

MINUTES
REGULAR MEETING OF THE
BUFFALO & ERIE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES
January 16, 2014

The regular monthly meeting of the Board of Trustees of the Buffalo & Erie County Public Library was held on Thursday, January 16, 2014, in the Central Public Library pursuant to due notice to trustees. The following members were present:

Jack Connors, Chair
Theodore K. Johnson, Vice Chair
Kathleen Berens Bucki, Secretary
Wayne D. Wisbaum, Treasurer
Michael Amodeo
Sheldon M. Berlow
Katie Burd
Teresa Glanowski
Frank Housh
Elaine M. Panty
Rhonda Ricks
Sharon A. Thomas

Chair Jack Connors called the meeting to order at 4:06 p.m. in the Joseph B. Rounds Conference Room. A quorum was present.

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

Agenda Item C - Minutes of the Meeting of December 19, 2013. Minutes were approved unanimously, as mailed, upon motion by Ms. Panty and a second by Ms. Glanowski.

Chair Connors welcomed Frank Housh, the newest member of the Buffalo & Erie County Public Library Board of Trustees.

Agenda Item D - Report of the Nominating Committee.

Agenda Item D.1 - Election of Officers and Executive Committee. Committee Chair Sheldon Berlow reported the Nominating Committee met and presented the following slate of officers for 2014:

Chair - Jack Connors
Vice Chair - Theodore K. Johnson
Secretary - Kathleen Berens Bucki
Treasurer - Wayne D. Wisbaum

On motion by Ms. Panty, seconded by Ms. Burd, the slate was approved unanimously as presented.

In addition to the Chair and Vice Chair serving on the Executive Committee, the Nominating Committee proposed trustees Sheldon M. Berlow, Sharon M. Kelly, and Elaine M. Panty to serve on the Executive Committee. In response to a question by Mr. Amodeo, Mr. Berlow commented prior to this meeting some other candidates considered for the Executive Committee declined. Ms. Burd addressed this noting she was honored to be considered, but declined as she felt she could not give 100% because of a new position she is holding. On motion by Mr. Johnson and seconded by Ms. Bucki, the Executive Committee was approved unanimously as presented.

Chair Connors expressed thanks and is committed to work in the best interest of the Library. He thanked Mr. Berlow and the Nominating Committee for their efforts.

Agenda Item E - Meeting Schedule for 2014. The meeting schedule was included in the Board packet mailing. The schedule reflects three meetings that will be held in locations other than the Central Library as recommended by the Executive Committee; Frank E. Merriweather, Jr. Library in May, the Grand Island Memorial Library in July and the Orchard Park Public Library in September. Each year the Board will try to meet at different libraries, however, some locations do have limitations on public meeting space. Mr. Connors noted they are willing to entertain recommended locations.

Agenda Item F - Report of the Chair. Mr. Connors updated trustees that the Library continues working with Ellen Bach, Esq. of Whiteman, Osterman & Hanna LLP on answering Deputy County Executive Richard Tobe's questions regarding the draft legislation.

Mr. Connors sadly announced Trustee Phyllis Horton's brother, Richard Horton, passed away; services were being held Monday, January 20th at 9:30 a.m.

2014 B&ECPL Board of Trustees Committee Volunteer Forms were included in the Board packet and are due back to the Director's Office by January 31, 2014. Committee assignments will be reported in February.

Results of the B&ECPL Use and Perception Survey conducted by the Siena Research Institute will be introduced at the ACT (Association of Contracting Library Trustees)

meeting being held Saturday, January 18th at the Eggertsville-Snyder Branch Library. Trustees were encouraged to attend.

Agenda Item G - Committee Reports.

Agenda Item G.1 - Executive Committee. Mr. Johnson reported the Executive Committee met on January 9th at the Central Library and read the following report:

Present: Executive Committee Chair Jack Connors, Committee members Sheldon Berlow, Ted Johnson, and Elaine Panty, along with Library Director Mary Jean Jakubowski and COO Carol Batt.

The meeting began at 4:05 p.m. in the Joseph B. Rounds Conference Room. A quorum was present.

The agenda for the January 16th meeting of the Board of Trustees was reviewed. Chair Connors suggested adding a section to the agenda where the Association of Contracting Library Trustees (ACT) and/or Contracting Library Trustees can present comments/issues/concerns to the Board in a formal fashion. This has always been available under the Public Comment Section; however the System Trustees would like to encourage participation in the System monthly meeting from the Contracting Library Trustees.

The schedule for 2014 meetings was reviewed. Off-site Board of Trustee meetings in 2014 will be held at the Frank E. Merriweather, Jr. Branch Library and the Orchard Park Public Library. Chair Connors and Trustee Johnson asked if a third meeting could be scheduled off-site. Discussion ensued. The Grand Island Memorial Library was selected as the third meeting site. Director Jakubowski will confirm room availability at all locations.

Discussion was held regarding mobile library services. COO Batt and Director Jakubowski briefly outlined the status of purchasing a new book mobile. Discussion continued with focus on the creation of *technology vehicles*; the purposes of which would be mobile hotspots, vehicles for technology instructors, advocacy, etc. Trustee Berlow suggested several local dealerships to contact. Director Jakubowski indicated she would work with the Development Office.

There was no other business to come before the Executive Committee.

The meeting adjourned at 4:45 p.m.

For clarification on the mobile library services, Mr. Connors explained Ms. Batt has a library team assembled to review all options available based on funds available. This is a very involved process, involves doing an RFP, as well as researching what is state-of-the-art. Mr. Connors commented not only does the Library wish to be mobile, but relevant. Trustees were invited to provide information/thoughts on any ideas they had. Mr. Connors thanked Ms. Batt and her team for working on this.

Agenda Item G.2 – Budget and Finance Committee.

Agenda Item G.2.a – Monthly Financial Report. The monthly financial report detailing monthly activity for November 2013 was distributed in the Board packet mailing.

Agenda Item G.3 – Buffalo Library Services. Ms. Jakubowski read from the following report of the Buffalo Library Services Committee which met January 13, 2014 at the Crane Branch Library:

Present: Buffalo Library Services Committee Chair Sharon Thomas; Committee members Sheldon Berlow, Katie Burd and Elaine Panty; Library Director Mary Jean Jakubowski and Assistant Deputy Director (ADD) Dawn Peters. Also in attendance: Nancy Mueller, Buffalo Branch East Cluster Manager; Linda Rizzo, Buffalo Branch West Cluster Manager; Gwen Collier, East Delavan Branch Manager; Kathy Galvin, Niagara Branch Manager; Patti Foley, Crane Branch Manager; Paul Guminski, North Park Library Associate; Mary Muscarella, Riverside Branch Manager; and Joshua Mitch, Dudley Branch Manager.

It was noted members of the Buffalo Common Council, Mayor Byron Brown and Deputy Mayor Ellen Grant were invited to this meeting. In attendance was Bryan Bollman representing Councilmember Richard Fontana as well as Deborah Tucker representing Council President Darius Pridgen.

Committee Chair Sharon Thomas began the meeting at 6:05 p.m. and welcomed everyone to the Crane Branch Library.

Ms. Thomas described the charge of the Committee: to monitor and support service, outreach and staffing needs of the libraries in Buffalo. She further noted that she and the Board recognize the importance of the Buffalo Branch Libraries to the residents of the City and is grateful for the work performed by the staff.

Director Jakubowski spoke regarding the Library District Initiative and reflected on her and Trustee Thomas' discussions regarding continued representation to the System Board of Trustees by members of the community if the Library District Initiative comes to fruition. Ms. Jakubowski explained

the concept of having an Advisory Board for the Buffalo Branches just as the Contracting Libraries would have for their libraries. Discussion ensued.

West Cluster Manager Linda Rizzo introduced the staff representing the West Cluster Libraries (Crane, Niagara, North Park and Riverside). Highlights were provided for each of the libraries.

East Cluster Manager Nancy Mueller introduced the staff of the East Cluster Libraries. Highlights were provided for East Cluster Libraries (Dudley, E. Clinton, E. Delavan, and Frank E. Merriweather, Jr.)

Trustee Berlow asked the staff if they were familiar with 3D printers and if they had given any thought to having them in the libraries. Staff expressed an interest. Trustee Berlow recommended staff take a look at a website called www.makerbot.com. Ms. Jakubowski suggested staff attend a program on 3D printers at Squeaky Wheel and asked ADD Peters to make arrangements. Discussion ensued.

Ms. Mueller brought a "broken" door issue to the attention of the Committee. Safety concerns as well as ADA accessibility concerns were noted.

Ms. Jakubowski indicated she would follow up with the Maintenance Department and get back to the Committee and staff.

Ms. Jakubowski briefly described current construction projects at the downtown Central Library and Buffalo Branches. Discussion ensued.

Committee Chair Thomas on behalf of the Committee and Administration reiterated appreciation and thanks to the Buffalo Branch and Central Library staff for their dedication to the residents of Erie County.

The next meeting of the Buffalo Library Services Committee is to be determined.

The meeting concluded at 7:40 p.m.

Trustee Sharon Thomas arrived at approximately 4:24 p.m.

At Mr. Berlow's request, Director Jakubowski expanded on the importance of the Buffalo Library Services Committee. Mr. Berlow urged all trustees to attend these meetings. Trustees Thomas, Burd and Panty conveyed they were impressed with the reports given on what is going on at the City Branch Libraries and with all the staff does.

Mr. Connors added, a space on the agenda has been included for the ACT/Contracting Library Trustee Report, consideration might be given to have Buffalo Branch Libraries report on a rotating basis. He feels it is good to hear about the great things going on in all of the libraries, as they are the cornerstones of our communities. Ms. Jakubowski invited trustees to visit the Library website's Evanced calendar where they can see the many events and activities going on any given day in any one of the libraries throughout the Library System.

Agenda Item H - Report of the Director. Ms. Jakubowski was happy to report that earlier that day in the Ring of Knowledge the Library held its 36th annual Martin Luther King, Jr. Day Celebration which included music, poetry and story telling. Clifford Bell was the Master of Ceremonies and Legislator Barbara Miller-Williams was in attendance along with a representative from Senator Mark Grisanti's office. A Proclamation was passed around for trustees to view that was presented by Geraldine Ford from the Governor's office at the event.

Ms. Jakubowski updated trustees that NYLA's Legislative Day in Albany has been rescheduled to Wednesday, February 26th. Trustees are to let her know soon if they are interested in attending. An orientation and group meeting will be scheduled for early February.

She shared information on the following exciting upcoming events at the Library:

- Job Fair - hosted by the Library on January 22nd from 10 a.m. to 2 p.m. Slings were passed out and trustees were asked to share this information with anyone interested in participating as well as with any companies who might be interested in participating at no cost.
- Design a Logo Contest "Love Your Library Month" - for high school students in Erie County. Handouts were passed around and trustees were asked to share with anyone who may have an interest.
- "Take Your Child to the Library Day" - Saturday, February 1st. Ms. Jakubowski encouraged anyone with children to stop in at any one of the 37 libraries throughout Erie County.

On a sad note, Ms. Jakubowski reported Anne Conable's husband, Peter Umbras, passed away. Ms. Conable is the Administrator for the Library Foundation of Buffalo & Erie County.

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

B&ECPL Monthly Report December 2013

Buffalo & Erie County Public Library (B&ECPL) staff and administration are currently reviewing year-end statistics. Examination will focus on changing library user needs and library usage.

Community perspective focus groups are planned for January 14 -17 and February 4-8 at library locations throughout Erie County. Focus groups will include members of the public and community partners. Discussion will include topics including, but not limited to: How do you use the Library, today? What do you need in services from the Library? How do you see the Library in the future? etc. Findings from these sessions, along with findings from staff/administration statistical reviews, will be included in an upcoming report.

An impressive statistic which is available for reporting is in regard to B&ECPL's collection development. Nearly 97,000 print items were added to collections in 2013 and eBook and eAudio collections have surpassed 26,500. This increasingly popular format is critical to the Library's success in meeting today's users' needs and demands.

Also impressive is 2013's fundraising efforts. Over \$260,000* has been raised, much to the credit of our Development and Communications staff. Their efforts and initiatives are greatly appreciated. *This number does not include grant funds, which will be reported in an upcoming report.

Expect new and exciting things from, in and by your libraries in 2014! I know I do! Our fantastic staff and administration continue to expand and solidify partnerships, create new and exciting programming, grow collections, seek alternate funding sources, listen and learn what our users need and most importantly work together to provide excellent customer service to the residents of Erie County. I look forward to keeping you up to date.

Monthly Programming Statistics – December 2013

1. Public Services**In Library Programs:**

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
1.2 Children (age 5 and under)	99	1988	1724	38499
3.3 Children (age 6-12)	85	1411	2131	36630
4.4 Teens	15	550	129	5953
Intergenerational	78	859	2615	39293
5.3 Adults (excludes Technology)	911	3404	2390	25342
TOTAL In Library Programs	1188	8212	8989	145717

Adult Technology Programs:

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Training Lab or Library Desktop PCs	57	568	160	1818
System or Library-owned Cyber Train	18	388	118	3134
TOTAL Adult Technology	75	956	278	4952

Outreach (out of library):

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
1.3 Children (age 5 and under)	2	110	11	3463
Children (age 6-12)	2	65	30	9044
Teens	1	8	3	929
Intergenerational	1	44	200	6839
Adults (excludes Technology)	7	143	185	5238
TOTAL Outreach (out of Library)	13	370	429	25513

Highlights:

- 2013 was a banner year for the Central Library Training Lab staff who taught 444 public classes for 3,514 attendees. In addition, 13 staff classes were taught for a total of 63 participants. *Book a Technology Trainer* individual appointments were introduced in April. A grand total of 125 one-on-one sessions were conducted with an overall weighted average of 4.90 (out of 5). The Training Lab's YouTube Channel had 17,769 views in 2013 and 34,956 views since it was created on May 5, 2011. In December, the Training Lab established a presence on the social networking site Tumblr <http://becpltl.tumblr.com/>.

- To commemorate the 200th Anniversary of the Burning of Buffalo, the recently conserved *Juba Storrs Buffalo Map of 1813* is on display in the Grosvenor Room throughout the month of December and into the middle of January 2014.
- December 3 – Complementing the Ring of Knowledge and Rare Book Room exhibit *The Wonderful Wizardry of Baum*, Grosvenor Room Librarian **Carol Pijacki** installed, “Over the Rainbow and Beyond.” This display features music in a variety of formats (i.e. sheet music, scorebooks, LPs), associated with L. Frank Baum and the *Oz* stories.
- December 3 - Niagara Library Branch Manager - Librarian **Kathy Galvin** attended a presentation of the Niagara Street Gateway project. Plans for upcoming streetscape improvements for Niagara Street were unveiled for community questions and input. The presenters were Bergmann Associates, Joy Kuebler Landscape Architects and the City of Buffalo.
- December 5 - Information Services & Outreach Librarian **Renée Masters** attended a meeting of the Healthcare Education Working Group whose mission is to share information and resources in order to facilitate enrollment in health insurance plans made available through the New York State Department of Health. Representatives from 18 non-profits and health insurance organizations were in attendance. This meeting resulted in greater exposure for library resources and services.
- December 18 – To commemorate the life of South African leader Nelson Mandela, the Frank E. Merriweather, Jr. Branch Library hosted a memorial program presented by Erie County Legislator Betty Jean Grant and the *We Are Women Warriors Community and Family Empowerment Group*.
- December 20 – At *Canalside’s Holiday Celebration* Children’s Librarian **Kasey Mack**, Library Clerk **Joanna Battaglia**, and Page **Alexia Santiago** conducted “Winter Wishes, Wizard of Oz and Lollipop Kids” in celebration of the 75th anniversary of the *Wizard of Oz* movie premiere. Approximately 200 children and adults attended.
- December 29 – Kwanzaa was celebrated at the Frank E. Merriweather, Jr. Branch Library Sunday, December 29th, with nationally known Maulana Karenga as the guest speaker. Mr. Karenga a Professor and Chair of [Africana Studies](#) at California State University, Long Beach, is best known as the creator/founder of the [pan-African](#) and African-American holiday [Kwanzaa](#).

2. Collection Development

Print Collections:

	Collection Size	Monthly Adds	YTD Adds
2.1 Juvenile non-Fiction	150,545	253	4,077
3.1 Juvenile Fiction	360,547	2,103	39,837
4.1 Young Adult Fiction	69,399	494	9,039
5.1 Adult non-Fiction	1,363,494	1,785	25,859
6.1 Adult Fiction	553,891	1,949	47,076

Media Collections:

	Collection Size	Monthly Adds	YTD Adds
3.2 Juvenile	62,472	977	4,906
4.2 Young Adult audiobooks only	2,518	22	79
6.2 Adult	384,281	5,137	52,554

Electronic Collections:

	Collection Size	Adds	Downloads	% Change downloads from previous month
e-Books	*20,119	464	27,608	+5.7%
Music (Freegal)	Unlimited SONY Library		4,449	-4.6%
e-Audiobooks	6,763	139	6,599	+5%
e-Videos	370+Moving Image Archive Library**	0	165	+8.6%

*e-Book "collection size include 150 free promotional MaxAccess titles for 1 year

** Access to Moving Image Archive (<http://bit.ly/1eMd454>) via mobile website, beginning Nov. 2013

Highlights:

- In December, the Library's Subject Guides (<http://bit.ly/mInDZS>) received 851 unique visitors from 9 countries. In 2013, the Health Insurance Marketplace guide ranked as the top destination among visitors from a total of 39 countries.
- Collection Development staff responded to 341 patron purchase suggestions and 94 staff suggestions in December.
- Rare Book and Map Librarian **Charles Alaimo** created a new Gluck Manuscript Collection display of *American Authors and Children's Magazines*. The display

features little known writers whose handwritten works in our collections first appeared in some of the most popular illustrated children’s magazines of the Nineteenth Century.

3. Technology

Library 2.0 Activity:

	Number of Connections		% Change	
	Current Month	Monthly Change	Previous Month	Yr.
Facebook Fans/Likes	4,706	+ 74	1.6%	29.7%
Twitter Followers	4,935	+ 89	1.8%	51.0%
Flickr Views	118,863	+ 6,872	6.1%	137.0%
Pinterest Followers	775	+ 26	3.5%	137.0%

December Social Networking Highlights:

- Facebook Celebrates the Holidays: The Central Library Facebook page got into the spirit in December with festive reading suggestions and a holiday cookbook discussion. In addition, seasonal in-library film screenings and events such as Canalside’s Tree Lighting Celebration were promoted. The most popular post, seen by more than 1,800 Facebook users, garnered 60 “Likes” and was shared in 39 newsfeeds. It was a cartoon that depicted the best possible gift: a free library card!



- Twain on Twitter: Twitter posts featuring quotes by Mark Twain are popular among @buffalolibrary’s followers, frequently earning “Retweets” and “Favorites.” The Twain theme was bolstered in December with Tweets about the release of “Twain in Buffalo,” a video that highlights his Buffalo life and legacy. The Library’s Tweets can be viewed at (<http://bit.ly/10bPpyO>), where the number of followers will soon surpass 5,000!

- Flickr Views: By the end of 2013, an invigorated Flickr effort paid off with an astonishing 137% increase in the number of “all time” photo views, compared to 2012. The Library’s photostream can be viewed here: <http://bit.ly/xDPs4>.
- The Library’s Pinterest now features 35 Boards, more than 2,700 Pins, and can be viewed at <http://pinterest.com/buffalolibrary/> . Like Flickr, the Pinterest also posted impressive gains throughout the past year.

Technology Highlights:

- NEW Staff Intranet launched December 2nd - The site features extensive search capability, fill-able save-able forms, a “shopping cart” system to order System-provided supplies, interactive Staff Forums, extensive directories, and a clean look and feel. This new Intranet is now the staff ‘go to’ place to for up-to-date information, forms, policies and procedures. Two staff training videos on the new Intranet were produced by Technology Trainer **Chelsey Lonberger**.
- Internet bandwidth usage was reviewed for all B&ECPL libraries and recommendations were made for increased capacity at the Frank E. Merriweather, Jr. Branch Library along with the Kenmore, Julia Boyer Reinstein, Ann M. Reinstein and Audubon Libraries. Upgrades were scheduled for the 5 sites in early January 2014.
- IT Administrator **Steve Hovey** and COO **Carol Batt** met with Hamburg Public Library Director **Jack Edson**, Hamburg Trustee Katie Sacco, and architect Doug Hunter to review data and technology requirements for the building expansion project set to begin early in 2014.
- Thirty-one libraries are now fully up and running using RFID (Radio Frequency Identification) technologies. The remaining 6 libraries are expected to be completed in 2014.
- Authority Control Project Has Begun: The Library’s authority control project is in progress with the selected vendor, MARCIVE, Inc. Technical Services staff is working to complete profiles that will guide the provision of up-to-date, unique, and consistent headings that are vital to successful catalog discovery. This project will provide better customer service and simplify accessibility to materials (holdings) in the Library’s online catalog.
- Twain in Buffalo Video: Technology Trainer **Jordan Smith** created a new video that touches on Mark Twain’s time in Western New York. *Twain in Buffalo* (<http://bit.ly/1cMBqY8>) also explores how the handwritten manuscript of *Adventures of Huckleberry Finn* found its permanent home in the Mark Twain

Room at the Central Library. Twain lived in Buffalo for less than 2 years, but he left a lasting impression on the city.

- Training Tumblr Created: Technology Trainer **Ian Shoff** launched the B&ECPL’s first Tumblr, a popular social media and blogging platform. “The Buffalo & Erie County Public Library Training Lab” Tumblr blog (<http://becpltl.tumblr.com>) is curated by the Library’s Training Team and features the latest tech news and tips, as well as photos from recent classes, and posts spotlighting “tech time warps” and “geeks” of the week. Tumblr posts are presented in a visually engaging style that encourage sharing.

4. Funding/Fundraising

Funding:

- The Library has been awarded a NYSED Conservation/Preservation Discretionary Grant for nearly \$12,700 for the conservation of 8 rare Buffalo maps. Work will begin and be completed in 2014.

Fundraising:

Campaign Name	Campaign Dates	Raised to Date
Annual	January 1, 2013 – December 31, 2014 *Actually through 1/3/14	\$260,486.00
Bucks for Books	2013	\$41,462.00
Year-end Appeal	November – December 2013	\$90,061.48
Merriweather Library Donation Box		\$165.50
Crane Book Sale	Ongoing	\$433.55
Crane Donation Box		\$10.00
North Park Book Sale	Ongoing	\$106.75
North Park Donation Box		\$50.00
Riverside Donation Box		\$36.26

Highlights:

- Library partner the William S. Hein Co., Inc. donated \$7,000 to the Special Collections Department. The funds will be placed towards the conservation/preservation of materials. We are grateful for their ongoing support.

5. Facilities

- Two new area rugs for the Kids’ Space programming area were received the first week of December.
- Work continues on the 2nd floor West project at the Central Library. Asbestos abatement is expected to be completed just after the first of the year.

6. Staff Development

	Number of Program Attendees		Number of Programs Presented	
	Month	Yr. to Date	Month	Yr. to Date
Staff	38	1221	1	36

Highlights:

- System Circulation Manager **Christopher Wielgus** (Borrower Services) received a certificate of completion on December 17th from County Executive Mark Poloncarz from the 11-week *Erie County Effective Supervisory Practices* course. The course encouraged the approximately 35 supervisors, managers and leaders from throughout Erie County to build skills that fit ever-changing circumstances throughout their career cycles.
- On December 10th, Technical Services Librarians **Allison Lund** and **Maureen McLaughlin**, Technology Trainer **Andy Aquino**, and other B&ECPL staff members viewed *Digital Public Library of America (DPLA) – What Does it Mean for Libraries*, a webinar sponsored by the NY 3Rs Association.
- On December 9th & 11th, **Renée Masters** participated in the *Geeks Bearing Gifts: unwrapping new technology trends* (Pt 1 &2) webinar sponsored by National Libraries of Medicine.
- On December 3rd, Librarians **Brian Hoth**, **Kasey Mack**, **Paula Klocek** and System Coordinator - Children’s Services **Claudia B. Yates** participated in the *Public Libraries and the Common Core: Resources* webinar.

7. Media coverage/Media Releases

Type of Communication	Topic	Air Date/Publish Date
December 10 th , Amy Pickard interviewed by WBFO's Eileen Buckley	<i>Wonderful Wizardry of Baum</i> exhibit	December 11, 2013
December 30 th , Meg Cheman interviewed by Denise Gee of <i>The Buffalo News</i>	Map of Buffalo in 1813 commemorating the anniversary of the Burning of Buffalo	December 31, 2013
Joanna Battaglia at Canalside The Buffalo News	Holiday at Canalside	December 21, 2013
Buffalo News	Tribute to Nelson Mandela Program - MRW	December 13, 2013
Buffalo News	2 Kwanzaa Celebrations - MRW	December 28, 2013
A.B.L.E.Y Advisor	ECL programs	
East Clinton Shopper	ECL Programs	December 6 & 13, 2013
Crane - Buffalo News	Make Your Own Calendar program	December 21, 2013
Riverside Review	Coming Events	December 4, 18, 24, 31, 2013

8. Partnerships

Highlights:

- December 5 - Riverside Library Manager - Librarian **Mary Muscarella** attended an art/photography exhibit opening event for Journey's End refugee assistance organization at the Market Arcade Building. Contact was made with their Director of Development, Andi Cammerata, with the intention of following up regarding possible collaboration, including the possibility of displaying some of the artists' photography in the Riverside and Niagara Branch Libraries.
- December 17 - Buffalo Branch - West Cluster Manager **Linda Rizzo** was elected to a second term as a member of the Board of Directors of the Riverside Business Association. Part-time Librarian **Sue LoPatriello** was elected as Secretary.

9. Governance

On December 9th, this writer, System Board Chair Jack Connors, Vice Chair Ted Johnson and Ellen Bach, Esq. of Whiteman, Osterman & Hanna LLP met with County Executive

Mark Poloncarz, Deputy County Executive Richard Tobe, and staff to discuss proposed draft legislation for the B&ECPL Library District Initiative. Communication and discussions are ongoing.

10. Director Activities

Meetings and Events:

**LIST of MEETINGS and EVENTS
ATTENDED by DIRECTOR MARY JEAN JAKUBOWSKI
December 2013**

DATE	MEETING / EVENT
December 1, 2013	Speaker - World Aids Day
December 2, 2013	Meeting - 2nd Floor West Renovations
December 3, 2013	Meeting - Project Flight – Drs. Betty Cappella and Geraldine Bard
December 5, 2013	Meeting - State Education Department/ Division of Library Development, State Librarian Bernie Margolis, Albany, NY
December 5, 2013	Meeting - New York Library Association (NYLA) - Jeremy Johannesen
December 6, 2013	Conference Call - Regents Advisory Council (RAC)
December 9, 2013	Meeting - Jack Connors, Ted Johnson (Ellen Bach, Esq. via telephone)
December 9, 2013	Meeting - County Executive Mark Poloncarz, Deputy County Executive Richard Tobe, Nelson Starr, Mark Cornell, Board Chair Jack Connors, Vice Chair Ted Johnson and Ellen Bach, Esq
December 10, 2013	Meeting - Jeannine Doyle, Doreen Woods
December 10, 2013	PULISDO - Conference Call
December 10, 2013	PULISDO/DLD - Conference Call
December 11, 2013	Staff Association Winter Gathering
December 11, 2013	Meeting - Managers/Directors
December 11, 2013	Conference Call - Libby Post
December 12, 2013	Meeting - Administrative Team
December 12, 2013	Meeting - Carol Batt, Re: Crime Policy - Insurance
December 12, 2013	Conference Call - Ellen Bach, Esq., Libby Post
December 12, 2013	Meeting: Board of Trustees - Executive Committee
December 13, 2013	Meeting - Best Sellers Chair Chrisi Pearl, Joy Testa Cinquino, Anne Conable, Maureen Germaine
December 13, 2013	Media Event - Clarence Public Library Bullet Aid
December 13, 2013	Meeting - Dawn Peters
December 16, 2013	Meeting - Meg Cheman, Amy Pickard

December 16, 2013	Meeting - 2nd Floor West Renovations
December 17, 2013	Meeting - Jeannine Doyle, Doreen Woods
December 17, 2013	Meeting - Ken Stone - 4 Year Plan/10 Year Projections
December 17, 2013	Meeting - Mike Palmer - Biel's
December 18, 2013	Meeting - Library Foundation of Buffalo & Erie County
December 19, 2013	Meeting - Patrick Martin, Esq. - Re: Art Donation
December 19, 2013	Meeting - B&ECPL Board of Trustees
December 20, 2013	Meeting - Kevin Marmion, W.S. Hein Co. Inc.
December 24, 2013	Interview - Tonawanda News

Other:

Contracting Member Library Activity Reports

Amherst Public Library - submitted by Roseanne Butler-Smith, Director

2013, excluding December as statistics are not available at the time this was written, appears to be a busy year for all 4 Branches of the Amherst Public Library.

Despite slight decreases in circulation, the Main Library at Audubon continues to come in second overall, system-wide, for items being checked out by the public. The Clearfield Library ranks 4, even with fewer hours of operation. The Eggertsville - Snyder Branch Library actually is moving up in rank with the number of items being checked out; in 2012 this library was #15 and as of November 30, 2013 with a total circulation of 192,019 is now the 12th busiest library in the System. I am very proud to mention that the Williamsville Branch with 24 hours of weekly public service, and still not fully funded with Erie County tax dollars, ranks #26 out of 37 B&ECPL Branches.

Patron visits will end strong for 2013 as well. As of November 30, 2013 the Main Library at Audubon had 200,696 visits, (which ranks it second, System overall), the Clearfield Library had 151,924 visitors, (#6) and Williamsville with 40,789 is #27. The Eggertsville-Snyder Branch as of November 30, 2013 is showing a 6.3% increase in the number of visitors when comparing 2013 with 2012 for the same 11 month period. The actual number of visits for Eggertsville Snyder is 103,977 (#13).

Programming statistics are also very promising for 2013. In June 2013, the Clearfield Branch hosted the largest group for the *Hug Your Library* advocacy event, with a total attendance of 350 adults and children. The Holistic Health series offered at the Main Library at Audubon continues to draw many from all over Erie County. This is the second year of this program series which has various speakers (one even from as far away as Hawaii) who educate the attendees on various health matters using holistic ways. In total, 26 programs have been offered in 2013 with 919 adults attending.

2013 Bullet Aid funding made possible by New York State Senator Michael Ranzenhofer allowed all 4 branches of the Amherst Library to offer one-on-one Computer Training Sessions. These one-on-one classes are where one librarian works with/teaches one adult on a computer issue of the adult's choosing, (Internet basics, e-mailing , Microsoft programs, and the most popular, how to download to a Kindle, Nook, or iPad) for 1 hour by appointment. Bullet Aid also paid for the equipment needed to be purchased to set up small computer training labs at both the Main Library at Audubon and the Eggertsville- Snyder Branch. We are anxiously waiting to start the computer lab training classes in January 2014.

It is important to note that the staff at the Williamsville Branch is still commenting on how they placed second in the September Library Card Competition, and as an FYI, is already planning on how they will be number 1 in 2014.

In closing, the staff, the Board of Trustees of the Amherst Public Library and I wish all a Happy, Healthy New Year!

Agenda Item I - The Association of Contracting Library Trustees (ACT)/Contracting Library Trustee Report. Ms. Jakubowski reported ACT President Paul Notaro was not able to be in attendance, but asked her to convey an invitation to all trustees to attend the Saturday, January 18th ACT meeting. Mr. Johnson asked what their thoughts were on this item being added to the agenda; Ms. Jakubowski conveyed they are looking forward to having people report at future meetings.

Agenda Item J - Public Comment. There was no public comment.

Agenda Item K - Unfinished Business. No unfinished business.

Agenda Item L - New Business. No new business.

There being no further business, on motion by Mr. Johnson and a second by Ms. Burd, the meeting was adjourned at 4:39 p.m.

Respectfully submitted,

Kathleen Berens Bucki
Secretary