

MINUTES
REGULAR MEETING OF THE
BUFFALO & ERIE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES
March 17, 2022

The regular monthly meeting of the Board of Trustees of the Buffalo & Erie County Public Library was held on Thursday, March 17, 2022, at the Central Library pursuant to due notice to trustees. The following members were present:

Kimberly Johnson, Chair
Carima El-Behairy, Vice Chair
Joel C. Moore, Esq., Secretary
Alan J. Bedenko, Esq., Treasurer
Kathleen Berens Bucki, MLS
Lucy A. Candelario
Frank Gist
Frank Housh, Esq.
Theodore K. Johnson
Sharon M. Kelly, Esq.
Elaine M. Panty
Christopher Sasiadek, Esq.

Chair Kimberly Johnson called the meeting to order at 4:00 p.m. A call of the roll was taken. A quorum was present.

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

Agenda Item C – Minutes of the Meeting of February 17, 2022. On motion by Trustee El-Behairy, seconded by Trustee Bucki, the Minutes were unanimously approved as mailed.

Trustee Bedenko joined the meeting at 4:02 p.m.

Agenda Item D – Report of the Chair.

Chair Johnson welcomed Christopher Sasiadek, who was confirmed by the Erie County Legislature on February 17, as a B&ECPL trustee. She noted Trustee Sasiadek requested to serve on the Special Collections, Building Oversight, and Buffalo Library Services Committees. Trustee T. Johnson moved, Trustee Panty made a second, and this request was approved unanimously.

Trustee Housh was selected for membership on the Governance Committee at the last Board meeting, which he was unable to attend. Per B&ECPL Bylaws Article V, Section 6, "All members of the Governance Committee...must qualify as Independent Trustees, as defined [in the Bylaws], and such independence must be documented in the Board minutes." Chair Johnson asked Trustee Housh to confirm he qualified as an Independent Trustee and disclose if there are any circumstances which would disqualify him from serving on the Governance Committee at this time. Trustee Housh confirmed he qualified and had no circumstances that would disqualify him from serving.

Chair Johnson reported she would be reviving contracting library liaison assignments in 2022. Trustees were asked to volunteer to act as a point of contact between each contracting library board and the System Board. Each liaison should plan to attend at least one board meeting at their assigned location(s) in 2022 and report back to the System at the following Board meeting. Chair Johnson noted some trustees had kept contact with their assignments from 2020; she asked those members to note their preferences first. A sign-up sheet was then passed around to the rest of the trustees.

Chair Johnson noted she and Vice Chair El-Behairy would also be doing a System tour to familiarize themselves with all of the libraries in the B&ECPL.

Finally, Chair Johnson relayed there would be a reception following next month's Board meeting on April 21 to welcome new director John Spears. She asked trustees to mark their calendars.

Trustee Moore joined the meeting at 4:09 pm.

Agenda Item E – Committee Reports.

Agenda Item E.1 – Executive Committee. The Executive Committee met on March 10, 2022. A copy of the written report was included in the Board packet. Trustee El-Behairy summarized the meeting. Trustee Bedenko moved to have the written report entered into the Minutes. Trustee Kelly made a second, and this was approved unanimously.

Present: Executive Committee Chair Kimberly Johnson, Vice Chair Carima El-Behairy, and member Elaine Panty. Also present were Interim Director Jeannine Doyle, Chief Financial Officer Ken Stone, and Assistant to the Director Erin Vest.

The meeting of the Executive Committee began at 4:06 p.m. A quorum was present.

The Executive Committee reviewed the proposed agenda for the March 17, 2022 B&ECPL Board of Trustees meeting.

For her report, Chair Johnson gave a status update regarding Odessa Hunter, the patron who has spoken during public comment at recent Board meetings. She had called Ms. Hunter since the last Board meeting, but has not yet heard back from her. In the meantime, Chair Johnson and Director Doyle have discussed some additional proactive steps the B&ECPL can take to improve its harassment investigation policies, including appointing an Equity & Diversity Officer that is not associated with Human Resources. Director Doyle indicated this was part of a larger plan that had been being developed and hopes to have something prepared to respond to Ms. Hunter at the March Board meeting.

CFO Stone reviewed proposed Budget & Finance items. Resolution 2022-8 outlines priorities for preparing the Library's capital project requests from Erie County for 2023-2028. In previous years, the B&ECPL has asked for funding to begin the large-scale renovation of the Central Library façade as detailed in the Re-Imagine Report. As this has not gained traction, administration is recommending this year's request focus on more urgent and achievable projects. This includes Phase 2 of the escalator demolition project, needed mechanical/electrical upgrades, and replacing the Central Library's roof with a green roof. Chair Johnson asked for further details of what a green roof entails. CFO Stone explained the roof would include a layer of soil and vegetation, which would absorb water and heat to make the roof more energy efficient, as well as almost doubling the lifespan. A green roof could also potentially be converted into a walkable public space. CFO Stone also noted a monthly financial report for December 2021 would be included in the Board packet. This pre-audit report indicates the Library was within budget for 2021.

Chair Johnson noted a change will be made to the draft agenda to add a Policy Committee report and resolution.

Chair Johnson mentioned she and Vice Chair El-Behairy are planning a tour of System libraries. They had also discussed adding a section to the agenda for contracting library liaisons to give reports on the meetings they have attended. Erin Vest noted liaison assignments were not renewed in the past year. To revive the initiative, volunteers will be solicited at the March meeting, perhaps using a sign-in sheet since the meeting will be in person.

Director Doyle noted that while the emergency order allowing remote participation in Board meetings is ending, she is aware of lobbying efforts, including by NYLA, to make the changes permanent. Many have noted how the remote option improve accessibility, both for trustees and for the public. However, until any such changes to the law are made, trustees will be required to attend in person in order to count for quorum and voting.

For her report, Director Doyle indicated she would give an update on the Trailblazing Women of WNY project. She also noted she had met with new trustee Christopher Sasiadek this week to give him a brief orientation to the B&ECPL.

Trustee El-Behairy indicated there would be a report from the Library Foundation.

Director Doyle was not sure if ACT would have a report, but she conveyed the next ACT workshop is scheduled for May 7 in person at the Central Library.

Director Doyle also suggested that a workshop be scheduled for System trustees to provide a refresher orientation training, as many things have changed since most trustees were initially oriented to the System. The workshop could be scheduled for early 2023 to meet the trustee training requirement that starts that year.

With no further business to discuss, the Executive Committee meeting adjourned at 4:37 p.m. on a motion by Trustee Panty and a second by Trustee El-Behairy.

Trustee Gist asked whether the tour of System libraries could be filmed and videos added to the website. Library Director Jeannine Doyle noted the contracting libraries were actually currently working on a video presentation about their libraries to show at the upcoming ACT workshop in May. This video could be added to the website.

Agenda Item E.2 – Budget and Finance Committee.

Agenda Item E.2.a – Erie County 2023-2028 Capital Project Requests Guidance. Chief Financial Officer Ken Stone explained Resolution 2022-8 as presented. He noted Phase 1 of the escalator project has been approved, and would rehabilitate the escalator from the ground to first floor, if possible. Phase 2 would remove the escalator from the first to second floor. Those escalators are currently in the process of being capped, pending potential removal, as they are unable to continue to operate. He further explained the potential for a green roof at the Central Library. The current roof will soon need to be replaced, and this option would both create energy savings and last longer than a traditional roof. Trustee Panty asked whether the weight of the soil would pose a problem for the roof structure. CFO Stone noted the original plan for the library included options for higher stories, and the current roof was designed to act as a floor supporting the static weight of books, so he does not anticipate any issue. Trustee Moore asked about the potential for public use. CFO Stone said walkable public areas or programming space could be part of the design, taking roof safety into consideration. Trustee Gist asked about the cost of a green roof as compared to a traditional roof. CFO Stone estimates costs would be 50% higher, but the added lifespan (up to double that of a traditional roof) and energy savings could make up for the difference.

Trustee Housh asked for an update on other construction projects, including the Crane Branch Library and Audubon Branch of the Amherst Public Library. CFO Stone relayed construction crews are currently taking down the temporary walls used during construction at Crane. The branch will reopen on Saturday, March 19 for use of the first floor only. He hopes that Phase 2 construction will begin by June, at which point the library will be closed again. He further relayed both phases of construction at Audubon

should be completed by the end of the year. He also noted roof and window replacement at the Isaías González-Soto Branch Library would be starting in the spring.

Following this explanation, Trustee Panty moved to approve Resolution 2022-8, Trustee El-Behairy seconded, and the following was approved unanimously.

RESOLUTION 2022-8

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

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

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library hereby directs the Library Director to prepare, update costs as needed, and submit 2023-2028 Erie County capital project requests prioritized as follows:

FOR THE 2023 FUNDING YEAR

- Central Library Escalator Demolition and Space Conversion Project – Phase 2: \$2,000,000; and

FOR THE 2024 – 2028 FUNDING YEARS

- Shipping and maintenance vehicle replacements: \$98,000 in 2024 and \$110,000 in 2026; and be it further

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library expresses its support for requests submitted by the Erie County Department of Public Works to address Central Library basic building system needs such as protecting the building envelope including the potential to replace the roof with a green roof that incorporates alternate energy generation (solar/wind), and be it finally

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

Agenda Item E.2.b – Monthly Financial Report. CFO Stone reported the B&ECPL ended within budget for 2021.

Agenda Item E.3 – Policy Committee. The Policy Committee met on March 10, 2022. A copy of the written report was included in the Board packet. Trustee Panty summarized the meeting. Trustee T. Johnson moved to have the written report entered into the Minutes. Trustee Kelly made a second, and this was approved unanimously.

Present: Chair Elaine Panty and members Michael Amodeo* and Alan Bedenko*. Also present were Interim Director Jeannine Doyle, CFO Ken Stone, and Assistant to the Director Erin Vest. Those designated with an asterisk (*) attended the meeting remotely, as permitted by Chapter 417 of the Laws of 2021.

The meeting of the Policy Committee began at 4:38 p.m. A quorum was present.

Chair Panty noted the Open Meetings Law Policy had been amended to include a section on public participation. Trustee Amodeo asked who had prepared the draft. Director Doyle said she and Erin Vest had prepared an initial version, which was then reviewed and amended by a representative from Bond, Schoeneck & King, B&ECPL's legal counsel.

Chair Panty asked about including the previous requirement that speakers provide a name and contact information before speaking. Vest noted in her research, the Committee on Open Government has advised against such a rule, as it can discourage vulnerable members of the public, such as those in domestic violence situations, from participating.

Trustees Amodeo and Bedenko made suggestions to amend the language to eliminate vagueness and unnecessary wordiness, which were incorporated. Discussion ensued regarding the ability of Board members to ask clarifying questions. Chair Panty opined that questions should be directed to either the Chair or the Director and not the speaker. Trustee Amodeo felt this could be perceived as rude. Director Doyle indicated her support of leaving the language as is, as it allows flexibility. While having the policy in place is important, it cannot be all-encompassing; some of the responsibility for managing public comment falls on the conduct of the Board members themselves, and she trusts their judgement. Trustee Bedenko agreed, noting that he has attended school board meetings that have adopted similar policies and the majority of speakers do not receive follow-up questions.

Following discussion, Trustee Bedenko moved to have the amended Open Meetings Law Policy brought to the full Board for approval. Trustee Amodeo made a second, and this was approved unanimously.

With no further business, on a motion by Trustee Bedenko, seconded by Trustee Amodeo, the Policy Committee adjourned at 5:07 p.m.

Agenda Item E.3.a – Amend Open Meetings Law Policy. Trustee Gist asked about the consequences for not following the rules for public comment. Chair Johnson said she would enforce the rules and use the gavel if necessary. Trustee Moore noted there have been instances with other boards where speakers have gotten unruly to the point of needing security intervention. He felt it was important to proactively consider the possibility before it becomes an issue at the Library. Trustee Kelly pointed out that the B&ECPL Rules of Conduct still apply to all visitors, which would cover those extreme cases. Trustee Bedenko agreed. Chair Johnson thought it would be a good idea to add

something to the Open Meetings Law Policy to explicitly refer to this. After debate, the board agreed to vote on the current wording of the policy, with a recommendation that the Policy Committee look into additional changes to address this concern before the next meeting. Trustee T. Johnson moved for approval, Trustee El-Behairy seconded, and the following was approved unanimously.

RESOLUTION 2022-9

WHEREAS, the Buffalo & Erie County Public Library Board of Trustees adopted an Open Meetings Law Policy on May 20, 2021, and

WHEREAS, at the direction of the Executive Committee, B&ECPL's System Administration has recommended changes to reflect procedures for public participation in Board meetings, and

WHEREAS, these changes have been vetted by B&ECPL legal counsel, and

WHEREAS, the Policy Committee recommends the attached proposed amended Open Meetings Law 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 Open Meetings Law Policy to supersede and replace the prevailing policy adopted May 20, 2021, and be it further

RESOLVED, that a copy of the approved Open Meetings Law Policy be posted on the B&ECPL's website.

Agenda Item F – Report of the Director. Director Doyle, noting this was her last report, said it had been an honor to serve as interim director. She reported she has been meeting with John Spears to provide onboarding before he assumes the position of director next month.

Director Doyle provided an update on the Trailblazing Women of WNY Monument Project. She noted Chair Johnson and herself had been participating in the steering committee for the project. The Erie County Department of Environment and Planning recently awarded a contract for an architectural firm to assess the suitability of the Central Library ramp to support the statues. They have now submitted renderings, which the committee will be assessing at their next meeting. The group is also actively fundraising, and the Library recently hosted a session in the recording studio to film a promotional video featuring statements from a diverse group of young women.

Director Doyle reported she is recommending the B&ECPL appoint an Equality, Diversity, and Inclusion Officer. The officer would not be a separate position, but a duty assigned to a current staff member, similar to the FOIL Officer. She noted it is important to separate some of these duties from Human Resources, recognizing policies that

address diversity and inclusion cover both employees and patrons. The officer would act as an initial contact for harassment complaints, either initiating an investigation or referring the complaint to HR or outside counsel as appropriate. The officer would also lead other ongoing diversity and inclusion efforts, including engaging with community organizations and heading efforts to recruit and retain diverse library staff.

Director Doyle reported System Administration, with the support of the Erie County Executive's Office, has begun working on a plan to eliminate overdue fines in the B&ECPL System. Trustee Housh asked if this plan would need corporate sponsorship. Director Doyle said no, they would be working with the County Executive's Office and Erie County Legislature to offset any revenue loss. She noted this has already become a diminishing revenue stream. Trustee Moore asked if this was a national movement. Director Doyle confirmed that it was. Trustee Gist expressed concern about a lack of incentive to return materials. Director Doyle noted they had already researched this, and it has been shown that fines do not affect the rate of material return. In fact, the existence of a fine can be a deterrent, as those who cannot afford to pay will not return to the library and will therefore not return the materials. Erin Vest had prepared a memo with this research, which would be shared with the Board. CFO Stone noted some libraries who went fine free actually saw an increase in return, especially in the first few months after implementing the policy as returning users brought back long overdue materials. Trustee Bucki asked about the account status of those who do not return materials. Director Doyle noted lost items charges would still be assessed, and accounts could still be blocked. The difference is once the materials are returned the lost item charges are dropped and the block is removed, without any punitive fines owed. She stressed that planning is still in the early stages. The team is still doing research on the implementation, and will report more to the Board as the plan becomes finalized.

Director Doyle noted that before her orientation meeting with Trustee Sasiadek she realized many orientation materials needed to be updated from when they were last utilized. As a result, she plans to prepare a refresher workshop for all trustees. As library trustees will be required to complete two hours of training annually starting in 2023, this workshop will be planned for early 2023.

Director Doyle noted the Erie County Legislature met earlier that day, and Legislator Lisa Chimera had prepared a resolution recognizing April as Love Your Library Month. Director Doyle, Chair Johnson, and members of the Administrative Team had attended the session. Copies of the resolution were handed out to trustees.

Finally, Director Doyle relayed details of the memorial service for former B&ECPL Chief Operating Officer Carol Batt to the Board.

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

B&ECPL Monthly Report February 2022

Black History Month Celebrations - The Central Library celebrated *Black History Month* with exhibits offered through the Michigan Street African American Heritage Corridor and the Buffalo African American Museum. The exhibits featured information from many of the Michigan Avenue institutions and highlighted their impact on local African American history, art, and culture. In addition to the exhibits, Information Services and Outreach Manager **Daniel Caufield** coordinated a Friday speaker series throughout the month titled *100 Years and More: Celebrating Black History in Buffalo* held in the Ring of Knowledge. The series began on February 4 with Community Activist Clifford Bell, along with Pastor Ulysses Wingo, Sr. from Antioch Baptist Church, Storyteller Denise Chapman Acosta, Singer Bessie Patterson, and Executive Director of the Michigan Street African American Heritage Corridor Terry Alford, providing a song, stories, and local history information. On February 11, Sharon Holley, Coordinator of the Nash House Museum presented on the history of the Nash family and their historic home, and Lillie Wiley Upshaw, Chair of the Buffalo Niagara Freedom Station Coalition spoke about the influence of the Michigan Street Baptist Church on Buffalo's Black Community. On February 18, George Scott, President of the Colored Musician Club spoke of the power and influence the group had on music locally and nationally. After his presentation, members of the Colored Musicians Club performed. Finally, on February 25, staff from the Legendary Mix 1080 WUFO and Power 96.5 Radio Station spoke about the history and the influence of their radio station breaking barriers for African Americans in radio and music. The series concluded with a performance of drummers and dancers provided by the African American Cultural Center.

Celebrate Black Inventors - Children's Services and Outreach Librarian **Tracey Watson**, with assistance from Senior Page **Nancy Smith** and Page **Sumia Akter**, presented books and exhibits at the *Celebrate Black Inventors* event at the Central Library on February 19. The exhibit featured Benjamin Banneker, Patricia Bath, Marie Van Brittan Brown, George Washington Carver, Alfred L. Cralle, George Crum, George Grant, Lonnie Johnson, Lewis Howard Latimer, Garrett Morgan, and Carter G. Woodson. Attendees also participated in hands-on activities and crafts that included Banneker's clock making, Morgan's traffic light bookmark, and answering research questions using Banneker's Almanac.

Dr. Martin Luther King, Jr. Leaders are Readers School Award for Literacy - Windom Elementary School in Orchard Park, as the recipient of Project Flight's *Dr. Martin Luther King, Jr. Leaders are Readers School Award for Literacy*, presented an assembly program virtually on February 18. Assistant Deputy Director **Dorinda Darden**, and Co-Directors of Project Flight Dr. Geraldine Bard and Dr. Elizabeth Cappella were speakers at the event. Student performances included a slide show about Dr. Martin Luther King, Jr., poems, and other biographical information. Interim Director **Jeannine Doyle** and Assistant Deputy Director **Joy Testa Cinquino** were also in attendance. The school was awarded over 5,000 books for the students.

Library2GO Van – Assistant Deputy Director **Samantha Purpora** and Bookmobile Librarian **Julia Verbanic** prepared the new outreach van to go on the road for a test run on February 28. The van is now fully stocked with large print books, audiobooks, and DVDs, in addition to regular items.

National Engineers Week - In celebration of *National Engineers Week*, Information Services and Outreach Library Technology Clerk **Amanda Brown** and Senior Page **Cat O'Connell** participated in the *National Introduce a Girl to Engineering Day* event at the Buffalo Museum of Science on February 24. They provided engineering crafts, materials about the NASA @ My Library program and the James Webb Telescope, as well as promotional materials about the Library's various resources and programming.

Atomic Genealogy – Genealogy Specialist **Rhonda Hoffman** taught a virtual class called *Using Western New York Naturalization Records on FamilySearch*. This class is part of the Grosvenor Room's popular *Atomic Genealogy Series*, which features short classes with a big impact. Fifty-five genealogists attended the class, and learned how to find, keyword search, and browse FamilySearch naturalization records. The class recording was shared on social media and received 147 views.

Tax Assistance - Patrons signed up for appointments and used computers in the TechKnow Lab at the Central Library to receive free tax assistance virtually from the New York State Department of Taxation and Finance on Thursdays throughout the month of February. This service will be provided every Thursday until April 14.

Seed Library - **Amanda Brown** hosted a Seed Starting Giveaway event at the Central Library on February 25, featuring a live presentation from Dao Kamara of the Liberian Community Farm and Providence Farm Collective in which he discussed the process and benefits of utilizing traditional African farming techniques here in Western New York.

Online Winter Reading Challenge – The *Online Winter Reading Challenge* with the theme *Snow Better Time to Read* ended on February 26. There were 253 participants who submitted over 1,600 book reviews for a chance to win a Kindle Fire 10. The children's winner was Aubriella Miller from the Julia Boyer Reinstein Library, the teen winner was Codey Richards from the Clarence Public Library, and Amy Chiarmonite from the Clearfield Branch Library was the adult winner.

1. Public Services

System Programming Statistics:

Regular/Virtual	Number of Programs		Total Attendance	
	Month	YTD	Month	YTD
Regular				
Adults	551	1,023	1,093	1,999
Children 5 and under	1,450	2,783	3,032	5,209
Children 6-11	1,753	3,048	3,193	4,934
Intergenerational/Combined	5,054	7,698	6,627	9,712

Teens	256	561	481	964
Regular Total	9,064	15,113	14,426	22,818
Regular Total	9,064	15,113	14,426	22,818
Virtual				
Live Virtual				
Adults	33	61	375	743
Children 5 and under	3	3	36	36
Children 6-11	3	3	71	71
Intergenerational/Combined	6	8	583	1,122
Teens	8	14	68	114
Live Virtual Total	53	89	1,133	2,086
Recorded Virtual				
Adults	12	28	362	961
Children 5 and under	20	41	674	1,469
Children 6-11	7	11	463	735
Intergenerational/Combined	22	51	1,012	2,237
Recorded Virtual Total	61	131	2,511	5,402
Virtual Total	114	220	3,644	7,488
Grand Total	9,178	15,333	18,070	30,306

B&ECPL Programming Highlights:

Central Library

- In-Person Programs: *100 Years and More: Celebrating Black History in Buffalo - Black History Month Exhibit and Friday Lecture Series; Celebrate Black Inventors; Cultivate Cinema Circle Classic Movies Series; Home School Help; It Takes a Village Employment Entry Program; Providence Farm Collective Seed Lecture; Sensory Stay n' Play - I ♥ Sensory; Stitch Circle; StoryWalk of Pete the Cat Checks Out the Library; Teen Advisory Group Meeting; Teen Anime/Manga Club; Wednesday Movie Matinee*
- In-Person/Virtual Programs: *Brain Sparks: Creative Fuel for the Mind; Genealogy 101; Lunchtime Learning: Computer Basics, Downloading Materials with Libby, Microsoft Excel, Microsoft Word, TikTok, Twitch, Video Game Basics, YouTube Creation, Windows 10 and 11; Tax Assistance; Using Western New York Naturalization Records on FamilySearch*
- Virtual Programs: *2022 Black Innovation and Entrepreneurship Program: Parts 1&2; Applying for a Civil Service Exam in Erie County; Book a Librarian; Book a Technology Trainer; Checkers Library TV: Snoozer's Storytime Adventures - ABC Rise Up and Be, Atom; Conducting a Job Search with Library Resources; Cooking with a Librarian - Almond and Ricotta Crostata; Finding Non-English Items on Libby; Grow with Google: Collaborate with Google Docs, Organize Your Google Drive, Communicate with Google Meet, Manage Your Google Calendar, How to Apply for a Job Online; Online Winter Reading Challenge; Reader's Quest Middle School Book Group; Take & Make: Felt Tray; Trademark Basics Boot Camp: Modules 1-3*
- Take and Make Crafts: *Adult Coloring Kit; Black History Activity Book; Blind Date with an International Book; DIY Pom Pom Drop Run; Felt Tray Kit; NASA James Webb Telescope Fun Pack; Pom Pom Kit; Popsicle Stick Catapult; Rolling Walking Feet; Valentine Card; Winter Olympics*
- Tours: *Rare Book Room Highlights*

- Outreach: Buffalo Museum of Science, Buffalo Philharmonic Orchestra, Buffalo Public Schools' Say Yes Academy at Harvey Austin School BPS #97, *Lunar Year of Tiger Celebration Gala* at the University at Buffalo's Center for the Arts, Tosh Collins Community Center

Buffalo Branches

- In-Person Programs: *All-Ages Storytelling Program* hosted by Tradition Keepers: Black Storytellers of WNY; *Along This Way: Storytelling in the African Tradition* hosted by We All Storytellers; *African American Read-In*; *Button Making*; *Family Movie Day*; *One-on-One Technology Training*; *Paws for Love* presented by SPCA; *Sci-Fi Book Club*; *Storytime at Isaias Gonzalez-Soto Branch Library*; *Storytime at the North Park Branch Library*; *Take Your Child to the Library Day*; *Tech Hour*; *Valentine's Day Kids Craft*; *Yarn Heart Craft*
- Virtual Programs: *Crane Library Book Club*; *Merriweather Book Club*; *Teen Manga Club*
- Take and Make Crafts: *Handprint Walrus*; *Hershey Kiss Mice*; *Lacing Cardboard Hearts*; *Let's Learn About African-American Inventors Educational Activities Books*; *Martin Luther King Jr. Commemorative The Power Of A Dream Educational Activities Books*; *Owl Paper Bag Puppet*; *Polar Bear Diorama Kits*; *Popsicle Stick Catapults*; *Pot of Gold Craft Bags*; *Valentine's Day Craft Bags*; *Valentine's Doggy Magnets*; *Valentine's Snails*; *Valentine's Sun Catchers*
- Outreach: East Clinton Branch Manager **Paul Guminski** and Senior Page **Laura Wood** created craft kits for Children's Kastle Daycare for their 100 Days program.

Library on Wheels Bookmobile

- The Library on Wheels was open 37.75 hours to the community in February. Bookmobile staff welcomed 856 visitors and distributed 700 take and make crafts.

Library by Mail Program

- There are now a total of 170 participants in the *Library by Mail* program.

B is for Book Exhibit:

	Number of Visitors		
	Month	YTD	From Opening (9/2020 to Present)
Non Tour-Related	1,780	3,431	29,535
Tour/Program	0	35	1,171
TOTAL B is for Book	1,780	3,466	30,696

2. Collection Development

Physical Collections:

	Item Adds		Title Adds		Collection Size
	Month	YTD	Month	YTD	
Juvenile Print	2,497	4,054	308	537	541,090

Young Adult Print	615	898	116	161	78,233
Adult Print	3,481	6,309	835	1,464	1,798,073
Media	3,255	5,814	337	746	571,891
Other*	1,868	3,537	4	10	173,760
Subtotal	11,716	20,612	1,600	2,918	3,163,047

*Includes magazines, generic copies, and other

Electronic Collections:

	Item Adds		Title Adds		Collection Size
	Month	YTD	Month	YTD	
eBooks	1,619	3,458	1,196	2,431	85,906
eAudiobooks	2,188	3,652	274	527	35,692
eVideos	0	0	0	0	202
Subtotal	3,807	7,110	1,470	2,958	121,800

*Includes 428 EBL titles.

All Collections:

	Item Adds		Title Adds		Collection Size
	Month	YTD	Month	YTD	
Total	15,523	27,722	3,070	5,876	3,284,847

Purchase Suggestions:

	Received	% Owned*	Unique Titles	% Ordered
Patron Initiated	624	5.8	619	56.6
Staff Initiated	17	5.9	17	70.6

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

3. Technology

Recording Studio Booking System – Launch Pad Makerspace Technology Specialist **Shane Hallnan** set up the Launch Pad's new online recording studio booking system using Koalendar, the free appointment scheduler for Google Calendar. Patrons now are able to book their own studio appointments right on the library's website.

Youth Empowerment & Leadership Program – Launch Pad Makerspace Technology Specialist **Tyler Kasniak** hosted the first in a series of training sessions for teens from the Family Help Center's Youth Empowerment & Leadership Program. The teens will learn the basics of music production with GarageBand, receive an introduction in creating music with modular synthesis, and learn how to 3D-print objects.

4. Fundraising

Fundraising:

Campaign Name	Campaign Dates	Raised to Date
Annual Appeal Total	January 1 - February 28, 2022	\$24,085.33

Grant Submitted – The Library submitted a grant application to the FINRA Foundation for \$45,565 to support financial literacy programming.

5. Facilities

Crane Branch Construction – With Phase 1 of the Crane Branch Library Improvements project nearing completion, the City of Buffalo conducted a competitive bidding process to undertake Phase 2. Bids were received in early February and reviewed by City Department of Public Works personnel. Factors including COVID-related supply chain and inflation issues likely contributed to the resulting bids being higher than expected. With the \$350,000 additional grant match funding approved by the B&ECPL Board at their February meeting, the estimated \$2.25 million project can proceed to award. Bid awards are anticipated to be considered by the Buffalo Common Council at their March 25 meeting. Construction on Phase 2 is estimated to begin in the late spring.

Library Closing – The Elaine M. Panty Branch Library closed on February 14 in preparation for new flooring. The anticipated reopening date is April 4.

Kids' Space Update – The Graphics Department created new wall designs in the Kids' Space featuring fish that can be found in Lake Erie and wildlife around Erie County.

6. Staff Development

	Number of Program Attendees		Number of Programs Presented	
	Month	YTD	Month	YTD
Staff	293	435	1	2

Staff Training Offered/Attended – *TikTok* (presented by B&ECPL).

Webinars Viewed – **64 webinars, including** *Barrier Busting: Designing Truly Accessibly Services for Youth* (presented by LILRC); *Copyright for Librarians: What You Need to Know* (presented by Niche Academy); *Crash Course in Narrative Nonfiction* (presented by Novelist); *Inequality in Digitization: Pursuing Diversity in Digital Archives* (presented by Preserve This); *Transitioning to Libby: Tips for Winding Down the OverDrive App and Welcoming More Readers to Libby* (presented by OverDrive); *Unattended Children: How to Talk to Parents About Their Children's Behavior* (presented by Homeless Training Institute).

Other – *How to Build an Antiracist Library Culture* (online course presented by Library Journal); *Project Enable* (online course presented by Syracuse University).

7. Communications//Media Coverage/Media Releases/Social Media

Media:

Type of Communication	Topic	Air Date/Publish Date
Media Release	B&ECPL System announces 2022 Board of Trustees, Kimberly L. Johnson to serve as Chair	The Buffalo News, The Challenger News, The Criterion, February 3 and dates afterward

Media Shoot	Black History Month Exhibit @ Central Library	WIVB TV, Channel 4, February 4
Media Release	Audubon Library Closure	The Buffalo News, February 7
Media Interview with statement provided by Director Jeannine Doyle	First Amendment Rights - Filming in Libraries	East Aurora Advertiser, week of February 7
Taped TV Media Interview with ADD Dorinda Darden	Winter Break Fun @ the Library	WKBW TV, Channel 7, February 15
Taped Media interview with Children's Librarian Kristi Dougherty	Children's Summer Reading Programs	Bee Publications, taped February 17
Media Release	Library System Announces New Director	The Buffalo News, WBEN Radio, WBFO Radio, WGRZ TV Channel 2 and WIVB Channel 4 News, February 17
Taped TV Media Interview with ADD Dorinda Darden	Reading Resources for Children	WKBW TV, Channel 7, February 22
Taped TV Media Interviews with ADD Dorinda Darden and Launch Pad Manager Jordan Smith	Winter Break @ the Library	WIVB TV, Channel 4, February 23
Live TV Media Interviews with doll collector at the Merriweather Library	Legislator Baskin Presents 2022 Black Doll Exhibit	WIVB TV, Channel 4, February 28

Social Media:

	Staff Activity		Public Activity		Followers	
	Month	YTD	Month	YTD	Month (New)	Total
Facebook	112	246	3,851	6,784	23	10,525
Flickr	41	41	5,749	10,712	-	57
Google Ads ¹	N/A	N/A	2,494	5,476	N/A	N/A
Instagram	29	58	3,001	5,483	29	3,904
Pinterest	4	50	183	317	1	2,175
Podcast ²	4	8	N/A	N/A	N/A	N/A
TikTok	3	4	401	459	35	322
Twitter	63	129	560	1,039	46	10,893
YouTube	9	16	1,240	2,584	1	357
Total	265	552	17,479	32,854	135	28,233

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

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

8. Partnerships

Buffalo Philharmonic Orchestra - Children's Services and Outreach Librarian **Erin Burke** and **Sumia Akter** participated in preconcert activities at the Buffalo Philharmonic Orchestra's BPOkids concert, *Tales from the Movies* on February 13.

They promoted the B&ECPL and offered a *Chewbacca Paper Bag Puppet* take and make craft.

Chinese Club of WNY - Information Services and Outreach Librarian **Kuniko Simon** providing tabling to promote B&ECPL programs and services during the Chinese Club of Western New York's *Lunar Year of Tiger Celebration Gala* held at the University at Buffalo's Center for the Arts on February 6.

Community Services for Every1 - **Kristi Dougherty** provided a book list of newer titles featuring characters with disabilities in the B&ECPL catalog for Community Services for Every1 with accompanying publisher permissions for read-alouds.

Federal Depository Library Program - Information Services and Outreach Librarian **Andrew Maines** was included in the FDLP February newsletter thanking all the Federal Depository Libraries for participating in *Shelfie Day* held on January 26.

The Western New York Genealogist - **Rhonda Hoffman** wrote an article titled "Getting the Most out of the New York Records Index" for the June 2022 issue of *The Western New York Genealogist*, the quarterly publication of the Western New York Genealogical Society.

9. Planning for the Future

Sidney Poitier Film Series - Launch Pad Makerspace Manager **Jordan Smith** curated, scheduled, and produced promotional materials for the upcoming film program to follow *Dancing Through the Decades*. Running from April through June, Cultivate Cinema Circle will present *Sidney Poitier*, a series of six films celebrating the pioneering actor's greatest performances: *In the Heat of the Night* [1967], *Edge of the City* [1957], *The Defiant Ones* [1958], *Guess Who's Coming to Dinner* [1967], *A Raisin in the Sun* [1961], and *Lilies of the Field* [1963].

10. Director Activities

Meetings/Events Attended by Interim Director February 2022

Date	Meeting/Event
February 1, 2022	Meeting - Erie County Sheriff's Office
February 2, 2022	Meeting - Dorinda Darden
February 3, 2022	Virtual Meeting - Q&A with Library Director Finalists
February 3, 2022	Meeting - Joy Testa Cinquino
February 3, 2022	Virtual Event - Library Director Finalist Presentations
February 4, 2022	Meeting - Cheryl Kwiatkowski
February 4, 2022	Virtual Meeting - Michael Hickey, Bond, Schoeneck & King
February 4, 2022	Virtual Meeting - LMHF
February 7, 2022	Meeting - John Spears
February 7, 2022	Virtual Meeting - Trailblazing Women of WNY Media Project

February 8, 2022	Meeting - Judy Fachko
February 8, 2022	Meeting - Steve Hovey
February 8, 2022	Meeting - Mitch Nowakowski, Buffalo Common Council
February 8, 2022	Webinar - Bond, Schoeneck & King Weekly Update
February 8, 2022	Meeting - Jennifer Childs
February 8, 2022	Virtual Meeting - PULISDO
February 9, 2022	Virtual Meeting - Managers & Directors
February 10, 2022	Meeting - Administrative Team
February 10, 2022	Virtual Event - State of the State Budget Presentation
February 10, 2022	Virtual Meeting - New York State Senator Sean Ryan
February 10, 2022	Meeting - Joy Testa Cinquino
February 10, 2022	Meeting - B&ECPL Board of Trustees Executive Committee
February 14, 2022	Meeting - LMHF Board of Directors/Trustees Meeting
February 15, 2022	Meeting - Judy Fachko
February 15, 2022	Meeting - Steve Hovey
February 15, 2022	Webinar - Bond, Schoeneck & King Weekly Update
February 16, 2022	Meeting - Judy Fachko
February 16, 2022	Meeting - Jason Hurley, Erie County Executive's Office
February 16, 2022	Meeting - Dorinda Darden
February 17, 2022	Meeting - Trailblazing Women of WNY Media Project
February 17, 2022	Meeting - Joy Testa Cinquino
February 17, 2022	Virtual Meeting - PULISDO/DLD
February 17, 2022	Meeting - B&ECPL Board of Trustees
February 18, 2022	Virtual Meeting - Cheryl Kwiatkowski
February 18, 2022	Virtual Meeting - Erie County Labor Relations
February 19, 2022	Event - Trailblazing Women of WNY Media Project Video Shoot
February 22, 2022	Meeting - Judy Fachko
February 22, 2022	Meeting - Ken Stone
February 22, 2022	Meeting - Steve Hovey
February 22, 2022	Meeting - Dorinda Darden & Samantha Purpora
February 22, 2022	Webinar - Bond, Schoeneck & King Weekly Update
February 22, 2022	Meeting - Librarian's Association
February 23, 2022	Meeting - Dorinda Darden
February 23, 2022	Virtual Meeting - Trailblazing Women of WNY Steering Committee
February 28, 2022	Interviews - Facility Operations Manager

Appendix Contracting Member Library Activity Reports

Town of Collins Public Library – submitted by Abigail Barten-McGowan, Director

Construction – The Town of Collins Public Library’s roof construction was completed, and we are continuing work on the State Aid for Library Construction funded project to replace broken fixtures and replace all of our lighting with high efficiency LED that will save electricity and money.

Snowshoe Kits – This winter we have been overwhelmed by the popularity of the snowshoe kits provided through the Sports Equipment Lending Program, and are thankful to the Ralph C. Wilson Jr. Foundation for the wonderful supplies and opportunity for children to enjoy the outdoors and clear their accounts of fees.

Adult Crafts – Our Adult Craft classes are by far our most popular offering, with 3 sessions each time they are offered, along with a take and make option. In February we created Origami Lucky Star Rainbows, March will feature rustic DIY egg decor, and April will be a surprise!

Donation – In February we received a donation of board games for our library through the Spiel Foundation.

Upcoming Program – In April we look forward to the return of our Easter Egg Hunt Program in person!

Long Range Plan – After the completion of our Long Range Plan, our Library Board will be using it as a focus for brainstorming improvements for our building and programs to best serve our community.

West Seneca Public Library – submitted by Robert Alessi, Director

Programming Highlights

- Throughout the winter and now going into spring, Children's Librarian **Emily Moser** continues to run her popular in-person toddler and preschool storytimes. Also by popular demand, **Emily** continues (with the tremendous support of our Friends of the Library) to put together take and make "Something to Do" bags geared towards the many children who visit. Over 400 bags have been assembled and given away in just the first two months of 2022!
- This winter marks the return of our popular Lego Club (currently in a monthly format) along with the debut of the new monthly Painting for Teens program, both coordinated by librarian (and talented artist) **Laura Scott**.
- Librarian **Renée Masters** has started a new collaboration and exciting series of monthly outreach events with the West Seneca Senior Center. **Renée** has already been able to issue a few new library cards and encourage others to stop by and find out even more about what the library has to offer!

Assembly Member Aid – A special THANK YOU is in order for Assemblyman Patrick Burke for sponsoring a generous \$25,000 in Member Aid funding. We greatly appreciate the support of our New York State Assemblyman!

COVID-19 Supply Distribution – In collaboration with the Town of West Seneca (and in addition to the supplies received through the library system), the West Seneca Public Library has served as a distribution point for additional allocations of disposable masks, KN95 masks, and COVID-19 test kits.

THANK YOU - A heartfelt THANK YOU to **Patricia Wass**, a West Seneca Public Library Trustee as well as the driving force behind the creation of the Friends of the West Seneca Public Library approximately 32 years ago. In addition to her many years of service as a Trustee and Friend, Pat's name could often be found in the newspaper alongside her monthly article all about the library published in the *West Seneca Bee*. We at the West Seneca Public Library wish Pat all the best in the next chapter of her life. Pat can honestly and truly be called our very first "Friend!"

Agenda Item G – Report of the Foundation. Trustee El-Behairy reported the Library Foundation held their annual meeting on March 9. The current officers were reappointed for another term. The operational budget for 2022 was also approved. She noted the Foundation has offered to assist in underwriting costs for refreshments at receptions to welcome the new director.

Agenda Item H – Report of the Association of Contracting Library Trustees (ACT)/ Contracting Library Trustee Report. There was no report from ACT. Director Doyle said she had been working with the ACT Board to prepare for their next workshop, scheduled for Saturday, May 7. System Board members are invited to attend. More details will be shared as they become available.

Trustee El-Behairy reported she had attended the most recent meeting of the Hamburg Public Library Board of Trustees. She noted they are currently replacing lighting in parking lot at the Lakeshore Branch with LEDs.

Agenda Item I – Public Comment. Odessa Hunter thanked Chair Johnson for reaching out to her following last month's Board meeting.

Agenda Item J – Unfinished Business. None.

Agenda Item K – New Business. None.

There being no further business, on a motion by Trustee T. Johnson with a second by Trustee Candelario, the meeting was adjourned at 5:01 p.m.

Respectfully submitted,

Joel Moore
Secretary