

MINUTES  
REGULAR MEETING OF THE  
BUFFALO & ERIE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES  
March 21, 2019

The regular monthly meeting of the Board of Trustees of the Buffalo & Erie County Public Library (B&ECPL) was held on Thursday, March 21, 2019, at the Central Library pursuant to due notice to trustees. The following members were present:

Kathleen Berens Bucki, Chair  
Alan Bedenko, Vice Chair  
Kimberly Johnson, Secretary  
Joel Moore, Treasurer  
Michael Amodeo  
Sheldon M. Berlow  
Katie Burd  
Lucy Candelario  
Carima El-Behairy  
Frank Gist  
Frank Housh  
Theodore K. Johnson  
Sharon M. Kelly  
Elaine M. Panty

Chair Kathleen Berens Bucki 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 February 21, 2018. On motion by Trustee Bedenko, second by Trustee Kelly, the Minutes were approved as mailed.

Agenda Item D – Report of the Chair. Chair Bucki welcomed Carima El-Behairy, who was confirmed by the Erie County Legislature earlier on this date, as a B&ECPL trustee. In addition, the Chair congratulated Trustees Frank Housh and Dr. Rhonda Ricks on their reappointments to the Board.

Trustee Moore arrived at 4:09 p.m.

Trustee El-Behairy requested to serve on the Budget and Finance Committee as well as the Governance Committee. Trustee Candelario moved, Trustee Panty made a second, and approval was unanimous. Committee appointment lists will be updated and distributed.

Per Bylaws Article V, Section 6, all members of the Governance Committee must qualify as Independent Trustees. Chair Bucki called on Trustee Bedenko, who was appointed to the Governance Committee at the February Board meeting but was not in attendance, as well as new Trustee El-Behairy, who was just appointed to the Governance Committee, to confirm they are Independent Trustees. Each verbally confirmed they are an Independent Trustee as defined in the Bylaws and had no circumstances which would disqualify them from serving on the Governance Committee.

Agenda Item E – Committee Reports.

Agenda Item E.1 – Executive Committee. The Executive Committee met on March 14, 2019; a copy of the written report was at each trustee's place. Trustee Bedenko read from the report and entertained a motion to have the written report entered into the Minutes. Trustee Kimberly Johnson moved. Trustee Ted Johnson made a second, and approval was unanimous.

Present: Executive Committee Chair Kathleen Berens Bucki; Members Sheldon Berlow, Kathleen Burd and Frank Housh. Also present were Trustee Elaine Panty, Trustee Ted Johnson, CFO Ken Stone and COO Jeannine Doyle.

Chair Bucki called the meeting to order at 4:02 p.m. in the Joseph B. Rounds Conference Room at the Central Library. A quorum was present.

CFO Stone introduced ACTION Item Resolution 2019-4 Rescind Central Library Café Concessionaire RFP Award. This resolution rescinds the award to RP Buffalo LLC (dba Roly Poly) approved in Resolution 2018-36 on November 15, 2018 due to the franchiser not approving the Library for a franchise location at this time and allows the issuance of a new RFP. Motion to approve Resolution 2019-4 as presented was made by Trustee Burd with a second by Trustee Housh. After discussion, this resolution passed by unanimous vote.

The Committee reviewed the agenda for the March 21, 2019 Board of Trustees meeting.

The meeting adjourned at 4:37 p.m. on a motion by Trustee Housh and second by Trustee Burd.

Agenda E.1.a – Rescind Central Library Café Concessionaire Request for Proposals (RFP) Award. CFO Stone explained Resolution 2019-4 was brought before the Executive Committee in order to meet a deadline for the advertising of a new RFP. For the record, the following resolution was approved unanimously by Executive Committee members on March 14, 2019.

RESOLUTION 2019-4

WHEREAS, pursuant to a Request for Proposals (RFP) process, the Board of Trustees of the Buffalo & Erie County Public Library (B&ECPL), via Resolution 2018-36, selected RP Buffalo LLC (dba Roly Poly) to provide café operations in the Central Library, and

WHEREAS, the selected responder operates a franchise restraint in Buffalo and proposed to operate a second franchise operation within the Central Library, and

WHEREAS, on March 7<sup>th</sup>, RP Buffalo LLC informed the Library that its franchiser did not approve the Library location as a franchise at this time, and

WHEREAS, without said approval, RP Buffalo LLC cannot move forward with a library café operation, and

WHEREAS, the Library Café has been vacant an extended period of time, impacting patron and staff use of the Library, and

WHEREAS, it is therefore in the Library's interest to move forward with another RFP as soon as possible, now therefore be it

RESOLVED, that the Executive Committee of the Board of Trustees of the B&ECPL rescinds the RFP award to RP Buffalo LLC (dba Roly Poly) contained in Resolution 2018-36, and be it further

RESOLVED, that the Library Director or her designee be tasked to undertake a new RFP process as soon as possible.

Pursuant to the Bylaws, Resolution 2019-4 was mailed to the full Board within 3 business days.

Agenda Item E.2 – Budget and Finance Committee. CFO Stone updated trustees that responses for the Café RFP are due back April 12<sup>th</sup>. The RFP now includes pictures of the rehabilitated space with a walkthrough scheduled for March 29<sup>th</sup>. He will reach out to previous bidders and new interests to inform them of the new RFP. Trustee Gist asked what the RFP said and if it specified it had to be a full service restaurant. Trustee Gist voiced that he continues to feel this should be a grab-and-go operation; he does not feel the Library's approach is correct in the type of restaurant they are trying to attract.

CFO Stone pointed out the RFP would allow for an operation like a grab-and-go to make a proposal. Bidders are to make proposals and state terms of rent, hours of operations, etc. Discussion ensued. Per Trustee Bedenko's request, the RFP link will be e-mailed to trustees so they can share it on social media or with anyone they feel may be interested.

Agenda Item E.2.a – Erie County 2020-2025 Capital Project Request Guidance. CFO Stone noted Erie County's guidelines were received with a deadline prior to the next regularly scheduled April Executive and Board meetings. He explained Resolution 2019-5 as presented and shared background information commenting the escalators are original to the 56-year-old building and the annual cost for maintenance and utilities in 2018 approached \$80,000. The possibility of renovating/modernizing the escalators was considered, however the preliminary estimated cost was approximately \$3.9 million.

Trustee Kelly questioned how people will get between floors once the escalators are removed. CFO Stone remarked the new Central Library elevator is in operation, in addition to the existing elevator and stairs.

Once removed, the space occupied by the escalators can be converted to public use, for example expanding the seating area around the Ring of Knowledge and creating cohesive display areas.

On another note, CFO Stone brought to the Board's attention the award for the Auditorium Phase 2 Project likely will go before the County Legislature in April; he shared additional information, pointing out the bids came in below budget.

On motion by Trustee Ted Johnson, second by Trustee Amodeo, Resolution 2019-5 was approved unanimously as presented.

#### RESOLUTION 2019-5

WHEREAS, the time of year to prepare and submit capital project requests to Erie County for the following 5 year period is approaching, and

WHEREAS, requests for County Capital funding focus on the County-owned Central Library building and on system-wide capital needs, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library hereby directs the Library Director to prepare, update costs as needed, and submit 2020-2025 Erie County capital project requests prioritized as follows:

**FOR THE 2020 FUNDING YEAR**

- Begin the first phase of the Central Library Escalator Demolition and Space Conversion Project at an estimated county share cost of \$750,000 (grant funds would also be requested);

**FOR THE 2021 - 2025 FUNDING YEARS**

- Undertake phase 2 of the Central Library Escalator Demolition and Space Conversion Project in 2021 at an estimated cost of \$500,000;
- Begin the first phase of the Central Library Re-Imagine project in 2021 at an estimated cost of \$6.0 million;
- Future phases of the Central Library Re-Imagine project: \$18.0 million in 2022, \$19.8 million in 2023 and \$21.8 million in 2024; and
- Shipping and maintenance vehicle replacements: \$87,000 in 2021 and \$90,000 in 2023; and be it further

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library expresses its support for requests submitted by the Erie County Department of Public Works to address Central Library basic building system needs including protecting the building envelope, and be it finally

RESOLVED, that the Library Director or her designee is authorized to transmit the requests to the appropriate County Department pursuant to the County's instructions and timetables and provide a report to the Library Board detailing the requests submitted.

Agenda Item E.2.b - NYS: Regional Economic Development Council (REDC) Grant Award. Trustee Gist moved for approval. Trustee Kimberly Johnson made a second and approval of Resolution 2019-6 as presented was unanimous.

RESOLUTION 2019-6

WHEREAS, the Buffalo & Erie County Public Library (B&ECPL) was eligible to apply for a grant under the Regional Economic Development Council (REDC) initiative which provides State funding to organizations engaged in efforts to drive local economies forward and implement strategic plans for growth, and

WHEREAS, under this program the B&ECPL submitted a grant application for a program called *Celebrating the Erie Canal* to sponsor performers, speakers and hands-on activities based on Erie Canal themes from June through November 2019, and

WHEREAS, these programs will take place in 26 B&ECPL libraries, the Central Library Reading Park, and at Canalside Buffalo during the July 2019 Tall Ships Festival, and

WHEREAS, the B&ECPL has been notified that the grant application for Erie Canal Community Programming - *Celebrating the Erie Canal* has been awarded for the amount of \$25,000, and

WHEREAS, a grant budget needs to be established to undertake the program, which includes a \$25,000 match from donations to the B&ECPL 2018 Year-end Appeal, now therefore be it

RESOLVED, that the Board of Trustees of the B&ECPL authorizes establishing a Regional Economic Development Council/New York State Council on the Arts grant budget in the following amounts:

**Grant Project Revenue**

REDC Grant Revenue:	\$25,000
Library Donations Match Grant Revenue:	<u>\$25,000</u>
<b>Subtotal Revenue:</b>	<b>\$50,000</b>

**Grant Project Expenditures:** **\$50,000**

Agenda Item E.2.c – Monthly Financial Report. The monthly financial report for the year as of December 31, 2018 preliminary year-end close was included in the board packet as an information item. CFO Stone noted the Library operated within budget, with expenses coming in under budget and revenues where the Library expected them to be. In the coming months, the Budget and Finance Committee will meet to discuss uses for the remaining funds.

Agenda Item F – Report of the Director. The Director shared birthday wishes with Chair Bucki.

As discussed at last month’s Executive Committee meeting, the Director updated trustees on vandalism that occurred at the Leroy R. Coles, Jr. Branch Library. The Library continues to work with the authorities; there is yet to be an arrest made; and the Library’s intent is to seek restitution for the damages done - approximately \$1,200. The Library is working with the City to replace fence work that was damaged.

Trustees were updated on the recovery of past due rent from OR 18, LLC; Library legal counsel is working to elicit the best offer and is preparing for litigation. Trustees will be kept apprised.

The Director extended thanks to trustees for sending advocacy letters to state officials with regard to the state budget, noting there has been movement in both the Senate and Assembly to have funding reinstated. Each has put forth proposals to restore cut funding from the Governor’s budget – restoring \$5M in operating (back to \$96.6M), restoring \$20M to the State Aid for Library Construction program (back to \$34M), and

support for \$40M in funding for the 2020 Census which solidifies the significant role that public libraries will play in getting everyone counted - as libraries are the places that offer free computer use. Over 900 advocacy letters from B&ECPL patrons have been sent; the Director urged anyone who has not yet sent a letter to do so. Trustees Frank Housh and Kimberly Johnson were thanked for attending NYLA's Library Advocacy Day in Albany. Trustee Panty was thanked for attending meetings held locally.

Trustees were reminded of the following dates:

- March 21<sup>st</sup> - Spring It On! This national fundraising effort ends at 6 p.m. The Director thanked those who made a contribution through this program.
- March 21<sup>st</sup> - Women's History Month - *Between History & Memory: Women in the Holocaust*, with speaker Karolina Krasuska, 6 p.m. in the Ring of Knowledge.
- March 27<sup>th</sup> - State of the County Address by County Executive Mark Poloncarz, 4:15 p.m., at Albright-Knox Art Gallery. An RSVP is requested.
- April 15<sup>th</sup> - Memorial Service for former Trustee Wayne Wisbaum, 11 a.m., at Temple Beth Zion on Delaware Avenue.

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

## **B&ECPL Monthly Report February 2019**

**Library Advocacy Day in Albany** - Fourteen representatives from the Buffalo & Erie County Public Library (B&ECPL) attended the 2019 New York Library Association (NYLA) Library Advocacy Day in Albany February 27<sup>th</sup>. System Trustee **Kimberly Johnson**, Administrators - Chief Financial Officer **Ken Stone**, Assistant Deputy Director **Joy Testa Cinquino** and this writer, Amherst Public Library Director **Roseanne Butler-Smith**, Isaías González-Soto Branch Manager **Jason Barone**, Dudley Branch Manager **Jackie Hovey**, Lakeshore Branch Manager **Chelsey Lonberger**, Alden Ewell Free Library Manager **Rebecca Moe**, Eggertsville-Snyder/ Amherst Public Library Branch Manager **Beth Staebell**, Graphics Manager **Dawn Stanton**, Newstead Public Library Director **Kristine Sutton**, and Manager - Buffalo Branches **Linda Rizzo** discussed State Aid for Libraries, State Aid for Library Construction and the critical role of libraries in Census 2020 with elected officials and/or staff. System Trustee **Frank Housh** also traveled to Albany.

**Take Your Child to the Library Day** - Libraries throughout the B&ECPL celebrated *Take Your Child to the Library Day* February 2<sup>nd</sup>. The Buffalo Branches hosted a variety of programs including: *Pajama Party Storytime*, visits by the Buffalo Zoo, coloring activities and button making, movie matinees, scavenger hunts and a *Junior Scientists* program.

The Central Library hosted an array of programs including fairy tale-themed activities, a *Dragon Appreciation Station*, a *Get Fancy!* table where children were offered the opportunity to make crowns and wands, and the Fairy Tale STEAM Lab for catapult building. Magical tales were read during storytime and performer Benjamin Berry conducted *Hula Hoop Mania* for all in attendance.

**Black History Month** – Programs celebrating Black History Month were held at various B&ECPL locations throughout the month including: *African American Read-In* hosted by Sharon Holley; *Way: Storytelling in the African Tradition* presented by We All Storytellers; Mrs. Eva Doyle’s celebration of the 40<sup>th</sup> Anniversary of her *Eye On History* column; and the Carter G. Woodson Essay Contest Awards presented by the Afro-American Historical Society. Retired WIVB-TV Senior Correspondent Rich Newberg presented *Buffalo’s Road to Freedom* which showcased documentaries on Western New York’s Underground Railroad history, followed by a panel discussion with local historians including Bishop William Henderson, Lilian Batchelor and Sharon Holley. A premiere of the new documentary *Risking Everything: A Story of Niagara’s Freedom Seekers* featured filmmakers Isadore Bleckman and Mary Roseberry who discussed the creation of the Underground Railroad sculpture located in Lewiston, New York. Information Services and Outreach Manager **Dan Caufield** coordinated the “Making of a Monument” exhibit and a speakers’ series for February’s Black History Month with members of the Buffalo African American Museum. On Fridays during Black History Month, a variety of speakers presented programs at the Central Library’s Ring of Knowledge. Speakers included: Clifford Bell, Community Activist; Alfred Price, Associate Professor Department of Urban and Regional Planning, University at Buffalo (UB); former Buffalo Common Council Member George K. Arthur; Sharon Holly, Coordinator Nash House Museum; George Scott, Colored Musicians Club; and Sheila Brown, CEO Vision Multi-Media and owner of Power 96.5 WUFO radio station. The Colored Musicians Club performed at a lunchtime performance.

**International Visitors from Uzbekistan** – Coordinated by the International Institute, Children’s Services Manager **Kathryn Galvin**, Assistant Deputy Director **Dawn Peters** and Information Services and Outreach Manager **Dan Caufield** met with delegates from Uzbekistan on February 12<sup>th</sup>. Participants in the United States Department of State’s International Visitor Leadership Program, the delegates, working on a project titled “Library Management,” were briefed on B&ECPL’s governance and finance structures, programs and services. A tour of the Central Library was provided. The delegates represented library directors of regional libraries, Uzbekistan’s National Library, as well as a financial director, head of Legal Information Section and the Foreign Relations Department.

**National Engineers Week** – In celebration of National Engineers Week, Children’s Services Librarian **Jessie Blum** planned activities throughout the week of February 19<sup>th</sup> - 22<sup>nd</sup> that included a variety of activities with an “engineering” component including: making straw rockets and sending “Curious George” into space;



building structures and testing them to withstand earthquakes; constructing toys that jump rope in honor of *Introduce a Girl to Engineering Day*; and building boats and testing to see which designs could hold the most weight. Erin McNally and Sean McCormick, engineers at Moog, and students from the University at Buffalo's chapter of the National Society of Black Engineers, joined the staff and assisted the children with the activities.

**Leaders are Readers** – The B&ECPL, in partnership with Project Flight, presented the *Dr. Martin Luther King, Jr. Leaders are Readers School Award for Literacy* to Buffalo Public School (BPS) #95 Waterfront Elementary School. The school received over 2,000 new children's books which were in part distributed to the students. Principal Terence Jenkins, Assistant Principal Catherine Paolini and students presented an assembly including musical performances and poems from the students focused on Dr. King. Special guests included New York State (NYS) Office of General Services Commissioner RoAnn Destito and Communications Director Heather Groll, as well as Project Flight Co-Directors Dr. Geraldine Bard and Dr. Elizabeth Cappella. Assistant Deputy Director **Dorinda Darden**, Central Library Children's Services Librarian **Amanda McCormick**, and **Jason Barone** represented the Library. *Reada Book*, the B&ECPL's owl mascot, also made an appearance.

**Homegrown Author Series** – Information Services and Outreach Librarian **Andrew Maines** hosted the second local author reading as part of the Homegrown Author Series on February 23<sup>rd</sup>. Rosalie Abbey, known for her book *Nelson Mandela's Legacy*, was featured. The Homegrown Author Series is held monthly every 4<sup>th</sup> Saturday from 2-3 p.m. in the Central Library's Ring of Knowledge.

**Library and Information Science Research Article** – In conjunction with the *Assessment for Learning in Library MakerSpaces (ALLMs)* research project being conducted by the University at Buffalo in collaboration with the B&ECPL, an article written by Samuel Abramovich, Department of Learning and Instruction - UB, Aijuan Cun, UB graduate student, and **Jordan Smith**, Manager B&ECPL Launch Pad, has been published in the February 22<sup>nd</sup> online issue of *Library & Information Science Research* at ScienceDirect.com, titled *An assessment matrix for library MakerSpaces*. The article can be found at: [www.elsevier.com/locate/lisres](http://www.elsevier.com/locate/lisres).

**1. Public Services**

**In Library Group Programs:**

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Children (age 5 and under)	188	328	3968	6795
Children (age 6-12)	160	286	2850	4797
Teens	23	49	153	381
Intergenerational	271	442	6527	9591
Adults (excludes Technology)	227	418	3819	6776
<b>TOTAL In Library Programs</b>	<b>869</b>	<b>1523</b>	<b>17317</b>	<b>28340</b>

**In Library One-on-One Programs:**

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Children (age 5 and under)	0	1	0	1
Children (age 6-12)	59	133	59	133
Teens	89	187	89	187
Intergenerational	19	57	19	57
Adults (excludes Technology)	147	289	147	290
<b>TOTAL In Library Programs</b>	<b>314</b>	<b>667</b>	<b>314</b>	<b>668</b>

**Adult Technology Programs:**

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Training Lab or Library Desktop PCs	2	7	6	39
System or Library-owned Cyber Train	12	20	90	148
One on One	157	295	165	304
<b>TOTAL Adult Technology</b>	<b>171</b>	<b>322</b>	<b>261</b>	<b>491</b>

**Outreach (out of library):**

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Children (age 5 and under)	8	24	159	405
Children (age 6-12)	6	7	384	544
Teens	0	1	0	100
Intergenerational	7	16	678	1452
Adults (excludes Technology)	13	32	282	973
<b>TOTAL Outreach (out of Library)</b>	<b>34</b>	<b>80</b>	<b>1503</b>	<b>3474</b>

**System-wide Buffalo Never Fails WWI Programming:**

	Number of Programs		Number of Attendees	
	Month	YTD	Month	YTD
Children Services	0	1	0	75
Adult Services	2	6	55	97
Launch Pad/TechKnow Lab	0	0	0	0
Development/Communications	0	0	0	0
Grosvenor Room	2	3	34	67
<b>TOTAL</b>	<b>4</b>	<b>10</b>	<b>89</b>	<b>239</b>

**Buffalo Never Fails WWI Exhibit:**

	Month	YTD	From Opening 11/16/2017 to present
Visitors - Non-tour related	5151	10102	
Visitors - Tour/Program	89	239	
<b>TOTAL Exhibit Visitors (Combined non-tour related and tour/program visitors)</b>	<b>5240</b>	<b>10341</b>	<b>63134</b>

**Outreach -**

The *Library on Wheels* attended 4 special events including: Buffalo Public Schools' *Raising a Reader* program at BPS #3 D'Youville Porter Campus School and BPS #92 BUILD Community School on February 9<sup>th</sup>; the *Winter Blast 2019* at Martin Luther King, Jr. Park on February 16<sup>th</sup>; and *Library Day @ the Buffalo Sabres* event on February 23<sup>rd</sup>.

Information Services and Outreach Librarian **Sandra Courtney** presented *Consumer Market Research* using the Reference USA database to 92 participants attending the Small Business Administration's *Straight Talk Series* on February 7<sup>th</sup> held at Medaille College. This was the first of 8 classes to be held at Medaille College. Participants were introduced to a host of free library resources to help support in developing their business plans.

Children's Services Librarian **Nancy DiStasio** attended the *Raising a Reader* program at BPS #97 Harvey Austin School on February 7<sup>th</sup>. Library informational and marketing materials were distributed and over 25 new library card applications were distributed. The B&ECPL continues to support the Buffalo Public Schools' *Raising a Reader* initiative by participating in their programs and offering library information, literacy support and activities at selected locations/dates.

**Jessie Blum** and Senior Page **Sally Schaefer** participated in the Buffalo Philharmonic Orchestra's Kids event *Presto Mambo!* at Kleinhans Music Hall on February 10<sup>th</sup>.

**Kathryn Galvin** and **Sally Schaefer** participated in the Family Night at the Valley Community Association on February 11<sup>th</sup>. Kathy and Sally offered 2 sessions of the *Recycling Regatta*.

**Amanda McCormick**, **Sally Schaefer** and Page **Sarah Zaslavky** attended *Library Day @ the Buffalo Sabres* on February 23<sup>rd</sup> together with the bookmobile.

#### **Tours -**

Girl Scout Troop 30259 visited the Frank E. Merriweather, Jr. Branch Library on February 7<sup>th</sup> for a group research project. Library staff assisted in showing the troop where relevant materials were stored and assisted the Scouts in their research.

Information Services and Outreach Librarian **Sara Fuller** hosted a *Buffalo Never Fails: The Queen City and World War I* exhibit tour on February 9<sup>th</sup>.

Children's Services Librarian **Erin M. Burke** hosted a visit from 21 4<sup>th</sup> graders from West Buffalo Charter School on February 14<sup>th</sup>.

State University College at Buffalo students and their Archives Class professor Karen Sands-O'Connor visited the Rare Book Room February 26<sup>th</sup>. Rare Book Curator **Amy Pickard** and Rare Book Clerk **Nicole Kondziela Gerace** provided access to the Rare Book Room materials including scrapbooks, children's books, and English and Irish literature.

#### **Wellness -**

Information Services and Outreach Librarian **Renée Masters** welcomed Neighborhood Health Centers (NHC) to Wellness Wednesdays. This *Start with Your Heart* wellness outreach program was held on February 20<sup>th</sup> and included Eat Smart Western New York, Restoration Society, Erie County Community Wellness and NHC. Visitors learned about heart health, sampled heart-healthy homemade granola and had an opportunity to have their blood pressure tested. NHC provided free personal care items to attendees.

The bimonthly, free community training for *Opiate Overdose Recognition and Naloxone Reversal* provided by the Erie County Department of Health's Opiate Task Force was held on February 21<sup>st</sup>.

A *My Family Health Portrait* computer workshop was held on February 25<sup>th</sup>. The workshop introduced this free program from the Office of the Surgeon General and walked participants through the process of creating a digital family health history that can be shared with their health provider and other family members. Participants left the session with a flash drive containing their history along with additional information about inherited risk factors and genetic conditions.

### **Teen Activities -**

Information Services and Outreach Librarian **Maria Lowe** hosted the Teen Advisory Group meeting on February 2<sup>nd</sup>. The group collaborated to write a new Postcrossing postcard and 2 thank you cards for cards received by other Postcrossing participants. Postcrossing is a postcard exchange project that invites participants to send and receive postcards from random places in the world.

Reader's Quest book group for middle school students discussed *Invisible Emmie* by Terri Libenson February 23<sup>rd</sup>.

Also on February 23<sup>rd</sup>, Rising Voices book group for high school students met and discussed *On the Edge of Gone* by Corinne Duyvis.

### **TechKnow Lab/Launch Pad -**

Technical Specialist **Tyler Kasniak** and Senior Page **JC Mwibanire** hosted 6 volunteers from SewREDI for a *Free Clothing Repair & Infinity Scarf Sewing* program, where patrons were able to have pieces of clothing repaired or make scarves. The program was held in the Launch Pad on February 27<sup>th</sup>.

In partnering with the New York State Department of Taxation, TechKnow Lab Librarian **Andy Aquino** organized the *2019 Tax Assistance* program on Thursdays during tax season in the TechKnow Lab beginning in February through April 14<sup>th</sup>.

New York State Department of Taxation staff have helped over 100 people in the month of February. A schedule of *Tax Help Assistance* programs can be found on the B&ECPL website at [www.buffalolib.org](http://www.buffalolib.org).

## 2. Collection Development

### Collection Development - February 2019

#### Physical Collections:

	Monthly Item Adds	YTD Item Adds	Monthly Title Adds	YTD Title Adds	Collection Size
Juvenile Print	2,806	5,245	406	614	540,075
Young Adult Print	514	1,061	102	227	74,113
Adult Print	3,680	7,060	725	1,391	1,833,369
Media	3,986	8,246	425	920	571,326
Other*	2,791	5,318	1	16	180,906
Subtotal	13,777	26,930	1,659	3,168	3,199,789

\*Includes magazines, generic copies, and other

#### Electronic Collections:

	Monthly Item Adds	YTD Item Adds	Monthly Title Adds	YTD Title Adds	Collection Size
eBooks	1,392	2,360	800	1,474	72,729*
Music (Freegal)	N/A	N/A	N/A	N/A	Unlimited SONY Library
eAudiobooks	282	496	223	396	14,346
eVideos	0	0	0	0	100
Subtotal	1,674	2,856	1,023	1,870	87,175

\*Includes 428 EBL titles

#### All Collections:

	Monthly Item Adds	YTD Item Adds	Monthly Title Adds	YTD Title Adds	Total Collection Size
Total	15,451	29,786	2,682	5,038	3,286,964

**Subject Guides** - The Library's Subject Guides were viewed by 1,702 visitors from 31 countries in February. In addition to the United States, visitor countries of origin included Albania, Argentina, Australia, Belize, Botswana, Canada, China, Colombia, Costa Rica, Egypt, France, Hong Kong, India, Kazakhstan, Malaysia, Mexico, Moldova, New Zealand, Nigeria, Panama, the Philippines, Poland, Puerto Rico, Saudi Arabia, Serbia, South Korea, Spain, Switzerland, United Arab Emirates, and the United Kingdom.

**Milestones of Science** - Three rare books from the Milestones of Science Collection - Claudius Ptolemy's *Almagest*, Nicolaus Copernicus' *De Revolutionibus*, and Johannes Kepler's *Harmonices Mundi*, were on exhibit at the Burchfield Penney Art Center from January 10<sup>th</sup> through February 12<sup>th</sup>. The exhibit, in conjunction with a 2-day program

“Celestial Journey: Talks, Rare Book Exhibit, and Performance Interpret the Universe,” held on February 7<sup>th</sup> and 8<sup>th</sup> included a panel discussion with **Amy Pickard** about the acquisition of the Milestones Collection by the B&ECPL. Panel scholars included Dr. Peter Reczek, scientist, moderator; University at Buffalo Professor Rance Solomon, Department of Physics; University College at Buffalo Professor Dr. Martin Ederer, Department of History and Social Studies Education; and D’Youville College Professor Dr. Julie Kirsch, Department of Philosophy; who spoke to the scientific, historic and philosophic implications of *De Revolutionibus*.

**A Pictorial History of Black Rock** – The Riverside Branch Library received 2 gift copies of the new, locally produced book titled *A Pictorial History of Black Rock: Buffalo, New York* published by the Grant Amherst Business Association. Donors were James Lee and North District Buffalo Common Council Member Joseph Golombek, Jr.

**Artvoice** – Grosvenor Librarian **Charles Alaimo** completed a selective indexing project for the local publication *Artvoice* which ceased publishing a print version in May of 2017. Twenty-seven years, beginning with June 1990, have been added to the Grosvenor Room’s Local History File.

**Rich Newberg Reports** – Thirty-four news documentaries by Rich Newberg, retired Senior Correspondent for WIVB-TV, News for Buffalo, were digitized, described and made available through the Library’s Digital Collections. The Rich Newberg Reports Collection is a chronicle of life and issues in Buffalo as well as around the world, during the latter part of the 20<sup>th</sup> century and into the new millennium. As captured moments in time, the documentaries provide an in-depth look at some of the issues that have touched our community. Special Collections Manager **Meg Cheman**, Technical Services Librarian **Allison Lund**, and **Nicole Kondziela Gerace** were instrumental in launching this long-term project. A special media event unveiling of the collection was held on February 28<sup>th</sup> at the Central Library.

**Local Yearbooks Added to B&ECPL’s Grosvenor Room** – The Buffalo History Museum transferred 140 local yearbooks from their Research Library to the Grosvenor Room. These include school publications from Masten Park High School, Lafayette High School and Nichols School, from the 1890’s to the 1940’s.

**Green Bay Packers** – A representative of the National Football League’s Green Bay Packers contacted the Grosvenor Room on February 6<sup>th</sup> requesting an image of team co-founder George Whitney Calhoun. Mr. Calhoun attended Buffalo Technical High School, and was captain of the 1908 hockey team. The B&ECPL provided a scan of his yearbook photograph for the Green Bay Packers’ 100<sup>th</sup> Anniversary Book where a tagline recognizing the library will be included.

### 3. Funding/Fundraising

#### Funding:

**State Aid for Library Construction** – The Library was recently notified that additional 2018-19 State Aid for Library Construction, totaling \$42,114, would be available for B&ECPL projects not already funded to the maximum eligible. Two projects, Crane Branch Improvements Phase 1 Elevator/ADA and Audubon Library Expansion Phase 1, qualify for this funding as funding for such had been reduced to remain within original state grant total allocation.

With the additional monies, State Aid for Library Construction funding for these projects now will total \$318,586 for the Audubon project and \$1,063,552 for the Crane project. Both projects are anticipated to begin later this year.

**State and Municipal Facilities (SAM) Grants** – A fully executed Grant Disbursement Agreement was received in early February, allowing reimbursement requests to be submitted for \$250,000 sponsored by NYS Assembly Member Crystal D. Peoples-Stokes to support the Leroy R. Coles, Jr. Branch Library (formerly East Delavan) ADA/Elevator Improvements which are nearly complete.

The B&ECPL's preliminary application for a \$250,000 SAM grant sponsored by NYS Senator Chris Jacobs to support enhancements to the Crane Branch Library Elevator/ADA Improvements project is under review and a grant project number has been assigned.

#### Fundraising:

Campaign Name	Campaign Dates	Raised to Date
Annual Appeal Total	January 1 - February 28, 2019	\$24,464.43

**Library Night with the Bandits, Saturday, March 23<sup>rd</sup>** – Join us to cheer on the Bandits! The game starts at 7:30 p.m. Seats are available in either the 100 or 300 level with \$5 from each ticket helping to support the Buffalo & Erie County Public Libraries. Tickets can be purchased online at: <https://fevo.me/banditslibraryday>.

### 4. Facilities

**Central Library Auditorium** – On February 12<sup>th</sup>, Erie County Department of Public Works' *Advertisement for Bid Buffalo & Erie County Public Library 2019 Auditorium Renovations Phase 2* ran in the *Buffalo News*. The first phase, completed in January 2018, focused on the lobby area, HVAC systems and building envelope. Phase 2 focuses on renovating the interior space, including rehabilitating seating, resurfacing the stage



flooring, replacing lighting and sound systems, and abating asbestos. It will also improve ADA access including adding a ramp for wheelchair access to the stage. Bids are due on March 12<sup>th</sup> with construction estimated to begin later this year.

### 5. Staff Development

	Number of Program Attendees		Number of Programs Presented	
	Month	Yr. to Date	Month	Yr. to Date
Staff	226	347	6	9

**Staff Training B&ECPL** – *Getting Started in Grants, Part 1* (2 sessions presented by CharityHowTo/B&ECPL); *Serving Children with Autism Spectrum Disorder, Part 1* (presented by ALA/B&ECPL); *Serving Children with Autism Spectrum Disorder, Part 2* (presented by ALA/B&ECPL); *State Report Non-Financial Help Session* (2 sessions presented by B&ECPL).

**Workshops** – *Being a Mindful Strategic Leader* (presented by the Organization Development Network (ODN)); *Hot Topics in Labor and Employment Law* (presented by Goldberg Segalla); *Library Programs and Community Engagement* (presented by SLAWNY); *Straight Talk: Business Ethics, Risk Management & Federal Government Contracting* (presented by Small Business Administration (SBA)); *Straight Talk: Business Plans I and Library Resources* (presented by SBA); *Straight Talk: Business Plans II and Elements of a Financial Plan* (presented by SBA); *Straight Talk: The Employee Life Cycle* (presented by SBA); *Strengthening Leadership through Emotional and Social Intelligence* (presented by Erie County).

**Conferences** – *North American Virtual Reference Conference* (presented by the Washington State Library/OCLC).

**Webinars/Online Seminars** – *Believe the Data! Expert Tips on Analyzing Data and Trends in Collection Development* (presented by Library Journal); *Black, White, and Read All Over: Addressing Newspaper in Collections* (presented by DHPSNY); *Climate Change: Visible in Nature* (presented by Climate Central); *Delight Your Patrons, Drive Down Costs: Introducing a New Unlimited Audiobook Collection* (presented by TalkingBooks); *Digital Citizenship: Answers to Three Key Questions* (presented by Niche Academy); *Digitizing Hidden Special Collections and Archives* (presented by CLIR); *Diverse Titles for Youth and Young Adults* (presented by Booklist); *Eliminating Fees & Fines on Children’s Materials to Create a Win-Win for Your Library & Community* (presented by PLA); *From Librarian to Proficient Manager: Uncovering the Transitional Journey* (presented by WebJunction); *Help Teens Build Financial Wellbeing at Your Library* (presented by OCLC); *InfoTrac Newsstand Refresher* (presented by NOVELNY); *Introduction to the Redesigned QuestionPoint Librarian Chat Monitor* (presented by OCLC); *Just the Winter Blues? Facts and Myths about Seasonal Affective Disorder* (presented by SCRLC); *Library Programming for Adults, From Start to*

*Finish* (presented by WebJunction); *Make Your Mark: Logo Design for Libraries* (presented by NYLA); *Managing Holds without Spending a Fortune* (presented by OverDrive); *Planning Storytimes for Children* (presented by LibraryU & WebJunction); *Preserving Family Recipes* (presented by ALCTS); *Readers' Advisory Services* (presented by LibraryU & WebJunction); *Reduce Waste, Build Community: Hosting Repair Events at Your Library* (presented by WebJunction); *Space Management, Usage & Design* (presented by NYLA's YSS Empowerment & Leadership Academy); *Starting Small with Project Outcome* (presented by PLA); *Stellar Series Nonfiction* (presented by Booklist); *Upskilling at the Library: How Public Libraries Can Power Lifelong Learning and Workforce Development* (presented by Library Journal); *When Form Meets Function: A Tale of Two Library Refreshes* (presented by Library Journal); *Working with Individuals Affected by Homelessness: An Empathy-Driven Approach* (presented by ALA).

**6. Communications//Media Coverage//Media Releases/Social Media**

<b>Type of Communication</b>	<b>Topic</b>	<b>Air Date/Publish Date</b>
Media Release	Black History Month programs at Central Library	February 1 <sup>st</sup>
Media Release and Media Event	Buffalo Public School #95 Waterfront Elementary School won Leaders are Readers school award for literacy	WBFO Radio, February 7 <sup>th</sup>
Media Release	Library System 2019 announces Board of Trustees	February 18 <sup>th</sup>
Interview with Library Director Mary Jean Jakubowski	Winter Reading and other library activities	Entercom Radio, February 5 <sup>th</sup>
Media Release and Event	Launch of new digital collection	WIVB TV, February 28 <sup>th</sup>
Article	February Calendar of Events at North Park Branch Library	Buffalo Common Council Member Joel Feroletto's Newsletter, January 28 <sup>th</sup>
Article	February activities at the Riverside Library	Riverside Review, February 6 <sup>th</sup>
Article	Buffalo Police Neighborhood Engagement at the Riverside Library	The Buffalo News, February 12 <sup>th</sup>
Article	40 <sup>th</sup> Anniversary of Eye On History Column at Frank E. Merriweather, Jr. Branch Library	The Buffalo News, February 12 <sup>th</sup> & 18 <sup>th</sup>

Article	History of Gun Rights/Dorie Miller Rifle & Pistol Club at Frank E. Merriweather, Jr. Branch Library	The Buffalo News, February 22 <sup>nd</sup>
Article	March activities at the Riverside Library	Riverside Review, February 27 <sup>th</sup>
Article	Making of a Monument Exhibit	Challenger Community News, February 6 <sup>th</sup>

**Social Media**

	Monthly Staff Activity	YTD Staff Activity	Monthly Public Activity	YTD Public Activity	Monthly New Followers	Total Followers
<u>Facebook</u>	105	234	6,728	14,972	48	8,467
<u>Flickr</u>	98	115	N/A	N/A	N/A	54
<u>Google Ads</u> <sup>1</sup>	N/A	N/A	2,284	5,174	N/A	N/A
<u>Instagram</u>	30	67	1,652	3,731	46	1,904
<u>Pinterest</u>	94	145	2,708	3,944	32	1,835
<u>Podcast</u> <sup>2</sup>	4	8	N/A	N/A	N/A	N/A
<u>Twitter</u>	88	225	558	2,377	26	10,057
<b>Total</b>	<b>419</b>	<b>794</b>	<b>13,930</b>	<b>30,198</b>	<b>152</b>	<b>22,317</b>

<sup>1</sup> Google Ads is provided to the Library through a grant. Monthly activity based on public clicks and verified calls from the Library's online advertisement.

<sup>2</sup> Podcast public activity measurement cannot be tracked accurately because it is available through multiple applications.

**7. Partnerships**

**Initiatives for Building a Stronger Community 2.0.** - Kathryn Galvin, Children’s Services Manager, Dan Caufield, Manager Information Services and Outreach, and Samantha Purpora, Mobile Services and Outreach Manager (Institutions), along with this writer continue to participate in Erie County’s Initiatives for Building a Stronger Community 2.0 program.

**Uncrowned Queens Institute** - The Frank E. Merriweather, Jr. Branch Library and the Buffalo Genealogical Society of the African Diaspora collaborated with the Uncrowned Queens Institute on February 16<sup>th</sup> whereby members of the community participated in a biographical preservation project that adduced photographs and biographical information to the *Uncrowned Community Builders* website. Library staff assisted in scanning and digitizing the photographs and adding the information to the website with the patrons. Nineteen new local history biographical records were created.

**Prom Dress Collection** – Working with Erie County Legislator Lynne Dixon’s aide Gail Keil, Dudley Branch Library Manager **Jacqueline Hovey** and staff are assisting Legislator Dixon with collecting dresses for her annual Prom Dress Drive being held from February 19<sup>th</sup> to March 21<sup>st</sup>.

**Sharon A. Thomas Children’s Center** – Two hundred eighty children’s books were delivered in February to the Sharon A. Thomas Children’s Center at Buffalo City Court. These books will be provided to children who attend the drop in day care whose guardians are in Family Court.

## 8. Planning for the Future

### Special Projects

**Meg Cheman** is working with local videographer Peter Schiffmacher, Founder of iTours 360VR, to provide virtual reality tours of several exhibitions in the Central Library. Mr. Schiffmacher has filmed in the Mark Twain Room to capture the space and the artifacts within. The 360 virtual tour is currently being edited for content and links to supplemental materials. It will also link to the digitized *Huck Finn* manuscript currently being processed for our Digital Collections.

## 9. Director Activities

### Meetings and Events:

**LIST of MEETINGS and EVENTS  
ATTENDED by DIRECTOR MARY JEAN JAKUBOWSKI  
February 2019**

DATE	MEETING / EVENT
February 1, 2019	Meeting - Western New York Library Resources Council (WNYLRC) Advocacy with NYS Senator Chris Jacobs
February 1, 2019	Event - Tabling at the <i>Buffalo 80's Bash</i>
February 4, 2019	Meeting - Initiatives for a Stronger Community 2.0 - Children's Work Group
February 5, 2019	Staff Development - Strengthening Leadership through Emotional and Social Intelligence
February 5, 2019	Conference Call - Laurie Dean Torrell, Just Buffalo Literary Center
February 5, 2019	Meeting - Joy Testa Cinquino
February 5, 2019	Media Event - Brenda Alesii - Slice of Life, ESPN 1520 AM
February 6, 2019	Meeting - Kulture Khazana

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February 6, 2019 Meeting - Bond, Schoeneck & King

February 6, 2019 Conference Call - Julie Berry, Erie County Department of Environment and Planning

February 6, 2019 Meeting - Laurie Dean Torrell, Barbara Cole, Just Buffalo Literary Center

February 6, 2019 Meeting - Initiatives for a Stronger Community 2.0 - Working Families Working Group

February 7, 2019 Meeting - Initiatives for a Stronger Community 2.0 - Supporting Our Seniors

February 7, 2019 Meeting - Ken Stone, Joy Testa Cinquino, Anne Conable

February 7, 2019 Meeting - Joy Testa Cinquino

February 7, 2019 Meeting - Valerie Nessel, University at Buffalo

February 7, 2019 Meeting - Dawn Peters, Kathy Galvin, Joy Testa Cinquino

February 7, 2019 Conference Call - Jason Hurley, County Executive's Office

February 8, 2019 Meeting - Cindy Zubler

February 8, 2019 Conference Call - Laurie Dean Torrell, Barbara Cole, Just Buffalo Literary Center

February 8, 2019 Meeting - Andrea Ó Súilleabháin, Partnership for the Public Good

February 11, 2019 Meeting - Initiatives for a Stronger Community 2.0 - Children's Work Group

February 11, 2019 Meeting - Library Foundation of Buffalo & Erie County

February 12, 2019 Presentation - University at Buffalo Emeritus Group

February 12, 2019 Meeting - PULISDO and New York State Department of Education Division of Library Development

February 12, 2019 Conference Call - Association of Contracting Library Trustees Board

February 13, 2019 Meeting - Managers/Directors

February 13, 2019 Meeting - Roseanne Butler-Smith, Josh Mitch, Linda Rizzo

February 13, 2019 Conference Call - Kathleen Berens Bucki, Chair, B&ECPL Board of Trustees

February 13, 2019 Meeting - Jeannine Doyle

February 14, 2019 Meeting - Administrative Team

February 14, 2019 Conference Call - Jennifer Morris

February 14, 2019 Conference Call - Joy Testa Cinquino and Michigan Sports Share

February 14, 2019 Meeting - Initiatives for a Stronger Community - Working Families Work Group

February 14, 2019 Meeting - B&ECPL Board of Trustees Executive Committee

February 15, 2019 Tour - Explore & More Children's Museum - Onsite tours, new museum

February 15, 2019 Meeting - Pre-Advocacy Day in Albany

February 15, 2019 Event - City of Buffalo, Mayor Byron Brown 13th Annual State of the City Address

February 19, 2019 Meeting - NYLA Legislative Day Team Leaders Discussion

February 19, 2019 Meeting - Andrea Ó Súilleabháin, Partnership for the Public Good

February 19, 2019 Presentation - Buffalo ZONTA

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February 20, 2019	Meeting - Pre-Advocacy Day in Albany
February 21, 2019	Meeting - Initiatives for a Stronger Community - Children's Working Group
February 21, 2019	Meeting - B&ECPL Board of Trustees
February 22, 2019	Presentation - Fox Run at Orchard Park
February 22, 2019	Conference Call - Joy Testa Cinquino, Leroy R. Coles, Jr. Family
February 25, 2019	Meeting - Initiatives for a Stronger Community - Children's Working Group
February 26, 2019	Meeting - PULISDO Committee on Library Trustee Education
February 26, 2019	Meeting - PULISDO
February 26, 2019	Meeting - New York Alliance of Library Systems (NYALS)
February 26, 2019	Meeting - PULISDO, New York State Department of Education - Division of Library Development
February 27, 2019	Event - New York Library Association Advocacy Day in Albany
February 28, 2019	Media Event - Rich Newberg, Retired/Channel 4
February 28, 2019	Meeting - Administrative Team

### Other:

### Contracting Member Library Activity Reports

Cheektowaga Public Library – submitted by Glenn Luba, Director

Highlights of February/March events and activities at the Anna Reinstein Memorial Library:

- SPCA's Paws for Love is an opportunity for children to read to a furry friend who loves to listen. Dates for this event are ongoing.
- Crochet Corner invites crocheters of all skill levels and ages to come out to create basic stitches and then combine to form patterns. The group will meet on March 9<sup>th</sup>.
- Knit Corner is for beginners who want to learn the continental way of knitting. This class for adults will meet on March 13<sup>th</sup>.
- Cheektowaga Y.E.S. members execute the LEGO Club on the third Thursday evenings of each month.
- Ongoing education based Story Hour semesters for Tiny Tots, Toddlers, and Preschoolers with Children's Librarian **Elaine Mosher**.
- On Saturday, February 16<sup>th</sup>, **Elaine Mosher** organized a Kindergarten Readiness workshop for parents of preschoolers. Jennifer Reichenberg, PhD (Dept. of Education, Medaille College) and Mary Pachla, MS (E.P.I.C., Every Person Influences Children) discussed a variety of topics that will help preschoolers acquire the skills needed to succeed.

- **Elaine Mosher** went on a field trip March 4<sup>th</sup> to the Carousel Academy Preschool, in the AppleTree Business Park, to celebrate the birthday of Dr. Seuss. She read a variety of his books to a class of 2-year-olds and a class of 3-year-olds. She also gave each child a Horton finger puppet.

Highlights of events and activities at the Julia Boyer Reinstein Library:

- SPCA's Paws for Love is an opportunity for children to read to a furry friend who loves to listen. Dates for this event are ongoing.
- Cheektowaga Y.E.S. provides a variety of theme-based crafting throughout the year. Current themes consist of Valentine's, St Patrick's, and Easter crafts.
- Ongoing education based Story Hour semesters for Tiny Tots, Toddlers, and Preschoolers.
- LEGO Club is very popular and offers a creative outlet for children in grades K-5.
- Nature-themed Story and Craft Hours presented by volunteers from the Friends of Reinstein Woods.
- Hooks, Needles, and Threads is a relaxing and enjoyable conversation filled program while knitting, needlepointing or crocheting. This occurs every second and fourth Tuesday of the month with Senior Page **Linda Weltzer**.
- Financial informational hours discussing topics from retirement to estate planning with Morgan Stanley or Queen City Financial Group volunteers.
- The Siberian Husky Race Team is coming out to showcase a team of 4 dogs, racing sled, and other equipment used while racing; presentation includes photos of actual race events, stories from the Iditarod race, and mingling time with the dogs.
- The Pom Poms Craft with Youth Services Librarian **Wanda Collins** was enjoyed by 17 children and 11 adults.
- The Book a Tech Trainer sessions with staff from Central's TechKnow Lab is offered twice monthly and has an ongoing waiting list of interested patrons.
- Family Movie Night offered an opportunity for families to enjoy a just released movie with fresh made popcorn during the school winter break week.
- The WNY Herpetological Society brings a guest lecturer on the second Thursday of each month to lecture on topics relating to herpetology, usually with a reptilian friend for show-and-tell.
- Local Meteorologist Andy Parker brought his Weather Machine to demonstrate cloud creation and 100 mph wind, all the while 75 mph gusts were occurring outside on February 24<sup>th</sup>! Forty-eight brave children and adults were shown how weather is observed and measured.

Agenda Item G – Report of the Foundation. In Anne Conable's absence, Director Jakubowski, who is a trustee of the Library Foundation of Buffalo & Erie County Board, reported the Foundation met March 18<sup>th</sup>. At that meeting, the document *Proposal for Redefining the Organizations' Relationship* between the B&ECPL and Library Foundation

of Buffalo & Erie County, Inc. was reviewed. The Foundation's legal counsel, Nicole Tzetzso, will be providing the B&ECPL Board of Trustees a response with suggested modifications to the document. This will then be brought back to the Board's Development and Advocacy Committee for discussion.

Agenda Item H - The Association of Contracting Library Trustees (ACT)/Contracting Library Trustee Report. On behalf of ACT, Richard Earne reported on a successful Annual ACT Workshop held March 2<sup>nd</sup>. Discussion ensued about the "Library of Things" which was discussed as part of the Workshop. ACT will continue with 4 meetings per year, rotating locations between the various libraries in the System. The next ACT meeting is scheduled for May 4<sup>th</sup> at the Aurora Town Public Library.

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

Agenda Item J - Unfinished Business. None.

Agenda Item K - New Business.

Agenda Item K.1 - Adult Literacy Library Services Grant Program 2019-2022. Assistant Deputy Director (A.D.D.) Dawn Peters explained Resolution 2019-7 as presented. Trustee Panty moved, Trustee Burd seconded, and approval was unanimous.

#### RESOLUTION 2019-7

WHEREAS, the Buffalo & Erie County Public Library (B&ECPL) System is eligible to apply for a New York State funded Adult Literacy Library Services Program grant to help libraries offer services which will improve adult literacy on the job and in the home, and

WHEREAS, the B&ECPL System will use these funds to increase awareness of library resources useful to job seekers, entrepreneurs, immigrants and local government, nonprofit, and community workforce agencies, and

WHEREAS, the B&ECPL will encourage use of library resources that will directly benefit the unemployed, immigrant population, as well as support small business development in Erie County, and

WHEREAS, the grant will help the Library become a community literacy leader and strengthen partnerships with local literacy providers, and

WHEREAS, the Library will partner with local agencies to provide training and present programs designed to help Erie County residents find employment, start and run a business, assimilate into Erie County as productive citizens, and



WHEREAS, the grant funds will be used for outside speakers, workshops, publications, promotional materials, and project publicity, now therefore be it

RESOLVED, that the B&ECPL Board of Trustees approves the Adult Literacy Library Services Grant Program 2019-2022 application to obtain \$9,000 in funding for each of 3 funding cycles, for a total of \$27,000, and authorizes the Library Director to submit that application, and be it further

RESOLVED, that if the grant application is awarded, the B&ECPL Board of Trustees authorizes amending the 2019, 2020, and 2021 Grants Budgets by appropriating grant revenues and expenditures in the amount of \$9,000 for each of the 3 funding cycles (or whatever proportional allocation is available) to support adult literacy initiatives.

Agenda Item K.2 – Family Literacy Library Services Grant Program 2019-2022. A.D.D. Peters explained Resolution 2019-8 as presented. Trustee Panty moved for approval. Trustee Amodeo made a second, and approval was unanimous.

#### RESOLUTION 2019-8

WHEREAS, the Buffalo & Erie County Public Library (B&ECPL) System is eligible to apply for a New York State funded Family Literacy Library Services Program grant to help library systems and libraries provide early family literacy services to children, their parents and caregivers, and

WHEREAS, the funds will be used to increase staff knowledge of early literacy practices, strengthen community partnerships, and support families with early literacy activities throughout Erie County by providing training, programming materials, and supporting resources at all B&ECPL libraries, now therefore be it

RESOLVED, that the B&ECPL Board of Trustees approves the Family Literacy Library Services Grant Program 2019-2022 application to obtain \$14,000 in funding for each of 3 funding cycles, for a total of \$42,000, and authorizes the Library Director to submit that application, and be it further

RESOLVED, that if the grant application is awarded, the B&ECPL Board of Trustees authorizes amending the 2019, 2020, and 2021 Grants Budgets by appropriating grant revenues and expenditures in the amount of \$14,000 for each of the 3 funding cycles (or whatever proportional allocation is available) to support early literacy initiatives.

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There being no further business, on motion by Trustee Ted Johnson with a second by Trustee Panty, the meeting was adjourned at 4:44 p.m.

Respectfully submitted,

Kimberly Johnson  
Secretary