

MINUTES  
REGULAR MEETING OF THE  
BUFFALO & ERIE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES  
May 19, 2022

The regular monthly meeting of the Board of Trustees of the Buffalo & Erie County Public Library was held on Thursday, May 19, 2022, at the Central Library and remotely via Zoom pursuant to due notice to trustees. Per Chapter 417 of the Laws of 2021, which modifies Open Meetings Law through the end of the declared COVID-19 state disaster emergency, trustees attending remotely were counted for quorum and voting. The following members were present; those designated with an asterisk (\*) attended the meeting remotely:

Kimberly Johnson, Chair  
Carima El-Behairy, Vice Chair  
Joel C. Moore, Secretary\*  
Alan J. Bedenko, Esq., Treasurer  
Sheldon M. Berlow\*  
Kathleen Berens Bucki, MLS\*  
Lucy A. Candelario\*  
John D. Craik\*  
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 4:01 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 April 21, 2022. On motion by Trustee Bedenko, seconded by Trustee Craik, the Minutes were unanimously approved as mailed.

Agenda Item D – Report of the Chair.

Chair Johnson began her report by acknowledging the mass shooting that occurred on May 14. She named those who had died: Roberta Drury, Margus Morrison, Andre

Mackniel, Aaron Salter, Geraldine Talley, Celestine Chaney, Heyward Patterson, Katherine Massey, Pearl Young, and Ruth Whitfield. She also named those who were injured: Zaire Goodman, Jennifer Warrington, and Christopher Braden. She asked for a moment of silence to honor the victims and to wish healing for their families.

Trustee Housh and Trustee T. Johnson joined the meeting at 4:04 and 4:05, respectively.

Following the moment of silence, Trustee Gist brought up that Katherine “Kat” Massey was an avid user of the Frank E. Merriweather Jr. Branch Library. He felt that something should be done to honor her in that space. Chief Operating Officer Jeannine Doyle said staff would look into it.

Chair Johnson continued her report, noting the tour to visit contracting library boards is going well. So far, she, Trustee El-Behairy, and Director John Spears have visited Hamburg, Eden, City of Tonawanda, and Grand Island. They have learned much from each visit; she noted many boards are interested in further collaboration with the System and with other contracting libraries. Chair Johnson also reported she had attended the ACT Workshop on May 7, which was well attended by contracting library trustees and directors.

Finally, Chair Johnson invited all trustees to a local author talk she will be hosting on June 17 for the book *The Juneteenth Story* by Alliah L. Agostini. Erie County Legislator Howard Johnson is sponsoring the event.

#### Agenda Item E – Committee Reports.

Agenda Item E.1 – Executive Committee. The Executive Committee met on May 12, 2022. A copy of the written report was included in the Board packet. Trustee El-Behairy summarized the meeting. Trustee Panty moved to have the written report entered into the Minutes, Trustee Bedenko made a second, and this was approved unanimously.

Present: Executive Committee Chair Kimberly Johnson, Vice Chair Carima El-Behairy, and members Frank Housh and Elaine Panty. Also present were Director John Spears, Chief Operating Officer Jeannine Doyle, Chief Financial Officer 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 Executive Committee began at 4:06 p.m. A quorum was present.

The Executive Committee reviewed the proposed agenda for the May 19, 2022 B&ECPL Board of Trustees meeting.

For her report, Chair Johnson recounted the trips she, Trustee El-Behairy, and Director Spears had taken so far to attend contracting library board meetings, including the Hamburg Public Library, City of Tonawanda Public Library, and Eden Library. The visits have been positive; many are interested in collaborating with the System and with other boards to ensure best practices and share successes. One topic of conversation that came up at all meetings was the disposal of books that have been weeded or donated. COO Doyle noted the B&ECPL previously utilized a disposal service, but it ended around March. Staff have explored other options since then but have not found an equivalent service. She will ensure it continues to be pursued. Chair Johnson mentioned the ACT Meeting on May 7, which was well received. Some trustees expressed interest in tours of the Central Library; Director Spears said this was being looked into. Finally, Chair Johnson noted she attended a Mother's Day Tea at the Lackawanna Public Library as part of their 200<sup>th</sup> anniversary celebration. It was a fun and educational event.

CFO Stone reviewed proposed Budget & Finance items. Resolution 2022-17 would amend the B&ECPL's 403(b) Plan document. This plan was originally administered by the Librarians' Association, but it was frozen in 2008 following changes to IRS regulations. The plan still needs to be kept up to date, and this resolution would amend the plan to include updates required to be incorporated by 2022. Chair Johnson asked if the funds had been disbursed when the plan was frozen. CFO Stone said they had not. Employees still had accounts but could no longer deposit additional funds or make changes. The B&ECPL is looking into options to allow assets to be maintained individually, but that would come under a separate resolution in the future.

CFO Stone reviewed the Monthly Financial Report. He noted this is the first report for 2022 and includes activities for January through March. The B&ECPL is within budget; however, utilities expenses are running high. Multiple factors have contributed to this, including higher rates, a colder winter, and more open hours than last year. He noted the B&ECPL has completed energy savings projects over the past few years, which should help mitigate some of the impact. He will continue to monitor the situation, but even if utilities continue to run over budget, he believes there will be more than enough savings in other areas, including personnel, to keep the B&ECPL within budget overall.

Trustee Housh reported on behalf of the Governance Committee. He noted the committee had resolved a whistleblower complaint. There will also be a resolution to amend the Whistleblower Policy.

For his report, Director Spears relayed there have been recent changes to the Open Meetings Law allowing trustees to attend meetings using videoconferencing after the current emergency declaration has ended. He noted there would need to be a quorum physically present at the meeting location, and trustees would have to meet certain criteria in order to attend remotely. If this is something the Board would like to pursue, the Bylaws would need to be updated and a set of written procedures would need to be adopted. Administration supports the idea, noting it would allow greater accessibility for both trustees and the public. However, for permanent technology

upgrades to support hybrid meetings, they would recommend the Collections Gallery Conference Room instead of the current Board Room. The Collections Gallery Conference Room is larger and newer, and once upgraded could be used by the public as well. The Executive Committee agreed that as it would involve changes to the Bylaws, this item would fall under the purview of the Governance Committee. Trustee Housh felt they could look into it over the summer, with the goal to have something in place by September.

Director Spears continued his report, noting he received a request from the Military Order of the Purple Heart requesting the B&ECPL display a plaque honoring Purple Heart recipients at all library locations. The request noted NYS Assemblymember William Conrad III is working on legislation to post such plaques in public buildings. Trustee Housh expressed his concern about permanently posting anything in libraries without a set policy of what items would be accepted. Trustee Panty offered to have the Policy Committee look into the issue. Director Spears said he would relay to the requestor that the Board was reviewing it.

Finally, Director Spears again thanked administration for their support over his first month. He reported he had visited all Buffalo branches and had begun to shadow the departments at the Central Library. He had also begun visiting the contracting libraries with Chair Johnson and Trustee El-Behairy. He had a productive meeting this week with the president of the Buffalo Museum of Science and planned to explore options for partnerships. Finally, he reported COO Doyle would be giving his report at next week's Board meeting, as he will be in Oslo, Norway attending the Metropolitan Libraries Conference.

Trustee El-Behairy noted the Library Foundation would be meeting on May 17 and would have a report at the May 19 Board meeting.

For the ACT report, COO Doyle relayed the ACT workshop on May 7 had gone well. Chair Johnson noted trustees with liaison reports would report under this section.

With no further business to discuss, the Executive Committee meeting adjourned at 4:50 p.m.

## Agenda Item E.2 – Budget and Finance Committee.

Agenda Item E.2.a – Amend 403(b) Plan Document. Chief Financial Officer Ken Stone explained Resolution 2022-17 as presented. Trustee Kelly asked if the frozen 403(b) Plan could be terminated. CFO Stone said the new IRS regulations do allow for transferring assets to individual plans, which is something the Library is looking into. If this is effected, it would absolve the B&ECPL of further responsibility. An additional resolution regarding this would need to be brought before the Board, hopefully later this year. Trustee Gist asked if employees are covered by the New York State and Local Retirement System. CFO Stone confirmed they are, and full-time and regular-part-time employees are required to join. The 403(b) Plan was a voluntary, supplemental plan. He

noted current employees are now able to use the Erie County 457(b) Plan for the same purpose. Following discussion, Trustee Panty moved for approval, Trustee Gist seconded, and the following was approved unanimously.

RESOLUTION 2022-17

WHEREAS, pursuant to the Buffalo & Erie County Public Library's labor contract with the Librarians' Association, employees had been eligible to participate in a tax sheltered retirement plan under Section 403(b) of the Internal Revenue Code, and

WHEREAS, the contract further provided that: 1) all respective costs under such a plan are the direct obligation, through payroll deduction, of participating librarians; and 2) the implementation and continuation of such program is contingent upon there being no additional cost, direct or indirect to the Library, over and above that normally attributable to other payroll deductions currently provided to the bargaining unit herein, and

WHEREAS, as of January 1, 2009, new Internal Revenue Service regulations implementing major changes affecting the administration of 403(b) tax deferred compensation plans went into effect, and

WHEREAS, to address these changes, the B&ECPL researched options and contracted for specialized expert legal consultation regarding 403(b) and 457(b) plan administration, and

WHEREAS, as a result of this review, the B&ECPL Board of Trustees on December 18, 2008 adopted Resolution 2008-60, which directed all contributions to the 403(b) plan be discontinued effective December 31, 2008, which in effect froze the plan, and

WHEREAS, on December 17, 2009, the B&ECPL Board adopted Resolution 2009-54 formally adopting a plan document which continued the frozen status of the plan, and

WHEREAS, even a frozen plan must be periodically reviewed and adjusted to remain in compliance with the law, and

WHEREAS, since the plan was last amended in September 2015 via Resolution 2015-26, tax laws have changed, including changes effective January 1, 2020 that must be incorporated into plan documents by 2022, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library adopts the attached AMENDED AND RESTATED BUFFALO & ERIE COUNTY PUBLIC LIBRARY CODE SECTION 403(B) PLAN DOCUMENT effective January 1, 2020 (except as otherwise noted therein), and be it further

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library authorizes the officers of the B&ECPL, on behalf of the B&ECPL, to execute the Amended and Restated Code Section 403(b) Plan Document and to take such other action as they deem appropriate to effectuate the purposes of the foregoing resolution.

Agenda Item E.2.b – Monthly Financial Report. The monthly financial report for the year as of March 31, 2022 month-end close was included in the Board packet as an information item. CFO Stone reiterated he is keeping a close eye on utility costs. So far this year energy prices have been much higher, and the market continues to be volatile. He expects utilities will end the year over budget but is confident the Library will remain within budget overall due to savings in other areas, including personnel.

Agenda Item E.3 – Governance Committee. The Governance Committee met on April 29, 2022. A copy of the written report was included in the Board packet. Trustee Bedenko summarized the meeting. He noted if any trustees wished for more details on the whistleblower investigation they could call for executive session, but the Governance Committee is recommending no further action. No one moved for executive session, and the matter was deemed closed. Trustee Kelly moved to have the written report entered into the Minutes. Trustee Sasiadek made a second, and this was approved unanimously.

Present: Chair Alan Bedenko\* and members Frank Gist, Frank Housh, and Sharon Kelly. Also present were Michael Hickey\* and Kathleen McGraw\* from Bond, Schoeneck & King, Library Director John Spears, 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 Governance Committee began at 10:01 a.m. A quorum was present.

Chair Bedenko entertained a motion to enter into Executive Session at 10:02 a.m. to discuss the results of a whistleblower investigation. Trustee Kelly moved, Trustee Housh seconded, and approval was unanimous. All Governance Committee members and Bond, Schoeneck & King representatives were invited to a breakout room; staff exited the in-person meeting.

Trustee Gist joined the meeting at 10:04 a.m. and entered the Executive Session.

At 10:15 a.m., on a motion by Trustee Kelly seconded by Trustee Housh, the Governance Committee concluded Executive Session and reconvened in public session.

Chair Bedenko reported no violation of law, external regulation, or B&ECPL policy was found to have occurred, and no further action is recommended. This will be reported to the full Board at its next meeting, at which point the investigation will be deemed closed. The complainant will be notified of the results at the same time.

The representatives from Bond, Schoeneck & King left the meeting at 10:19 a.m.

The committee next reviewed recommended amendments to the Whistleblower Policy. Vest noted amendments were made to reflect updates to NYS Labor Law Section 740. The changes were vetted by legal counsel. Following this explanation, Trustee Kelly moved to have the amended Whistleblower Policy brought to the full Board for approval. Trustee Housh made a second, and this was approved unanimously.

With no further business, on a motion by Trustee Housh, seconded by Trustee Gist, the Governance Committee adjourned at 10:20 a.m.

Agenda Item E.3.a – Amend Whistleblower Policy. Trustee Bendenko presented Resolution 2022-18, emphasizing the proposed changes in the policy reflect changes in New York State law. Trustee Kelly moved for approval, Trustee Sasiadek seconded, and the following was approved unanimously.

#### RESOLUTION 2022-18

WHEREAS, the Buffalo & Erie County Public Library Board of Trustees adopted a Whistleblower Policy on June 12, 2014, and the policy has been reviewed and amended periodically, most recently on September 17, 2020, and

WHEREAS, B&ECPL's System Administration has recommended changes to reflect recent amendments to New York State law, including the addition of former employees and independent contractors and updated language regarding types of retaliation, and

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

WHEREAS, the Governance Committee, who oversees the Whistleblower Policy, recommends the attached proposed amended Whistleblower 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 Whistleblower Policy to supersede and replace the prevailing policy last amended September 17, 2020, and be it further

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

Agenda Item F – Report of the Director. COO Doyle reported on behalf of Director Spears, who was attending the *Metropolitan Libraries Conference* in Oslo, Norway. She reviewed the actions taken by the B&ECPL following the mass shooting on May 14. Once staff were confirmed to be safe, the first priority was to keep the Frank E. Merriweather, Jr. Branch Library open to the public as a safe place for the community to

gather. COO Doyle emphasized the tremendous job done by Branch Manager Joshua Mitch, who immediately took action to help patrons, connect with community members, and reach out to organizations that could use the library's assistance. Meeting room and bathroom policies were relaxed to allow easier access to the spaces. Tops was able to use the auditorium and meeting rooms for their staff to meet with crisis services. Library tote bags were donated to local food pantries to help with the distribution of donations. A community fridge is also being installed in the atrium for food donations. Additional public services and security staff were assigned to Merriweather this week, and System Administration has been onsite throughout the week as well. Human Resources has contacted all employees to provide resources and support.

Trustee Bucki joined the meeting at 4:33 p.m.

COO Doyle noted the Library website has been updated to include links to community resources and a statement by Director Spears. A copy of the statement was provided to trustees attending in person, and a link was added in the chat to those attending via Zoom. She reported that Overdrive, one of the B&ECPL's vendors, is donating a curated electronic collection of materials on the topics of diversity, grief, and anti-racism. COO Doyle noted the Graphics department has created "Stop Hate. End Racism. Choose Love." banners for all Buffalo branches. The Mobile Services department has been using the Library2Go Van to deliver donations for community organizations. She reported as of this date, five online donations have been received specifically noting the efforts of Merriweather staff in their response to this tragedy. COO Doyle expressed her great pride in B&ECPL staff and all that they have done and noted that the library is truly the center of the community.

Following this review, COO Doyle noted a recent staff achievement: Librarian Rhonda Hoffman had an article published in the April-June 2022 edition of the National Genealogy Society magazine. Copies of the article were provided to those trustees attending in person.

Trustee Kelly asked about the presence of additional Sheriff's deputies when arriving for today's meeting. COO Doyle noted there had been a security incident earlier in the day that necessitated law enforcement response. Unfortunately, there was also a major incident on May 17. The B&ECPL currently has one deputy assigned to the Central Library during open hours. She reported the Erie County Sheriff's Office is currently looking into providing a second deputy to both address recent concerns and provide back-up to the current deputy. She noted since the B&ECPL began contracting with the Sheriff's Office there has been a positive effect on response time for serious incidents.

Trustee Sasiadek asked what has been done to publicize the efforts of library staff at the Frank E. Merriweather, Jr. Branch Library. COO Doyle stated while she is immensely proud of everything the staff has done, the emphasis right now is getting needed



resources to the impacted community. She does not want the Library to be perceived as advertising off this tragic event. Feedback from patrons regarding the library's response has been positive so far, so she thinks the B&ECPL is currently striking the right balance. Assistant Deputy Director Joy Testa Cinquino noted Merriweather has been sharing resources and events on their own social media pages to reach their patrons.

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

### **B&ECPL Monthly Report April 2022**

**Fine Free** - The system-wide fine free initiative was announced by Erie County Executive Mark Poloncarz during his State of the County Address on April 7. A media event hosted by B&ECPL Board Chair Kimberly Johnson and this author took place on April 21 at the downtown Central Library to provide further information on the initiative. The early response from the community seems to be overwhelmingly positive, and several locations have reported significant increases in circulation, although a substantial portion of that may be due to auto renewals.

**Author Talks** - On April 30, Board Chair Kimberly Johnson hosted a local author talk and book signing featuring the newly published *Friendship Matters* by Rona D. in the Dr. Eva M. Doyle Auditorium at the Frank E. Merriweather, Jr. Branch Library. Also on April 30, Information Services and Outreach Librarian **Andrew Maines** hosted local author Francis R. Schmidt at the Central Library to discuss her new book *Fred: Buffalo Building of Dreams: a novel*, which received a 2021 New York City Big Book Award as a Distinguished Favorite.

**Amazing Outreach** - The Mobiles Department had a very busy month, adding five new stops to the Library on Wheels Bookmobile and Library2GO Van schedules. The Library on Wheels attended six special events including: Lackawanna Food Pantry, Orchard Park April Break Camp, Winchester Potters Elementary Literacy Night, Elmwood Village Charter School on Hertel, the Buffalo and Erie County Botanical Gardens' Earth Day Celebration, and the Buffalo History Museum's Cherry Blossom Festival. Bookmobile Manager **Julia Verbanic** and Senior Page **Emily Tock** conducted a *Make Your Own Terrarium* program at the Earth Day Celebration; 94 terrariums were made, with 210 people visiting the program. **Julia Verbanic** and Senior Page **Heather Leaderstorf** also held a *Cherry Blossom Kirigami* program at the Cherry Blossom Festival, attended by 305 people.

**Buffalo Philharmonic Orchestra Little Kids Concert** - Children's Services and Outreach Librarians **Erin Burke** and **Jennifer Lelinski** visited Kleinhans Music Hall on April 2 for an outreach to children ages 5 and under and their families attending the first ever *BPO Little Kids Concert*. They provided *Dancing Ribbon Ring* crafts along with pencils, stickers, and library information during the preconcert activities.

**Gardening at the Central Library - Jennifer Lelinski** worked with Gardener **Beaufort Willbern** to develop Bean Seed Growing kits and start seeds for various flowers and plants to be added to the outdoor children's garden at the Central Library.

**It Takes a Village Action Organization Graduation Celebration** - On April 28, the Central Library hosted a graduation celebration for ITAV participants. This is ITAV's second graduating class since collaborating with the Library. The organization works to find employment for formerly incarcerated individuals and other at risk populations in Erie County. Twelve students completed the curriculum and have found employment. Representatives from the City of Buffalo Mayor's office and from New York State Senator Timothy Kennedy's office attended, recognizing graduates with Certificates of Achievement. Community members, family, and friends were also in attendance. Phenomenal Ladies of Rhythm, an African drumming group, performed during the event.

**Rare Books in the Classroom** - On April 22, Rare Book Curator **Amy Pickard**, assisted by Rare Book Clerk **Nicky Kondziela**, presented and shared original Rare Book Room materials to Buffalo State College English Professor Lisa Berglund's Textual Editing seminar students. Students learned about and examined multiple manuscript diaries and an original Pan American Exposition pamphlet from the Rare Book Collection as final projects for this senior seminar class.

**Small Business Development** - Information Services and Outreach Librarians **Sandra Courtney** and **Jacob Rachwal** attended and presented at the *Starting and Managing Your Own Business Workshop* sponsored by SCORE in partnership with the Small Business Administration. The event was held at Daemen College on April 2. Participants from a wide range of industries were introduced to free library resources that will help them start or run their business.

**Ellicott Street Improvements** - Representatives of the Central Library participated in a workshop presented by the Buffalo Urban Development Corporation and Project for Public Spaces to plan for improvements to the Ellicott Street Corridor near the Central Library, including bike lanes, better pedestrian safety features at intersections, and streetscape improvements. The Library underpass at Ellicott Street is a particular focus, with the goals of making it more attractive and safer with better lighting. Streetscape connections to the nearby Library Reading Park are also under consideration. Funding for the eventual improvements was won by BUDC and comes from General Motors.

## 1. Public Services

### System Programming Statistics:

| Regular/Virtual      | Number of Programs |       | Total Attendance |        |
|----------------------|--------------------|-------|------------------|--------|
|                      | Month              | YTD   | Month            | YTD    |
| <b>Regular</b>       |                    |       |                  |        |
| Adults               | 359                | 2,084 | 2,199            | 6,083  |
| Children 5 and under | 1,913              | 6,470 | 3,652            | 13,329 |

|                               |              |               |               |               |
|-------------------------------|--------------|---------------|---------------|---------------|
| Children 6-11                 | 1,325        | 6,073         | 3,238         | 10,669        |
| Intergenerational/Combined    | 5,116        | 17,220        | 10,768        | 27,199        |
| Teens                         | 282          | 1,178         | 493           | 2,082         |
| <b>Regular Total</b>          | <b>8,995</b> | <b>33,025</b> | <b>20,350</b> | <b>59,362</b> |
| <b>Regular Total</b>          | <b>8,995</b> | <b>33,025</b> | <b>20,350</b> | <b>59,362</b> |
| <b>Virtual</b>                |              |               |               |               |
| <b>Live Virtual</b>           |              |               |               |               |
| Adults                        | 28           | 109           | 399           | 1,541         |
| Children 5 and under          | 0            | 3             | 0             | 37            |
| Children 6-11                 | 0            | 3             | 0             | 71            |
| Intergenerational/Combined    | 4            | 16            | 710           | 2,437         |
| Teens                         | 7            | 26            | 51            | 219           |
| <b>Live Virtual Total</b>     | <b>39</b>    | <b>157</b>    | <b>1,160</b>  | <b>4,305</b>  |
| <b>Recorded Virtual</b>       |              |               |               |               |
| Adults                        | 11           | 51            | 303           | 1,512         |
| Children 5 and under          | 16           | 75            | 446           | 2,318         |
| Children 6-11                 | 2            | 19            | 192           | 1,827         |
| Intergenerational/Combined    | 8            | 87            | 459           | 3,833         |
| <b>Recorded Virtual Total</b> | <b>37</b>    | <b>232</b>    | <b>1,400</b>  | <b>9,490</b>  |
| <b>Virtual Total</b>          | <b>76</b>    | <b>389</b>    | <b>2,560</b>  | <b>13,795</b> |
| <b>Grand Total</b>            | <b>9,071</b> | <b>33,414</b> | <b>22,910</b> | <b>73,157</b> |

### B&ECPL Programming Highlights:

#### Central Library

- In-Person Programs: *Author Talk with Frances Schmidt; Book a Technology Trainer; Cultivate Cinema Circle Classic Movies Series; Egg Dyeing; Finding Your Female Ancestors; It Takes a Village Employment Entry Program; Seedling Swap and Tree Sapling Giveaway; Sensory Stay n' Play – Spring into Sensory; Stitch Circle; Teen Advisory Group Meeting; Teen Anime/Manga Club; Wednesday Movie Matinee; Weekly Crafting in the Ring of Knowledge; Wellness Thursday.*
- In-Person/Virtual Programs: *Basic Computer Maintenance; Brain Sparks: Creative Fuel for the Mind; The Cloud; Home Internet Setup; Lunchtime Learning: Excel - an Introduction, Excel - Making Lists and Using Them, Excel – Using Formulas, Excel – Charts and Tables; Mobile Email; Tax Assistance from the New York State Department of Taxation and Finance.*
- Virtual Programs: *Atomic Genealogy - Erie County Medical Examiner Records; Book a Librarian; Careers For Those Who Don't Go To College; Checkers Library TV: Snoozer's Storytime Adventures - Favorite Poems for Bedtime by David Miles and The Girl and the Cathedral by Nicholas Jeter; Cooking with a Librarian - Homemade Dog Biscuits; Grow with Google: Digital Skills for Everyday Tasks, Intellectual Property Basics and Helpful Resources; Making a Take & Make: Sock Bunny; Money Smart Week 2022; Reader's Quest Middle School Book Group; Trade Secret Protection in the United States; Tribal Nations Partnership: Session 3: Building a Brand.*
- Take and Make Crafts: *Art Kit; Black Out Poetry; Blind Date with an International Book; Brain Sparks - Embroidery Kits; Earth Day Tote Bag; NASA James Webb Telescope Fun Pack; Origami Kit; Sock Bunny; Sprout Up Seed Starter Kit.*
- Class Visits and Tours: *Buffalo Public School #32 Bennett Park Montessori, Buffalo State College, Buffalo Urban League.*

**Buffalo Branches**

- In-Person Programs: *Arabic Storytime; Author Talk/Book Signing* by local author Rona D. for *Friendship Matters; Blackout Poetry; Books as Art Adult Program; Button Making on Demand; Connect with Your Library Computer Help; East Clinton Library Stitch Circle; Garden Storytime; Girl Scouts of WNY's Egg Painting Eggs-travaganza; Hispanic Heritage Council's Guitar Initiative's Music Classes; Journey's End Refugee Impact Program; Kids Craft Hour – Easter Bunny and Wreaths; Love your Library Raffle; Love your Library Storytime; Monthly Coloring Contest; North Park Library Family Movie Day; NY Project Hope Storytime; One-on-One Computer Tutoring; One-on-One Tech Help; Poetry Marathons* hosted by local poet GOODNE\$\$; *Sea Creatures Storytime; Shrinky Dink Craft Program; Spring Coloring Contest; Storytime at Dudley Branch Library; Storytime with local author MJ Felder; Storytime with Taylor.*
- Virtual Programs: *Teen Manga Club Virtual Meetings.*
- Take and Make Crafts: *Bookworm Pencils; Design Your Own Bookmark; Easter Dinosaur Ornament Craft; Felt Bouquet Flowers; Foam Frogs; Magnetic Bugs; Origami Tulips; Paper Plate Chicks; Paper Plate Sunshine and Rainbows; Recycled Earth Day Bags; Tissue Paper Stained Glass Raindrops; Toilet Paper Roll Seed Starter Kits.*

**B is for Book Exhibit:**

|                            | Number of Visitors |              |                                     |
|----------------------------|--------------------|--------------|-------------------------------------|
|                            | Month              | YTD          | From Opening<br>(9/2020 to Present) |
| Non Tour-Related           | 1,357              | 7,288        | 33,382                              |
| Tour/Program               | 110                | 260          | 1,396                               |
| <b>TOTAL B is for Book</b> | <b>1,467</b>       | <b>7,548</b> | <b>34,778</b>                       |

**Outreach:**

**Buffalo State College** – On April 6, Children's Services and Outreach Manager **Kristi Dougherty** provided a tour of the Central Library and presented library services for educators to Buffalo State students of the class *Teaching Literacy in an Elementary Setting*.

**Buffalo Urban League** - Information Services and Outreach Librarian **Shanley Olszowy** provided a tour of the Central Library for an after school program from the Buffalo Urban League on April 26. Several students also received library cards.

**Community Partnership Showcase** – Launch Pad Manager **Jordan Smith** and TechKnow Lab Technical Specialist **Shane Hallnan** staffed an information table at the *Community Partnership Showcase* presented by the After School Network of Western New York and New York State Network for Youth Success held at the Pratt Willert Community Center in Buffalo on April 22.

**Mount St. Mary Academy** - Information Services and Outreach Librarian **Maria Lowe** provided an interactive presentation on April 7 for Mount St. Mary Academy about

diversity in publishing and how libraries assure diversity through collection development and programming.

**Valley Community Center - Maria Lowe** hosted a session of the Reader's Quest Middle School Book Group at the Valley Community Center on April 19, as part of the ALA American Rescue Plan: Humanities Grants for Libraries.

**Western New York Regional Maker Faire - Jordan Smith** and Launch Pad Makerspace Senior Page **Caitleen O'Connell** attended the *Western New York Regional Maker Faire* on April 30, tabling to help promote the various creative resources available to the community in the Launch Pad Makerspace at the Central Library. They also distributed Origami Take and Make kits.

**Library on Wheels Bookmobile** - The Library on Wheels had 13 regular stops and eight special stops, welcoming 1,716 visitors and issuing 80 new library cards.

**Library2GO Van** - The Library2GO Van continued regular stops at Fox Run, Bethel Estates Concord Senior Center, Elderwood Tonawanda, Seneca Pointe, Orchard Place, StoneGate Apartments, Elderwood Cheektowaga, Asbury Pointe, Turtle Creek Apartments, Union Square Apartments, Elderwood Williamsville. Four new stops were added: Crestmount Apartments, Eden Heights of West Seneca, Evans Senior Center, and Newstead Senior Center.

**Library by Mail** - Library by Mail added 8 new users (185 total). April circulation was the highest circulation to date, at 399 items circulated. Library by Mail celebrated a milestone by sending out its 1000<sup>th</sup> package, which happened to go to the very first Library by Mail participant.

## 2. Collection Development

### Physical Collections:

|                   | Item Adds     |               | Title Adds   |              | Collection Size  |
|-------------------|---------------|---------------|--------------|--------------|------------------|
|                   | Month         | YTD           | Month        | YTD          |                  |
| Juvenile Print    | 2,924         | 9,801         | 374          | 1,308        | 541,571          |
| Young Adult Print | 524           | 1,855         | 142          | 409          | 78,481           |
| Adult Print       | 4,268         | 14,682        | 1,059        | 3,554        | 1,799,958        |
| Media             | 2,747         | 11,965        | 292          | 1,501        | 570,444          |
| Other*            | 2,003         | 7,983         | 23           | 47           | 175,625          |
| <b>Subtotal</b>   | <b>12,466</b> | <b>46,286</b> | <b>1,890</b> | <b>6,819</b> | <b>3,166,079</b> |

\*Includes magazines, generic copies, and other

### Electronic Collections:

|             | Item Adds |       | Title Adds |       | Collection Size |
|-------------|-----------|-------|------------|-------|-----------------|
|             | Month     | YTD   | Month      | YTD   |                 |
| eBooks      | 2,107     | 7,259 | 1,168      | 4,758 | 86,631          |
| eAudiobooks | 2,814     | 9,205 | 302        | 1,107 | 37,688          |
| eVideos     | 0         | 0     | 0          | 0     | 202             |

|                 |              |               |              |              |                |
|-----------------|--------------|---------------|--------------|--------------|----------------|
| <b>Subtotal</b> | <b>4,921</b> | <b>16,464</b> | <b>1,470</b> | <b>5,865</b> | <b>124,521</b> |
|-----------------|--------------|---------------|--------------|--------------|----------------|

\*Includes 428 EBL titles.

#### All Collections:

|              | Item Adds     |               | Title Adds   |               | Collection Size  |
|--------------|---------------|---------------|--------------|---------------|------------------|
|              | Month         | YTD           | Month        | YTD           |                  |
| <b>Total</b> | <b>17,387</b> | <b>62,750</b> | <b>3,360</b> | <b>12,684</b> | <b>3,290,600</b> |

#### Purchase Suggestions:

|                  | Received | % Owned* | Unique Titles | % Ordered |
|------------------|----------|----------|---------------|-----------|
| Patron Initiated | 666      | 2.1      | 663           | 68.9      |
| Staff Initiated  | 50       | 6        | 50            | 80        |

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

### 3. Funding/Fundraising

#### Funding:

**E-Rate Funding Approved** - Three of the Library's four funding applications for the 2022-2023 funding year were approved on April 23 as submitted:

\$224,483.94 for Wide Area Network

\$ 13,500.00 for Internet Access (600 MB to Central, distributed to outlets via the WAN)

\$ 802.58 for Bookmobiles' cellular wireless data

\$265,338.36 - Total Approved

These three approvals were released in the first funding wave of this fiscal cycle. The approved E-Rate funding supports the following vital services:

- Internet access for the entire System (600 Mbps bandwidth – moved through the Central Library and then via a fiber-based WAN to the 36 library outlets);
- Fiber optic connections for the WAN to all libraries, with bandwidth of 50 Mbps for most locations and 100 Mbps for the Merriweather Library, all connecting to the Central Library; and
- 4G LTE wireless hotspot service for the Library on Wheels Bookmobile and the new Library2Go Van.

The outstanding funding application is for Library computer switches, which is still under review.

#### Fundraising:

| Campaign Name       | Campaign Dates             | Raised to Date |
|---------------------|----------------------------|----------------|
| Annual Appeal Total | January 1 - April 30, 2022 | \$44,658.04    |

### 4. Facilities

**Holding Center & Correctional Facility** - Information Services and Outreach Manager **Daniel Caufield** and **Andrew Maines** met with Erie County Sheriff John Garcia, Superintendent of Jail Management Division Michael Phillips, and Chief of Community Reintegration Thomas Diina on April 6 to discuss the status of library

services and staffing at both the Erie County Holding Center and Erie County Correctional Facility. Both facilities have been closed to library staff since the beginning of the COVID-19 pandemic. Both will reopen for library services in May.

**Graphics** – For the fine free initiative, the Graphics Department created window clings and banners for all libraries. They also produced and installed large signage on outside of the Central Library and worked on a variety of design projects for ten libraries.

## 5. Staff Development

|       | Number of Program Attendees |     | Number of Programs Presented |     |
|-------|-----------------------------|-----|------------------------------|-----|
|       | Month                       | YTD | Month                        | YTD |
| Staff | 302                         | 951 | 2                            | 6   |

**Staff Training Offered/Attended** – *Fishing for Friends: How to Reel in Midlife Adults with Programs* (presented by NYLA); *Progressive Discipline* (presented by B&ECPL).

**Conferences Attended** – *Chautauqua Regional Genealogy Conference* (presented by Fenton History Center); *COSUGI Conference* (presented by SirsiDynix); *Patent & Trademark Resource Center Seminar* (presented by USPTO); *YSS Spring Conference* (presented by NYLA).

**Webinars Viewed** – **85 webinars, including** *5 Ways to Clean Up Your Computer Quickly* (presented by Tech-Talk); *Equity, Diversity, and Inclusion Audits: Implications and Applications for Library & Information Organizations* (presented by WNYLRC); *How to Train Your Community on Libby* (presented by OverDrive); *Libraries and First Amendment Audits: Ask the Lawyer* (presented by ESLN); *Library Patron Privacy: How to Navigate Concerns with Emerging Technology* (presented by Niche Academy); *Understanding SHPO: a Primer for Library Construction Projects* (presented by NYSED).

**Other** – *Information Literacy Instruction for Library Professionals* (course presented by Brooklyn Public Library); *Labor Relations Open Forum* (presented by NPELRA).

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

### Media:

| Type of Communication                                     | Topic                            | Air Date/Publish Date                            |
|---|----------------------------------|--|
| Media release   | April is Love Your Library Month | Buffalo News Refresh, Buffalo Criterion, April 4 |
| Mass emails sent to library cardholders                   | Fine Free initiative             | Week of April 5 and on April 21                  |
| Statement for newspaper article                           | Fine Free initiative             | The Buffalo News, April 6 & 7                    |
| Live radio interview with Interim Director Jeannine Doyle | Fine Free initiative             | WBEN Radio, April 7                              |
| Live Zoom interview with Interim Director Jeannine Doyle  | Fine Free initiative             | WGRZ TV Channel 2, April 7                       |

|   |  |  |
|---|--|--|
| TV taping with Genealogy Specialist Rhonda Hoffman  | Release of 1950 census and genealogy research                    | Spectrum News, April 18  |
| Media Event   | Introducing John Spears and Fine Free                            | WGRZ TV Channel 2, WIVB TV Channel 4, WBFO Radio, WBEN Radio, The Buffalo News, Bee Publications, April 21, 22, 23, 26 |
| Taped newspaper interview with Director John Spears, CFO Ken Stone, and ADD Joy Testa Cinquino                              | Introducing John Spears and Fine Free                            | The Buffalo News, April 22   |
| Taped radio interview with Director John Spears   | Fine Free, Chromebooks, and library cards                        | WYRK Radio, April 22   |
| Taped radio interview with Director John Spears   | Fine Free, Chromebooks, and library cards                        | WBLK Radio, April 26   |
| Magazine interview with Director John Spears  | John Spears  | Buffalo Spree Magazine, July/August issue  |
| Newspaper interview with B&ECPL Trustee Elaine Panty  | Celebrating Seniors, spotlight on Elaine Panty                   | Forever Young, June/July issue   |
| Photos for social media planned by NYS Senator Sean Ryan with Director John Spears and Crane Branch Manager Dan Lewandowski | New York Library Construction grant progress at the Crane Branch | N/A  |

**Library Advertisements** – Paid advertising is currently running for Chromebook and hotspot borrowing, funded through an American Rescue Plan Act grant administered through the Western New York Library Resources Council. Ads are featured on billboards, radio, and social media.

### Social Media:

|                         | Staff Activity |              | Public Activity |               | Followers   |               |
|-------------------------|----------------|--------------|-----------------|---------------|-------------|---------------|
|                         | Month          | YTD          | Month           | YTD           | Month (New) | Total         |
| Facebook                | 112            | 490          | 3,137           | 12,239        | 47          | 10,605        |
| Flickr                  | 4              | 73           | 9,530           | 26,254        | 1           | 58            |
| Google Ads <sup>1</sup> | N/A            | N/A          | 2,581           | 10,935        | N/A         | N/A           |
| Instagram               | 41             | 135          | 2,482           | 9,712         | 87          | 4,052         |
| Pinterest               | 49             | 99           | 71              | 524           | 1           | 2,138         |
| Podcast <sup>2</sup>    | 3              | 15           | N/A             | N/A           | N/A         | N/A           |
| TikTok                  | 1              | 6            | 267             | 990           | 17          | 363           |
| Twitter                 | 61             | 255          | 584             | 2,295         | 18          | 10,943        |
| YouTube                 | 8              | 34           | 1,161           | 5,211         | 18          | 381           |
| <b>Total</b>            | <b>279</b>     | <b>1,107</b> | <b>19,813</b>   | <b>68,160</b> | <b>189</b>  | <b>28,540</b> |

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

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



## 7. Partnerships

**Every Person Influences Children** - Program Coordinator Alexis Tabacchi from EPIC conducted family engagement outreach and tabling at the Central Library on April 2. Families that attended went on a scavenger hunt, received library cards, and checked out books.

**Western New York Genealogical Society** - In partnership with the Western New York Genealogical Society, Genealogy Specialist **Rhonda Hoffman** taught *From Birth to Death: New York State Vital Records*. Vital records (births, deaths, marriages) are an important resource for genealogists. They often provide a connection from an individual to their parents, tell us where an individual and their parents were born, and may provide other details such as places of residence and occupations. This very popular program had 270 attendees in person and virtually.

**Young Audiences of WNY** - YAWNY presented *Young Audiences Second Saturdays Program: Doug Rougeux, Bubble Man!* on April 9, and also provided additional family programming at the Central Library for *Young Audiences Week* during spring break, April 11 through April 14. The programs included *3D Chalk Art Workshop* with Courtney Haeick, *Design Yourself Workshop* with Kristin Brandt, *Recycle, Reuse, and Reimagine Workshop* with Cassie Argeros, and *Flow Science & Hula Hoops* with Cynthia Vogel.

## 8. Planning for the Future

**Library Night at the Ballpark** - The Library will once again host *Library Night at the Ballpark* on Friday, July 29 when the Buffalo Bisons play the Worcester Red Sox at Sahlen Field. Details regarding purchasing tickets is forthcoming.

**Queen City Jazz Festival** - The Colored Musicians Club is partnering with the Library on the 2022 Queen City Jazz Festival, scheduled for Saturday, July 30. It will be held in the street outside of the Central Library.

## 9. Director Activities

### Meetings/Events Attended by Interim Director Jeannine Doyle April 2022

| Date          | Meeting/Event                                 |
|---------------|---|
| April 1, 2022 | Meeting - Cheryl Kwiatkowski                  |
| April 1, 2022 | Meeting - Erie County Legislator Jeanne Vinal |
| April 1, 2022 | Virtual Meeting - Managers/Directors          |
| April 4, 2022 | Meeting - Samantha Purpora                    |
| April 5, 2022 | Meeting - Judy Fachko                         |
| April 5, 2022 | Meeting - Steve Hovey                         |
| April 5, 2022 | Meeting - Fine Free Initiative Team           |
| April 6, 2022 | Meeting - Administrative Team                 |
| April 6, 2022 | Meeting - Dorinda Darden                      |

# Minutes of the Board of Trustees

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|               |   |
|---------------|---|
| April 6, 2022 | Meeting - B&ECPL Board of Trustees Policy Committee |
| April 7, 2022 | Meeting - Project for Public Spaces                 |
| April 7, 2022 | Event - State of the County                         |
| April 7, 2022 | Media Interview - Channel 2                         |
| April 8, 2022 | Meeting - Security Consultant                       |
| April 8, 2022 | Meeting - Cheryl Kwiatkowski                        |

## Meetings/Events Attended by Director John Spears

April 2022

| Date           | Meeting/Event   |
|----------------|---|
| April 7, 2022  | Event - State of the County   |
| April 11, 2022 | Meeting - Judy Fachko   |
| April 11, 2022 | Meeting - Ken Stone   |
| April 11, 2022 | Meeting - Joy Testa Cinquino  |
| April 11, 2022 | Meeting - Dorinda Darden  |
| April 11, 2022 | Meeting - Samantha Purpora  |
| April 11, 2022 | Meeting - Erin Vest   |
| April 12, 2022 | Event - Tour of Central Library   |
| April 12, 2022 | Virtual Meeting - PULISDO   |
| April 12, 2022 | Virtual Meeting - NYS Senator Sean Ryan                                 |
| April 13, 2022 | Meeting - Managers/Directors  |
| April 13, 2022 | Meeting - B&ECPL Board of Trustees Executive Committee                  |
| April 18, 2022 | Meeting - Joy Testa Cinquino  |
| April 19, 2022 | Virtual Event - IMAGINE Buffalo Lecture                                 |
| April 20, 2022 | Event - Tour of Buffalo Branches  |
| April 20, 2022 | Meeting - Anne Conable  |
| April 21, 2022 | Meeting - Administrative Team   |
| April 21, 2022 | Media Interview - Buffalo News  |
| April 21, 2022 | Virtual Meeting - DLD/Public Library System Directors                   |
| April 21, 2022 | Meeting - B&ECPL Board of Trustees                                      |
| April 21, 2022 | Media Event - Fine Free Announcement                                    |
| April 21, 2022 | Event - BABEL Lecture   |
| April 22, 2022 | Event - Tour of Buffalo Branches  |
| April 22, 2022 | Media Interview - WYRK  |
| April 25, 2022 | Event - NYS Budget Presentation   |
| April 25, 2022 | Meeting - Jeannine Doyle  |
| April 26, 2022 | Meeting - Kelly Donovan   |
| April 26, 2022 | Media Interview - WBLK  |
| April 27, 2022 | Meeting - Judy Fachko, Jeannine Doyle, Dorinda Darden                   |
| April 27, 2022 | Meeting - Sheryl Knab, WNYLRC   |
| April 27, 2022 | Event - EC200 Closing Reception   |
| April 28, 2022 | Media Interview - Spree Magazine  |
| April 28, 2022 | Meeting - Joy Testa Cinquino, Jeannine Doyle, Ken Stone, Dorinda Darden |
| April 28, 2022 | Event - Crane Branch Library Photographs with NYS Senator Sean Ryan     |
| April 28, 2022 | Meeting - B&ECPL Board of Trustees Governance Committee                 |
| April 28, 2022 | Meeting - Joy Testa Cinquino  |
| April 30, 2022 | Event - <i>Friendship Matters</i> Book Talk/Signing                     |

**Appendix**  
**Contracting Member Library Activity Reports**

**Angola Public Library** – submitted by Jennifer Page, Director

- **Lego Club Drop-in** – Starting in April, the Angola Public Library has brought back our Lego Club as a drop-in program. Children are encouraged to stop in any time during the first week of the month and build any creation they'd like to be displayed for the rest of the month.
- **Sensory Playtime** – Beginning in April, parents are encouraged to bring their children on Wednesday evenings and Friday mornings for a playtime with our new sensory bins. Patron should check back regularly to see what new fun sensory items we have to enjoy.
- **Manga & Anime Night** – Our new Manga & Anime Club has been a success. Youth ages 10-17 are encouraged to come and discuss manga books, watch anime movies, and more.
- **Local Author Storytime** – On April 30, we hosted Carolyn Grassmick for a storytime with her new book, *Joey and the Jellybeans*. The event was well attended and the children got to sample jellybeans at the end.
- **Local Author Visit** – On May 14, local author Jeri Corbran will be here for a book signing and discussion of her new memoir, *How I Finally Got to Keep the Couch*.
- **GED Prep Classes** – We are pleased to be able to partner with Erie2BOCES to host classes to help our local citizens prepare to take their GED test. Classes are offered every Tuesday and Thursday. We hope to host these classes well into the future.

**Clarence Public Library** – submitted by Monica Mooney, Director

**Carpet Replacement** – The library's 20-year-old carpet was replaced in early May thanks to funding from the *Program Equipment and Facility Improvement Initiative* provided by the Buffalo and Erie County Public Library System, with support of matching funds from the Town of Clarence. The project also includes replacement of the commercial-grade entrance mat system located in the front foyer and entranceway.

**Author Talk** – While the library was closed on May 5 for the carpet installment project, we did host author and nationally distributed columnist Lori Borgman at the Town View Park Pavilion, which is located adjacent to the library. Lori Borgman is the author of several books, including *What Happens at Grandma's Stays at Grandma': Stories that Celebrate the Joy and Chaos of Grandparenting*. Lori's talk on the "Lighter Side of Aging" was well-received by all who attended.

**Upcoming Author Events** – In June, two other authors will be presenting at the Clarence Public Library. First, on June 11, Massoma Alam Chonan will be at the library to discuss her new book *Take Your Lunch Break: Helpful Tips for Relieving Work-Related Stress*. Massoma will share her personal story on overcoming anxiety. Then, on June 16, local author Isaiah Rashad will be here for Part II of his discussion on his book

*Homicide of a Rat.* Isaiah will share stories on his life as a former gang member turned police officer and give insight into what is right and wrong in today's modern society.

**Supporting Mental Health Program** – Coming up on June 6, as part the Clarence Public Library's ongoing partnership with the Clarence School District Family Support Center, the Clarence Library and FSC will be hosting a program for teens and adults, *Supporting Mental Health: Understanding the Basics of Depression and Anxiety*. The presenters of this program will be Annmarie Legge and Nicole Cornell, both Licensed Mental Health Counselors who work with adolescents and adults. Topics covered will include depression and anxiety basics, understanding the warning signs, and strategies to support.

**Pollinators in the Garden Series** - Our *Pollinators in the Garden Series* will kick-off on June 4 with an informational display provided by Master Gardeners from the Cornell Cooperative Extension of Erie County. Coming up in July, there will be several exciting and hands-on educational programs on the wonderful world of pollinators, including beekeeping, attracting pollinators, and getting involved in pollinator conservation. Thank you to the Garden Friends of Clarence for their continued dedication in helping to maintain our Children's Reading Garden and to the Friends of the Clarence Public Library for supporting our programs.

Agenda Item G – Report of the Foundation. Trustee El-Behairy reported the Library Foundation moved its May meeting to July.

Agenda Item H – Report of the Association of Contracting Library Trustees (ACT)/ Contracting Library Trustee Report. There was no report from ACT. COO Doyle stated the ACT Workshop held on May 7 had an attendance of approximately 70 contracting library directors and trustees. The presentations were all well received. She relayed she will work on getting the video presentation highlighting each contracting library posted on the website.

Trustee Panty urged trustees to attend future ACT Workshops. She noted only herself and Chair Johnson represented the System Board at the May 7 event. She felt it was important that the System demonstrate their commitment to the contracting libraries and ACT through their participation. Chair Johnson agreed, noting the contracting library boards she has visited have all been welcoming of the System and eager to collaborate.

Agenda Item H.1 – Contracting Library Liaison Report(s). Chair Johnson reported she attended a Mother's Day Tea event at the Lackawanna Public Library, one of the libraries for which she is a liaison. She plans to go back and attend a board meeting once a director is hired for the library.

Agenda Item I – Public Comment. Odessa Hunter renewed her objections to the results of the investigation of her harassment complaint. She expressed that she felt details in

the communications sent to her regarding the investigation were false. She produced a letter addressed to the Board, which was accepted by Chair Johnson.

Agenda Item J – Unfinished Business. None.

Agenda Item K – New Business. Trustee El-Behairy thanked everyone for attending the May 3 reception for Director Spears hosted by the Library Foundation.

There being no further business, on a motion by Trustee Panty with a second by Trustee Bedenko, the meeting was adjourned at 4:49 p.m.

Respectfully submitted,

Joel Moore  
Secretary