

MINUTES
REGULAR MEETING OF THE
BUFFALO & ERIE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES
May 16, 2019

The regular monthly meeting of the Board of Trustees of the Buffalo & Erie County Public Library (B&ECPL) was held on Thursday, May 16, 2019, at the Leroy R. Coles, Jr. Branch 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
Katie Burd
Lucy Candelario
Frank Gist
Frank Housh
Sharon M. Kelly

Chair Kathleen Berens Bucki called the meeting to order at 4:09 p.m. in the Leroy R. Coles, Jr. Branch Library Community Meeting Room. A quorum was present.

Agenda Item B – Approval/Changes to the Agenda. A moment of silence in memory of B&ECPL’s long-time legal counsel Patrick Martin was observed.

Trustee Candelario arrived at 4:10 p.m.

Chair Bucki entertained a motion to amend the agenda to include a new action item at the end of New Business relating to a bequest. Trustee Kelly moved, Trustee Amodeo made a second, and the amended agenda was approved unanimously.

Agenda Item C – Minutes of the Meeting of April 18, 2019. On motion by Trustee Amodeo and a second by Trustee Burd, the Minutes were approved as mailed.

Agenda Item D – Report of the Chair. Chair Bucki called on Leroy R. Coles, Jr. Branch Library Manager Kit Pitkin who welcomed the Board and said a few words about the library.

Chair Bucki updated trustees that a letter has been sent, as directed by the Executive Committee on May 9th, to Café operations Request for Proposal respondent Roly Poly with a May 31, 2019 deadline for their Franchiser to provide a commitment letter of support to remain under consideration for café operations. Discussion ensued; if this commitment is not received, potential alternatives need to be discussed such as issuing another RFP, accommodating the café space for high-end vending machines, etc.

Trustee Moore arrived at 4:12 p.m.

Agenda Item E – Committee Reports.

Agenda Item E.1 – Executive Committee. The Executive Committee met on May 9, 2019; a copy of the written report was at each trustee's place. Chair Bucki read from the report and entertained a motion to have the written report entered into the Minutes. Trustee Bedenko moved, Trustee Gist made a second, and approval was unanimous.

Present: Executive Committee Chair Kathleen Berens Bucki; Members Sheldon Berlow, Katie Burd and Frank Housh. Also present were Trustee Ted Johnson, Director Mary Jean Jakubowski, Chief Operating Officer (COO) Jeannine Doyle and Chief Financial Officer (CFO) Ken Stone.

Chair Bucki called the meeting to order at 4:08 p.m. in the Joseph B. Rounds Conference Room at the Central Library.

The Committee reviewed the agenda for the May 16, 2019 meeting of the Buffalo & Erie County Public Library (B&ECPL) Board of Trustees.

CFO Stone introduced Resolution 2019-10 Amend Southwest Reading Park Grant and Resolution 2019-11 Accept & Budget Grant Award: Ralph C. Wilson, Jr. Foundation Grant, Isaías González-Soto Branch Library, Sports Equipment Share Pilot Program. Discussion ensued.

Director Jakubowski introduced Resolution 2019-12 Amend B&ECPL Bylaws, Resolution 2019-13 Amend B&ECPL Conflict of Interest Policy and Resolution 2019-14 Amend B&ECPL Whistleblower Policy explaining that changes in the New York State Non-Profit Revitalization Act necessitated the changes. Discussion ensued.

COO Doyle introduced Resolution 2019-15 Amend Rules of Conduct, Resolution 2019-16 Amend Central Library Access Ramp Rules and Resolution 2019-17 Amend B&ECPL Free Direct Access Plan. COO Doyle reviewed changes in New York State Public Health Law regarding smoking outside of

public and association libraries, set to be implemented June 19, 2019. Language to reflect the changes in the law has been added to the Rules of Conduct and the Central Library Access Ramp Rules. She then noted the changes recommended in the Free Direct Access Plan reflect modifications to language to simplify verbiage and make wording consistent with other B&ECPL policies.

Director Jakubowski spoke to the status of café operations. Discussion ensued. The Committee requested Director Jakubowski and Board Chair Bucki jointly send a letter to the Request for Proposal (RFP) respondent, Roly Poly, seeking a commitment letter of support from their Franchiser be provided to the B&ECPL Board of Trustees by May 31, 2019 to remain under consideration for café operations. Discussion ensued. Director Jakubowski will prepare the letter.

Director Jakubowski noted the Library Foundation of Buffalo & Erie County (Foundation) Board of Trustees is in the process of reviewing the proposed agreement between the Foundation and the B&ECPL. A response is expected within a month or two.

Director Jakubowski shared her conversation with John R. Duerr, Director of Development/ Project Manager Ken-Ton Elmwood Commons, and former B&ECPL and Town of Tonawanda Public Library Board President Dr. John Long regarding their interest in opening a “new” library in Elmwood Commons to provide library services north of Sheridan Drive. Discussion ensued. Director Jakubowski noted she would be speaking with the Town of Tonawanda Public Library Board the week of May 13, 2019. The Committee agreed start-up, capital and operational costs and funding are of concern; of critical concern is sustainability. Director Jakubowski noted she thoroughly explained these same concerns to both Mr. Duerr and Dr. Long and will do the same with the Town of Tonawanda Public Library Board.

Director Jakubowski expressed there may be a “walk-on” resolution at the May 16, 2019 Board meeting regarding paperwork required in order for the B&ECPL to receive a bequest. Currently Robert Patterson, Esq. of Bond Schoeneck & King is reviewing what is required.

COO Doyle reviewed Resolution 2019-18 The Clerical & Maintenance Union of the B&ECPL Contracting Libraries, NYSUT/AFT (CMU). Discussion ensued. COO Doyle noted the tentative agreement is being voted on by CMU members May 9, 2019. Should the tentative agreement not be approved by membership, the resolution will be pulled from the agenda.

The meeting adjourned at 4:50 p.m. on a motion by Trustee Burd and second by Trustee Berlow.

Agenda Item E.2 – Budget and Finance Committee.

Agenda Item E.2.a – Amend Southwest Reading Park Grant. Director Jakubowski presented Resolution 2019-10. Trustee Kelly asked if the bequest was conditioned; Director Jakubowski explained it was not. The Melancon family will be recognized if this moves forward. On motion by Trustee Gist, second by Trustee Amodeo, the following resolution was approved unanimously.

RESOLUTION 2019-10

WHEREAS, on June 15, 2017 the Buffalo & Erie County Public Library (B&ECPL) authorized budgeting a Southwest Airlines *Heart of the Community* grant in the amount of \$170,000, and

WHEREAS, the grant funds are being used for design, equipment, furniture, landscaping and related materials and programming to be used in *Buffalo's Reading Park*, and

WHEREAS, recently bids were received to undertake landscaping and concrete work in the project area, and

WHEREAS, additional funds are needed to ensure completion of one of the elements, sandblasting to etch the names of local authors on the border of concrete pathways at a cost of \$11,700, and

WHEREAS, sufficient funds are available from the Melancon bequest for which this element would be a fitting use, now therefore be it

RESOLVED, the B&ECPL Board of Trustees authorizes using Melancon bequest funds, held in the Library's trust account, in the amount of \$11,700 to support *Buffalo's Reading Park*, and be it further

RESOLVED, that the Board of Trustees of the B&ECPL authorizes amending the Southwest Airlines Reading Park grant budget increasing the budget in the following amounts:

Revenue: \$11,700

Grant Program Expenditures: \$11,700

Agenda Item E.2.b – Accept & Budget Grant Award: Ralph C. Wilson, Jr. Foundation Grant, Isaías González-Soto Branch Library, Sports Equipment Share Pilot Program. Director Jakubowski requested we allow the Ralph C. Wilson, Jr. Foundation to announce this program. She described the pilot program, adding that the Isaías González-Soto Branch Library was chosen because of its location with a park behind it.

The Director commented that perhaps this program can expand to other library locations in the future. Trustee Amodeo moved, Trustee Bedenko seconded, and the following was approved unanimously.

RESOLUTION 2019-11

WHEREAS, the Buffalo & Erie County Public Library (B&ECPL) was notified it has been selected as a recipient of a *Sports Equipment Share Pilot Program* grant through the Ralph C. Wilson, Jr. Foundation, and

WHEREAS, the amount of the award is up to \$256,600, and

WHEREAS, the B&ECPL shall administer the funds to establish a pilot program that combines access to a sports equipment sharing program and reading materials for youth who visit the Isaías González-Soto Branch Library in Buffalo, and

WHEREAS, the grant funds shall be used for providing a sports equipment share pilot program, coaching programs for children, and a “*Play Down Your Fines*” component for children, under the age of 17, with library cards who have overdue fines or blocked accounts and use the Isaías González-Soto Branch Library, and

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

RESOLVED, the B&ECPL Board of Trustees gratefully accepts the award and authorizes amending the 2019 Grants Budget by appropriating grant revenues and expenditures in the amount of \$256,600 to support establishment of a *Sports Equipment Share Pilot Program*, and be it further

RESOLVED, that the Board of Trustees of the B&ECPL authorizes establishing a *Sports Equipment Share Pilot Program* grant budget in the following amounts:

Revenue: \$256,600

Grant Program Expenditures: \$256,600

Agenda Item E.2.c – Monthly Financial Report. The monthly financial report for the period ending March 31, 2019 was included in the board packet for information. Director Jakubowski remarked the Library continues to run within budget.

Agenda Item E.3 – Governance Committee. The Governance Committee met on April 30, 2019; a copy of the written report was at each trustee’s place. Committee Chair Bedenko read from the report and moved to have the written report entered into the Minutes. Trustee Amodeo made a second, and approval was unanimous.

Present: Chair Alan Bedenko; Committee members Carima El-Behairy, Frank Gist, Frank Housh and Sharon Kelly. Also present were Library Director Mary Jean Jakubowski and Deputy Director - Chief Operating Officer Jeannine Doyle.

The meeting of the Governance Committee began at 4:05 p.m. in the Joseph B. Rounds Board Room at the Central Library. A quorum was present.

Director Jakubowski presented copies of the annual Conflict of Interest Appendix A - Disclosure Statements completed by each System Trustee (with the exception of Dr. Rhonda Ricks due to illness) and B&ECPL Key Employee for the year 2019 to Alan Bedenko, Chair of the Governance Committee, as required per the B&ECPL Conflict of Interest Policy, Article III, Section 3.2 - Annual Disclosure. Copies were also distributed to the rest of the Governance Committee members in attendance. Director Jakubowski reported several attempts have been made to contact Dr. Ricks - via e-mail, telephone and mail - regarding returning her signed Disclosure Statement for 2019. Discussion ensued. The Committee indicated they wish to take no further action at this time.

Deputy Director Doyle explained changes in the New York Nonprofit Revitalization Act necessitating review and changes to the Bylaws of the Buffalo & Erie County Public Library (Bylaws), Conflict of Interest Policy and Whistleblower Policy - all of which, per Article VI (5) of the current Bylaws fall to the duties of the Governance Committee.

Deputy Director Doyle reviewed changes to Draft 2 of the Bylaws. The Committee recommended the proposed amended Bylaws be brought before the full Board for approval at their next meeting on a motion by Trustee Kelly, second by Trustee Housh.

Proposed changes to the Conflict of Interest Policy were reviewed. The Committee recommended the proposed amended Conflict of Interest Policy be brought before the full Board for approval at their next meeting on a motion by Trustee Kelly, second by Trustee Gist. Deputy Director Doyle noted following approval of the amended B&ECPL Conflict of Interest Policy, new Disclosure Statements may need to be obtained and submitted. We are awaiting the opinion of B&ECPL's legal counsel on this matter.

Proposed changes to the Whistleblower Policy were reviewed. The Committee recommended the proposed amended Whistleblower Policy be brought before the full Board for approval at their next meeting on a motion by Trustee El-Behairy, second by Trustee Housh.

Chair Bedenko spoke to the Committee regarding the request by the Association of Contracting Library Trustees (ACT) to review and update (modernize) language in the Contract between the Buffalo & Erie County Public Library System and the Contract Libraries. Chair Bedenko recommends this task fall to the Governance Committee. Director Jakubowski noted she hopes that the discussions will be collaborative and expects to hear from ACT following their May 4th meeting.

The meeting adjourned at 4:28 p.m. on a motion by Trustee Housh, second by Trustee El-Behairy.

COO Doyle proceeded to summarize the amendments for the following 3 proposed resolutions explaining that upon reviewing the Whistleblower Policy, she discovered there had been a change to the Non-Profit Revitalization Act which resulted in needed changes to the Bylaws and Conflict of Interest Policy as well. Together with Library legal counsel at Bond, Schoeneck & King, the following 3 items were amended to reflect the necessary changes in the Act to conform with the provisions of the law.

Agenda Item E.3.a – Amend B&ECPL Bylaws. As required by the current Bylaws, notification was given indicating said Bylaws were subject to amendment at the May 16, 2019 meeting of the Board including identifying any and all proposed actions. The Governance Committee recommends these changes for Board approval. Trustee Kimberly Johnson moved for approval of Resolution 2019-12 amending the B&ECPL Bylaws as presented. Trustee Bedenko made a second, and approval was unanimous.

RESOLUTION 2019-12

WHEREAS, amendments to the New York State Non-Profit Revitalization Act of 2013, signed into law in November 2016 and effective in 2017, created the need for changes in the Buffalo & Erie County Public Library's (B&ECPL) Bylaws, and

WHEREAS, B&ECPL legal counsel at Bond Schoeneck & King has reviewed and updated the current Bylaws of the B&ECPL to be in compliance with said amendments, and

WHEREAS, recommended changes, consistent with the amendments to the Non-Profit Revitalization Act, include: the addition of language to allow an employee to serve as Chairman with two-thirds vote of the entire Board, revisions to the definition of "Independent Trustee," replacement of "Key Employee" with "Key Person" throughout the Bylaws, and the defining of "Key Person," and

WHEREAS, the Governance Committee of the B&ECPL Board of Trustees at its April 30, 2019 meeting completed its review of the proposed amended Bylaws of the B&ECPL, and

WHEREAS, due notification was given as required by the current Bylaws, indicating that said Bylaws were subject to amendment at the May 16, 2019 meeting of the Board, now therefore be it

RESOLVED, that the Board of Trustees of the B&ECPL adopts the proposed Bylaws of the B&ECPL as presented to supersede and replace the prevailing Bylaws, last amended April 21, 2016.

Agenda Item E.3.b – Amend B&ECPL Conflict of Interest Policy. On motion by Trustee Amodeo, seconded by Trustee Kelly, approval of Resolution 2019-13 as presented was unanimous. Chair Bucki informed trustees they will need to complete and sign a new, amended Disclosure Statement; these were distributed to trustees.

RESOLUTION 2019-13

WHEREAS, Buffalo & Erie County Public Library's (B&ECPL) Board of Trustees adopted a Conflict of Interest Policy on June 12, 2014 which was amended on July 20, 2017, and

WHEREAS, amendments to the New York State Non-Profit Revitalization Act of 2013, signed into law in November 2016 and effective in 2017, created the need for changes in the Conflict of Interest Policy which were not reflected in the July 2017 revisions, and

WHEREAS, B&ECPL legal counsel at Bond Schoeneck & King has reviewed and updated the current Conflict of Interest Policy of the B&ECPL to be in compliance with said amendments, and

WHEREAS, recommended changes include: replacement of "Key Employee" with "Key Person" throughout the policy and disclosure statement, defining of "Key Person," and revision of the "Related Party Transaction" provision, all consistent with the amendments to the Non-Profit Revitalization Act, and

WHEREAS, the Governance Committee of the B&ECPL Board of Trustees at its April 30, 2019 meeting completed its review of the proposed amended Conflict of Interest Policy, now therefore be it

RESOLVED, that the Board of Trustees of the B&ECPL adopts the proposed revisions to the B&ECPL's Conflict of Interest Policy to supersede and replace the prevailing policy, last amended July 20, 2017, and be it further

RESOLVED, that a copy of the approved Conflict of Interest Policy be posted on the B&ECPL's website, and be it finally

RESOLVED, that all members of the Board of Trustees and Key Persons shall complete and submit new disclosure statements pursuant to the Conflict of Interest Policy for 2019.

Agenda Item E.3.c – Amend B&ECPL Whistleblower Policy. On motion by Trustee Burd, seconded by Trustee Gist, the amended policy was approved unanimously.

RESOLUTION 2019-14

WHEREAS, the Buffalo & Erie County Public Library's (B&ECPL) Board of Trustees adopted a Whistleblower Policy on June 12, 2014, which was amended on April 21, 2016, and

WHEREAS, amendments to the New York State Non-Profit Revitalization Act of 2013, signed into law in November 2016 and effective in 2017, created the need for changes in the Whistleblower Policy, and

WHEREAS, B&ECPL legal counsel at Bond Schoeneck & King has reviewed and updated the current Whistleblower Policy of the B&ECPL to be in compliance with said amendments, and

WHEREAS, recommended changes, consistent with the amendments to the Non-Profit Revitalization Act, include the addition of language restricting the ability of employee trustees or subjects of a whistleblower complaint to participate in Committee or Board deliberations and/or voting regarding whistleblower complaints, and

WHEREAS, the Governance Committee of the B&ECPL Board of Trustees at its April 30, 2019 meeting completed its review of the proposed amended Whistleblower Policy, now therefore be it

RESOLVED, that the Board of Trustees of the B&ECPL adopts the proposed revisions to the B&ECPL's Whistleblower Policy to supersede and replace the prevailing policy last amended April 21, 2016, and be it further

RESOLVED, that a copy of the approved Whistleblower Policy shall be made available to all applicable persons who provide substantial services to the B&ECPL via the B&ECPL's website or at the B&ECPL's office in a conspicuous location accessible to employees and volunteers.

Agenda Item E.4 – Policy Committee. The Policy Committee met on April 18, 2019; a copy of the written report was at each trustee's place. In Committee Chair Elaine Panty's absence, Chair Bucki read from the report and entertained a motion to have the written report entered into the Minutes. Trustee Bedenko moved, Trustee Kelly made a second, and approval was unanimous.

Present: Committee Chair Elaine Panty; Committee members Alan Bedenko, Kathleen Berens Bucki, Frank Gist and Sharon Kelly; Library Director Mary Jean Jakubowski; and Deputy Director – Chief Operating Officer Jeannine Doyle.

The meeting of the Policy Committee began at 3:05 p.m. in the Joseph B. Rounds Conference Room at the Central Library. A quorum was present.

Director Jakubowski indicated Library Administration had reviewed 3 of B&ECPL's policies:

- Rules of Conduct;
- Central Library Access Ramp Rules; and
- Free Direct Access Plan.

Deputy Director Doyle reviewed proposed changes with the Committee on each of the policies. Discussion ensued on each of the policies. In addition to the proposed changes, minor grammatical changes were made in the Rules of Conduct and the Free Direct Access Plan.

The Committee recommended the proposed amended policies be moved forward to the full Board for approval on a motion by Trustee Bedenko, second by Trustee Gist.

The Committee also reviewed the proposed *2019 Review Schedule for Board Adopted Policies*. The schedule was accepted as presented on a motion by Trustee Bedenko, second by Trustee Bucki.

On a motion by Trustee Kelly, second by Trustee Bucki, the meeting adjourned at 3:30 p.m. The next Committee meeting is scheduled for July 18th, following the Board meeting.

Agenda Item E.4.a – Amend Rules of Conduct. COO Doyle explained effective June 19, 2019, New York State (NYS) Public Health Law has been amended to say that there can be no smoking within 100 feet of library property. Currently the Rules of Conduct Policy, along with the Central Library Access Ramp Rules, contains language related to smoking stating there can be no smoking within 10 feet of library property. The proposed amended policy contains updated language to address the changes to the Public Health Law. In response to Trustee Gist's question if all libraries are affected by this, COO Doyle explained this State Law applies to all public and association libraries and, while this policy only applies to the Central Library and all Buffalo Branch Libraries, contract library managers and directors have been informed of the changes in the State Law and are to modify their own policies. Trustee Kimberly Johnson moved for approval. Trustee Kelly seconded, and approval of Resolution 2019-15 as presented was unanimous.

RESOLUTION 2019-15

WHEREAS, the Buffalo & Erie County Public Library (B&ECPL) has a structure for process and review of standing policies to ensure that they remain timely and effective, and

WHEREAS, the Rules of Conduct have been amended to reflect changes to New York State Public Health Law Section 1399-O which will prohibit smoking within 100 feet of libraries, effective June 19, 2019, and

WHEREAS, language was also added to clearly reflect application of the smoking restrictions at the Buffalo City Branches, and

WHEREAS, the attached draft amended Rules of Conduct have been vetted by B&ECPL legal counsel, and

WHEREAS, the Policy Committee has reviewed and recommends the attached proposed amended Rules of Conduct for approval by the full Board, now therefore be it

RESOLVED, that the Board of Trustees of the B&ECPL adopts the proposed revisions to the B&ECPL's Rules of Conduct to supersede and replace the prevailing policy last amended October 18, 2018, and be it further

RESOLVED, that a copy of the approved Rules of Conduct be posted on the B&ECPL's website.

Agenda Item E.4.b – Amend Central Library Access Ramp Rules. As discussed above, the proposed changes to the Rules include adding language to address the changes to the NYS Public Health Law. On motion by Trustee Kimberly Johnson, seconded by Trustee Kelly, approval of Resolution 2019-16 was unanimous.

RESOLUTION 2019-16

WHEREAS, the Buffalo & Erie County Public Library (B&ECPL) has a structure for process and review of standing policies to ensure that they remain timely and effective, and

WHEREAS, the Central Library Access Ramp Rules have been amended to reflect changes to New York State Public Health Law Section 1399-O which will prohibit smoking within 100 feet of libraries, effective June 19, 2019, and

WHEREAS, language was also modified to be consistent with the Rules of Conduct, as well as consistent use of terms, such as "B&ECPL," and

WHEREAS, the attached draft amended Central Library Access Ramp Rules have been vetted by B&ECPL legal counsel, and

WHEREAS, the Policy Committee has reviewed and recommends the attached proposed amended Central Library Access Ramp Rules for approval by the full Board, now therefore be it

RESOLVED, that the Board of Trustees of the B&ECPL adopts the proposed revisions to the B&ECPL's Central Library Access Ramp Rules to supersede and replace the prevailing policy last amended October 18, 2018, and be it further

RESOLVED, that a copy of the approved Central Library Access Ramp Rules be posted on the B&ECPL's website.

Agenda Item E.4.c – Amend Free Direct Access Plan. COO Doyle presented Resolution 2019-17. On motion by Trustee Amodeo and a second by Trustee Kimberly Johnson, approval of Resolution 2019-17 was unanimous.

RESOLUTION 2019-17

WHEREAS, the Buffalo & Erie County Public Library (B&ECPL) System is required to follow New York Codes, Rules and Regulations – Title 8 Education, and

WHEREAS, Commissioner's Regulation 90.3 requires the System to have a Free Direct Access Plan (Plan), and

WHEREAS, as the B&ECPL Plan follows the Division of Library Development's Outline and Guidelines for developing a free direct access plan under the Commissioner's Regulations 90.3(a) through (d)(4), it was recommended that references to the provisions of the guidelines addressed be included in the Plan for ease of reference of readers, and

WHEREAS, some minor changes were made for consistent application of certain terms, such as "B&ECPL" and "contract library," and

WHEREAS, the amended Plan has been vetted and approved by B&ECPL legal counsel, and

WHEREAS, the Policy Committee reviewed and recommends the attached proposed amended Free Direct Access Plan for approval by the full Board, now therefore be it

RESOLVED, that the Board of Trustees of the B&ECPL approves the amended Free Direct Access Plan, and be it further

RESOLVED, that a copy of the approved Free Direct Access Plan be posted on the B&ECPL's website.

Agenda Item F – Report of the Director. Director Jakubowski updated trustees that on May 20th, NYS Education Commissioner MaryEllen Elia along with several members of the NYS Board of Regents, NYS Archivist Tom Ruller and NYS Director of Education Deputy Commissioner Mark Schaming will be visiting the Central Library where Deputy Director Jeannine Doyle and Assistant Deputy Director Dawn Peters will provide a “walking & talking” tour. Chair Bucki will be attending as well. The salient points for discussion will be educational initiatives including STEM, STEAM and STREAM, Census 2020, the Summer Reading Program and other initiatives of Commissioner Elia.

At the request of local developer John R. Duerr, Director of Development Project Manager of the Ken-Ton Elmwood Commons, the Director met with Mr. Duerr and Dr. John Long, former Trustee of both the B&ECPL System and Town of Tonawanda Public Library (TON), who are interested in having the B&ECPL create a brick and mortar library and provide library services at the senior apartment complex development project at the Philip Sheridan School located on Elmwood Avenue “north of Sheridan Drive.” At that meeting Director Jakubowski explained NYS Education Law and how this decision would fall to the Town of Tonawanda Public Library and what the System’s abilities or lack thereof are to support such a project. She also extended a word of caution regarding the cost and expense not only to build a library but to sustain operations long-term. She conveyed the B&ECPL System does not have adequate funding to create and take on another library.

Director Jakubowski met with the TON Board of Trustees to make them aware of the developer’s interest for this potential plan as they are the ones who must agree to be involved. Several TON trustees expressed disinterest in the idea.

Subsequently, Director Jakubowski sent a letter to Mr. Duerr and Dr. Long reiterating that any/all further discussions concerning the potential of a brick and mortar library at the Philip Sheridan site will need to be held with the TON Board of Trustees. Rough estimates for start-up costs for a public library were included with the letter using square footage/ equipment/ technology/ collections and operational costs of the Kenilworth Branch Library and subsequently scaled to provide potential alternatives. Director Jakubowski reiterated the importance of operational sustainability and future capital needs, conveying the B&ECPL System is not in a position to provide funding for these purposes.

Trustee Burd questioned if there was anyone from the TON Board of Trustees at the initial meeting with the developer. Director Jakubowski replied no, but stated she strongly informed the developer that the TON Board of Trustees as well as the Town of Tonawanda need to be included. The Director also informed the developer the B&ECPL *Library on Wheels* bookmobile is currently providing service to 2 locations in very close proximity to the Philip Sheridan School. Mobile Services and Outreach

Manager Samantha Purpora has informed the developer that if this site is developed into senior living, the B&ECPL System can look into incorporating a bookmobile stop for this location.

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

B&ECPL Monthly Report April 2019

Leroy R. Coles, Jr. Branch Library Dedication – A dedication ceremony and reception recognizing the renaming of the East Delavan Branch Library to the Leroy R. Coles, Jr. Branch Library was held on April 26th. Speakers included New York State Assemblymember Crystal Peoples-Stokes; Erie County Executive Mark C. Poloncarz; City of Buffalo Mayor Byron W. Brown; Reverend George F. Nicholas, Memorial United Methodist Church; Buffalo Urban League President and CEO Brenda W. McDuffie; James R. Heck III of the Rho Lambda Chapter of the Alpha Phi Alpha Fraternity; Neil Leroy Coles, son of Leroy R. Coles, Jr.; and this writer. More than 175 were in attendance including Constance Coles and members of the Coles family from throughout the United States.

Dorinda Darden Appointed to Advisory Council – The State University of New York (SUNY) Erie Community College Board of Trustees, at its monthly meeting held on April 25th, approved the appointment of Assistant Deputy Director **Dorinda Darden** to the Library Resource Center Advisory Council for a 3-year term from May 1, 2019 through April 30, 2022. Congratulations Dorinda!

Money Smart Fair – Information Services and Outreach Librarian **Sandra Courtney** coordinated the Central Library's 3rd Annual Money Smart Fair on April 10th. Sixteen vendors participated, answering personal finance questions and offering money saving tips. Representatives from the Erie County Clerk's Office "Clerk on the Go Community Outreach" program also participated, answering questions regarding new services being offered by the Erie County Clerk's Office.

Exhibit Ended – The *Omar Khayyam's Rubáiyát* exhibit closed on April 10th after a year-long successful run. An estimated 5,500 patrons visited the exhibit to rave reviews. Patrons from as far away as New Zealand, Puerto Rico, Uzbekistan, Texas and California registered in the guest book.

Week of the Young Child – The Child Care Resource Network and the Western New York Chapter of the New York Association for the Education of Young Children joined with the Central Library's Children's Services staff hosting "Family Friday" on April 12th. Guest reader, Deputy County Executive Maria Whyte, shared the story

The Kissing Hand with 4 classes of first grade students from Buffalo Public School (BPS) #79 William J. Grabiarz School of Excellence. Children's Services Librarians **Susan Buttaccio** and **Jennifer Lelinski**, Children's Services Manager **Kathryn Galvin**, and Library Assistant **Devon Cozad** led tours of the Central Library and provided craft activities.

Books for Kids Drive – Library Director **Mary Jean Jakubowski**, Assistant Deputy Director **Joy Testa Cinquino**, **Dorinda Darden**, and Information Services and Outreach Librarian **Melissa Blattner** participated in Project Flight's 24th Annual Books for Kids Drive held on April 12th. The event took place at the Wegmans' Sheridan Drive location. Event participants included Jim Toellner, President and General Manager of WGRZ Channel 2; Mike Connelly, the Editor of *The Buffalo News*; Dr. Betty Cappella and Dr. Geraldine Bard, the Co-Directors of Project Flight; and Michele Mehaffy, the Consumer Affairs Manager for Wegmans. WGRZ Channel 2 News Anchors Melissa Holmes and Kevin O'Neill covered news spots throughout and WBLK's Yasmin Young from WBLK, along with Dave Fields and Misha Jay from WYRK, were also on hand. The B&ECPL partners with Project Flight coordinating the *Books for Kids Drive*, distributing thousands of free books to children in need throughout the Western New York area. This 1-day event brought in close to 1,000 books for the *Books for Kids Drive*. Throughout the month of April, collection bins were also available at all B&ECPL locations, *The Buffalo News*, Wegmans and WGRZ Channel 2.

She Started IT – An estimated 115 girls in grades 6-10 attended the 3rd Annual *She Started IT* conference held at the Central Library on April 13th. Technology expert Alex Fernandez hosted VR (virtual reality) demonstrations in the Launch Pad. The *She Started IT/Girls Get IT* event (IT is short for information technology) seeks to inspire girls to become leaders in computing, technology and entrepreneurship. The program further encourages girls to seek careers in technology and entrepreneurship. Through partnerships with the University at Buffalo Blackstone LaunchPad, ACV Auctions, Ingram Micro, the Girl Scouts of Western New York and others, the Central Library offers ongoing interactive technology demos, speakers and career discussion opportunities with local female technology company founders and professionals.

5th Annual Read and Win Resurrection Day – The Frank E. Merriweather, Jr. Branch (MRW) Library hosted the 5th Annual *Read and Win Resurrection Day* program presented by International Free and Accepted Modern Masons, Inc. and Order of the Eastern Star on April 20th. The program, designed to encourage reading, included a performance by Storyteller Karima Amin. Participants who checked out materials from the MRW Library in March and April were eligible to win a prize. Eighty-five attended the celebratory event.

Active & Healthy! – On April 24th, Information Services and Outreach Librarian **Renée Masters** hosted the 5th Annual *Spring Health Fair* at the Central Library. Over 50

community organizations, schools and government agencies participated, focusing on health issues most relevant to City of Buffalo residents residing in the 5 zip codes which have been identified as having the most significant health disparities in Erie County. Pastor George Nicholas of Lincoln Memorial United Methodist Church gave a spirited talk focused on health issues of the African American community. Several vendors provided fun, educational and exercise-based activities including William-Emslie Family YMCA's stationary bike-powered smoothie blender, Phyllis Caver's *Hustle for Health* team from the Gloria J. Parks Community Center and *Hooping for Every Body* performance and instruction by Benjamin Berry. Attendees were greeted by wellness committee volunteers from the Epsilon Xi Omega Chapter of Alpha Kappa Alpha Sorority, Inc. Approximately 500 attended the event.

Astronomy Day – Children's Services Librarian **Jessie Blum** assisted in facilitating *Astronomy Day* co-hosted by the Buffalo Astronomical Association April 27th. Members of the Buffalo Astronomical Association set up a variety of telescopes throughout the Central Library, answering questions about the solar system and how it is observed. Multiple speakers spoke throughout the day in the Ring of Knowledge on topics which included: asteroids and meteors, cell phone astrophotography, and new discoveries on Mars. National Aeronautics and Space Administration (NASA) Ambassadors Jim Zappa and Warren Marcus described both fact and fiction about Earth's Moon and what the New Horizons Spacecraft will document as it starts its journey beyond our solar system. Buffalo Museum of Science's astronomy staff set up the Zygmunt planetarium (an inflatable planetarium) and presented fulldome night sky movies and lectures. The Central Library Launch Pad MakerSpace featured a VR tour of the solar system, spin art planets, and button making. Children's Services provided continual astronomy-based storytimes. More than 200 participated throughout the day.

New York Reads: Drawdown – Throughout the month of April, the B&ECPL System participated in the *New York Reads: Drawdown* sustainability initiative. The initiative, based on the *New York Times* bestselling book *Drawdown: The Most Comprehensive Plan Ever Proposed to Reverse Global Warming* by Paul Hawken, offered Erie County residents the opportunity to come together in conversation around science-based solutions that can help individuals/organizations "take purposeful action with focus." Through all ages programing, displays, and book club meetings, participants discussed impactful solutions for slowing climate change and how to "make a difference for the future." Information Services and Outreach Librarian **Stephanie Molnar** was the captain for the B&ECPL online team for the *Drawdown Eco-Challenge (Eco-Challenge)*. *The Eco-Challenge* was a 21-day engagement program in which participants tracked and shared what they learned and how they turned their eco-friendly intentions into action. The B&ECPL team was comprised of participants who engaged in various (proven) solutions to aid in the reversal of global warming. The B&ECPL team ranked in the top 10.3% worldwide out of 1,054 teams, in challenges and completions (recycling, changing

to energy efficient light bulbs, learning more about climate change issues) and shared conversations. Congratulations B&ECPL Drawdown Team!

Monthly Programming Statistics - April 2019

1. Public Services

In Library Group Programs:

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Children (age 5 and under)	199	759	5142	17167
Children (age 6-12)	172	623	3704	10974
Teens	38	121	633	1340
Intergenerational	264	978	8699	24171
Adults (excludes Technology)	233	918	4386	15814
TOTAL In Library Programs	906	3399	22564	69466

In Library One-on-One Programs:

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Children (age 5 and under)	0	5	0	5
Children (age 6-12)	92	303	92	303
Teens	155	542	155	542
Intergenerational	55	137	55	137
Adults (excludes Technology)	201	670	201	671
TOTAL In Library Programs	503	1657	503	1658

Adult Technology Programs:

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Training Lab or Library Desktop PCs	4	16	8	79
System or Library-owned Cyber Train	7	34	48	243
One on One	163	610	167	640
TOTAL Adult Technology	174	660	223	962

Outreach (out of library):

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Children (age 5 and under)	10	49	220	980
Children (age 6-12)	9	27	284	1379
Teens	1	4	25	325
Intergenerational	11	35	553	3020
Adults (excludes Technology)	22	71	961	2416
TOTAL Outreach (out of Library)	53	186	2043	8120

System-wide Buffalo Never Fails WWI Programming:

	Number of Programs		Number of Attendees	
	Month	YTD	Month	YTD
Children Services	2	10	111	349
Adult Services	3	10	149	281
Launch Pad/TechKnow Lab	0	0	0	0
Development/Communications	0	1	0	4
Grosvenor Room	1	7	2	94
TOTAL	6	28	262	728

Buffalo Never Fails WWI Exhibit:

	Month	YTD	From Opening 11/16/2017 to present
Visitors - Non-tour related	6466	22205	
Visitors - Tour/Program	262	728	
TOTAL Exhibit Visitors (Combined non-tour related and tour/program visitors)	6728	22933	75726

Outreach -

- Buffalo Academy of Science Charter School - kindergarten classes
- Jericho Road - Hope Refugee Drop-In Center
- ADPRO Sports Training Center - Buffalo Autism Project, *2nd Annual Buffalo Autism Resource Fair*
- BPS #309 East Community High School - *Community Job Fair*
- Buffalo CSD Workplace Literacy Center - English as a Second Language classes
- Buffalo Employment and Training Center - *Annual Spring Job Fair*

Tours/In-House Group Programming -

Central Library

- BPS #32 Bennett Park Montessori

- Buffalo Rotarian, Michael Sendor, winner of a Rare Book Room tour (*Omar Khayyam's Rubáiyát* exhibit and Rare Book Room)
- Mount St. Mary Academy teachers (Launch Pad)
- Enterprise Charter School
- CreativeMornings
- BPS #80 Highgate Heights Elementary
- Baker Victory Services
- BPS #17 Early Childhood Center
- Orchard Park Middle School
- Buffalo State College – Elementary Education Majors

Isaías González-Soto Branch Library

- Journey's End – *Spring Break Math Academy*

Frank E. Merriweather, Jr. Branch Library

- County Executive Mark Poloncarz hosted *On Your Corner*. Buffalo Common Council President Darius G. Pridgen and Erie County Department of Social Services also presented.

Library on Wheels Special Events – In addition to its regularly scheduled stops, the *Library on Wheels* attended 8 special events attracting 458 visitors during the month of April.

- Baker Victory Services – *Early Childhood Program*
- Wegmans Sheridan Drive, Williamsville – *Books for Kids Drive*
- BPS #198 International Preparatory School – *Saturday Academy*
- Tonawanda High School, City of Tonawanda
- William Street School, Lancaster – *YMCA Vacation Club*
- Old First Ward – *Boom Days Buffalo*
- Community Action Organization (CAO) – *Head Start at the Fruit Belt*
- BPS #32 Bennett Park Montessori

Teen Programming – The Teen Advisory Group (TAG) hosted the *Tween Manga Party* on April 6th at the Central Library. Information Services and Outreach Librarian **Maria Lowe** hosted the Rising Voices book group. The group discussed *The Disreputable History of Frankie Landau-Banks* by E. Lockhart. Ms. Lowe also hosted the Reader's Quest book group. The participants discussed *Children of Exile* by Margaret Peterson Haddix.

Sprout Up! – The Central Library held its 2nd *Annual Sprout Up! A Seed Planting Program for Kids* in celebration of Earth Day presented by B&ECPL Gardener **Beaufort Wilbern** in the Launch Pad MakerSpace on April 22nd, 24th and 26th. Children planted seeds in both soil and damp paper towels to provide the children the opportunity to see seeds

sprout. Children were encouraged both to take planted seeds home with them and to leave a set for germination in the Kids Space windowsill. Seedlings that sprout from the Kids Space windowsill in the library will subsequently be planted in the Central Library's Children's Garden.

2. Collection Development

Collection Development - April 2019

Physical Collections:

	Monthly Item Adds	YTD Item Adds	Monthly Title Adds	YTD Title Adds	Collection Size
Juvenile Print	4,551	14,007	376	1,255	543,595
Young Adult Print	1,082	2,785	101	422	74,854
Adult Print	4,942	16,561	746	2,905	1,833,770
Media	4,499	16,984	672	2,105	568,154
Other*	2,806	11,036	31	54	181,259
Subtotal	17,880	61,373	1,926	6,741	3,201,632

*Includes magazines, generic copies, and other

Electronic Collections:

	Monthly Item Adds	YTD Item Adds	Monthly Title Adds	YTD Title Adds	Collection Size
eBooks	1,334	4,716	891	3,097	75,050*
Music (Freegal)	N/A	N/A	N/A	N/A	Unlimited SONY Library
eAudiobooks	285	1,001	207	757	14,852
eVideos	0	0	0	0	100
Subtotal	1,619	5,717	1,098	3,854	90,022

*Includes 428 EBL titles

All Collections:

	Monthly Item Adds	YTD Item Adds	Monthly Title Adds	YTD Title Adds	Total Collection Size
Total	19,499	67,090	3,024	10,595	3,291,654

Purchase Suggestions:

	Received	% Owned*	Unique Titles	% Ordered
Patron Initiated	634	3.6%	631	66.7%
Staff Initiated	34	0.0%	34	73.5%

*Items in system or on-order at time of suggestion

Subject Guides - The Library's Subject Guides were viewed by 1,503 visitors from 23 countries in April. In addition to the United States, visitor countries of origin included Algeria, Australia, Canada, China, Germany, Ghana, India, Israel, Kenya, Malaysia, Mexico, Moldova, Panama, the Philippines, Puerto Rico, Russia, Singapore, South Africa, South Korea, Spain, Switzerland, and the United Kingdom.

3. Funding/Fundraising

Funding:

- 1st "Wave" of 2019-20 e-Rate Funding Approved:
On April 27th, the Schools and Libraries Division of the Universal Service Administrative Company released the first "wave" of funding approvals under the Federal Communications Commission's "e-Rate" program.

The Library's funding request for Internet access discounts, in the amount of \$15,660, was approved as submitted in the first wave. Pending requests for \$335,682 to support the costs of the Library's Wide Area Network (WAN) and \$432 for the bookmobile's 4G data access are still under review.

e-Rate funding supports the following vital services:

- Internet access for the entire System (600 Mbps bandwidth - moved through the Central Library and then via a fiber-based WAN, to the 36 library outlets);
- Fiber optic connections for the WAN to all libraries, with bandwidth of 30 Mbps for most locations; 40 Mbps for the Coles, Kenmore and González-Soto Libraries; and 50 Mbps for the Merriweather Library; all connecting to the Central Library using bandwidth of up to approximately 1.13 Gbps; and
- 4G LTE wireless hotspot service for the *Library on Wheels* (bookmobile).

The B&ECPL has participated in the e-Rate program since its inception in 1998 and, including the 2019-20 requested funds, the program will have provided approximately \$5.8 million to lower the cost of the B&ECPL's Internet access, WAN and related telecommunication costs.

Fundraising:

Campaign Name	Campaign Dates	Raised to Date
Annual Appeal Total	January 1 - April 30, 2019	\$61,609

4. Facilities

- A new circulation desk was installed at the Riverside Branch Library by Central Maintenance and Information Technology staff on April 4th and 5th. The circulation desk was purchased with New York State Bullet Aid from Senator Chris Jacobs.



- On April 18th, the Erie County Legislature approved bid awards for contracts totaling \$1,924,940, plus a \$200,000 construction contingency, to undertake the B&ECPL 2019 Auditorium Renovations Phase 2. 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 and rehabilitating the Clinton Street entry doorway. Construction can begin once the contractor's submittals and contracts are approved by the County, perhaps as early as late May/early June.

Funding for the project consists of:

\$1,469,595 in Erie County Capital Funds; and

\$ 655,345 in NYS Library Construction Aid Funding obtained by the Library

\$2,124,940 – total project including construction contingency

5. Staff Development

Staff Development - April 2019

	Number of Program Attendees		Number of Programs Presented	
	Month	Yr. to Date	Month	Yr. to Date
Staff	320	960	8	21

- **Staff Training Provided/Sponsored by B&ECPL** – *Difficult Staff-Patron Situations Training - Employees Version, Part 1* (3 sessions presented by Peter Lepore, Enterprise Learning System/B&ECPL); *Difficult Staff-Patron Situations Training - Employees Version, Part 2* (2 sessions presented by Peter Lepore, Enterprise Learning System/B&ECPL); *Difficult Staff-Patron Situations Training - Managers Version, Part 2* (presented by Peter Lepore, Enterprise Learning System/B&ECPL); *Enhancing Your Summer Programming with Out of This World Family Programs* (presented by NYLA/B&ECPL); *Evaluating Performance During Probation* (presented by Jeannine Doyle and Judy Fachko, B&ECPL).

- **Workshops** – *Asbestos Contractor/Supervisor Initial Training* (presented by Environmental Education); *Budget Planning & Financial Management* (presented by NYLA’s YSS Empowerment, Advocacy and Leadership Academy); *Capstone Training Session* (presented by NYLA’s YSS Empowerment, Advocacy and Leadership Academy); *Fostering Student Research & Information Literacy Skills* (presented by WNYLRC); *My Blind Spot Accessibility Training* (presented by My Blind Spot/SUNY Administrators); *Own Your Own Financial Future* (presented by WNY Women’s Foundation); *Serving Patrons with Disabilities in Your Library or Clinic* (presented by WNYLRC/MLA).

- **Conferences** – *LiveWell Kickoff Conference* (presented by Population Health Collaborative); *YSS Spring Conference* (presented by NYLA).

- **Webinars Viewed** – Staff from throughout the System participated in 30+ webinars on a variety of topics throughout the month of April.

- **Other** – *2020 Census News Conference* (presented by US Census Bureau); *Supercharged Storytimes* (presented by New York State Library/OCLC).

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

Type of Communication	Topic	Air Date/Publish Date
Media Event	Books for Kids Launch	The Buffalo News, WGRZ TV Channel 2, WBLK Radio, April 2 nd
Article	April Events at the Riverside Library	Riverside Review, April 3 rd , 10 th , 17 th & 24 th
Article	John J. LaFalce event at Frank E. Merriweather, Jr. Branch Library on April 11 th	The Buffalo News, April 9 th

Advertisement	Friends of the Riverside Library seeking donations for annual sale	Riverside Review, April 10 th
Live Broadcast from the Central Library - Library Director Mary Jean Jakubowski Interviewed	Love Your Library Month, the bookmobile, and benefits of reading to children	WKBW TV Channel 7, April 10 th
Live Broadcast from the Central Library - Library COO Jeannine Doyle Interviewed	Love Your Library Month, World War I exhibit, downloadables and more	Spectrum News, April 12 th
Live Broadcast - Library Director Mary Jean Jakubowski and Assistant Deputy Director Joy Testa Cinquino Interviewed	Books for Kids Drive	The Buffalo News, WGRZ TV Channel 2, WBLK Radio, April 12 th
Article	Stop The Violence Coalition program at the Frank E. Merriweather, Jr. Branch Library on April 23 rd	The Buffalo News, April 13 th
Media Release and Media Invitation	Leroy R. Coles, Jr. Library Dedication	The Buffalo News, WBLK, local TV stations
Media Release	Central Library Presents Active & Healthy Fair	The Buffalo News, Refresh, The Buffalo Challenger, several local media stations, April 24 th
Article	Tradition Keepers' 11 th Annual "Tell Me A Story" event at Frank E. Merriweather, Jr. Branch Library on April 27 th	Amherst Bee, April 24 th ; The Buffalo News, April 25 th
Article	For Every Little Handprint kick-off event at Frank E. Merriweather, Jr. Branch Library on April 30 th	Orchard Park Bee, April 25 th

Social Media

APRIL 2019	Monthly Staff Activity	YTD Staff Activity	Monthly Public Activity	YTD Public Activity	Monthly New Followers	Total Followers
<u>Facebook</u>	132	497	8,454	33,860	62	8,597
<u>Flickr</u>	191	616	28,449	74,489	N/A	54
<u>Google Ads¹</u>	N/A	N/A	2,168	9,945	N/A	N/A
<u>Instagram</u>	36	138	1,622	6,803	79	2,037
<u>Pinterest</u>	112	269	3,756	11,386	27	1,888
<u>Podcast²</u>	3	15	N/A	N/A	N/A	N/A
<u>Twitter</u>	116	468	972	4,477	22	10,112
Total	590	2,003	45,421	140,960	190	22,688

7. Partnerships

- Several libraries, including all city branches, supported the Buffalo Zoo's effort *Gorillas on the Line - Answer the Call* by collecting old cell phones and small devices. Development & Communications Clerk **Leah Mosher** managed the program and 150 items were donated.
- Launch Pad Manager **Jordan Smith** and University at Buffalo Professor and Researcher Sam Abramovich began to conduct initial Launch Pad staff and patron interviews about learning and assessment in MakerSpaces. Interviews and surveying of MakerSpace impact on patrons will continue throughout the spring and summer. The research is being conducted with the funding support of an Institute of Museum and Library Services (IMLS) Grant.
- **Susan Buttaccio** and **Maria Lowe** attended a WNY Homeless Coalition's Task Force to End Youth Homelessness Committee meeting. The Central Library will be co-sponsoring an event in September 2019 entitled *Youth Speak Out*, which will give young people an opportunity to share their experiences of homelessness through art and performance.
- **Dorinda Darden** participated in the Mobile Safety-Net Team and the University at Buffalo Regional Institute West Side Agency Focus Group held at the Partnership for the Public Good in Buffalo as part of the initiative to update the Community Report for Buffalo (West of Main). The Crane, Isaías González-Soto, North Park, and Riverside Branch Libraries will be included in the Community Report.
- Information Services and Outreach Librarian **Sara Fuller** met with Melissa Williams, Senior Engagement Coordinator - Amazon Sortation Center,

Lancaster, New York. Ms. Williams will be collaborating with the Library giving presentations about job opportunities at Amazon and will also be participating in the *June 2019 Job Fair* at the Central Library.

- Launch Pad Manager **Jordan Smith** and **Dorinda Darden** met with volunteers and lead organizers of the Dare to Repair Café and The Tool Library – a non-profit organization which provides assistance to community members in lending tools for the purposes of maintaining and fixing up their homes. Future collaborations were discussed whereby the Library may host a Dare to Repair Café(s) for library patrons with small broken household items or the like in need of repair.

8. Director Activities

Meetings and Events:

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

DATE	MEETING / EVENT
April 2, 2019	Media Event - Books for Kids Launch
April 2, 2019	Meeting - Census 2020, Amy Brombos, Supervisory Partnership Specialist - New York Regional Census Center
April 2, 2019	Meeting - Jeannine Doyle
April 3, 2019	Meeting - Jeannine Doyle, Ken Stone
April 4, 2019	Meeting - Mark Kross
April 4, 2019	Media Event - Erie County Executive Mark Poloncarz Complete Count Committee for Erie County - Executive Order Signing
April 8, 2019	Conference Call - Lydia Herren, Director - Boston Free Library
April 8, 2019	Meeting - Short Edition
April 9, 2019	Conference Call - Public Library System Directors Organization (PULISDO)
April 9, 2019	Meeting - PULISDO/New York State Department of Education - Division of Library Development
April 9, 2019	Conference Call - Association of Contracting Library Trustees - Board of Trustees
April 10, 2019	Media Interview - WKBW Channel 7
April 10, 2019	Meeting - Managers/Directors
April 10, 2019	Conference Call - Kathleen Berens Bucki, Chair - B&ECPL Board of Trustees
April 10, 2019	Conference Call - Connie and Kyle Coles
April 11, 2019	Conference Call - Ken Stone, Anne Conable, Joy Kuebler, Kim Klavoon

April 11, 2019 Meeting - Administrative Team
April 11, 2019 Meeting - B&ECPL Board of Trustees Executive Committee
April 12, 2019 Event - Project Flight Books for Kids @ Wegmans
April 15, 2019 Event - Memorial Trustee Wayne Wisbaum
April 15, 2019 Meeting - Joy Testa Cinquino, Dawn Peters, Kathy Galvin
April 15, 2019 Meeting - Joy Testa Cinquino
April 16, 2019 New Trustee Orientation - Trustee Carima El-Behairy
April 17, 2019 Conference Call - Kevin Carroll
April 18, 2019 Meeting - Joy Testa Cinquino, Maureen Germaine
April 18, 2019 Media Interview - WBLK
April 18, 2019 Meeting - Architectural Resources
April 18, 2019 Meeting - B&ECPL Board of Trustees Policy Committee
April 18, 2019 Meeting - B&ECPL Board of Trustees
April 18, 2019 Public Hearing - New York State Complete Count Commission
April 20, 2019 Program - Read & Win
April 22, 2019 Presentation - Bistro Bookers
April 23, 2019 Conference Call - Connie Coles
April 23, 2019 Meeting - John Duerr, Ken-Ton Elmwood Commons
April 24, 2019 Event - B&ECPL Health Fair
April 24, 2019 Meeting - Trailblazing Women of WNY
April 25, 2019 Meeting - Administrative Team
April 25, 2019 Meeting - Legislator Tim Meyers
April 26, 2019 Event - Leroy R. Coles, Jr. Branch Library Dedication
April 30, 2019 Meeting - Wayside Nursery, Inc.
April 30, 2019 Meeting - B&ECPL Board of Trustees Governance Committee

Other:

Contracting Member Library Activity Reports

Eden Public Library – submitted by Donna-Jo Webster, Director

Highlights of events and activities at the Eden Library:

- We enthusiastically welcomed the long-awaited arrival of spring on Wednesday, April 24th with an evening of good ol' toe-tapping tunes by the Eden Mountain Dulcimer Players and special guests, members of the Eden Chorale. The hills truly came alive with melodic singing, soaring harmonies and lots of delightful instrumentation. One excited new fan of the group asked when the group's next concert is scheduled – she's ready to follow them around the Southtowns!

- If you think a “SCOBY” is a silly, animated, crime-fighting dog and “kombucha” is the latest trend in Asian footwear, think again! Self-proclaimed kombucha fanatic Audrey Parkhurst will discuss this fizzy, fermented tea drink, sometimes called the “nectar of the gods,” and the unusual way it’s made on Wednesday, May 15th at 6:30 p.m.
- Looking forward to the summer months, Eden Library is excited to welcome folks from Winterberry Homestead to the library for an interactive *Walk Through the Solar System* on Wednesday, July 17th at 4:00 p.m. We’ll be exploring the planets up close and personal and won’t even need special space suits to do so.
- The staff and trustees of Eden Library are very excited for one of our clerk typists, **Chloe Santangelo**, who is graduating from UB with a master’s degree in Library and Information Sciences in mid-May. Three BIG cheers for this hard-working gal!

Grand Island Memorial Library – submitted by Bridgette Heintz, Director

Highlights of events and activities at the Grand Island Memorial Library:

- *French and Sicilian Cookery: From Our Mother’s Apron Strings*
 - Four-week session of cooking classes presented by Sal Bordonaro and Linda Critelli running Mondays at 6:30 p.m. on April 22nd and 29th, and May 6th and 13th. Sal and Linda will demo a recipe each week (meat, soup, pasta, and bread) and then present a French twist and a Sicilian twist on that one recipe with tastings at the end.
- *SPCA Tales for Tails*
 - Once a month, therapy dogs from the SPCA’s *Paws for Love* program visit the library. Children and families are able to sign up for a 15-minute session to read with one of the dogs. The last 2 scheduled visits for this spring are April 27th and May 11th from 1-2 p.m.
- Cinderella Isle Garden Club “Frog Bags” Collaboration
 - The Cinderella Isle Garden Club (a club on Grand Island who also maintains the library’s gardens), through a Youth Family Outreach Program they are participating in, will provide 2 “Frog Bags” for children to check out from the library. The bags will include 2 picture books on a theme, a craft, a coloring sheet, and parent instructions. The theme for spring is “frogs and nature” and the craft will be a seed planting kit. The club will provide the funding and all of the materials. The library will catalog the books, provide shelf space, check out the bag to patrons, and replenish the provided supplies as needed. The theme of the bag will change each season.
- Author Visits: Lissa Marie Redmond and Sophie Hodorowicz Knab
 - May 9th, after the Friends of the Grand Island Memorial Library Annual Meeting, local author Lissa Marie Redmond will lead a discussion of her

newest book *The Murder Book: A Cold Case Investigation*, sponsored by the Friends of the Grand Island Memorial Library.

- May 28th, local author Sophie Hodorowicz Knab will lead a discussion on the herbs and flowers of Poland and how they were used in customs and traditions. Come and get some ideas on how to incorporate your own culture and family history into your garden.
- Kathleen Rumfola: *Rock Cactus Painting and Spring Floral Wreath Painting*
 - April 8th, local artisan Kathleen Rumfola will host this workshop focused on rock painting, specifically to look like cacti. The second part of the workshop will focus on arranging the completed “cacti” into a decorative potted “plant.” Each participant will be able to assemble and take home their very own creation.
 - On May 11th, challenge your artistic skills using sea sponges, cotton swabs, and a liner and flat brush to paint a beautiful spring floral wreath (perfect for gift giving). Local artisan Kathleen Rumfola will teach several techniques during this introduction to “craft painting” class.
- *Toddler Time and Preschool Storytime*
 - The winter/spring session ends on May 23rd and has been running since February. *Toddler Time* is for ages 18 months to 3 years. *Preschool Storytime* is for ages 3-5 years. Attendance averages 30 children at each program, each week.
- *Sensory Playtime*
 - This is a new program created by our Youth Services Librarian **Pamela Edholm**. Aimed at ages 2-5 years with a caregiver, this program is modeled off the OOHEY GOOEY® SQUISHY PLOP! training offered through the YSG at the Central Library. The program consists of stations with sensory bins, shaving cream painting, colored ice cube painting, orbeez bins, and much more. Stations change at each meeting and meetings occur on alternate Fridays. The current session ends on May 24th.

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 May 7th. 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; some moderate changes were suggested. The Foundation’s legal counsel, Nicole Tzetzto, will be providing the B&ECPL Board of Trustees a response with suggested modifications to the document; Director Jakubowski expects their response within the next month. This will then be brought back to the B&ECPL Board’s Development and Advocacy Committee for discussion.

Agenda Item H - Report of the Association of Contracting Library Trustees (ACT)/Contracting Library Trustee Report. ACT President Richard Earne reported

they met on May 3rd at the Aurora Town Public Library. ACT passed a resolution to set up a committee to work with a future committee from the System's Board to make a more workable, modernized contract between the Contract Libraries and the B&ECPL. Bob Adler, a trustee from the Concord Public Library, was elected Secretary. An excellent presentation was provided by Ms. Doyle and Ms. Peters on safety in the library. It was well received.

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 - Agenda Item K.1 - The Clerical & Maintenance Union of the B&ECPL Contracting Libraries, NYSUT/AFT (CMU) Contract Approval. COO Doyle explained Resolution 2019-18 as presented. A tentative agreement, consistent with other bargaining units, was voted on by the CMU membership (which consists of approximately 33 employees of the clerical and maintenance staff of the contract libraries) on May 9, 2019 and approved by a majority of votes. This now requires System Board approval. COO Doyle noted this tentative agreement closes the disparity between the CMU and other bargaining units. The tentative agreement includes alignment of the pay scales among bargaining units, increases to employee contributions towards health insurance for both active and retiree health, reduction in future liability for the B&ECPL related to retiree health, reduction of two (2) paid days off yearly, as well as some language additions to address changes in labor law and how to handle intra-bargaining unit transfers and promotions. COO Doyle provided satisfactory answers to Trustee Moore's questions. On motion by Trustee Kimberly Johnson and a second by Trustee Candelario, approval was unanimous.

RESOLUTION 2019-18

WHEREAS, full-time and regular part-time clerical and maintenance employees employed by the Contracting Libraries petitioned the New York State Public Employment Relations Board (hereinafter "PERB") for recognition as a bargaining unit in 2010, and

WHEREAS, the Board of Trustees of the Buffalo & Erie County Public Library (B&ECPL) was granted the authority by the respective Contracting Library Boards of Trustees to negotiate fair settlement of a collective bargaining agreement with the Clerical and Maintenance Union of the Buffalo & Erie County Public Library - Contracting Libraries, NYSUT/AFT (hereinafter the "CMU"), and

WHEREAS, the existing contract with the CMU ran from January 1, 2015 to December 31, 2018, and

WHEREAS, over the course of said contract, 2 Erie County bargaining units, AFSCME and CSEA, negotiated new contracts which included wage increases and changes to health insurance contributions for CMU counterparts in blue and white collar positions at the Central Library and Buffalo City Branches, and

WHEREAS, as result of the negotiated CSEA and AFSCME collective bargaining agreements, a significant disparity exists in the pay scales and health insurance contributions for blue and white collar employees holding same job titles across the B&ECPL System, and

WHEREAS, the Board of Trustees and Library Administration have consistently expressed a need to achieve sustainability in the future while ensuring the level of service which our patrons demand and recognizing the hard work and dedication of our employees who provide such service, and

WHEREAS, the proposed Agreement includes salary increases for employees effective January 1, 2019; January 1, 2020; January 1, 2021; and January 1, 2022, and

WHEREAS, the proposed Agreement provides for increases to health insurance contributions by employees following ratification; provides reduced liability for retiree health insurance for the B&ECPL in the future; provides for a reduction in paid time off; provides for changes in labor laws relating to union membership and fees; and adds language to address intra-bargaining unit transfers and promotions within the B&ECPL, and

WHEREAS, the Board of Trustees has been briefed on the Agreement, now therefore be it

RESOLVED, that the Board of Trustees of the B&ECPL endorses the proposed Agreement under the terms and conditions discussed and authorizes the Library Director and/or her designee to execute the proposed Agreement following ratification by the CMU, and be it further

RESOLVED, that the Board of Trustees of the B&ECPL authorizes the Library Director and/or her designee to utilize unassigned fund balance for the purpose of fulfilling the conditions of the proposed Agreement.

Agenda Item K.2 (walk-on) – Director Jakubowski explained the B&ECPL was notified by Wilmington Trust that a bequest of Josephine Blanchett to the B&ECPL of \$13,500 (which will be split between the B&ECPL and the Lancaster Public Library) requires the Board adopt a resolution. A *Certificate of Authority for B&ECPL* prepared by Library legal counsel Bond, Schoeneck & King which included the required resolution was distributed for review and approval. The *Certificate* authorizes Director Mary Jean Jakubowski, Deputy Director - Chief Financial Officer Kenneth H. Stone, and Deputy Director - Chief Operating Officer Jeannine M. Doyle, to execute and deliver to M&T Bank a *Certificate of Incumbency for B&ECPL* in the name and on behalf of the Library, which lists the persons authorized on the Library's behalf to execute any

documents and to issue instructions in connection with distributions related to the bequest to the Library by Josephine Blanchett. Trustee Amodeo moved for approval. Trustee Burd made a second. Board approval was unanimous. This was assigned Resolution 2019-19.

There being no further business, on motion by Trustee Amodeo with a second by Trustee Bedenko, the meeting was adjourned at 4:46 p.m.

Respectfully submitted,

Kimberly Johnson
Secretary