

MINUTES  
REGULAR MEETING OF THE  
BUFFALO & ERIE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES  
April 20, 2023

The regular monthly meeting of the Board of Trustees of the Buffalo & Erie County Public Library was held on Thursday, April 20, 2023, at the Central Library and remotely pursuant to due notice to trustees. The following members were present:

Carima El-Behairy, Vice Chair  
Alan J. Bedenko, Esq., Treasurer  
Joel Moore, Esq., Secretary  
Michael Amodeo, Esq.  
Prof. Christine P. Bartholomew, Esq.  
Kathleen Berens Bucki, MLS  
Lucy A. Candelario  
John D. Craik  
Frank Gist  
Sharon M. Kelly, Esq.  
Theodore K. Johnson  
Elaine M. Panty  
Christopher Sasiadek, Esq.

In the absence of the Chair, Vice Chair Carima El-Behairy 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 March 16, 2023. Trustee Bucki noted an error on Page 7 of the proposed Minutes, noting “conscious” should be “conscience.” On motion by Trustee Craik, seconded by Trustee Sasiadek, the Minutes were unanimously approved with this amendment.

Trustee T. Johnson joined the meeting at 4:02 p.m.

Agenda Item D – Report of the Chair. Trustee El-Behairy conveyed Trustee Bartholomew requested to join the Development & Advocacy Committee. Trustee Panty moved, Trustee Sasiadek made a second, and this request was approved unanimously.

Trustee El-Behairy noted per B&ECPL Bylaws, all members of the Governance Committee must qualify as Independent Trustees, and such independence must be documented in the Board minutes. Trustee Kelly verbally confirmed she is an Independent Trustee as defined in the Bylaws and had no circumstances which would disqualify her from serving on the Governance Committee.

#### Agenda Item E – Committee Reports.

Agenda Item E.1 – Executive Committee. The Executive Committee met on April 13, 2023. A copy of the written report was included in the Board packet. Trustee El-Behairy summarized the meeting. Trustee T. Johnson moved to have the written report entered into the Minutes, Trustee Craik made a second, and this was approved unanimously.

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

The meeting of the Executive Committee began at 3:00 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 April 20, 2023 B&ECPL Board of Trustees meeting.

For her report, Chair Johnson stated she would be absent on April 20, and Vice Chair Carima El-Behairy would preside over the meeting. She commended library staff for their handling of the recent issues at the Central Library, working incredibly quickly to restore hours by establishing new partnerships and putting new safety measures in place. Recent news coverage has all been positive.

CFO Stone reviewed budget & finance items. He noted in closing out the 2022 budget, the Library was well under budget, causing an increase in unassigned fund balance. He noted some of those funds had already been designated by the Board, but Resolution 2023-12 would move more of this balance into committed/assigned accounts. The resolution would bolster the *Committed for Equipment & Technology Replacement* fund balance account as well as the *Assigned Fund Balance for Grant Match* account. He noted it was important to build reserves after a good year so money is available when actually needed. Use of these funds would need to be approved by future Board action. The resolution also includes recommended use of unassigned fund balance for various capital outlay projects, including carpet replacement at the Merriweather Branch and Marilla Library, funding a Central Library Space Utilization Study, furnishings for the Gonzalez-Soto Branch, and furnishings/equipment for a Teen Space at the Central Library. Discussion ensued. CFO Stone also noted Resolution 2023-13 outlines capital project requests for the Central Library. There are already a few major projects in the works, including replacing the roof.

Trustee Sasiadek asked about the benefit of having an assigned grant match fund vs. having the funds unassigned. CFO Stone noted when proposing a construction project, it is more favorable to have the funds designated to assure the funds will remain available for that purpose. Trustee Sasiadek asked if grant funding is steady or varies from year to year. CFO Stone stated it varies, noting the current New York State budget proposals have designated between \$14 and \$54 million for State Aid for Library Construction, and we won't know what will be available until the final budget is passed.

Trustee El-Behairy asked for an update on the Crane Branch Library and asked if a hardhat tour could be arranged. Director Spears and CFO Stone reported they are still targeting a June reopening and would ask Supervisor of Building Operations & Maintenance Mark Kross about the possibility of a hardhat tour for the Board.

For his report, Director Spears first noted an executive session would need to be added to the agenda. The committee agreed to add it at the end of the meeting, after New Business. He gave a brief update on developments at the Central Library. This was the third week after returning to normal hours, and so far, things have been going well. Teens have returned to the library, and while they have sometimes been rowdy or boisterous, there have not been any fights. Library programs for teens have been well attended, and the Peacemakers are beginning to develop their own programs as well. Chair Johnson asked how the Peacemakers were scheduled. Director Spears stated there are five Peacemakers onsite between 2:00 p.m. and close on weekdays. Trustee El-Behairy asked if the reduction in hours had made an impression on the teens. Director Spears believed it had, noting he'd had conversations with teens that were previously hostile. He has also noted more incidents of self-policing. Trustee El-Behairy inquired if the attention of the press also made a difference in making it a community conversation. COO Doyle agreed, noting a member of the business community had told her the same thing. Director Spears commended the Administrative Team and staff for how they came together to resolve this situation.

Director Spears next conveyed a presentation on the impact of the Fine Free Initiative would be provided at either the May or June Board meeting, after one year of data has been collected and assessed.

Finally, he reported the Central Library is in the process of a reorganization. The goal is to establish two groups of staff, one dedicated to System functions and one specific to Buffalo libraries. Currently there are many staff that serve two roles, for example, as department head and System consultant. Separating these roles will allow for better dedication of staff time and resources and will also help establish more of an identity for the Buffalo Library. He plans to present a brief overview at the April meeting, with a more in-depth presentation in May as plans are finalized. He recognized the hard work of Assistant Deputy Directors Dorinda Darden and Samantha Purpora in leading this process. They have also gotten their staff involved in the planning, which has created a more positive outlook about the changes among employees.

Trustee El-Behairy stated there would not be a report from the Library Foundation at the April meeting, as they are next meeting in May. Chair Johnson did not know if there would be a report from ACT. There was nothing to add under Unfinished Business.

Chair Johnson noted there would be a resolution under New Business to approve NYS Annual Reports. She also reiterated an executive session would be held at the end of the meeting.

With no further business to discuss, the Executive Committee meeting adjourned at 3:35 p.m. on a motion by Chair Johnson and a second by Trustee El-Behairy.

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

Agenda Item E.2.a – 2023 Budget Adjustments: Allocating 2022 Year-End Balance. Chief Financial Officer Ken Stone explained Resolution 2023-12 as presented. He cited the \$1.9 million increase in unassigned fund balance, and detailed recommended use of unassigned fund balance to bolster the *Committed for Equipment & Technology Replacement* fund balance and *Assigned Fund Balance for Grant Match* accounts as well as fund a selection of necessary projects. Discussion ensued regarding the recommended Space Utilization Study for the Central Library. CFO Stone noted the needs for asbestos abatement could limit the use of space, or at least impact how changes in space utilization (especially those that require construction) could be planned/timed out. Trustees T. Johnson and Gist asked about the current state of asbestos abatement. CFO Stone noted much has been done, including the front half of the building and areas that have undergone recent construction. Some maintenance staff are also trained to monitor and do minor abatement jobs as needed. Trustee Gist asked about the Re-Imagine project. CFO Stone stated the project did not solicit the requisite interest, but pieces of the project have been used and continue to provide a source of inspiration. Trustee Sasiadek asked for more details on what the study would include. Director Spears noted a community survey would first be completed to figure out what the public wants to do in the library. The Space Utilization Study would look at existing spaces and then use the input from the community survey to lay out options for future use of space. He noted the building was initially designed for many more staff; some staff areas could be reworked or made into public space. They need outside expertise to determine what is possible.

Trustee Moore joined the meeting during this discussion, at 4:15 p.m.

Trustee Bartholomew asked how the Space Utilization Study fits in with the capital project resolution, especially noting the demolition of the escalators. CFO Stone noted Erie County has already designated funding to study specifically whether the escalators from the Ground - 1<sup>st</sup> floor can be rehabilitated in place. This was particular to the escalator project and did not look at other use of space in the Central Library.

Following this discussion, Trustee T. Johnson moved for approval, Trustee Sasiadek seconded, and the following was approved unanimously.

RESOLUTION 2023-12

WHEREAS, at its regular meeting of December 15, 2022, the Board of Trustees of the Buffalo & Erie County Public Library adopted Resolution 2022-47 adopting the Library's 2023 budget, and

WHEREAS, in February 2023, the Board approved Resolutions 2023-8 and 2023-9 authorizing use of fund balance to match a grant to improve lighting around the library exterior at the Ellicott Street underpass (\$23,000) and provide additional Program Equipment & Facility Improvement Supplement funding for projects at the Central, Eden, Coles, and North Park Libraries (\$73,278), and

WHEREAS, a review of 2022 budgetary savings indicates funding is available to augment committed and assigned fund balances as well as address additional deferred capital outlay needs, now therefore be it

RESOLVED, that the Board of Trustees of the B&ECPL approves allocating \$655,000 of available 2022 ending fund balance to increase the Library's Committed for Equipment & Technology Replacement balance sheet account, and be it further

RESOLVED, that the Board of Trustees of the B&ECPL approves allocating \$1,100,000 of available 2022 ending fund balance to increase the Library's Assigned for Grant Match balance sheet account, and be it further

RESOLVED, that the Board of Trustees of the B&ECPL approves amending the 2023 Operating Budget, increasing the use of fund balance revenue line and expenditures by \$475,133 as detailed in Exhibit 1, and be it finally

RESOLVED, that the Board of Trustees of the B&ECPL authorizes the Library Director or their designee to transfer funds between the SAP accounts identified in Exhibit 1 as needed to accomplish the work listed in Exhibit 1.

**Resolution 2023-12 Exhibit 1:  
Appropriation of Unassigned Fund Balance**

**Recommended Use of Available Unassigned Funds**

<b>Unassigned Balance Remaining After Recommended Committed for Tech Equipment and Assigned for Grant Match Balance Changes:</b>	<b>\$5,121,739.68</b>
<hr/>	
Merriweather Library Carpet Replacement (90% of \$121,368 Estimated Cost, remaining 10% from donated funds, consistent with Program Equipment & Facility Improvement Program)	<b>(\$109,231)</b>
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Marilla Library Carpet Replacement (75% of \$13,203 Estimated Cost, remaining 25% from donated funds, consistent with Program Equipment & Facility Improvement Program)	(\$9,902)
Central Library Space Utilization Study	(\$150,000)
Gonzalez-Soto Library furnishings to coincide with the Phase 2 Construction Project	(\$156,000)
Furnishings/equipment for a Teen Space to be created within the Central Library	(\$50,000)
<b>Total Recommended Use of One-time Funds</b>	<b>(\$475,133)</b>
<b>Remaining Available Unassigned Balance</b>	<b>\$4,646,606.68</b>

Agenda Item E.2.b – Erie County 2024-2029 Capital Project Request Guidance. CFO Stone explained Resolution 2023-13 as presented. He noted we have not yet received instructions from Erie County, but he anticipates a deadline before the next Board meeting. Trustee Panty moved for approval, Trustee Candelario seconded, and the following was approved unanimously.

RESOLUTION 2023-13

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

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

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library hereby directs the Library Director to prepare, update costs as needed, and submit 2024-2029 Erie County capital project requests prioritized as follows:

**FOR THE 2024 FUNDING YEAR**

- Shipping and maintenance vehicle replacements: \$130,000; and

**FOR THE 2025 – 2029 FUNDING YEARS**

- Central Library Escalator Demolition and Space Conversion Project – Phase 2: \$2,250,000
- Shipping and maintenance vehicle replacements: \$140,000 in 2026 and \$150,000 in 2028; and be it further

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library expresses its support for requests submitted by the Erie County Department of Public Works to address Central Library basic building system needs including protecting the building envelope, and be it finally

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

Agenda Item F – Report of the Director. Director Spears first reported copies of the Conflict of Interest Disclosure Statements completed by each System Trustee and Key Employee of the B&ECPL for the year 2023 had been sent to Alan Bedenko, Chair of the Governance Committee per the B&ECPL Conflict of Interest Policy, Article III.

He stated a presentation on the Fine Free initiative would be provided to the Board at either the May or June meeting. This will allow staff to compare a full year of data. He also reported the Central Library would be hosting the Public Library Systems Directors Organization for their annual retreat in August.

Director Spears thanked Monica Boutin as well as the Erie County Executive for their support of the Library highlighted in the recent State of the County address. Additional funding has been proposed to support installation of a weapons detection system at the Central Library, fulfilment of the contract with the Peacemakers through the end of the school year, installation of carpeting and creation of office space for a Teen Area at the Central Library, and expansion of the hotspot and Chromebook lending program. He also thanked Chief Operating Officer Jeannine Doyle for her work coordinating and budgeting these projects.

Director Spears provided an update on events at the Central Library. He noted it has been four weeks since returning to regular hours. The difference has been palpable. While teens have continued to be rambunctious, there has been no violence. He believed two things had made a major impact. First, the reduction of hours, though done for safety, also sent a message to the teens. He has noticed much more self-policing of behavior. Second, the Peacemakers have made an incredible difference. They came in with some existing relationships with the teens and have been building more since they've started. Director Spears also noted the Ellicott Street entrance is now being closed at 3:00 p.m. to enhance security.

Trustee Panty asked if teens have expressed interest in new programs. Director Spears noted they are currently conducting a survey of teens to see what they want out of the library. Anecdotally, ideas include a TikTok area and an expansion of the Launch Pad. He noted teens have been responsive to current programming, and the Peacemakers are

developing more programs as well. The Peacemakers have also been great about offering suggestions to improve current practices.

Trustee Kelly asked if there is any evidence that the problems have moved elsewhere. Director Spears noted there does not seem to be fewer teens in the library. Other public spaces are still experiencing issues, but it does not seem like the Library has pushed anyone to move on elsewhere. He emphasized that the teens have come back to the Central Library, and other patrons have come back as well.

Trustee Moore asked about what will happen when the contract with the Peacemakers expires at the beginning of the summer. Director Spears noted the current contract was done under emergency procurement. A formal Request for Proposals will need to be done for future services, whether with the Peacemakers or another organization. Any such contract would come back to the Board for approval. Trustee T. Johnson noted letting the previous contract lapse was a mistake, as we ended up needing them again. Director Spears noted the intention is to continue the relationship. Trustee Candelario asked if the Library would also work with other organizations to provide programming for youth. Director Spears stated they are open to partnering with anyone in the community who is interested in providing programs.

Director Spears next gave an overview of the weapons detection system proposed for the Central Library. Funding still needs to be approved by the Erie County Legislature, but they have held several meetings with the manufacturer, Evolv Technologies, regarding the system. It is unobtrusive, similar to the RFID gates now in place. Patrons can walk through without needing to remove items from their bags or pockets. If the machine senses something suspicious, the patron will be pulled aside for further investigation. Trustee Panty asked if special staffing is needed. Director Spears noted additional staff will probably be needed to supplement our current security staff, but perhaps at a lower-level title. Trustee Gist asked if the Sherriff's Deputies could assist. Director Spears stated it wasn't in the scope of their contract, and regardless, we want them available for other duties.

Finally, Director Spears reported the Central Library is in the process of completing a reorganization. He noted the B&ECPL is unique in its structure, but it still is required to meet the requirements of a Library System in New York State. In order to more efficiently provide public services to the residents of Buffalo and provide support services to the member libraries, they have initiated a reorganization to create two separate groups of Central Library staff, one dedicated to the Buffalo Library and one dedicated to the System. Assistant Deputy Director Samantha Purpora will head the Buffalo Library group, and Assistant Deputy Director Dorinda Darden will head the System Services group. He noted this will allow staff to have better defined roles and will allow full attention to be given to each area, helping the Buffalo Library establish



an identity separate from the System and helping the member libraries work more collaboratively as a System.

Trustee T. Johnson asked how ACT has responded to this idea. Director Spears stated this was meant to give member libraries more of a say, not impinge on their autonomy. For example, he is currently looking to get member libraries more involved in review/development of System-wide policies. The System Services staff will provide expertise and support to the member libraries, not dictate how they do things. Trustee Panty asked if the contracting library boards had been informed. Director Spears stated they could discuss it at the next ACT workshop. He also stated he could do another round of visits with the boards. He averred there is a good level of trust between the Central Library and the contracting library boards at the moment, and he does not aim to jeopardize that trust but instead build on it. He noted one idea of how a collaborative approach could work would be to decide at the System level on libraries to act as nodes for makerspaces throughout the County. There are many possibilities to make decisions in ways that are beneficial to all libraries and give everyone a say. Trustee Panty expressed her concern that this change be done carefully. Director Spears emphasized the change would enhance the level of service we are able to provide to our member libraries. Trustee Craik recommended focusing on this message of service instead of administrative explanations when promoting the idea.

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

### **B&ECPL Monthly Report March 2023**

**Dr. Martin Luther King, Jr. Leaders are Readers School Award for Literacy** – Buffalo Public School #99 Stanley M. Makowski IB World School, as the recipient of Project Flight's *Dr. Martin Luther King, Jr. Leaders are Readers School Award for Literacy*, presented an Assembly Program on March 15. Assistant Deputy Director **Dorinda Darden** served as Mistress of Ceremonies, and Dr. Geraldine Bard and Dr. Elizabeth Cappella, Co-Directors of Project Flight, and Timothy Hagues, New York State Civil Service Commissioner, provided remarks at the event. Information Services and Outreach Librarian and Project Flight BookBank Manager **Melissa Blattner** and Assistant Display Artist **Darlene Pennachi** also attended and took pictures. The school was awarded over 5,000 books for the students.

*Spirit of Buffalo* – On March 15, a dedication ceremony was held at the Central Library for the *Spirit of Buffalo*, a mural by Polish-born artist Józef Sławiński (1905-1983). The mural was donated to the B&ECPL by the Polish Arts Club of Buffalo. The ceremony was attended by the artist's son and daughter-in-law, Jerzy and Tonya Sławiński as well as local officials and was followed by a tour of the Library's vast genealogy resources, including those from the Polish Genealogical Society of New York State.

**Buffalo Libraries Community Pantries** – The Buffalo Branches and Central Library have opened community pantries. Community pantries are an easy way for neighbors to help neighbors who need food, hygiene, or household items. In just a short time, the pantries have been an overwhelming success! It is fulfilling to provide much needed services beyond traditional library services.

**St. Patrick's Day Celebrations** - The talented dancers of Rince na Tiarna School of Irish Dance performed a showcase for patrons at the Dudley Branch Library on March 14. This yearly event is very popular and attracted 90 patrons. The Dudley Branch Library staff also provided a special St. Patrick's Day craft. The Rince na Tiarna Irish Dance School also held a performance in the Mason O. Damon Auditorium at the Central Library on March 18.

**It Takes a Village Action Organization Graduation Celebration** - Information Services and Outreach Librarian **Andrew Maines** continued to work with Beverly Newkirk, Executive Director of It Takes a Village Action Organization. He attended and helped facilitate the graduation celebration held at the Central Library on March 8. The organization works to find employment for formerly incarcerated individuals and other at risk populations in Erie County. There were 10 graduates who received certificates and congratulations from representatives from the offices of Congressman Brian Higgins, New York State Senator Timothy Kennedy, New York State Assembly Member Crystal Peoples-Stokes, and Buffalo Mayor Byron Brown. Graduates and guests celebrated with a potluck dinner, cake, and the Phenomenal Ladies of Rhythm providing music and entertainment. New York Public Health Corps Fellow **Sophia Charles** also received a certificate in recognition of her participation on behalf of the Buffalo & Erie County Public Library in some of the It Takes a Village Action Organization training sessions that were held at the Central Library.

**David Gray: Mark Twain's Buffalo Friend Display** - Rare Book and Map Librarian **Charles Alaimo** set up a new Mark Twain Room display, *David Gray: Mark Twain's Buffalo Friend*. The display includes a handwritten travel journal and examples of poetry and prose published in Gray's lifetime as well as posthumously.

**Online Winter Reading Contest** - *The Online Winter Reading Contest* for children, teens, and adults was held from January 1 through February 28. There were over 250 participants who read throughout the winter and provided reviews for 1,037 books. Participants in each group were eligible through a random drawing to win a Kindle Fire HD 10 tablet as the contest's grand prize. Samaira Rajput from Eggertsville-Snyder Branch Library was the children's winner, Jahasya C. from the Frank E. Merriweather, Jr. Branch Library was the teen winner, and the adult winner was Lonna Rich from the West Seneca Public Library. The winners received their prizes at their local libraries..

## 1. Public Services

### Central Library:

**International Music on hoopla** - Information Services and Outreach Librarian **Kuniko Simon** released a virtual library instruction video titled *Find non-English Music on*

*hoopla* for patrons who are interested in borrowing international music from the free digital streaming service.

**Lego Club** - Patrons of all ages welcomed the return of the Lego Club, presented by Children's Services and Outreach Librarian **Jennifer Lelinski** on March 4 and March 18.

**Genealogy Presentation** - Special Collections Manager **Susan Buttaccio** provided a virtual presentation on March 22 titled *Getting the Most Out of Ancestry Library*.

**Tours & Class Visits** - Children's Services and Outreach staff welcomed class visits throughout the month from Buffalo Public School #32 Bennett Park Montessori, Elmwood Village Charter School, and Elmwood Franklin School. The visits included a tour of the library, scavenger hunts, stories, and crafts. **Kuniko Simon** and Children's Services and Outreach Library Assistant **Lucyille Castañeda** provided a tour of the Central Library as well as information about library services to groups from the International Institute of Buffalo on March 2 and March 30. English Dictionaries and other gift books were distributed to attendees during the tour courtesy of the Development & Communications Department. Information Services and Outreach Librarian **Maria Lowe** coordinated a tour of the Central Library for Orchard Park Central School District Librarians on March 17. **Susan Buttaccio** provided the group a tour of the Mark Twain, Rare Book Room, and *B is for Book* Exhibit, as well as an overview of the Grosvenor Room resources. The tour concluded in the Launch Pad Makespace where Launch Pad Manager **Jordan Smith** provided an overview of the services and equipment offered at the Central Library. Rare Book Curator **Amy Pickard** provided former Library Director Mary Jean Jakubowski a tour of the recently installed *Four Centuries of Bookbinding: The Jordan Collection* exhibit. This tour provided an opportunity to express the Rare Book Room's gratitude to Mary Jean for making the acquisition of this collection possible.

**WNY Women's March** - The Central Library was the end point and programming location for the WNY Women's March on March 26. Coordinated by the WNY Peace Center and several other organizations, African drummers and 15 enthusiastic speakers on a variety of social causes rallied a large crowd that filled the library's Ring of Knowledge.

#### **Buffalo Branches:**

**Programming Highlights** - East Clinton Branch Library staff held an *Art Club of the Month*, providing materials for children to create their own artwork for display in the library during the month. The Leroy R. Coles, Jr. Branch Library held many technology one-on-one sessions including appointments for resume and job application help, nys.gov account creation/email password reset, and New York State Freedom of Information Law request. In collaboration with the African American Veterans Arts and Culture Corporation, the Frank E. Merriweather, Jr. Branch Library hosted a weekly movie series for Women's History Month; *Till*, *Henrietta Lacks*, *Hidden Figures*, and *Whitney* were screened in the Dr. Eva M. Doyle Auditorium. North Park Branch

Library Manager **Taylor Harding** was invited to Holy Cross Head Start to have a storytime with their 2-3 year olds and 3-4 year olds on March 22. Fun was had by all. The Elaine M. Panty Branch Library continued the popular *Storytime with Mr. Dan* program.

**Outreach:**

**Road2Reading** - Under the direction of the Mobiles Department Library Assistant **Heather Leaderstorf**, the Road2Reading program has grown to 16 monthly stops at preschools and childcare centers. Bins of age appropriate books are dropped off at each site to encourage early literacy and access to library materials. This has proven to be an added beneficial program for the Library2GO van.

**Outreach Events** - As part of Erie County Senior Services' University Express program, TechKnow Lab Librarian **Brendan Chella** provided *Computer Basics* classes at Tosh Collins Community Center, Baptist Manor Senior Apartments, and Westminster Commons Senior Housing throughout the month. Information Services and Outreach Librarian **Jacob Rachwal** participated in a *Job Fair* sponsored by the New York State Department of Labor at their Buffalo office on Main Street on March 8. **Jordan Smith** and Launch Pad Senior Page **Caitleen O'Connell** participated in *STEAM Night* at Parkdale Elementary in East Aurora on March 16. **Jennifer Lelinski** spoke to two classes of preschoolers about a career in library science at the *Career Fair* held at BPS #43 Lovejoy Discovery School on March 21. **Andrew Maines** presented two sessions of the *Work Readiness Workshop* on March 22 at the Collins Correctional Facility. Information Services and Outreach Manager **Daniel Caufield** served as one of the judges at the *Willie Hutch Jones Educational and Sport Program S.T.E.A.M. Fair* held at the Burchfield Penney Art Center on March 25. **Maria Lowe** and Information Services and Outreach Senior Library Clerk **Sarah Barry** attended the *2023 Northern Tier GLYS (Gay & Lesbian Youth Services) Youth Leadership Conference* held at Williamsville South High School on March 28. **Sarah** provided tabling at the event and **Maria** presented a program titled *Book Bites: A Tasting*. She created "tasting menus" with titles of recommended LGBTQAI+ books and "tasting notes" for each.

**B is for Book Exhibit:**

	Number of Visitors		
	Month	YTD	From Opening (9/2020 to Present)
Non Tour-Related	2,353	7,325	55,908
Tour/Program	153	405	2,931
<b>TOTAL B is for Book</b>	<b>2,506</b>	<b>7,730</b>	<b>58,839</b>

**2. Collection Development**

**Physical Collections:**

	Item Adds		Title Adds		Collection Size
	Month	YTD	Month	YTD	
Juvenile Print	3,143	8,197	299	919	537,168

Young Adult Print	576	2,169	98	377	79,982
Adult Print	3,601	10,577	655	2,285	1,796,829
Media	2,539	8,123	224	794	563,958
Other*	2,119	5,830	112	197	171,171
<b>Subtotal</b>	<b>11,978</b>	<b>34,896</b>	<b>1,388</b>	<b>4,572</b>	<b>3,149,108</b>

\*Includes magazines, generic copies, and other

**Electronic Collections\*:**

	Item Adds		Title Adds		Collection Size
	Month	YTD	Month	YTD	
eBooks	2,475	9,643	1,214	4,002	106,452
eAudiobooks	4,202	11,694	333	965	68,224
Digital Magazines	N/A	N/A	N/A	N/A	4,572
<b>Subtotal</b>	<b>6,677</b>	<b>21,337</b>	<b>1,547</b>	<b>4,967</b>	<b>179,248</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
	Month	YTD	Month	YTD	
<b>Total</b>	<b>18,655</b>	<b>56,233</b>	<b>2,935</b>	<b>9,539</b>	<b>3,328,356</b>

**3. Funding/Fundraising**

**Funding:**

**New York State Budget Running Late** – As of April 10, New York State has not yet enacted a 2023-24 budget, which was due on April 1.

**One House Bills Encouraging** – In mid-March, the NY State Assembly and Senate released their proposed changes to the Governor’s Budget Proposal, also known as “one house budgets.” The proposals contain good news for libraries:

	<b>Governor Proposed</b>	<b>Senate Proposed</b>	<b>Assembly Proposed</b>
<b>Operating Aid:</b>	\$96,127,000	\$103,127,000 (+7 million)	\$104,627,000 (+8.5 mil.)
<b>B&amp;ECPL Share:</b>	\$2,898,777	\$3,109,867 (+211,090)	\$3,155,100 (+256,323)
<b>Construction Aid:</b>	\$14,000,000	\$39,000,000 (+25 million)	\$54,000,000 (+40 mil.)
<b>B&amp;ECPL Share:</b>	\$639,958	\$1,782,740 (+1,142,782)	\$2,468,410 (+1,828,452)

Since the Governor’s Budget Proposal reduced Library Operating Aid by \$3.5 million and Construction Aid by \$20 million over the prior year’s enacted budget, the Legislature’s recommendations would both restore and improve Library funding.

**Fundraising:**

<b>Campaign Name</b>	<b>Campaign Dates</b>	<b>Raised to Date</b>
Annual Appeal Total	January 1 – March 31, 2023	\$52,385.92

**Grant Updates** – A grant request was submitted to Documentary Heritage and Preservation Services for New York for a Preservation Survey Assessment for Special and Rare Collections. Final Reports were completed for American Rescue Plan Act funds for Digital Inclusion and Library Museum Partnership Project. A meeting was held with the Ralph C. Wilson, Jr. Foundation to discuss spending down the Sports Kit Lending program.

**Mass Email** – A Program Highlight email for *Library By Mail* was sent March 2 to over 2,020 past donors.

**Online Store** - In the first quarter of 2023, six items were purchased totaling \$140.34.

#### 4. Facilities

**Crane Branch Library** - Phase 2 Construction is progressing well, with completion expected in late spring.

**Isaías González-Soto Branch Library** – Construction was delayed by COVID-related supply chain and timing issues. Phase 1 is now expected to conclude later this spring.

**New Signage** – Graphics Department Manager **Dawn Stanton** and **Darlene Pennachi** produced new signage for the Concord, Merriweather, Collins, Kenilworth, Kenmore, City of Tonawanda, Audubon, Lackawanna, Clarence, Panty, and Central Libraries

#### 5. Staff Development

**De-Escalation Training** – Erie County Commissioner of Mental Health Mark O'Brien presented *De-Escalation and Safety Training* to B&ECPL managers and directors at their monthly meeting on March 8.

**Virtual Conferences** – Information Services and Outreach Librarian **Andrew Maines** attended the Patent & Trademark Resource Center Annual Training Seminar from March 27 – 30. Information Services and Outreach Librarian **Carol Kowalik-Happy** attended the 2023 Women's Entrepreneurship Symposium through the month of March. Collection Development Librarian **Michelle Snyder** attended Middle Grade Magic 2023 on March 9.

**Webinars** – Staff also attended a variety of pertinent webinars throughout March, including *Dynamic Shelving* (presented by Demco), *Library Policies for Today's Communities* (presented by WebJunction), and *Universal Design and Universal Design for Learning Foster Inclusion, Equity, Diversity, and Accessibility Solutions (IDEAS) in Libraries* (presented by Niche Academy).

## 6. Communications

### Media:

Type of Communication	Topic	Air Date/Publish Date
Live TV program	Value of Libraries, including local history collections and children's programming	AM Buffalo - WKBW TV, Channel 7, March 2
Media release	Temporary Hours @ Central Library	March 9 – picked up by all local media
Taped Zoom TV interview with Director Spears	Temporary Hours @ Central Library	WGRZ TV, Channel 2 March 9 and March 10
Taped Zoom TV interview with Director Spears	Temporary Hours @ Central Library	WKBW TV, Channel 7, March 9 and March 10
Taped TV interview with Director Spears	Temporary Hours @ Central Library	WKBW TV, Channel 7, March 10
Phone interview with Director Spears	Temporary Hours @ Central Library	The Buffalo News, March 10, 11
Taped radio phone interview with Director Spears	Temporary Hours @ Central Library	WBEN Radio, March 10, 11, 12
Live radio interview with Director Spears	Temporary Hours @ Central Library	WBEN Radio, March 13
Taped TV interview with Director Spears	Temporary Hours @ Central Library	WGRZ TV, Channel 2, March 13
Taped TV interview with Director Spears	Temporary Hours @ Central Library	WIVB TV, Channel 4, March 13
Taped TV interview with Director Spears	Temporary Hours @ Central Library	WKBW TV, Channel 7, March 14
Phone interview with Director Spears	Temporary Hours @ Central Library	The Buffalo News, March 14
Taped radio interview with Director Spears	Temporary Hours @ Central Library	WBEN Radio, March 15
Taped radio interview with Director Spears	Temporary Hours @ Central Library	WBEN Radio, March 20
Live TV interview with Director Spears	Temporary Hours @ Central Library	WIVB TV, Channel 4, March 21
Taped TV interview with Director Spears	Temporary Hours @ Central Library	WKBW TV, Channel 7, March 21
Phone interview with Director Spears	Temporary Hours @ Central Library	The Buffalo News, March 23
Taped radio interview with Director Spears	Temporary Hours @ Central Library	WBEN Radio, March 24
Live TV interview with Director Spears	Temporary Hours @ Central Library	WIVB TV, Channel 4, March 24
Taped radio interview with Librarians Dan Caufield & Maria Lowe and patrons	Temporary Hours @ Central Library	WBEN Radio, March 27
Media Release	Restoration of Hours @ Central Library	March 24, covered by all media
Media Release & Media Event with Director Spears -	Polish Arts Club of Buffalo Dedicates Józef Sławiński <i>Spirit of</i>	March 15 – event covered by the AM Pol Eagle,

attended by Erie County Executive Mark Poloncarz	<i>Buffalo Mural At Downtown Central Library</i>	WIVB TV, Channel 4, and WKBW TV, Channel 7
Taped TV interview with Director Spears	<i>Spirit of Buffalo Mural</i>	WGRZ TV Channel 2, March 16
Taped interview with Director Spears	Comparing library statistics, literacy accessibility in Buffalo and the evolution of local libraries	Investigative Post, taped March 22 – no air date scheduled
Taped interview with CFO Ken Stone	Discussion about library budgets over the past 15 years including closures	Investigative Post, taped March 31 – no air date scheduled
Taped interviews with patrons at the Merriweather Branch Library	Community literacy	Investigative Post, taped March 31 – no air date scheduled

**Social Media:**

	Staff Activity		Public Activity		Followers	
	Month	YTD	Month	YTD	Month (New)	Total
Facebook	129	334	2,622	6,317	51	11,659
Flickr	153	153	4,181	17,093	-	59
Google Ads <sup>1</sup>	N/A	N/A	-	-	N/A	N/A
Instagram	12	59	1,768	6,203	143	4,842
Pinterest	-29	53	160	286	-7	2,108
Podcast <sup>2</sup>	2	6	N/A	N/A	N/A	N/A
TikTok	1	1	452	682	23	455
Twitter	57	185	730	1,728	-5	11,029
YouTube	5	26	1,213	3,959	6	500
<b>Total</b>	<b>330</b>	<b>817</b>	<b>11,126</b>	<b>36,268</b>	<b>211</b>	<b>30,652</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**

**Buffalo Astronomical Association - Daniel Caufield** coordinated and spoke at the *Buffalo Astronomical Association's General Members Meeting* held at the Central Library on March 11. BAA members Michael Humphrey, Ernie Jacobs, and Timothy Collins presented on the care and maintenance of telescopes, astrophotography, and upcoming astronomical events. Additionally, **Daniel** spoke about library resources and the Library's NASA Backpacks program that allow patrons to check out a telescope and other astronomy related items for free with a library card.

**New York State Office of Probation and Correctional Alternatives** – Beginning April 3, the Central Library in partnership with OPCA will host *Ready, Set, Work!*, a re-entry and job readiness training program for recently incarcerated people. The program runs for five weeks and is sponsored by Spectrum Health.



**New York Immigration Coalition - Kuniko Simon** participated in *Immigrant Tea Time*, a virtual discussion/information session about work and labor, which was hosted by the New York Immigration Coalition on March 16.

**Taskforce to End Youth Homelessness** - On March 30, **Susan Buttaccio** attended a *Taskforce to End Youth Homelessness* meeting that took place for the first time in about a year. The taskforce gathers community and government organizations together to identify and assist young people that are experiencing housing insecurity by sharing knowledge and resources.

**University at Buffalo Libraries - Susan Buttaccio** and Special Collections Librarian Trainee **Isaac Johnson** met at the Central Library on March 27 with Ronald Gaczewski, Preservation and Annex Operations Strategist at the University at Buffalo Libraries, to assess the Buffalo News clippings file recently acquired by the Library.

**University of Rochester - Susan Buttaccio** met virtually with Rosemary Hegl from the University of Rochester on March 21 to begin planning sessions for the upcoming *Folger Shakespeare Conference*, which will take place at the Central Library the last week of April 2023. Professor Hegl will be utilizing the Grosvenor Room’s Playbill collection to tell the story of Shakespeare performances in Buffalo during the Gilded Age. Professor Hegl also visited the Central Library on March 23 to continue her research.

**Other Meetings** – B&ECPL staff were also in contact or attended meetings with representatives of the following organizations:

- Erie County Department of Social Services
- Erie County Office for People with Disabilities
- New York State Department of Labor
- Western New York Library Resources Council Committees
- YMCA Buffalo Niagara

## 8. Director Activities

### Meetings/Events Attended by Director March 2023

Date	Meeting/Event
March 1, 2023	Meeting - Dorinda Darden
March 1, 2023	Meeting - Ken Stone
March 2, 2023	Virtual Meeting - Adiam Tsegai, Acting President, ECC
March 2, 2023	Virtual Meeting - Erie County Cultural Colleagues
March 2, 2023	Meeting - Dorinda Darden, Samantha Purpora
March 8, 2023	Meeting - B&ECPL Managers/Directors
March 8, 2023	Interview Presentation - Librarian III, Children's Programming & Outreach
March 8, 2023	Meeting - Dorinda Darden
March 8, 2023	Meeting - Ken Stone
March 9, 2023	Meeting - Benjamin Swanekamp & Monica Boutin, Erie County Executive's Office

Minutes of the Board of Trustees

March 9, 2023	Meeting - Pastor James Giles, Back to Basics Ministries
March 9, 2023	Interview Presentation - Librarian III, Children's Programming & Outreach
March 9, 2023	Meeting - B&ECPL Board of Trustees Executive Committee
March 9, 2023	Media Interview - WGRZ TV Channel 2
March 9, 2023	Media Interview - WKBW TV Channel 7
March 10, 2023	Interview Presentation - Librarian III, Children's Programming & Outreach
March 10, 2023	Conference Call - Dr. Will Keresztes, Buffalo Public Schools
March 10, 2023	Media Interview - Buffalo News
March 10, 2023	Media Interview - WIVB TV Channel 4
March 10, 2023	Media Interview - WBEN Radio
March 10, 2023	Event - Retirement Celebration for Roseanne Butler-Smith, Amherst Public Library
March 11, 2023	Conference Call - Benjamin Swanekamp, Erie County Executive's Office
March 13, 2023	Media Interview - WBEN Radio
March 13, 2023	Media Interview - WIVB TV Channel 4
March 13, 2023	Meeting - Evolv Technology
March 13, 2023	Media Interview - WGRZ TV Channel 2
March 13, 2023	Meeting - Staff Forum Preparation
March 14, 2023	Virtual Meeting - Staff Forum
March 14, 2023	Media Interview - Buffalo News
March 14, 2023	Meeting - Buffalo Branch Managers
March 14, 2023	Media Interview - WKBW TV Channel 7
March 14, 2023	Virtual Meeting - PULISDO
March 14, 2023	Virtual Meeting - Erie County Probation Department
March 15, 2023	Virtual Meeting - WNY Digital Equity Coalition
March 15, 2023	Media Interview - WBEN Radio
March 15, 2023	Meeting - Dorinda Darden
March 15, 2023	Event - Unveiling of the <i>Spirit of Buffalo</i> Mural at Central Library
March 15, 2023	Meeting - Erie County Executive Mark Poloncarz
March 15, 2023	Meeting - Library Foundation of Buffalo & Erie County
March 16, 2023	Media Interview - WGRZ TV Channel 2
March 16, 2023	Meeting - Return to Regular Hours Planning
March 16, 2023	Meeting - Barbara Lark, Buffalo Public Schools
March 16, 2023	Meeting - B&ECPL Board of Trustees
March 17, 2023	Meeting - Joy Testa Cinquino
March 20, 2023	Meeting - Administrative Team
March 20, 2023	Media Interview - WBEN Radio
March 21, 2023	Media Interview - WIVB TV Channel 4
March 21, 2023	Meeting - Samantha Purpora
March 21, 2023	Meeting - Compeer
March 21, 2023	Meeting - Barbara Lark, Buffalo Public Schools
March 21, 2023	Meeting - ErieNet Board of Directors
March 21, 2023	Virtual Meeting - WNYLRC Board of Trustees
March 21, 2023	Media Interview - WKBW TV Channel 7
March 22, 2023	Event - Western New York Internet & Digital Equity Listening Session
March 22, 2023	Media Interview - Investigative Post

March 22, 2023	Meeting - Christine Bartholomew Board Orientation
March 23, 2023	Conference Call - Robert Patterson, Bond Schoeneck & King
March 23, 2023	Meeting - Dorinda Darden, Samantha Purpora
March 23, 2023	Meeting - Evolv Technology
March 23, 2023	Media Interview - Buffalo News
March 23, 2023	Meeting - Orientation with Peacemakers, Staff, Sheriff Deputies
March 24, 2023	Meeting - Joy Testa Cinquino
March 24, 2023	Media Interview - WBEN Radio
March 24, 2023	Media Interview - WIVB TV Channel 4
March 27, 2023	Conference Call - Robert Patterson, Bond Schoeneck & King
March 27, 2023	Interview - Director of Security & Safety Management
March 27, 2023	Meeting - Gonzalez Furniture
March 28, 2023	Meeting - Samantha Purpora
March 28, 2023	Meeting - Central Library Planning
March 28, 2023	Meeting - Ken Stone
March 29, 2023	Meeting - B&ECPL Capital Projects
March 29, 2023	Interview - Director of Security & Safety Management
March 29, 2023	Meeting - Dorinda Darden
March 30, 2023	Meeting - Dorinda Darden, Samantha Purpora
March 30, 2023	Meeting - Construction Team - New York State Library
March 30, 2023	Event - BABEL
March 31, 2023	Meeting - Joy Testa Cinquino
March 31, 2023	Virtual Meeting - ALA Intellectual Freedom Manual

## Appendices

### A. Monthly Statistics

#### System Programming Statistics:

Regular/Virtual	Number of Programs		Total Attendance	
	Month	YTD	Month	YTD
<b>Regular*</b>				
Adults	956	2,554	2,610	6,410
Children 5 and under	990	2,879	4,260	10,838
Children 6-11	1,805	5,922	3,756	10,865
Intergenerational/Combined	4,216	13,066	8,327	23,583
Teens	387	961	1,205	2,994
<b>Regular Total</b>	<b>8,354</b>	<b>25,382</b>	<b>20,158</b>	<b>54,690</b>
<b>Regular Total</b>	<b>8,354</b>	<b>25,382</b>	<b>20,158</b>	<b>54,690</b>
<b>Virtual</b>				
<b>Live Virtual</b>				
Adults	30	70	442	944
Children 5 and under	2	3	1	3
Children 6-11	1	3	65	88
Intergenerational/Combined	7	18	285	741
Teens	21	46	63	125
<b>Live Virtual Total</b>	<b>61</b>	<b>140</b>	<b>856</b>	<b>1,901</b>
<b>Recorded Virtual</b>				
Adults	9	16	100	471

Children 5 and under	0	0	0	0
Children 6-11	2	4	435	660
Intergenerational/Combined	10	25	415	830
Teen	1	1	20	20
<b>Recorded Virtual Total</b>	<b>22</b>	<b>46</b>	<b>970</b>	<b>1,981</b>
<b>Virtual Total</b>	<b>83</b>	<b>186</b>	<b>1,826</b>	<b>3,882</b>
<b>Grand Total</b>	<b>8,437</b>	<b>25,568</b>	<b>21,984</b>	<b>58,572</b>

\*Regular programs include group programs, one-on-one programs, and self-directed programs (including individual take & 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/2023-circulation-public-access-computer-wifi-and-library-visits-detail](http://www.buffalolib.org/monthly-statistics/2023-circulation-public-access-computer-wifi-and-library-visits-detail).

**B. Contracting Library Activity Reports**

**Newstead Public Library** – submitted by Kristine Sutton, Director

**Good for the Neighborhood** – In March, the library cohosted a quarterly Good for the Neighborhood Health and Wellness Event with the Independent Health Foundation and the Akron Newstead Senior Center. Nearly 100 community members received free health screenings, produce, and wellness information. During our August event, we will distribute backpacks and school supplies!

**CPR/AED Training** – Library staff participated in the HeartSaver CPR and AED training at the library.

**Programming** – We offer a variety of monthly programs for adults and children. Very popular with adults is Tai Chi, Mahjong, and monthly crafting with Julie. Our Native Plant Program with a local gardener was enjoyed by many. Tuesdays have become Toddler Tuesday with alternating toddler time and Feelings Rock Music Class. We have up to 24 toddlers with a parent each week! For the older children, Homeschool STEAM, Lego Club, and Rainbow Youth are well attended.

**Outreach** – The Newstead Public Library visits the local APA Nursery School and OneChurch Playgroup each month to share a story and promote library events.

**Partnerships** – The library has partnered with the Akron Elementary School and Akron Newstead Senior Center to bring BookMark Buddies, a reading program, to the library. This is an hour long weekly after school program at the library where children are partnered up with a senior adult volunteer to enjoy reading together. Each Wednesday since December, 24 2<sup>nd</sup> and 3<sup>rd</sup> grade children are bussed to the library for

reading time with their buddy and then picked up by parents. This amazing program is truly the highlight of our week!

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

**Storytimes** – We are currently offering six storytime programs per week for children and their caregivers. Programs are offered for ages six months to two years, and two years to five years.

**University Express** – Coordinated by the Erie County Department of Senior Services, these free classes for those 55 and older focus on a variety of topics and are presented by passionate, knowledgeable instructors. We will offer 15 class during the semester that begins in early May.

**Library Redesign** – In an effort to create a more open, welcoming environment, the City of Tonawanda Public Library utilized funding from the B&ECPL System and the New York State Assembly to replace the library's carpet and numerous furnishings, including shelving and seating. Key to the redesign was the introduction of elements of play in the children's area.

**Community Reading Garden** – Thanks to a grant award from the Tonawanda Fund, the City of Tonawanda Public Library is in the process of designing and installing a Community Reading Garden. Construction of the garden is expected to begin later this year. We will support the garden with outdoor programs.

Agenda Item G – Report of the Association of Contracting Library Trustees (ACT)/ Contracting Library Trustee Report. ACT President Martha Buyer first thanked Director Spears for his support of her library's board chair this week. She also thanked ADD Darden for her support of ACT. She reported ACT is planning to hold its next workshop on May 20. She will share more details as they are confirmed.

Agenda Item G.1 – Contracting Library Liaison Report(s). Trustee Bucki reported the dedication event on April 15 for the reopened Audubon Branch of the Amherst Public Library was very nice. Trustee Craik reported he attended a meeting of the Town of Collins Public Library Board of Trustees. They had an interesting discussion about attracting younger people to serve on library boards.

Agenda Item H – Public Comment. Odessa Hunter commented she had requested a response to her letter dated January 19 at the previous meeting and had not received a response. Trustee El-Behairy noted she had met with Director Spears in the past month. Hunter clarified she wanted a written response retracting a previous letter. Director Spears stated responses have been made to previous communications but he does not know what letter she wants retracted. He acknowledged an incident had occurred in October 2021 and improper procedures were addressed with staff. Previous

correspondence indicates this as well. Hunter left copies of a letter for the Board's review and asked for a written response before the May Board meeting.

Agenda Item I - Unfinished Business. None.

Agenda Item J - New Business.

Agenda Item J.1 - Filing NYS Annual Reports: B&ECPL Public Library and Library System 2022 Reports. Director Spears explained Resolution 2023-14 as presented. Trustee Sasiadek asked if there was a redundancy in the RESOLVED clauses; Director Spears noted each referred to a separate report. Following this explanation, Trustee T. Johnson moved for approval, Trustee Panty seconded, and the following was approved unanimously.

#### RESOLUTION 2023-14

WHEREAS, the Library System Basic Aid, Local Library Services Aid, Local Services Support Aid, Central Library Services Aid, Coordinated Outreach Library Services Aid, State Correctional Facilities Aid and Services to County Jails (Interinstitutional) Aid are annual New York State statutory aid programs aimed at assisting library systems, central libraries, and local libraries in developing collections and providing services to their constituents and have provided significant funding for many years, and

WHEREAS, in order to maintain the Buffalo & Erie County Public Library's charter as well as qualify for State Aid funds, the B&ECPL must file reports annually with New York State Library's Division of Library Development summarizing achievements, activity, and financial performance, and

WHEREAS, the B&ECPL files both a Public Library Report and a Library System Report, while each contract library also files a Public Library Report, now therefore be it

RESOLVED, the B&ECPL Board of Trustees assures the B&ECPL *Annual Report for Public and Association Libraries - 2022* has been reviewed and accepted and assures the Library operated under its approved Plan of Service in accordance with the provisions of Education Law and the Regulations of the Commissioner, and be it further

RESOLVED, the B&ECPL Board of Trustees assures the *Annual Report for Library Systems - 2022* has been reviewed and accepted and assures the Library System operated under its approved Plan of Service in accordance with the provisions of Education Law and the Regulations of the Commissioner, and be it finally

RESOLVED, the B&ECPL Board of Trustees assures the B&ECPL System will be operating under its approved Plan of Service in accordance with the provisions of

Education Law and the Regulations of the Commissioner and assures the "Budget Summary" has been reviewed and accepted.

Trustee Craik left the meeting at 5:13 p.m.

Agenda Item K - Executive Session. Director Spears indicated there was a need to enter Executive Session to discuss a disciplinary matter regarding a Library employee. Trustee T. Johnson moved to enter Executive Session at 5:14 p.m., Trustee Panty seconded, and approval was unanimous. All Board members, Director Spears, and COO Doyle were invited to remain in the room and a breakout room was created virtually. Staff and public were asked to leave the room or remain on the main line.

Trustee T. Johnson left the meeting at 5:37 p.m.

At 5:39 p.m., on a motion by Trustee Amodeo, seconded by Trustee Bucki, the Board concluded Executive Session and reconvened in public session. No action was taken in Executive Session.

There being no further business, on a motion by Trustee Amodeo with a second by Trustee Bedenko, the meeting was adjourned at 5:40 p.m.

Respectfully submitted,

Joel Moore  
Secretary