

MINUTES
REGULAR MEETING OF THE
BUFFALO & ERIE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES
September 19, 2019

The regular monthly meeting of the Board of Trustees of the Buffalo & Erie County Public Library (B&ECPL) was held on Thursday, September 19, 2019, at the Julia Boyer Reinstein Library pursuant to due notice to trustees. The following members were present:

Kathleen Berens Bucki, Chair
Kimberly Johnson, Secretary
Joel Moore, Treasurer
Sheldon M. Berlow
Lucy Candelario
Carima El-Behairy
Frank Gist
Sharon M. Kelly

Chair Kathleen Berens Bucki called the meeting to order at 4:12 p.m. in the Julia Boyer Reinstein Library Meeting Room. A quorum was present.

Glenn Luba, Director of the Julia Boyer Reinstein Library, welcomed everyone and shared a few words about the Cheektowaga Public Libraries; Chair Bucki extended thanks for hosting the Board meeting.

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

Agenda Item C – Minutes of the Meeting of July 18, 2019. Trustee Gist moved for approval, Trustee El-Behairy seconded, and the Minutes were approved as mailed.

Agenda Item D – Report of the Chair. Chair Bucki reported she had fun participating with her children in B&ECPL's Passport to Reading program; they were able to visit 20 libraries!

Agenda Item E – Committee Reports.

Agenda Item E.1 – Executive Committee. The Executive Committee met on August 8, 2019 and September 12, 2019; copies of the written reports were at each

trustee's place. In Vice Chair Alan Bedenko's absence, Chair Bucki summarized both meetings pointing out that, due to timing, the Executive Committee took action and unanimously passed Resolutions 2019-28 and 2019-29. Chair Bucki moved to have the written reports entered into the Minutes. Trustee Kelly made a second, and this was approved unanimously.

August 8, 2019:

Present: Executive Committee Chair Kathleen Berens Bucki; Members Alan Bedenko, Sheldon Berlow, Katie Burd, and Frank Housh. Also present were Trustee Ted Johnson, Library Director Mary Jean Jakubowski, and Deputy Directors Jeannine Doyle and Ken Stone.

Chair Bucki called the meeting to order at 4:04 p.m. in the Joseph B. Rounds Conference Room at the Central Library. A quorum was present.

Chair Bucki introduced proposed Resolution 2019-28 Amend New York State (NYS) Construction Aid Grant Budget - Dudley Library. She explained this is an Action Item for the Executive Committee, given the August meeting of the Buffalo & Erie County Public Library (B&ECPL) Board of Trustees has been remitted and the need to initiate work in accordance with the NYS Public Library Construction Aid Program. The Bylaws of the B&ECPL, Article VI (1), grants the Executive Committee "...all the powers and duties of the Board of Trustees not inconsistent with the law." The Executive Committee reviewed and discussed the resolution. On a motion by Trustee Burd, second by Trustee Bedenko, Resolution 2019-28 was unanimously approved.

Director Jakubowski shared photos of the Central Library with the front of the building being illuminated with new LED lighting. Deputy Director Stone noted there is not only much better lighting, but also energy and cost savings associated with such lighting.

Director Jakubowski conveyed the Library has been a topic of a trending social media post - with more than 190,000 likes; notable comments were made by actress/model Chrissy Teigen and BuzzFeed journalist Julia Reinstein. Discussion ensued. Director Jakubowski was interviewed by *The Buffalo News*.

Chair Bucki spoke on the legal opinion provided by B&ECPL's legal counsel Dennis Schaeffer of Bond, Schoeneck & King, PLLC regarding the OR 18 LLC (former operator of Fables Café) matter. Discussion ensued. The Committee directed Director Jakubowski to have Mr. Schaeffer seek restitution pursuant to discussions.

The Executive Committee meeting adjourned at 4:22 p.m. on a motion by Trustee Burd, with a second by Trustee Bedenko.

September 12, 2019:

Present: Executive Committee Chair Kathleen Berens Bucki; Members Alan Bedenko, Sheldon Berlow and Katie Burd. Also present were Trustee Ted Johnson, Buffalo & Erie County Public Library (B&ECPL) Director Mary Jean Jakubowski, Chief Operating Officer Jeannine Doyle and Chief Financial Officer (CFO) Ken Stone.

Chair Bucki called the meeting to order at 4:05 p.m. in the Joseph B. Rounds Conference Room at the Central Library. A quorum was present.

Chair Bucki introduced proposed Resolution 2019-29 Accept and Allocate Bequest Donation as an Action Item for the Executive Committee. The Bylaws of the B&ECPL, Article VI (1), grants the Executive Committee "...all the powers and duties of the Board of Trustees not inconsistent with the law." Director Jakubowski explained Resolution 2019-29, noting the funds have already been received and the SUNY Erie Foundation (Foundation) requires demonstrated approval to split the funds with the Lancaster Public Library; this resolution directs the Director or designee to do so. Following approval of Resolution 2019-29 and distribution of the funds, the Foundation will be notified of the transaction. On a motion by Trustee Bedenko, second by Trustee Burd, Resolution 2019-29 was unanimously approved.

Trustee Johnson asked if there were any updates on the OR 18 LLC (former operator of Fables Café) matter. Director Jakubowski indicated she had not heard anything from Dennis Schaeffer, B&ECPL's legal counsel at Bond, Schoeneck & King, PLLC; she would, however, contact him following the meeting and report back to the full Board if there was anything to report.

The Committee reviewed the proposed agenda and resolutions for the September 19th meeting of the B&ECPL Board of Trustees. Director Jakubowski reminded those in attendance that the meeting is being held at the Julia Boyer Reinstein Library on Losson Road in Cheektowaga.

The Executive Committee meeting adjourned at 4:22 p.m. on a motion by Trustee Burd, with a second by Trustee Bedenko.

Agenda Item E.1.a – Information Item. Amend NYS Construction Aid Grant Budget – Dudley Library. Resolution 2019-28 passed unanimously by the Executive Committee

on August 8, 2019. Pursuant to the Bylaws, Resolution 2019-28 was mailed to the full Board within 3 business days.

RESOLUTION 2019-28

WHEREAS, on September 21, 2017, the Board of Trustees of the Buffalo & Erie County Public Library (B&ECPL) adopted Resolution 2017-35 authorizing the Library Director to submit an \$89,817 New York State (NYS) Public Library Construction Aid Program request, utilize \$29,939 in grant match assigned fund balance, and authorized establishing a grant budget in the amount of \$119,756 for a Dudley Library Project, and

WHEREAS, the \$89,817 in NYS Public Library Construction Aid Program funding was awarded in August 2018, and

WHEREAS, the Dudley Library Project will restore deteriorated concrete; install expansion joints where needed; re-level the concrete; replace the VCT flooring with new; add ADA compliant door openers; replace an analog security system with a digital system; and add address signage, and

WHEREAS, bids for the remaining construction work were opened on August 8, 2019, and

WHEREAS, apparent low bid costs, including a \$10,000 construction contingency, exceed the remaining budget by \$33,300, and

WHEREAS, the Library fund's assigned fund balance for grant match may be used for this purpose, which would allow the needed work to proceed promptly, and

WHEREAS, the Dudley Library Construction Aid Grant Budget needs to be amended to utilize the additional funding, now therefore be it

RESOLVED, that the Executive Committee of the Board of Trustees of the B&ECPL approves amending the Grant Budget as follows:

Dudley Library Flooring, Door Openers and Security Improvements

Revenue: Increase Use of Library Fund Balance \$33,300

Expense: Including construction and contingency \$33,300

Agenda Item E.1.b – Information Item. Accept and Allocate Bequest Donation. Resolution 2019-29 passed unanimously by the Executive Committee on September 12, 2019. Pursuant to the Bylaws, Resolution 2019-29 was mailed to the full Board (included in the mailed board packet) within 3 business days.

RESOLUTION 2019-29

WHEREAS, the Buffalo & Erie County Public Library (B&ECPL) was notified by the SUNY Erie Foundation (Foundation) that the B&ECPL is named as a benefactor of the Josephine Blanchett Trust in the amount of \$35,134.11 and a check for the full amount was received by the B&ECPL on September 9, 2019, and

WHEREAS, a condition of the donation is to provide one-half of the donation to the Lancaster Public Library, now therefore be it

RESOLVED, the Executive Committee of the Board of Trustees of the B&ECPL graciously accepts the funds provided by the Josephine Blanchett Trust, and be it further

RESOLVED, the Executive Committee of the Board of Trustees of the B&ECPL authorizes the Director or her designee to distribute one-half of the donation to the Lancaster Public Library, and be it finally

RESOLVED, the Director or her designee will notify, as required by the Foundation, the appropriate authority of the distribution of the funds to the Lancaster Public Library.

Agenda Item E.2 – Budget and Finance Committee.

Agenda Item E.2.a – Budget NYS Construction Aid and SAM Grant Awards – Crane Branch Library Improvements Phase I. Deputy Director Kenneth Stone explained this resolution would amend the Library Grants Budget to add the NYS Library Construction Aid and SAM grant awards and authorize the use of an additional \$250,000 in Library Assigned Fund Balance for grant match to advance funds until the SAM grant proceeds are available for the Phase I project at the Crane Branch Library. Trustee Gist moved, Trustee Kimberly Johnson made a second, and Resolution 2019-30 was approved unanimously as presented.

RESOLUTION 2019-30

WHEREAS, the Crane Branch Library needs an Americans with Disabilities Act (ADA) compliant elevator to provide access to 2nd floor community meeting space and public restrooms (presently accessible only by stairs) to provide ADA compliant access, and

WHEREAS, with the recent completion of the Leroy R. Coles, Jr. Branch Library ADA Elevator Project, the Crane Branch Library is the only remaining Buffalo & Erie County Public Library (B&ECPL) library facility with primary meeting space accessible only by stairs, and

WHEREAS, these improvements would provide a more accessible, inviting, safe, and comfortable environment for patrons, and

WHEREAS, the City of Buffalo’s 2018 capital budget, adopted in December 2017, approved a capital project for the Crane Branch Library, for which \$347,000 has been bonded to support this work, and

WHEREAS, the B&ECPL Board of Trustees on January 18, 2018 adopted Resolution 2018-1, approving use and budgeting of \$170,000 in Library Assigned Fund Balance to support the project, and

WHEREAS, the B&ECPL Board of Trustees on September 20, 2018 adopted Resolution 2018-24, approving use and budgeting of an additional \$150,000 in Library Assigned Fund Balance and authorized applying for New York State (NYS) Library Construction Aid to support the project, and

WHEREAS, on August 15, 2019 the B&ECPL received notice that \$1,063,552 in Construction Aid had been awarded, and

WHEREAS, the B&ECPL requested assistance from NYS Senator Chris Jacobs to provide funding needed to enhance the elevator visibility within the library and related enhancements beyond the base project, and

WHEREAS, NYS Senator Jacobs nominated the B&ECPL for a \$250,000 capital-funding grant from the State and Municipal Facilities Program (SAM) and an award letter in the same amount was received on March 18, 2019, now therefore be it

RESOLVED, that the B&ECPL Board of Trustees approves amending the Library Grants Budget for the Crane Library project as shown below:

Crane Library ADA Elevator, Related Space Improvements and Rehabilitation

	Current Budget	Change	Revised Budget
Revenue:			
Res 2018-1 Use of Fund Bal	\$ 170,000	\$ 0	\$ 170,000
Res 2018-24 Use of Fund Bal	\$ 150,000	\$ 0	\$ 150,000
NYS & Municipal Facilities			
(SAM) Proj. ID 15631	\$ 0	\$ 250,000	\$ 250,000
NYS Library Const. Aid	<u>\$ 0</u>	<u>\$1,063,552</u>	<u>\$1,063,552</u>
Subtotal Revenue	\$ 320,000	\$1,313,552	\$1,633,552
Expense:			
Project Improvements	\$ 320,000	\$1,313,552	\$1,633,552, and be it further

RESOLVED, that the Board of Trustees of the B&ECPL authorizes the use of up to an additional \$250,000 in Library Fund grant match assigned fund balance if needed to advance funds to allow the project to proceed until SAM funds are available.

Agenda Item E.2.b – Monthly Financial Report. The monthly financial report for the year as of July 31, 2019 month-end close was included in the board packet as an information item. CFO Stone noted the Library is operating within budget.

Agenda Item E.3 – Policy Committee. The Policy Committee met on July 18, 2019 following the Board meeting on that day; copies of the written report were at each trustee's place. In Policy Committee Chair Elaine Panty's absence, Chair Bucki asked the written report be entered into the Minutes. Trustee Kimberly Johnson moved. Trustee Candelario made a second, and this was approved unanimously.

Present: Committee Chair Elaine Panty; Committee members Alan Bedenko, Kathleen Berens Bucki, Frank Gist and Sharon Kelly. Also present were Library Director Mary Jean Jakubowski and Assistant Deputy Director Maureen McLaughlin.

The meeting of the Policy Committee began at 5:05 p.m. in the Joseph B. Rounds Conference Room at the Central Library. All members were present.

Director Jakubowski indicated Library Administration had reviewed the following:

- Collection Development Policy;
- Special Collections Development Policy;
- Freedom of Information Law (FOIL) Policy; and
- Proposed new Accessibility of Library Services Policy.

Assistant Deputy Director McLaughlin reviewed proposed changes to the Collection Development Policy. Discussion ensued. Additional minor grammatical changes were suggested and will be incorporated.

Library Director Jakubowski reviewed the proposed amended Special Collections Development Policy noting the reorganization of the policy. Discussion ensued. Additional minor changes were suggested and will be incorporated.

The Committee recommends these 2 policies be moved forward to the full Board for approval at its next meeting via resolution.

Director Jakubowski indicated Library Administration is making no recommendations for change at this time to the B&ECPL's Freedom of

Information Law (FOIL) Policy; the Committee agreed. Trustee Bedenko moved and Trustee Kelly seconded.

Library Director Jakubowski introduced the proposed new Accessibility of Library Services Policy. Discussion ensued. Trustee Bedenko suggested additional language be added to Section IV Grievance Procedure. Director Jakubowski will present language to B&ECPL's legal counsel for review and recommendation. In addition, grammatical recommendations were provided by Trustees Kelly and Bucki. Trustee Gist inquired about the responsibilities of the ADA Coordinator. Discussion ensued. The proposed policy will be amended and brought back for the Policy Committee's review at their next meeting.

On a motion by Trustee Kelly, second by Trustee Bucki, the meeting adjourned at 6:10 p.m.

Agenda Item E.3.a – Adopt Accessibility of Library Services Policy. Director Mary Jean Jakubowski explained this is a new, system-wide policy that will meet the American with Disabilities Act of 1990 (ADA) and recognize and support ADA compliancy throughout the Library System. This new policy will be incorporated into the contracts between the B&ECPL and all contract libraries. Trustee Kelly moved for approval. Trustee Gist made a second. Trustee Gist asked if all the libraries were in ADA compliance. Director Jakubowski replied yes, with the exception of the Crane Branch Library; following the Crane Branch Library Phase I/elevator project, they too will be in compliance. Approval of Resolution 2019-31 was unanimous.

RESOLUTION 2019-31

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

WHEREAS, the Policy Committee used this process to review and make recommendations which are reflected in the attached draft Accessibility of Library Services Policy which has been vetted by B&ECPL legal counsel, and

WHEREAS, the B&ECPL recognizes that providing access to library services for all persons under the Americans with Disabilities Act of 1990 (ADA) is an integral part of the B&ECPL's mission and the American Library Association's Bill of Rights, and

WHEREAS, the B&ECPL is committed to ensuring accessibility of B&ECPL services, programs, and activities to B&ECPL patrons, now therefore be it

RESOLVED, that the Board of Trustees of the B&ECPL adopts the B&ECPL's Accessibility of Library Services Policy, and be it further

RESOLVED, that the Board of Trustees of the B&ECPL authorizes policy distribution to all B&ECPL libraries, Contract Library Directors, Contract Library Trustees and authorizes public posting on the Library's website.

Agenda Item E.3.b – Amend Collection Development Policy. Assistant Deputy Director Maureen McLaughlin explained the changes being suggested to this policy which included the addition of a list of general criteria that collection development staff would apply when selecting materials. She pointed out these are merely guidelines and are not meant to be limiting or exhaustive in any way, but are intended to provide the public with insight into the selection process and also give clarification to library staff. In addition, the scope of the general collection is more clearly defined. Questions by Trustees Berlow and Kelly were addressed satisfactorily. Trustee Berlow requested wording regarding “research” be included in the policy; following discussion, it was decided to include the words “for research” in Section III Special Collections at the end of the first sentence. Trustee Kelly moved to approve Resolution 2019-32 with the amended wording. Trustee El-Behairy made a second, and approval was unanimous.

RESOLUTION 2019-32

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 Collection Development Policy has been amended to reflect a clearer definition of the scope of the collection and provide general criteria for the selection of materials, and

WHEREAS, the attached draft amended Collection Development Policy has been vetted by B&ECPL legal counsel, and

WHEREAS, the Policy Committee has reviewed and recommends the attached proposed amended Collection Development Policy 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 Collection Development Policy to supersede and replace the prevailing policy last amended July 21, 2016, and be it further

RESOLVED, that the Board of Trustees of the B&ECPL authorizes policy distribution to all B&ECPL libraries, Contract Library Directors, Contract Library Trustees, and authorizes public posting on the Library's website.

Agenda Item E.3.c – Amend Special Collections Development Policy. Assistant Deputy Director Dawn Peters presented proposed amendments to the Special Collections

Development Policy which included language changes for clarification purposes and new language regarding deaccession of materials. To be consistent with the amendment made to the Collection Development Policy, Director Jakubowski suggested adding the wording "for research" to Section II Special Collections at the end of the first sentence. Trustee El-Behairy moved to approve Resolution 2019-33 with the amended wording. Trustee Candelario made a second, and approval was unanimous.

RESOLUTION 2019-33

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 Special Collections Development Policy has been amended to include changes to the language for clarification purposes and to include new language regarding deaccessioning of materials, and

WHEREAS, the attached draft amended Special Collections Development Policy has been vetted by B&ECPL legal counsel, and

WHEREAS, the Policy Committee has reviewed and recommends the attached proposed amended Special Collections Development Policy 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 Special Collections Development Policy to supersede and replace the prevailing policy adopted July 21, 2016, and be it further

RESOLVED, that the Board of Trustees of the B&ECPL authorizes public posting on the Library's website.

Agenda Item F – Report of the Director. Director Jakubowski updated trustees that Trustee Elaine Panty is home from the hospital, healing, and doing well; a bouquet of flowers was sent to her from the Board and Library Administration.

Director Jakubowski was pleased to announce that on Tuesday, September 17th, the City of Buffalo Common Council voted unanimously to approve Common Council Member Joseph Golombek Jr.'s resolution to rename the Riverside Branch Library to the Elaine M. Panty Library. There was a round of applause. Mayor Byron Brown has 10 days to sign off on this. Trustees will be kept apprised.

Copies of newly executed annual *Conflict of Interest Appendix A – Disclosure Statements* as amended May 16, 2019 per Resolution 2019-13 completed by each System Trustee and B&ECPL Key Employee were mailed to Alan Bedenko, Chair of the Governance Committee, per the B&ECPL Conflict of Interest Policy, Article III, Section 3.2 – Annual Disclosure today. Copies were given to the rest of the Committee.

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

B&ECPL Monthly Report July & August 2019

A Universe of Stories – More than 32,000 children, teens and adults from throughout Erie County participated in this year’s Summer Reading programs – a 17.3% increase in attendance from 2018! Participants of all ages were encouraged to reach for the stars and read throughout the summer. In addition, storytimes, lectures, entertainment, family programs, interactive programming and celebrations of all things reading were held throughout the System. Some examples of activities include visits from the Aquarium of Niagara Falls’ *Traveling Touch Tank*, Buffalo Zoo’s Zoomobile, Buffalo and Erie County Botanical Gardens’ *Terrariums Workshop* and *Succulent Garden Program*, Benjamin Berry’s *Circus for All*, Checkers & Snoozer’s *Back to the Moon Summer Reading Party* with a special musical appearance by Nan Hoffman, and *Mr. K’s Mobile Dome Planetarium*. Various programs were held with special guest readers including New York State Senator Timothy Kennedy who participated in storytime at the Dudley Branch Library on July 15th.

Celebrate Buffalo’s Reading Park – On a sunny afternoon in August, more than 300 people attended a plethora of free outdoor activities to celebrate the “official” (grass installed, plants planted, stage and seating in place) grand opening of Buffalo’s Reading Park. Erie County Executive Mark C. Poloncarz joined this writer and representatives from B&ECPL’s partners in an official ribbon cutting ceremony. Food trucks, music performances, and the summer’s last *Reading Invasion* added to the celebration on August 13th. This event marked the completion of “Phase 1” Reading Park implementation. Participating partners included: Just Buffalo Literary Center, Western New York Book Arts Center, Young Audiences of Western New York, Literacy New York Buffalo-Niagara, Restoration Society, Inc., Archangel 8 Chess Academy, and Albright-Knox Art Gallery. Funding for Phase 1 is from a Southwest Airlines *Heart of the Community Grant*.

Mark Twain Day in Buffalo – Buffalo Mayor Byron Brown joined local Twain scholar Thomas Reigstad and others in proclaiming the day “Mark Twain Day in Buffalo,” marking the exact date of August 15th - 150 years ago that Twain moved to Buffalo to run one of Buffalo’s newspapers. The Library announced the recent digitization of the entire *Adventures of Huckleberry Finn* manuscript and the completion of a Virtual Reality tour of the Mark Twain Room and its collection – both of which may be freely accessed through www.BuffaloLib.org.

National Book Lovers Day – In celebration of *National Book Lovers Day* August 9th, the Central Library and Buffalo branches hosted a variety of book-oriented programs and activities. Read-Ins and letter writing campaigns to “favorite” authors are examples. Book displays with recommendations from staff were created at several locations.

Play Down Your Fines Media Announcement – A media announcement for the *Sports Equipment Share Pilot Program* including the *Play Down Your Fines* component funded by the Ralph C. Wilson, Jr. Foundation in partnership with Project Play Western New York, Victory Sports Global Outreach, Inc., Algonquin Sports for Kids, and the Buffalo & Erie County Public Library (B&ECPL) was held at the Isaías González-Soto Branch Library on July 19th. Approximately 55 people attended, including many children who were able to play outside the library with the equipment from the lacrosse and soccer kits. The *Play Down Your Fines* program, which began in July, has had 260 kits borrowed and over \$7,300 in library card fines/fees, etc. exonerated. Participants from throughout Erie County – as far away as Eden, New York, have come back to use the Library!

B&ECPL Goes Viral! – Comedian Maddy Smith and actress Chrissy Teigen helped to bring national attention to the B&ECPL via Twitter. On August 6th, Instagrammer and new library patron Marisa Miosi (permission granted to use her real name) Tweeted the comment: *I just became a public library member and can now take out up to 50 books at a time for 3 weeks, for free.* Comedian Smith re-Tweeted the post, which then received over 18,000 impressions – the message being received by this number of persons. Support of public libraries was noted in responses from around the world.

Monthly Programming Statistics – July 2019

1. Public Services

In Library Group Programs:

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Children (age 5 and under)	201	1,296	4,643	29,626
Children (age 6-12)	274	1,174	6,154	22,269
Teens	149	366	1,569	3,917
Intergenerational	311	1,739	8,605	46,451
Adults (excludes Technology)	154	1,559	2,471	24,641
TOTAL In Library Programs	1,089	6,134	23,442	126,904

In Library One-on-One Programs:

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Children (age 5 and under)	0	6	0	6
Children (age 6-12)	62	589	62	589
Teens	177	1,107	177	1,108
Intergenerational	41	272	41	272
Adults (excludes Technology)	151	1,190	151	1,200
TOTAL In Library Programs	431	3,164	431	3,175

Adult Technology Programs:

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Training Lab or Library Desktop PCs	4	30	16	129
System or Library-owned Cyber Train	7	57	35	360
One on One	162	1,153	172	1,207
TOTAL Adult Technology	173	1,240	223	1,696

Outreach (out of library):

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Children (age 5 and under)	7	94	322	2,285
Children (age 6-12)	35	82	2,042	5,936
Teens	1	10	125	765
Intergenerational	36	99	4,833	10,872
Adults (excludes Technology)	10	113	446	3,733
TOTAL Outreach (out of Library)	89	398	7,768	23,591

Summer Reading Programs

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Children (age 5 and under)	196	236	4,583	5,463
Children (age 6-12)	293	351	7,300	8,798
Teens	123	159	1,120	1,518
Intergenerational	241	310	9,628	15,078
Adults	49	75	1,011	1,435
TOTAL Summer Reading Programs	902	1,131	23,642	32,292

System-wide Buffalo Never Fails WWI Programming:

	Number of Programs		Number of Attendees	
	Month	YTD	Month	YTD
Children Services	1	15	34	633
Adult Services	2	17	25	417
Launch Pad/TechKnow Lab	0	0	0	0
Development/Communications	1	2	130	134
Grosvenor Room	2	12	7	112
TOTAL	6	46	196	1,296

Buffalo Never Fails WWI Exhibit:

	Month	YTD	From Opening 11/16/2017 to present
Visitors - Non-tour related	5,767	38,488	
Visitors - Tour/Program	196	1,296	
TOTAL Exhibit Visitors (Combined non-tour related and tour/program visitors)	5,963	39,784	92,577

Monthly Programming Statistics - August 2019

In Library Group Programs:

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Children (age 5 and under)	187	1,483	4,701	34,327
Children (age 6-12)	263	1,437	6,478	28,747
Teens	127	493	2,245	6,162
Intergenerational	293	2,032	14,854	61,305
Adults (excludes Technology)	185	1,744	3,575	28,216
TOTAL In Library Programs	1,055	7,189	31,853	158,757

In Library One-on-One Programs:

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Children (age 5 and under)	7	13	7	13
Children (age 6-12)	35	624	41	630
Teens	82	1,189	83	1,191
Intergenerational	35	307	35	307
Adults (excludes Technology)	122	1,312	122	1,322
TOTAL In Library Programs	281	3,445	288	3,463

Adult Technology Programs:

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Training Lab or Library Desktop PCs	5	35	47	176
System or Library-owned Cyber Train	5	62	15	375
One on One	209	1,362	223	1,430
TOTAL Adult Technology	219	1,459	285	1,981

Outreach (out of library):

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Children (age 5 and under)	3	97	104	2,389
Children (age 6-12)	10	92	669	6,605
Teens	3	13	58	823
Intergenerational	47	146	5,698	16,570
Adults (excludes Technology)	13	126	280	4,013
TOTAL Outreach (out of Library)	76	474	6,809	30,400

Summer Reading Programs

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Children (age 5 and under)	172	408	4,531	9,994
Children (age 6-12)	262	613	6,910	15,708
Teens	108	267	1,861	3,379
Intergenerational	235	545	15,969	31,047
Adults	64	139	2,407	3,842
TOTAL Summer Reading Programs	841	1,972	31,678	63,970

System-wide Buffalo Never Fails WWI Programming:

	Number of Programs		Number of Attendees	
	Month	YTD	Month	YTD
Children Services	1	16	10	643
Adult Services	2	19	64	481
Launch Pad/TechKnow Lab	0	0	0	0
Development/Communications	0	2	0	134
Grosvenor Room	2	14	93	205
TOTAL	5	51	167	1,463

Buffalo Never Fails WWI Exhibit:

	Month	YTD	From Opening 11/16/2017 to present
Visitors - Non-tour related	6,893	45,381	
Visitors - Tour/Program	167	1,463	
TOTAL Exhibit Visitors (Combined non-tour related and tour/program visitors)	7,060	46,844	99,637

Library on Wheels -

In July and August, the *Library on Wheels* crisscrossed Erie County traveling over 1,600 miles and welcoming 3,408 visitors. Beyond its regularly scheduled stops, the *Library on Wheels* participated in 38 special events including, but not limited to: Kenmore Farmers Market, Say Yes Buffalo Summer Camps, Franklin Elementary School Reading Invasion, Boys and Girls Clubs in Lancaster and Elma, Basil Port of Call: Buffalo Tall Ships Festival, Community Day in Buffalo, Disabilities Pride Festival, The Belle Center, Housing Made Equal (HOME) Block Party, the Back-to-School Bash and a plethora of day and summer camps throughout Buffalo and Erie County.

Tours - Frank E. Merriweather, Jr. Branch Library

- Police Athletic League (PAL) of Buffalo, Inc.'s Say Yes Buffalo Summer Camp
- Lutheran Church of Our Savior's Camp Joy Summer Camp

Tours - Isaías González-Soto Branch Library

- 14th Street Day Camp

Tours - North Park Branch Library

- Delaware Family YMCA Summer Camp

Other

- The Erie County Clerk's Office brought their *Clerk on the Go* program to the North Park Branch Library on July 15th. Staff members from the Clerk's Office were available to answer questions regarding driver's licenses, gun permits, land records, and more.
- Buffalo Bisons mascot *Celery* participated in a special storytime event at the Frank E. Merriweather, Jr. Branch Library on July 24th. Children's Services and Outreach Senior Page **Nancy Smith** read *Celery's Greatest Race* by Amy Myhalenko followed by photo opportunities with B&ECPL's owl mascot *Reada Book*.

- Crane Branch Manager **Dan Lewandowski** participated in the *Flutterby Festival* held on Elmwood Avenue in Buffalo on August 10th.

2. Collection Development

Collection Development - July 2019

Physical Collections:

	Monthly Item Adds	YTD Item Adds	Monthly Title Adds	YTD Title Adds	Collection Size
Juvenile Print	2,809	23,785	214	2,033	544,380
Young Adult Print	591	4,663	115	765	75,717
Adult Print	4,840	31,270	804	5,241	1,834,442
Media	3,483	28,454	484	3,828	565,906
Other*	2,595	18,955	117	239	178,176
Subtotal	14,318	107,127	1,734	12,106	3,198,621

*Includes magazines, generic copies, and other

Electronic Collections:

	Monthly Item Adds	YTD Item Adds	Monthly Title Adds	YTD Title Adds	Collection Size
eBooks	1,285	8,736	782	5,477	79,181*
Music (Freegal)	N/A	N/A	N/A	N/A	Unlimited SONY Library
eAudiobooks	275	1,883	211	1,426	15,735
eVideos	0	0	0	0	100
Subtotal	1,560	10,619	993	6,903	95,016

*Includes 428 EBL titles

All Collections:

	Monthly Item Adds	YTD Item Adds	Monthly Title Adds	YTD Title Adds	Total Collection Size
Total	15,878	117,746	2,727	19,009	3,293,637

Purchase Suggestions:

	Received	% Owned*	Unique Titles	% Ordered
Patron Initiated	566	4.4%	565	65.4%
Staff Initiated	54	1.9%	54	85.2%

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

Collection Development - August 2019

Physical Collections:

	Monthly Item Adds	YTD Item Adds	Monthly Title Adds	YTD Title Adds	Collection Size
Juvenile Print	2,353	26,138	219	2,252	545,164
Young Adult Print	489	5,152	87	852	75,745
Adult Print	4,920	36,190	769	6,010	1,834,234
Media	5,149	33,603	622	4,450	568,805
Other*	2,760	21,715	5	244	177,787
Subtotal	15,671	122,798	1,702	13,808	3,201,735

*Includes magazines, generic copies, and other

Electronic Collections:

	Monthly Item Adds	YTD Item Adds	Monthly Title Adds	YTD Title Adds	Collection Size
eBooks	988	9,724	729	6,206	80,175*
Music (Freegal)	N/A	N/A	N/A	N/A	Unlimited SONY Library
eAudiobooks	252	2,135	200	1,626	15,988
eVideos	0	0	0	0	100
Subtotal	1,240	11,859	929	7,832	96,263

*Includes 428 EBL titles

All Collections:

	Monthly Item Adds	YTD Item Adds	Monthly Title Adds	YTD Title Adds	Total Collection Size
Total	16,911	134,657	2,631	21,640	3,297,998

Purchase Suggestions:

	Received	% Owned*	Unique Titles	% Ordered
Patron Initiated	662	3.2%	658	65.0%
Staff Initiated	42	2.4%	42	69.0%

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

Subject Guides - The Library's Subject Guides were viewed by 3,616 visitors from 32 countries in July. In addition to the United States, visitor countries of origin included Australia, Bangladesh, Bermuda, Bulgaria, Canada, Colombia, Costa Rica, France, India, Iran, Ireland, Japan, Kenya, Lebanon, Malaysia, Mexico, the Netherlands, North Macedonia, Pakistan, Panama, the Philippines, Serbia, Sierra Leone, Solomon Islands, South Africa, South Korea, Switzerland, Ukraine, the United Arab Emirates, the United Kingdom and Venezuela.

3. Funding/Fundraising

Funding – July & August 2019

Highlights:

- Chief Financial Officer **Kenneth Stone** and Assistant Deputy Director **Dorinda Darden** attended the *2020 City of Buffalo Capital Improvement Program (CIP) Kick-Off Meeting* held at City Hall on August 30th. CFO Stone presented the Capital Request for Buffalo Branch Library Projects for the Isaiás González-Soto Branch Library, Frank E. Merriweather, Jr. Branch Library, Riverside Branch Library, Leroy R. Coles, Jr. Branch Library, Dudley Branch Library, and the East Clinton Branch Library. Under the City’s Capital Improvement Program review process, the City’s Citizens Planning Council will continue their review of submitted requests, submitting budget recommendations to Mayor Byron Brown on or before October 7, 2019.
- On August 15th, B&ECPL received notice of a NYS Library Construction Aid award in the amount of \$1,063,552 to help support Phase 1 of the Crane Branch Library Improvements Project. This is the largest single award for a B&ECPL library project in the program’s history. Phase 1 improvements will focus on providing Americans with Disabilities Act (ADA) compliant access to the 2nd floor community meeting space and public restrooms (presently accessible only by stairs). An elevator will be constructed, restrooms reconfigured/renovated, and building security will be improved. City staff anticipate bidding out the work towards the end of 2019/early 2020 with work to begin about spring 2020.

Fundraising – July & August 2019

Campaign Name	Campaign Dates	Raised to Date
Annual Appeal Total	January 1 – August 31, 2019	\$187,087.86

Highlights:

- *Rotary Club of Buffalo Duck Derby* - The B&ECPL participated in the annual *Buffalo Rotary Duck Derby* on August 11th. Prior to the event, Buffalo branch libraries sold duck sponsorships for \$5 each. Proceeds benefit the Rotary Reads – Kids Clubs located in the B&ECPL’s Buffalo branches. On event day, the B&ECPL’s bookmobile participated in the event at Canalside.
- *Library Night at the Ballpark!* – Sixty tickets were sold to the game. Librarian **Meagan Carr** was B&ECPL’s owl mascot *Reada Book* and threw out the first

pitch. The event, held August 16th, grossed \$955 for the B&ECPL's *Bucks for Books* campaign.

- *Annual Used Book Sale* at Central Library – Over \$7,000 was raised during the *Annual Used Book Sale* held August 15th – 17th. Proceeds will be used to purchase new reading materials for libraries throughout the System.
- The Friends of the Riverside Branch Library *Annual Book Sale* – The book sale was held on August 7th, 8th and 10th at the Riverside Branch Library; proceeds are currently being calculated.

4. Facilities

Highlights:

- The front and side gardens of the Riverside Branch Library were on display during the Black Rock Riverside Alliance's *Northwest Buffalo Tour of Gardens* on August 3rd.
- August brought heavy rains that contributed to the flooding at both the Isaías González-Soto Branch Library and the North Park Branch Library. The North Park Branch had to close one day for clean-up. Both the Frank E. Merriweather, Jr. Branch Library and the Riverside Branch Library experienced roof leaks. Notably, the Riverside Branch did incur loss of library materials as a result of the leaking. B&ECPL's Maintenance Department is working with the City of Buffalo's Department of Public Works to address these issues.
- In August, contractors began work on the last phase of the Central Library Auditorium Renovation Project. As a result, access to the auditorium area is limited to personnel working on the project. As the auditorium can be easily closed off from the rest of the building, impact on Central Library operations are expected to be negligible. Anticipated to take approximately 6 months, this last phase of work focuses on renovating the auditorium's interior space, including rehabilitating seating, resurfacing the stage flooring, replacing lighting and sound systems, and abating asbestos. ADA access will be improved, including adding a ramp for convenient wheelchair access to the stage. The aging and difficult to operate Clinton Street entry doors will also be replaced. Erie County capital and State Aid for Library Construction Program funds are being used for the project.

5. Staff Development

Staff Development - July 2019

	Number of Program Attendees		Number of Programs Presented	
	Month	Yr. to Date	Month	Yr. to Date
Staff	487	2,658	3	44

Staff Development - August 2019

	Number of Program Attendees		Number of Programs Presented	
	Month	Yr. to Date	Month	Yr. to Date
Staff	426	3,084	2	46

Staff Training Offered/Sponsored by B&ECPL - *8-Hour Annual In-Service Security Guard Training* (2 sessions presented by **Alan Rozansky** and **Cheryl Kwiatkowski**, B&ECPL); *Racial Equity Impact Analysis Training* (presented by Tommy McClam and Kari Cunningham, Say Yes Buffalo/B&ECPL); *Resources for New Citizens for Reference Staff* (presented by **Sara Fuller**, B&ECPL); *Workplace Exposure to Outdoor Hazards* (Rachel Van Alstine, WNYCOSH/B&ECPL).

Workshops - *Develop Successful Partnerships with Those Who Lead You* (presented by University at Buffalo); *Finding and Retaining Clients & Customers* (presented by SCORE); *From Beyond Our Borders: Providing Multilingual and Multicultural Health Information* (presented by WNYLRC/NNLM/MLA); *Make Professional Networking Events Count* (presented by University at Buffalo).

Conferences - *Genealogical Institute on Federal Records Conference* (presented by Genealogical Institute on Federal Records); *NYSPELRA Annual Conference* (presented by NYS Public Employer Labor Relations Association); *Play.Make.Learn. Conference* (presented by University of Wisconsin Madison); *PULISDO Annual Conference* (presented by PULISDO); *SLJTeen Live! 2019 Virtual Conference* (presented by School Library Journal); *Western New York STEAM Conference* (presented by Education Collaborative of WNY).

Webinars - Staff continues to participate in webinars for continuing education. A total of 49 were viewed during the months of July and August.

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

Type of Communication	Topic	Air Date/Publish Date
Article	July Events at the Riverside Library	Riverside Review - July 3 rd , 10 th , 17 th , 24 th & 31 st
Full Page Advertisement	Summer Fun at the Riverside Library	Riverside Review - July 3 rd
Media Release	Beat the Heat in an Air Conditioned Library This Weekend	The Buffalo News, WBEN Radio - July 19 th
Media Release, Media Event, and Media Interviews with Library Director Mary Jean Jakubowski and Assistant Deputy Director Joy Testa Cinquino	Sports Equipment Share and Play Down Your Fines @ the Isaías González Soto Branch Library	WGRZ TV Channel 2 - July 9 th , WIVB TV Channel 4 - July 19 th , The Buffalo News - July 21 st , Bee Publications
Media Interview with Library Director Mary Jean Jakubowski	Reading Park	WIVB TV Channel 4 - July 11 th
Media Release, Event and Interviews with Library Director Mary Jean Jakubowski	Libraries Gear Up for 21 st Annual Battle of the Books	The Buffalo News, Story covered by WKBW TV Channel 7, Spectrum News, The Buffalo News, and local papers - August 3 rd
Media Release	“Learning Tree” Selected as Library of Distinction	July 23 rd
Media Release, Media Event with Interviews conducted by Library Director Mary Jean Jakubowski	New Reading Park Officially Opens with Ribbon Cutting Celebration @ Downtown Central Library	WBLK Radio - August 12 th , The Buffalo News, Spectrum News, WBEN Radio News, WGRZ TV Channel 2 News - August 13 th
Media Release, Media Event with Interviews conducted by Library Director Mary Jean Jakubowski	Mark Twain Day in Buffalo - 150 Year Anniversary of Twain Moving Here - Original Manuscript and Twain Room Tour Now Accessible on Library Website	WGRZ TV Channel 2 News - August 14 th
Media Coverage	Central Library Annual Used Book Sale	The Buffalo News - August 17 th & 18 th

Media Release	Central Library Celebrates Diverse Voices of Local Authors Fourth Indie Author Day is Saturday, October 12, 2019	Sent August 21 st
---------------	---	------------------------------

Social Media

JULY 2019	Monthly Staff Activity	YTD Staff Activity	Monthly Public Activity	YTD Public Activity	Monthly New Followers	Total Followers
<u>Facebook</u>	105	807	8,482	55,701	79	8,867
<u>Flickr</u>	72	796	5,735	107,520	-	57
<u>Google Ads</u> ¹	N/A	N/A	3,108	18,305	N/A	N/A
<u>Instagram</u>	37	247	1,411	11,116	57	2,231
<u>Pinterest</u> *	81	550	2,779	19,123	32	1,955
<u>Podcast</u> ²	2	25	N/A	N/A	N/A	N/A
<u>Twitter</u>	86	727	846	7,377	28	10,171
Total	383	3,152	22,361	219,142	196	23,281

AUGUST 2019	Monthly Staff Activity	YTD Staff Activity	Monthly Public Activity	YTD Public Activity	Monthly New Followers	Total Followers
<u>Facebook</u>	122	929	12,307	68,008	248	9,115
<u>Flickr</u>	120	1,049	14,041	121,561	-	57
<u>Google Ads</u> ¹	N/A	N/A	3,169	21,474	N/A	N/A
<u>Instagram</u>	37	284	1,482	12,598	97	2,328
<u>Pinterest</u> *	39	589	2,168	21,291	19	1,974
<u>Podcast</u> ²	4	29	N/A	N/A	N/A	N/A
<u>Twitter</u>	101	828	2,362	9,739	95	10,266
Total	423	3,708	35,529	254,671	459	23,740

¹ 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.

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

*As of June, Pinterest number collection has changed due to an update in the platform's analytics reporting system. Numbers are now lower but likely to be more accurate.

7. Partnerships

Highlights:

- Assistant Deputy Director **Dorinda Darden**, Special Collections Manager **Meg Cheman**, Rare Book Curator **Amy Pickard**, Children’s Services and Outreach Manager **Kristi Dougherty**, and Children’s Services and Outreach Librarian **Amanda McCormick** met at the Central Library on July 9th with Dr. Will Keresztes, Buffalo Public Schools (BPS) Chief of Intergovernmental Affairs, Planning and Community Engagement, and Anne Botticelli, BPS Chief Academic Officer, regarding BPS 7th grade field trips to the Central Library for a program and tour of the *Telling the Story: Enslavement of African People in the United States* exhibit.
- Isaías González-Soto Branch Manager **Jason Barone** met with BPS #3 D’Youville Porter Campus teacher Yajaira Toro on August 9th to collaborate on a new 6-on-1 class curriculum involving regular visits to the Isaías González-Soto Branch Library.

8. Planning for the Future

Planning for the 2020 Census – This writer continues to work with the Erie County Complete Count Committee and the Western New York Library Resources Council (WNYLRC) Complete Count Committee. B&ECPL’s Complete Count Committee, with representatives from throughout the System, met in July. Regional teams have been determined. Staff training and marketing tools are being created. The B&ECPL will be prepared to assist in getting everyone in Erie County counted!

9. Director Activities

Meetings and Events:

LIST of MEETINGS and EVENTS
ATTENDED by DIRECTOR MARY JEAN JAKUBOWSKI
July & August 2019

DATE	MEETING / EVENT
July 1, 2019	Meeting - Dawn Peters
July 1, 2019	Meeting - Sustainable Tomorrows 501(c)(3) Program
July 2, 2019	Meeting - Administrative Team
July 2, 2019	Meeting - NYS Assemblymember Sean Ryan
July 3, 2019	Meeting - Joy Testa Cinquino, Dawn Stanton

Minutes of the Board of Trustees

Page 25

July 3, 2019	Meeting - Lorna Peterson, Stephanie Adams
July 9, 2019	Buffalo City Court - Alan Rozansky, Anthony Bolden
July 9, 2019	Meeting - Public Library System Directors Organization (PULISDO), New York State Department of Education Division of Library Development
July 10, 2019	Meeting - Managers/Directors
July 10, 2019	Meeting - B&ECPL 2020 Census Complete Count Committee
July 11, 2019	Media Interview - Kaley Lynch, WIVB Channel 4
July 11, 2019	Conference Call - Robert Patterson, Esq., Bond, Schoeneck & King, PLLC
July 11, 2019	Meeting - Buffalo & Erie County Public Library (B&ECPL) Board of Trustees Executive Committee
July 12, 2019	Meeting - Tolley Reeves, Rochester Public Library
July 12, 2019	Meeting - Bonnie Botsford
July 12, 2019	Media Event - Steven Van Zandt, Rock and Roll Forever Foundation
July 16, 2019	Meeting - Joy Testa Cinquino
July 16, 2019	Meeting - Joy Testa Cinquino, Maureen Germaine
July 17, 2019	Mid-Year Budget Hearing - Erie County Legislature - Finance and Management Committee
July 18, 2019	Meeting - Administrative Team
July 18, 2019	Meeting - B&ECPL Board of Trustees Development & Advocacy Committee
July 18, 2019	Meeting - B&ECPL Board of Trustees
July 18, 2019	Meeting - B&ECPL Board of Trustees Policy Committee
July 19, 2019	Meeting - Jim Hearn, Erie County Department of Public Works
July 19, 2019	Meeting - Jeannine Doyle, Kenneth Stone
July 19, 2019	Media Event - Western New York Project Play, B&ECPL Equipment Share
July 29, 2019	Meeting - Jeannine Doyle, Kenneth Stone
July 31, 2019	Conference Call - Grace Riario, Ramapo Catskill Public Library System
July 31, 2019	Meeting - Janet Wisbaum, Joy Testa Cinquino
August 1, 2019	Meeting - Joy Testa Cinquino, Jeannine Doyle
August 2, 2019	Meeting - Mary Martin
August 3, 2019	Event - 21st Annual Battle of the Books
August 5, 2019	Meeting - B&ECPL Auditorium Renovations Phase 2 Construction Progress
August 6, 2019	Meeting - Erie County Legislator Howard Johnson
August 6, 2019	Meeting - Leroy R. Coles, Jr. Branch Library
August 6, 2019	Conference Call - Carol Desch, Mary Beth Farr - New York State Department of Education - Division of Library Development (DLD)
August 7, 2019	Meeting - Kathleen Berens Bucki, B&ECPL Board of Trustees Chair
August 8, 2019	Meeting - Jeannine Doyle
August 8, 2019	Webinar - Hotspot Lending
August 8, 2019	Interview - Buffalo News
August 8, 2019	Meeting - B&ECPL Board of Trustees Executive Committee

Minutes of the Board of Trustees

Page 26

August 9, 2019 Meeting - Western New York Library Resources Council (WNYLRC) Complete Count Committee

August 9, 2019 Interview - Channel 7

August 12, 2019 Meeting - Jeannine Doyle

August 12, 2019 Interview - WBLK

August 13, 2019 Interview - Spectrum News

August 13, 2019 Event – Buffalo’s Reading Park Opening Celebration

August 13, 2019 Meeting - Erie County Department of Budget

August 13, 2019 Conference Call - New York Association of Library Systems (NYALS), DLD

August 13, 2019 Event - Reading Invasion

August 14, 2019 Meeting - Managers/Directors

August 14, 2019 Event - Mark Twain in Buffalo Day

August 14, 2019 Meeting - New York State Assemblymember/ Assembly Speaker Carl E. Heastie

August 14, 2019 Event - Battle of the Books Champions - Lancaster Public Library

August 15, 2019 Meeting - Administrative Team

August 15, 2019 Meeting - Erie County 2020 Census Complete Count

August 15, 2019 Conference Call - Jeremy Johannesen, New York Library Association Executive Director

August 16, 2019 Conference Call - Rich Newberg

August 16, 2019 Meeting - Niagara, Orleans, Genesee Public Library System (NIOGA), Chautauqua, Cattaraugus Public Library System (CCLS)

August 16, 2019 Meeting - Wendy Wisbaum and Family

August 19, 2019 Meeting - B&ECPL Auditorium Lighting and Dimmer System Review

August 19, 2019 Conference Call - Kathleen Berens Bucki, B&ECPL Board of Trustees Chair

August 19, 2019 Meeting - B&ECPL Auditorium Renovations Phase2 Construction Progress

August 19, 2019 Conference Call - Jennifer Johnston, Lackawanna Public Library Director

August 19, 2019 Meeting - Christine Slocum, Homeless Alliance of Western New York

August 19, 2019 Meeting - Trailblazing Women of WNY Monument Project - Executive Committee

August 20, 2019 Conference Call - NYS Empire State Library Network (ESLN) Complete Count

August 20, 2019 Meeting - Jeannine Doyle, Judy Fachko

August 21, 2019 Tour - Erie County Legislator Lisa Chimera

August 21, 2019 Meeting - Dan Caufield, Sandra Courtney

August 22, 2019 Meeting - Jeannine Doyle, Maureen McLaughlin

August 24, 2019 Meeting - Erie County Bicentennial Committee

August 27, 2019 Training - Racial Equity Impact

August 28, 2019 Meeting - Joy Testa Cinquino, Dawn Stanton

August 28, 2019 Meeting - Jeannine Doyle, Kenneth Stone

August 29, 2019 Meeting - Administrative Team

- August 29, 2019 Press Conference - NYS Assemblymember Sean Ryan, NYS Senator Chris Jacobs
- August 29, 2019 Press Conference - Erie County Executive Mark C. Poloncarz
- August 29, 2019 Meeting - The John R. Oishei Foundation

Other:

Contracting Member Library Activity Reports

Angola Public Library – submitted by Jennifer Page, Director

Highlights of events and activities at the Angola Public Library:

- Our 2 large summer programs were well attended. Families loved the Buffalo Zoo Zoomobile's animals and Gravitational Bull's juggling and comedy.
- Erie Canal On Tour will be coming to our library October 19th. We are looking forward to having *Susie the Barge Deck Swabber* come with her tales of the Erie Canal.
- This summer we had a reading therapy animal from Paws for Love at the library once a week. The children loved it so much that we will be continuing it throughout the year.

Clarence Public Library – submitted by Monica Mooney, Director

Highlights of events and activities at the Clarence Public Library:

- On August 9th, the Clarence Public Library celebrated a *Universe of Stories* Summer Reading Celebration featuring an Ice Cream Social with games and activities taking place outdoors in the Clarence Public Library Children's Reading Garden. Children were encouraged to complete their 2019 summer reading logs to receive prizes for their reading achievements. More than 150 children participated in the Clarence Public Library's Independent Summer Reading program this year.
- Yoga at the Library – This series of free programs was held Wednesdays in August and taught by Yog Guru Taran who has been a Yoga and Reiki instructor since 2001. The classes included Chair Yoga, Chakra Meditation, Reiki Healing and Family Yoga. More of these popular classes will take place in the fall.
- Author Visit – On August 19th, author Michael Hawley visited the Clarence Public Library and discussed his books *The Ripper's Haunts* and *Jack the Ripper Suspect: Dr. Francis Tumblety*, the latter of which was named 2018 Jack the Ripper Book of the Year. Hawley has also presented in the U.K. and has been a featured guest on the Travel Channel's *Legend Hunter*.
- On September 14th from 12 p.m. to 2 p.m., the Clarence Public Library will host "Train Day at the Library." Celebrate the 150th Anniversary of the Transcontinental

Railroad with a special “Golden Spike” ceremony commemorating the meeting of the 2 railroad cars at Promontory Summit in 1869 and enjoy 2 interactive train layouts provided by Dean Hunneshagen, founder of *The Joy of Trains*.

- Pulitzer Prize winning poet Mary Oliver will be the subject of a lecture presented by retired Clarence teacher and published poet Margaret Cusack on September 16th at 7 p.m. The program will be a discussion of the late poet’s life and work.
- New at the Clarence Public Library – Two device charging stations for the public. Funds for the purchase of these were made possible through NYS Budget Bullet Aid provided by NYS Senator Michael Ranzenhofer.

Newstead Public Library – submitted by Kristine Sutton, Director

Highlights of events and activities at the Newstead Public Library:

- The Newstead Public Library was anything but a “Quiet Place” this summer during the filming of *A Quiet Place 2*. It was very exciting to have so much activity on our Main Street. Thankfully, our patrons were still able to visit the library. There may even be a glimpse of the building in the movie!
- This summer we added Spikeball and Badminton to our Lawn Game lending library. These were so popular for graduation parties and picnics. New this year, we circulated “Astro the Monkey.” Families could borrow Astro for a week of summer adventure. We have many fun photos on our Facebook page from Astro’s adventures!
- The Newstead Public Library is a proud member of the Akron-Newstead Alliance, a community group that works to meet the needs of all Akron-Newstead residents and increase awareness of and access to support and services. In our partnership with the Independent Health Foundation, we hosted our second Annual Backpack Giveaway at the Good for the Neighborhood Event in August. Along with handing out over 50 backpacks to area children, students were also able to select from quite an array of school supplies. Through community partnerships, we are able to accomplish so much!

City of Tonawanda Public Library – submitted by John Gaff, Director

Highlights of events and activities at the City of Tonawanda Public Library:

- Our Summer Reading program had 159 registrants for ages 0 – 10 and they read for a total of 57,687 minutes! Participants each received a reading logbook to track their adventure through the solar system, a chain, and a dog tag. As they read and attended programs, they earned beads and charms to add to their chain. Kids had fun coming in each week to track their reading!

- Some of the fun programs held throughout the summer included Sensory Playtime, Super Summer Space Story Time, Star Babies Story Time, Marble Painting the Solar System, Out-of-this-World Craft Adventure, Galaxy Slime, and many more!
- The library hosted local author and *Buffalo News* reporter Mark Sommer for a discussion of his new book, *Rocky Colavito: Cleveland's Iconic Slugger*. Mr. Sommer read passages from his book, talked about his research methods, and fielded questions from the crowd.
- The fall session of University Express begins in October. University Express, which is organized through Erie County's Department of Senior Services, offers free courses to those 55 and older. Topics are diverse and led by knowledgeable instructors. For the fall session, we will be hosting 24 classes.
- We've been rearranging! We recently revamped our staff work area and office spaces to allow for better workflow. Special thanks to NYS Senator Chris Jacobs for funding that allowed this to happen. Similarly, many of our collections have moved to make better use of space.

Agenda Item G – Report of the Foundation. In Library Foundation of Buffalo & Erie County Administrator Anne Conable's absence, Director Jakubowski reported the Library Foundation of Buffalo & Erie County met earlier in the day to review the document *Proposal for Redefining the Organizations' Relationship* between the B&ECPL and the Library Foundation of Buffalo & Erie County. They have one clarification they are taking back to their attorney. The Development and Advocacy Committee continues to review the document as well. The hope is to bring this to fruition in the next few weeks and subsequently bring the document to the B&ECPL Board of Trustees for review and approval.

Agenda Item H – Report of the Association of Contracting Library Trustees (ACT)/Contracting Library Trustee Report. An ACT representative was not present; Director Jakubowski reported the ACT Board met September 9, 2019; they set their next schedule of meetings with the first being October 19th at the North Collins Public Library. They are looking into the possibility of using video conferencing such as Skype or Zoom for the January meeting so that trustees can view the meeting from the comfort of their local library, as well as solidifying a date for the annual ACT workshop to be held at the Central Library. Director Jakubowski will e-mail ACT meeting dates to trustees.

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

Agenda Item J – Unfinished Business. None.

Agenda Item K – New Business. None.

Minutes of the Board of Trustees

Page 30

There being no further business, on motion by Trustee Berlow with a second by Trustee Kelly, the meeting was adjourned at 4:43 p.m.

Respectfully submitted,

Kimberly Johnson
Secretary