

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

The regular monthly meeting of the Board of Trustees of the Buffalo and Erie County Public Library was held on Thursday, November 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
Elaine M. Panty, Secretary
Frank Gist, Treasurer
Phyllis A. Horton
Sharon M. Kelly
John G. Schmidt, Jr.
Wayne D. Wisbaum

Chair Sharon A. Thomas called the meeting to order at 4:10 p.m. in the Joseph B. Rounds Conference Room.

Agenda Item A - Call of the Roll. A quorum was not present but expected; it was decided to proceed with informational items.

Chair Thomas began the meeting asking for a moment of silence in memory of Trustee Judy Summer and Trustee Emeritus Robert Plache who recently passed away. Over 175 items for the 175th Anniversary of the Library online auction were collected by Ms. Summer which will be held in her honor in the spring. Notification was received by Ms. Summer's family that the Library was included in part of her estate and more information is forthcoming. Ms. Thomas spoke highly of both Ms. Summer's and Mr. Plache's devotion and service to the Library.

Agenda Item B - Approval/Changes to the Agenda. Chair Thomas announced Executive Session would be added at the end of New Business to discuss attorney/client privilege items.

Agenda Item D - Report of the Chair. Ms. Thomas remarked on the wonderful *A Rare Affair* Gala fundraising event held at the Library on November 5th and commended everyone for the wonderful job done.

With the passing of Executive Committee member Judy Summer, there is a need to fill the vacant spot on the Committee. Chair Thomas appointed Elaine Panty to do this but Board approval would have to wait until later in the meeting when a quorum was present.

Agenda Item E - Committee Reports.

Agenda Item E.1 - Executive Committee. Jack Connors read the following Executive Committee report from the November 9, 2011 meeting:

Present: Executive Committee members Jack Connors and via telephone Sharon Thomas; Trustee Elaine Panty, Director Mary Jean Jakubowski, CFO Kenneth Stone, Public Affairs Manager Joy Testa Cinquino and Human Resources Officer Jeannine Doyle were also present.

Absent: Anne Leary, John Schmidt, Jr. and Judy Summer

Jack Connors called the meeting to order at 4:03 p.m. in the Joseph B. Rounds Conference Room of the Central Library.

Mary Jean Jakubowski introduced Jeannine Doyle, the Library's new Human Resources Officer. Doreen Woods will assume the role of Workforce Development Officer.

Ken Stone spoke about 2012 budget strategy and the upcoming Erie County budget hearing (November 16th).

Discussion was held pertaining to Erie County Executive election results. Ms. Jakubowski and Ms. Thomas will send a congratulatory and request for meeting letter to County Executive Elect Poloncarz.

The agenda for the November 17th Board meeting was reviewed and approved.

Discussion ensued regarding Planning Committee Chair Rick Berger's notification (verbal) that he has accepted a position out of town and the difficulty for him to be in attendance. Mr. Connors suggested Mr. Berger remain Chair through the end of the year. Mr. Connors will act as Co-Chair.

The Executive Committee meeting ended at 4:35 p.m.

Agenda Item E.2 – Budget and Finance Committee.

Agenda Item E.2.c – Monthly Financial Report. The monthly financial report for the year as of September 30, 2011 month-end close was presented for information. Deputy Director Kenneth Stone noted the Library is operating well within budget.

In addition, Mr. Stone went over the handout distributed to trustees “*B&ECPL 2012 Budget Request*” which was presented at the Budget Hearing before the Erie County Legislature Finance, Management & Budget Committee on November 16, 2011. This handout can be found on the Library’s website at:

http://www.buffalolib.org/AboutTheLibrary/FutureLibrary/pdf/BECPL_CoLegis_2012_Budget_Hearing%20Presentation%20Charts_20111116.pdf.

Trustee Wisbaum arrived at approximately 4:26 p.m. upon where a quorum was present.

Ms. Panty asked Mr. Stone to clarify what is happening regarding City branch maintenance. Mr. Stone stated the Library has requested this function be returned to the Library budget which would need to be an amendment to the budget. The budget before the Legislature right now still has the maintenance function removed from the Library budget. Further discussion ensued regarding this. Mr. Stone ended the discussion expressing he feels there is some support for this.

Agenda Item C – Minutes of the Meeting of October 20, 2011. Minutes were approved unanimously, as mailed, by Ms. Horton and a second by Ms. Panty.

Agenda Item E.2.a – Authorization for Director to Approve Transfers in Excess of \$5,000 through 2011 Year End. This resolution was renumbered as Res. 2011-39. Mr. Stone explained this is a resolution recommended every year which allows the Library to make transfers in excess of \$5,000. On motion by Ms. Panty and a second by Mr. Connors, the resolution passed with seven of the eight trustees present voting for approval and Trustee Schmidt abstaining.

RESOLUTION 2011-39

WHEREAS, the 2011 year-end closing process is approaching and involves finalizing encumbrances (or commitments to spend budgeted funds), and

WHEREAS, the delay between payment of telecommunications related expenses and receipt of E-rate discount reimbursements for those expenses can cause the need to transfer funds temporarily between budget accounts as the available balances in the E-rate supported accounts towards the end of the fiscal year are too low to accommodate the delay, and

WHEREAS, some costs, such as termination payouts for retiring employees, will impact other accounts including the System salary and fringe accounts and individual contracting library salary and fringe benefit accounts, requiring transfers, and in the case of contracting libraries, contract budget amendments, be processed quickly to ensure payroll expenses can be met on a timely basis, and

WHEREAS, it may be in the Library's interest to encumber items that may require budget transfers in excess of \$5,000, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library authorizes the Library Director, with the approval of the Board Chair or the Budget and Finance Committee Chair, to approve transfers within the budget impacting objects of expenditure in excess of \$5,000 for the purposes of making year-end encumbrances and/or expenditures as stated above, and be it further

RESOLVED, that the Board Chair is authorized to execute contract library contract budget amendments needed to implement transfers needed to address library termination payout costs, and be it further

RESOLVED, that any such transfers be incorporated into the monthly financial statements submitted to the full Board prior to the close of the fiscal year, and be it further

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library authorizes the Library Director to approve temporary transfers within the budget impacting objects of expenditure in excess of \$5,000 for the purposes of accommodating the delay between payment of telecommunications-related expenses and receipt of E-rate discount reimbursements for those expenses, with said transfers being reversed upon receipt of the E-rate reimbursement.

Agenda Item E.2.b – Acceptance of Private Grants – Strategic Plan. This resolution was renumbered as Res. 2011-40. Mr. Stone explained this resolution authorizes depositing proceeds received from the organizations mentioned in the resolution in the Library's trust account and use of the proceeds to undertake a Strategic Service and Operations Plan. Upon motion by Mr. Gist and a second by Ms. Panty, approval was unanimous.

RESOLUTION 2011-40

WHEREAS, consistent with New York State Library requirements to develop and submit a five year plan of service due in fall 2012, the Library desires to develop and prepare a "Strategic Service and Operations Plan 2012-2017" with recommendations to guide key policy and resource allocation decisions to be made by the Library's Director and Board of Trustees for the planning period 2012-2017, and

WHEREAS, the Library sought out private grants to support the costs of this effort, and

WHEREAS, the Library submitted an application to the John R. Oishei Foundation requesting \$150,000 for this effort, and

WHEREAS, the John R. Oishei Foundation strives to be a catalyst for change to enhance economic vitality and the quality of life for the Buffalo Niagara region. The Foundation was established in 1940 by John R. Oishei, founder of Trico Products Corporation, and

WHEREAS, the John R. Oishei Foundation Directors authorized a matching grant of \$75,000 intended to match \$75,000 raised from other sources, and

WHEREAS, the First Niagara Foundation and the M&T Charitable Foundation have earmarked \$25,000 each towards this effort, and

WHEREAS, the Library has a \$25,000 request to the Library Foundation of Buffalo and Erie County which is presently under consideration and received positive indications of support for the project from Library Foundation officials briefed to date, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library expresses its gratitude for the support provided by this outstanding organizations, and be it further

RESOLVED, that the Board of Trustees further authorizes depositing proceeds received from these organizations in the Library's trust account and use of the proceeds to undertake a Strategic Service and Operations Plan.

Agenda Item E.3 – Planning Committee. Jack Connors read the following report of the Planning Committee:

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

**Minutes for
Thursday, November 10, 2011**

Attendees (Present):

*Jack Connors, System via telephone

*Sharon Thomas, System via telephone

Jason Aronoff, Tn of Tonawanda

Ellen Bach, Whiteman, Osterman & Hanna, LLP
via telephone

William Chapman, Alden

Jeannine Doyle, Admin

Judy Hilburger Clarence

Gary Howell, Lancaster

Suzanne Jacobs, Lancaster

Mary Jean Jakubowski, Admin

Patrick Martin, B&ECPL attorney

George Oliver, Aurora

Jeanne Phillips, Tn of Tonawanda

Susan Sabers Chapman, Alden

Patricia Smith, Eden via telephone

Peggy Snajczuk, Orchard Park

Ken Stone, Admin

Joy Testa Cinquino, Admin

Paul Wietig, Amherst

Doreen Woods, Admin

Meeting began at 7:05 p.m. in the Joseph B. Rounds Conference Room of the Central Library.

Introductions.

Brief discussion held with regard to new administration in the County. Jack Connors expressed B&ECPL Board is committed to moving forward. The Board and Administration will work with County Executive Elect Poloncarz on this matter.

Ken Stone indicated he is preparing a presentation for the Legislature. B&ECPL's Budget Hearing is scheduled for 12:30 p.m. on Wednesday, November 16th. Sharon Thomas and Mary Jean Jakubowski will reinforce efforts for stability.

Ellen Bach was asked to speak to the legislation. She is seeking input into the district name, timing of elections, make up of trustees and terms of trustees.

Name: Several participants indicated the need to keep the name as short as possible for easy recognition. Discussion ensued. Recommended: Erie County Library. Question as to whether or not the word "public" and/or the word "district" need to be included. Ms. Bach indicated these words are not required, it is up to the Board to make the final determination.

Timing of Election: Much discussion. Several weighed in on holding the vote at the general election for purposes of voter representation. Several also weighed in on holding the vote during a special election. Concern was noted about the potential cost of holding a special election. Discussion ensued. Ms. Bach explained the legislation can be written in a flexible fashion so as to not "lock-in" when a vote will occur. Pros and cons of general election and special election discussed. Group remained mixed.

Election of Trustees: Discussion held regarding legislative districts, at large or combination. Several trustees weighed in. Concern noted in south towns because of the size of the new legislative districts. Suggested: trustees by district plus 2 at large. Suggested: 2 trustees per district Suggested: all at large. Ms. Bach indicated that boards are typically between 5 – 15 members. After much discussion, most present were leaning toward trustees by district plus 2 at large.

Terms: Discussion regarding terms of trustees. Ms. Bach explained length of trustee terms is often found in the legislation. Ms. Bach explained how the initial Board is a rotating Board by draw of straws or something of the like. Ms. Bach also explained terms do not have to be in the legislation. The new Board could determine. Discussion continued.

Term Limits: Discussion. Limits can be included either in the Bylaws or legislation. Consensus agreed limits should be up to the new Board and be a part of Bylaws.

Information discussed will be brought to the System Board meeting, Thursday, November 17th. Ellen Bach will be present at this meeting.

Sue Jacobs reminded the group of the ACT (Association of Contracting Library Trustees) meeting scheduled for Saturday, November 19th at 9:30 a.m. to be held at the Clarence Public Library.

Meeting adjourned: 8:50 p.m.

*denotes B&ECPL System Board Planning Committee Member

Trustee Gist asked if elected trustee compensation was discussed at the Planning Committee meeting. Ms. Jakubowski conveyed this was not discussed.

Agenda Item F – Report of the Director. In addition to the Director’s written report transmitted to Board members prior to the meeting, as mentioned earlier in the Report of the Chair, the Library will be the benefactors in part of Judy Summer’s estate. Gordon and Gretchen Gross who hold a fund with the Community Foundation in their name used for library materials will be converting that particular fund to the Judy Summer fund for the same purposes. This will be coming to the Library in Ms. Summer’s name. On behalf of the Library, she expressed appreciation for this.

She extended thanks to Trustee Anne Leary, Public Affairs Manager Joy Testa Cinquino, the Gala Committee, staff and volunteers for helping to bring in over \$143,000 gross for the Library Gala; the Library will be receiving over \$95,000 as a result of the Gala towards children’s literacy programs. Each one of the 37 libraries will receive \$2,500 towards children’s programming with the balance of just over \$3,000 going to the System Programming Team. She added the Gala was a grand event with a tremendous amount of positive comments.

Bucks for Books brought in over \$250,000 with over 1,700 people making donations and some continue to trickle in. The Library is grateful to the *Buffalo News* for all of their support on this effort.

The Library’s annual appeal is coming up and approximately 100,000 letters will be mailed the day before Thanksgiving.

The Director updated trustees that contact has been made with the Board of Elections to set up a meeting to find out information on general and special election costs.

Ms. Jakubowski introduced and welcomed new Library staff member Jeannine Doyle, Human Resources/Labor Relations Officer. She will be working in concert with Doreen Woods who will be working as the Workforce Development Officer.

The Director called upon Libby Post of Communication Services to brief the Board on what she has been working on pertaining to the district initiative. The graphic/logo for the initiative was displayed at this meeting. Ms. Post explained she is working on developing a section on the Library’s website with information presently being made available to people about the initiative which should be up by mid-December. She is

working, together with Ms. Jakubowski and Ms. Testa Cinquino, on making sure there is a rapid response to items in the media. In the next few months initial outreach to organizations and potential supporter groups, in conjunction with Ms. Bach working on the legislative part of this, will begin for a public education campaign. As discussed at the last Board meeting, a draft pocket-sized handout with contents including talking points on the initiative was developed and distributed to trustees. Protectors are also being made. Ms. Jakubowski noted this is still in draft format and asked for trustees to contact her if they had any comments. When finalized, these will be distributed to staff as well as member library trustees to have the ability to answer questions on the initiative as they come forward. A schedule to begin the education of staff and trustees after the first of the year is being worked on.

In response to a question from Mr. Wisbaum, Ms. Jakubowski stated we have reached out to County Executive Elect Poloncarz with both a letter and phone call requesting a meeting on the subject of the district option. We are awaiting word from him. Mr. Wisbaum offered to be in attendance at this meeting.

Mr. Connors brought up the need to contact the *Buffalo News* to discuss the district option. Ms. Jakubowski plans to meet with them.

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

Monthly Report of Library System Activity November 17, 2011

1. PUBLIC SERVICES

Programs, Learning Opportunities, Outreach and Events

Twenty-nine public technology classes were conducted during the month of October for 224 attendees in the Central Library Training Lab and at community libraries. The training lab staff received their highest overall monthly average with a 4.76 (out of 5)! The Central Library rating was 4.8. Congratulations and thanks to the Library's talented Technology Training Team - **Kara Stock, Tom Carloni, Nell Aronoff and Andy Aquino!** Attendee comments included:

- *Excellent service provided/appreciate the quality & knowledge of the presenters.*
- *Good use of tax dollars!*
- *Great format, wonderful opportunity for increasing computer capability w/o signing up for a six month course. Great review - comfortable setting.*
- *Thank you for offering these classes and also at no charge. They are extremely helpful and I look forward to attending more in the future.*

Tom Carloni developed directional documentation to help cardholders check out eBooks for the Kindle device. The step-by-step training guide <http://bit.ly/nqOzIP> explains the download process and is available on the e-Content page of the Library's website <http://bit.ly/bBCMSF>.

A new screencast introduction to searching the Reference USA Business database was prepared by **Nell Aronoff**. This step-by-step 3:18 minute screencast provides an introduction to the service and shows the viewer how to locate 14,000,000 businesses by name. It had 82 views on YouTube <http://bit.ly/oIdpEG> in less than 2 weeks. This is another in a series of B&ECPL-produced programs designed to assist staff members and library users (both in-house and virtual) as well as promote the Library's database products and services.

The Central Library Training Lab has received a technology facelift! New student and instructor PCs have been installed replacing some of the oldest computers in the System. The built-in PC webcams provide the opportunity to conduct *Introduction to Skype* training classes, something that we could not do previously. A new printer, projector and white board have also been added. With the ever-increasing demand for technology training and the number of scheduled classes at an all-time high, the equipment will greatly benefit both the staff and public.

Andy Aquino taught *Introduction to Twitter* and **Tom Carloni** taught *Introduction to LinkedIn* to area library professionals at the Western New York Library Resources Council (WNYLRC) on October 21st.

Library Director **Mary Jean Jakubowski**, now Deputy Director **Carol Batt** and several B&ECPL staff members met with William Russo, Buffalo Public Schools Supervisor of Instructional Technology, and other school representatives on October 18th to discuss partnering opportunities to facilitate students' access to electronic resources available on the BPS network. Ideas to maximize student participation and support offsite connection for those children who may not have technology access in their home are primary collaboration goals.

On October 6th, former Rare Book Room Curator **William Loos** brought Northwestern University Professor Loren Ghiglione and 2 NU students to visit the Mark Twain Room. Accompanied by Rare Book Librarian **Amy Pickard**, Mr. Loos retold the story of how the *Adventures of Huckleberry Finn* manuscript came to Buffalo and gave a first-hand account of recovering the missing first half of during his tenure as Curator. The students video recorded the session for the journalism project, "Traveling with Twain in Search of America's Identity" (travelingwithtwain.org). Mr. Loos continued from the Library to other Twain Buffalo haunts with the group.

On October 12th, **Amy Pickard** provided tours of the Mark Twain Room and *Lafayette Square: Then and Now* exhibit to 2 groups of Leadership Buffalo's Class of 2011. There were approximately 16 adults between the 2 groups.

On October 1st, Grosvenor Room Librarian **Rhonda Konig** attended the Western New York Genealogical Society Board meeting and on October 6th she began teaching a 6-week *Genealogy 101* course with the Community Education Department of the Frontier Central School District, during which she is promoting Grosvenor Room resources.

On October 13th, Mr. Peter Hall of WNED was given a tour of the music collection by Grosvenor Librarian **Carol Pijacki** and Rare Book Librarian **Amy Pickard**.

From October 12-14, a visiting researcher from Italy spent several days studying unique resources in the Grosvenor Room on the WPA, ethnic groups in Buffalo and the U.S. with assistance from Grosvenor Room staff.

On October 17th, **Carol Pijacki** led the discussion at the Literally Speaking Lunchtime Book Discussion Group for the *Adventures of Tom Sawyer* by Mark Twain.

On October 19th, Grosvenor Room Librarians **Susan Cutrona** and **Carol Pijacki** provided 2 different tours to students from Buffalo Seminary; one tour had special focus on the Pan American Exposition; the other tour was on Buffalo architecture.

Rhonda Konig began volunteering as the production editor for the *Western New York Genealogical Society Journal*.

Carol Pijacki provided short tours of Grosvenor resources for people from such varied places as: British Columbia, Indiana, Arkansas, Winston-Salem, SC, California, and Wisconsin.

Grosvenor Room Manager **Claudia B. Yates** provided a tour of the Lafayette Square exhibit to a couple from Pittsburgh, PA, former Buffalonians who stated it was time people realized what architectural treasures and interesting history are to be found in Buffalo and the region.

The library received 30 comments from patrons with suggestions, complaints and compliments ranging from recommendations for the Collections Department to one of the libraries being too cold, to appreciating the hard work of staff.

Central Library and Adult Services

On October 5th, Information Services & Outreach Librarians **Andrew Mains** and **Susan Kriegbaum-Hanks** conducted a tour of the Central Library for 14 adults studying English as a second language in association with Hispanics United of Buffalo. The visitors were most impressed with Grosvenor's *Lafayette Square: Then and Now* exhibit,

the Mark Twain Room, and the number of Spanish language resources, especially the ESL program for Spanish speakers available through the Mango database.

On October 6th, Information Services & Outreach Librarian **Daniel Caufield** presented a small business workshop to the West Seneca Chamber of Commerce's Entrepreneurial Assistance Program (EAP). The workshop featured resources available to Entrepreneurs through the library which would help start and grow their businesses. The workshop was well received by the 22 businessmen and women in attendance.

The Central Library proudly hosted its 3rd annual Comics Fest on October 15th. Comics Fest was an all ages event showcasing the fun and fascinating world of comics and graphic novels. This year's Comics Fest featured award winning illustrator Nicholas Gurewitch, who spoke on the "Art & Business of Comic Syndication"; noted comic historian and educator Mike Lavin who talked about comic history and censorship; and Andrew Russo who forecasted the future of comics in the online world. Sessions on illustrating and drawing graphic novels were hosted by artists and comic insiders Emil Novak/Bill Jankowski. Other workshops included making and posting fan-films online and making costumes.

Making a return visit to Comics Fest was the North Ridge Academy Fanforce, Buffalo's own local Star Wars fan club. Darth Vader, Luke Skywalker, R2D2 and other Star Wars characters invited attendees to participate in light saber dueling, crafts, games, and photo opportunities.

Attendees were encouraged to dress for the occasion and those in costume were awarded a prize and were eligible to enter the Comic Fests online costume contest. The overall winner of the contest was Danny Finn of Lancaster (age 6), who dressed as Thor. He received a collection of comic books, graphic novels, movies, posters and collectables.

Over 500 people attended this successful event which encourages reading through comics and graphic novels and, with the help of Queen City Book Store, Buffalo's premier comic outlet, everyone who attended received a free comic book! Pictures of Comics Fest 2011 can be found on the Library's Flickr page at <http://www.flickr.com/photos/buffalolibrary/sets/>.

On October 19th, Information Services & Outreach Librarian **Peter Lisker** represented the Library at the Disabilities Day Fair at the Central Library. Mr. Lisker answered questions and demonstrated equipment used in the Assistive Technology Room (ATR). Many patrons were impressed and wanted to see more so Mr. Lisker began impromptu tours of the ATR room for interested patrons.

On October 21st, **Susan Kriegbaum-Hanks** presented a one-hour session on Job and Career Resources available through the Library to clients of the ECC One Stop in Orchard Park. The presentation was well received by the 5 attendees.

On October 26th, Information Services & Outreach Librarian **Hadeen Stokes** met with the Parachute Group. Ms. Stokes discussed job search strategies using Reference USA, Business and Company Resource Center and other web resources to locate jobs. The information was well received by the 9 members in attendance.

Librarian **Pat Covley** contributed 4 book reviews for the *Buffalo Rising* website in October.

Collection Development staff responded to 309 patron purchase suggestions in October.

East Cluster Manager **Nancy Mueller** did a Central Library tour for a group of 5 Ukrainian visitors/educators, 1 group facilitator, 1 International Institute staff member, and 1 interpreter on October 19th. The International Institute of Buffalo along with the U.S. Government and Open World Leadership Center arranged for this field trip with Nancy. **Charles Alaimo** gave a tour of the Mark Twain Room. The Ukrainian educators were most impressed with our Mark Twain Room and spent much time there! Nancy was told via the interpreter that Mark Twain is an extremely popular and well-respected author in the Ukraine and many, many children read his books and even participate in play-acting as the characters Tom Sawyer and Huck Finn!

Children's Programming Team

The Children's Programming Team continues to plan and execute System-supported programs and activities for children and teens. During the month of October, the Children's Programming Team presented 146 programs at the Central Library and System branches (including Outreach, school visits and programs) for 3,066 individuals.

October is a very busy month for the Children's Programming Team. There were several special events of note this month. Jumpstart's Read for the Record annual campaign was celebrated on Thursday, October 6th. This year's Read for the Record title was *Llama, Llama, Red Pajama* by Anna Dewdney. This inspired much llama drama at several Buffalo and Erie County Public Libraries. Kindergarten students from Enterprise Charter School helped break the reading record at the Central Library. Then, for the highlight of the day, Librarian **Kathy Goodrich** arranged for live llamas (courtesy of Hemstreet Farm Llamas) to visit the Niagara and Dudley Branch Libraries.

The 4th Annual Spooky Library party took place on October 22nd. This year "Tales in the Tier" was offered for children ages 8 to 12. For the first time ever, Miss Nancy told spooky stories on Tier A. Three groups of about 15 children listened to slightly scary stories on the decorated tier. About 165 children and adults enjoyed making spooky

crafts in the West Room, games in the Fables area and, of course, Trick-or-Reading around the library.

Also of special note, this month the B&ECPL had a very unusual visitor. Jacob, a student from the Somerset Valley Academy, a private school in Slowhegan, Maine read the book *Mailing May* by Michael Tunnell. Jacob requested assistance for a project based on this book from **Kathy Goodrich**. He mailed a picture of himself to B&ECPL and asked Kathy to "show" him around Buffalo, New York. Kathy took Jacob's picture and photographed him at Niagara Falls, B&ECPL and the Albright-Knox Art Gallery. He thanked Kathy for helping him "visit" a new place just as May, the character from his book had done.

Some highlights from October programming at Central also include:

"Get Your Game On" Saturday returned on October 1st with Senior Page **Laura Raichel**. Fourteen children played video games, Mario Carts (for Game Cube) and Wii Play. A slightly younger audience played with Lincoln Logs, Chutes and Ladders and puzzles. Miss Laura brought out 2 "baby" laptop computers (graciously donated by librarian retiree Francine Valvo) for the little ones and a good time was had by all.

This month the Pizza Lovers Book Club met on October 8th with Librarian **Mary Ann Budny**. October's theme was spooky stories. The children talked about monsters and told scary jokes. Four children shared books they had read. After the stories and jokes, the children made treat buckets and, of course, ate pizza!

On October 29th, **Kathy Goodrich** presented the always popular Lego Club. This month the children designed and made their own creatures.

There were several school and daycare visits this month. On October 3rd, Ripen With Us daycare took the subway to make their monthly visit to the Central Library. Library Associate **Becky Pieszala** told Halloween stories and sang spooky songs. The children completed their visit with a brief Toy Time session.

On October 4th, **Kathy Goodrich** and **Kerra Alessi** gave 52 - 3rd grade students and 12 adults from Maple West Elementary School a tour of the Central Library. The following day, October 5th, Maple West Elementary School returned with 78 students and 12 adults for a tour of the Central Library. On October 7th, 3rd grade students from Winchester Elementary School visited the library and received a tour of Central conducted by **Kerra Alessi**. Following their tour, **Kathy Goodrich** read stories to the group. They were able to visit the Kid's Space to select books to take home. Following each tour, students were issued their first library cards.

On October 20th, School #32 preschool students visited the Central Library for a special story hour provided by **Kathy Goodrich**. They listened to Halloween and squirrel

stories and made a squirrel mask to take home. The students enjoyed their visit so much, the teachers scheduled a monthly visit until the end of the school year!

Toy Time with **Kerra Alessi** and **Laura Raichel** continued through October to the delight of the youngest patrons. Children and their caregivers were invited to come and play with educational toys, socialize and listen to stories and songs. Toy Time continues to be an important pre-literacy opportunity for emergent readers.

The Children's Programming staff welcomed part-time Librarian **Meagan Carr** to the team on October 24th. Staff also said a sad goodbye to part-time Librarian **Matt Kochan** as he left to take advantage of another employment opportunity at the Canisius College Library. He is wished all the best.

Some highlights of System programs include story hours, spooky stories and teen programs at libraries across Erie County. The 2 teen programs scheduled this month were "Minute to Win It" and Rick Riordan's *Son of Neptune* book release party. **Paula Klocek** and **Matt Kochan** presented the Minute to Win It program at the Orchard Park, Lancaster and Newstead Libraries. Children were divided into teams of 2 and competed in such games as Bouncer (the object was to bounce ping pong balls into a plastic cup) and Keep it Up (keep 2 feathers up in the air by blowing at them for 60 seconds). The children had a great deal of fun competing against each other while playing crazy games.

October specials for children were *Diary of a Wimpy Kid - Cabin Fever* book release party, Spooky Library party, Goodnight/Sleep Tight bedtime story hour, and Halloween cookie decorating. The very popular Spooky Library party was held at North Collins and Riverside (Kathy Goodrich), Boston, Eden, Lackawanna and Clearfield (Kasey Mack), Clarence (Matt Kochan), Reinstein Memorial (Kerra Alessi), East Aurora and Angola (Becky Pieszala), Lakeshore and Kenmore (Paula Klocek) and Julia Boyer Reinstein (Mary Ann Budny) Libraries. Children enjoyed spooky stories, winning treats at a mummy wrapping contest and making a lollipop ghost.

The Diary of a Wimpy Kid - book release party celebrating the impending arrival of Jeff Kinney's latest book, *Diary of a Wimpy Kid - Cabin Fever*, took place at the Tonawanda (**Kasey Mack**), Alden (**Mary Ann Budny**) and Elma (**Paula Klocek**) Libraries. At each branch the librarian read a Jeff Kinney excerpt from *Guy's Read*, and played Wimpy Kid trivia. The children won mom-bucks, played the toilet paper game, tossed some cereal boxes in a makeshift toilet, made posters and raffled off a Wimpy Kid figurine.

Goodnight/Sleep Tight programs took place at the Clarence (**Kerra Alessi**) and Julia Boyer Reinstein (**Matt Kochan**) Libraries. Children enjoyed milk and cookies while listening to bedtime stories. They also made a "Smores to Go" snack and a starry night scene to take home.

The Cookie program will be presented 3 times during the fall session with a different theme every month. October's cookie theme was Halloween and children enjoyed decorating cookies at the Orchard Park (**Kerra Alessi**) and Marilla (**Mary Ann Budny**) Libraries. Each child created pumpkin and spider cookies, as well as the Halloween favorite - Worms in Dirt!

Storytimes continue to be one of the most popular programs. This fall, Lapsit, preschool and toddler story hours were held at libraries across Erie County. Themes were: Silly Spiders, Hibernation, Pumpkins, Fall Leaves, Scarecrows, Folklore and Halloween. Toddler Times and Lapsits are also a staple in the Programming Team's bag of tricks. With the popularity of all of the special programs as well as the traditional preschool offerings, the Children's Programming Team was on the road more than ever before.

Children's Programming staff also continues to present stories, songs and puppets to children at the YMCA at Family Court.

Children's Programming Team member **Kathy Goodrich** and City Branch Cluster Manager **Linda Rizzo** manned a table and distributed B&ECPL promotional material (including database flyers and library card applications) at Community Wellness Day at Bennett High School October 8th. **Mary Ann Budny** and **Meagan Carr** attended Literacy Night at South Buffalo Charter School. They spoke with parents about the services and children's programs the Library has to offer. They also brought library card applications, program information and bookmarks for the children to decorate and take home. The staff at South Buffalo Charter School has already scheduled B&ECPL for next year's Literacy Night!

Buffalo City Branches

- The Crane Branch Library had numerous programs this month including computer classes, Wordflight, Book Club, and storytime with Miss Nancy.
- The Crane Branch participated in the Elmwood Village Trick-or-Treat Halloween program. Numerous children, along with their parents, showed up for their candy treats. Fun was had by all.
- Senior Page **Alicia Paolucci** created a fabulous Halloween window display entitled "Oh the Horror." Look for some pictures on the Crane Branch facebook page.
- October 6th was Jumpstart's Read for the Record at the Niagara Branch. In coordination with the Children's Department, they hosted a visit from a real live llama to celebrate the reading of *Llama, Llama, Red Pajama*. Over 120 children, their teachers, aides and parents participated in listening to the story and making a llama ear headband. All even got a chance to pet the llama! Thanks goes out to the Children's Department staff for arranging the llama visit and helping on program day, including **Kathy Goodrich, Peggy Errington, Nancy Smith, and Wanda Collins**. This was read to an audience of over 100 children from School

- #6 and Holy Cross Head Start. Prizes of the book and a stuffed llama, donated by **Ann Kling** former Assistant Deputy Director for Public Services, were awarded to class groups.
- Niagara Branch had a class visit of four 3rd grade classes from the Herman Badillo School on Tuesday, October 11th. Approximately 80 students attended. They were divided into 2 groups, with **Tami Linkowski** and **Kathy Galvin** each taking half. Children were given a short lesson on simple machines, had a tour of the library, and signed up for library cards.
- The Niagara Branch held its annual Halloween party on October 26th. Face painting and tattoos were offered first. There was an autopsy table activity for the older children and apple games for younger children. Tami read *The Little Old Lady Who Was Not Afraid of Anything*. Five trick-or-treating stations were strategically arranged around the branch. Afterwards, children were treated to donut holes and cider. Wegmans on Amherst Street contributed a \$25.00 gift certificate to support the party. Approximately 100 people attended.
- North Park Senior Page **Sarah Barry** ran Crazy Craft Monday programs on 2 Mondays in October. On Monday, October 3rd, everyone made *Day of the Dead* masks complete with sparkles and jewels! On Monday, October 17th, they transformed paper towel rolls into spooky creatures such as bats, mummies, vampires and Frankenstein's monsters! In total, 23 children and 7 adults attended the programs.
- On Wednesday, October 5th from 4-5 p.m., Goda, from Squeaky Wheel, held a Thaumatrope Animation workshop teaching children one of the oldest forms of animation. In total, 9 children and 2 adults attended the program.
- Library Associate **Sean Goodrich**, with the assistance of Senior Page **Katherine Brown** and volunteers Chelsea Cox and Sarah Rose Whiteside, started a Homework Club which ran Wednesday, October 12th and October 19th, from 5-6 p.m. The 4 children who attended received help with some of their school problems, read some books, and even got to take home some prizes when they finished their work.
- **Sean Goodrich**, **Sarah Barry** and **Katherine Brown** ran a Cookie program on Friday, October 21st from 4-5 p.m. The children who attended were read a story and decorated pumpkin cookies! This event was attended by 10 children and 5 adults.
- North Park's Halloween party was held on Monday, October 26th. **Sean Goodrich** began the night by reading some scary stories and playing a game of pin the nose on the jack-o'-lantern. All participants got to take home a special goodie bag full of prizes! Afterward, volunteers Sarah Rose Whiteside, Chelsea Cox and Melissa Goodrich helped them decorate some spooky witch, cat, bat, and pumpkin cookies. Following the cookie making, everyone made their way to **Sarah Barry** who showed them how to make jack-o'-lanterns with tape, construction paper and pipe cleaners! The night ended with all children taking home a bag full of Halloween candy and being treated to special eye ball

cupcakes baked by Page **Karen Leonard**. In all, 30 children and 15 adults attended the party.

- On Wednesday, October 19th, Riverside Branch Manager **Brian Hoth** visited Holy Cross Head Start and read stories about monsters and bats to 7 classes of 105 prekindergarten children and their teachers. He also dropped off 7 classroom collections.
- On October 21st, **Brian Hoth** visited Niagara Daycare and presented a program on spiders to 3 classes of 19 preschool students and their teachers and then presented a program on spiders to 3 classes of 33 prekindergarten children and their teachers from D'Youville Porter Campus at the Niagara Branch Library.
- On Saturday, October 22nd, the Riverside Branch held its annual Halloween party. Fifty-three children, dressed in costumes, and their parents enjoyed 2 hours of scary stories, crafts, and trick-or-treating. Afterwards, they were treated to pizza. Everyone had a ghoulish time. Special appreciation goes to patron Andrew Sloan for volunteering to help out.
- On October 5th, **Kathryn Galvin** attended the West Side Family Literacy Coalition meeting at Holy Cross Head Start.
- TEAM F.A.M.E. has met almost every Tuesday in October at the Niagara Branch Library. They have begun conducting experiments upstairs so that more children will see and become interested. There are usually about 6-10 participants.
- The Niagara Branch provided a community service opportunity to 3 students from Burgard High School – Purna Biswa, Punam Pathak and Prem Adhikari. When staff realized that they were fluent in Nepali, they asked them to translate library card applications, so that people who speak that language could use it as a guide.
- On October 28th, **Brian Hoth** along with Niagara Branch Manager **Kathryn Galvin** met with Tom Beall-Schwas, a graduate student from the University at Buffalo, who is doing an assignment regarding education of refugees at Lafayette High School.
- Edward Weihing from the Cantalician Center set up a display on the history of the disabled in New York State for Disability Month on Friday, October 21st. The display was up from 2-4 p.m. at the North Park Library. Edward showed his display to about 40 patrons during that time.
- On Wednesday, October 12th, **Brian Hoth** visited Holy Cross Head Start and Niagara Daycare to schedule dates for monthly outreach.
- On Tuesday, October 18th, **Brian Hoth** visited Munchkin Land Daycare Center and met with the director regarding possible outreach visits during the winter months.
- On October 8th, **Linda Rizzo** and **Kathy Goodrich** participated in D'Youville College's Community Wellness Day at Bennett High School.

- On Tuesday, October 18th, **Linda Rizzo** attended a Read to Succeed Literacy Coalition meeting and the Riverside Business Association meeting.
- Preschool Story Hour is back at the Dudley Branch Library and several dedicated children and parents attend weekly; 75 - 3rd graders from the South Buffalo Charter School did a walk-through of the library while touring the neighborhood on October 3rd; October 6th over 75 children and their parents helped break the Jumpstart's Read for the Record as they listened to Librarian **Kasey Mack** read *Llama, Llama, Red Pajama*. After the story the children heard a brief talk about llamas from Mike Sheridan, Hemstreet Farm, and had a chance to meet his llama; and a total of 20 participated in the Halloween party on October 27th.
- Dudley Branch Manager Librarian **Suzanne Colligan** began visiting the St. Agatha's Head Start program on Abbott Road and read a story and brought books for 34 children on October 17th. Suzanne also visited October 31st and read to 34 children and brought library books checked out on the agency card for the children. This will be done twice a month on a regular basis.
- East Delavan Branch Library continues to put the Wii gaming system out on Saturdays from 12-2 p.m. The Wii program was conducted twice this month. It has had a fairly good reception from the players and adult patrons with a total of 12 participants for October. In cooperation with Read to Succeed Buffalo (RTSB), East Delavan Library, in partnership with WNED TV, is featuring a story hour which is open to the public but is geared to RTSB partner day care centers. The program is facilitated by Central Library Senior Page **Nancy Smith** from the Children's Programming Team and Felicia Santiago from RTSB. Every Friday, the children are here from 10 a.m. until noon. The program includes stories, songs and crafts. Lunch is provided by Read to Succeed. As of the date of this narrative report, story hour included 89 participants. RTSB had a Halloween party for the children on Friday, October 28th, in place of the regular story hour. Many children wore costumes.
- East Delavan Library (EDL) and Library Manager **Gwen Collier** are working with Read to Succeed Buffalo and they are, in turn, working with a large number of daycare providers from the 14215 zip code to promote literacy in the neighborhood. It will be a goal for these participants to become library card owners and borrowers of the EDL collection when they close their weekly story hours. In the near future this branch will also be involved with RTSB and their 3 year literacy grant program called the *Dolly Parton Imagination Library*. There will be much more about this program detailed in the next monthly report.
- East Delavan's adult computer classes resumed on Wednesdays beginning September 21st. The first class in October drew only 3 participants so the teachers are making reminder calls to participants who expressed interest in the class. The computer class is facilitated by Kim McCarty from the Buffalo Public Schools. We would like to have all 12 seats in the computer lab full each week. The fall session will run 10 weeks.

- East Delavan Senior Pages **Vincent Betty** and **Paula Gilbert** created a Tootsie Roll candy counting contest for children 12 and under to celebrate Halloween. The candy is, of course, the prize!
- East Clinton held a Flu/Pneumonia Shot Clinic sponsored by the VNA on October 8th, with 3 people getting vaccinated. The Halloween party on October 28th had 18 in attendance including ECL Senior Page **Patty Salatka** who ran the party and volunteer Mariam Yamin who helped out!
- At the Frank E. Merriweather, Jr. Library, Christopher L. Webber, author of *American to the Backbone*, *The Life of W. C. Pennington*, *the Fugitive Slave Who Became One of the First Black Abolitionists*, held a discussion and book signing on October 1st. They also held their annual Book Sale from October 3-9 with discarded and donated items.
- Mrs. Eva Doyle held an essay contest for students with the theme “How Can We Improve Our Schools and Make Learning Exciting for All Students?” On October 15th she held an awards program for the winners of the essay contest in the Merriweather Library’s auditorium.
- Merriweather Library Branch Manager **Sandra Williams Bush** attended 2 webinars in the Central Library Training Lab, one on weeding library collections and the other called *The Fundamentals of Digitalization*. Sandra also attended a meeting with B&ECPL Director **Mary Jean Jakubowski**, former Deputy Director of Special Collections **Peggy Skotnicki**, former Deputy Director for Public Services **Ann Kling**, and Grosvenor Room Library Manager **Claudia Yates** regarding the *Buffalo Criterion* digitalization project.
- East Delavan Library is the host library for several local organizations: there were 10 participants for Narcotics Anonymous, 8 for F.A.M.E. and the Legos program and the Deja Vu Drill Team uses the facility on Fridays.
- East Delavan Branch Manager **Gwen Collier** provided outreach services to Bethel Headstart, 4 classes with approximately 85 teachers and students. This will be done once each month. East Delavan Page **Janeen Griffith** will be working with Gwen to include a craft during this storytime in the future. Agency applications were provided so that teachers can use classroom collections.

Cheektowaga Public Library – Submitted by Christine Bazan, Library Director

The Cheektowaga Libraries welcomed fall with a full slate of programs and an enthusiastic and supportive community. Weekly Toddler Times for our youngest 2 year old patrons and their caregivers, Preschool Story Hours for 3-5 year olds, and an assortment of special fall craft programs provided by both the Cheektowaga Y.E.S. and the Central Programming Team were attended by more than 250 children. As the holidays approach, we look forward to the Explore and More Children’s Museum’s ever-popular Gingerbread House program, a Christmas tree lighting ceremony for

families, and other Christmas craft programs geared to preschool as well as school-aged children.

The Anna Reinstein Memorial Library received a New York State construction grant for the replacement of their original windows, with work scheduled to begin in early 2012. We look forward to more energy-efficient windows resulting in a more comfortable environment for our patrons and staff, as well as the updated look that the new windows will provide. In addition, the library's collection is nearly entirely tagged and encoded in preparation for becoming an RFID (Radio Frequency Identification) library in early 2012. Staff from both Cheektowaga Libraries, as well as a small group of dedicated volunteers have been working diligently to convert the collection to RFID. Everyone is looking forward to a smooth transition to self-checkout as we ready the library for this exciting step forward.

The PCC (Public Computing Center) at the Julia Boyer Reinstein Library is an important addition to the services that we can offer the community. Funded by a grant provided through the New York State Library Broadband Technology program (funded by the Federal American Recovery and Reinvestment Act) the PCC staff of 1 full-time and 2 part-time librarians and 1 part-time technical specialist provide computer training to classes as well as individuals, with particular emphasis on specific computer program skills as well as job-searching techniques and strategies. Currently, the PCC staff is working on developing and deepening partnerships with local area schools as well as career consultants and others, to provide a wider range of services to different populations.

Collections: Development and Use

The first in a series of brief collection-based surveys was conducted in October. Libraries were polled about their adult music cassette and book on tape collections. One library continues to circulate music cassettes; twelve libraries maintain a small collection of audiobooks. As a result of this mini-survey, collection cleanup reports are being generated for 6 libraries, and more than 700 items will be removed from the database.

The Orchard Park Public Library hosted the first meeting of the Floating Collections Committee, chaired by Librarian **Kathy Smith**, on Tuesday, October 25th. Floating Collections are groups of items that are not associated with one specific home library. When returned, the item is immediately "available" and gets shelved at the most recent discharge location. The group has been charged to review the status of the audiobook project as well as devise an implementation plan and project timeline to expand the program to other item formats.

On October 19th, **Amy Pickard** and **Charles Alaimo** visited Buffalo State's Art Conservation Department (BSACD), the Albright-Knox Art Gallery (AKAG) and the Burchfield Penney Art Center (BPAC). Three book restoration projects were brought to the Art Conservation Department and the work will be done free of charge under the supervision of paper conservation Professor Judith Walsh who spoke a couple of times during the visit about the importance of the B&ECPL and BSACD's relationship as community partners. Professor Walsh also arranged a behind-the-scenes look at the AKAG's art storage system – the affordable ideas from which, are already being implemented. Lastly, artwork from the library's Schwanekamp Archive and 2 copies of Frost's *New Hampshire* that had loaned for the BPAC's "Fateful Trip: Burchfield, Lankes & Schwanekamp" exhibit (June - October 7, 2011) were retrieved and returned to the Rare Book Collection.

This month, William Smith's *Delineation of the Strata of England and Wales, with a Part of Scotland* map was sent to Northeast Document Conservation Center (NEDCC) for much needed conservation work. Also the painting of Seth Grosvenor that had hung in the Rare Book Display for so many years was examined and a work estimate was provided for proper conservation of the painting by a local art conservator. Many thanks go to the Library Foundation for funding the Smith map shipment and conservation and for considering the restoration of the Seth Grosvenor portrait.

Vent work to improve the air circulation and climate control was done this month in the Rare Book Storage Area.

On October 24th, two researchers from the University at Buffalo requested images from the *Negro Exhibit Pamphlet* of the Pan-American Exposition held in the Rare Book Room. These images are to be used in an upcoming exhibit.

A patron doing research on the Outer Harbor ended up staying longer than he anticipated due to the amount of resources in the Grosvenor Room Collection.

A patron needing information for a presentation at the National Trust Conference on Buffalo Housing commented after looking through the Grosvenor Room materials, "wow, this is why we need libraries!"

Michelle Kearns, a reporter with the *Buffalo News*, contacted the Grosvenor Room staff through **Joy Testa Cinquino** for information on the Reinstein family. She was especially interested on information about Boris Reinstein who was known as a "right-hand man" for Lenin in Russia. Plans are for a future article in the newspaper. She commented, "Thank you so much for this! The collection looks so interesting."

Freegal Music downloads continue to be popular. In October, 649 patrons downloaded a total of 4,327 titles.

In October, 474 downloadable eBooks and 118 downloadable audiobooks were added to the Library's collection. In the first full month of the circulation of Kindle compatible eBooks, the library circulated 3,191 of these books.

On October 10th, Librarian **Angela Pierpaoli** visited the West Seneca Public Library to discuss its nonfiction collection.

Librarian **Kristi Klier** developed a new subject guide, Exercise and Fitness, which was added in October.

Susan Kriegbaum-Hanks edited and updated 2 online subject guides, Disability History and Disability Resources.

Information Services & Outreach Librarians answered 7 Book a Librarian sessions for the month of October. Help with small business development was most asked for among these sessions.

Children's Programming Team collection developers **Peggy Errington, Kathy Goodrich** and **Kerra Alessi** continue to order children's and teen materials for all System libraries. The opportunity to "Suggest an Item" through the library catalog continues to be very popular with teens.

Kathryn Galvin and Boston Free Library Director **Laura McLeod**, inspired by the first floating collections meeting, did a one-time switch of about 50 DVD's to refresh their collections, and will gauge how well it works once the items arrive.

Senior Page **Leah Brown** created a Banned Books display at the North Park Branch Library; she also came up with craft ideas for the "Read for the Record" program and various outreach programs.

Dudley Branch Library pages and senior pages helped to shift the new non-fiction books a little closer to the perimeter of the shelving unit to help draw attention to the new material. Dudley Library Principal Clerk **Michelle Miles** has improved the identifying stickers on various collection genres making them easier to identify and shelve.

East Delavan Branch Manager **Gwen Collier** completed ordering the juvenile and adult paperback carts for the branch and is excited about a more diverse selection for juvenile materials and more replacement titles for the popular Urban Fiction genre. Gwen also weeded the juvenile and YA paperback collections at the East Delavan and Merriweather Libraries. East Delavan Library Clerk **Stephen Carson** has been adding the new juvenile material to the collection.

Thematic displays have been created at the East Delavan Branch by the page staff: "Banned Books", "ALA Teen Week (Top Ten Nominating)" and "Halloween".

2. FUNDING

Finances

The Erie County Legislature's Finance, Management and Budget Committee has scheduled 2012 Budget Hearings next week. The Library's Budget Hearing is scheduled for Wednesday November 16, 2011 from 12:30 p.m. - 1:15 p.m. As usual, the hearings will take place in the Legislature's Chambers located at 92 Franklin Street (Old County Hall, 4th floor). All are welcome to attend. Notification by e-mail will be sent if there are any changes in this date/time.

The application process for the next E-rate funding cycle is about to begin and important new rules have been implemented that trustees need to be cognizant. Basically, the E-rate program has adopted very strict federal guidelines relating to vendor gifts to anyone with a role in the procurement process, including Board members. Any gift exceeding \$20 singularly or \$50 cumulatively could result in revocation of all E-rate funding for that vendor for the year(s) impacted! Library staff recommend continuing the practice of accepting NO GIFTS FROM ANY E-RATE VENDORS AND IF ONE IS INADVERTENTLY DELIVERED, RETURNING SAID GIFT IMMEDIATELY. The firms presently serving the Library under the e-Rate program are:

- Fibertech;
- Time Warner Cable; and
- Verizonwireless.

E-rate funding is critical to the Library's mission, helping to support the following vital services:

- Internet access for the entire System
- Fiber optic connections to all libraries
- Voice telephone service for all Buffalo Branch and Contracting Member Libraries and part of the Central Library.
- Wireless phone service

In 2011-2012, the E-rate program is funding 61% of eligible system-wide telecommunications and Internet access costs and 90% of the cost of the services specific to the Central Library based upon National Free and Reduced Price Lunch participation rates within the school districts served by these libraries. Including current year projections, since its inception in 1998, the e-Rate program will have provided over \$2.9 million to support Library telecommunications, Internet access, as well as data related equipment/infrastructure.

Fundraising

It was a busy and successful month for fundraising for the Library. Preliminary numbers from **Joy Testa Cinquino**, Public Affairs Manager: *Bucks for Books* raised \$248,996.73 as of November 4, 2011. We expect to reach the \$250,000 mark by the end of the week. The final ad, recognizing approximately 1,300 donors will run in the Buffalo News on Sunday, November 13, 2011.

The Gala was a tremendous success. **Preliminary** numbers – ticket sales and sponsorships = \$100,000, auction (both live and silent) \$22,000 was raised. Four hundred and sixty guests attended. B&ECPL Trustee Anne Leary did a tremendous job selling the event and encouraging donations. B&ECPL Trustee Ted Johnson and his team from Hadley Exhibits are to be commended for taking the BST space/room and transforming it to a beautiful space that highlighted the treasures of the Library. The Gala event brought new “friends” to the library and much good will.

Thank you to the hardworking Development and Communications Team: **Joy Testa Cinquino, Linda Bohan, Debra Lawrence, Dawn Stanton, Darlene Pennachi, Anne Conable** and **Shondl Murphy**. Thank you to the Maintenance staff working for several months to prepare the room – under the direction of **Chip Campbell** and **Mark Kross**. Thank you to **Tracy Palicki** for assisting with the accounting for the auction and ticket sales and **Rich Pirie** for assisting with the mailings, and managing all of the deliveries. Thank you to Library staff volunteers who worked the night of the event including **Charles Alaimo, Maria Borowiak, Mary Ann Budny, Mary Jane Flagg, Kathy Goodrich, Nora Macy, Nancy Mueller, Amy Pickard, Linda Rizzo, Doreen Woods, Tammy Yekich** and the entire Development and Communications Team. Thank you to the Security Department under **Mike Miechowski**. I want to thank the Technology Team and **Stephen Hovey** for overseeing our technological needs. I want to acknowledge **Paul Zywiczyński** from the Maintenance Department for refinishing the walnut library table to perfection. Thank you to all of the trustees who purchased seats and supported the Gala including Sharon Thomas, Jack Connors, Elaine Panty, Amy Alvarez, Rick Berger, Frank Gist, Phyllis Horton, Ted Johnson, Sharon Kelly, Anne Leary, Wayne Wisbaum and Jennifer Zivis. Thank you to trustees who volunteered to assist with the Gala mailing – Judy Summer and Elaine Panty. Thank you to Orchard Park Public Library (**Dawn Peters**, Director) and Boston Free Library (**Laura McLeod**, Director)/Niagara Lubricants and **Jack Edson** (Hamburg) and **Joyce Maguda** (Eden) for purchasing tickets to the event. We could not have done it without you!

A direct mail campaign for year-end giving to the library will be mailed before December 1st to 100,000 households.

Nerd Alert!! Library supporters turned out on October 27th in the Larkin Building Lobby to support the *Buffalo News* "Bucks for Books" campaign. A pair of Travers Collins "nerd glasses" was the reward for a \$5 donation. A check for \$1,000 was presented to Director **Mary Jean Jakubowski** and ultimately over \$2,600 was raised. Thanks to all the generous nerds out there! The promotion was also featured on the Central Library's Facebook page <http://on.fb.me/uDC08Q>.

3. OPERATIONS AND INFRASTRUCTURE

Technology

Librarians **Maureen McLaughlin** and **Kelly Donovan** are participating in the pre-beta test phase of a SirsiDynix Facebook application that will permit users to search the catalog, renew items, place holds, and share item details directly from the B&ECPL's Facebook Fan page. A kick-off webinar held October 18th introduced the application to customers in the Strategic Partner Program (SPP). The SPP provides an opportunity to shape products and services by interacting directly with the company's development and product management teams.

Carol Batt and **Kelly Donovan** met with the directors of the NYS Construction Grant Libraries who still need to complete RFID conversion, October 12th. Directors **Cathy Foertch** (West Seneca), **Dorinda Darden** (Kenmore, Kenilworth), and **Chris Bazan** (Reinstein) reviewed funding deadlines, cabling issues and equipment requirements. All expect to meet the June 2012 grant implementation deadline.

Information Technology staff recently identified a significant amount of outdated and obsolete electronic equipment. Taking advantage of a County of Erie contract with local vendor Sunnking Electronics Recycling, the entire IT staff pitched in to package the equipment for pickup and appropriate disposal. And the best news, according to the terms of the recycling contract and based upon the weight of our de-accession, the Library will receive a small monetary reimbursement.

Testing has begun on open source alternatives to federated search, e-Library and other currently outsourced functions. Reviewed to date are vufind, library find, dbWiz. Others to be reviewed shortly are DSpace, and Koha ILS. Open source products provide free access to source code and could potentially reduce long-term vendor maintenance costs.

Item Type circulation statistics are now available for staff review and analysis on the Intranet. Graphic pie charts show percentage circulation statistics based upon item format. There is a chart for each library as well as a cumulative chart for System circulation. These reports provide a great deal of information in a graphical format that will help track and evaluate circulation trends. New charts will be prepared monthly by staff in the Information Technology (IT) Department.

On October 19th, **Hadeen Stokes** and **Kenneth Wierzbowski** attended a Database Committee meeting. Discussion continued on ways to promote database usage and eliminating redundant resources, ways in which we could make the database presentations at the Managers meetings more engaging and how to get librarians and paraprofessional staff, system-wide, more knowledgeable about databases and other library resources.

Borrower Services staff has been working on discarding old records of patrons with inactive checkouts. During October this purge, combined with the database cleanup project, resulted in over 3,700 patron records being deleted from Sirsi.

Sean Goodrich assists a patron with her Nook a few days a week and also assisted a patron creating an e-mail account and applying to an online job site.

Staff Development

On October 4th, Information Technology and Technology Support staff participated in a conference call with SirsiDynix Library Relations Manager Vera Maeser to discuss e-Library reports migration process, Director Station Ajax time-outs, and the Sirsi Facebook interface.

Special Projects Coordinator **Meg Cheman**, Technical Services Manager **Jennifer Childs**, Grosvenor Manager **Claudia Yates**, East Cluster Manager Librarian **Nancy Mueller**, Orchard Park Director **Dawn Peters** and Information Services Librarian **Jamie Smith** delivered an Emergency Management presentation at the Managers/Directors Meeting in October. The group discussed the types of emergency situations that might impact a library and its collections and presented the tools for effective preparedness. **Dan Caufield** and e-Branch Manager **Tim Galvin** attended this meeting as well.

Kara Stock was a featured speaker at the October 12th Managers/Directors meeting. Her presentation introduced the Training Lab staff, described the department's mission, and explained Cyber Train booking procedures to those who are unfamiliar with the program.

Carol Batt, Library Information Technology Administrator **Stephen Hovey**, Technical Services and Technology Support Manager **Maureen McLaughlin** and all other Technical Services and Technology Support Managers participated in the Managers/Directors meeting on October 12th.

On October 19th, **Jennifer Childs** and **Maureen McLaughlin** met with a representative of Baker & Taylor's Customized Library Services Division to learn about the company's cataloging and processing services.

Carol Batt, Ken Stone, Meg Cheman and Kathy Smith attended the Public Library Data Service (PLDS) webinar on October 25th highlighting a new web analytics tool *Counting Options*. The PLDS Statistical Report is designed to meet the needs of public library administrators and others for timely and effective library-specific data that illuminates and supports a wide variety of management decisions. The new online tool will allow the B&ECPL to more effectively analyze data from 800+ public libraries across the United States and Canada on finances, library resources, annual use figures, and technology.

Librarians **Allison Lund** and **Maureen McLaughlin** joined Grosvenor Room Librarians **Carol Pijacki** and **Charles Alaimo**, and Grand Island Library Director **Lynn Konovitz**, on October 18th for *Metadata: From the Inside Out...*, a webinar in the Northeast Document Conservation Center's Fundamentals of Digitization series. Allison also attended the next webinar in the series, *Sustainable Digital Collections*, on October 25th with **Charles Alaimo** and **Claudia Yates** and with Frank E. Merriweather, Jr. Library Manager **Sandra Williams Bush**.

Grosvenor Room Manager **Claudia Yates** attended a class at WNYLRC on October 13th entitled *Digitizing Your Historical Photographs: A Basic Introduction* taught by James M. Tammaro, recently retired from the New York State Archives Region 8 Office.

Claudia Yates and **Nancy Mueller** attended the *eRecords Symposium: Transitioning to an Electronics Records World* at the Central Library on October 4th. This was sponsored by the New York State Archives Region 8 Regional Advisory Committee, the New York State County Clerks Association, the New York Association of Local Government Records Officers and the Goldberg and Segalla law firm. It also included a session on Cloud computing.

Maureen McLaughlin attended the Fall Committee Chairs meeting at the WNYLRC on October 20th, and traveled to the Lewiston Public Library on October 28th for a meeting of the Regional Advisory Committee (RAC).

Sandra Booth, Meg Cheman, Suzanne Colligan, Peggy Errington, Cathy Foertch, Linda Fusco, Lynn Alan Konovitz, Glenn Luba, Nancy Mueller, Linda Rizzo, Barb Stanley and Library Associate **Robyn Teubner** attended a full day conference sponsored by the WNYLRC hosted by the Audubon Library featuring nationally-known library security consultant Warren Graham. "The Black Belt Librarian" was an informative and practical opportunity to examine library security best practices.

Rhonda Konig and **Carol Pijacki** attended *HeritageQuest Online (HQO) Census, PERSI, and Serial Set* webinar.

On October 25th, **Carol Pijacki** attended the *Ithaka S+R Webinar: Lessons Learned*.

On October 26th, **Sue Cutrona** and **Carol Pijacki** attended an *Ancestry Library Edition* webinar.

Meg Cheman developed guidelines for a cooperative periodicals project with the University at Buffalo Libraries. The first phase, working with UB Library School students to identify and document retrospective journals in the B&ECPL collection, will begin in January.

On October 4th, **Carol Batt, Daniel Caufield, Pat Covley, Peggy Errington, Kathryn Galvin, Ann Kling, Linda Rizzo, Kathy Smith** and **Kenneth Wierzbowski** attended a live webinar on the weeding process entitled, "Out with the Old, In with the New: Transforming Libraries Through Weeding" presented by Library Journal. This webinar featured a number of panelists who outlined various issues and scenarios facing libraries and weeding and advised on various practices on how to deal with these challenges.

On October 26th, **Tim Galvin** attended a Resource Sharing Committee meeting at WNYLRC headquarters. Topics included an update of a new eBook pilot program with vendor EBL. The Ask Us 24/7 service will be advertised on metro buses in Erie County during the month of November. Signs will be posted inside the buses during this time. The signage will then rotate on buses in Niagara County and Utica, New York. More Ask questions are anticipated with this new marketing.

On October 6th and 8th, Information Services Library Associate **Sandra Schamber** planned and conducted the first of several Senior Page meetings. Now that there is just one Computer Service Desk, assignments are being redefined and new duties assigned to the Senior Pages who work this desk.

On October 21st, **Sandra Schamber** conducted 5 Page/Senior Page interviews. Three Senior Pages were hired.

On October 24th, Information Services & Outreach welcomed Library Associate **Wendy Prabucki** as the Library's new representative for the Erie County Holding Center. Her training has started and will continue for the next few weeks.

Ongoing - **Kenneth Wierzbowski** has taken on the role as the primary representative for the Patent and Trademark Depository Library program through the United States Patent and Trademark Office. During the month, Mr. Wierzbowski has taken a number of online training modules and has maintained correspondence with the USPTO to aid in transitioning to his new role.

On October 3rd, Librarian **Kathy Smith** attended the Library Journal webinar, *Effective Floating Collections*.

On October 21st, Librarian **Patti Foley** attended the webinar, *Ready for Romance? New Novels and Hot Trends* sponsored by Booklist.

Nancy Mueller, Jennifer Childs, Dudley Branch Manager **Suzanne Colligan, Jack Edson, Peggy Errington, Kathy Goodrich, Linda Rizzo** and **Jim Stelzle**, attended a daylong workshop on Wednesday, October 5th, entitled "Mental Health Issues in the Workplace". It was held at the EC Rath Building and sponsored by the Erie County Department of Social Services. The presenter was Psychiatrist Dr. Paul Martin. It was an excellent workshop for managers focusing on both staff and patron mental health issues.

Children's Programming Team members **Kerra Alessi** and **Mary Ann Budny** presented "New and Notable Children's and Young Adult Titles" to the School Librarians Association of WNY at the fall SLAWNY conference. Each created an annotated list of Juvenile and Young Adult books that had been published throughout 2011 for this presentation on October 15th. **Peggy Errington** attended a meeting with representatives from the Math and Technology Departments of the Buffalo Public Schools to discuss further deployment of curriculum supported computer technology in B&ECPL City branch libraries.

Suzanne Colligan, Peggy Errington, Nancy Mueller, Linda Rizzo and Library Associate **Robyn Teubner** attended a full day conference sponsored by the WNYLRC hosted by the Audubon Library featuring nationally-known library security consultant Warren Graham. "The Black Belt Librarian" was an informative and practical opportunity to examine library security best practices.

New hires include Senior Page **Jenna Johnson** and Senior Page **Sara Daly** who both began working in Borrower Services this month.

On October 25th, **Kathryn Galvin** attended a Floating Collections formative meeting at the Orchard Park Library,

On October 31st, **Kathryn Galvin** attended LinkedIn Training in the Training Lab at the Central Library.

A fond farewell to B&ECPL's Assistant Deputy Directors Ann Kling and Peggy Skotnicki as they retire after 38 years and 26 years of service respectively.

East Delavan's Senior Page **Vincent Betty** is resigning in October. He has been a great asset to the EDL team not only for his warm customer service skills, but also because he shows great initiative and is very good with technology. We will miss him!

Part-time Library Clerk **Beata Yamin** came to East Clinton Library to replace Library Clerk **Carole Carroll** who was moved to the Niagara Branch Library.

Departmental Restructuring - At the end of September, Community Connections – Adult Services had merged with Information Services. All staff members are now part of the Information Services and Adult Outreach Department. New duties are being assigned to staff this October and into November. **Dan Caufield** is currently working with administration, staff and supervisors to prioritize duties and make the transition as smooth as possible.

4. COMMUNICATIONS AND COMMUNITY RELATIONS

Media Coverage / Media Releases

Joy Testa Cinquino reports that Media Releases were sent out for:

- Gala announcement – 10/27 – covered by the *Buffalo News*
- Gala cameras invited – 11/5 – covered by Spree Magazine, Channel 4 and The *Buffalo News*
- Library System appoints new Deputy Director - 10/20 – covered by the *Buffalo News*, Channel 7, Channel 4, other print
- Spooky Stacks – Halloween fun 10/29 – covered by YNN TV and the *Buffalo News*
- Chess Tournament at Central- 10/14, covered by the *Buffalo News*

In late October, **Mary Jean Jakubowski** was interviewed by Penny Wolfgang for a Sunday morning half hour talk radio show that aired on Entercom radio stations. Ms. Jakubowski also participated in a live radio show in WSPQ, Springville radio.

On October 15th, the Central Library proudly hosted its 3rd annual Comics Fest. Ads were run in the *Art Voice* and picked up in the *Buffalo News*, Community Bees and online resources after press releases were issued. YNN and Chanel 4 attended the event and showcased it on their evening news. The *Buffalo News* photographed the event and featured Danny Finn winner of the costume contest on the Sunday, October 16th photo page.

Kathryn Galvin was interviewed by YNN regarding Read for the Record on the day of the event.

Library 2.0: Facebook.

The Central Library Facebook page now has 2,754 fans, an increase of almost 50 from the previous month. The average number of monthly active users to the B&ECPL Facebook page is **2,052** with the overall number of “likes” totaling 2,750.

In addition to the usual event announcements, October Facebook posts included:



[Buffalo & Erie County Public Library - Central Library](#) Library switch-a-roo: You tell us... any good books out there? [Steve Neubeck](#) likes this.



[Nicki Green](#) Chinese Astrology books are always nice to read. Is this still the year of the rabbit? Filmmaker Spike Lee has some nice books for all ages.



[Nicki Green](#) "How to" books are great for recipes, art and crafts and do it yourself projects. I also love video and dvds on "how to" build, create, repair things.



[Buffalo & Erie County Public Library - Central Library](#) Wow Nicki... thanks for all of the suggestions. FYI -- the B&ECPL was born in the Year of the Monkey (1836) and yes, we're still in the Rabbitt!



[Nicki Green](#) You're welcome. Wow neat! Happy autumn.



[Kara Trainer](#) State of Wonder by Ann Patchett.



[Lilly White](#) loved "The Help". Scandalous and funny!



[Buffalo & Erie County Public Library - Central Library](#) 3rd annual Buffalo Comics Fest... this Saturday! <http://www.buffalolib.org/featured/2011ComicFest.pdf>



[3 people](#) like this.



[John Gaeddert](#) Bringing in the man who created Perry Bible Fellowship... That is just awesome. (very NSFW, but so very awesome!)

Library 2.0: Twitter

The Library's Twitter account @buffalolib now has 2,073, an increase of over 50 followers. In addition to many RTs (re-tweets), tweets mentioning the Buffalo Library included:



[alsnyder02](#) Andrea Snyder It's [#followalibrary](#) day. Gotta give plugs for [@buffalolib](#), my childhood library & first library job and of course [@prattlibrary](#)! [1 Oct](#)



[BuffLunch](#) GB Lunch at [#fablescafe](#) part of [@buffalolibrary](#) downtown. Today was a grown up grilled cheese. Gryere and carmelized onions. Superb. [3 Oct](#)



[colindabkowski](#) colindabkowski Favorite press release title of the day, from the [@buffalolibrary](#) : "Llamas - in Pajamas!" [4 Oct](#)



[jsench](#) Jonathan S. At [#msa13](#)? Go to [@buffalolibrary](#) to see manuscript of Huckleberry Finn or the Karpales (<http://is.gd/RcJv6t>) exhibit on ACDoyle + Houdini. [7 Oct](#)



[WNYHeritage](#) WNY Heritage Press About to head down to [@buffalolibrary](#) to hear Rocco Termini speak & see Hotel Lafayette! [#preservation #Buffalo](#) [25 Oct](#)

Library 2.0: Flickr. With all of the material from Buffalo Comics Fest and Llamas in Pajamas, the Buffalo & Erie County Public Library posted 238 photos to **Flickr** in October. "All time" photo views totaled 35,461 up from 32,817 in August; an increase of 2,644.



Buffalo Comics Fest <http://bit.ly/nCsbKa>



Llama in Pajamas <http://bit.ly/vXZx5d>

On October 22nd, someone tweeted about American photographer Carleton Watkins' (1829-1916) mammoth photographs held in the J. Paul Getty Museum in California. He then added, "Also surprising/interesting is how many of the best Carleton Watkins mammoths are [@buffalolibrary](#)," referring to the Watkins' collection *Views of the Yosemite Valley*, 1865, held in the Rare Book Room.

5. SPECIAL PROJECTS

Re-Imagining

The Re-Imagine committee met on October 4th to further the discussion of the objectives of the Re-Imagine project. The consultants presented a variety of design and collaborative possibilities for the Central Library.

Governance Models

This writer continues to work with local municipalities and leadership on education of the governance issue. Several meetings and telephone calls to discuss legislation were held with Ellen Bach of Whiteman Osterman & Hanna LLP. Libby Post of Communication Services is developing educational tools for anticipated distribution in early 2012.

**LIST of MEETINGS and EVENTS ATTENDED by
MARY JEAN JAKUBOWSKI
October 2011**

DATE	MEETING / EVENT
October 3, 2011	Library Strategies International
October 4, 2011	Library Strategies International
October 4, 2011	Peter Anderson
October 4, 2011	Re-Imagine
October 4, 2011	Mary Ellen O'Connor - Library Trustees Association
October 5, 2011	Library Strategies International
October 5, 2011	Staff Forum: Q&A w/ Library Director
October 5, 2011	Western New York Library Resources Council Annual Mtg.
October 6, 2011	Carol Batt
October 6, 2011	Association of Contract Library Trustees (ACT) Board
October 6, 2011	Rachael Homewood (Sen. Tim Kennedy)
October 7, 2011	Administration Team Meeting
October 7, 2011	Doreen Woods
October 11, 2011	Senator Pat Gallivan Meeting
October 11, 2011	Ellen Bach, Whiteman, Osterman & Hanna
October 11, 2011	Radio Talkshow Interview WSPQ Springville
October 11, 2011	George DeTitta
October 11, 2011	Gowanda Mayor Klancer Mtg.
October 12, 2011	Libby Post, Communication Services
October 12, 2011	Managers/Directors Mtg.
October 12, 2011	Libby Post, Communication Services - Joy Testa Cinquino
October 12, 2011	Meeting with HR Staff
October 13, 2011	Libby Post, Communication Services
October 13, 2011	Photo with Business First
October 13, 2011	B&ECPL Executive Committee Mtg.
October 14, 2011	Libby Post Communication Services
October 14, 2011	Cynnie Gaasch, Young Audiences Western New York
October 15, 2011	Comics Fest
October 17, 2011	Michelle Mazzone, Director of Real Estate -- Erie County
October 17, 2011	Radio Talk Show Appearance with Judge Penny Wolfgang
October 18, 2011	William Russo Buffalo Public Schools

Minutes of the Board of Trustees

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- October 19, 2011 Welcome Disability History Month Kick-off
- October 19, 2011 International Institute -- Ukraine Ministry of Education
- October 19, 2011 Common Council Member Michael LoCurto Mtg.
- October 20, 2011 Ellen Bach, Whiteman, Osterman & Hanna
- October 20, 2011 Administration Team Meeting
- October 20, 2011 Leg. Kevin Hardwick - Bucks for Books Donation
- October 20, 2011 Conference Call: New York Librery Association, New York State Education Department, New York State Division of Library Development, Ellen Bach, Whiteman, Osterman and Hanna, and Libby Post, Communication Services
- October 20, 2011 Ellen Bach, Whiteman, Osterman & Hanna, Joy Testa Cinquino and Ken Stone
- October 20, 2011 B&ECPL Board of Trustees Mtg.
- October 20, 2011 Association of Contract Librery Trustees (ACT)
- October 21, 2011 Ellen Bach in Town
- October 21, 2011 Association Libraries and Ellen Bach, Whiteman, Osterman & Hanna
- October 21, 2011 Speaker @ Equality Club of Buffalo
- October 24, 2011 Gala -- Walkthrough
- October 27, 2011 Bucks for Books
- October 27, 2011 Anne Ryan, Read to Succeed
- October 27, 2011 Meg Cheman
- October 28, 2011 Personnel
- October 31, 2011 Anne Conable, Library Foundation of Buffalo and Erie County
- October 31, 2011 Victor Rice, Library Foundation of Buffalo and Erie County
- October 31, 2011 Assembly Member Mark Schroeder Mtg.

Agenda Item G – Public Comment. Valerie Niederhoffer of Save Our Libraries spoke of concerns she had regarding discarding of books, the current lack of use of the Central Library’s second floor and the relocation of the Business area. She feels that all the services the library does are good and thanked everyone for their work.

Agenda Item H – Unfinished Business. None.

Agenda Item I – New Business. Mr. Stone explained the next 2 resolutions would authorize contract amendments for the 2 elements of the Strategic Plan.

Agenda Item I.1 – Architectural Resources – Contract Amendment. Mr. Stone communicated Architectural Resources is the present winner of the RFP for the Re-Imagine process and is extremely familiar with the Central Library; they can hit the ground running with the facilities component of the Strategic Plan. Ms. Panty made a

motion for approval of Resolution 2011-37 with a second by Mr. Gist. For the record, Mr. Schmidt stressed the importance of technology and a forward looking analysis of the potential impact that technology has had on libraries and the importance of technology on how the Library is addressing that in these studies. After discussion, Resolution 2011-37 was approved unanimously.

RESOLUTION 2011-37

WHEREAS, consistent with New York State Library requirements to develop and submit a five year plan of service due in fall 2012, the Library desires to develop and prepare a "Strategic Service and Operations Plan 2012-2017" with recommendations to guide key policy and resource allocation decisions to be made by the Library's Director and Board of Trustees for the planning period 2012-2017, and

WHEREAS, one component of the process involves reviewing existing facility conditions and assessing potential space programming improvements that can enhance service delivery goals as part of the development of *A Blue Print for the Future*, the Library's 5 year plan of service, and

WHEREAS, in April 2010, the Board approved Resolution 2010-14 authorizing the Library to enter into a contract with Architectural Resources, Buffalo, NY to undertake a Central Library Use Analysis, and

WHEREAS, that agreement also provided that the contract may be amended at any time by written mutual agreement, and

WHEREAS, the Library desires to leverage the specific knowledge of the B&ECPL's facilities and issues gained along with consultant's facilities expertise to collaborate with project representatives of the Buffalo and Erie County Public Library in the review of existing facility conditions and potential space programming improvements to enhance service delivery goals as part of the development of *A Blue Print for the Future*, the Library's 5 year plan of service, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library authorize the Library Director to amend the existing contract with Architectural Resources to undertake this work at a cost for services not to exceed \$28,500 with an additional estimated reimbursable expense budget of \$500.

Agenda Item I.2 - Library Strategies International LLC - Contract Amendment. Mr. Stone explained they are proposing to do the work for the Strategic Plan for both the Central Library and all 36 locations. Mr. Connors moved, Ms. Horton made a second, and approval of Resolution 2011-38 was unanimous. For clarification purposes, Mr. Connors noted both of these amendments are being paid out of grants and are not coming out of library operating expenses. Mr. Stone added they are well within the budget.

RESOLUTION 2011-38

WHEREAS, consistent with New York State Library requirements to develop and submit a five year plan of service due in fall 2012, the Library desires to develop and prepare a "Strategic Service and Operations Plan 2012-2017" with recommendations to guide key policy and resource allocation decisions to be made by the Library's Director and Board of Trustees for the planning period 2012-2017, and

WHEREAS, that plan, preliminarily titled *A Blue Print for the Future*, will include a comprehensive evaluation of current services and organizational effectiveness against national best practice models and a review of community needs and analysis of current Buffalo and Erie County Public Library (B&ECPL) services and practices designed to meet those needs, and

WHEREAS, the goal is to ensure that the B&ECPL provides services to county residents that are highly relevant, vibrant and sustainable into the future, and

WHEREAS, in February 2011, the Executive Committee on behalf of the Board approved Resolution 2011-5 authorizing the Library to enter into a contract with Library Strategies International LLC, Los Angeles, CA to provide specialized Library consulting, and

WHEREAS, that agreement also provided that the contract may be amended at any time by written mutual agreement, and

WHEREAS, that agreement was later amended and extended pursuant to Resolution 2011-26 in July 2011, and

WHEREAS, Library Strategies International LLC is an international consulting practice and partnership between Susan Kent and June Garcia who have both served as public library directors and have extensive expertise in strategic planning and oversight for public libraries, and

WHEREAS, the Library desires to leverage the specific knowledge of the B&ECPL's operations and issues gained along with consultant's expertise in strategic planning to collaborate with project representatives of the Buffalo and Erie County Public Library in the development of *A Blue Print for the Future*, the Library's 5 year plan, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library authorize the Library Director to amend the existing contract with Library Strategies International LLC to undertake this work at a cost for services not to exceed \$75,000 with an additional estimated reimbursable expense budget of \$20,000.

On another topic, Trustee Wisbaum suggested possibly forming a committee to look into something such as a lecture series or something specifically dedicated in Trustee Summer's name. In response to an inquiry by Mr. Wisbaum, Mr. Jakubowski noted that she sent condolences on behalf of the Board, the staff and Administration to the families of Ms. Summer, Mr. Plache, and Trustee Emeritus Daniel Roach, whose wife had recently passed away. Mr. Wisbaum suggested as recognition for their dedication to the Library, perhaps families could be invited to some type of library event. Ms. Jakubowski responded she could reach out to the families to see if they would like the Library to consider this and bring this back to the Board.

The Chair entertained a motion to enter into Executive Session at 5:20 p.m. This was moved by Mr. Connors, seconded by Ms. Panty and approved unanimously. Ms. Jakubowski, Mr. Stone, Ellen Bach, Esq., Patrick Martin, Esq. and Libby Post were invited and remained for Executive Session. Trustee Wisbaum left Executive Session at approximately 6:19 p.m. leaving only 7 trustees in attendance. The group voted to return to public session at 7:07 p.m. No action had been taken in Executive Session.

As discussed earlier in the Report of the Chair, Ms. Thomas appointed Elaine Panty to fill the vacancy on the Executive Committee. This was unanimously approved by Executive Committee members present Jack Connors, John Schmidt, Jr. and Sharon Thomas.

There being no further business, on motion by Trustee Connors, seconded by Trustee Schmidt, the meeting adjourned at approximately 7:10 p.m.

Respectfully submitted,

Elaine M. Panty
Secretary