

MINUTES  
PUBLIC HEARING REGARDING THE AMENDMENT OF BUFFALO & ERIE  
COUNTY PUBLIC LIBRARY BYLAWS, PROCEDURES & AUTHORIZATION OF  
VIRTUAL ATTENDANCE  
October 20, 2022

A public hearing was held on Thursday, October 20, 2022, at the Central Library, to allow for comment regarding the amendment of the Buffalo & Erie County Public Library Bylaws, Procedures and the authorization of virtual attendance at Board meetings.

The following Board members were present:

Kimberly Johnson, Chair  
Carima El-Behairy, Vice Chair  
Alan J. Bedenko, Esq., Treasurer  
Michael Amodeo, Esq.  
Sheldon M. Berlow  
Lucy A. Candelario  
John D. Craik  
Frank Gist  
Theodore K. Johnson  
Sharon M. Kelly, Esq.  
Elaine M. Panty  
Christopher Sasiadek, Esq.

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

Chair Johnson invited public comment regarding the amendment of the Buffalo & Erie County Public Library bylaws, videoconferencing procedures and the authorization of virtual attendance for Board meetings and committee meetings.

Jason Hurley, Director of Community Affairs for Erie County, expressed his support.

With no further comment, on a motion by Trustee Berlow with a second by Trustee Panty, the hearing was adjourned at 4:07 p.m.

MINUTES  
REGULAR MEETING OF THE  
BUFFALO & ERIE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES  
October 20, 2022

The regular monthly meeting of the Board of Trustees of the Buffalo & Erie County Public Library was held on Thursday, October 20, 2022, at the Central Library. The following members were present:

Kimberly Johnson, Chair  
Carima El-Behairy, Vice Chair  
Alan J. Bedenko, Esq., Treasurer  
Michael Amodeo, Esq.  
Sheldon M. Berlow  
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 4:08 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 September 15, 2022. Trustee Kelly suggested an edit in language to clarify that the gift given to a Board member was a get-well fruit bouquet. On motion by Trustee Kelly, seconded by Trustee Panty, the amended Minutes were unanimously approved.

Agenda Item D - Report of the Chair.

Chair Johnson reported on recent Library events she had attended, including the hot dog roast fundraiser at the Kenilworth Branch and the harvest dinner at the Angola Public Library. Both events were well-received by the community. She also reported

that both author talk events with Jacquie Abram were well-attended. Finally, Chair Johnson noted that she recently attended a board meeting at the Marilla Free Library.

Agenda Item E – Committee Reports.

Agenda Item E.1 – Executive Committee: The Executive Committee met on October 13, 2022. A copy of the written report was included in the Board packet. Trustee El-Behairy provided a brief summary of the meeting.

Trustee Johnson moved to have the written report entered into the minutes. Trustee Candelario seconded, and this was approved unanimously.

Present: Executive Committee Chair Kimberly Johnson, Vice Chair Carima El-Behairy, and members Sheldon Berlow and Elaine Panty. Also present were Director John Spears, Chief Operating Officer Jeannine Doyle, Chief Financial Officer Ken Stone, and Development & Communications Clerk Melissa Burgess.

The meeting of the Executive Committee began at 4:00 p.m. After a call of the roll, it was noted that a quorum was present.

The Executive Committee reviewed the proposed agenda for the October 20, 2022 B&ECPL Board of Trustees meeting.

Prior to the October Board meeting, there will be a public hearing to receive comment on authorizing virtual attendance for Board meetings. Director Spears explained this legal requirement that is necessary before the resolution can be passed, noting that public comments during this time will focus solely on the topic at hand.

Chair Johnson reported on her recent visit to the Kenilworth Library's hot dog fundraiser. She noted that the event was fun and featured Lydia Herren, director of the Boston Free Library, singing as part of that evening's entertainment. Chair Johnson also reported that she had recently attended a meeting at the Marilla Free Library.

Chair Johnson reported that the author talk and corporate event with author Jacquie Abram were well-received. She also provided updates on two recent public meetings regarding the May 14 Community Collecting Initiative, noting that the meetings were emotional but generally positive. WKBW Channel 7 provided coverage of the meetings, which focused on public opinion about the collection and preservation of mementos and stories.

Director Spears noted this provides an opportunity for the Library, in partnership with the Buffalo History Museum, to preserve this moment and its stories in the words of

the community, rather than in the vision of the media. The collection will not be a memorial, and this process is entirely separate from the 5/14 Steering Committee that is in charge of distributing funds to families.

Director Spears noted that it is likely the History Museum will become the physical repository for collected items. The group is also working with the University at Buffalo, Buffalo State College and the Burchfield-Penney Art Center's art conservators. He noted the importance of ensuring this collection remains a part of the East Side community, and that the current priority is removing mementos from the ground before they are destroyed by winter weather. He also noted that a potential informal event could be held at the History Museum on October 29.

Chair Johnson reported that she and Mark Talley had been interviewed by ABC News for a piece to air in November. ABC News will be producing stories around the survivors of the May 14 racist mass shooting, as well as returning to Buffalo on the anniversary of the event.

Vice Chair El-Behairy noted the goal of the Board to focus more on discussion and questions, rather than simply re-reading committee meeting minutes or resolutions aloud. She noted that the Governance Committee has a pair of resolutions for the October meeting. Director Spears explained that these resolutions serve to authorize virtual attendance in extenuating circumstances for Board members, and remove dated language from the Library's bylaws. He expressed that he anticipates further discussion and clarification about virtual attendance to occur at the meeting.

Director Spears also noted that the Library will be practicing with new technology at the October Board meeting, in anticipation of being able to begin the new virtual attendance procedures in November. COO Doyle noted that the Library will still utilize Zoom and that trustees will not need to learn any new technology. Director Spears also noted that a full video recording will need to be kept publicly on the Library's website for at least five years.

CFO Stone reviewed the resolution from the Budget & Finance Committee. It is a standard resolution that allows the Library to close the books annually.

Director Spears noted that he will continue to highlight specific events and meetings for his report.

Trustee El-Behairy noted that there would be a Report of the Foundation at the October 20 meeting. Discussion ensued and agreed upon about enacting a moment of silence in memory of Richard Earne, who served as President of the Association for Contracting Libraries until his passing. Director Spears noted that he and Assistant Deputy Director Dorinda Darden have met with the Vice Chair, Martha Buyer. She represents the Aurora Town Public Library and will be stepping into the role of

President. He noted that ACT's October meeting has been pushed to January. There will also be a meeting in March.

Director Spears noted that he and CFO Stone will be attending a media event on October 14 with Erie County Executive Mark Poloncarz. Poloncarz will announce the 2023 Erie County budget. Discussion ensued.

Following review, the Executive Committee had no further changes to the proposed agenda.

With no further business to discuss, the Executive Committee meeting adjourned at 4:38 p.m. on a motion by Trustee Panty and a second by Trustee El-Beahiry.

Agenda Item E.2 – Governance Committee: The Governance Committee met on October 11, 2022. A copy of the written report was included in the Board packet. Trustee Johnson moved to have the written report entered into the minutes, Trustee Amodeo seconded, and this was approved unanimously.

Present: Members Carima El-Beahiry, Frank Gist, Frank Housh and Sharon Kelly. Also present were Library Board Chair Kimberly Johnson, Library Director John Spears and Development & Communications Clerk Melissa Burgess.

The meeting of the Governance Committee began at 2:02 p.m. A quorum was present.

After a call of the roll, Trustee El-Beahiry began the review of materials. There were no suggested changes to Resolution 2022-38 to Authorize Virtual Attendance at Board Meetings. Trustee Housh moved to approve the resolution for submittal to the full Board, and Trustee Kelly seconded. Approval was unanimous.

The committee next reviewed the new Procedures for Trustee Videoconferencing. Trustee Kelly asked for clarification about the procedure for Trustees to receive authorization to participate via videoconferencing. Director Spears noted that Trustees would let the Assistant to the Director know of their extenuating circumstances and that authorization would be on an individual meeting basis.

Chair Johnson entered the meeting at 2:05 p.m.

Finally, the committee reviewed Resolution 2022-39 to Amend Bylaws of the Buffalo & Erie County Public Library. Director Spears noted that most of the suggested changes were minor and semantic to remove gendered language. He asked the committee for recommendations on rephrasing dated language in Article V, Section B. Trustee Housh suggested the dated language be stricken, as it is superfluous. With no further

questions, Trustee Housh moved to approve the resolution for submittal to the full Board, and Trustee El-Behairy seconded. Approval was unanimous.

With no further business, on a motion by Trustee Housh, seconded by Trustee El-Behairy, the Governance Committee adjourned at 2:08 p.m.

Trustee Housh entered the meeting at 4:14 p.m.

Agenda Item E.2.a – Authorize Virtual Attendance. Director Spears explained Resolution 2022-38 as presented. He noted the various changes recently made to New York State’s Open Meetings Law which requires this authorization.

Virtual attendance requires an extenuating or emergency circumstance, such as caregiving, illness or inclement weather; it is not simply for convenience. Trustees who face these circumstances will notify the Assistant to the Director and then be authorized to attend virtually. Meetings will be recorded on Zoom and posted to the Library’s website for a minimum of five years.

Trustee Sasiadek moved for approval, Trustee El-Behairy seconded, and the following was approved unanimously.

#### RESOLUTION 2022-38

WHEREAS, by passing Chapter 56 of the Laws of 2022 (Chapter 56), the New York State Legislature amended Section 103 of the Open Meetings Law, and

WHEREAS, Chapter 56 adds Section 103-a of the Open Meetings Law, permitting the Buffalo & Erie County Public Library Board of Trustees to authorize its members to attend Board and Committee meetings by videoconferencing under extraordinary circumstances, and

WHEREAS, Section 103-a(2)(a) requires the B&ECPL Board of Trustees to adopt a resolution following a public hearing authorizing the limited use of videoconferencing under such circumstances, and

WHEREAS, Section 103-a(2) allows for hybrid meetings by requiring “that a minimum number of members are present to fulfill the public body’s quorum requirement in the same physical location or locations where the public can attend,” and

WHEREAS, Section 103-a(2)(c) requires that members be physically present at any such meeting “unless such member is unable to be physically present at any such

meeting location due to extraordinary circumstances . . . including disability, illness, caregiving responsibilities, or any other significant or unexpected factor or event which precludes the member's physical attendance at such meeting," and

WHEREAS, in accordance with Section 103-a(2)(d), any members attending by videoconference must, except during executive session, be "heard, seen and identified, while the meeting is being conducted, including but not limited to any motions, proposals, resolutions, and any other matter formally discussed or voted upon," and

WHEREAS, Section 103-a(2)(g) requires that any meeting where a member attends by videoconference be recorded, posted to the B&ECPL webpage within five business days, and transcribed upon request, and

WHEREAS, Section 103-a(2)(h) requires that members of the public be permitted to attend and participate, if authorized, in any meeting by videoconference when a member attends by videoconference;

NOW, THEREFORE, be it

RESOLVED, that the B&ECPL Board of Trustees authorizes its members who experience an extraordinary circumstance, as described above and further defined by any rules or written procedures later adopted, to attend meetings by videoconference: (i) as long as a quorum of the members attend in-person at one or more locations open to the public; (ii) as long as the member can be seen, heard, and identified while the open portion of the meeting is being conducted; and (iii) as otherwise permitted under Sections 103 and 103-a of the Public Officers Law; and be it further

RESOLVED, that the B&ECPL Board of Trustees hereby adopts the attached written procedures further governing its use of videoconferencing by its members in compliance with Sections 103 and 103-a of the Public Officers Law; and be it finally

RESOLVED, that these procedures shall be conspicuously posted on the B&ECPL public website.

Agenda Item E.2.b – Amend Bylaws of the Buffalo & Erie County Public Library. Director Spears explained Resolution 2022-39 as presented, noting this was a necessary amendment to allow for virtual participation at meetings by Trustees. He also noted the remove of gendered and dated language throughout.

Director Spears noted that the new videoconferencing procedures are also applicable to committee meetings. He clarified that meetings will still require an *in-person* quorum. Director Spears also said that Library Administration has discussed offering a

Zoom/virtual option for Board meetings, even if there is not a Board member participating remotely. If this is offered, it would also be open to the public, and those attending in-person or virtually would both be allowed to comment during the appropriate period. Discussion ensued, and it was noted that the decision to make this a standard practice would be considered a procedure and not be subject to Board approval.

With no further questions, Trustee Amodeo moved for approval, Trustee Bedenko seconded, and the following was approved unanimously.

#### RESOLUTION 2022-39

WHEREAS, by passing Chapter 56 of the Laws of 2022 (Chapter 56), the New York State Legislature amended Section 103 of the Open Meetings Law, and

WHEREAS, Chapter 56 adds Section 103-a of the Open Meetings Law, permitting the Buffalo & Erie County Public Library Board of Trustees to authorize its members to attend Board and Committee meetings by videoconferencing under extraordinary circumstances, and

WHEREAS, Section 103-a created the need for changes in the Buffalo & Erie County Public Library's (B&ECPL) Bylaws, and

WHEREAS, additional changes were necessary to remove gendered titles and clarify the duties of the Building Oversight Committee, and

WHEREAS, the Governance Committee of B&ECPL Board of Trustees at its October 11, 2022 meeting completed its review of the proposed amended Bylaws of the B&ECPL, and

WHEREAS, all proposed changes have been reviewed and approved by B&ECPL legal counsel, and

WHEREAS, due notification was given to the Board of Trustees as required by the current Bylaws, indicating that said Bylaws were subject to amendment at the October 20, 2022, meeting of the Board;

NOW, THEREFORE, be it

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library adopts the proposed Bylaws of the Buffalo & Erie County Public Library as presented to supersede and replace the prevailing Bylaws, last amended April 21, 2016.



Agenda Item E.3 – Budget and Finance Committee.

Agenda Item E.3.a – Budget Transfers – Authorization for Year-End Transfers in Excess of \$5,000. CFO Stone presented Resolution 2022-40. Trustee Amodeo moved for approval, Trustee Candelario seconded, and approval was unanimous.

RESOLUTION 2022-40

WHEREAS, the 2022 year-end closing process is approaching and involves finalizing encumbrances (or commitments to spend budgeted funds), and

WHEREAS, the delay between payment of telecommunications-related expenses and receipt of E-rate discount reimbursements for those expenses can cause the need to transfer funds between budget accounts as the available balances in the E-rate supported accounts towards the end of the fiscal year are too low to accommodate the delay, and

WHEREAS, some costs, such as termination payouts for retiring employees, will impact other accounts including the System salary and fringe accounts and individual contracting library salary and fringe benefit accounts, requiring transfers, and in the case of contracting libraries, contract budget amendments, be processed quickly to ensure payroll expenses can be met on a timely basis, and

WHEREAS, it may be in the Library's interest to encumber items that may require budget transfers in excess of \$5,000, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library (B&ECPL) authorizes the Library Director or his designee, with the approval of the Board Chair or the Budget and Finance Committee Chair, to approve transfers within the budget impacting objects of expenditure in excess of \$5,000 for the purposes of making year-end encumbrances and/or expenditures as stated above, and be it further

RESOLVED, that any such transfers be incorporated into the monthly financial statements submitted to the full Board prior to the close of the fiscal year, and be it finally

RESOLVED, that the Board of Trustees of the B&ECPL authorizes the Library Director or his designee to approve transfers within the budget impacting objects of expenditure in excess of \$5,000 for the purposes of accommodating the delay between payment of telecommunications-related expenses and receipt of E-rate discount reimbursements for those expenses, with said transfers being reversed upon receipt of the E-rate reimbursement.

Agenda Item E.3.b – Monthly Financial Report. The monthly financial report for the year as of August 31, 2022 month-end close was included in the Board packet as an information item. CFO Stone reiterated the impact of increased utility costs, which are projected to end the year over \$100,000 over budget. He noted that this is the first time in many years for such an over-budget projection.

Agenda Item F – Report of the Director. Director Spears began by commending CFO Stone and Library Administrative Manager Tracy Palicki on their work on the proposed 2023 Library budget ask for Erie County. He reported that County Executive Mark Poloncarz’s proposed budget includes the full seven percent request, for a \$28,285,362 allocation to the Library System’s Operating Budget. Director Spears noted that the Library is extremely grateful for the County Executive’s support, which allows the Library to move into 2023 with stability.

CFO Stone pointed out inflation, utility costs and the energy sector as contributing factors to increasing costs in these unprecedented times. Trustee Housh noted how County Executive Poloncarz prioritizes the Library and the strong relationship between the two, and that it should not be taken for granted.

Discussion ensued about budget cuts in previous years, which often stirred members of the community and reiterated the importance of libraries.

Director Spears noted that the Library cut 30 vacant positions from its payroll. These were vacant, mostly part-time, positions. Fifteen FTE (full-time equivalent) positions were cut. He noted that the number of Library staff has consistently decreased since 2002. Some libraries, such as the Marilla Free Library, have only three staff members, while some City of Buffalo branch libraries have four. He noted that a balancing act of sorts is needed in order to meet New York State library standards while ensuring sustainable practices for staff.

Director Spears noted that cutting 30 positions and receiving the requested seven percent budget increase, will allow the Library System to maintain current levels of service. He is hopeful that the Library can start building up its levels of service again.

Trustee Berlow asked that an organizational chart of the Library’s upper management be sent to the Board. Director Spears noted that he would send this via email.

Next, Director Spears discussed his October 20 meeting with representatives from SUNY Erie Community College. He noted that a partnership with ECC is still in the

works, including to provide Library cards to students and offer meeting room space for classes. He also reported that the previously-discussed potential movement of ECC's Library collections to the Central Library is unlikely to occur, as it would seemingly not be in the best interest of ECC students.

Director Spears detailed a September 13 meeting with Central Library tenants. He noted that the meeting encouraged collaboration amongst tenants, with the Library serving in a coordinating role. Chair Johnson asked that a list of tenants be sent to the Board. Director Spears noted that these meetings are expected to continue quarterly.

Director Spears also noted that he had recently met with John Szabo from the Los Angeles Public Library as part of his work with the International Federation of Library Associations and Institutions (IFLA). They will work with the United Nations Educational, Scientific and Cultural Organization (UNESCO) to compose a manifesto on libraries, adult education and lifelong learning.

Finally, Director Spears said he is meeting monthly with Evviva Weinraub Lajoie, Vice Provost for University Libraries at the University at Buffalo, and Charles Lyons, Director of the E.H. Butler Library at Buffalo State College, to build a relationship between three of the major library systems in Erie County.

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

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

**Public Librarian of the Year** - New York State Senators Sean Ryan and Tim Kennedy made a special visit to the **Frank E. Merriweather, Jr. Branch Library** on September 23 to congratulate Library Branch Manager **Josh Mitch** on being named "Public Librarian of the Year" by the New York Library Association (NYLA). Staff and members of the Library's Administration Team were on hand. The award will be publicly announced at NYLA's upcoming annual conference in Saratoga in early November.

**Author Visits** - Information Services and Outreach Librarian **Andrew Maines** arranged an author talk with Otto Bruno on September 17 at the Central Library. Bruno read from and discussed his new book, *Barney Miller and the Files of the Ol' One-Two*. Information Services and Outreach Librarian **Maria Lowe** presented a virtual author talk with Cathy Camper, author of the graphic novel *Lowriders in Space*, on September 22.



**Banned Books Week** – The **Elaine M. Panty Branch Library** celebrated Banned Books Week with an eye-catching display, encouraging patrons to read banned books. Library Clerk **Alyssa Clark** provided background information, a banned books reading log and pins to entice patrons. Children’s Services and Outreach Manager **Kristi Dougherty** participated in a panel discussion titled *A Conversation: Books Unite Us, Censorship Divides Us* on September 22 at

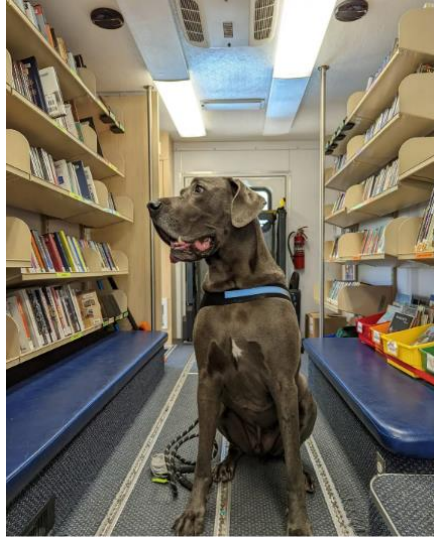
the Silverman Library at the University at Buffalo.

**Learn About the Census** – **Grosvenor Room staff** created a new display, *Buffalonians in the 1950s Census*, now on view at the Central Library. The display highlights 12 Buffalonians who appear in the recently-released 1950 Census.

**Constitution Day Celebration** – Dr. Steve Peraza, Assistant Professor of History at Buffalo State College, presented his lecture, *The Eagle Has Landed: Disfranchisement Surges Ahead in the 21st Century U.S.*, for Constitution Day on September 17 at the Central Library.

**It Takes a Village Action Organization (ITAV) Building a Village Community Day** - ITAV held a *Building a Village Community Day* in the Reading Park at the Central Library on September 24. The event featured tabling and outreach from over a dozen community groups. Music was provided by the Phenomenal Ladies of Rhythm and the New Horizon Band. Staff from the Information Services and Launch Pad Makerspace departments provided Take and Make Crafts, buttons and information on Library services and resources.

**Job Fair** – The Library, in collaboration with Townsquare Media, provided a **Job Fair** at the Central Library on September 29. More than 200 attendees spoke with representatives from over 30 businesses and organizations. An online component featured job resource videos on the Library’s Facebook page and YouTube channel.



**Paws in Print** - The **Library on Wheels Bookmobile** is partnering with the Society for the Prevention of Cruelty to Animals to hold a 'reading to dogs' program once a month at the Kenmore Farmers Market. Over 450 readers read to a furry friend from July-September!

**New York State Public Health Corps Fellowship Program** - The Library, in partnership with the Erie County Department of Health, is a host organization for the *New York State Public Health Corps Fellowship Program*. **Sophia Charles** was selected as the Fellow for the program and began working at the Central Library on September 27. Sophia will provide health and wellness information and resources as well as training to the public and staff.

**Open Door** - The Central Library participated in the *Open Door* opportunity for those attending the **American Association for State and Local History (AASLH) 2022 Annual Conference** held at the Buffalo Convention Center from September 14-17 by providing tours. Information Services and Outreach Manager **Daniel Caufield**, Rare Book Curator **Amy Pickard**, Special Collections Librarian **Susan Buttaccio** and Librarian Trainee **Isaac Johnson** provided tours on September 15 and 16. Attendees included Anitra Gates and Andrew Miller from the Erie County Public Library in Pennsylvania and Brett Lobello from the Pikes Peak Library District in Colorado.

## 1. Public Services

### Central Library:

**Central Library Programs** - A multitude of in-person, virtual and hybrid programs were offered throughout the month of September. In-person programs included *Crafting at Central*; *Government Secrets Revealed: County Supervisors' Proceedings at the New York State Family History Conference*; *Wellness at Central*; *Homework Help*; *Pop-Up Bilingual Stories*; *Sensory Storytime*; *Stitch Circle*; *Wednesday Movie Matinee*; and *Teen Anime/Manga Club*. Virtual programs included *Finding U.S. Passenger Lists*; *How to*

*Apply for a Civil Service Exam in New York State and Applying for a Civil Service Exam in Erie County and Using the Job Search Function on Data Axel Reference Solutions.* Hybrid programs offered included *Book a Librarian; Book a Technology Trainer; Brain Sparks; Computer Basics; Internet Basics; Introduction to Graphic Design and Canva; iPad/iPhone Settings; Mobile Email; Reader's Quest Middle School Book Group and Teen Advisory Group (TAG) Meeting.*

**Reading Park Program** – The final outdoor Reading Park program of the season, the **Lit City Celebration**, was held on September 29. Over 120 attendees enjoyed an afternoon featuring poetry, music and video. The event was coordinated by Manager of Community Engagement **Anne Conable** and the Central Library's **Maintenance Department** with Just Buffalo Literary Center. The event was funded through a grant from the New York State Council on the Arts (NYSCA).

### **Buffalo Branches:**

**In-Person Programs** - The Buffalo Branches were busy providing over 20 programs for children, adults and families in September. Highlights include: *Miss Taylor's Story Time* at the North Park Branch Library; East Clinton Branch Library's *Monthly Lego Contest*; Dudley Branch Library's *Kids Craft Hour*; Panty Branch Library's *Back to School Craft* and Coles Branch Library's *Virtual Manga Club*. The Merriweather Branch Library collaborated with Western New York Book Arts Center for a weekly program, while the Isaías González-Soto Branch Library continued its collaboration with the Hispanic Heritage Council's Guitar Initiative to offer weekly guitar lessons. All Buffalo Branches also provided valuable one-on-one technology training.

### **Outreach:**

**Buffalo Federation of Women's Clubs** – Genealogy Specialist **Rhonda Hoffman** presented *Jumpstart Your Genealogy* at a fall luncheon for members of the Buffalo Federation of Women's Clubs.

**Technology Trainings** – TechKnow Lab Librarians **Brendan Chella** and **Jacqueline Hovey** taught various classes at the Tosh Collins Community Center in September.

**Mobile Market** – Information Services and Outreach Librarian **Jacob Rachwal** attended a *Mobile Market* outreach event hosted by the Buffalo Public Schools Adult Education Division and the Massachusetts Avenue Project (MAP). **Jacob** has attended multiple markets, providing information on Library programs and resources.

**World's Largest Yard Sale** – **Jacob** and Information Services and Outreach Librarian **Carol Kowalik-Happy** attended the *World's Largest Yard Sale* at the Hamburg Fairgrounds. They provided information about Library programs and resources as well as crafts for attendees.

**Entrepreneurship in the Arts - Daniel Caufield** presented *Entrepreneurship in the Arts* at a small business workshop held at Buffalo State College. The program was sponsored by the Small Business Development Center.

**Mobile Services and Outreach** - The **Library on Wheels** traveled Erie County, attending 18 stops, welcoming 585 visitors and issuing 39 new library cards. The **Library2GO van** visited 28 older adult facilities, welcomed 227 visitors and issued 18 library cards.

***B is for Book Exhibit:***

**Number of Visitors**

	Sept.	YTD	From Opening (9/2020 to Present)
Non Tour-Related	1,776	15,574	41,668
Tour/Program	59	870	2,006
<b>Total</b>	<b>1,835</b>	<b>16,444</b>	<b>43,674</b>

**2. Collection Development**

**Physical Collections:**

	Item Adds		Title Adds		Collection Size
	Sept.	YTD	Sept.	YTD	
Juvenile Print	2,289	23,765	193	2,563	547,415
Young Adult Print	345	4,609	30	863	79,369
Adult Print	3,401	35,923	538	7,268	1,805,528
Media	2,550	24,429	303	3,016	567,655
Other*	1,973	17,492	9	299	173,754
<b>Subtotal</b>	<b>10,558</b>	<b>106,218</b>	<b>1,073</b>	<b>14,009</b>	<b>3,173,721</b>

\*Includes magazines, generic copies and other.

**Electronic Collections\*:**

	Item Adds		Title Adds		Collection Size
	Sept.	YTD	Sept.	YTD	
eBooks	3,133	19,326	1,787	11,367	90,603
eAudiobooks	4,905	27,228	414	2,730	43,131
Videos	0	0	0	0	0
Digital Magazines	N/A	N/A	N/A	N/A	4,311
<b>Subtotal</b>	<b>8,038</b>	<b>46,554</b>	<b>2,201</b>	<b>14,097</b>	<b>138,045</b>

\*The B&ECPL also provides access to all *hoopla* eBooks, eAudiobooks, videos and music albums. These titles are not included in the collection size total, as they are not owned by the B&ECPL.

**All Collections:**

	Item Adds		Title Adds		Collection Size
	Sept.	YTD	Sept.	YTD	
<b>Total</b>	<b>18,596</b>	<b>152,772</b>	<b>3,274</b>	<b>28,106</b>	<b>3,311,766</b>

**Amy Pickard** successfully bid on a nine-volume, first edition of Alexander Wilson’s *American Ornithology*, 1808-1814, at an auction hosted by the Pacific Book Auction (PBA) Galleries. Wilson’s *American Ornithology* is a significant work because it is an early one of its illustrated kind to be published in America (Philadelphia). It inspired John James Audubon’s later *Birds of America*, 1827–38.

**Susan Buttaccio** added four items to the library’s Digital Collections. Three items were added to the Rich Newberg Reporting Collection: *The Tom Eagles Story: Vietnam War Hero; Securing the Homeland: Western New York’s Anti-terrorism Measures and Post 911: Ground Zero: Months after the Attack*. The *Illustrated Historical Atlas of Erie Co. New-York* from 1880 was also added in collaboration with the Western New York Genealogical Society.

**3. Funding/Fundraising**

**Funding:**

**NY State Library Construction Aid Applications** - Facility Operations Manager **Andrew Wiede** and Deputy Director/CFO **Ken Stone** submitted online applications for NY State Construction Aid ahead of the October 5 deadline. Available funding of \$1,554,184 is recommended to support projects at the Angola, Boston Free, Central, Concord, Frank E. Merriweather, Jr., Grand Island Memorial and Leroy R. Coles, Jr. libraries.

The Construction Aid review process will take approximately a year. During that process, funding allocations to other library systems that are not fully utilized by project requests from libraries in those systems are reallocated to those systems with projects eligible to receive additional funds. Of the seven B&ECPL projects recommended for 2022-23 funding, the Central, Coles and Merriweather projects qualify to receive additional funds. Once the State Library and Dormitory Authority of the State of NY (DASNY) reviews and reallocations are complete, funding award email notices will be sent to each applicant (estimated to be sometime in late summer or early fall 2023).

**Fundraising:**

Campaign Name	Campaign Dates	Raised to Date
Annual Appeal Total	January 1 - September 30, 2022	\$234,798.36
Bucks for Books	Current	\$31,710.35

**Highlights:**



In September, the Library mailed *Bucks for Books* solicitation letters to approximately 1,000 past donors. To date, 284 gifts have been received, totaling \$31,710.35.

Since the beginning of the year, 16 orders have been placed through the Library's online store, with 25 items being sold. Total raised is \$828.59.

The Library has set up Amazon Wish Lists for the *Library by Mail* program and the Little Free Pantry located in the Kids' Space at the Central Library.

#### 4. Facilities

**Isaías González-Soto Branch Library Phase 1 Construction** - Phase 1 roof replacement is well underway, with Phase 2 design and bid specification development also progressing well.

**Crane Branch Library** - Phase 2 work is also progressing well. The general contractor, Sicoli Construction, will be working on the foundation for the new back entrance vestibule. Getting the concrete formed and poured before winter will allow construction to continue through winter.

**Frank E. Merriweather, Jr. Branch Library** - Parking lot improvements were substantially completed and the lot reopened for public use on September 21. Minor punch list items remain. Work on the Auditorium lighting, sound and electrical improvements is delayed, as the contractor is experiencing supply chain-related issues for equipment orders.

#### 5. Staff Development

**Collection Development** - Staff attended webinars on *Breaking Bans: A Celebration of Challenged Books*; *Middle Grade Latest and Greatest*; *From Diversity to Inclusion: How to Audit Your Collection and Why*, *Fresh Literature that Widens Readers' Horizons* and *Celebrating Indigenous Stories and Storytellers*.

**Public Services** - Trainings attended include *Handling Complaints or Protests about Content*; *Protecting Yourself and Your Patrons: Important Lessons for Library Leaders and Staff from School Shootings*; *Me Difficult? Nah, They're Difficult! Trauma-informed customer service*; *Rainbow Connections: Celebrating LGBTQ+ Kids and Allies in Your Community and Beyond* and *Addressing the Legal Information Needs of Immigrants and Non-Native Speakers*.

**Technology Training** - Staff attended trainings on topics including *Excel/G-Sheets*; *Hoopla Introduction*; *Canva for UX: Brainstorming and Collaboration*; *Introduction to XR Technologies* and *Zoom Security Basics*.

#### 6. Communications

**Media:**

Type of Communication	Topic	Air Date/Publish Date
Live TV show featuring interviews with Library Director John Spears and other staff members, including Dorinda Darden, Amy Pickard, Kristi Dougherty, Jordan Smith and Dan Caufield	AM Buffalo - live from the library, Library card sign-up and various other programs	WKBW TV Channel 7, September 7
Live TV news segments featuring interviews with Library Director John Spears and Librarians Dan Caufield and Jordan Smith	Spectrum morning news - live from the Central Library, library card sign-up month, reading for kids and makerspace learning tools	Spectrum News, September 12
Newspaper interview with Assistant Deputy Director Joy Testa Cinquino	The Library's VIP reciprocal benefits program	Bee Publications, week of September 19
Media release	It's Library Card Sign-Up Time @ Your Buffalo & Erie County Public Libraries	Sent September 1
Media release and radio interviews with Library System Board Chair Kimberly Johnson and author Jacquie Abram	Best-Selling Author Jacquie Abram to Discuss Her Award-Winning Book, Hush Money: How One Woman Proved Systemic Racism in her Workplace and Kept her Job, During Upcoming Community Events in Buffalo	Taped and live radio interviews with WUFO and WBLK radio stations, September 15, 26 and 28.
Media coverage	Lit City @ the Reading Park	Story covered by The Buffalo News and Spectrum News, September 29
Media release	Community Input Sought on May 14 Collecting Initiative	Sent September 23

## Social Media:

September 2022

	Staff Activity		Public Activity		Followers	
	Month	YTD	Month	YTD	Month (New)	Total
<b>Facebook</b>	95	1,026	2,900	28,014	254	11,155
<b>Flickr</b>	-	200	3,286	46,249	-	59
<b>Google Ads <sup>1</sup></b>	N/A	N/A	3,543	23,664	N/A	N/A
<b>Instagram</b>	13	282	374	38,464	50	4,379
<b>Pinterest</b>	80	570	87	966	-1	2,115
<b>Podcast <sup>2</sup></b>	2	30	N/A	N/A	N/A	N/A
<b>Twitter</b>	42	537	448	4,771	-10	11,057
<b>YouTube</b>	5	78	1,369	12,377	14	444
<b>TikTok</b>	-	9	52	1,620	5	384

<b>Total</b>	237	2,732	12,059	156,125	312	29,593
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<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

**Partnerships** - Library staff were in contact or attended meetings with representatives from the following organizations: The Buffalo History Museum; Erie County Department of Health; Every Person Influences Children (EPIC); USAHello; Western New York Library Resources Council (WNYLRC); Buffalo Toronto Public Media and CreativeMornings Buffalo.

## 8. Planning for the Future

**May 14 Community Collecting Initiative** - The Library, in partnership with The Buffalo History Museum, will host two informational community meetings about the *May 14 Community Collecting Initiative* (formerly referred to as *Buffalo Mass Shooting May 14 Collecting Initiative*) scheduled on October 11 at the Frank E. Merriweather, Jr. Branch Library and virtually on October 12.

## 9. Director Activities

### Meetings/Events Attended by Director September 2022

Date	Meeting/Event
September 1, 2022	Meeting - Jeannine Doyle, Jennifer Childs, and Kelly Donovan
September 1, 2022	Virtual Meeting - Erie County Cultural Collaborative Group
September 1, 2022	Virtual Meeting - City of Buffalo Capital Improvements Program Citizen Planning Council Hearing
September 2, 2022	Virtual Meeting - Traci Lesneski, CEO, MSR Design, and Jeff Davis, Senior Associate, MSR Design
September 2, 2022	Virtual Meeting - Joy Testa Cinquino
September 6, 2022	Meeting - Samantha Purpora
September 6, 2022	Meeting - Ken Stone
September 6, 2022	Meeting - Raya Then, Librarian, Amherst Public Libraries
September 7, 2022	Interview - AM Buffalo
September 7, 2022	Meeting - Jeannine Doyle
September 7, 2022	Meeting - Dorinda Darden
September 7, 2022	Meeting - Lackawanna Public Library Board of Trustees
September 8, 2022	Virtual Meeting - Association of Contracting Libraries Board
September 8, 2022	Meeting - Project Flight
September 8, 2022	Meeting - Staff Concern
September 8, 2022	Meeting - B&ECPL Board of Trustees Executive Committee

September 9, 2022	Virtual Meeting - New York State Library Digital Equity Roundtable
September 9, 2022	Meeting - Joy Testa Cinquino
September 9, 2022	Virtual Event - Of Thee I Sing: The Contested History of American Patriotism (New York State Library)
September 9, 2022	Virtual Meeting - New York Library Association Intellectual Freedom Industry-Focus Workgroup
September 9, 2022	Event - Buffalo Museum of Science
September 12, 2022	Interview - Spectrum News
September 12, 2022	Meeting - Special Collections Manager Candidates Presentations
September 12, 2022	Virtual Meeting - ErieNet Board of Directors
September 13, 2022	Meeting - Samantha Purpora
September 13, 2022	<b>Meeting - Central Library Tenants</b>
September 13, 2022	Virtual Meeting - Public Library Systems Directors Organization
September 13, 2022	Meeting - Ken Stone
September 14, 2022	Meeting - B&ECPL Managers and Directors
September 14, 2022	Meeting - Anne Leary, Trustee, B&ECPL Foundation
September 14, 2022	Meeting - Dorinda Darden
September 15, 2022	Virtual Event - Maximize Your Membership (Buffalo Niagara Partnership)
September 15, 2022	Virtual Meeting - Erie County Cultural Collaborative Group
September 15, 2022	Event - Hispanic Heritage Month Kickoff
September 15, 2022	Virtual Meeting - Public Library Systems Directors (New York State Library)
September 15, 2022	Meeting - B&ECPL Board of Trustees
September 16, 2022	Event - Creative Mornings
September 16, 2022	Training - Open Meeting Law
September 16, 2022	Meeting - Joy Testa Cinquino
September 19, 2022	Lunch - Natalie McDonough, Library Development Specialist, New York State Library
September 19, 2022	Meeting - Administrative Team
September 19, 2022	Virtual Meeting - Ithaca Board
September 20, 2022	Meeting - Samantha Purpora
September 20, 2022	Meeting - Marisa Wigglesworth, President and CEO, Buffalo Society of Natural Sciences
September 20, 2022	Meeting - Ken Stone
September 20, 2022	Meeting - Marilla Free Library Board of Trustees
September 21, 2022	Virtual Meeting - Western New York Digital Equity Coalition
September 21, 2022	Meeting - B&ECPL Foundation
September 21, 2022	Meeting - Staff Concern
September 21, 2022	Meeting - Dorinda Darden
September 21, 2022	Meeting - Cheektowaga Public Library Board of Trustees
September 21, 2022	Virtual Meeting - International Federation of Library Associations Metropolitan Libraries Standing Committee
September 21, 2022	Meeting - Clinton Parker, Program Manager, Restoration Society

September 22, 2022	Meeting – Anthony Billoni, Faculty, Creative Problem Solving Institute, and Career Coach, APEX Leader Growth
September 22, 2022	Lunch – Mary Jean Jakubowski
September 27, 2022	Meeting – Samantha Purpora
September 27, 2022	Meeting – Joy Testa Cinquino
September 27, 2022	Meeting – Western New York Library Resource Council (WNYLRC) Board of Directors
September 27, 2022	Meeting – WNYLRC Annual Meeting
September 28, 2022	Meeting – Dorinda Darden
September 28, 2022	Event – B&ECPL Job Fair
September 28, 2022	Training – Moving Towards Holistic Healing in Libraries
September 28, 2022	<b>Virtual Meeting – John Szabo, City Librarian, Los Angeles Public Library</b>
September 29, 2022	Virtual Meeting – Erie County Cultural Collaborative Group
September 29, 2022	Event – LitCity
September 29, 2022	Meeting – Erie County Cultural Collaborative Group
September 30, 2022	Event – Jacquie Abram at Northland Workforce Training Center
September 30, 2022	<b>Meeting – Evviva Lajoie, Vice Provost for University Libraries, University at Buffalo, and Charles Lyons, Library Director, Buffalo State College</b>

## Appendices

### A. Monthly Statistics

#### System Programming Statistics:

Regular/Virtual	Number of Programs		Total Attendance	
	Month	YTD	Month	YTD
<b>Regular</b>				
Adults	780	5648	2149	15860
Children 5 and under	1391	15392	2548	32260
Children 6-11	465	13814	1006	31062
Intergenerational/Combined	3922	40281	7298	77751
Teens	370	2882	594	6055
<b>Regular Total</b>	<b>6928</b>	<b>78017</b>	<b>13595</b>	<b>162988</b>
<b>Regular Total</b>	<b>6928</b>	<b>78017</b>	<b>13595</b>	<b>162988</b>
<b>Virtual</b>				
<b>Live Virtual</b>				
Adults	11	171	290	2587
Children 5 and under	0	5	0	57
Children 6-11	0	5	0	114
Intergenerational/Combined	6	38	404	5131

Teens	7	80	39	686
<b>Live Virtual Total</b>	<b>24</b>	<b>299</b>	<b>733</b>	<b>8575</b>
<b>Recorded Virtual</b>				
Adults	9	108	81	2534
Children 5 and under	0	89	0	2734
Children 6-11	2	34	143	3221
Intergenerational/Combined	19	194	386	7276
<b>Recorded Virtual Total</b>	<b>30</b>	<b>425</b>	<b>610</b>	<b>15765</b>
<b>Virtual Total</b>	<b>54</b>	<b>724</b>	<b>1343</b>	<b>24340</b>
<b>Grand Total</b>	<b>6982</b>	<b>78741</b>	<b>14938</b>	<b>187328</b>

\*Regular programs include group programs, one-on-one programs and self-directed programs (including individual take and make crafts).

### Other Statistics:

Consolidated statistics on library visits, website visits, circulation, computer sessions, WiFi usage and program attendance and a summary of open hours can be found at [www.buffalolib.org/about-becpl/monthly-statistics](http://www.buffalolib.org/about-becpl/monthly-statistics).

Detailed reports on circulation, computer sessions, WiFi usage and library visits can be found at [www.buffalolib.org/monthly-statistics/2022-circulation-public-access-computer-wifi-and-library-visits-detail](http://www.buffalolib.org/monthly-statistics/2022-circulation-public-access-computer-wifi-and-library-visits-detail).

## B. Contracting Library Activity Reports

**Hamburg Public Library** – submitted by Brian R. Hoth, Director

**Banned Books Readout: Exploring our Cultures** – Local authors and community members celebrated our rich and diverse cultures by reading stories on September 19 and 21 at both the Hamburg and Lake Shore libraries. Diana Patton, president and founder of We Exist Coalition, coordinated the event during Banned Books Week. The program was well-received, with 36 child and adult attendees. Staff received much positive feedback, particularly from several teens in attendance who expressed an interest in similar programs in the future.

**Lee Connigo en Espanol** (Come Read with me in Spanish) – Mariely Ortiz held a story hour, entirely in Spanish, to 15 children and their parents at the Hamburg Library. This will be an ongoing program.

**New Sensory Nook** – A new sensory nook, featuring a light table and corresponding accessories, has been created at the Hamburg Library. It is already a hit with families and children of all ages!

**Local Authors** – Several local authors visited the Hamburg Library in September and October, including:

- David Heraty discussed his newest book, “American Prosecutor,” on September 20. The book focuses on the assassination of President William McKinley and the efforts of District Attorney Thomas Penny to bring him to justice.
- Mary Jean Zajac visited on October 4 to discuss her novels based on her Cetta Borski book series.
- Jasmine Sawers discussed her newest book, “The Anchored World,” a book of fairytales and folklore, with 20 attendees on October 7. Ms. Sawers is originally from Hamburg and mentioned how she hasn’t been in the library since the renovation. Director Hoth gave her and her spouse a tour.

**Earth Science Day** – On October 1, Director **Brian Hoth** and Senior Page **Jayne Gannon** attended Penn Dixie’s 24th annual Earth Science Day. Children got to color slap bracelets and enjoy a number of dinosaur-related giveaways. Approximately 222 children and adults stopped by the Library’s table.

**Storytimes** - Two new storytime programs recently began at the Hamburg Library. “Tales at Twilight” is geared toward children ages three and up. Activities include stories, songs, sensory play and process art. The program is held on Mondays at 6 pm. “Bookworms” is a monthly book club geared toward the middle grades. The program is held on Tuesdays at 3 pm. Snacks are served. Both are the creation of Librarian **Ashley Cassidy**.

**Other Program Highlights** include:

- Family Storytime with Library Associate **Laurie Obrochta** is held each Wednesday at the Hamburg Library with an average attendance of 70 preschool children and adults. Children hear stories, sing songs and dance.
- Take and make crafts continue to be popular! 100 crafts are created and given each week.
- Both Phoebe and Myrra the reading dogs make bi-weekly visits to the Hamburg and Lake Shore libraries, to the enjoyment of many children and adults!
- The American Red Cross held well-attended blood drives at both the Hamburg and Lake Shore libraries in September.

**Marilla Free Library** – submitted by Shannon Thompson, Director

**LEGO Club** – LEGO Club meets at the Library on the third Thursday of each month. Children design and create special masterpieces, which are then displayed for all to enjoy.

**Marilla Free Library Book Club** – The Library’s Book Club meets on the fourth Tuesday of the month. In September, the group read Matt Haig’s *The Midnight Library*. The October section is *Ordinary Grace* by William Kent Krueger.

**Take and Make Kits** – Craft kits have been very popular with families. Kits include a craft, coloring sheets, activity ideas for families and a list of suggested books on the corresponding theme. Various holiday-themed Take and Make Kits will be offered.

**Upcoming Programs** include:

- The **Halloween Story Hour with Ms. Shannon** returns as part of the Library's regular Story Hour programs. On Saturday, October 29, children ages 3-6 years old are welcome to attend in costume as we read holiday stories, play fun games and make crafts. At the end of the program, children will 'trick or treat' around the Library.
- Our Friends of the Library will be holding a **Book Sale** on October 21 and October 22 at the Marilla Community Center. There will be a bake sale and basket raffle both days of the sale and a bag sale on Saturday.

Agenda Item G – Report of the Foundation. Trustee El-Behairy reported the Library Foundation recently met with Mark Scott from the Oishei Foundation, who will be assisting with capacity building and strategic planning. Details are forthcoming.

Trustee Berlow inquired about what the Foundation is doing to support the Library, and if it is valuable to still have that committee. He referred to historical animosity between the Board and the Foundation. Trustee El-Behairy reported that the Foundation fulfills funding requests from the Library as they come in but serves mostly in a passive role at this time. They plan to engage staff and the Board in the future and rebuild their mission, values and goals as they explore how to better support the Library. Discussion ensued.

Trustee Gist asked about the Library Director's role with the Foundation. Trustee El-Behairy noted that he is an ad hoc member.

Agenda Item H – Report of the Association of Contracting Library Trustees (ACT)/Contracting Library Trustee Report. A moment of silence was held in memory of longtime ACT President Richard Earne, who passed away in September 2022.

Assistant Deputy Director Dorinda Darden reported that Martha Buyer is now serving as the ACT President. She previously served as Vice Chair. ACT's next meeting is in January at the West Seneca Public Library.

Agenda Item H.1 – Contracting Library Liaison Report(s). Trustee Kelly reported on a Board meeting at the Marilla Free Library. She noted that much of the meeting focused on that library's relationship with local government, as well as the physical building.



She noted the minimal staff (3), with none of them full-time, which recently forced the library to close for a day. She applauded the Marilla staff for their work and noted their upcoming used book sale on October 21-22.

Trustee El-Behairy reported that approximately 110 people attended a fundraiser at the Angola Public Library. Trustee Berlow reminded Board members about year-end giving and the importance of reaching 100% Board support.

Agenda Item I – Public Comment. Odessa Hunter renewed her concerns about the results of the investigation of her harassment complaint. She acknowledged receipt of the September 7 response from Director Spears and Chair Johnson and proceeded to rebut multiple points. She asked for a contact person to assist her further. Discussion ensued. Director Spears noted that this was an operational matter that does not fall under the purview of the Board. Chair Johnson further stressed that the Board does not handle these matters, but that this forum was provided to express public opinion.

Agenda Item J – Unfinished Business. Trustee Sasiadek noted that other libraries have similar shoestring staffing as the aforementioned Marilla. He posited that it may be worth considering a procedure where librarians from other branches can fill in. COO Doyle said while there have been ‘floating’ employees in the past, most libraries have different hiring authorities. There is no formal procedure in place, but particularly in times of long-term need, help is provided as possible. She noted that Central Library staff have assisted elsewhere in the past, such as at the Lackawanna Public Library.

Director Spears noted that other library directors are interested but ultimately decided against putting forth a proposal. Trustee Panty noted that staff in the City branches are able to float. COO Doyle acknowledged this, noting that multiple City libraries have been closed for construction over the past year. Central Library staff have been cross-trained to assist in the City branches as well.

Trustee Amodeo exited the meeting at 5:02 p.m.

Agenda Item K – New Business. None.

There being no further business, on a motion by Trustee Johnson with a second by Trustee Craik, the meeting was adjourned at 5:03 p.m.

Respectfully submitted,  
Joel Moore  
Secretary