

MINUTES  
REGULAR MEETING OF THE  
BUFFALO AND ERIE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES  
February 16, 2012

The regular monthly meeting of the Board of Trustees of the Buffalo and Erie County Public Library was held on Thursday, February 16, 2012, in the Central Library pursuant to due notice to trustees. The following members were present:

Jack Connors, Chair  
Sharon A. Thomas, Vice Chair  
Elaine M. Panty, Secretary  
Frank Gist, Treasurer  
Amy Alvarez-Perez  
Phyllis A. Horton  
Sharon M. Kelly  
Anne M. Leary  
Jennifer Zivis

Chair Jack Connors called the meeting to order at 4:02 p.m. in the Joseph B. Rounds Conference Room.

Agenda Item B – Approval/Changes to the Agenda. The Chair called for a motion to amend the Agenda to add Resolution 2012-7 under Budget and Finance and Resolution 2012-8 under New Business. Ms. Thomas moved, and Ms. Panty seconded. Approval was unanimous.

Agenda Item C – Minutes of the Meeting of January 19, 2012. On motion by Ms. Leary, with a second by Mr. Gist, the Minutes were approved as mailed.

Jennifer Zivis arrived at approximately 4:04 p.m.

Agenda Item D – Report of the Chair. In addition to discussing Committee appointments below, Mr. Connors reported he had a follow-up discussion with Mayor Byron Brown expressing a sense of urgency regarding the filling of mayoral appointed B&ECPL Trustees; he hopes to hear soon on mayoral nominations. A meeting with County Executive Mark Poloncarz is scheduled for February 24<sup>th</sup> to discuss a number of Library issues; a report will be brought back to the Board.

Agenda Item D.1 – Committee Appointments. Committee appointment lists were distributed at the beginning of the meeting. Discussion ensued and Trustees Alvarez-Perez and Kelly were added to the Development & Advocacy Committee and Trustee Leary was added to the Bylaws Committee. If anyone would like to make additional assignment changes, he or she should notify the Chair. There being no further discussion, on motion by Ms. Thomas and seconded by Mr. Gist, the revised 2012 Committee assignments were approved unanimously. Revised Committee appointment lists will be sent out reflecting these changes. Mr. Connors provided a history of how many times each committee met in 2010 and 2011. It was requested Standing Committees meet a minimum of four times a year.

Agenda Item E – Committee Reports.

Agenda Item E.1 – Executive Committee. Ms. Thomas read the following report from the February 9, 2012, Executive Committee meeting:

Present: Executive Committee members Jack Connors, Elaine Panty and Sharon Thomas. Director Mary Jean Jakubowski and CFO Kenneth Stone also attended.

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

Mr. Connors called for Executive Session for a personnel matter at 4:05 p.m. Second by Elaine Panty. Executive Session ended at 4:15 p.m. on a motion by Ms. Thomas, second by Ms. Panty. Call for a vote on Resolution 2012-5 which authorizes the Director to adjust the salary to the Secretary to the Director. Motion by Mr. Connors, second by Ms. Thomas. Unanimously passed.

The agenda for the February 16, 2012 Board meeting was reviewed and approved.

System Trustees will be invited to the March 8, 2012 meeting of the Executive Committee where the *ReImagine* team will present an overview of their work.

Director Jakubowski and CFO Stone discussed the impact of the potential increase to minimum wage. Initial cost would be \$300k+. Concerns noted. Discussion ensued.

CFO Stone reviewed 2011 financials and preliminary year-end report. Further discussion on future Library budgetary needs including the development of a unified message regarding secure and stable funding. The 2012 budget was discussed. Director Jakubowski and CFO Stone assured the Executive Committee

the Library will live within the budget it has been given. Fundraising will also continue.

Mr. Connors reviewed the committee preferences from Board members. Director Jakubowski will contact trustees per Mr. Connors request. Ms. Thomas will as well.

The meeting adjourned at 4:50 p.m. on a motion from Ms. Panty, second from Mr. Connors.

Agenda Item E.1.a – Authorize Director to Adjust Salary – Secretary to the Director. This resolution was approved unanimously by the Executive Committee on February 9, 2012.

RESOLUTION 2012-5

WHEREAS, the Administration of the Buffalo and Erie County Public Library consists of positions in the titles of Director, Deputy Director, Assistant Deputy Director, and Secretary to Director of Library, and

WHEREAS, under the Rules of Classified Service for Erie County these are non-competitive positions designated as confidential and policy titles. Accordingly, these titles are not represented by a union for purposes of collective bargaining, and

WHEREAS, the duties and responsibilities of the Secretary to Director of Library have changed dramatically over the years and grown in complexity, and

WHEREAS, the current incumbent has met the increasing demand and demonstrated her abilities and beyond in exemplary fashion without receiving a wage increase since 2006, and

WHEREAS, the Director of the Library has previously exercised the authority to hire, create positions, and set salaries upon appointment, and

WHEREAS, the Director seeks clarification of her authority to include the ability to increase or decrease the salary of the incumbent Secretary to Director, and

WHEREAS, the Director agrees that any increase or decrease shall be reasonable and in consideration of the duties of the incumbent and the fiscal responsibility of the Library Board, and

WHEREAS, such authority will be granted without need for further resolution, now therefore be it

RESOLVED, the Board of Trustees authorizes the Director to make a salary adjustment for the position of Secretary to the Director in accordance with the above stated considerations and fiscal responsibility of the Library Board, and be it

RESOLVED, such authority is granted without the need for further resolution.

Pursuant to the Bylaws, Resolution 2012-5 was mailed to the full Board within three business days.

Agenda Item E.2 – Budget and Finance Committee.

Agenda Item E.2.a – Monthly Financial Report. The financial report – preliminary financials for the month ending 12/31/2011 was distributed to trustees at the meeting. Deputy Director Stone reported the Library operated within its budget and discussed significant savings in part through turnover, lower utilization rates of health insurance, credit on the NYS retirement bill and lower expenses in gas and electricity.

Agenda Item E.2.b – Regional Bibliographic Database Grant Award. Mr. Stone presented this resolution which supports and funds digitization of the Buffalo City Directories from 1828-1868. Ms. Horton moved for approval of Resolution 2012-7, was seconded by Ms. Panty, whereupon approval was unanimous.

RESOLUTION 2012-7

WHEREAS, the Library has been awarded a New York State Regional Bibliographic Database grant in the amount of \$14,000, and

WHEREAS, grant proceeds will support and fund digitization of the Buffalo City Directories from 1828-1868, and

WHEREAS, a grant budget needs to be established to undertake the program, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library establish a Regional Bibliographic Database grant budget in the following amounts:

Revenue	\$14,000
Grant Program Expenditures	\$14,000

In response to a question by Trustee Gist, Ms. Jakubowski stated this is the beginning of the Buffalo City Directories and once digitized will allow people from all over to have

access to this information. Brief discussion regarding microfilm ensued. Ms. Kelly asked if this information will be searchable; Ms. Jakubowski replied it would.

Agenda Item F – Report of the Director. In addition to her written report, Director Mary Jean Jakubowski reminded trustees about the following important dates:

- Legislative Briefing and Breakfast, February 29<sup>th</sup> at 8:30 a.m. at the Central Library – trustees are encouraged to attend.
- Legislative Education Day in Albany, March 6<sup>th</sup> - Trustee Elaine Panty will be attending this.
- Executive Committee meeting, March 8<sup>th</sup> at 4 p.m. at the Central Library – trustees are encouraged to attend this meeting to see a presentation by the ReImagine Team.

The Strategic Plan continues to be worked on. Susan Kent and June Garcia of Library Strategies International LLC along with Peter Murad of Architectural Resources have done 31/37 library facility visits to date and will finish up in March. The plan is for a presentation of the Strategic Plan to be done at the May B&ECPL Board of Trustees meeting.

Ms. Jakubowski gave an update on the Milestones of Science project; there will be a big celebration in 2013. Trustee Anne Leary and Joy Testa Cinquino met earlier and discussed this.

Copies were at each trustee's place of upcoming Library events including Commemorating Women's History Month in Buffalo & Erie County.

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

## **Monthly Report of Library System Activity February 16, 2012**

### **1. PUBLIC SERVICES**

#### **Programs, Learning Opportunities, Outreach and Events**

On January 31<sup>st</sup>, Director **Mary Jean Jakubowski** was joined by System Board Chair Jack Connors, Trustee Elaine Panty, Library staff **Ken Stone, Carol Batt, Joy Testa Cinquino** and **Jeannine Doyle** at the Erie County Legislature's Community Enrichment Committee meeting. The Library was invited to update members on last year's progress and the coming year's plans. There was some discussion regarding the Special Legislative District Public Library initiative. The Library reported it is still in the

process of working with staff and board members to answer questions before going public with an education campaign.

Thirty-three public technology classes were held during the month of January for 361 attendees at the Central Library and 11 community libraries. The overall satisfaction rating was 4.63 out of 5. Public comments included:

- *Makes me excited about taking more classes - thank you for offering them!!*
- *I have attended previous non-library computer workshops, and this one is far superior. Teacher very effective + projection is so helpful.*
- *The class was fun. I'd never used Google Maps before + this class was so interesting.*
- *Excellent use of tax \$.*

Community Library staff comments included:

- *Looking forward to the upcoming "downloading e-books" program.*
- *It was excellent.*

The Library's participation in a beta test enabling catalog access through the Central Library's Facebook Fan page <http://j.mp/iZSx5s> ended with the official release of the SirsiDynix Social Library on Friday, January 20<sup>th</sup>. The application allows patrons to search the catalog, place holds, renew items, and access My Account while logged into their Facebook accounts. The product's use and popularity will be monitored and evaluated.

The Training Team continues to develop and update classes. Central Training Lab Coordinator **Kara Stock** updated *Introduction to the Library Website*, *Microsoft Publisher Basics*, and *Google It*. Kara is also writing the *eLibrary Catalog* computer class for the public. Technology Trainer **Nell Aranoff** updated *Introduction to Skype*, and Technology Trainer **Tom Carloni** updated *Borrowing eBooks from the Library for Your Nook, Sony, Kobo or Similar eReader*, *Searching for eBooks and Audiobooks on the Library's Website*, and *Borrowing eBooks from the Library for Your Kindle*. Tom also completed the *Desktop Outlook* staff class.

Technology Trainers **Andy Aquino** and **Nell Aronoff** are working on e-Library screencasts; **Tom Carloni** will begin working on a screencast about the Kindle.

An attractive bookmark that promotes the *Downloads 2 Go* service, as well as the instructional handouts and video tutorials available on the Library's website, was designed in January. *Getting Started with Your eReader* will be distributed to all library locations.

**Anne Conable** from Development and Communications reported the following with regard to programming at Central:

Coordinated details, and support promotion, for events occurring this month:

- “Imagining Buffalo” series –
  - 1/3 (40) and 1/17 (48) Chuck LaChiusa
  - 1/10 (68) Kimberley Minkel/Gladys Gifford, NFTA
  - 1/24 (68) Robert Shibley, UB School of Architecture
  - 1/31 (42) Nancy Spector, Albright-Knox Art Gallery
- Working for Downtown Brown Bag Lunch series: 1/4 featuring Hon. Brian Higgins (38)
- UNYTS Community Blood Drive 1/12
- Martin Luther King Day program 1/12 (72)
- Chess @ the Library Open House 1/29 (22)

**Joy Testa Cinquino, Anne Conable, Dawn Peters** and **Dan Caufield** participated in planning meetings for future programs with Eva Doyle, RBR staff, Just Buffalo, Disability Awareness Month, Alianza Latina, Womens History Month and Occupy Buffalo programs.

**Ms. Conable** coordinated copy and layout for centralized Women’s History Month (March) calendar – partnership with Erie County as well as coordinated rewrite and submission of IMLS grant (due February 1<sup>st</sup>) for Depression/digital project – partnership with Randforce Associates, UB Center for Urban Studies, Cleveland State University Center for Public and Digital History, and Buffalo Broadcasters Association.

**Anne Conable** was the featured speaker at the Sunday, January 8<sup>th</sup>, Forest Lawn Sunday at the Cemetery Lecture series: *175 Years of Libraries in Buffalo & Erie County*. The event was sold-out with nearly 100+ attending this lecture which kicked off the 2012 Forest Lawn Chapel series.

On January 10<sup>th</sup>, all Information Services librarians attended a meeting called by Human Resources/Labor Relations Officer **Jeannine Doyle**. This meeting reviewed the new Correctional Facility staffing model. Beginning in February, all full-time librarians and part-time librarians in Information Services will work some hours at the Erie County Correctional Facility to ensure all required service hours are filled.

On January 12<sup>th</sup>, Information Services Librarians **Dan Caufield** and **Ken Wierzbowski** helped coordinate and spoke at a SCORE workshop held in the Central Meeting Room at the Central Library. The workshop was an all-day event aimed at entrepreneurs who want to start and manage their own businesses. Periodically throughout the day, both Ken and Dan met with attendees of the workshop to educate them on small business resources available at the Central Library and to answer reference questions. The workshop was well received by the 26 attendees.

On January 12<sup>th</sup>, **Dan Caufield** coordinated the Library's *Tribute to Martin Luther King, Jr.* Community activist and small business counselor Clifford Bell acted as Master of Ceremony for this lunchtime program held at the Central Library's Ring of Knowledge. Featured were the poems/stories of Miguel Santos, Ann Marie Szpakoska and **Sharon Holley**, the music of the **Colored Musicians Club** and vocal performance of Pastor **Angela Stewart**, a presentation of "A Different Time, Similar Circumstances" by the students from **Bennett Park Montessori School** and a keynote speech by Ellicott District Common Council Member Darius Pridgen. The program was well received by the 120 people in attendance.

Throughout January, Information Services librarians held 11 sessions with patrons through the Book A Librarian service. During these sessions, they answered various reference questions, demonstrated search techniques for using library databases and helped find print materials related to their questions.

Information Services & Outreach Librarian **Susan Kriegbaum-Hanks** made contact with Shane Stephenson of the Buffalo Employment & Training Center (BETC). A 2-hour training session focusing on the library databases and their information useful to job seekers has been scheduled for Thursday, February 23<sup>rd</sup> at 10 a.m. at BETC.

On January 21<sup>st</sup>, **Dan Caufield**, **Ken Wierzbowski** and Sr. Page **Melissa Kania** staffed an information table at the Straight Talk 2012 event held at the Buffalo Niagara Convention Center. This annual event is sponsored by the U.S. Small Business Administration and encourages local entrepreneurs to meet with representatives from over 20 local organizations who counsel and educate small business owners and potential owners. Over 400 people attended the classes and workshops provided by the various local agencies. Classes covered such topics as Taxes and Small Business, Finding Funding, Legal Issues of Starting a Small Business and Business Basics. **Dan Caufield** was one of 4 speakers for the Business Basics workshop. This class was presented at the beginning of the day and all attendees were required to hear this lecture before going on to other workshops. The other 3 speakers for Business Basics included members from the Small Business Development Center (SBDC), Sue McCarthy, Clifford Bell, and Mike Hefka. Each of the SBDC members spoke about the importance of planning and stressed a well thought out business plan. This led in very well to Mr. Caufield's part of the lecture which informed the audience what the Library has in the way of business resources.

Information Services Librarian **Beth Lewitzky** began planning a program series suggested by community members called "Organization, Action & Vision" to be started in March 2012. She reached out to 7 possible speakers who all agreed to participate once dates, times and place were set. The overall theme of these talks will focus on activism in Erie County and how grass roots movements grow and get their message to a larger audience.

Information Services Librarian **Hadeen Stokes** has been working with Webmaster **Terri Dickson** and the Graphics Department finalizing plans for the 2012 Winter Reading Challenge "Get wrapped up in a good book". Everything is in place and publicity has already begun. This online reading contest encourages patrons to read and leave book reviews on the Library's website. For each review submitted, participants receive a token and a chance to win a Kindle Fire. The more reviews participants enter, the more chances they have to win. Registration will open on January 30<sup>th</sup> and the contest will run through the month of February. This competition is open to all B&ECPL staff but the top prize for staff will be a Kindle Touch instead of the Fire.

Information Services Librarians **Jamie Smith** and **Hadeen Stokes** along with Librarians **Gwen Collier, Sandra Bush and Claudia Yates** have formed the African American Writers Reception Committee. This committee has been revived after some years to plan and execute an African American Writers Reception which will be held at the Frank E. Merriweather, Jr. Library (MRW) on April 14<sup>th</sup>. This reception will allow authors a chance to talk about their books and meet the public who enjoy their work. The committee has started its discussion of dates for the reception and which speakers to invite.

**Hadeen Stokes** worked with Michelle Gentner from the *Buffalo News* on being a seminar presenter at the February 14<sup>th</sup> Career Fest at the Millennium Airport Hotel. Hadeen will present an overview of the Library resources valuable to job seekers.

On January 25<sup>th</sup>, **Hadeen Stokes** held a phone meeting with Staff Sergeant Jason Harper from the US Marines Corp about ASVAB books and the Learning Express Database. Hadeen will follow up with him to see if he would like a demo of the database or possibly teaching a small group of recruits on how to use Learning Express to practice for the ASVAB.

On January 6<sup>th</sup>, Rare Book Librarian **Amy Pickard** attended by invitation a lunch meeting to preliminarily discuss ideas to develop a community-involved, educational experience for all ages around a Shakespeare Garden in honor of the 400<sup>th</sup> anniversary of Shakespeare's death in 2016. The effort is being spearheaded by Catherine Prion-Sarata, a retired Erie Community College English Professor who studied and taught Shakespeare, and involves several other key community members. Another meeting will be scheduled to continue this effort.

On January 19<sup>th</sup>, **Amy Pickard** and Grosvenor Room Librarian **Sue Cutrona** attended a meeting of the WNY Archivists at St. Louis Roman Catholic Church where the church's archivist provided a narrative history and tour of the collection.

On January 20<sup>th</sup>, **Amy Pickard** hosted Steven Galbraith, a curator of R.I.T.'s Cary Collection, and Hand Bookbinder Fred Jordan. This was an opportunity for Mr. Galbraith to see B&ECPL's rare book collection and to talk about possible collaborative efforts. Also, in return, Mr. Galbraith extended an invitation for us to visit the Cary.

On January 21<sup>st</sup>, Grosvenor Room Librarian **Rhonda Konig** attended a Western New York Genealogical Society Board meeting.

On January 26<sup>th</sup>, **Rhonda Konig** taught a Genealogy 101 Course with 16 students in attendance. Senior Page **Austin Clark** assisted.

Grosvenor Room Librarian **Carol Pijacki** conducted 4 short Grosvenor Room tours for 6 people.

In partnership with YAWNY (Young Audiences of Western New York), **Meg Cheman** coordinated the appearance of award-winning slam poet Gayle Danley in the Ring of Knowledge on January 17<sup>th</sup>. More than 75 people including fifth and sixth grade classes from Bennett Park Montessori attended this exciting performance.

On January 26<sup>th</sup> and 27<sup>th</sup>, **Meg Cheman, Dan Caulfield, Glenn Luba, Kristine Sutton, Beth Staebell, Dorinda Hayes, Peggy Errington, Jack Edson, Mary Muscarella** and **Dawn Peters** attended a "Goals and Objectives" training workshop hosted by Consultant June Garcia of Library Strategies International LLC. The trainers will act as facilitators to staff in future training sessions describing what the new Goals and Objectives of the B&ECPL System will be and ways in which each Library can help meet these goals.

The Rare Book Room closed and dismantled the "Lafayette Square: Then and Now" exhibit during the last week of January. This was a very successful and popular exhibit and as indicated by the guest register, was seen by people from all over the country. It was of special interest to many attendees of the National Trust for Historic Preservation in October. Word of mouth was a great promoter as many people came to Grosvenor to specifically ask to see the "Lafayette Square Exhibit."

Highlights from the guest register include:

- Excellent
- I love the history of the bldgs. I love Buffalo. Thank you.
- Visiting Buffalo for 1<sup>st</sup> time. Enjoying the city and surroundings. Display provides an interesting perspective + insight. [London, England]
- Wonderful city you have – And an amazing library.
- I loved it and I learned something new!
- Fabulous – makes me even prouder of my hometown city!

- Very impressive, wanted to find out some about Sq. & I did.
- Outstanding collection! [Truro, MA]
- As always another great exhibit. Good job!
- Smashing, just smashing! [San Francisco, CA]
- It is cool to see what Buffalo was like before I was born.
- Thanks for this exhibit! It's a help to many.
- Thanks for preserving these things.
- Informative + attractive display – have enjoyed it in pieces by visiting multiple times. Helps to understand + appreciate history. It's a shame many buildings have had such short lives. Generally find the displays here engrossing + well-done, + attractive.

The next exhibit “Some Things Fishy in Rare Books: Izaak Walton’s *Compleat Angler* and Other Fish Tales” is being installed and is scheduled to open February 7<sup>th</sup>.

Librarian **Wanda Collins** continues to revamp and update the kit, flannel board and puppet pages on the YSG portion of the Intranet. Wanda along with Librarian **Kasey Mack** is also working to add extra flannel boards to the website and add descriptive ‘pop-up’ windows to each item. Librarians **Kasey Mack** and **Kathy Goodrich** put finishing touches on the Online Winter Reading Challenge before it went live on January 30<sup>th</sup>. They also developed the Battle of the Books Kid’s Choice voting ballot.

Librarian **Mary Ann Budny** gathered copies of the 2012 Caldecott, Newbery and Coretta Scott King Award winners to convert over to reference.

The Central Library has been a hub of activity. The first program of 2012 was “Get Your Game On” gaming program. Sr. Page **Laura Raichel** led over 20 children as they played the Wii, GameCube and some old-fashioned board games. The Pizza Lovers’ Book Club had their first meeting of 2012 on Saturday, January 21<sup>st</sup>. **Mary Ann Budny** led the discussion on penguin and weather books. Later the children made a snowman out of donut holes, pretzels, fruit roll-ups and thin mints. (And of course ate pizza!!)

On January 28<sup>th</sup>, **Kasey Mack** had a very successful meeting of the Lego Club. Thirty-one children played Brick-tionary (like Pictionary but with Legos!) All the children had a wonderful time. Their creations were displayed on the Kid’s Space and Central Library’s Facebook pages.

Along with public programming, there were several class visits and tours in January. Each Friday, Bennett Park Montessori teacher Randy McWharf visits the Central Library with his sixth grade class. The students work on research for school and also borrow books for pleasure reading.

On January 6<sup>th</sup>, **Mary Ann Budny** gave a tour of the first floor of the Central Library for the students of Aspire group home. After the tour, Mary Ann read them stories. The Bennett Park Montessori pre-school visited on January 19<sup>th</sup> for a special storyhour about Martin Luther King, Jr. Sr. Page **Nancy Smith** read stories about sharing and kindness.

### Programs - Branches - City and Town

The end of January marked the beginning of programming season for the CPT (Childrens Programming Team). East Delavan, North Park and Crane Libraries began their winter storyhour session the week of January 23<sup>rd</sup>. The children at these branches were thrilled by the return of Miss Nancy!

Librarians **Mary Ann Budny, Paula Klocek, Kerra Alessi** and Library Associate **Cyndy Lenzner** visited the Pinnacle Charter School on January 4<sup>th</sup> and 5<sup>th</sup>. They gave the students their library cards and read stories. After the stories, the children decorated paper mittens for a mitten garland they used to decorate the classroom.

Librarians **Michelle Snyder** and **Pat Covley** each contributed book reviews for the *Buffalo Rising* website in January.

Collection Development staff responded to 388 patron purchase suggestions and 123 staff suggestions in January.

The Merriweather Branch started 2012 with new hours: Thursday was changed to 12-8 from 3-8 and Friday was changed to 1-6 from 10-6 with all other hours remaining the same.

Houghton Academy PTO met in the East Clinton Library's Community room on January 25<sup>th</sup> with 6 in attendance.

Merriweather Library's Annual Dr. Martin Luther King, Jr. program was sponsored and hosted by Mrs. Eva Doyle. The theme of the January 14<sup>th</sup> program was "Dr. Martin Luther King, Jr.: His Life and Legacy". Participants included praise dancers, singers, poets, musicians and speakers; attendance was 100.

On January 14<sup>th</sup>, the Buffalo Genealogical Society of the African Diaspora held a session in the MRW Library's computer lab on using FamilySearch.com with 14 in attendance.

"Tradition Keepers: Black Storytellers of WNY" held a storytelling program on January 21<sup>st</sup> at the MRW Library for children 12 years old and younger with 16 in attendance.

East Delavan (EDL) Library Branch Manager **Gwen Collier** continues to do programming and outreach to Bethel Headstart and Ferry Center Headstart for the MRW Library. **Ms. Collier** has provided outreach services to CAO Ferry, Bethel 1485

Jefferson and Bethel 1424 Jefferson where she read stories, sang songs, took one classroom collection and provided a bug craft; 203 adults and children were served during outreach in January.

EDL Library's Clerk and Page Supervisor **Stephen Carson** created the public relations information for an upcoming African American History book check out incentive for adults where one winner will receive either a NFTA card for March or a \$50 gas card. The goal of the contest is to promote literacy during African American History Month that will last throughout the year. Mr. Carson will also be placing this contest on EDL's Facebook page.

Graphics Department staff **Dawn Stanton** and **Darlene Pennachi** provided new, welcoming signage for East Delavan including a new "Dolly Parton Imagination Display" section solely for the purposes of promoting this program. It will include applications, news and posters.

The Dudley Branch celebrated Chinese New Year on January 21<sup>st</sup>. Children colored masks or made a puppet. **Suzanne Colligan** made and served haystacks (cookies made out of chow mein noodles, chocolate and butterscotch chips) and fortune cookies to 8 attendees.

**Suzanne Colligan** visited St. Agatha's Head Start program twice this month (January 3<sup>rd</sup> and January 23<sup>rd</sup>) to read stories and deliver books to a total of 40+ children.

East Cluster Manager **Nancy Mueller** attended the Erie County Records Commission meeting on January 11<sup>th</sup> at Erie County Hall which is chaired by the newly elected County Clerk Christopher Jacobs. Nancy is Records Manager for the B&ECPL System.

**Nancy Mueller, Linda Rizzo, Dan Caufield** and Assistant Deputy Director for Human Resources **Doreen Woods** met on January 30<sup>th</sup> to discuss plans for upcoming staff refresher training on security issues when dealing with patrons and sexually explicit material on the public PCs.

Miss Lisa Brown returned with a Valentine's card making craft. With the help of Crane Page **Julia Conte**, many children created cards while parents expressed their heartfelt wishes to return.

On January 9<sup>th</sup> at the Niagara Branch, Library Associate **Tami Linkowski** introduced Board Game Night for children on Monday evenings. Five children played Chutes and Ladders, Checkers and Stratego. They loved it. It was a new experience for some children who were only used to playing games on the computer. Tami will lead "bored" game night once a month. In the meantime, some children have been playing the games themselves on evenings when the program is not formally offered.

**Tami Linkowski** presented Wild Craft Wednesdays throughout the month. Tami keeps the crafts fresh with an assortment of simple and more challenging craft ideas. Team Buffalo, a.k.a. TEAM F.A.M.E., resumed weekly science programming on January 17<sup>th</sup>.

**Nancy Smith**, from the Children's Programming Department, held Preschool Storytime Monday, January 23<sup>rd</sup> and Monday, January 30<sup>th</sup> at North Park Library from 10:30-11:30 a.m. All of the children who attended were read a story by the always entertaining Miss Nancy. In total 9 children and 6 adults attended the storytimes.

Sr. Page **Sarah Barry** ran the Crazy Craft Monday program on 3 Mondays in January. In all, 19 children and 9 adults attended these programs.

**Sean Goodrich** ran the "Wiikends" program every Friday and Saturday in January. Any North Park patron can pick up the controller and try his or her hand at Wii bowling, baseball, tennis or boxing from 4:00-7:30 p.m. every Friday and 3:00-5:30 p.m. every Saturday. In total, 17 children and 3 adults played Wii during these times.

Ellen Witoff, a citizenship specialist from Catholic Charities, expressed appreciation for being able to use the community room at the Riverside Branch Library to teach a citizenship class. She commented to **Brian Hoth** that it was the best space she has worked in and expressed interest in scheduling additional classes in April.

On Friday, January 13<sup>th</sup>, **Brian Hoth** visited Niagara Daycare and presented a program on polar bears to 3 classes of 14 preschool students and their teachers. The children heard stories, sang songs, and did a polar bear craft. Brian also dropped off 1 classroom collection.

On Wednesday, January 25<sup>th</sup>, **Brian Hoth** visited Holy Cross Head Start and read stories to 7 classes of 136 prekindergarten children and their teachers. He also dropped off 7 classroom collections.

On Thursday, January 26<sup>th</sup>, **Brian Hoth** visited Muchkinland Daycare Center to promote preschool programming beginning in February and encouraged them to come. Many children have registered for next month's Lego Club and Game Night. Plans are under way to celebrate National Library Week with programs, activities, drawings, and an open house scheduled for Saturday, April 14<sup>th</sup>.

**Angola Public Library** – submitted by Mary Truby, Director

A new year has begun at the library and ushered in a flurry of activity. The most exciting news is that we have received notice we have been awarded an Erie County Community Development Block Grant. The grant will help build a much needed

meeting room addition to our library. It will permit us to have more programs and the space for increased attendance. We anticipate a period of upheaval and stress before the project is completed but the end product will be well worth it.

In a month filled with holidays, the library has had the opportunity to showcase several of these occasions. We commemorated Martin Luther King, Jr.'s birthday with a display of books about his life and accomplishments.

Chinese New Year, the Year of the Dragon, saw the library decorated with festive Chinese lanterns and fanciful dragons. We made paper fortune cookies for patrons to choose. Some merely had fortunes in them but lucky patrons won a mystery prize or a lucky orange which is reputed to bring prosperity in the coming year. The chopstick game tested patron's skill using them to pick up small objects within a time limit. Staff helped children make colorful dragon puppets to take home with them.

Groundhog Day did not go unnoticed. "Grab the Ground Hog" was the game of the day. Children were asked to put their hand into the ground hog's den to try to find a ground hog among a variety of other animals. Pop-up ground hogs were given as prizes.

In this technological society the role of our library is changing. Patron's desires for electronic resources are continuing to rise. Traditional books, reference materials and periodicals are no longer the most wanted items. Our library has had an increase in the number of public computer users and we answer many questions about downloading e-books. We have also seen more people coming in to use our wireless access.

Even though libraries are changing, many things remain the same. We still have many tutors who use the library and parents who bring their children to our storytime programs. We are looking forward to spring and the resumption of our children's programs and in the near future a bigger and better place to hold them.

**Clarence Public Library** - submitted by Monica Mooney, Director

We started out the New Year at the Clarence Public Library with an array of children's programs. In addition to our regular Preschool Storyhour, Toddler Time and Wee Read with our children's programming coordinator, **Amy Swarts**, we also had Creative Essence of Clarence Center here at the library on January 12<sup>th</sup> to host "Stuffed Animal Hospital." Children were encouraged to bring their favorite stuffed animal with them to the library for a make-believe "Immediate Care" clinic for their cuddly friends. Participants could make and take home a hospital gown, bracelet and plaster cast for their plush pals. This unique program attracted over 60 children.

The Clarence Library Lego Club continues to meet on a monthly basis. Kids enjoy making their Lego creations and putting them on display in the library. Last year, we had over 400 children attend our Lego Club, making it the most popular program for school age children. In March, we look forward to having creations from Lego enthusiast Joe Carrigan on display.

Upcoming programs for February and March include the monthly Library Craft Time hosted by the Clarence Youth Bureau, Primate Sanctuary's "Old World" and "New World" with Carmen Presti, Explore & More's "Fuzzy Felted Rainforest Snakes," and Kelkenberg Farms visit in early spring with their baby animals. Also in March and April, staff from the Central Library's Children's Programming Team will present programs: *The Titanic*, *Don't Let the Pigeon Come to this Program*, and *Nursery Rhymes & Fairy Tales*.

Computer classes presented by the Technology Team from the Central Library will be held in March and include *Introduction to the Library Web site*, *Downloads 2 Go* and *Family History Research with Ancestry Library Edition Database*.

The Clarence Free Tax Service sponsored by the AARP and IRS will be at the Clarence Library Wednesdays through Saturdays, February 1<sup>st</sup> through April 14<sup>th</sup>. Trained tax aide volunteers provide free tax preparation assistance to patrons.

The *Bookmarks* Book Club meets every second Tuesday of the month at the Clarence Library. Upcoming titles to be discussed will be *The Sisters* by Nancy Jensen in February, *Ellis Island* by Kate Kerrigan in March and *The Pleasure of My Company* by Steve Martin in April. UNYTS will be hosting a blood drive at the library on February 27<sup>th</sup>. Also, through March 15<sup>th</sup>, the Clarence Library will be one of the drop-off locations for Assemblywoman Jane Corwin's Annual Food Drive to Combat Hunger.

On March 2<sup>nd</sup>, in conjunction with Dr. Seuss's birthday and *Read Across America*, Library Director **Monica Mooney** and Clarence Library Youth Programming Coordinator **Amy Swarts** will visit Curious Minds Montessori on Goodrich Road to present Dr. Seuss-themed programs to their preschool and toddler classes.

Director **Monica Mooney** has been working with IT Administrator **Stephen Hovey** in a collaboration effort with the Clarence School District that would allow students to access the school's Lexia™ Learning software at the Clarence Library. A dedicated PC will be set up for this project.

In September, the Clarence Public Library had solar panels installed on the roof of the library by Solar Liberty of Buffalo. The project, funded by grant monies received by the Town of Clarence, allows the library to be more environmentally-friendly and save on utility costs. Patrons can also view real-time value of electricity generated, power usage

and cost savings on a wall monitor located in the library. The solar panel installation has been well received by the community.

### **Collections: Development and Use**

Library staff recently submitted recommendations to the Erie County Department of Purchasing for the award of Bid Number 211382-005 (Books & Non-Print Library Materials and Related Ancillary Services for the Buffalo and Erie County Public Library). Given the scope of materials needed by the B&ECPL, awards are being made in 6 major categories determined by material type that correspond to the Library's internal Collection Development and Acquisitions processes as well as the format of the bid document. This has resulted in contract awards with multiple bidders. These awards will help insure that the Library acquires material in the most cost effective manner while providing the flexibility to obtain in stock titles on a timely basis to address public interest or demand.

The annual process of rolling over outstanding orders from the previous fiscal year to 2012 was completed mid-January. Materials budget allocations were made and Library Administrative Manager **Tracy Palicki** entered funds into the Technical Services Department Acquisitions Module. With new budgets in place, ordering of materials has resumed. Bookplates are being affixed to all materials purchased with funds raised during the *Bucks for Books* campaign.

**Kara Stock** designed the survey that will be used to collect information from all B&ECPL libraries for "SnapShot Buffalo & Erie County Public Library System: A Day in the Life of a Library System."

To improve services at the Correction Facility branch, **Kenneth Wierzbowski** continues a new labeling project and organization scheme which will help staff keep better track of items in the popular materials collection. This collection holds materials that are highly in demand and, until this current undertaking, were indistinguishable from materials out on the open floor. During the month of January, he expanded his previous finding aid to include the non-fiction materials in this collection.

This month, Rare Book Room Librarian **Charles Alaimo** created a display in celebration of the bicentennial of the birth of Charles Dickens. On display in the Gluck Manuscript Collection case are original letters and an essay on "The great international walking match" of 1868. Dickens was an avid walker and walking matches were quite common in the 19<sup>th</sup> century. Mr. Alaimo also created a display for a one-of-a-kind Buffalo and vicinity fishing map, to coincide with the next Rare Book Room display on Izaak Walton's *Compleat Angler*, and other rare books on fish.

**Carol Pijacki** completed the Civil War travelling display and began the next Grosvenor display on the topic of fish and fishing to compliment the RBR display on Izaak Walton's *Compleat Angler*.

**Carol Pijacki** presided at the Literally Speaking Lunchtime Book Discussion Group. **Susan Cutrona** led the discussion of *The History of Love* by Nicole Krauss.

**Rhonda Konig** created a guide to using the Grosvenor Room's marriage records on microfilm.

Music Collection: **Carol Pijacki** completed 2 check-ins; 13 Orchestration Verification Sheets.

The application of RFID (Radio Frequency Identification) tags began mid-January and **Josh Mitch** has made great progress already.

The reorganization and shelving of the microfilm collection has been completed on Tier A. Microfilm is now shelved alphabetically by title and the microfilm guide updated by Senior Page **Matthew Golebiewski**.

Freegal Music downloads continue to be popular. In January, 711 patrons downloaded a total of 4,603 titles.

In January, 545 downloadable eBooks were added to the Library's collection. A total of 21,110 eBook titles were downloaded in January compared to 8,103 in January of 2011.

East Delavan Branch Library's Page Supervisor and Clerk **Stephen Carson** completed the conversion of CD's from drawers to shelving units to permit better visibility of the CD collection.

## 2. FUNDING

### Finances

The New York State Library Construction Grant review process for the 2011-12 grant cycle continues, with award notices anticipated in the spring. CFO **Ken Stone** has been informed that grant requests for B&ECPL libraries have been recommended for approval by the NYS Division of Library Development and forwarded to the NY State Dormitory Authority for review. The Dormitory Authority is the funding source for this grant. Additionally, because other library systems were unable to match their full grant allocations, additional funds are available for eligible projects not already recommended for the maximum 50% grant share. One B&ECPL project falls into this category, the Central Library asbestos abatement and space reconfiguration project, which could receive additional grant funding of \$75,232 towards the project.

In addition to the Central Library, project requests submitted would help replace the roof at the Aurora Town Public Library; reconstruct sidewalks at the West Seneca Public Library; and reconstruct sidewalks/curbs at the Eden Library. The original grant request for these 4 projects totaled \$664,117 and should the recommended supplemental funding be approved, the total grant share would increase to \$739,349.

### **Fundraising**

The Development and Communications Department is currently cataloging book donations secured by former B&ECPL Trustee Judy Summer for the online auction that will be held in her name. The auction will kick-off Library Week (April 9<sup>th</sup>) and will run through April 30<sup>th</sup>. More than 150 items were donated. The auction will be online through the biddingforgood website.

Working with Laurie Dean Torrell, Director of Just Buffalo Literary Center, both of our organizations are partnering to extend an invitation to a dozen of Judy Summer's friends to the March and April Babel author's events and VIP receptions at Kleinhans. Just Buffalo was generous to provide the tickets in honor of Judy's love and support of the Library, Just Buffalo and reading as a whole.

Donations continue to trickle in from the year-end (2011) solicitation. To date \$58,059.25 has been donated from 1,146 donors. The average gift is \$50.41.

Grosvenor Room was awarded an RBDB grant in the amount of \$14,000 to digitize some of the early Buffalo City Directories with Backstage Library Works doing the digitizing.

## **3. OPERATIONS AND INFRASTRUCTURE**

### **Technology**

Three RFID libraries recorded well over 80% self-check circulation during the month of January. Elma topped out at 88% with East Clinton close behind with 87% of the circulation performed by patron self checkout. East Aurora recorded 82% and Orchard Park rounded out the top four with 79%. Kudos to the staff and public in these locations who are promoting and supporting the new technology. The RFID self-check system is a tool to maximize efficiency. It helps free staff from the repetitive mundane check-out procedure and provides additional time for reader's advisory and other library tasks.

RFID tagging and encoding continues at the Central Library and several community libraries. The Central Library's Borrower Services Department went live with RFID Staff Stations on January 19<sup>th</sup>, followed by the Stacks Department on January 27<sup>th</sup>. Two

additional locations, Reinstein Memorial Library and West Seneca Public Library, are now fully RFID operational, going live with gates and self-check stations on January 23<sup>rd</sup> and 24<sup>th</sup>, respectively. Gates were installed and tested in the Central Library Media Room and at the Borrower Services elevator, January 25-26. Project Coordinator **Kelly Donovan** and IT Field Engineer **Dave Kozlowski** spent countless hours facilitating the training and installation. Dave was also primarily responsible for pre-installation of all equipment and he continues to install staff RFID-enabled workstations at the Central Library in preparation for the projected February 2012 go-live date.

Internet bandwidth was increased at several B&ECPL libraries during the month of January. The increases were necessitated by heavy user and system demand at the Central Library, almost every City Branch (Dudley, Crane, Merriweather, East Delavan, East Clinton, North Park, Niagara) and the following contract libraries: Kenmore, Concord, Clarence, East Aurora, Lackawanna. The increased capacity ensure that public PCs are more responsive.

On January 18, 2012, public wireless download capability was enabled at all B&ECPL libraries. Library users can now download from the OverDrive site to personal devices such as laptops, eReaders, and iPads. While we cannot guarantee that all devices will be fully supported, for the most part, Internet-enabled electronic devices are able to complete the download process in-house. Download capability is not available on library-owned desktops or laptops. Technical Support Services Specialist **Johnny Hsu** played the instrumental role in the wireless implementation.

In order to take advantage of e-Rate funding opportunities and insure compliance with e-Rate regulations, an RFP (Request for Proposal) and an RFB (Request for Bid) were recently prepared. Both projects were placed for public bid through the Erie County Division of Purchasing. The "RFP for Internet Access Services" will be awarded to a qualified vendor who will insure transparent connections to and from the Internet and support expansion of the Library's bandwidth to the Internet, if required to provide sufficient service to the Library's patrons. The "RFB for a Switching Upgrade" is needed because the number of workstations and how they are utilized is expected to increase load on the Central Library's network. A switch hardware upgrade is required to meet both current and future needs.

Senior Computer Operator **Roseann Hausrath** and Technology Support Manager **Maureen McLaughlin** coordinated 2011 end of year statistics required for annual formal reports. In addition, **Roseann** began the setup for year 2012 including utilizing delimited output which will serve as the basis for a computerized stat project which should help streamline future reporting and minimize manual data entry.

Other Information Technology (IT) Projects:

- Computers system-wide were upgraded to Adobe Flash 11
- Laptops were configured and delivered to the Concord Public and North Collins Public Libraries. The laptops for in-library public use were purchased with private funds
- Library IT Administrator **Steve Hovey**, along with part-time computer techs **John Sloma** and **Steve Stoveld**, disconnected and moved the Circulation Desk PCs and all public workstations to facilitate a building renovation project at the Kenmore Library
- Library Webmaster **Terri Dickson** began to build a Drupal substructure which will eventually replace the Library's current public website [www.buffaloli.org](http://www.buffaloli.org). The new site will ultimately have an updated look and authorized staff will be able to provide edits to insure information accuracy and relevancy.

The new Database Page Committee met twice in January to develop the new database page that will replace the current page when WebFeat is discontinued. The structure of the page is now in place. All database links and descriptions have been added, overall design is being developed and functionality is being tested. The framework and functionality are in place for the new page: <http://databases.buffalolib.org/databases/>. The goal of the committee is to replace the current federated search of the databases. Committee members include **Steve Hovey**, Computer Operator **Sandy Sywak** and Librarians **Meg Cheman**, **Pat Covley**, **Angela Pierpaoli**, **Kristine Sutton**, **Ken Wierzbowski** and **Hadeen Stokes**.

The Library's Subject Guides received 1,200 unique visitors from 19 countries in January. The most popular Subject Guides were Music, Genealogy, Virtual Database Tours, and Movies.

Chief Operating Officer **Carol Batt** informed Crane Branch that on January 3<sup>rd</sup> they would receive an Internet bandwidth upgrade of 5 Mb. Staff and patrons alike have noticed the increased speed and responsiveness and are greatly appreciative.

On January 12<sup>th</sup>, Crane received a new touch screen computer for one of their staff RFID workstations. They were a test site for the new combination. It was set up by IT staff member **Dave Kozlowski** who also stayed to help work out some initial bugs.

### Facilities

The City of Buffalo recently completed a project to install new energy efficient lighting on the main floor of the Crane Library. The project included repairing/replacing damaged ceiling tiles and repainting the ceiling.

### Staff Development

On January 28<sup>th</sup>, Librarian **Claudia B. Yates** became the Manager of Children Services when Librarian **Peggy Errington**, the former Manager, became the Director of the Orchard Park Public Library.

The *Downloads 2 Go* class was revised and presented to staff on January 30<sup>th</sup> as an eBook session focused on the Kindle and the Nook. Because of limited class space, it was recorded by IT staff and will be offered for staff viewing as a podcast. Public *Downloads 2 Go* classes will kick off on February 1<sup>st</sup> at the West Seneca Public Library.

On January 6<sup>th</sup>, Technical Services and Technology Support Manager **Maureen McLaughlin** attended a Regional Advisory Committee (RAC) meeting at D'Youville College's Montante Family Library.

**Carol Batt** attended an Infopeople webinar entitled "The Hopeful Workplace" on January 17<sup>th</sup>. This program presented by industry specialists George Needham and Joan Frye Williams provided an excellent overview on cultivating a hopeful workplace environment during difficult times.

Technical Services Manager **Jennifer Childs** attended a Preservation Committee meeting at the Western New York Library Resources Council (WNYLRC) on January 18<sup>th</sup>.

Library Director **Mary Jean Jakubowski**, along with Deputy Directors **Ken Stone** and **Carol Batt**, attended *Business First's "Power Breakfast: What lies ahead for the Western New York economy in 2012?"* on January 19<sup>th</sup>. *Business First* put together a panel of experts who shared their insight into the factors that will influence the region's business prospects in the year ahead.

Throughout the month, several staff members attended the NYLA e-Institute webinar series, *Lean Library Management*, which focused on strategies for reducing costs and improving services. **Carol Batt** and **Maureen McLaughlin** viewed the introductory session, *What is Lean Library Management and How Can it Help Your Library*, on January 12<sup>th</sup>. They were joined by **Mary Jean Jakubowski** on January 19<sup>th</sup> for *Lean Techniques to Streamline Your Customer Holds Workflow Process* and **Jennifer Childs** on January 26<sup>th</sup> for *Lean Techniques to Streamline Your Technical Services/New Book Service Delivery Chain*.

**Doreen Woods** visited the University of Buffalo's Graduate School of Library and Information Science on January 25<sup>th</sup>. Ms. Woods discussed the most-desired skills and traits in new librarians with graduate students in the LIS585 Public Libraries class.

**Doreen Woods** updated the Central Library Emergency Evacuation procedure. The procedure was distributed to all employees and posted on the Intranet.

**Jeannine Doyle** developed new policy and procedure for handling requests for reasonable accommodations by employees and job applicants. Human Resources shall follow the policy and procedures for requests for accommodations and shall be available to assist staff in gaining a greater understanding of the law and clarify institutional obligations under the law to provide reasonable accommodations.

Processing Department Supervisor **Deborah Geier** attended the January 24<sup>th</sup> session of *Microsoft Excel Basics*. On January 31<sup>st</sup>, she and Library Associate **Jeff McChesney** attended the *Microsoft Excel Intermediate* class.

Library Associates **Cindy Zubler** and **Diane Doster** attended a Western New York Library Assistants (WNYLA) meeting on January 31<sup>st</sup> at UB's Health Sciences Library.

January 10<sup>th</sup> and 18<sup>th</sup>, Information Services Librarians **Patty Pohl**, **Susan Kriegbaum-Hanks** and **Michelle Hurley** participated in training conducted by **Peter Lisker** regarding the Assisted Technology Room (ATR) and resources for disabilities available for patrons at the Central Library.

On January 20<sup>th</sup>, **Kathy Galvin** attended a Refugee Educational Forum presented by Assemblyman Sean Ryan at D'Youville College.

Library staff attended Library District Training presented by Libby Post of Communication Services at various locations throughout the System.

#### 4. COMMUNICATIONS AND COMMUNITY RELATIONS

Information Services Librarian **Beth Lewitzky**, serving as the point person for ordering important tax forms, helped coordinate tax forms setup procedure with other staff. Information Services senior pages have been busy filling in available tax forms which are located outside the Media Room and finding past tax forms online.

There is still a high demand for help from the many visitors sent to the Buffalo & Erie County Public Library from the Canadian Consulate of Buffalo. Information Services computer desk senior pages have been very busy assisting these visitors with finding the website for their application for a temporary resident visa and helping them with their printouts.

#### Media Coverage / Media Releases

**Joy Testa Cinquino** sent Press Releases for:

- Kenmore Reopening Delayed

- Winter Reading Contest
- Eva Doyle – Eye on History Series
- New Library Trustees

**Mary Jean Jakubowski** appeared live on AM Buffalo on January 17<sup>th</sup>. We have asked the producer if they are interested in the Library appearing on the show monthly to provide updates on Library programming, popular books, etc.

The Graphics Department accomplished the following in the past month:

- CFD - Installed decorations for Children's Area and Young Adult Area
- Women's History Event calendar
- Winter Reading Contest – adult, teen, kids – posters
- Sesame Street Ticket Contest – poster for city branches
- Battle of the Books Kids Choice – posters
- Regional Institute pages
- Bi-lingual signage for Central stairwells
- Signage for EDL, WIL, POP, CEN
- CEN – Martin Luther King Jr. program – invite, program, posters
- KNM, KNL, REI, JBR – closed for renovations - signage and bookmarks
- REI – Computer Center – invitation & banners
- Teen Top Ten – voting – posters
- E-Library bookmark
- RBR - Fishing Display

The Library received 35 online patron comments, many asking about the new online catalog.

On January 9<sup>th</sup>, the first of 3 public hearings to improve the Buffalo Public Schools' code of conduct and bring down the student suspension rate was held at the Frank E. Merriweather, Jr. Library with 75 in attendance. Also, the District's Advisory Board scheduled an additional public hearing on January 18<sup>th</sup> with 85 in attendance.

Assemblyman Sean Ryan held a town hall meeting on January 12<sup>th</sup> concerning the NFTA budget cuts. With an overwhelming community response, Assemblyman Ryan commented on the meeting's great success and the helpfulness of the Crane staff. Many news outlets reported on the concerns of individuals who use the NFTA as their primary source of transportation. Those media partners present included YNN Buffalo and WBFO 88.7 FM who held interviews with attendees.

On Tuesday, January 10<sup>th</sup>, **Brian Hoth** introduced himself to Office Assistant Susan Gartin at the Riverside Review and dropped off publicity for upcoming programming.

**Library 2.0: Facebook.** The Buffalo & Erie County Public Library – Central Library Facebook page has 2,905 fans, up from 2,822 in December; an increase of 83 fans. A sampling of posts include:

[Buffalo & Erie County Public Library - Central Library](#) Buffalo Libraries are closed on Monday, Jan 16 in honor of Martin Luther King, Jr. Central Library hosts a tribute to MLK on Thursday, Jan 12 at Noon. Free and open to the public. Storytelling, music, poetry and more!



January 5 at 4:36pm 3 people like this.

[Hispanic Heritage Council of Western New York Inc.](#) We join WNY in Celebrating the Dream!



[Buffalo & Erie County Public Library - Central Library](#) On this day in 1875, Mark Twain published “The Boy’s Ambition” in the Atlantic Monthly. It was the first installment in his Old Times on the Mississippi series, published in the Atlantic and then later collected in book form as Life on the Mississippi. As the Atlantic series appeared a year before Tom Sawyer, this first article marks the debut of Twain’s most famous setting and his river-boy persona. This info is from Today In Literature | 24 Empire Ave | St. John's | Newfoundland | A1C 3E6 | Canada .



January 17 at 11:05am Sweet Jenny's - Buffalo - NY likes this.



[Sweet Jenny's - Buffalo - NY](#) Great!



[Philip James Jarosz](#) A Twain you just can't miss! It's Smart to be Smart! Visit your Public Library in person or on-line and Get Smart!

**Library 2.0: Twitter.** As of January 30<sup>th</sup>, @buffalolibrary, the System’s Twitter page, has 2,279 followers, up from 2,200 in December; an increase of 79 followers. In addition to many RTs (re-tweets), tweets mentioning the Buffalo Library included:



[Justin Hoenke @JustinLibrarian](#) Good Twitter Practice for Libraries (a post over at Tame The Web) <http://goo.gl/KT10s> [@QueensLibrary](#) [@buffalolibrary](#)



[Myenchantedbookshelf @myenchantedbksh](#) Supporting my local library [@buffalolibrary](#) they are amazing and without them I wouldn't get to read all the books I want to!!



[Buffalo History @bflhistory](#) [@buffalolibrary](#) we champion the library! it's where we go to learn about the intricacies of our city's history!

**Library 2.0: Flickr.** In January, 29 new photos were posted to Flickr. The set “Lego Club at the Central Library” can be viewed here <http://bit.ly/zIeB3W> “All time” photo views totaled 37,269, up from 36,649 in December; an increase of 620. <http://bit.ly/xDPsx4>

### Partnerships

On January 9<sup>th</sup> and 25<sup>th</sup>, Information Services Librarian **Peter Lisker** met with Ophelia Morey from SUNYAB Health Sciences Library regarding displays of health information at public libraries. An initial outline for an outreach program was developed with Ms. Morey this month and allows an avenue to advertize many of the electronic medical resources offered by SUNYAB Health Sciences Library and B&ECPL.

In cooperation with Read to Succeed Buffalo (RTSB), East Delavan Library will continue in their partnership by featuring a Storyhour which is open to the public, but is geared to RTSB partner day care centers. The program is facilitated by **Nancy Smith** from the Children’s Programming Team and Felicia Santiago from RTSB. Every Friday, the children are at the library from 10:00 a.m. until noon. Approximately 45 patrons participated in the first program of the year. EDL Branch Manager **Gwen Collier** provided 100 library applications to Ms. Santiago for the purposes of the population who is not served by the Dolly Parton program so they may register for a library card and become users of the library.

**Kathryn Galvin, Linda Rizzo, Dan Caufield, Joy Testa Cinquino** and **Anne Conable** attended a meeting at the Central Library with members of Alianza Latina to discuss the possibility of them staffing an information table at the Niagara Branch, Central, and other locations. There are tentative plans to offer the first session at Niagara in February.

The Literacy Volunteers SES program continues to tutor students in the Niagara Branch meeting room on Tuesday and Thursday evenings on school nights.

Council member David Rivera’s Constituent Drop In night was held on Tuesdays this month.

## 5. SPECIAL PROJECTS

**Strategic Plan:** Consultants Susan Kent and June Garcia of Library Strategies International LLC along with Peter Murad and Nick Derr of Architectural Resources continue to work with this writer on the Library's Strategic Plan. Consultants Kent, Garcia, Murad and Derr are currently visiting B&ECPL libraries. To date 31/37 locations have been reviewed.

System Goals and Objectives, along with Organizational Competencies have been distributed to System Trustees for review and comment. The Board is expected to vote on Goals and Objectives and Organizational Competencies at the February 16<sup>th</sup> Board of Trustees meeting. A team of enthusiastic staff members, lead by Assistant Deputy Director **Dawn Peters** are being trained in the next phase of the plan development. They are expected to meet with staff to identify and assess Goal and Objective focused activities over the course of the next 2 months. It is anticipated the Strategic Plan will be presented at the May Board meeting.

### LIST of MEETINGS and EVENTS ATTENDED by DIRECTOR MARY JEAN JAKUBOWSKI January 2012

January 3, 2012	Albany - Commissioner of Education/DLD - Special Legislative District Public Library
January 4, 2012	Staff Forum: Q&A with Library Director
January 4, 2012	Susan Sizemore Meeting
January 5, 2012	South District Common Council Member Michael Kearns @ Cazenovia Resource Center - Meeting
January 6, 2012	Mary Woronowski - Buffalo Niagara Partnership
January 6, 2012	Hein Online - Catalog Project
January 6, 2012	Doreen Woods/Jeannine Doyle
January 6, 2012	Libby Post, Communication Services - conference call
January 10, 2012	Public Website Meeting
January 10, 2012	Admin Team Meeting
January 10, 2012	Doreen Woods/Jeannine Doyle
January 10, 2012	Charity Vogel - Buffalo News
January 11, 2012	Libby Post, Communication Services
January 11, 2012	Managers/Directors Meeting

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January 12, 2012 Libby Post - SLDPL Training a.m. & p.m.

January 12, 2012 Black History Month Opening Remarks

January 12, 2012 Rich Tobe, Deputy County Executive

January 12, 2012 B&ECPL Executive Committee

January 13, 2012 Libby Post - SLDPL Training

January 17, 2012 AM Buffalo

January 17, 2012 WNYLRC Board Meeting

January 18, 2012 Meg Cheman - Special Projects

January 18, 2012 Sawrie Becker & Anne Conable - Anti-bullying Meeting

January 19, 2012 Business First Economic Forecast Power Breakfast

January 19, 2012 Meeting - Volunteers

January 19, 2012 NYLA e-Institute Webinar Series: Lean Library Management

January 19, 2012 B&ECPL Board of Trustees Meeting

January 20, 2012 Doreen Woods/Jeannine Doyle

January 20, 2012 Ellen Bach - Whiteman, Osterman & Hanna

January 21, 2012 ACT Meeting

January 23, 2012 Mayor Byron Brown Meeting

January 23, 2012 Legislative Education Day - Meeting

January 25, 2012 Governor Andrew Cuomo's 2012 Executive Budget

January 25, 2012 Susan Kent/June Garcia

January 26, 2012 Susan Ken/June Garcia

January 26, 2012 June Garcia - Strategic Planning

January 26, 2012 Admin Team Meeting

January 26, 2012 NYLA e-Institute Webinar Series: Lean Library Management

January 27, 2012 Susan Kent/Peter Murad - Facility Visits

January 27, 2012 June Garcia - Strategic Planning

January 27, 2012 Grant Training

January 30, 2012 Ken Stone Meeting

January 31, 2012 Community Enrichment Committee Meeting

January 31, 2012 Doreen Woods/Jeannine Doyle

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

Agenda Item H – Unfinished Business.

Agenda Item H.1 – 2011-2014 Goals and Objectives; Organizational Competencies 2012-2014. At the January 19<sup>th</sup> B&ECPL Board of Trustees meeting, a draft resolution was brought to the Board as an informational item and trustees were invited to provide input before brought up to the Board for formal approval at the February Board meeting. Ms. Jakubowski explained the goals remained the same, however, the objectives were revised by rounding off some of the numbers and word clarifications made with date specifics in the revised System Goals and Objectives that were distributed at the beginning of this meeting. Ms. Panty moved for approval. Ms. Thomas seconded. Approval of Resolution 2012-4 was approved unanimously as presented.

RESOLUTION 2012-4

WHEREAS, the Buffalo & Erie County Public Library (B&ECPL) administrative team has compiled multiyear Goals and Objectives that reflect the Library's current Five-Year Plan of Service, key initiatives, ongoing programs, major projects, and

WHEREAS, these Goals and Objectives shall be the basis for the 2011 – 2016 Plan of Service, and

WHEREAS, these Goals and Objectives along with newly established Organizational Competencies are criteria by which the Library evaluates success in achieving its mission of service to the community, and

WHEREAS, the staff has compiled these Goals and Objectives, along with the Organizational Competencies, and presented them to the Board of Trustees for information and action, now therefore be it

RESOLVED, the Board adopts the attached Goals and Objectives for 2011 - 2014.

Agenda Item I. New Business.

Agenda Item I.1 – LSTA Service Improvement Invitational Grant 2012-2013. Deputy Director Carol Batt presented this resolution noting this money will be used to promote e-Book downloads, in particular provide staff and training at all 37 libraries. It will also allow the Library to purchase some additional e-devices such as an iPad, Nook and

Kindle to do the training. Ms. Thomas moved for approval and was seconded by Ms. Panty. Ms. Batt and Ms. Jakubowski answered trustee's questions regarding e-Books. Following this discussion, Resolution 2012-6 was approved unanimously.

RESOLUTION 2012-6

WHEREAS, the demand for e-Books continues to grow, and

WHEREAS, the B&ECPL is experiencing heavy and persistent demand for training in e-Book downloading and the use of e-Devices, and

WHEREAS, the B&ECPL is eligible to apply for \$17,400 in Library Services and Technology Act (LSTA) funding from a one-year Invitational Grant Program focused on assisting library systems to help their member libraries improve library services for their customers and to implement New York State's 2007-2012 LSTA Five Year Plan, and

WHEREAS, the Library has sufficient resources available to fund the difference between the estimated \$17,400 available grant amount and the total estimated project cost of \$20,000, now therefore be it

RESOLVED, that the Buffalo and Erie County Board of Trustees approves the Library Services and Technology Act (LSTA) application to obtain a grant of \$17,400 for the B&ECPL to promote the use of e-Book downloads and hire staff to conduct training at libraries throughout Erie County, and authorizes the Library Director to submit the application, and be it further

RESOLVED, that if the grant application is approved and awarded in the anticipated amount, the Buffalo and Erie County Board of Trustees authorizes amending the 2012 Grants Budget by appropriating grant revenues and expenditures in the amount of \$17,400 to support the B&ECPL's efforts to supplement e-Book use and download training, and be it further

RESOLVED, the Buffalo and Erie County Public Library Board of Trustees authorizes the use of \$2,600 from the Library Fund Designated Fund Balance for Grant Match and budget this amount should the grant be awarded.

Agenda Item I.2 - LSTA Summer Reading Program 2012. Ms. Batt presented this resolution. Ms. Panty moved for approval. Ms. Thomas made a second. Ms. Leary questioned considering corporate sponsorships and putting out proposals. Ms. Jakubowski agreed and indicated the Library would seek additional funding via corporate sponsorships and fundraising efforts. She noted the LSTA Summer Reading Grant is an invitational as opposed to a competitive grant made available annually through the NYS D.O.E. Division of Library Development. The Chair called for a vote. Approval of Resolution 2012-8 was unanimous.

RESOLUTION 2012-8

WHEREAS, 36,494 children and teens participated in the Buffalo & Erie County Public Library (B&ECPL) 2011 Summer Reading Program, and

WHEREAS, the B&ECPL is eligible to apply for a mini-grant of \$12,000 which will be used to purchase supplies and materials, as well as fund performances in support of the 2012 Statewide Summer Reading Programs for children *Dream Big: READ* and teens *Own the Night*, 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 2012 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 2012 Grants Budget by appropriating grant revenues and expenditures in the amount of \$12,000 to support the 2012 Summer Reading Program.

Before adjournment, Trustee Panty acknowledged and expressed her appreciation of County Executive Mark Poloncarz's representative in attendance, Leonard Williams.

There being no further business, on motion by Ms. Leary and a second by Ms. Panty, the meeting was adjourned at 4:34 p.m.

Respectfully submitted,

Elaine M. Panty  
Secretary