Bag Lunch Series 2/23 – Carl Paladino, Ellicott Development (65)
 - BPOvations @ the Library Series 2/16 (Central 26; OPK 29)(AUD 2/23 39)
 - UNYTS blood drive 1/17
 - Squeaky Wheel “Stories from the Niagara Frontier” Series 2/3 17, 2/10 21, 2/17 14 , 2/24 7)
- Coordinate logistics, promotion, program for 2nd PastForward Discussion Series “Our Daily Bread” event 2/24 (80) [NYCH grant – Depression project]
- Staff Women’s History Month Coordinating Committee (March 2011); create and coordinate calendar copy, consult on sponsorship, distribute promotion and calendar.
- Research, review as prep for 3/2 Library Foundation meeting – Admin staff support.
- Coordinate donations of discarded books for The Belle Center, United Church Home.

Buffalo City Branches

Dudley Branch Library

- The Dudley Branch held an Intermediate e-mail Computer Training class on February 25th with 3 adults in attendance.

East Clinton Branch Library

- East Clinton Library had 2 computer classes in February. Microsoft Word- Basic had 8 attendees and Resume Maker had 5.
- The Young Scientist program at the East Clinton Library had an impromptu event with 7 attendees.
- East Clinton Branch Page **Patty Salatka** held a Valentine craft activity with 4 children.
- Librarian **Ian Schoff** held a Resume Maker class for 5 patrons to enhance their resumes and give them tips on applying for jobs online.

East Delavan Branch

- Lego Club continues at the East Delavan Library. Clerk **Stephen Carson** made new posters and flyers promoting this ongoing event. Due to some bad weather, the Lego Club only met on 2 Wednesdays this month with a total of 5 participants.
- On Friday, February 25th, members of the Bennett-Wells Post 1780 of the American Legion had an informational table in the East Delavan Library. Members were on hand to talk to patrons about the American Legion. Linda Smith, a nurse practitioner from Roswell Park Cancer Institute, was on hand to give information on early detection of lung and breast cancer and provide other health tips.
- Movie Saturday started on February 26th in the Children's Area of the East Delavan Library. A popular movie was shown to 5 children who were served popcorn and juice boxes to enjoy during the film.
- Branched Out was scheduled to resume at the East Delavan Library on February 28th, but due to a mix up, no leader from the Buffalo Museum of Science showed up. Library Associate **Wendy Prabucki** quickly pulled together some books on sharks and had the children color pictures of sharks, labeling their body parts. A total of 10 children and 3 adults were present.
- East Delavan Library is partnering with Read To Succeed Buffalo (RTSB) to get families involved in the Children's Literacy Initiative. Staff has been passing out applications to families with children under the age of 5, and RTSB is going to enroll them in the Dolly Parton Imagination Library (free books for children under age 5). Monthly birthday parties will be held for the enrolled children in the basement meeting space starting in the month of April.
- Computer classes at the East Delavan Library continue to be held on Wednesday and Saturday. The classes are taught by the Adult Education Division of the Buffalo Public Schools. This month they served a total of 13 participants.

Frank E. Merriweather Branch Library

- Free tax assistance began at the Merriweather Library on February 1st and will continue every Tuesday evening through April 12th; this is sponsored by the IRS Volunteer Tax Assistance Program (VITA).
- On February 3rd, Group Ministries AIDS Leadership Coalition presented a National Black HIV/AIDS Awareness Day Concert with featured vocalist Drea D'nure and the East High Panthers Vocal Ensemble at the Merriweather Branch.
- On Wednesday, February 9th, New York State Senator Mark Grisanti (60th District) held an open community meeting for his constituents at the Merriweather Library.
- On Friday, February 11th, a Veterans Informational Seminar sponsored by the Jesse Clipper Post No. 420 American Legion in collaboration VA Medical Center was held at the Merriweather Branch.

- On Saturday, February 12th, storytellers Karima Amin and Sharon Holley, percussionist Eddie Sowande Nicholson and vocalist Joyce Carolyn presented their annual program: "Along This Way: Storytelling in the African Tradition."
- On February 16th, County Legislator Betty Jean Grant held her bi-weekly community meeting at the Merriweather Library.
- The 34th annual Carter G. Woodson Essay Contest program was held on Saturday, February 19th, at the Merriweather Library. An audience of 100 listened to the winning students read their essays on the theme "A Salute to African American Soldiers."
- The annual African American Read-In was held on Sunday, February 20th, at the Merriweather Library.
- On February 25th, members of the National Labor Relations Board received a tour of the African American Resource Room in the Merriweather Library. They were also interested in books relating to African Americans in the Civil War.
- On Saturday, February 26th, Mrs. Eva Doyle held a program entitled "Dressing Up For Black History." Students in grades 4-12 portrayed different African Americans who have made a difference from past history to present.
- County Legislator Barbara Miller-Williams borrowed posters and books from the Merriweather Library for a Black History program in Rochester, New York.
- Librarian **Brian Hoth** took library programs and materials to the following agencies and schools –
 - Monday, February 7th, Bethel Head Start at 1485 Jefferson Avenue. Read stories to 15 prekindergarten students. The site houses 5 classes in all and Brian spoke with 4 other teachers about outreach services.
 - Monday, February 14th, monthly visit to CAO Head Start at the Old First Ward Community Center. Brian presented a program on Shapes and Numbers to 32 prekindergarten students and their teachers. Brian read stories, did 2 activities, and the children sang songs; afterwards, they made a clown craft using various shapes. Dudley Branch Manager **Suzanne Colligan** accompanied Brian on his afternoon visit giving her an opportunity to make some community contacts. Ms. Colligan was grateful for the opportunity to visit.
 - Monday, February 28th, CAO Head Start at Ferry Academy. Brian read stories to 7 classes totaling 104 prekindergarten students and teachers. Each teacher completed an Agency Card application and will begin classroom collections next month. Brian's next visit is scheduled for Wednesday, March 30th.

Niagara Branch Library

- During the week of February 21st, when Buffalo Public Schools were not in session, the Niagara Branch provided daily programming and computer use to the school-age daycare students of Niagara Day Care. Assistant Librarian **Gwen Collier** presented programs on Children's Dental Hygiene Month, African

American and Children's Inventors, and Silly Bands. Page **Ashley Gormady** located, prepared and presented craft activities including a paper doll with felt clothes for Mexican Flag Day, beaded animal key chains, origami paper airplanes and animals.

- Senior Page **Cindy Yuszczuk** conducted an impromptu tour of the Niagara Branch when a group of adult ESL students from Journey's End Refugee Services dropped in on Thursday, February 24th. She also assisted several students from the group in signing up for library cards.
- The Niagara Branch meeting room continues to be a valuable resource for numerous community groups and agencies. This month the meeting room, as well as the library itself, was used by these groups: Journey's End Refugee Services "Let's Go to the Library," Buffalo West Charter School, Heart of the City Neighborhood, Upward Bound, Citybration, the Latino Lions and the weekly Homeschool Group. Literacy Volunteers' SES drop-in tutoring continues on the main floor.
- Librarian **Gwen Collier** held daily programming activities at the branch for Miss Porter's school-age daycare group of Niagara Day Care during the week of February 21st when Buffalo Public Schools were on break. Miss Porter expressed her appreciation for the way that Gwen utilized literacy based games and activities to support the program themes, and specifically requested that she continue to do so in the future. For example, a program on Dental Hygiene Month featured a word search, ABC game and definitions using non-fiction books, dictionaries and thesauri. On the day the children created their own Silly Bands, they were also sent on a hunt to find silly books and explain what made them silly.
- Kirk Laubenstein from Niagara District Council Member David Rivera's office hosted a drop-in night at the branch on the afternoon and evening of Wednesday, February 23rd. This was the first of such outreach on their part and they plan on repeating the session in the future to provide an easy way for their constituents to make contact with the council member.
- Librarian **Gwen Collier** took library programming to these schools and agencies in February -
 - Niagara Day Care Preschool on February 4, 11, 18 and 25. The themes were The Farm, Trucks, Lions and Curious George respectively.
 - Gateway-Longview Therapeutic Pre-K, 3 classes. First visit held was on February 9th.
 - Holy Cross Head Start on February 17th - 5 preschool classes. The theme was Lions.
 - School 77 @ D'Youville Porter Campus on February 28th - Pre-K. Two classes of 27. The theme was Curious George.
- Library Associate **Paul Guminski** updated the "Welcome to the Niagara Branch Library" brochure to incorporate recent changes in borrowing policies and fees.

This brochure is given to new cardholders and will be used until the system-wide new borrower packet is created.

North Park Branch Library

- North Park Library's Wii program was held on 4 Fridays and 2 Saturdays in February. Children, teens and tweens use it on a walk-in basis.
- North Park's Craft Crazy Mondays program was held 3 Mondays in February. Sr. Page **Sarah Barry** and Page **Karen Leonard** created Valentine's Day pins with the children who attended on February 7th, tissue paper bouquets on February 14th and mosaics on February 28th.

Riverside Branch Library

- Riverside Library held a Valentine Craft program on February 12th with an attendance of 4.
- Riverside Library's Sr. Page **Leah Brown** and Page **Caitlin Goodrich** helped children make Valentine's hearts and cards.
- On February 17th, the Riverside Library held a Board Game program; attendance was 3. Children played the games Trouble and Scrabble.
- On February 22nd, the Riverside Library set up a craft table; attendance was 10. Since Buffalo Schools were off for spring break, Library Associate **Tami Linkowski** set up a craft table with an Under the Sea theme. All crafts included an octopus and the children's imagination.
- Beginning February 12th, TCE- Arp Tax preparation, managed by Rida Bross, began filing taxes for senior citizens and low income families at the Riverside Branch. Tax service will end Tuesday April 12th.

Hamburg Public Library – submitted by Jack Edson, Library Director

The Hamburg Public Library ended the year 2010 with several interesting programs including our annual Christmas Party for our adult book club and our Friends group; our Hamburg Holidays program offered a family story telling session and our staff presented a gingerbread house craft for families at both of our libraries.

We offered a Valentine's Day craft session on Sunday, February 13th and this program was a "first" for 2 reasons; it was the first time we presented a program on a Sunday afternoon and it was the first program that was offered by Central Library's new Programming Staff.

We presented an "Origami Valentines" program on Valentine's Day and this was our focus for the "SnapShot NY; a Day in the Life of a Library" initiative.

I participated in Library Advocacy Day in Albany this past March 1st; part of 2 teams of librarians, trustees and administrators who visited 12 NY State Senators and Assembly

Members, discussing our needs with our elected officials and their staffs. This year, we spoke primarily about the reductions for libraries in this year's state budget and we explained the concept of the Special Library District and asked for support and advice as we move forward with this model.

Central Library's programming librarians have scheduled story hours for both of our libraries including a Lap Sit program for 2-year-olds at Hamburg and a regular Preschool Story Hour at our Lake Shore Library.

We will also offer a series of special musical programs for very young children at the Hamburg Library thanks to a trained volunteer who recently moved to our community.

Marilla Free Library – submitted by Joyce Kaupa , Library Manager

The new year brought new hours to the Marilla Free Library and patrons and staff are still adjusting. The change in hours came about as a result of an hours of operation survey which was conducted to determine preferred hours of operation. Our goal was to make the library hours as convenient and beneficial to our patrons as possible. As a result of the 151 responses to the survey, library hours shifted to longer hours on some days and opening later on others. We are now open to 6:00 p.m. or 8:30 p.m. on every open day except Saturday. We found that this shift has resulted in a greater daily circulation and patron count. Patron comments have been very positive.

We are looking forward to our first Storytime to be conducted by Central Library staff in March. To date, we have 11 children eagerly awaiting Monday mornings. Central staff will also present Book Bingo in April. Craft and activity programs continue courtesy of the West Seneca YES (Youth Engaged in Service) Program of West Seneca. This group has been conducting these very popular free programs monthly during the school year and more often during the summer months. Fifteen school-age children attended February's Valentine session and 16 are signed up for March.

Although wintry weather persists outside, library staff has been busily making plans for summer programs. Incentives have been purchased for the Independent Reading Program and performers are being scheduled. We will be working with the Town of Marilla to provide a fantastic summer schedule for the residents of Marilla and patrons of our library. We are also investigating the possibility of holding programs for adults with volunteer facilitators.

Collections: Development and Use

Amy Pickard and **Rob Alessi** selected items from the Library archives for a digitization project in the Department of Library & Information Studies (DLIS) Digital Libraries course. The images, documents and artifacts that highlight the Library's importance to

the community will be mounted on the WNY Legacy website to celebrate the 175th Anniversary of the B&ECPLS.

DLIS student Ken Wierzbowski is doing a practicum in the Rare Book Room, continuing the indexing of the World War posters.

The popularity of Freegal Music downloads continues to be strong. In February, 555 patrons downloaded a total of 3,476 titles.

Five hundred twenty-eight downloadable eBooks and 140 downloadable audiobooks were added to the Library's collection in February.

Patrons continue to suggest titles for purchase and request that a hold be placed for them automatically from the online catalog. Patron comments have included:

- "This is a great new service. Thank you!"
- "Thank you so much. I support the Library and find it invaluable. Appreciate all your work."
- "Thanks so much! I appreciate your taking my suggestion and having this new ordering feature. It makes sense to spend money on what your patrons want to read/hear. Our B&ECPL system is special and much appreciated by the taxpayers of this region."

Subject guides that have been added to the Library's website since the last report include Pets, Weather, Geology, and Zoology.

Special Projects Coordinator **Meg Cheman** created subject guides for Pets and Writing. We continue to see increased use of these guides designed to provide better access to our databases.

2. FUNDING

Finances

Final New York State Library aid estimates for the state fiscal year ending March 31, 2011 (funding for the Library's 2010 budget) were released by the New York State Library on February 17th. This aid ended the year over 100,000 (4.1%) lower than the aid amount provided in 2009. The Governor's proposed 2011-2012 budget would lower state aid another 10%. Should the Governor's proposed budget be adopted, library aid would be reduced to levels not seen since the early 1990's and would be approximately \$800,000 less than their peak in 2007-2008. As part of their visit to Albany for NYLA Library Advocacy Day, B&ECPL representatives briefed area State Legislators on the impact of these budget reductions and received positive feedback which included a follow-up phone call on March 10th from State Senator Mark Grisanti who was pleased to announce that the State Senate was supporting full restoration of the 10% in their

budget package. Please see the Communications and Community Relations section for a fuller description of Library Advocacy Day activities.

Fundraising

A request for \$100,000 was sent for Family Place programming to Stan Lipsey / *Buffalo News*.

The Gala Planning Committee meeting is scheduled for March 9th. Approximately 20 volunteers are expected to attend. The Gala is Saturday, November 5, 2011 at the Central Library; tickets are \$175, sponsorships start at \$1500 - \$20,000. See **Joy Testa Cinquino** or B&ECPL Trustee **Anne Leary** with questions.

3. OPERATIONS AND INFRASTRUCTURE

Technology

RFID (Radio Frequency Identification) equipment and gates have been ordered for the East Aurora Library. "Go live" implementation for East Aurora and the East Clinton Branch is scheduled the week of April 4th. RFID conversion is almost complete at the Audubon Library. Conversion teams have moved to Williamsville and the Central Library. Implementation targets the week of May 2nd for both Audubon and Williamsville. Several other suburban locations are now tagging and encoding collections.

The Information Technology Team has assisted various departments with staff computer relocations at the Central Library. Due to reorganization, the computer equipment relocations included physical computer moves, enabling data drops, reconfiguring logon profiles and shared drives mapping, reorganizing the Active Directory tree and e-mail boxes.

As a result of the review, discussion and statistical analysis conducted by the Working Group on Borrower Services, several new policies and procedures were recommended to facilitate staff-patron circulation interactions and experiences. As a result, SirsiDynix Symphony policy changes took effect in February to support the new policies. Major changes included the implementation of a 1-day due date grace period, the reduction of overdue fines for adult videos to \$1.00 per day with a maximum fine of \$10 per item, an increase in the adult unclaimed Holds fees to \$.50, elimination of the "new" user profiles, increasing the "blocked" threshold to \$10 for most user profiles, and increasing the number of overdue items that trigger a block from 5 to 15 items. Borrowing policies are reviewed on a regular basis to ensure equitable access to our collections and an overall positive user experience.

Links were designed and added to the Web2 Catalog for patrons to suggest title additions to the Library's collection.

The Information Technology Team has provided assistance for related tasks and projects in support for many various events happening at Central, including the creation of a podcast titled: Special Legislative Public Library Districts.

Nine tutorials for the HeritageQuest Online database that were created by Grosvenor Room Librarian **Rhonda Konig** were added to the website at <http://www.buffalolib.org/libraries/collections/genealogy/databases.asp>.

Rob Alessi finished gathering bibliographic information and taking photos/scans of each title in the Milestones of Science collection, with assistance from Senior Page **Jason Barone**, for use with the new book browser on the redesigned Milestones web page. Web Page Master **Terri Dickson** is completing work on the site.

Central Library Reorganization:

Special Projects Coordinator **Meg Cheman** and Community Connections Librarian **Glenn Luba** continue to work with staff to consolidate the Central Library. The new Magazine Room is now open for business and patrons are spending time in the space, sitting at the new café tables and perusing the collection. The floor in the new Children's Space has been repaired and cleaned - walls have been painted. Plans for the new Media Room, including wall and exit locations and shelving configurations, have been developed and approved.

Glenn Luba managed the shutdown of the Humanities and Social Sciences workroom and transfer of miscellaneous items out of the Business, Science and Technology area.

Borrower Services:

Borrower Services staff has been working on discarding old records of patrons with inactive checkouts. During February, this purge combined with the database cleanup project resulted in over 500 patron records being deleted from Sirsi.

An additional 200 patron records were modified to correct errors in patron e-mail addresses for patrons who had requested e-mail notification. These errors prevented patrons from receiving any e-mail from us.

Borrower Services staff helped with the conversion of the audiobooks collection to a floating collection; almost 800 were processed this month.

Staff Development

Angela Pierpaoli coordinated a staff training session by CQ Researcher on February 24th for 12 participants in the Central Library Training Lab.

Technical Services Manager **Jennifer Childs** attended a Preservation Committee meeting at the Western New York Library Resources Council (WNYLRC) February 11th.

Assistant Deputy Director **Carol Batt** along with Library Information Technology Administrator **Toni Naumovski** and several key technology support staff members participated in a conference call with newly assigned SirsiDynix Library Relations Manager Vera Maeser, February 16th.

Toni Naumovski, Technical Services & Technology Support Manager **Maureen McLaughlin**, Technology Support Manager **Kelly Donovan** and **Terri Dickson** attended a 45-minute webinar titled: "ADA Update: Revised Regulations for Disability Accommodations for the Public" on February 16th. The webinar covered some of the newly revised American with Disabilities Act (ADA) regulations that take effect on March 14, 2011, as libraries face new challenges and requirements for meeting both the spirit and letter of the law.

Maureen McLaughlin and **Jennifer Childs** joined the Collection Development Team for a BibzII training session conducted by Brodart representative Jennifer Rooth on February 17th. Brodart's IT staff followed up by programming all of the B&ECPL's 9XX technical requirements.

Maureen McLaughlin and Library Administrative Manager **Tracy Palicki** viewed the webinar "OCLC Billing, Payment and Account Management for Members" February 22nd. As a result of Nylink's decision to cease operating in June 2011, direct OCLC billing will begin with the May 2011 invoice.

Jennifer Childs and Technical Services Librarian **Britt White** met with Ebsco representatives on February 24th to review the benefits of using their online subscription service, Ebsconet. Ways to identify new, popular magazines were discussed and will be pursued by Ebsco.

On February 9th, **Dan Caufield** attended the fourth of 6 Library Marketing classes offered by the Rochester Library Resource Council.

On February 23rd, **Dan Caufield** attended an ECIDA City Mangers meeting.

On February 9th, Librarian **Kathy Goodrich** attended the Buffalo West Even Start Advisory Council meeting.

Librarian **Mary Ann Budny** attended a Family Place site meeting with **Barb Stanley** at the Reinstein Library.

On February 18th, Librarian **Mary Ann Budny** attended a Family Place site meeting with Town of Tonawanda Public Library Director **Dorinda Darden**.

On February 16th, Librarian **Kathy Smith** held a training class for the state report at the Julia Boyer Reinstein Library.

On February 23rd, Library Associate **Wendy Prabucki** met with Mimi Dow and Zoe Scruggs about the possibility of starting a teen writers workshop at the East Delavan Library. They were impressed with the space and would like to move forward if scheduling and budget issues can all be worked out.

Merriweather Branch Manager **Sandra Williams Bush** participated in Black History programs at Artspace (2/5), Enterprise Charter School (2/7), Makowski Early Childhood Center (2/16), Colonial Village Elementary School (2/18), and Erie County Community College (2/23).

On February 15th, radio station WUFO 1080 broadcast Ted Kirland's radio show live from the Merriweather Library's auditorium. Branch Manager **Sandra Williams Bush** was briefly interviewed.

Linda Rizzo, Manager Buffalo Branches, attended the Riverside Business Association's monthly meeting at the Riverside Branch on Thursday, February 24th.

On February 1st, Niagara Branch Manager **Brian Hoth** visited UB and spoke to a class of 15 graduate students attending LIS 583 – Public Libraries about the importance of community involvement. Librarian **Britt White** is teaching the class this semester and asked Brian to talk about his experiences at the Niagara Branch. The class showed much interest and appreciated learning from his experience.

Niagara Branch Manager **Kathryn Galvin** attended a meeting of the Buffalo West Even Start Advisory Committee at Holy Cross Head Start on February 9th.

Becky Pieszala and **Carol Ann Strahl** each contributed a book review for the *Buffalo Rising* website.

Facilities

Niagara Branch springs a leak: heavy rain contributed to groundwater entering the library basement via the recently constructed elevator shaft. City and library maintenance personnel worked to address the problem with a potential fix identified.

Reconfiguration of the circulation desk and flooring of the East Clinton Library, a precursor to activating RFID at the branch, is nearly complete. RFID equipment installation and activation is anticipated the week of April 4th.

The Central Library's grant funded Ellicott Street Entrance Accessibility Project is finally nearing completion. While a number of punch list items remain, the main portion of the now fully accessible entrance is estimated to be open the week of March 21st.

Kim Willer of Prism Quality EAP addressed B&ECPL managers and directors on the topic of "Trust and Unity in the Workplace" on February 9th. Repeated sessions are planned for additional staff participation.

4. COMMUNICATIONS AND COMMUNITY RELATIONS

Bridget Quinn-Carey, Joy Testa Cinquino, Mary Jean Jakubowski, Meg Cheman, Jack Edson, Roseanne Butler-Smith and Sharon Thomas participated in Library Advocacy Day in Albany on Feb. 28 and March 1. Members of the Western New York delegation received visits by the Buffalo contingency. Discussion focused on encouraging support for alternate long-term financing and governance for the B&ECPL.

Library 2.0: Facebook.

The Central Library Facebook page currently has **2,379** fans, **1,371** active users and has "likes" totaling **2,3487**. February Facebook posts included many event announcements, a copy of the "open letter to library patrons", and information about downloadable content, and more...



[Buffalo & Erie County Public Library - Central Library](#) Check out the new exhibit in the Central Library's Rare Book Room. "Travelers and Cosmopolitans: the Tourist is the Other Fellow" showcases diaries, photographs, and travel ephemera from the 1920s and 30s.



[Travelers and Cosmopolitans: the Tourist is the Other Fellow](#)[thetourististheotherfellow.blogspot.com](#) [4 people](#) like this.



[Meagan Baco](#) I saw these last weekend, very cool aesthetics. And the travel journals, especially of Egypt were amazing to see. Thanks! February 16 at 12:00pm

Library 2.0: Twitter.

@buffalolibrary, our System Twitter page, has **1,643** followers, an increase of 50 followers in February. In addition to many RTs (re-tweets), tweets mentioning the Buffalo Library include:



[high_hopes](#) DLG! Got a personalized message from [@buffalolibrary](#) after I started following them! Follow if you love books and Mark Twain quotes!



[BorriUPS](#) Borri UPS Systems [@buffalolibrary](#) thank you for your message, where would we be without Libraries, do you think they will disappear with ebooks and readers?



[freedommary](#) Mary Burrowes [@buffalolibrary](#) Congrats 2 Bflo Library on its 175 yr anniversary! Thank u for all your service 2 our community. PS: Great timeline display



[LibrarianTorres](#) Héctor i love Buffalo !! RT [@buffalolibrary](#): Traffic is slow and roads are snow-covered, but Central Library is OPEN!

Media Coverage / Media Releases

Development and Communications under **Joy Testa Cinquino** sent media releases for:

- Announcing the Transition Team Press Release...Feb. 25
- Women's History Month Press Release...Feb. 23
- Traveler's Exhibit Press Release ...Feb. 16
- FastForward Event - February 11

Library stories were covered on:

- Weeding - *The Buffalo News*, *Artvoice*, *Buffalo Rising*
- Transition Team - *Business First*, *WBEN*, *The Buffalo News*, *WBFO* radio
- FastForward - *WBEN*
- Downloadables - *WKBW* TV, Channel 7, *Metro News*

The March issue of *Buffalo Spree* includes an article "Rare, Beautiful - and Ours" about the riches in the Rare Book Room. Also, *Buffalo Spree* editor Elizabeth Licata wrote about the importance of libraries at <http://www.buffalospree.com/Buffalo-Spree/January-February-2011/Buffalo-Days-Public-libraries-mdashnot-optional/>.

Talking Leaves' owner Jonathon Welch mentioned that he visited the Library to see the Kelmscott exhibit and appreciated using the maps in the Grosvenor Room in a *Buffalo News* interview at <http://www.buffalonews.com/life/columns-advice/peopletalk/article351529.ece> .

Graphics staff, **Dawn Stanton** and **Darlene Pennachi**, handled:

- CEN - magazine area - backer boards and title signs
- Women's History Month - calendar of events and reception invitation
- Family Place - 4 slingers, 8 easel-backed posters
- CEN - fixed hours on glass window at Washington Street entrance
- CEN - hours on glass window at Ellicott entrance

- GRO - hours on glass window
- GRO - music display - labels, title sign, map
- CEN - added signs to kiosk
- Legislature Day materials - 10 large posters, Snapshot flyer, ribbon
- System - circulation policy change - easel-backed signs for all libraries
- Various event signage - Brown bag lunchtime series, Blood Drive, PastForward
- Women of the Civil War program - flyer
- PastForward - 12 large posters on easels
- Overdue fines slinger - updated
- This Week at Central schedule
- CEN - signs for changing of the desks
- Letterhead artwork - with new anniversary logo
- RBR - Travel exhibit posters - 1 to each library +postcards
- MRW - hours on glass window - fixed
- NPK - hours on glass window - fixed

5. SPECIAL PROJECTS

Re-Imagining

Another Focus Group for Re-Imagine was held on February 23rd. The Focus Group, representing faith, service and business organizations, had a great exchange of ideas. An interim report was also delivered to the Building Oversight Committee and Community Engagement Committee highlighting the results of all the forums, community meetings and survey results. The next steps of the process were discussed.

Agenda Item G - Public Comment.

- ElizaBeth Berry, President, Save Our Libraries, commented on the Re-Imagine project, library hours and capital expense - suggesting a possible kiosk on the waterfront. She requested the entire Re-Imagine survey with comments be provided.

Agenda Item H - Unfinished Business. Mr. Connors noted Resolution 2011-8 RFP Award Voice Telecommunications was approved at the March 10th Executive Committee meeting. This was added to the above Executive Committee report.

Agenda Item I - New Business.

Agenda Item I.1 - Authorization to Execute Contract with Communication Services. Ms. Jakubowski explained this resolution authorizes her to negotiate and subsequently execute a contract with Communication Services, a marketing and communications services company, who will be working with the Library to coordinate communications with staff and other key stakeholders pertaining to a potential re-governance structure and financial stability. This was further discussed at the Executive Committee meeting

and asked when negotiating the contract the Library include a clause that if there were any third party individuals brought in that Communication Services would take sole responsibility for their actions and oversee all of their work. Ms. Jakubowski stated she will include this in the final contract. Ms. Summer moved for approval, Mr. Berger seconded. Upon Ms. Thomas asking if there was any further discussion, Mr. Schmidt questioned what it is Communication Services does. Ms. Jakubowski explained they will be working with the Library for communication, marketing, branding, political strategizing/analysis for things like re-governance and developing marketing tools and such for the financial stability campaigns. Trustee Lewis voiced he feels the Library needs to take more time on the whole re-governance project. He stated "While he is not necessarily opposed to it, until he can look people in the eye and say we have the right size library, he cannot spend their money on researching alternative means of governance." Mr. Schmidt asked how does this company or the responsibility it is proposing they undertake square or overlap with other consultants/third parties we have retained already. Ms. Jakubowski clarified it will be overlapping with all of them; working in culmination to be assured we are all moving in the same direction in familiar territories and also understanding and developing the strategies to move forward through these processes. Mr. Schmidt asked if the Library currently has a PR firm. Ms. Jakubowski stated no. Mr. Schmidt inquired why this company and only one bid. Ms. Jakubowski conveyed it wasn't a bid process because it is a services contract and subsequently this group was recommended through Whiteman Osterman & Hanna LLP which is the Library's leading attorney on the re-governance structure. They are familiar with and have worked with them. They have a proven record of working on library strategies; the majority of their work is with public libraries and dealing with political bodies. In response to a question by Mr. Schmidt regarding the retainer, Ms. Jakubowski noted this resolution is for her to negotiate with Communication Services and it would be "up to" 24 months - not locking the Library into a particular time frame. Mr. Lewis questioned if the Library has not yet decided what form of governance it is pursuing, why would the Library pay someone to prepare for this. Further discussion ensued and various opinions were shared on this topic. Mr. Berger called the motion. Ms. Horton seconded this. Resolution 2011-10 was approved by a vote of ten to one, with Trustee Lewis casting the dissenting vote.

RESOLUTION 2011-10

WHEREAS, the Board directed the staff to investigate the option of a consulting firm to provide communications and related services in relation to planning for a new governance and funding model for the Library System, and

WHEREAS, a proposal was subsequently pursued and received, and

WHEREAS, Communication Services submitted a thorough proposal that fulfils the need, and

WHEREAS, the Communication Services' proposal is the recommended proposal for this service, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library authorizes the Board Chairwoman, or her designee, to execute a contract with Communication Services based on the terms of the proposal presented, and be it further

RESOLVED, that the Chief Financial Officer is authorized to make the necessary budget transfers to enable the approved compensation set forth in the proposal.

Ms. Thomas called on Mr. Connors to provide a report on the Library Foundation. The Library Foundation met March 2nd. Review of finances was done. Bridget Quinn-Carey was present representing the Library. Ms. Quinn-Carey was asked and accepted to serve on the Library Foundation Board. She presented a wish list of Library projects for consideration of Foundation funding. The Foundation approved funding half of the annual renewal for Raisers Edge, the fundraising software. They also made a commitment to continue the conservation of the Miles of Science collection. Mr. Connors noted this is an important collection to the Library and 2013 is the anniversary year. The Foundation committed \$18,000 to complete that restoration. The Foundation was unable to give the \$75,000 they would have liked for the conservation of the Audubon Birds of America folio. Ms. Quinn-Carey noted this may be a separate fundraising initiative. The Foundation continued sponsorship of the Just Buffalo Babel series. They are looking if maybe the Library and the Library Foundation can do a similar project at the library/libraries with local authors. Three expenditures were approved totaling \$30,799 for the Library. The Foundation also committed to being the major supporting sponsor of the B&ECPL 175th Anniversary Gala as well as the fiscal agent; checks can then be made out to the Foundation and put into an unrestricted fund so the Library has access to these for programs. A Gala budget will be presented at the next Foundation meeting so discussion can then ensue over what they will be paying for and can be approved then. The Foundation plans to meet again within the next 3-4 weeks.

A motion was made by Mr. Connors to go into Executive Session to discuss contract issues, seconded by Mr. Schmidt and approved unanimously at 4:58 p.m. All members of the staff and public were excused from the room. At approximately 5:24 p.m., on motion by Mr. Connors, seconded by Ms. Leary, the Board voted unanimously to end Executive Session. No action was taken in Executive Session.

Minutes of the Board of Trustees

Page 30

There being no further business, on motion by Mr. Berger, seconded by Dr. Alvarez Perez, the meeting was adjourned at 5:25 p.m.

Respectfully submitted,

Sharon A. Thomas
Chair