

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

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

Kimberly Johnson, Chair  
Carima El-Behairy, Vice Chair  
Joel Moore, Esq., Secretary  
Prof. Christine P. Bartholomew, Esq.  
Kathleen Berens Bucki, MLS  
Lucy A. Candelario  
John D. Craik\*  
Frank Gist  
Sharon M. Kelly, Esq.  
Elaine M. Panty

\*Trustee Craik attended the meeting remotely due to an extraordinary circumstance; pursuant to the B&ECPL Procedures for Trustee Videoconferencing, he was a full participant in the meeting.

Chair Kimberly Johnson called the meeting to order at 4:01 p.m. A call of the roll was taken. A quorum was present.

Agenda Item B – Approval/Changes to the Agenda. Chair Johnson entertained a motion to revise the agenda. Director Spears proposed that because of Chief Financial Officer Ken Stone’s retirement party beginning at 4:30 p.m., Agenda Item E.3 – Budget and Finance Committee be presented directly after Agenda Item C - Minutes of the Meeting of June 15, 2023. Director Spears also proposed walk-on Resolution 2023-27, a resolution honoring CFO Stone for his service to the Library. Trustee Panty made a motion to approve changes to the agenda, Trustee Bucki seconded, and this was approved unanimously.

Agenda Item C – Minutes of the Meeting of June 15, 2023. Trustee Kelly stated that she was in attendance for the June 15, 2023 meeting but was not listed as one of the attendees. Trustee Panty motioned to approve the minutes as amended, Trustee El-Behairy seconded, and this was approved unanimously.

Agenda Item E.3 – (Taken out of order.) Budget and Finance Committee. CFO Stone introduced Assistant Deputy Director-Controller Emily Patronik and briefly summarized her previous work experience.

Trustee Moore arrived at 4:08 p.m.

Agenda Item E.3.a – Establishing Authorized Signers for B&ECPL. ADD-Controller Patronik explained the resolution as presented. Since CFO Stone is retiring next month, ADD-Controller Patronik explained the need for updating signers with the bank. The bank was requesting a Board resolution in order to make these changes. Trustee Kelly motioned for approval, Trustee Candelario seconded, and the following was approved unanimously.

#### RESOLUTION 2023-24

WHEREAS, the Board of Trustees of the Buffalo & Erie County Public Library (B&ECPL) recognizes the need for authorizing signatures on checks, now therefore be it

RESOLVED, that the Board of Trustees of the B&ECPL hereby authorizes the following positions to sign checks in payment of goods and services:

- Director
- Deputy Director
- Controller
- Library Administrative Manager.

Agenda Item E.3.b – Amend 2023 Operating and Grant Budgets: NYS Recurring Aid. ADD-Controller Patronik explained the resolution as presented. The State Library has released its final 2023-2024 recurring library aid charts which detail the funds to be received by the Library. Overall operating and recurring grant aid will decrease \$26,400. Of this change, \$28,161 is a decrease in Operating Aid and \$1,761 is an increase to various recurring grants. ADD-Controller Patronik went on to explain that, as discussed in previous meetings, interest and earnings are significantly higher in 2023, and they recommend offsetting the decrease with this revenue. Trustee Panty motioned for approval, Trustee Gist seconded, and the following was approved unanimously.

#### RESOLUTION 2023-25

WHEREAS, the Buffalo & Erie County Public Library receives recurring state aid to support various library activities, some of them budgeted in the library operating budget and some in the library grant budget, and

WHEREAS, final amounts for the State's 2023-2024 fiscal year are now known, and

WHEREAS, the combined recurring operating and grant aid will decrease by \$26,400 from the 2023 budgeted amounts, and

WHEREAS, the Library wishes to adjust the operating and grant budgets to reflect the above changes, now therefore be it

RESOLVED, that the B&ECPL Board of Trustees approves amending the 2023 grant and operating budgets to implement the following revenue and expenditure budget increases:

	<b>2023</b>	<b>State</b>		
	<b>B&amp;ECPL</b>	<b>Enacted</b>	<b>Revenue</b>	<b>Expense</b>
<b>Grant</b>	<b>Budget</b>	<b>Budget</b>	<b>Increase</b>	<b>Increase</b>
Central Library Book Aid	\$69,147	\$69,300	\$153	\$153
Central Library Development Aid	\$295,435	\$296,086	\$651	\$651
Continuity of Service	\$47,789	\$47,895	\$106	\$106
Coordinated Outreach	\$183,431	\$183,835	\$404	\$404
Library Services to County Corrections	\$8,380	\$8,399	\$19	\$19
New York State Library Automation	\$73,956	\$74,287	\$331	\$331
Library Services to State Corrections	\$43,701	\$43,798	\$97	\$97
<b>Total NY State Recurring Grants</b>	<b>\$721,839</b>	<b>\$723,600</b>	<b>\$1,761</b>	<b>\$1,761</b>
		<b>Revenue</b>		
		<b>Change</b>		
<b>Operating</b>				
408140 State Aid - Library System		(\$27,646)		
408150 State Aid - Member Libraries		(\$515)		
445030 Interest & Earnings		\$28,161		
<b>Total Operating Change</b>		<b>\$0</b>		

Agenda Item E.3.c – 2024 Proposed Budget Guidance. ADD-Controller Patronik explained the resolution as presented. She stated that this is a routine resolution that allows the Library Director to prepare a draft budget request consistent with the guidelines. This also allows the Library Director to submit the request to Erie County since there is no Board meeting before the budget is due. Director Spears stated that there are some updates with the budget that he wishes to share with the Board. He explained that typically the Library is guaranteed a 2% increase in the budget each year. Last year there were contract negotiations for CSEA and AFSCME where they received a lump sum and an increase in salary. He stated that Erie County drives those negotiations and that they were extremely helpful in covering their initial costs. It became apparent that the 2% increase in our tax levy would not be adequate to cover them in the 2023 Budget. Therefore, Erie County gave the

Library a 7% increase in the budget. In 2024, the Library has been informed to stay as close to 2% as possible. Director Spears explained that when the Library looks at what the increases in salaries are for existing positions, there will be over \$700,000 worth of increases in personnel costs, an amount which does not include benefits. A 2% increase in tax revenue is approximately \$580,000. Director Spears went on to explain that they have communicated with Erie County that there needs to be a discussion regarding the 2024 budget. He stated that there is a meeting scheduled with representatives from the Erie County Budget Office on Monday, July 31. Director Spears concluded by saying that the Board will receive a balanced budget for their approval. Trustee Gist motioned for approval, Trustee Kelly seconded, and the following was approved unanimously.

RESOLUTION 2023-26

WHEREAS, the Library recently received Year 2024 budget instructions from the Erie County Budget Office, with budget requests due to the Erie County Budget Office no later than August 4, 2023, which is before the next scheduled Board meeting, and

WHEREAS, in order to provide a timely response to the County, proposed budget preparation and review criteria were transmitted electronically for review by the Board's Budget & Finance Committee, and

WHEREAS, it is in the Library's interest for Library trustees to articulate guidelines for preparing the 2024 Budget request, designate the Library Director as responsible for preparing a draft budget request consistent with these guidelines, and submit the request to Erie County, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library hereby directs the Library Director to complete the 2024 Budget request utilizing the following criteria:

- Incorporate a \$.80 per hour increase in the New York State minimum wage effective January 1, 2024 impacting page and, to maintain a \$1.00 per hour differential, senior page wage rates;
- Incorporate the cost of contracted bargaining unit agreements, a reserve for units with expired contracts and/or non-represented personnel whose previously approved Board resolutions expire in 2024, and rate changes for contractually obligated fringe benefits including health insurance and employer contributions to the New York State and Local Retirement System; and
- Prioritize public access to libraries in any budget adjustments needed to balance the 2024 Budget request, and be it further

RESOLVED, that the Director transmit the resulting request to the County of Erie's Division of Budget and Management as close to the deadline as schedules and preparation time will allow.

Agenda Item E.3.d – Monthly Financial Report. The monthly financial report for the year as of May 31, 2023, month-end close was included in the Board packet as an information item. ADD-Controller Patronik communicated that the Library is on target with their budget. The same positive trends have been occurring such as, interest and earnings increasing and the utilities coming in much lower than anticipated.

Chair Johnson requested to add a resolution to honor CFO Stone upon his retirement; this was approved by unanimous consent. She read the following resolution and presented CFO Stone with a framed plaque. Trustee Bucki motioned for approval, Trustee Bartholomew seconded, and the following was approved unanimously.

RESOLUTION 2023-27

WHEREAS, **KENNETH STONE** first joined the Buffalo & Erie County Public Library as the Deputy Director and Chief Financial Officer on September 30, 1996, and

WHEREAS, before coming to Buffalo, he was the Budget Director of the City of Spokane, WA and Program Development & Audit Manager and Senior Management Analyst in the City of Anaheim, CA, and

WHEREAS, he has been responsible for planning, developing, and directing the financial operations of the B&ECPL, and

WHEREAS, he has produced, monitored, and presented on operating and capital budgets, as well as developed and implemented the Library System's financial policies and reporting requirements, and

WHEREAS, for over a quarter of a century, he has developed and presented the Library's financial forecast to the B&ECPL Board of Trustees, member library boards of trustees, Erie County legislators, New York State legislators, Buffalo city officials, community groups, the press, and Library staff members, and

WHEREAS, he was instrumental in leading the Library in replacement of the financial system with an integrated enterprise resource management system, and

WHEREAS, under his guidance, construction projects made facilities more accessible, increased building efficiency, and improved the patron experience at libraries throughout the B&ECPL, and

WHEREAS, during his tenure, he has also managed the Library's Business Office, Maintenance, and Shipping/Receiving functions, and

WHEREAS, under his tireless guidance, the B&ECPL has run in a fiscally responsible manner, now therefore be it

RESOLVED, that in recognition and appreciation of KENNETH STONE's diligence and devotion demonstrated in his nearly 27 years of service to this organization, the Library Board of Trustees, on behalf of the Library and the community at large, expresses its profound gratitude and deepest respect, and be it further

RESOLVED, the Board of Trustees, Library Administration, and Library staff, with the utmost regard, wish him all the best in health and happiness in his retirement.

The Board members wished CFO Stone the best in the future, and they proceeded to take a photo commemorating the occasion.

CFO Stone went on to acknowledge and thank the Board for the role they play within the Library System. He also expressed his gratitude for their support over the years and the longest level of support from Trustee Panty.

Agenda Item D – Report of the Chair. Chair Johnson stated that she attended the *Mid-Year Budget Hearing* at the Erie County Legislature with Director Spears, CFO Stone, and ADD-Controller Patronik on July 12. She explained that they introduced ADD-Controller Patronik and it went well. Chair Johnson also expressed that she attended the *Buffalo Black Achievers Youth Academy Award Ceremony* and was able to add to the event through her work with Second Generation Theatre, Ujima Company, Inc. Theatre, and Shea's 710 Theatre on the musical *The Color Purple*. Two of the cast members from the musical attended the award ceremony and performed for the attendees. Chair Johnson explained that she has another matter to discuss, but she will be tabling it because of CFO Stone's retirement party.

Agenda Item D.1 – Intermit August Meeting. Chair Johnson explained the resolution as presented. She also added that if anything significant comes up, the Executive Committee will handle it. Trustee Panty motioned for approval, Trustee Candelario seconded, and the following was approved unanimously.

#### RESOLUTION 2023-18

WHEREAS, Article II, Section 1 of *Bylaws of the Buffalo & Erie County Public Library* states: "the Board may, by resolution, intermit meetings for a particular month or months," and

WHEREAS, in the past, the Board has suspended meetings during summer months when Library business permits, and

WHEREAS, the Library Board will meet in September 2023, and

WHEREAS, Article VI, Section 1 of *Bylaws of the Buffalo & Erie County Public Library* states: "The Executive Committee, in intervals between meetings of the Board of Trustees, shall have all the powers and duties of the Board of Trustees not inconsistent with law. All Trustees should be notified of any actions within three (3) business days," and

WHEREAS, absent other urgent business, this action enables the Library Board to intermit its regular August meeting, now therefore be it

RESOLVED, that the August 2023 meeting of the Buffalo & Erie County Public Library Board of Trustees is hereby intermitted.

#### Agenda Item E – Committee Reports.

Agenda Item E.1 – Executive Committee. The Executive Committee met on July 13, 2023. A copy of the written report was included in the Board packet. Trustee El-Behairy briefly summarized the report. Trustee Kelly motioned for approval to add the report to the minutes, Trustee Bucki seconded, and the following was unanimously approved.

Present: Executive Committee Chair Kimberly Johnson, Vice Chair Carima El-Behairy, and members Lucy Candelario, Elaine Panty, and Christopher Sasiadek. Also present were Director John Spears, Chief Financial Officer Ken Stone, Assistant Deputy Director – Controller Emily Patronik, and Assistant to the Director Caitlin Goodrich.

The meeting of the Executive Committee began at 4:01 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 July 20, 2023, B&ECPL Board of Trustees meeting. Director Spears stated that he will make the suggestion that the Board moves Budget and Finance Committee items to after the Minutes of the Meeting of June 15, 2023, so that CFO Stone can attend his retirement party.

For her report, Chair Johnson stated that she will discuss the Library's experience at the Erie County Legislature and how well that went. Chair Johnson mentioned the *Buffalo Black Achievers Youth Academy Award Ceremony* and that there were two performers from *The Color Purple* musical who attended and performed for the attendees. She expressed how wonderful the performance was and went on to detail the Library's partnership with the musical. CFO Stone asked about the dates for the musical. Chair Johnson stated that the dates are September 14 through October 1 and will take place at Shea's 710 Theatre.

Chair Johnson informed the Executive Committee of a situation that occurred with a fellow Board member. She stated that she wanted to be forthcoming about a phone call she received from a Board member that was not pleased with one of the Central Library' programs. Several other members of the Executive Committee stated that they also received phone calls from this specific Board member. The Board member in question was against the LGBTQ+ Pride program that took place in the Central Library's Ring of Knowledge on Saturday, June 24. Chair Johnson explained that this is not the first time the Library System has had LGBTQ+ Pride programming and as the Board Chair she does not find anything wrong with the programming and does not intend to have them stopped. She went on to elaborate on the details of the LGBTQ+ Pride program and how the fellow Board member felt about it.

Member Panty explained that she recently met with a librarian who retired three years ago. This librarian told her that drag queen storytimes and LGBTQ+ Pride programming were occurring in libraries when she was still working. Director Spears stated that the drag queen storytimes have occurred for two or three years before he became Director.

Chair Johnson wanted to emphasize that she is bringing this situation to the Executive Committee's attention so that there are no surprises if this topic is brought up at the meeting on July 20. She also wanted to clarify that the Library caters to all walks of life and does not discriminate. Discussion ensued.

Member Candelario wanted to express how offended she was by the fellow Board member in question. Further discussion ensued.

Member El-Behairy asked whether the Board needs to address this as a personal opinion and not the opinion of the Library. She also asked if a letter needs to be drafted reiterating the Board's stance and state that one Board member's opinion is not reflective of the Board as a whole. Director Spears explained that the Board will be voting on proposed amendments to the Collection Development Policy which includes the statement, "The B&ECPL Board of Trustees has adopted and declared that it shall adhere to and support the B&ECPL Mission Statement and the American Library's Association's Library Bill of Rights, Freedom to Read, and Freedom to View statements." Director Spears went on to say that Board members will be acknowledging that they are in support of intellectual freedom and people's right to choose and that they are against censorship of any kind, and that could stand in place of a letter. Discussion ensued.

Member Sasiadek asked if this specific Board member has made any public facing comments. Director Spears stated that there were comments made regarding similar topics, but it was not seen by a lot of people. Further discussion ensued. Director Spears also emphasized that the Board acts as a body, not as individuals, and if the Board starts acting in response to the individual actions of members there could be more issues. Discussion ensued.



Chair Johnson concluded her report by stating that the Board will be voting on a resolution to intermit the August Board of Trustees meeting.

Chair Johnson asked Director Spears where they will be moving CFO Stone's agenda items. Director Spears explained that those items will come after the Minutes of the June 15, 2023, meeting.

CFO Stone introduced ADD Controller Patronik and explained that she will be taking over financial functions of the Library, managing the Business Office, and adopting budget related responsibilities. CFO Stone detailed ADD Controller Patronik's experience and how well she will fit in this new position and that he has been impressed with her capabilities. CFO Stone also mentioned the new Library Purchasing Coordinator Melissa Goodrich and how he is proud of the team that is being put together. Director Spears explained that the Maintenance Department was reporting to CFO Stone, but will now be reporting to Chief Operating Officer Jeannine Doyle and ADD Controller Patronik will still be reporting to Director Spears.

ADD Controller Patronik reviewed budget and finance items. Patronik explained Resolution 2023-23 Establishing Authorized Signers for B&ECPL and that it is due to CFO Stone's retirement. CFO Stone is currently listed as a signer and in order to change that, the bank is requesting a Board resolution. Member El-Behairy asked how many signers are currently on the account. CFO Stone stated that currently it is himself, Library Administrative Manager Tracy Palicki, and COO Doyle. Director Spears explained that he will be added as an authorized signer as well. CFO Stone explained that this resolution changes the authorized signers to be by position rather than their actual name and they will not need to be changed when an employee leaves that particular position. Discussion ensued.

ADD Controller Patronik went on to explain the Resolution 2023-26 Blanket Title Change and how it ties into Resolution 2023-23 by changing position titles on several policies. Member El-Behairy asked if they should be sequential in the agenda because of their relation. Discussion ensued. It was noted that Resolution 2023-26 is moving under the Policy Committee section and will change in number to 2023-23. As a result, the following resolution numbers will change to reflect that move, however, the Board will end up reviewing the Budget and Finance Committee items first.

ADD Controller Patronik went on to review the other resolutions. The Resolution to Amend 2023 Operating and Grant Budgets: NYS Recurring Aid is now 2023-25. Resolution 2023-25 was reviewed, and it was explained that compared to the Library's 2023 budget, overall operating expenses and grant aid will decrease by \$26,400 due to the Census and our change in population. ADD Controller Patronik continued to detail this resolution.

Next, Resolution 2023-26 Proposed Budget Guidance was reviewed. ADD Controller Patronik explained that this is a recurring resolution and its purpose is for the Director to present the budget because there will not be a B&ECPL Board of Trustees meeting in August. ADD Controller Patronik explained that the minimum wage is going to be

\$15.00 an hour starting in January 2024. The wage for Senior Pages will be \$16.00 pending Board approval. Chair Johnson confirmed that this is because the Senior Pages always make more than Pages. CFO Stone explained this process and the reasons for ensuring an appropriate gap between their hourly wages. Discussion ensued. Member El-Behairy asked what the current wages are for Page and Senior Page. CFO Stone explained that it is minimum wage for a Page and \$1.00 above minimum wage for a Senior Page.

Director Spears explained that the Library was notified that must keep its increase in tax revenue close to 2% for the 2024 budget. A meeting is being scheduled with Erie County to provide clarity on what this means. Discussion ensued. Director Spears went on to explain that the Library will most likely have to dip into reserves in order to maintain services at the current level. CFO Stone stated the Library will have a better idea on how this will impact the Library after the reorganization (which is being enacted in a way that personnel costs should not increase), the inclusion of the \$1.00 increase in minimum wage for Pages and Senior Pages, and other various factors are fully costed out. Discussion ensued.

Member Panty left at 4:44 PM.

Member Panty returned at 4:45 PM.

ADD Controller moved on to the Monthly Financial Report and stated that we are on target with our budget and that we are seeing the same positive trends as in previous months. Interest earnings are still increasing and utilities are still coming in under budget.

Director Spears explained that there are two policies that have no changes recommended which are the FOIL Policy and the Accessibility of Library Services Policy. He then explained the other policies. The Collection Development Policy will have language that is reflective of what we use now. The New Construction Policy will also have minor language changes such as “[...] service needs of that region [...]”. CFO Stone explained that this relates to serving a regional need and addresses expansion issues. For example, if a library wants more meeting space, they will have to identify the unmet need that that expansion would address. The Sexual Harassment Policy changes are usually made because there were changes in the law. Finally, the Special Collections Development Policy will have a minor change regarding the transfer of materials between collections.

For the Report of the Director, Director Spears explained that he will discuss the increasing assault on intellectual freedom and its implications across the country and the IFLA World Library and Information Congress conference selection for 2024. Director Spears went on to explain that IFLA WLIC has chosen Dubai for their next conference location and there has been discussion about what this means for intellectual freedom. The government in Dubai is limiting what can be discussed during this conference, and they are not allowing meetings, sessions, or discussions on

topics relating to the LGBTQ+ community. At this point, IFLA WLIC is still moving forward with Dubai as the location. Discussion ensued.

Member El-Beahry asked about the reorganization and how Director Spears feels about it in light of the potential budget constraints. Discussion ensued. He explained that it is designed for efficiency and that positions such as the Organizational Development and Training position are necessary for us to operate at our full potential. He also stressed the lack of employees in support areas such as the Human Resources Department and the strain that is putting on existing staff and operations. His hope is to still move forward with the reorganization, as it is being done through the use of vacant positions. Discussion ensued about the reorganization.

Member El-Beahry stated there will be a Report of the Foundation and they will meet Wednesday July 19. Chair Johnson asked the Executive Committee if they plan on visiting their member libraries to which they are liaisons. Discussion ensued.

There being no further business, Member El-Beahry motioned to adjourn and Member Panty seconded. The meeting ended at 5:00 PM.

Agenda Item E.2 - Policy Committee. The Policy Committee met on July 13, 2023. A copy of the written report was included in the Board Packet. Trustee El-Beahry motioned for approval and to enter the report into the minutes, Trustee Kelly seconded, and the following report was approved unanimously.

Present: Chair Elaine Panty and members Michael Amodeo, Alan Bedenko, and Sharon Kelly. Also present were Director John Spears, Chief Financial Officer Ken Stone, Assistant Deputy Director - Controller Emily Patronik, and Assistant to the Director Caitlin Goodrich.

The meeting of the Policy Committee began at 5:07 p.m. A quorum was present.

Chair Elaine Panty noted that Member Frank Gist was not present. Assistant to the Director Goodrich stated she did not hear back from him.

Chair Panty started with the Collection Development Policy. Director Spears stated that there are no major substantive changes, but language is being clarified, and reviewed the changes that are being proposed. Director Spears emphasized that when the Board votes to pass these changes, the Board is also reaffirming their support of the Library Bill of Rights, the Freedom to Read, and the Freedom to View Statements. This signals that the library stands against censorship and that we stand for the right of people to read, view, or attend the books or programs of their choice. A motion to approve was made by Trustee Bedenko, Trustee Amodeo seconded, and this was approved unanimously.

Discussion ensued about intellectual freedom.

The Policy Committee moved on to the New Construction Policy. Trustee Bedenko asked about the language “[...] and designed to serve regions;” in Section II and asked what that refers to. CFO Stone explained that this language was changed so that unmet services of a library’s region can be met. Director Spears brought up the Orchard Park Library as an example and their need for a larger meeting space. Discussion ensued. Trustee Amodeo motioned to approve, Trustee Bedenko seconded, and this was approved unanimously.

Next, the Sexual Harassment Policy was reviewed. Director Spears explained that these changes are typically based on changes in the law and are reviewed by Chief Operating Officer Jeannine Doyle and Assistant Deputy Director - Human Resources Judy Fachko. Trustee Kelly suggested a change to Section I.A.7 to remove “[...] and the impact of the behavior on an individual is what counts.” Director Spears said he will notify COO Doyle about this change. Trustee Amodeo motioned to approve as amended, Trustee Bedenko seconded, and this was approved unanimously.

Chair Panty moved on to the Special Collections Development Policy. Director Spears explained that there will be an additional change: the addition of “; and” before “[...] Transfer from other collections” in Section IV.A.D and the correction of the attendant punctuation. Director Spears briefly explained what the addition means. Trustee Amodeo motioned to approve, Trustee Bedenko seconded, and this was approved unanimously.

No changes were recommended to the FOIL Policy or the Accessibility of Library Services Policy. Trustee Amodeo motioned to approve these policies as is, Trustee Bedenko seconded, and this was approved unanimously.

ADD Controller Patronik explained the Blanket Title Change Resolution and the need to change several policies to reflect CFO Stone’s retirement. Discussion ensued. Trustee Kelly motioned to approve, Trustee Bedenko seconded, and this was approved unanimously.

With no further business, on a motion by Trustee Amodeo, seconded by Trustee Kelly the Policy Committee adjourned at 5:25 p.m.

Agenda Item E.2.a - Amend Collection Development Policy. Director Spears reviewed proposed changes, noting efforts were made to simplify language throughout the policy. He also emphasized Section II.D.3 includes an affirmation that the B&ECPL Board of Trustees adheres to and supports the ALA’s Library Bill of Rights, Freedom to Read, and Freedom to View statements. These documents aver individuals have a right to read, view, and experience the full array of what libraries offer without censorship and books and events will be made available whether or not the majority of the public finds them appropriate. He noted a vote for this policy would reaffirm the Board’s support of these tenets.

Trustee Gist asked if pornography was included. Director Spears noted it is constitutionally protected speech, but it is not something the B&ECPL collects. Chair Johnson asked if this was something Trustee Gist wanted the Board to explore, and he indicated he did not but was trying to bring up a different issue. Chair Johnson asked him to express his actual concern.

Trustee Gist stated he was upset the B&ECPL recently hosted an event that included a drag queen storytime. He declared it was an abomination that children were being read to by a transgender man. He asked if Board members would send their children to such an event. Chair Johnson stated she had no issue with it, and Trustee Bartholomew indicated she had done so. Trustee Panty stated if a person does not approve of a particular program, they simply should not attend. Trustee Gist expressed that the public was not notified ahead of time that the program would include a transgender man. Chair Johnson noted it was on the Library's event calendar and was publicized beforehand. Trustee Candelario articulated she understood Trustee Gist was not comfortable with the event, but that does not mean it was not acceptable for others. Trustee Gist asked if an employee would be chastised if they were uncomfortable with the event. Chair Johnson stated that is a different issue and was not the matter being discussed. Trustee Gist asked about patrons who showed up without checking the event calendar. Chair Johnson stated the event was open for everyone. Trustee Bartholomew asked Trustee Gist to clarify if his issue was with transgender individuals presenting a program or with presenters dressing in drag. Trustee Gist stated he did not see a difference. He indicated that the Library would have future issues with accusations of sexual misconduct for presenting such programs.

Trustee Bartholomew stated for the record the B&ECPL Board of Trustees does not know the gender identity of particular presenters or Library staff. She asserted the comments and discussion of this topic by individual trustees does not reflect the views of the rest of the Board.

Following this discussion, Trustee Candelario motioned for approval, Trustee Bartholomew seconded, and the following was approved by a majority vote.

#### RESOLUTION 2023-19

WHEREAS, the Buffalo & Erie County Public Library has a process for review of standing policies to ensure that they remain timely and effective, and

WHEREAS, changes are recommended to reflect a clearer definition of the scope of the collection and provide general criteria for the selection of materials, and

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

WHEREAS, the Policy Committee has reviewed and recommends the attached proposed amended Collection Development Policy for approval by the full Board, now therefore be it

RESOLVED, that the Board of Trustees of the B&ECPL adopts the proposed revisions to the B&ECPL's Collection Development Policy to supersede and replace the prevailing policy last amended September 19, 2019, and be it further

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

Agenda Item E.2.b – Amend New Construction/Library Expansion Policy. Director Spears explained the resolution as presented. He stated that the only substantive change was adding language to include regional concerns. Trustee Kelly made a motion of approval, Trustee Bartholomew seconded, and the following was approved unanimously.

RESOLUTION 2023-20

WHEREAS, the Buffalo & Erie County Public Library has a process for review of standing policies to ensure that they remain timely and effective, and

WHEREAS, the Policy Committee used this process to review and make recommendations which are reflected in the attached draft amended New Construction/Library Expansion Policy which has been vetted by B&ECPL legal counsel, and

WHEREAS, recommended changes include language to reinforce that new facilities and or expansions address unmet service needs with a regional focus, now therefore be it

RESOLVED, that the Board of Trustees of the B&ECPL adopts the proposed revisions to the B&ECPL's New Construction/Library Expansion Policy to supersede and replace the prevailing policy last amended December 20, 2018, and be it further

RESOLVED, that a copy of the approved New Construction/Library Expansion Policy be distributed to all B&ECPL libraries, Contracting Libraries, and Contracting Library Trustees as well as be posted on the B&ECPL's website.

Agenda Item E.2.c – Amend Sexual Harassment Prevention Policy. Director Spears explained the resolution as presented. He stated that the changes to this policy were made because of changes in the law. Trustee Kelly motioned for approval, Trustee El-Behairy seconded, and the following was approved unanimously.

RESOLUTION 2023-21

WHEREAS, the Buffalo & Erie County Public Library Board of Trustees adopted a Sexual Harassment Prevention Policy on December 18, 2018, and the policy has been reviewed and/or amended periodically, most recently on January 19, 2023, and

WHEREAS, B&ECPL's System Administration has recommended updates to the policy for clarification, and

WHEREAS, the Policy Committee recommends the attached proposed amended Sexual Harassment Prevention Policy for approval by the full Board, now therefore be it

RESOLVED, that the Board of Trustees of the B&ECPL adopts the proposed revisions to the B&ECPL's Sexual Harassment Prevention Policy to supersede and replace the existing policy last amended January 19, 2023, and be it further

RESOLVED, that copies of the approved amended Sexual Harassment Prevention Policy replace the existing policy in the B&ECPL Personnel Policies and Procedures Manual as Chapter 8, Section 2, and be it further

RESOLVED, that the amended Sexual Harassment Prevention Policy replace the existing policy in each Contract Library's annual agreement, Exhibit I, and be it finally

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

Agenda Item E.2.d – Amend Special Collections Development Policy. Director Spears explained the resolution as presented. Director Spears explained the two additions to this policy. Trustee Bucki noticed an extra “and” in Section IV.A.1.B. Trustee Bartholomew made a motion to approve as amended, Trustee Candelario seconded, and the following was approved unanimously.

#### RESOLUTION 2023-22

WHEREAS, the Buffalo & Erie County Public Library has a process for review of standing policies to ensure that they remain timely and effective, and

WHEREAS, changes are recommended to include an addition to the acquisitions section of the current policy, and

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

WHEREAS, the Policy Committee has reviewed and recommends the attached proposed amended Special Collections Development Policy for approval by the full Board, now therefore be it

RESOLVED, that the Board of Trustees of the B&ECPL adopts the proposed revisions to the B&ECPL's Special Collections Development Policy to supersede and replace the prevailing last amended September 19, 2019, and be it further

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

Agenda Item E.2.e - Blanket Title Change. Before the Board moved on with the proposed policy amendments, Director Spears wanted to inform the Board that two policies were brought to the Policy Committee that were not changed. The two policies were the Accessibility of Library Services Policy and the FOIL Policy. Director Spears went on to explain the resolution as presented. He explained that with CFO Ken Stone retiring and ADD-Controller Patronik coming onboard, titles in policies will need to be changed. The title "Deputy Director-CFO" is used often in several policies, and rather than bringing each policy up for review, a single policy that would serve as a blanket change from the title "Deputy Director - CFO" to "Assistant Deputy Director - Controller" is proposed. Trustee Bucki made a motion of approval, Trustee Bartholomew seconded, and the following was approved unanimously.

#### RESOLUTION 2023-23

WHEREAS, the Buffalo & Erie County Public Library has a process for review of standing policies to ensure that they remain timely and effective, and

WHEREAS, the Policy Committee recommends using this opportunity to update the title "Deputy Director - CFO" to "Assistant Deputy Director - Controller" in various policies, and

WHEREAS, changing the title of "Deputy Director - CFO" outlined in the B&ECPL policies to "Assistant Deputy Director - Controller" will not interrupt the process for review of standing policies to ensure that they remain timely and effective, now therefore be it

RESOLVED, that the Board of Trustees of the B&ECPL adopts the proposed revisions to the B&ECPL's policies to correct the titles outlined in these policies, and be it further

RESOLVED, that as policies are identified containing the title of "Deputy Director - CFO" this resolution shall allow correction by the Director without further approval of the Board of Trustees, and be it further



RESOLVED, that a copy of the approved policies to be distributed to all B&ECPL libraries, Contracting Libraries, and Contracting Library Trustees as well as be posted on the B&ECPL's website.

Agenda Item H – Report of the Director. Director Spears briefly mentioned that there have been things happening within ALA and IFLA, but in the interest of time he will report on those happenings at the September meeting. He addressed the renovation at the Crane Branch Library and explained that there have been a series of obstacles with the contractor. The construction has been slow, and the Library is now working with the City of Buffalo and the contracting company, Sicoli, to try and get the project back on track. Director Spears stated that Assistant Deputy Director Samantha Purpora, Supervisor of Building Operations & Maintenance Mark Kross, Crane Branch Library staff and Manager Taylor Harding, and CFO Stone have been doing a tremendous job on the Library's part of getting Crane Branch Library up and running. For instance, the books are on the shelves, staff is moving in, and the computers are operational. There are just linger construction issues that prevent Crane from opening. For instance, the driveway has not been poured after three months. Director Spears stressed that the Library is limited in what they can do and is working with the City of Buffalo to remedy this. He is hoping for a September opening date. Director Spears also stated that the Library will work with the City of Buffalo to draft a statement on why Crane is not open yet if these delays persist. It is now likely that Isaías González-Soto Branch Library will open before Crane.

Director Spears informed the Board that the Central Library has recently completed four staff forums. These forums gave staff the opportunity to come and ask Administration any question that they have. Topics were mainly around security, safety, and changes happening around the Central Library. He stated that they were positive events and that there were some difficult questions, but he takes that as a sign that staff is comfortable asking these difficult questions. Director Spears also mentioned that at the Washington St. entrance there are now Evolv weapons detection systems. He commended the Security staff and Chief Operating Officer Jeannine Doyle for their hard work in learning the weapons detection systems and ensuring incoming traffic runs smoothly. He also wanted to thank the Borrower Services staff, ADD Samantha Purpora, and the B&ECPL Board of Trustees for their support.

Trustee Moore asked if the Central Library was experiencing a lull in teenager presence because school is out. Director Spears explained that there are fewer teens, but summer school started last week. Trustee Moore asked if the library would have more time to implement certain policies before school starts in September and if the library is doing anything else on top of what they have already done. Director Spears stated that there are no policy changes planned but informed the Board that a meeting did occur last

week with the Buffalo Public Schools, the Buffalo Police Department, the Sheriff's Department, Erie County, NFTA, local social services agencies, Buffalo Place, and interested businesses around Lafayette Square. He went on to explain that this meeting was called by the Library and it was a very successful start. He has since had a conversation with Mayor Byron Brown about the teen issue. He also said that the teen space should be up and running by the end of the year.

Trustee Moore asked how long is the Library's contract with the Peacemakers. Director Spears explained that the Library was legally able to extend their emergency contract with the Peacemakers through the summer. He explained that an RFP was issued and the Peacemakers responded. They will still be in place at the Central Library in September. Trustee Candelario asked how the Library promotes the RFP. Director Spears stated that he knows other agencies were aware of it because they did tour the library. He stated that it is on the Erie County website and there is a link on our website to it.

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

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

**Taking Pride in Our Story** - Buffalo Common Council Member Mitch Nowakowski celebrated diversity at the Central Library on Saturday, June 24. An inclusive storytime included readings by Deaf Access Services, Pride Center of WNY, GLYS Western New York, Inc., and the Western New York Law Center. Many families enjoyed the storytime, crafts, and free book giveaway!



**Author Visit @ North Park Library** - On June 20, the North Park Branch Library hosted children's author Amber Sawyer. She read from her book *Love to Race*. In addition, she decorated horse shaped sugar cookies with our storytime guests.

**Family History Day** - The Special Collections Department held its inaugural *Family History Day* on June 10 in the Ring of Knowledge and the Grosvenor Room at the Central Library. The event was organized by Special Collections Manager **Susan Buttaccio** and Community Engagement Manager **Anne Conable**. Activities included talks by Doug Kohler, Erie County Historian, Special Collections Librarian **Adam Rubin**, and Genealogist Jeanette Sheliga. The Buffalo Genealogical Society of the African Diaspora, Buffalo Harbor Museum, Buffalo History Museum, Buffalo Irish Genealogical Society, Centro Culturale Italiano di Buffalo (Buffalo Italian Cultural Center), Iroquois Genealogy Society, Jewish Genealogical Society, Polish Genealogical Society of New York State, and Western New York Genealogical Society, Inc. participated by sharing information about their programs and services. Rare Book Curator **Amy Pickard** and **Susan Buttaccio** gave tours of the Grosvenor Room, and Genealogy Specialist **Rhonda Hoffman** led a team of volunteer genealogists in one-on-one sessions with the public. It is the Library's hope that this will be an annual event.

**Job Fair** - Adult Outreach Services Librarian **Jacob Rachwal** coordinated a *Job Fair* in collaboration with the New York State Department of Labor (NYS DOL), held at the Central Library on June 15. There were over 70 employers who participated in the event. Favorable comments were made by potential job seekers and participating organizations. The B&ECPL will be collaborating with the NYS DOL again for another *Job Fair* on September 13.

**Rare Book and Manuscript Displays** - **Amy Pickard** installed *Shakespeare's First Folio* in the Grosvenor Room at the Central Library for display throughout the month of June in honor of the 400th anniversary of its publication. Signage included a poster with a QR code linking to the Library's digitized copy of this treasured collection of Shakespeare's plays. In addition, on June 16, **Amy** installed "Poetry Penned by Poets Past," a grouping of manuscripts in the Gluck display outside the Rare Book Room.

## 1. Public Services

### Central Library:

**International Institute Tour** - On June 15, Information Services & Outreach Librarian **Kuniko Simon** hosted a tour of the Central Library for a group from the **International Institute of Buffalo**. Over 20 participants, their caseworkers, and interpreters signed up for their new library cards, learned how to use them, and were introduced to various services, including Book A Librarian/Book A Technology Trainer, LaunchPad, and TechKnow Lab. An English dictionary and coloring books from the library were handed out to them during the tour.

**Genealogy Presentations** - **Rhonda Hoffman** taught the online class *Climb Generations with Census Records* on June 14 and presented *Genealogy Part II: Digging into Census Records and Vital Records* at the Town of Evans Senior Center on June 26.

**Health and Wellness - Sophia Charles**, Graduate Fellow with the New York State Public Health Corps Fellowship Program, coordinated the *Wellness @ Central* tabling event held on June 15. At the event, 15 organizations participated in providing health and wellness resources to patrons that included information on employment, housing, literacy, food assistance, mental health services, and other programs.

**Tours & Class Visits - Susan Buttaccio** provided an in-depth tour of the Special Collections Department on June 6 to Information Services and Outreach Librarian **Maria Lowe** and a student interested in possibly pursuing a library career, and on June 27, she provided a tour of the Grosvenor Room and Special Collection exhibits to Sheryl Knab and Heidi Ziemer from the Western New York Library Resources Council and Barbara Lilley, Conservation Specialist for the New York State Education Department. **Amy Pickard** and Rare Book Clerk **Nicole Kondziela Charrette** hosted a visit to the Central Library from Hand Bookbinder and Rare Book Collector Fred Jordan, his wife Ellie Jordan, Rare Book Conservator Todd Pattison, and his wife and artist Sharon Pattison on June 9 to view the collection that Mr. Jordan curated and that is now showcased in the *Four Centuries of Bookbinding: The Jordan Collection* exhibit.

#### **Buffalo Branches:**

**Dudley Programming Highlight:** Benjamin Berry returned to Dudley Branch Library on Thursday, June 29, for another **Circus Storytime**. Nearly 30 kids enjoyed a special storytime focusing on inclusive picture books and had group playtime with scarves and hula hoops. Berry then performed a showcase of circus arts including juggling and hula hooping.

**Coles Programming Highlight:** Two Teen Manga Club virtual meetings were held by Branch Manager **Danielle Ptak** on June 5 and 12.

**Merriweather Programming Highlight:** In collaboration with the African American Veterans Arts and Culture Corporation, the Frank E. Merriweather, Jr. Branch Library hosted a weekly film series dedicated to Black Music Appreciate Month.

**East Clinton Programming Highlight:** The East Clinton Library Coloring Contest had 49 entries this month with three winners.

**Panty Programming Highlight:** Ongoing Summer reading incentive programs are in full swing! All patrons are encouraged to read to earn entry tickets to win fun prizes.

#### **Outreach:**

On Tuesday, June 22, Dudley Branch Library hosted a classroom visit with second-grade students from Lorraine Elementary/PS 72. Dudley Branch Library Manager **Libby Stengel** worked with teacher Gina Forcucci to introduce students to the Buffalo & Erie County Public Library system, highlighting materials and services for kids. Twenty-two students completed a library scavenger hunt, got new library cards, and checked out books for the first time.

TechKnow Lab Librarian **Brendan Chella** started a new outreach partnership with the Orchard Park Senior Center after several successful visits as part of the Erie County Senior Services University Express program. The senior center received enough demand that they booked Brendan separately to teach classes, starting with the *Cloud* on June 20 and continuing in July. Youth Outreach Services Manager **Chelsey Lonberger**, **Jacob Rachwal**, Children’s Librarians **Erin Burke** and **Kelly Woods**, Special Collections Senior Page **Anthony Skubis**, Frank E. Merriweather, Jr. Branch Library Technology Clerk **Harrison Oldham**, and Dudley Branch Library Senior Page **Benjamin Goupil** participated in the *Nickel City Comic Con* held at the Buffalo Niagara Convention Center from June 30 through July 2. Program flyers from libraries throughout the B&ECPL System were available to participants. In addition, staff gave away nearly 700 comic books and graphic novels. The comic books were donated to the B&ECPL from a local comic book store several years ago, and the graphic novels were provided by Project Flight. Take and Make crafts were also distributed and a Mobile Repair Café was provided. The Mobile Repair Café was funded by the Will Eisner Graphic Novel Grant for Libraries awarded to the Bookmobile.

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

	Number of Visitors		
	Month	YTD	From Opening (9/2020 to Present)
Non Tour-Related	2,000	12,923	61,506
Tour/Program	28	553	3,079
<b>Total</b>	<b>2,028</b>	<b>13,476</b>	<b>64,585</b>

**2. Collection Development**

**Physical Collections:**

	Item Adds		Title Adds		Collection Size
	Month	YTD	Month	YTD	
Juvenile Print	2,365	17,185	146	1,659	537,095
Young Adult Print	407	3,953	36	571	79,913
Adult Print	3,399	21,138	549	4,263	1,793,701
Media	3,477	16,141	281	1,537	556,245
Other*	1,960	11,241	93	441	172,895
<b>Subtotal</b>	<b>11,608</b>	<b>69,658</b>	<b>1,105</b>	<b>8,471</b>	<b>3,139,849</b>

\*Includes magazines, generic copies, and other.

**Electronic Collections\*:**

	Item Adds		Title Adds		Collection Size
	Month	YTD	Month	YTD	
eBooks	3,409	20,158	1,335	8,192	109,908

eAudiobooks	6,048	27,659	293	1,957	67,842
Digital Magazines	N/A	N/A	N/A	N/A	4,802
<b>Subtotal</b>	<b>9,457</b>	<b>47,817</b>	<b>1,628</b>	<b>10,149</b>	<b>182,552</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>21,065</b>	<b>117,475</b>	<b>2,733</b>	<b>18,620</b>	<b>3,322,401</b>

**Digital and Special Collections - Susan Buttaccio and Adam Rubin** visited the Frank E. Merriweather, Jr. Branch Library on June 1 and met with Branch Manager **Joshua Mitch** to discuss how the Special Collections Department might assist with the Miles Fordham Collection located at Merriweather. Joshua provided a tour and indicated that some assistance with collection development and help developing weeding guidelines may be of use. Special Collections Librarian Trainee **Isaac Johnson** will look into identifying resources and policies to assist the staff at Merriweather with maintaining this invaluable collection. **Susan** and **Adam** arranged to receive a small archive of oral histories by men that worked as Grain Scoopers. This project, *Spilling Grain*, was created by Journalist Kate Kaye and will provide insight into the lives of the people that worked at Buffalo’s Waterfront in the mid-to late 20<sup>th</sup> Century. **Adam** added a first batch of 495 items to the City of Buffalo Birth Records digital collection. This collection of vital records from 1850 to 1881 will contain over 9500 items upon completion.

**3. Fundraising**

**Funding:**

**Crane Library Phase 2 Construction Completion Delayed** by general contractor issues with subcontractors. A critical path item to obtaining a certificate of occupancy is completion of the back driveway and entryway as they serve as a second point of egress. The general contractor, Sicoli Construction, has repeatedly reported difficulty scheduling their subcontractor to complete this work. They have promised to secure another subcontractor to complete the work, but it is not yet complete. City of Buffalo Department of Public Works (DPW) issued the contract for this work, and DPW personnel are actively working with the architect and the Library to urge the contractor to timely address this item.

Library staff are busy unpacking and shelving library materials so the building will be ready to open once the driveway work is complete.

**Rhonda Hoffman** successfully procured \$10,000 from a generous donor, James Laur, to complete the translation of a Polish Language Directory, *Album Pamiątkowe i Przewodnik Handlowy: Osady Polskiej w Mieście Buffalo, z Dotychczasowymi Okolicznymi Miejscozuziści ze Stanu New York [Memorial Album and Business Directory of the Polish Settlement at Buffalo and Vicinity]*. Completing the translation will be an invaluable resource to researchers and genealogists seeking information about the vibrant Polish community in Buffalo at the time of its publication in 1906.

**Fundraising:**

Campaign Name	Campaign Dates	Raised to Date
Annual Appeal Total	January 1-- June 30, 2023	\$90,297.84

**Give 716**, an annual online fundraiser lead by the Buffalo Bills and Sabres Foundations, will begin on July 16 at 7:16 pm and end on July 18 at 7:16 am. Donations made to the Library during this event will support the purchase of new reading materials that will be added to the Library’s collections.

**Night at the Ballpark** is planned for Friday, July 28. Tickets are \$15 each, and there will be fireworks after the game. Tickets can be purchased at: <https://ways2give.buffalolib.org/bisons> or by calling Maureen Germaine at 716-858-7197. Proceeds from the event benefit the 37 Buffalo & Erie County Public Libraries.

Mass emails sent in June:

- Night at the Ballpark** – sent to past ticket purchasers, approximately 100
- Summer Reading** – sent to library card holders, approximately 270,000

Online Store: 12 items sold (10 orders) in the first six months of 2023, totaling \$304.59.

Eight additional libraries will be part of the Youth Sports Lending program funded by the Ralph C. Wilson, Jr. Foundation: Alden, East Clinton, Elma, Kenilworth, Kenmore, West Seneca, Lancaster and Orchard Park.

**4. Staff Development**

**Mental Health First Aid** – A *Youth Mental Health First Aid* class was presented to 17 staff members on June 6 at the Central Library. Presented by the Erie County Office of Health Equity, this training is designed to teach attendees how to help an adolescent (age 12-18) who is experiencing a mental health or addictions challenge or is in crisis. The course introduces common mental health challenges for youth, reviews typical adolescent development, and teaches a 5-step action plan for how to help young people in both crisis and non-crisis situations. A session of *Adult Mental Health First Aid* will be presented in July.

**Compliance Training** – Annual training on harassment and workplace violence has begun. All staff must complete the Kantola Productions’ modules *Harassment Prevention* and *Workplace Violence: The Early Warning Signs* by August 31. In June, 245 employees completed both required trainings.

**Webinars** – Staff attended many pertinent webinars in June, including *Building Community Through Book Clubs* (presented by Nice Academy), *Harness TikTok, YouTube, and Video Games as Powerful Vehicles for Summer Reading* (presented by WebJunction), and *The Fight Against Book Bans: How Do We Move Forward* (presented by Niche Academy).

**5. Communications**

**Media:**

Type of Communication	Topic	Air Date/Publish Date
Taped television interview with Library Director John Spears	Summer programming for families, Summer Reading	June 26, Spectrum news
Media Release and mass email	All Together Now – Summer Fun @ Your Buffalo & Erie County Public Libraries	June 21, various media
Media Release	Job Fair @ Central Library	June 14, Townsquare Media
Media Release	Family History Day – Genealogy Research Program	June 10, Bee Publications

**Social Media:**

	Staff Activity		Public Activity		Followers	
	Month	YTD	Month	YTD	Month (New)	Total
<b>Facebook</b>	108	643	4,302	25,856	72	12,763
<b>Flickr</b>	-	226	4,321	29,342	1	60
<b>Google Ads <sup>1</sup></b>	N/A	N/A	2,327	8,674	N/A	N/A
<b>Instagram</b>	9	79	1,570	9,847	87	5,045
<b>Pinterest</b>	88	180	99	538	-1	2,110
<b>Podcast <sup>2</sup></b>	1	10	N/A	N/A	N/A	N/A
<b>Twitter</b>	52	369	704	3,226	-5	10,990
<b>YouTube</b>	7	44	1,227	7,134	9	524
<b>TikTok</b>	-	1	125	1,108	14	505
<b>Total</b>	265	1,552	14,675	85,725	177	31,997

<sup>1</sup> Google Ads is provided to the Library through a grant. Monthly activity based on public clicks.

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

**6. Partnerships**



**New York State Department of Taxation and Finance** - The New York State Department of Taxation and Finance acknowledged the TechKnow Lab's participation in another successful year of their tax assistance program provided at the Central Library from February through mid-April. As stated by Amanda Hiller, Acting Tax Commissioner, "You bring a much needed service to your community, and I greatly appreciate your efforts."

**Urban Renewal - Susan Buttaccio** attended a virtual meeting on June 27 with Jordan Jace, State Coordinator for the New York Council for History Education, and Jerry Huntley from OurStoryBridge about sharing Special Collections materials on the *Consider the Source New York* platform and the possibility of participating in an oral history project centered on telling stories about urban renewal.

**Youth Services Consultants in New York's Public Library Systems** - Youth Outreach Services Manager **Chelsey Lonberger** attended the *Youth Services Consultants in New York's Public Library Systems* meeting held virtually on June 14. Topics included the Eclipse, Summer Reading statistics, and a discussion about the 200th Anniversary of the Erie Canal in 2025.

## 7. Planning for the Future

Assistant Deputy Directors **Dorinda Darden** and **Samantha Purpora** met virtually on June 9, with Nneka Gigi, a Braid Adornment Artist & Literacy Advocate who is a native of Buffalo but now resides in Los Angeles. She is currently working on a grant to place vending machines that contain banned, challenged, or threatened books written by Black women and girls of African descent in places experiencing book deserts and would like the B&ECPL to place a vending machines in one of the 37 libraries in the B&ECPL System, if the grant is awarded.

**Susan Buttaccio** attended a virtual meeting on June 29 with Kate Jacus, Preservation Specialist for Documentary Heritage and Preservation Services for New York (DHPSNY). They discussed the DHSPNY Preservation Survey process, which the Special Collections Department will be participating in over the coming months.

The PULISDO - Public Library Systems Directors Organization August conference will be taking place in Buffalo with the Central Library as the location for all meetings. Over 40 attendees from across the state are expected to attend.

The Library is partnering with Shea's 710 Theatre, Ujima (theatre) Company, and 2<sup>nd</sup> Gen Theatre to promote the upcoming musical *The Color Purple* based on the Pulitzer Prize winning novel by Alice Walker. System Board Chair Kimberly Johnson was asked by the show's sponsor *SaveOnSP, LLC* to participate.

## 8. Director Activities

### Meetings/Events Attended by Director June 2023

Date	Meeting/Event
June 7, 2023	Meeting - Dorinda Darden
June 8, 2023	Virtual Meeting - May 14 Collecting Initiative
June 8, 2023	Virtual Meeting - Central Roof Project Discussion
June 8, 2023	Meeting - Public Services/Outreach Extension
June 8, 2023	Event - Library 2.023 Banned Books and Censorship
June 8, 2023	Meeting - B&ECPL Board of Trustees Executive Committee
June 9, 2023	Meeting - Joy Testa Cinquino
June 9, 2023	Virtual Meeting - Intellectual Freedom Manual
June 11, 2023	Event - Zine Fest
June 12, 2023	Meeting - Mission Ignite/B&ECPL Partnership w/ Maureen Germaine
June 12, 2023	Meeting - Buffalo Business First
June 13, 2023	Meeting - WNYLRC Board Meeting at Burchfield Penney
June 14, 2023	Meeting - Jeannine Purtell
June 14, 2023	Meeting - Ken Stone
June 14, 2023	Meeting - Anne Conable
June 14, 2023	Meeting - Dorinda Darden
June 14, 2023	Meeting - In-House Tenants Meeting
June 14, 2023	Meeting - NYLA Legislative Committee
June 15, 2023	Virtual Meeting - MetLib Standing Committee
June 15, 2023	Meeting - Public Services/Outreach Extension
June 15, 2023	Event - Dan Caufield's Going Away Party
June 15, 2023	Meeting - 2024 Erie County Capital Projects Committee Hearing
June 15, 2023	Meeting - B&ECPL Board of Trustees Meeting
June 16, 2023	Virtual Meeting - WNY Education Alliance w/ Chelsey Lonberger
June 16, 2023	Virtual Meeting - Intellectual Freedom Manual
June 20, 2023	Media Event - Spectrum TV News Interview
June 20, 2023	Meeting - ErieNet Board of Directors
June 20, 2023	Meeting - Ken Stone
June 21, 2023	Virtual Meeting - WNY Digital Equity Coalition
June 21, 2023	Meeting - Dorinda Darden
June 22, 2023	Meeting - Administrative Team
June 22, 2023	Meeting - Public Services/Outreach Extension
June 22, 2023	Meeting - Prentice Furniture Visit
June 23, 2023	American Library Association Annual Conference

June 24, 2023	American Library Association Annual Conference
June 25, 2023	American Library Association Annual Conference
June 26, 2023	American Library Association Annual Conference
June 27, 2023	American Library Association Annual Conference
June 28, 2023	Virtual Meeting - Adriane Musgrave
June 29, 2023	Virtual Meeting - Sheryl Knab, Jeannine Purtell, and Heidi Ziemer (WNYLRC)

**Appendices**

**A. Monthly Statistics**

**System Programming Statistics:**

Regular/Virtual	Number of Programs		Total Attendance	
	Month	YTD	Month	YTD
<b>Regular</b>				
Adults	459	4369	2139	13878
Children 5 and under	1506	6745	3257	23120
Children 6-11	1621	10272	2736	18702
Intergenerational/Combined	4939	27799	7982	52949
Teens	445	2288	1358	6538
<b>Regular Total</b>	<b>8970</b>	<b>51473</b>	<b>17472</b>	<b>115187</b>
<b>Regular Total</b>	<b>8970</b>	<b>51473</b>	<b>17472</b>	<b>115187</b>
<b>Virtual</b>				
<b>Live Virtual</b>				
Adults	11	125	84	1433
Children 5 and under	1	6	0	4
Children 6-11	0	3	0	88
Intergenerational/Combined	6	36	166	1289
Teens	7	62	39	214
<b>Live Virtual Total</b>	<b>25</b>	<b>232</b>	<b>289</b>	<b>3028</b>
<b>Recorded Virtual</b>				
Adults	4	35	52	887
Children 5 and under	0	0	0	0
Children 6-11	2	11	390	2058
Intergenerational/Combined	7	54	232	1613
Teens	0	1	0	20
<b>Recorded Virtual Total</b>	<b>13</b>	<b>101</b>	<b>674</b>	<b>4578</b>
<b>Virtual Total</b>	<b>38</b>	<b>333</b>	<b>963</b>	<b>7606</b>
<b>Grand Total</b>	<b>9008</b>	<b>51806</b>	<b>18435</b>	<b>122793</b>

**Other Statistics:**

Consolidated statistics on library visits, website visits, circulation, computer sessions, Wi-Fi 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, Wi-Fi 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**

**Lackawanna Public Library** – submitted by Pamela Edholm, Director

**Programming** – Our monthly programs include two very popular weekly toddler times, a monthly themed kids’ party, LEGO club, and all ages Bingo on the first Saturdays of the month. For adults, we offer a monthly book club as well as an adult craft circle. We are starting a new monthly creative writing group for teens in July.

**Special Events** – On July 12 we will be hosting an evening event for children – a Mermaid Princess Party with the popular performer Emmalee’s Memories.

**Partnerships** – In partnership with Literacy Buffalo Niagara, the Lackawanna Library hosts a weekly English Language Conversation Group to help English Language Learners improve their skills.

**Building Assessment** – With funding provided by Senator Sean Ryan for libraries serving economically distressed communities, the B&ECPL recently submitted a request for proposal for an assessment to be performed on the Lackawanna Public Library’s building. Results from this assessment will help us to move forward with preserving the historic character of this unique space and ensuring that we are able to meet the needs of our community for the next 100 years.

**Elma Public Library** – submitted by Tom Carloni, Director

**University Express** – Partnering with Erie County Senior Services, we are entering our fifth year of offering programs taught by local volunteers aimed at patrons 55 and over. We were very pleased to present 10 programs this “semester” between May and June that covered a wide array of topics from unsolved murder mysteries to the many gems of local architecture in Erie County.

**Adult Art Classes** – Partnering with our friends at Locust Street Art, we hosted a series of art programs every Saturday in June. Each week offered presentations about a different artist and the techniques they used, followed by the creation of art using that medium.

**Memorial Day Parade** – Once again, director Tom Carloni and the Elma Board of Trustees were able to represent the library in a longstanding Elma tradition at the

Memorial Day Parade on May 29th. Thanks to trustee Tom Pirrung for use of another eye-catching classic car that day!

**Toddler Time & Other Story Hours** – Children’s librarian Jessica Gavin stepped up to meet the growing demand of children’s programming by offering 2 separate Toddler Time programs each week, in addition to our Book Babies and Preschool Storytimes. All of these programs were well attended and well received.

**Battle of the Books** – Building on the momentum from last summer, this year looks to be a good one for our Battle of the Books program, which is so popular that we may need to create a second team to represent the Elma Public Library. Each team consists of 4-8 children who read a selection of books throughout the summer and compete in a trivia contest the first week in August.

**Elma Primary Outreach** - Children’s librarian Jessica Gavin joined the Elma Primary Book Club on May 31st and was able to promote all of the great programs coming up at the library this summer. It is shaping up to be a busy one!

**Super Amy** – Kicking off our big summer events this year will be a brand new presenter, Super Amy. Coming with the experience of longtime library presenters Charlie & Checkers, on July 6th Super Amy will bring her show of magic, comedy, feats of strength and amazing acrobatics! Fingers crossed for nice weather that day, as we hope to fill our entire outdoor space with families from around town and beyond.

Agenda Item I – Report of the Foundation. Trustee El-Behairy stated that the Foundation met on July 19. She reported that Anne Leary has retired from the Board and has moved to Ohio. She also stated that they do have a new Board member and are expanding the Board. Trustee El-Behairy noted that the Foundation received a presentation by the Community Foundation of Greater Buffalo on their organization and how they work with the Foundation.

Agenda Item J – The Association of Contracting Library Trustees (ACT)/Contracting Library Trustee Report. Martha Buyer was absent, and there was no information to report.

Agenda Item J.1 – Contracting Library Liaison Report(s). No Trustee has any public library reports. Trustee Panty stated that she went to two libraries out of state. The libraries were the Franklin Public Library in Massachusetts and a library at Cranberry Lake in the Adirondacks. Discussion ensued. Chair Johnson explained that she and Director Spears attended Angola Public Library’s *Annual Hotdog Fundraiser* on July 1. Chair Johnson said it was very well attended.

Agenda Item K – Public Comment. None.

Agenda Item L – Unfinished Business. None.

Agenda Item M – New Business. None.

Agenda Item N – Adjournment. There being no further business, on a motion by Trustee Panty with a second by Trustee Candelario, the meeting was adjourned at 4:49 p.m.

Respectfully submitted,

Joel Moore  
Secretary