

MINUTES  
REGULAR MEETING OF THE  
BUFFALO & ERIE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES  
September 21, 2023

The regular monthly meeting of the Board of Trustees of the Buffalo & Erie County Public Library was held on Thursday, September 21, 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  
Michael Amodeo, Esq.  
Prof. Christine P. Bartholomew, Esq.  
Kathleen Berens Bucki, MLS  
Lucy A. Candelario  
John Craik  
Frank Gist  
Theodore J. Johnson  
Elaine M. Panty  
Christopher Sasiadek, Esq.

Chair Kimberly Johnson called the meeting to order at 4:03 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 July 20, 2023. Trustee El-Behairy made a motion to approve. Trustee T. Johnson seconded, and this was approved unanimously.

Agenda Item D – Report of the Chair. Chair Johnson reported on the success of the *Color Purple* musical at Shea’s 710 Theatre with the Ujima Company, Inc. Theatre. She also mentioned that she led a panel discussion event that included the Director from the *Color Purple* musical and other community figures such as Dr. Ellen E. Grant, Justice E. Jeannette Ogden, Dr. Nicole Morris Johnson, and Mercedes Wilson. Chair Johnson proceeded to report that the panel discussion was well received and the speakers were well informed and candid in their responses. She also wanted to encourage everyone to see the musical before its final performance on October 1, 2023.

Chair Johnson also reported that September is *Library Card Sign-up* month and encouraged Trustees and meeting attendees to spread the word and promote the Library in their communities. She also wanted to mention that she will be absent for the October 19, 2023, B&ECPL Board of Trustees meeting.

Trustee Bartholomew arrived at 4:07 p.m.

Agenda Item E – Committee Reports.

Agenda Item E.1 – Executive Committee. The Executive Committee met on August 10, 2023, and September 14, 2023. A copy of the written reports were included in the Board packet. Trustee El-Behairy briefly summarized both meetings. She highlighted the approval of Resolution 2023-28 Youth Mentoring Peacekeeping Services Contract RFP Award as provided below. Trustee T. Johnson moved to have the written reports entered into the Minutes, Trustee Panty made a second, and this was approved unanimously.

Agenda Item E.1.a. – Resolution 2023-28 Youth Mentoring Peacekeeping Services Contract RFP Award.

#### RESOLUTION 2023-28

WHEREAS, over the years, the Library has undertaken programs to reach out to youth and young adults to encourage their use of the Central Library, and

WHEREAS, these efforts, combined with Central’s location near metro rail and over 30 bus routes operating within a 0.2 mile circle, resulted in a daily surge in youth and young adult attendance in the late afternoon and early evening, and

WHEREAS, in 2023 as attendance levels began to surge, it became apparent that some of our youth and overall library operations would benefit from mentoring and intervention services provided by experienced personnel, and

WHEREAS, after research and consultation, an emergency declaration was made in March 2023 recognized the need for the services during the school year and was later extended to cover the summer months for Back to Basics Outreach Ministries, Inc. to provide mentoring services with trained facilitators (“Peacemakers) providing life management skills and monitors the library building and grounds helping to maintain decorum and educate the young adults on proper library rules and behavior while using library services, and

WHEREAS, results from this collaboration have been outstanding, with youth and young adults attending the Library being able to enjoy their library experience while overall decorum in the facility is maintained, and

WHEREAS, the Library issued a Request for Proposals (RFP) to continue these services and only one organization, Back to Basics Outreach Ministries, Inc., submitted a proposal, and

WHEREAS, the proposal was rated highly and Library Administration recommends the Library award the contract to Back to Basics Outreach Ministries, Inc. for an initial term for the 2023-24 and 2024-2025 school years, with 3 options to renew covering the 2025-26, 2026-27 and 207-28 school years, and

WHEREAS, estimated costs total \$400,000.00 for the first contract period (2023-24 and 2024-25 school years), with the estimated costs for the 3 optional renewal periods funds of \$210,000.00, \$220,000.00, and \$225,000 respectively, and

WHEREAS, funds are available from two main sources. (1) 2024 operating budget professional services expense account (SAP#516020) and (2) Res. 2023-16 Additional County

Funding to support this effort, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library designates Back to Basics Outreach Ministries, Inc. proposal as the best and lowest cost response and authorizes the Library Director and/or designee(s) to execute the necessary documents to enter into an agreement, pursuant to the terms and conditions of the RFP and RFP response.

Adopted by Unanimous Vote on September 14, 2023  
at a Meeting of the Executive Committee  
of the Board of Trustees of the Buffalo & Erie County Public Library  
pursuant to the provisions of Article VI, Section 1 of the Bylaws of the  
Buffalo & Erie County Public Library.

August 10, 2023

Present: Executive Committee Chair Kimberly Johnson, Vice Chair Carima El-Behairy, and members Lucy Candelario, Christopher Sasiadek, and ex-officio member Kathleen Berens Bucki\*. Also present were Director John Spears, Assistant Deputy Director – Controller Emily Patronik, Chief Operating Officer Jeannine Purtell and Assistant to the Director Caitlin Goodrich. Those designated with an asterisk (\*) attended the meeting remotely, as permitted by Chapter 417 of the Laws of 2021.

The meeting of the Executive Committee began at 4:06 p.m. After a call of the roll, it was noted that a quorum was present.

Chair Johnson reminded the Executive Committee that there is no B&ECPL Board of Trustees meeting next week. She stated that ADD Patronik will be providing information regarding the meeting with the Erie County Budget Office and a general financial update. Chair Johnson also wanted to wish Director Spears a happy birthday. Chair Johnson went on to acknowledge that ADD Patronik will now be taking on retired CFO Ken Stone's responsibilities. She then asked Director Spears how CFO Stone's retirement transition went. Director Spears stated that it went well and that CFO Stone had been with the Library for 27 years. He also wanted to add that CFO Stone stated that the Library is in good hands with ADD Patronik. Chair Johnson said that she enjoyed CFO Stone's retirement party and was impressed by all the accolades that CFO Stone received from elected officials and members of the community. Chair Johnson concluded her report by asking if Director Spears had information to share with the Executive Committee.

Director Spears informed the Executive Committee that the Gonzalez-Soto Branch Library received most of its furniture. He reported that it looks great that staff has been unpacking the furniture, and that items are on the shelves. However, there have been issues with the air conditioning in the building. The air conditioning unit has a part that could be replaced for an approximate cost of \$17,000 to \$20,000, but Director Spears stated that the air conditioning unit is considerably old. Originally, the Library was looking at doing a geothermal system at Gonzalez-Soto, but they are most likely going to opt for a traditional HVAC system. He stated that they have been working with the City of Buffalo to decide on steps moving forward and it has been decided to forgo the air conditioning for the time being and replace the whole unit as a part of the Phase Two construction. Phase Two is expected to begin in spring, and there would be full air conditioning for the summer.

COO Purtell arrived at 4:09 p.m.

Director Spears clarified that there is still air conditioning in the basement of Gonzalez-Soto, and COO Purtell confirmed that is true. The Library could potentially pull from a bid that was already given, but they may have to issue another RFP. Director Spears noted that the Library has approximately \$200,000 in funds that have been allocated for the construction that could cover replacing the air conditioning unit. COO Purtell confirmed that Director Spears was correct in his summary. She went on to say that she visited Gonzalez-Soto earlier in the day and met with Colin McDermid from the City of Buffalo. They went over the systems and the whole process was explained to her. The city will likely be able to procure the architect and engineer, if it is under \$20,000, without having to conduct a formal bid process. COO Purtell anticipates that it will not be too costly. Discussion ensued. ADD Patronik stated that they will have to discuss it further with Colin McDermid. Chair Johnson asked about fixing the air conditioning unit. Director Spears and COO Purtell explained that they will not be fixing the unit. Trustee Candelario asked if the windows were replaced. COO Purtell confirmed that the windows were replaced. Discussion ensued. Trustee El-Beahiry asked about having a tour of the library. Director Spears said he spoke with Colin and they cannot conduct a tour until all of the inspections have been completed. There will be a tour of the Crane Branch Library for the Elmwood Village Association. Director Spears said that he would love to do something similar with Gonzalez-Soto, however, it is not possible at this time. Trustee Candelario asked if Gonzalez-Soto was in use. COO Purtell explained that there is staff in the building and contractors finishing work. On the first floor, there are fans to help cool the building, and there is still air conditioning in the basement. Director Spears stated that they could look into conducting small tours for the B&ECPL Board of Trustees. Trustee El-Beahiry stated that she would enjoy a preview of the branches and that when she initially asked, she was referring to the B&ECPL Board of Trustees and not the public.

Chair Johnson asked Director Spears if there were any other updates. Director Spears said there was a meeting regarding construction at Crane with Christopher Sicoli of Sicoli Construction Services, Inc. He stated that the urgency of the situation was conveyed and that there is a punch list of 114 items that need to be completed. There are also a few items that absolutely need to be finished before the library can open. Director Spears went on to say that deadlines were discussed and it appears that most of the work should be done by the end of the week or into early next week. He stated that they are looking at doing a soft opening before the celebratory grand opening. Trustee Candelario asked if there was timeframe that the contractor is working within. Director Spears said that the Library required that a timeframe of completion be determined. Trustee Candelario followed up by asking if there is a penalty if the work is not completed within the timeframe agreed upon. Director Spears explained that if there are penalties it would have to be a discussion between the City of Buffalo and Sicoli, as the Library does not own the building. Discussion ensued.

COO Purtell proclaimed that both branches are going to be beautiful once they are completed. Gonzalez-Soto is going to have a lot of open space and comfortable furniture, and Crane will have a more traditional library feel with the amount of materials that they have. Director Spears wanted to thank the Board for the supplemental funding they approved which went to providing new furniture for Gonzalez-Soto.

Director Spears announced that he is leaving Wednesday August 16 for the IFLA World Library and Information Congress in Rotterdam, Netherlands. There will be a satellite

conference on Friday August 18 on urban renewal through libraries that he will be attending. He has been asked to speak at the end of the conference about one of two possible topics, either co-location or urban renewal through libraries. Director Spears stated that both of the proposed topics have been implemented by the Buffalo and Erie County Public Library System. The Central Library is a prime example of co-location. Chair Johnson asked for clarification on the meaning of co-location. Director Spears explained the definition of co-location. He said one of the best examples the Library has is the West Seneca Branch Library. West Seneca shares space with the town. Discussion ensued.

Chair Johnson moved on to ask how the PULISDO Conference went. Director Spears said that it went really well and commended ADD Joy Testa Cinquino and the Development and Communications Department. He said it usually takes place in a hotel, but our system offices are in a working library so it was able to be held at the Central Library. There was a great representation of the Western New York area and areas near and far, including Nassau, Suffolk, and Westchester Counties. Director Spears said that the attendees loved Buffalo. Most attendees were only able to visit Downtown and Elmwood Village, but from what they saw, they were blown away. Discussion ensued. He also stated that Attorney Stephanie Cole Adams conducted an impromptu nighttime walking tour from Downtown Buffalo to Canalside and back. Discussion ensued. Director Spears noted that CEO and Chief Librarian of Charlotte Mecklenburg Library, Marcellus Turner (MT) was the keynote speaker and waived his speaking fee for the conference. ADD Patronik also participated in the PULISDO Conference and said it was a great event. She was able to speak with other finance attendees and they were helpful, especially with information regarding the New York State Construction Aid. Further discussion ensued.

Director Spears brought up the meeting regarding the Library budget at the Erie County Budget Office. He stated that he will not go into specific numbers, because they are in the midst of the budget process. Trustee El-Behairy stated that she understands the reasoning for not asking for specific numbers too early on, but she wanted to ask if the construction overruns of the Buffalo Bills stadium will affect the Library's budget. Director Spears explained that it would have no effect on the Library's budget. The agreement between New York State, Erie County, and the Buffalo Bills was that the Buffalo Bills would cover any overruns when it comes to spending. Discussion ensued. Director Spears went on to explain that the meeting at the Erie County Budget Office went well and that they left feeling positive about the conversation. ADD Patronik commended Library Administrative Manager Tracy Palicki on handling the budget and managing the transition from CFO Stone to ADD Patronik very well. She went on to say that unless there are any questions, the Library will not hear back from Erie County until around October 15.

Chair Johnson asked if there was anything left to discuss. ADD Patronik stated that the financials are on track and there are no updates. Discussion ensued. Director Spears wanted to mention that he had a productive meeting with Odessa Hunter and they did come to an agreement. Director Spears will be writing a letter that the Central Library apologizes for the events that happened. The library acknowledges that the Building Guard at the time used her name over the radio and stated she was not allowed in the library. The library apologizes that that occurred. Director Spears is hopeful that she will feel welcomed back into the library. Discussion ensued. Trustee Bucki mentioned she went to an Amherst Library Board meeting but she will report on it at the B&ECPL Board of Trustees meeting in September.

There being no further business, Trustee Sasiadek motioned to adjourn and Trustee El-

Behairy seconded. The meeting ended at 4:35 p.m.

September 14, 2023

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 Operating Officer Jeannine Purtell, 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 proposed Resolution 2023-28 - Youth Mentoring Peacekeeping Services Contract RFP Award. Chair Johnson clarified with Director Spears that the Executive Committee is voting on proposed Resolution 2023-28 at this meeting, and he stated that they were. COO Purtell summarized proposed Resolution 2023-28 as presented and explained that this is the formal RFP for the Peacemakers from when the library had the initial emergency declaration. COO Purtell went on to explain that this RFP contract would extend the Peacemakers presence for the next several school years. She further explained that currently Central Library has five Peacemakers and that this would increase the number to seven. COO Purtell pointed out that there was a meeting regarding the teen issue at Central and the organizations that attended were in agreement that there needed to be a solution. One of the attendees was an Erie County representative who stated that they would be willing to provide additional funding to facilitate additional Peacemakers. These Peacemakers would work outside the library on the surrounding property including Lafayette Square. Discussion ensued regarding the current state of the Peacemakers and how they interact with the teens to de-escalate potential tense situations.

Trustee Candelario asked about the contract periods with the Peacemakers proposed in Resolution 2023-28. Director Spears clarified that the contract periods are over the course of five years. Trustee Candelario also asked if there will be programming provided by the Peacemakers for the teens. COO Purtell stated that there will be and that it is outlined in the RFP. Discussion ensued among the members about the RFP for the Peacemakers, accountability, and the overall safety of the library. COO Purtell went on to explain the conversations she has had with the Peacemakers about expectations and that has observed their successful interactions with teens. In regards to accountability, COO Purtell explained that there are processes to keep them accountable. Discussion ensued. Director Spears wanted to emphasize that this has been a team effort to achieve a safer environment within the library, including library public services staff, support staff, security, maintenance, and Erie County. Trustee Panty motioned for approval of Resolution 2023-28, Trustee El-Behairy seconded, and the following was approved unanimously.

#### RESOLUTION 2023-28

WHEREAS, over the years, the Library has undertaken programs to reach out to youth and young adults to encourage their use of the Central Library, and

WHEREAS, these efforts, combined with Central's location near metro rail and over 30 bus routes operating within a 0.2 mile circle, resulted in a daily surge in youth and young adult attendance in the late afternoon and early evening, and

WHEREAS, in 2023 as attendance levels began to surge, it became apparent that some of our youth and overall library operations would benefit from mentoring and intervention services provided by experienced personnel, and

WHEREAS, after research and consultation, an emergency declaration was made in March 2023 recognized the need for the services during the school year and was later extended to cover the summer months for Back to Basics Outreach Ministries, Inc. to provide mentoring services with trained facilitators ("Peacemakers) providing life management skills and monitors the library building and grounds helping to maintain decorum and educate the young adults on proper library rules and behavior while using library services, and

WHEREAS, results from this collaboration have been outstanding, with youth and young adults attending the Library being able to enjoy their library experience while overall decorum in the facility is maintained, and

WHEREAS, the Library issued a Request for Proposals (RFP) to continue these services and only one organization, Back to Basics Outreach Ministries, Inc., submitted a proposal, and

WHEREAS, the proposal was rated highly and Library Administration recommends the Library award the contract to Back to Basics Outreach Ministries, Inc. for an initial term for the 2023-24 and 2024-2025 school years, with 3 options to renew covering the 2025-26, 2026-27 and 207-28 school years, and

WHEREAS, estimated costs total \$400,000.00 for the first contract period (2023-24 and 2024-25 school years), with the estimated costs for the 3 optional renewal periods funds of \$210,000.00, \$220,000.00, and \$225,000 respectively, and

WHEREAS, funds are available from two main sources. (1) 2024 operating budget professional services expense account (SAP#516020) and (2) Res. 2023-16 Additional County Funding to support this effort, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library designates Back to Basics Outreach Ministries, Inc. proposal as the best and lowest cost response and authorizes the Library Director and/or her designee(s) to execute the necessary documents to enter into an agreement, pursuant to the terms and conditions of the RFP and RFP response.

The Executive Committee went on to review the proposed agenda for the Board of Trustees meeting on September 21, 2023. There are no changes to the proposed agenda, however, Director Spears wanted to inform the Executive Committee that the Library is in the process of getting final bids for the New York State Construction Aid and are currently waiting on certain documents for several of the proposed Resolutions.

For her report, Chair Johnson stated that she will discuss The Color Purple musical and the events that were had with local public figures surrounding the musical.

ADD - Controller Patronik briefly summarized the proposed resolutions for the Board of Trustees meeting. ADD Patronik went on to explain the Library was awarded the New York State Conservation and Preservation of Library Materials Grant and Love Your Library

Grant. ADD Patronik also explained that the other proposed resolutions will be focused on New York State Construction Aid and that she will be detailing the Monthly Financial Report for June and July.

For the Director's Report, Director Spears explained that he will be discussing the opening of the Isaías González-Soto Branch Library and the Crane Branch Library. He will also be explaining what has been happening at the Central Library, IFLA, and Banned Books.

Trustee El-Beairy stated that there will be a quick report of the Foundation and that their meeting scheduled on September 20, 2023 has been postponed.

Trustee Panty stated that she will have a Contracting Library Liaison Report from her visit to the Kenmore Library. Trustee Panty also wanted to discuss security within the city branches. Discussion ensued. Trustee Panty suggested a rotating schedule within the city branches to fill vacancies, because she is concerned about the safety of the Library staff. She went on to offer other potential solutions. COO Purtell wanted to emphasize the lack of security staff within the Library and that staffing in the city branches has been made a higher priority than the reopening of the Ellicott Street entrance. Discussion ensued about the staffing process and how security is dispersed around the city.

Trustee El-Beairy asked how the reopening of the Isaías González-Soto Branch Library and the Crane Branch Library will affect Library plan's to staff security for each branch. Discussion ensued. COO Purtell and Director Spears explained that they have been working on it, that needs assessments have occurred, and that it is a work in progress. Discussion ensued about potential solutions and setbacks, such as Civil Service and New York State licensing.

Trustee Panty then brought up the patron suspension process. Discussion ensued about that process. COO Purtell clarified the process and how this is also explained in pamphlets available at city branches.

There being no further business, Trustee El-Beairy motioned to adjourn and Trustee Candelario seconded. The meeting ended at 5:04 PM.

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

Agenda Item E.2.a – NYS Program – Conservation and Preservation of Library Research Materials. Before the resolution was discussed, Chair Johnson asked Assistant Deputy Director-Controller Emily Patronik and Facility Operations Manager Andrew Wiede to introduce themselves to the Board and meeting attendees. ADD-Controller Patronik went on to explain Resolution 2023-29 as presented. Trustee Bucki asked for clarification on the dates for the preservation of the City Directories and phonebooks. ADD Patronik clarified that the date range for the City Directories is the 1990s and the date range for the phonebooks are the mid-1970s. Trustee Gist questioned if microfiche was the latest technology for preservation. Director John Spears explained that microfiche lasts about 500 years and is considered to be the best medium when it comes to archiving and preserving. Discussion ensued regarding the process and purpose of microfiche. Trustee Sasiadek asked if the materials will be digitized concurrently with the microfiche process. Director Spears went on to explain that the digitization process is a separate step from the microfiche process and is typically done after the microfiche is

already completed. Trustee Craik asked who is utilizing the microfiche collection of City Directories and phonebooks. Trustee T. Johnson stated that he uses archival materials and microfiche for exhibits and research. Discussion ensued. Trustee T. Johnson motioned for approval, Trustee Panty seconded, and the following was approved unanimously.

RESOLUTION 2023-29

WHEREAS, the Buffalo & Erie County Public Library applied for the New York State Program for the Conservation and Preservation of Library Research Materials grant, and

WHEREAS, the grant would allow the Library to conserve the Suburban and Buffalo City Directories from the mid-1990s to 2000 and the Buffalo and surrounding area phonebooks from the mid-1970s to 2000 by preserving them on microfilm, and

WHEREAS, these materials are a snapshot of the culture and local businesses of the time through advertising, and are highly sought after by researchers, historians, preservationists and writers, and

WHEREAS, the B&ECPL has been notified that the grant application for this project has been approved, and

WHEREAS, a grant budget needs to be established to undertake the program, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library gratefully accepts the award and authorizes amending the 2023 Grants Budget by appropriating grant revenues and expenditures in the amount of \$20,887 to support the establishment of the New York State Program for the Conservation and Preservation of Library Research Materials project, and be it further

RESOLVED, that the Board of Trustees of the B&ECPL authorizes establishing a New York State Program for the Conservation and Preservation of Library Research Materials grant budget in the following amounts:

<b>Grant Project Revenue:</b>	<b>\$20,887</b>
<b>Grant Project Expenditures:</b>	<b>\$20,887 and be it finally</b>

RESOLVED, that the Library Director or designee is authorized to execute the necessary forms and documents to implement this grant.

Agenda Item E.2.b – NYS Construction Aid – Budget Aid Award. ADD-Controller Patronik explained Resolution 2023-30 as presented. Trustee T. Johnson motioned for approval, Trustee Bucki seconded, and the following was approved unanimously.

RESOLUTION 2023-30

WHEREAS, on September 15, 2022 the Board of Trustees of the Buffalo & Erie County Public Library adopted Resolutions 2022-30, 2022-31, and 2022-32 authorizing the Library Director to submit a \$34,000,000 NYS Public Library Construction Aid Program

funding recommendation in the total amount of \$1,312,177 for the Frank E. Merriweather Jr., Branch Library Project, Leroy R. Coles, Jr. Branch Library Project, and the Central Library, Buffalo Egress & Life Safety Improvements Project.

WHEREAS, this aid provides an opportunity to leverage local funds to increase the amount available to finance badly-needed capital rehabilitation and improvement projects, and

WHEREAS, the estimated grant funding recommendation was reduced to fit within the available funds allocation estimate for the B&ECPL system, and

WHEREAS, during the aid review process the NY State Library Division of Library Development staff advised that the Central Library project was expected to receive additional funding resulting from allocations not utilized by other library systems being re-distributed, and

WHEREAS, on August 16, 2023 the Library received aid award notices for the Frank E. Merriweather Jr., Branch Library Project, Leroy R. Coles, Jr. Branch Library Project, and the Central Library Project in the total amount of \$1,408,168, which is a \$95,991 increase over the original estimates, and

WHEREAS, a Library Grants budget needs to be established to utilize this funding, now therefore be it

RESOLVED, that the Board of Trustees of the B&ECPL approves establishing a Grant Budget as follows:

**Leroy R. Coles Roof Replacement, Exterior, 1<sup>st</sup> Floor and Parking Lot Improvements Project**

<b>NYS Library Construction Aid Revenue</b>	<b>\$444,507</b>
<b>Project Expense:</b>	<b>\$444,507</b>

**Frank E. Merriweather Roof & Domes Project & Access Controls Project**

<b>NYS Library Construction Aid Revenue</b>	<b>\$318,168</b>
<b>Project Expense:</b>	<b>\$318,168</b>

**Central Library Buffalo Egress & Life Safety Improvement Projects**

<b>NYS Library Construction Aid Revenue</b>	<b>\$645,493</b>
<b>Project Expense:</b>	<b>\$645,493</b>

Agenda Item E.2.c – Love Your Library Grant Award. ADD-Controller Patronik explained Resolution 2023-31 as presented. Trustee Bartholomew motioned for approval, Trustee Craik seconded, and the following was approved unanimously.

RESOLUTION 2023-31

WHEREAS, the Buffalo & Erie County Public Library received notification of the *Love Your Library* grant award from New York State Library, and

WHEREAS, this funding is intended to strengthen and support public library system and member library programs and services for the 2024 Summer Reading Program *Adventure Begins at Your Library*, and

WHEREAS, a grant budget needs to be established to undertake the program, now

therefore be it

RESOLVED, that the Board of Trustees of the B&ECPL gratefully accepts the award and authorizes amending the 2023 Grants Budget by appropriating grant revenue and expenditures in the amount of \$6,886 to establish the *Love Your Library* Grant, and be it further

RESOLVED, that the Board of Trustee of the B&ECPL approves utilizing these fund to strengthen and support the 2024 Summer Reading Program *Adventure Begins at Your Library*, and be it further

RESOLVED, that the Board of Trustees of the B&ECPL authorizes establishing a *Love Your Library* grant budget in the following amounts:

<b>Grant Project Revenue:</b>	<b>\$6,886</b>
<b>Grant Project Expenditures:</b>	<b>\$6,886</b> and be it finally

RESOLVED, that the Library Director or designee is authorized to execute the necessary forms and documents to implement this grant.

Agenda Item E.2.d – NYS Construction Aid Request – East Clinton Branch Library. ADD-Controller Patronik explained Resolution 2023-32 as presented. ADD-Controller Patronik noted to the Board that there was an error in the proposed resolution sent out. She stated that the amended copies before them now reflect the \$727 change in an estimate. Trustee Bucki also noted that the resolution states “Director or her designee” and wanted to suggest a change to simply “designee”. This was agreed upon by Trustee Bucki and Director Spears. Trustee T. Johnson motioned for approval as amended, Trustee Candelario seconded, and the following was approved unanimously.

#### RESOLUTION 2023-32

WHEREAS, up to \$1,554,184 in the New York State \$34,000,000 Public Library Construction Aid Program funding is available to support up to 75% of eligible costs for projects benefitting libraries located in economically disadvantaged communities and up to 50% of eligible project costs for other libraries located within Erie County, and

WHEREAS, this aid provides an opportunity to leverage local funds to increase the amount available to finance badly needed capital rehabilitation and improvement projects, and

WHEREAS, the East Clinton Library is in need of improvements including rehabilitating its leaking roof; replacing drafty windows and doors; replacing the storefront entry; repointing the exterior brick; rehabilitating the slab; adding interior and exterior security cameras; and replacing the floor tiles; and

WHEREAS, the Construction Aid review process is estimated to take approximately 13 months and waiting until the Construction Aid is awarded to move forward with the project significantly increases the chance that the roof’s condition would deteriorate to the point that rehabilitation would no longer be feasible, requiring a more expensive full roof replacement, and

WHEREAS, authorizing the use of up to \$160,000 in Library Fund assigned fund balance for grant match to advance funds immediately would allow the project to move forward in a much more timely manner, reducing the risk of the roof deteriorating to the point that rehabilitation would no longer be feasible, and

WHEREAS, estimated construction related costs for this work total \$467,389, with the amount eligible to be requested from State Aid totaling \$350,542, and

WHEREAS, the City of Buffalo has \$133,000 in American Rescue Plan funding authorized for the Library's Capital Improvement to cover the cost; and

WHEREAS, staff recommends the use of up to \$20,000 of the Library's Assigned Fund Balance for Grant Match to ensure there is sufficient local match funding to complete this project when combined with Construction Aid funding, now therefore be it

RESOLVED, pursuant to the requirements of the New York State Library Construction Aid Program, that the Board of Trustees of the Buffalo & Erie County Public Library (B&ECPL) assures that:

- 1) It possesses the legal authority to submit this application including all understandings and assurances contained herein and to direct and authorize the person identified as the construction project manager to act as the official representative of the applicant in connection with this application and to provide such additional information as may be required;
- 2) The Library fully expects the project will begin construction, or continue construction work in the case of a project that has begun but is not complete as of the date of application to the Library System, within 180 days after receipt of written notification from the State Education Department that State Aid construction funds have been approved for the project and that the conditions of the funding have been met;
- 3) The project will be conducted in accordance with all applicable Federal, State, and local laws and regulations, including New York State Library Construction Aid Program rules; and
- 4) Pursuant to the terms of Chapter 768 of New York State Laws of 1953, under which the B&ECPL was established, the City of Buffalo-owned East Clinton Branch Library building is a public library operated by the B&ECPL, which the B&ECPL fully expects and intends to operate as a public library for a minimum of 10 years from the date of the anticipated completion of construction; and be it further

RESOLVED, that the B&ECPL Board of Trustees authorizes the use of up to \$160,000 in Library Fund Assigned Fund Balance for Grant Match to advance funds that would allow the project to begin as soon as possible to reduce the risk of further deterioration of the roof, and be it further

RESOLVED, that the B&ECPL Board of Trustees approves establishing a Grant Budget as shown below:

#### **East Clinton Branch Library Improvements**

**Revenue:**

New York State Library Construction Aid	<u>\$350,542</u>
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**Total Revenue** **\$350,542**

**Expense:**

A&E, Construction and Equipment

\$350,542

**Total Expense**

**\$350,542** and be it further

RESOLVED, that the B&ECPL Board of Trustees authorizes the use of grant proceeds to reimburse the City of Buffalo for project related expenses undertaken by the City as owner of the building, and be it further

RESOLVED, that the B&ECPL Board of Trustees authorizes the use of up to \$20,000 in Library Fund Assigned Fund Balance for Grant Match to meet the local match needed above and beyond the available City of Buffalo Capital funds for this project, and be it finally

RESOLVED, that the Board of Trustees of the B&ECPL authorizes the Library Director or designee to submit a \$34,000,000 NYS Public Library Construction Aid Program request for the East Clinton Library project in the amount of \$350,542.

Agenda Item E.2.e – NYS Construction Aid Request – Central Library. ADD-Controller Patronik explained Resolution 2023-33 as presented. Trustee Bucki noted the use of pronouns again before “designee”, and it was agreed to remove the language before “designee” moving forward for consistency. Trustee Craik motioned for approval as amended, Trustee Panty seconded, and the following was approved unanimously.

RESOLUTION 2023-33

WHEREAS, up to \$1,554,184 in the New York State \$34,000,000 Public Library Construction Aid Program funding is available to support up to 75% of eligible costs for projects benefitting libraries located in economically disadvantaged communities and up to 50% of eligible project costs for other libraries located within Erie County, and

WHEREAS, this aid provides an opportunity to leverage local funds to increase the amount available to finance badly needed capital rehabilitation and improvement projects, and

WHEREAS, the Buffalo & Erie County Public Library’s Central Library is in need of improvements including replacing the failing and obsolete mixing box temperature controllers, rehabilitating the separating marble columns throughout the building, and reconfiguration of the children’s area and media room to create new, dedicated, teen and children’s areas, and

WHEREAS, estimated construction related costs for this work total \$641,341, with the amount eligible to be requested from State Aid totaling \$481,006, and

WHEREAS, the County of Erie authorized \$250,000 in 2023 Capital Budget Funding for the Library’s Capital Improvement to cover the cost, and

WHEREAS, the County of Erie has authorized and provided an additional \$115,000 which the board has accepted through Resolution 2023-16 for the Library’s Teen and Children’s Reconfiguration, and

WHEREAS, the Construction Aid review process is estimated to take approximately 13 months and waiting until the Construction Aid is awarded to move forward with the teen and children's space reconfiguration will significantly delay the Library's ability to establish a unique space for teens as soon as possible, and

WHEREAS, authorizing the use of up to \$350,000 in Library Fund assigned fund balance for grant match to advance funds immediately would permit the teen and children's space reconfiguration project to move forward in a much more timely manner, allowing establishment of a much needed dedicated teen space until Construction Aid funds are available, now therefore be it

RESOLVED, pursuant to the requirements of the New York State Library Construction Aid Program, that the Board of Trustees of the Buffalo & Erie County Public Library (B&ECPL) assures that:

- 1) It possesses the legal authority to submit this application including all understandings and assurances contained herein and to direct and authorize the person identified as the construction project manager to act as the official representative of the applicant in connection with this application and to provide such additional information as may be required;
- 2) The Library fully expects the project will begin construction, or continue construction work in the case of a project that has begun but is not complete as of the date of application to the Library System, within 180 days after receipt of written notification from the State Education Department that State Aid construction funds have been approved for the project and that the conditions of the funding have been met;
- 3) The project will be conducted in accordance with all applicable Federal, State, and local laws and regulations, including New York State Library Construction Aid Program rules; and
- 4) Pursuant to the terms of Chapter 768 of New York State Laws of 1953, under which the B&ECPL was established, the County of Erie-owned Buffalo & Erie County Public Library building is a public library operated by the B&ECPL, which the B&ECPL fully expects and intends to operate as a public library for a minimum of 10 years from the date of the anticipated completion of construction; and be it further

RESOLVED, that the B&ECPL Board of Trustees authorizes the use of up to \$350,000 in Library Fund Assigned Fund Balance for Grant Match to advance funds to begin the establishment of dedicated teen and children's spaces as soon as possible, and be it further

RESOLVED, that the above proceeds will be made available to reimburse the County of Erie for project related expense undertaken by the County as owner of the building, and be it finally

RESOLVED, that the Board of Trustees of the B&ECPL authorizes the Library Director or designee to submit a \$34,000,000 NYS Public Library Construction Aid Program request for the Buffalo & Erie County Central Public Library Mixing Box Controller Replacement, Interior Marble Column Rehabilitation, and Teen/Children's Area Reconfiguration project in the amount of \$481,006.

Recommendations. ADD-Controller Patronik explained Resolution 2023-34 as presented. ADD-Controller Patronik noted that this is a routine proposed resolution each year. She wanted to acknowledge that this proposed resolution also includes a change of \$727 from the original estimate in the East Clinton Branch Library project. Trustee Sasiadek had a question regarding the restroom construction at Tonawanda. Facility Operations Manager Wiede explained the changes that are proposed to the Tonawanda Branch Library restrooms, such as making them ADA compliant. Discussion ensued. Trustee Candelario motioned for approval as amended, Trustee Panty seconded, and the following was approved unanimously.

#### RESOLUTION 2023-34

WHEREAS, up to \$1,554,184 in the \$34 million state-wide New York State (NYS) Public Library Construction Aid Program is available to support up to 90% of eligible costs for libraries serving economically-distressed communities, up to 75% of eligible project costs for libraries serving economically-disadvantaged communities and up to 50% of eligible project costs for other public libraries in Erie County, and

WHEREAS, the Buffalo & Erie County Public Library (B&ECPL) in its role as a Library System must evaluate and recommend approval of construction applications submitted by public libraries or public library systems, and

WHEREAS, a total of 4 projects were submitted for this program, supporting the Hamburg Public Library; the Central and the East Clinton Branch libraries in Buffalo; and the Town of Tonawanda Public Library, and

WHEREAS, on September 15, 2022, the Board of Trustees of the B&ECPL in Resolution 2022-29 set the criteria for qualifying for up to 75% funding as:

- Libraries whose chartered service areas are located in communities with an average poverty rate equal to or greater than the NYS average poverty rate using federal census data, and/or
- Libraries physically located within the boundaries of a school district whose student population's participation in the federal free and reduced lunch program is 30% or higher, and

WHEREAS, three of the four libraries qualify to receive up to 75% Construction Aid Program funding as they serve economically-disadvantaged communities, specifically: the Central and East Clinton Branch libraries qualify under both criteria while the Town of Tonawanda library qualifies under the school lunch participation criteria, and

WHEREAS, Construction Aid Program funding requested totals \$998,391, which is \$555,793 below the \$1,554,184 allocation available under this program, now therefore be it

RESOLVED, that pursuant to Construction Aid Program requirements and the above criteria, the Board of Trustees of the B&ECPL recommends approval of the requested projects, in the following amounts:

<b>Total Project Library</b>	<b>Aid</b>	<b>Recommended Cost</b>	<b>Request</b>	<b>Award</b>
• Hamburg Public Library Construct Outdoor Programming Pavilion		\$ 87,500	\$ 43,750	\$ 43,750
• Central Library, Buffalo MB Controller Replacement Marble Column Rehabilitation Teen/Children's Reconfiguration		\$ 641,341	\$ 481,006	\$ 481,006
• East Clinton Branch Library Repave Parking Lot, LED Conversion & Construct Outdoor Program Space		\$ 467,389	\$ 350,542	\$ 350,542
• Town of Tonawanda Public Library ADA Restroom Construction		<u>\$ 164,124</u>	<u>\$ 123,093</u>	<u>\$ 123,093</u>
<b>TOTALS:</b>		<b>\$1,360,354</b>	<b>\$998,391</b>	<b>\$998,391</b>

and be it further

RESOLVED, that subsequent to this resolution's passage should any of the above projects or individual components of said projects be: 1) withdrawn; 2) determined by B&ECPL or NY State Library reviewers to be ineligible for Construction Aid and/or local match; and/or 3) should the NY State Library reallocate additional funds for projects, any share of the funding allocation freed up and/or additional funding provided is recommended to be distributed proportionally to the remaining projects whose request was not fully funded, and be it finally

RESOLVED, that the Director or designee is authorized to transmit the necessary online grant application, forms, and documents in time to meet the October 4, 2023 filing deadline.

Agenda Item E.2.g – Monthly Financial Report. ADD-Controller Patronik stated that not much has changed since the last Board meeting. She emphasized that we are still within budget as of July 31, 2023 and the interest is over budget by \$150,889.

Agenda Item F – Report of the Director. Director Spears opened his report by congratulating ADD-Controller Patronik and Facility Operations Manager Wiede on completing their first cycle of budget for New York State. He also commended Chief Operating Officer Jeannine Purtell, Supervisor of Building Operations & Maintenance Mark Kross and Library Administrative Manager Tracy Palicki for their work and collaboration on the budget. Director Spears went on to invite the Board to the grand opening of Crane Branch Library on Friday September 22, 2023 and explained that Crane Branch Library and Isaías González-Soto Branch Library are both open. Director Spears wanted to highlight the fact that Isaías González-Soto Branch Library is going to be starting Phase II of construction soon, therefore, a grand celebration will happen next spring.

Director Spears acknowledged that the school year has begun and was proud to report there have not been any major incidents. He went on to thank the Security Staff and the Peacemakers for their diligence and dedication to keeping the library staff safe. Director Spears went on to explain that the Library is working on getting a stronger security presence in the city branch libraries. He also wanted to mention that the Peacemakers staff will be increasing to seven members. He wanted to give his thanks to Erie County for their assistance.

The Public Library System Directors Organization held a conference at the Central Library in August and Director Spears quickly summarized the feedback that was received from attendees. The overall sentiment was that the library and staff were great and that the City of Buffalo was impressive. Director Spears wanted to thank the Development & Communications staff, as well as Assistant Deputy Director Joy Testa Cinquino for their hard work when it came to setting up the *PULISDO Conference*. Director Spears went on to share what he learned at the *IFLA Conference* regarding book bans, not only in the United States but across the world. Director Spears noted that this is spreading to Europe, specifically Scandinavia and Ireland. He mentioned that it appears that there is more collaboration around how to handle book bans and book challenges in Europe rather than the United States. At *IFLA*, Director Spears also learned about artificial intelligence (AI) and libraries, as well as participated in conversations about how librarians can be a part of helping shape AI, the role of AI in libraries, and how to get ahead of this. He will be heading to the *MetLib Conference* in Latin America to learn more about sustainability and libraries.

Advocacy Day in Albany, New York is being planned for 2024 and the New York Library Association plans on asking for the same desired amount as last year for funding. He also wants staff and others to brainstorm new ideas about advocacy and what that looks like for the future. Trustee Panty wanted clarification regarding asking for the same amount we received last year. Director Spears clarified that we aren't asking for the amount we received, which was less, we are asking for the original request. Discussion ensued.

Lastly, Director Spears talked about *Banned Books Week* which is from October 1 to October 7, 2023. He explained that the Library is much more involved than in the past, especially with displays, speakers, and partnering with other interested organizations. Discussion ensued about *Banned Books Week* and how it affects different libraries and countries. Trustee Gist mentioned a video he saw on C-SPAN with Senator Kennedy regarding book bans and challenges. Director Spears said that he would share the video with the B&ECPL Board of Trustees. Discussion ensued. Trustee Bartholomew asked about security in the city branches. Director Spears explained that between opening the Ellicott St. entrance at Central and providing security at the city branches, the city branches take precedence.

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

## B&ECPL Monthly Report July 2023

**Business Outreach** - Information Services and Outreach Librarian **Carol Kowalik-Happy** appeared as a guest on Connie Whitesell's online program *Streamlined Business Strategies*. Carol spoke for approximately 45 minutes the resources available to patrons at the public library. There were 67 views on the day of the program and 87 more within the week of the program. The recording is available on both Facebook and YouTube, and the audio version is available as a podcast for listening.

**Free Lunch Program @ Coles Library** - Coles Library has partnered with the Buffalo Public Schools to distribute free lunches to children. In an effort to fight food insecurities and provide access to healthy meals, the Coles Library is one of many City of Buffalo locations hosting this program.

**Author Visit** - Vicky Johnson-Dahl, author of *Buffalo in 50 Maps* visited the Central Library on July 8. She discussed her book as well as techniques that can aid in local history research utilizing maps.

**Rare Book Collection** - An image of the "Westinghouse Dynamo" from the Rare Book Collection's copy of *Kemmler, William vs. Durston, Charles F. Supreme Court ... The people of the State of New York, ex rel, William Kemmler against Charles F. Durston, as warden of the state prison at Auburn, N.Y* will be included in an upcoming documentary slated to premiere on the History Channel titled *Dark Marvels*.

### 1. Public Services

#### Central Library:

**Central Library's Reading Park** - July was a busy month with the Nusantara Arts Gamelan Music on July 8; the Community Music School's Student Jazz Club on July 19; National Chess Day, which was celebrated by dozens of chess plays, on July 20; the monthly Sportsmen's Americana Music Foundation's concert with Chuckie Campbell on July 22; and the Queen City Jazz Festival, overlapping the library in Lafayette Square and featuring Buffalo natives Spyro Gyra and Gerald Albright, on July 29. The Library's gardens were again a participating site for Garden Walk on July 29-30.

**Blood Pressure Screenings** - Jericho Road Community Health Center provided free blood pressure screenings to patrons at the Central Library on July 11.

**Premium Parking Hiring Event** - Adult Outreach Services Librarian **Jacob Rachwal** coordinated a hiring event for Premium Parking held at the Central Library on July 21. They are hiring seasonal, part time Flaggers for Buffalo Bills games at Highmark Stadium for the upcoming football season. Representatives from the organization shared that they had a very good response and were happy with the number of applicants that they gathered from the event.

**World University Games Exhibit** - Special Collections Librarian Trainee **Isaac Johnson** curated an exhibit on the World University Games, which took place 30 years ago this July. Items from our World University Games collection are on display with items donated by Catherine Schweitzer whose father, Burt Flickinger, was crucial to bringing the games to Buffalo in the summer of 1993.

**Tours & Class Visits - Isaac Johnson** provided a tour of the Grosvenor Room, the Rare Book Exhibit space, the Mark Twain Room, and the *B is for Book* exhibit on July 10. The *Downtown Homeless Coalition Meeting* hosted by Community Engagement Manager **Anne Conable**, Security Manager **Kevin O'Neil**, and Director **John Spears** at the Central Library on July 11 included library tours by Special Collections Manager **Susan Buttaccio** and Information Services and Outreach Librarian **Maria Lowe**. The tours focused on departments and services that would be beneficial to those served by those organizations. In addition, presentations on *Library Cards/Guest Passes*, *Public Computers/Tech Sessions*, and *Other Library Resources* presented by System Borrower Services Manager **Linda Rizzo**, TechKnow Lab Library Associate **Sean Goodrich**, and **Jacob Rachwal** respectively were also provided to attendees. **Carol Kowalik-Happy** provided a tour for members of the DePaul Assisted Living Residence on July 13. **Carol** focused on the historical facts about the library, Mark Twain, and the *Four Centuries of Bookbinding: The Jordan Collection* exhibit. Information Services and Outreach Librarian **Kuniko Simon** coordinated a library tour on July 21 for a local summer program, EMPOWER, with staff assisting throughout the Central Library. Staff included Children's Department Librarian **Jennifer Lelinski**, Children's Department Manager **Dan Lewandowski**, **Isaac Johnson**, and Library Technology Clerk **Andrew Henning**. **Isaac Johnson** provided a tour of the Grosvenor Room, the Rare Book Exhibit space, the Mark Twain Room, and the *B is for Book* exhibit on July 22. **Susan Buttaccio** and Rare Book and Map Librarian **Charles Alaimo** provided a tour of rare treasures, many in French, for Mathilde Koskas of the National Library of France and Director **John Spears** on July 27. **Kuniko Simon** hosted a tour of the Central Library for a group from the International Institute of Buffalo on July 28.

#### **Buffalo Branches:**

**Dudley Programming Highlights -** Library Assistant **Ana Sennett** held Adult Craft Hour on July 11. Patrons decorated tea towels with paint and stamps. Branch Manager **Libby Stengel** held Kids Craft Hour on July 13 and 27. Kids decorated kites with markers and tie-dyed t-shirts or socks. **Kuniko Simon** offered a meeting of the B&ECPL Anime Club at Dudley Branch Library on July 22. Teens made mochi ice cream parfaits and anime-related crafts. **Libby Stengel** and Library Assistant **Ana Sennett** held 7 one-on-one technology tutoring sessions in July.

**Coles Programming Highlights -** Branch Manager **Danielle Ptak** coached the Coles Library Battle of the Books team. The team had four practices and competed in the regular round on July 29. Coles Library showed Family Movie Matinees on Tuesdays in the Meeting Room. Movies were shown on July 11, 18, and 25. The Coles Library hosted the Dolls and Society program with presenter Lisa Jacobs-Watson on July 22. Two Teen Manga Club virtual meetings were held by **Danielle Ptak** on July 10 and 24. The club made a tiered list of their favorite anime characters and watched episodes of Buddy Daddies.

#### **Outreach:**

**Sean Goodrich** tabled at Canalside to help promote technology oriented library services and offered crafts for children on July 13, July 20, and July 27. **Susan Buttaccio** participated in the Friends of the Concordia Cemetery's *Family History Day* on July 15. She provided information to Family History researchers on the resources available in the Grosvenor Room. The Library on Wheels bookmobile participated in the *716 commUNITY Day* hosted by Buffalo Bills player Dion Dawkins through his non-profit organization, Dion's Dreamers. The event was held at the Martin Luther King, Jr. Park on July 16. Genealogist Specialist **Rhonda Hoffman** presented *I Have My DNA Results, Now What* at the monthly meeting of

the Genesee Area Genealogists, held at the Holland Land Office Museum in Batavia on July 18. **Jacob Rachwal** attended a Job Fair sponsored by the New York State Department of Labor at their office in Amherst on July 21. He shared library resources that included job hunting, resume writing, and the *Book a Librarian* service. The Library on Wheels bookmobile participated in the *Annual Community Day* at Calvary Baptist Church in Buffalo on July 30.

**B is for Book Exhibit:**

	Number of Visitors		
	From Opening		
	Month	YTD	(9/2020 to Present)
Non Tour-Related	1,436	14,359	62,942
Tour/Program	112	665	3,191
<b>Total</b>	<b>1,548</b>	<b>15,024</b>	<b>66,133</b>

## 2. Collection Development

**Physical Collections:**

	Item Adds		Title Adds		Collection Size
	Month	YTD	Month	YTD	
Juvenile Print	2,587	19,772	327	1,986	537,606
Young Adult Print	253	4,206	94	665	79,671
Adult Print	3,473	24,611	808	5,071	1,791,293
Media	2,403	18,544	307	1,844	555,647
Other*	1,475	12,716	12	453	172,312
<b>Subtotal</b>	<b>10,191</b>	<b>79,849</b>	<b>1,548</b>	<b>10,019</b>	<b>3,136,529</b>

\*Includes magazines, generic copies, and other.

**Electronic Collections\*:**

	Item Adds		Title Adds		Collection Size
	Month	YTD	Month	YTD	
eBooks	4,612	24,770	1,386	9,578	111,967
eAudiobooks	9,149	36,808	343	2,300	68,679
Digital Magazines	N/A	N/A	N/A	N/A	4,952
<b>Subtotal</b>	<b>13,761</b>	<b>61,578</b>	<b>1,729</b>	<b>11,878</b>	<b>185,598</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>23,952</b>	<b>141,427</b>	<b>3,277</b>	<b>21,897</b>	<b>3,322,127</b>

**Digital and Special Collections** – Special Collections Librarian **Adam Rubin** began adding the *Annual reports of the Board of Police of the City of Buffalo* to the Library’s Digital Collection, as well the *Map of Bellevue Elgin & Niagara*.

**Young Adult (YA) Nonfiction Collection** - Technical Services and Collection Development

Departments have set up a new procedure to identify newly purchased nonfiction titles that may be suitable for young adults. A new “YA” slinger has been created and will be inserted in all such titles to alert libraries that they may possibly want to add to their YA nonfiction collection.

### 3. Fundraising

#### Fundraising:

Campaign Name	Campaign Dates	Raised to Date
Annual Appeal Total	January 1 - July 31, 2023	\$101,804.53

#### Highlights:

*Give 716*, an annual online fundraiser lead by the Buffalo Bills and Buffalo Sabres Foundations, was held July 16-18. Total amount raised was \$6,175 from 81 library supporters. Donations during *Give 716* will go the purchase of new reading materials.

*Night at the Ballpark* took place on Friday, July 28. 150 library supporters cheered on the Buffalo Bisons, raising \$2,250 (gross amount). Proceeds from the event benefit the 37 Buffalo & Erie County Public Libraries.

The Library was awarded a NYS Conservation/Preservation Discretionary Grant to microfilm suburban and Buffalo City phonebooks and directories ranging from the mid-1970s to 2000. The total grant amount is \$20,887.

Mass emails sent in July:

Give 716 – sent to library card holders who opted-in to receive emails, approximately 72,000.

### 4. Facilities

**Central** – Underpass lighting installation began July 25. Installation is being provided by CIR. Weapons detection systems have been installed at the Washington St., Ellicott St., and auditorium entrances. A construction aid application is being drafted that would replace the failing hot deck/cold deck mixing box temperature controllers throughout the building, as well as rehabilitating the marble slabs throughout the building that are separating from the columns. This is possible due to \$250,000 in capital improvement funding from Erie County.

**Crane Branch Library** - The back parking lot, a critical aspect of their ongoing construction project, was completed on July 28. Completion is expected in the next several weeks.

**Isaías González-Soto Branch Library**- Furniture delivery is scheduled for the week of August 7.

**East Clinton Branch Library** - New metal signage has been installed on the exterior of the building. A construction aid application is being drafted that would address multiple elements at this location, including replacing the drafty windows, entry storefront, and exterior doors to the meeting room and parking lot; rehabilitating the slab and abating asbestos floor tiles/mastic; repointing the brick walls; and rehabilitating the roof. Funding of \$133,000 in ARP funds has been approved through the City of Buffalo.

**Frank E. Merriweather, Jr. Branch Library** – City of Buffalo hosted a pre-bid walkthrough

for architecture and engineering to address the upcoming roof and skylight dome rehabilitation.

**All branches** - AEDs are being distributed to all branch locations.

## 5. Staff Development

**Crisis Management Training** – *Crisis Management: Vulnerability Analysis and Planning for Recovery* was presented at the B&ECPL Managers-Directors Meeting on July 12. The session, taught by Nellie Brown on behalf of the Western New York Council on Occupational Safety & Health, examined the characteristics and elements of a crisis, identified and grouped crises libraries might encounter, helped assess current levels of preparedness, and designed procedures for responding to potential crises.

**Mental Health First Aid** – An *Adult Mental Health First Aid* class was presented to 12 staff members on July 21 at the Central Library. Presented by the Erie County Office of Health Equity, this training teaches people how to recognize signs of mental health or substance use challenges in adults aged 18 and older, how to offer and provide initial help, and how to guide a person toward appropriate care if necessary.

**Webinars** – Staff attended many pertinent webinars in July, including *Designing for Diversity in Your Library's Communications* (presented by WebJunction), *Indigenous Stories are for Everyone: The Importance of Picture Books for Indigenous Resurgence* (presented by Mackin), and *Public Library Services for Strong Communities: Results from PLA's 2022 Survey* (presented by PLA).

Staff Forums were held for Central Library employees in July. The main topic of discussion was updates on building security measures.

## 6. Communications

### Media:

Type of Communication	Topic	Air Date/Publish Date
Mass Email to all Library cardholders and the media	Donate to the 716 campaign	Sent July 16
Media Advisory – B&ECPL hosting the PULISDO Conference	Public Library Directors Conference in Buffalo Aug. 2- 4	Sent to local media on July 21
Research from the Grosvenor Room provided by Librarian Susan Buttaccio	History about a Buffalo property, formerly a tavern, which now houses a Burmese restaurant	July 25, The Buffalo News

### Social Media:

#### July 2023

	Staff Activity		Public Activity		Followers	
	Month	YTD	Month	YTD	Month (New)	Total
Facebook	89	732	4,085	29,941	21	12,784
Flickr	-	226	1,841	31,183	-	60
Google Ads <sup>1</sup>	N/A	N/A	2,387	11,061	N/A	N/A
Instagram	9	88	259	10,106	29	5,074

<b>Pinterest</b>	96	276	82	620	-1	2,109
<b>Podcast <sup>2</sup></b>	1	11	N/A	N/A	N/A	N/A
<b>Twitter</b>	58	427	394	3,620	-36	10,954
<b>YouTube</b>	5	49	783	7,917	1	525
<b>TikTok</b>	-	1	91	1,199	11	516
<b>Total</b>	258	1,810	9,922	95,647	25	32,022

<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.

## 7. Partnerships

**Mission Ignite** - TechKnow Lab Librarian **Jacqueline Hovey** is working as the Project Manager in partnership with Mission Ignite for the *Affordable Connectivity Outreach Grant Program (ACP Outreach Grant Program)*. The focus is to provide basic computer training classes throughout the B&ECPL System. There are currently 21 library locations that are participating. Patrons who complete computer training with Mission Ignite will receive a refurbished computer at no cost.

**Western New York Library Resources Center** – **Susan, Chelsey,** and Amealie Brousseau, State University at Buffalo MLS Practicum student, met with Heidi Ziemer, Outreach and Digital Equity Coordinator for the Western New York Library Resources Council, on July 14 in the Grosvenor Room at the Central Library to discuss collaborating on developing curriculum for the *200th Anniversary of the Erie Canal* in 2025.

## 8. Planning for the Future

The Graphics Department has designed new library cards for the *Banned Books* campaign that will launch in late September/early October.

The Polish Ambassador to the United Nations is expected to participate in an evening program at the Central Library on Friday, September 1.

## 9. Director Activities

### Meetings/Events Attended by Director July 2023

Date	Meeting/Event
July 1, 2023	Meeting - Evviva Lajoie
July 1, 2023	Event - Annual Hotdog Fundraiser at Angola Public Library
July 3, 2023	Meeting - Administrative Team
July 5, 2023	Meeting - Crane Construction
July 5, 2023	Meeting - Dorinda Darden
July 6, 2023	Meeting - 2024 Personnel Budget Discussion
July 6, 2023	Meeting - Emily Patronik
July 7, 2023	Virtual Meeting - ENLDC Personnel Committee
July 7, 2023	Meeting - Joy Testa Cinquino
July 7, 2023	Virtual Meeting - Intellectual Freedom Manual

July 8, 2023	Event - Nusantara Arts Day of Gamelon in Reading Park
July 10, 2023	Meeting - Evviva Lajoie at UB Abbott Library
July 10, 2023	Meeting - Sheryl Knab
July 11, 2023	Meeting - Downtown Homeless Coalition
July 11, 2023	Virtual Meeting - PULISDO
July 11, 2023	Meeting - Ken Stone and Emily Patronik
July 12, 2023	Meeting - Managers Directors
July 12, 2023	Meeting - Erie County Mid-Year Budget Hearing
July 12, 2023	Meeting - Dorinda Darden
July 13, 2023	Meeting - B&ECPL Board of Trustees Executive Committee
July 14, 2023	Meeting - Isaias González-Soto Branch Construction
July 14, 2023	Meeting - Joy Testa Cinquino
July 14, 2023	Virtual Meeting - Intellectual Freedom Manual
July 17, 2023	Meeting - Administrative Team
July 17, 2023	Virtual Meeting - Rose Jade Facilitated Session Goals & Planning
July 18, 2023	Meeting - Central Staff Forum
July 18, 2023	Virtual Meeting - WNYLRC
July 18, 2023	Meeting - Stephanie Cole Adams
July 18, 2023	Meeting - ErieNet Board of Directors
July 18, 2023	Meeting - Central Staff Forum
July 18, 2023	Meeting - Ken Stone and Emily Patronik
July 18, 2023	Event - 5/14 Memorial Public Comment
July 19, 2023	Virtual Meeting - WNY Digital Equity Coalition
July 19, 2023	Meeting - Central Staff Forum
July 19, 2023	Meeting - Dorinda Darden
July 19, 2023	Meeting - Library Foundation
July 19, 2023	Meeting - Central Staff Forum
July 20, 2023	Meeting - 2024 Personnel Budget Discussion
July 20, 2023	Meeting - PLS Directors
July 20, 2023	Virtual Meeting - ALA Intellectual Freedom Committee
July 20, 2023	Meeting - B&ECPL Board of Trustees
July 21, 2023	Meeting - Joy Testa Cinquino
July 21, 2023	Virtual Meeting - Intellectual Freedom Manual
July 24, 2023	Virtual Meeting - Central Library Directors
July 24, 2023	Meeting - Librarian III Presentation
July 24, 2023	Meeting - Librarian III Presentation
July 25, 2023	Meeting - Librarian III Presentation
July 25, 2023	Meeting - WNYLRC Lunch
July 25, 2023	Meeting - Ken Stone and Emily Patronik
July 26, 2023	Meeting - Samantha Purpora
July 26, 2023	Meeting - Crane Construction
July 26, 2023	Meeting - Dorinda Darden
July 26, 2023	Meeting - Emily Patronik
July 27, 2023	Meeting - Evviva Lajoie & Mathilde Koskas (National Library of France)
July 27, 2023	Meeting - Patron Concern
July 28, 2023	Meeting - Joy Testa Cinquino

July 28, 2023	Virtual Meeting - Intellectual Freedom Manual
July 29, 2023	Event - Queen City Jazz Festival
July 31, 2023	Meeting - Central Teen and Children's Spaces
July 31, 2023	Meeting - Ken Stone, Tracy Palicki, Emily Patronik (2024 Budget Planning)
July 31, 2023	Meeting - 2023 and 2024 Budgets with Erie County Budget Staff

## Appendices

### A. Monthly Statistics

Regular/Virtual	Number of Programs		Total Attendance	
	Month	YTD	Month	YTD
<b>Regular*</b>				
Adults	790	5159	2044	15922
Children 5 and under	1653	8398	5542	28662
Children 6-11	1172	11444	4145	22847
Intergenerational/Combined	4679	32478	14157	67106
Teens	395	2683	846	7384
<b>Regular Total</b>	<b>8689</b>	<b>60162</b>	<b>26734</b>	<b>141921</b>
<b>Regular Total</b>	<b>8689</b>	<b>60162</b>	<b>26734</b>	<b>141921</b>
<b>Virtual</b>				
<b>Live Virtual</b>				
Adults	12	137	55	1488
Children 5 and under	1	7	0	4
Children 6-11	0	3	0	88
Intergenerational/Combined	6	42	154	1443
Teens	10	72	79	293
<b>Live Virtual Total</b>	<b>29</b>	<b>261</b>	<b>288</b>	<b>3316</b>
<b>Recorded Virtual</b>				
Adults	5	40	74	961
Children 5 and under	0	0	0	0
Children 6-11	2	13	443	2501
Intergenerational/Combined	8	62	226	1839
Teens	0	1	0	20
<b>Recorded Virtual Total</b>	<b>15</b>	<b>116</b>	<b>743</b>	<b>5321</b>
<b>Virtual Total</b>	<b>44</b>	<b>377</b>	<b>1031</b>	<b>8637</b>
<b>Grand Total</b>	<b>8733</b>	<b>60539</b>	<b>27765</b>	<b>150558</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, 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

**Cheektowaga Public Libraries** – submitted by Dan Caufield - Director

The Cheektowaga Public Libraries are comprised of two libraries: Julia Boyer Reinstein Library and Anna Reinstein Library.

**Summer Programming** - The Summer Reading Kickoff took place at both locations on Saturday-May 20. Magician Chris Johnson entertained families with his program on kindness and diversity (the summer reading theme) and magic tricks. The children were amazed with all the magic. Events taking place at both locations include: Preschool and Family Story hours, Scavenger Hunts, Y.E.S (Cheektowaga Youth Engaged in Service) craft nights, Take and Make crafts, Lego Clubs, Book Clubs, Dungeons and Dragons and Adult Crafts. At JBR, school age children enjoyed the Craft Club. They made wind chimes, Frisbees, birdfeeders and treasure boxes.

Children at one of JBR's summer story hours, used a sandwich bag, cotton balls and lima bean seeds to create their own indoor garden. In the following weeks, the children reported that their beans have sprouted!

At another story hour, the children decorated postcards to give to someone special.

The adults were not left out, at Ms. Laura's Adult Craft hour created a Tissue Paper Collage based on the illustrations of Eric Carle.

At Anna Reinstein's story hours, children learned to sign the song "The More We Get Together". At another story hour the children learned about teamwork and practice by playing an egg and spoon game.

**Summer Raffle** - From May 20 until August 12 patrons of all ages can participate in reading for fun and prizes!

**Children's Reading Raffle** - Ages 12 and under. For every 15 minutes they read (or are read to) they place a sticker on one circle of their reading log. For every row completed, the child picks a prize from the prize cart. When the child completes the entire reading log for one bigger prize and puts their name in for a chance at a \$50 Target gift card.

**Teen Raffle** - Ages 13-17. For each book read the teen receives one "Ticket". When they return their ticket, they will receive a snack and are entered into a raffle for a \$50 Amazon gift card.

**Adult Raffle** - Ages 18 and up. For each book read the patron receives a raffle ticket for one of four gift baskets (which were donated by staff and a generous patron).

**Outreach** - On July 12, Director Dan Caufield staffed a library information table at Erie One BOCES as part of a staff and community Health and Wellness event. On July 20, Director Caufield attended a Job Fair at the Residence Inn by Marriott. Speaking to over 200 attendees during both events, Dan was able to promote system services and advertise programming at the Cheektowaga Public Libraries.

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

**Gonzalez-Soto Phase 1 Completed** - The Isaías González-Soto Branch Library reopened on Monday, August 21, after Phase 1 of construction was completed. The roof, windows, and many first floor enhancements were well received by the community, and the new furniture

gave the space an extraordinarily new look. Phase 2 will begin sometime in spring 2024.

**Conference** - From August 2 through 4, the Buffalo & Erie County Public Library and Director **John Spears** hosted the *Public Library Systems Directors Organization (PULISDO) Conference* for New York State library system directors and HR, IT, and finance managers. There were 45 attendees and speakers meeting at the Central Library. Out of towners stayed at the downtown Hyatt. Charlotte Mecklenburg Public Library's CEO and Chief Librarian Marcellus Turner was the keynote speaker addressing Equity, Diversity, and Inclusion. Other session topics ranged from best practices for cybersecurity to First Amendment Rights. By all accounts, attendees thoroughly enjoyed their stay in downtown Buffalo.

**Battle of the Books Field Day** - There were 16 teams representing 11 libraries (Amherst (2), Boston, Central (2), Elma (2), Grand Island, Kenmore (2), Lancaster (2), Leroy R. Coles, Newstead, Orchard Park, and West Seneca) who participated in the virtual *Battle of the Books*, held July 26 through August 1. All *Battle of the Books* teams were invited to the *Battle of the Books Field Day* coordinated by Youth Outreach Services Manager **Chelsey Lonberger** held at the Central Library on August 5. The event started with a *Battle of the Books Lighting Round* in the Auditorium between the top two teams, the Kenmore Library and the Lancaster Public Library, with **John Spears** reading the questions. The Kenmore Library was the winner. Afterwards, all the *Battle of the Books* teams that attended were invited to participate in activities throughout the library. The activities included a raft building station, a game where participants had to place balloons into a decorated box on a table without using their hands or feet, group photos for each of the teams in front of the green screen in the Launch Pad Makerspace, board games and crafts, sugar cookie decorating, and free ice cream and popcorn. Staff throughout the B&ECPL System, the Teen Advisory Group (TAG), and volunteers assisted throughout the *Battle of the Books Field Day*.

**Mayor Byron Brown's 2023 Reading Rules! Kid's Summer Reading Challenge! Awards Celebration** - **Chelsey Lonberger**, Children's Librarian **Kelly Woods**, and Frank E. Merriweather, Jr. Branch Library Technology Clerk **Harrison Oldham** (as the Library Owl Mascot Read a Book) attended Mayor Byron Brown's *2023 Reading Rules! Kid's Summer Reading Challenge! Awards Celebration* held at the Buffalo Convention Center on August 26. In addition, the Library on Wheels Bookmobile was parked inside the Convention Center with Bookmobile staff offering library services on the bookmobile.

**Online Summer Reading Contest** - Throughout the summer, Adult Outreach Services Librarian **Melissa Blattner**, Central Adult Services Librarian **Kuniko Simon**, and Children's Librarian **Jennifer Lelinski** coordinated the *Online Summer Reading Contest* for children, teens, and adults. This reading contest is hosted through the Central Library's webpage and encourages all ages to write reviews of the books they read throughout the summer. The contest ran from June 1 to August 13, with participants signing up, reading, and reviewing 2,463 books over the summer. There were participants from all 37 locations. The Children's winner had the choice of a kid's version of the Kindle Fire HD 10, a Nintendo Switch Lite, a LEGO Set, or Magna-Tiles. Participants in the adult and teen ranges were eligible to win a Kindle Fire HD 10 tablet as the contest's grand prize. The Children's winner was Elizabeth Pfeil from the Grand Island Memorial Library. She received a Nintendo Switch Lite. The teen winner was Sumayyah Soofi from the Lackawanna Public Library, and the adult winner was Anne Schultz from Anna B. Reinstein Memorial Library. In addition, the Children's Department gave out a runner up prize to Arthur Pacer from the West Seneca Public Library. Arthur is a two-year-old whose mother read over 200 books to him! He received a Target gift card, an Arthur stuffed animal, and two books. Other prizes were

available to all participants.

## 1. Public Services

### Central Library:

**Genealogy Training** - Genealogy Specialist **Rhonda Hoffman** taught an online class titled *Anatomy of a U.S. Military Pension File: Revolutionary War through the Civil War* on August 9, and volunteers from the Western New York Genealogy Society were at the Central Library on August 12 to assist researchers with the Society's library collection and answer general research questions.

**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 August 17 in the main concourse of the Central Library. At the event, 24 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. Adult Outreach Services Librarian **Jacob Rachwal** was also on hand to assist.

**Tours** - On August 2, Rare Book and Map Librarian **Charles Alaimo** provided tours to two groups attending the *Public Library Systems Directors Organization (PULISDO) Conference*, held at the Central Library on August 2-4. Attendees explored the Grosvenor Room as well as a display of Rare Book Room materials, including Shakespeare's Third Folio, a letter written by Charlotte Bronte, and a Sarah Orne Jewett manuscript. **Charles** provided a tour of some of the library's treasures in the Grosvenor and Rare Book Rooms for new Library Foundation member Peter Ruocco on August 10. At the request of the International Institute of Buffalo, **Kuniko Simon** provided four government officials from Angola, Brazil, and Portugal, along with their interpreters (Spanish and Portuguese), with a Central Library informational tour regarding transparency and public access to government information on August 21. They learned about the Freedom of Information Act and the meaning of the current Federal Depository Library Program by exploring online U.S. government publications that are available through the B&ECPL website. Special Collections Librarian Trainee **Isaac Johnson** provided the monthly tour on August 26 of the Grosvenor Room to several patrons who wanted to learn about the Grosvenor Room and Rare Book collections. Rare Book Curator **Amy Pickard** provided a tour of the Rare Book Room and Special Collections in the closed stacks to Architectural Historian and long-time-friend of the Grosvenor Room Martin Wachadlo on August 28. **Kuniko Simon** hosted a tour of the Central Library for a group from the International Institute of Buffalo on August 31. Participants from Burma, Malaysia, and Spanish-speaking countries, as well as an Arabic Sign Language Interpreter, a caseworker, and other interpreters signed up for library cards. They were also provided with information about various library services, including Book a Librarian, Book a Technology Trainer, the Launch Pad Makerspace, and the TechKnow Lab.

Technology Specialist **Shane Hallnan** began hosting weekly 3D Printing Certification classes on Wednesdays at 1 pm as a means to consolidate the amount of time Launch Pad staff have to spend training library patrons on the basics of 3D printing. Rather than offering individual training sessions for each patron, this weekly class frees up a considerable amount of time during the week to devote to other tasks, like equipment maintenance and other duties. If patrons are not able to attend this class during the week, the Launch Pad will continue to offer one-on-one trainings for 3D printing certification during weekend hours. Thus far, patron attendance remains the same as before switching to classes.

## **Buffalo Branches:**

**Coles Programming Highlights** - The Coles Library hosted an end of summer event with Arts for Learning WNY with a total of 20 attendees. Local artists Kristin Brandt and Laura Chenault led crafting workshops to design and create your own mini journal and button/pin followed by Red Tie Variety's Ted Baumhauer performing his "Reading is Magic!" show. Free bags filled with basic school supplies and art materials were available. Programming was made possible by the generous support of Common Council Member Bryan Bollman and Arts for Learning WNY. Coles Library participated in the Buffalo Public School Lunch program on weekdays from 11:30-12:30. 84 lunches were distributed in August for a total of 159 lunches for the summer.

**Merriweather Programming Highlights** - On August 19, the Frank E. Merriweather, Jr. Branch Library hosted an author reading by Chiomah Momah in collaboration with Jolly's Play Yard Program. On August 30, local author Shara Armprester hosted an author event. Frank E. Merriweather, Jr. Branch Library continued to host a multitude of community-lead activities and programs, with a total of 70 programs officially booked, with on-the-fly programs occurring as well.

**Panty Programming Highlights** - Ice Cream Social: Over 30 people joined the Friends in building sundaes and socializing with outdoor games, such as Toss Across, Bocce, and Connect Four, which was provided by the Friends fund, Elma Public Library, and Y on the Fly representative Terrell Chambers. Prizes for reading incentives were provided by the Friends Group to Read to Me ages 2-4, Be a Library Readers ages 5-12 and Ticket to Read ages 13-17 participants. A prize for the Adult Online Summer Reading Contest was provided by the Information Services and Outreach Department at Central.

## **Outreach:**

The Library on Wheels Bookmobile staff kicked off the month with two special event stops at the *Seneca Street Community Development Street Party* and *National Night Out* at the Johnnie B. Wiley Amateur Athletic Sports Pavilion. Staff meet with participants throughout the day, issuing library cards, providing crafts, and offering information about the expanding Library services of the B&ECPL System. The Bookmobile, working with the Buffalo Municipal Housing Authority (BMHA), began new community stops in North Buffalo and Riverside by scheduling monthly visits at the Jasper Parrish, LaSalle Courts, and Shaffer Village apartment complexes. The Bookmobile is scheduled to stop at each location monthly through December 2023. The Bookmobile participated in the Housing Opportunities Made Equal (HOME) *Community Block Party & BBQ* on August 19. The Bookmobile participated in the *3rd Annual Rock the Block Party* hosted by West Side Community Services on August 23. Participants visited the Bookmobile to explore the collection and learn about the resources that are available.

TechKnow Lab Library Associate **Sean Goodrich** tabled at Canalside on Thursdays throughout the month of August, promoting various services offered by the Launch Pad Makerspace.

Central Adult Services Senior Library Clerk **Sarah Barry**, Central Adult Services Librarian **Carol Kowalik-Happy**, **Jennifer Lelinski**, **Chelsey Lonberger**, Central Adult Services Senior Page **Faith Miller**, and **Jacob Rachwal** provided an outreach table at the *Erie County Fair* held at the Hamburg Fairgrounds on select dates from August 9 through August 15.

**Jacob Rachwal** presented at the *SCORE Workshop: Starting and Managing Your Own Business* held at the Goody Girl Flower Farm in Lockport on August 26. He shared information about library resources and services.

*B is for Book Exhibit:*

	Number of Visitors		
	Month	YTD	From Opening (9/2020 to Present)
Non Tour-Related	2,176	16,535	65,118
Tour/Program	35	700	3,226
<b>Total</b>	<b>2,211</b>	<b>17,235</b>	<b>68,344</b>

## 2. Collection Development

**Physical Collections:**

	Item Adds		Title Adds		Collection Size
	Month	YTD	Month	YTD	
Juvenile Print	3,008	22,780	327	2,313	535,662
Young Adult Print	578	4,784	103	768	79,371
Adult Print	3,721	28,332	929	6,000	1,789,644
Media	3,294	21,838	285	2,129	553,118
Other*	2,066	14,782	51	504	172,417
<b>Subtotal</b>	<b>12,667</b>	<b>92,516</b>	<b>1,695</b>	<b>11,714</b>	<b>3,130,212</b>

\*Includes magazines, generic copies, and other.

**Electronic Collections\*:**

	Item Adds		Title Adds		Collection Size
	Month	YTD	Month	YTD	
eBooks	3,784	28,554	1,359	10,937	111,346
eAudiobooks	7,351	44,159	356	2,656	69,000
Digital Magazines	N/A	N/A	N/A	N/A	5,037
<b>Subtotal</b>	<b>11,135</b>	<b>72,713</b>	<b>1,715</b>	<b>13,593</b>	<b>185,383</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>23,802</b>	<b>165,229</b>	<b>3,410</b>	<b>25,307</b>	<b>3,315,595</b>

**Digital Collections** – Special Collections Librarian **Adam Rubin** completed an upload of the *Spilling Grain* digital collection, graciously donated by journalist Kate Kaye. This collection contains oral history recordings and images collected by Kaye chronicling the history of Buffalo’s grain industry, and on August 22, **Adam Rubin** and Master of Library Science student Amealia Brousseau completed an upload of over 9,500 records to the City of Buffalo Birth Records digital collection. This collection contains some of the earliest vital records present in the Grosvenor Room and has already seen engagement from genealogists.

**Subject Headings** - Technical Services Librarian **John Stone** updated records with the subject heading “illegal aliens” so that the outdated term will no longer display in our catalog. Patrons will now see “non-citizens” in its place. The plan is to update additional terms in the near future now that the process has been tested and successfully implemented.

### 3. Funding/Fundraising

**2024 Budget request submitted on time-** Between supply chain and other inflationary factors, costs are forecast to increase significantly faster than in recent years. The combined impact of recently settled Erie County labor agreements and another expected minimum wage increase result in 2024 will also have an effect on expenses, and we are seeing increases in other operating accounts, as well. Overall, net expense is expected to increase approximately \$1.6 million (5%).

Feedback from the County Budget office to date has been supportive. The next major 2024 budget event is the release of the County Executive’s Proposed Budget, expected in mid-October of 2023.

We will keep you informed as the budget process continues.

#### **Fundraising:**

Campaign Name	Campaign Dates	Raised to Date
Annual Appeal Total	January 1 – August 31, 2023	\$114,920.74

#### **Highlights:**

**Books, Bites & Banter Happy Hour** is planned for Wednesday, October 11 at Big Ditch Brewing. Sponsored by M&T Bank, the happy hour will be from 5p.m. to 7p.m. Tickets are \$30 presale/\$35 at the door. Admission includes two drink tickets and light snacks. This is a 21 and over event. Tickets can be purchased at: <https://ways2give.buffalolib.org/happyhour> or by calling Maureen Germaine at 716-858-7197. Proceeds from the event benefit the Library’s *Bucks for Books* campaign.

Mass emails sent in August:

A Donor Survey was sent to over 2,000 past donors asking for feedback related to donating to the Library.

### 4. Facilities

The Gonzalez-Soto Branch Library reopened August 28.

The Crane Branch Library is set to reopen September 11.

Library staff reviewed potential furniture selection for the reconfiguration of the Teen and Children’s areas at Central.

Library staff submitted two NYS Construction Aid applications for system review: one application for the Central Library recommending mixing box controller replacement, rehabilitation of the marble columns throughout the building, and reconfiguration of the 1<sup>st</sup> floor Teen/Children’s areas and one application for the East Clinton Branch Library

recommending replacing drafty windows and doors, replacing the entry storefront, replacing the floor tiles, rehabilitating the concrete slab, repointing the exterior brick, rehabilitating the leaking roof, and adding security cameras.

## 5. Staff Development

**Assistant Deputy Director Joy Testa Cinquino** made a presentation as part of a panel discussion on the topic of Marketing eMagazines at the Digipalooza Conference sponsored by OverDrive in Cleveland.

**Annual Compliance Training** – All staff System-wide were required to complete the training modules *Harassment Prevention: A Commonsense Approach* and *Workplace Violence: The Early Warning Signs* between June 1 and August 31. 97.7% of staff completed the training within the deadline.

**Webinars** – Staff attended many pertinent webinars in August, including *Graphic Novels for All!* (presented by Booklist), *Libraries Helping Refugees and New Immigrants Learn the US Financial System* (presented by WebJunction), and *When Kids Can't Read: What We Can Do Now That Makes a Difference* (presented by EdWeb).

## 6. Communications

### Media:

Type of Communication	Topic	Air Date/Publish Date
Taped TV interview with Library Director John Spears	Updates on security at the Central Library	WIVB TV Channel 4, August 1
Newspaper interview with Library Director John Spears	Updates on security at the Central Library	The Buffalo News, August 6
Taped TV interview with Library Director John Spears	Updates on security at the Central Library	WKBW TV Channel 7, August 29
Print and TV story based on interview with Library Director John Spears and (now retired) CFO Ken Stone	Book deserts in Buffalo	Investigative Post and WGRZ TV Channel 2, August 22
Media Release	Kenmore Branch Library wins Battle of the Books	Sent on August 8

### Social Media:

#### August 2023

	Staff Activity		Public Activity		Followers	
	Month	YTD	Month	YTD	Month (New)	Total
<b>Facebook</b>	75	807	1,975	31,916	27	12,811
<b>Flickr</b>	40	266	2,858	34,041	-	60
<b>Google Ads <sup>1</sup></b>	N/A	N/A	2,491	13,552	N/A	N/A
<b>Instagram</b>	11	99	702	10,808	52	5,126
<b>Pinterest</b>	52	328	79	699	2	2,111
<b>Podcast <sup>2</sup></b>	-	11	N/A	N/A	N/A	N/A
<b>Twitter</b>	51	478	392	4,012	-8	10,946
<b>YouTube</b>	6	55	985	8,902	4	529

TikTok	-	1	92	1,291	-2	514
<b>Total</b>	235	2,045	9,574	105,221	75	32,097

<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.

## 7. Partnerships

**Buffalo Public Schools (BPS)** – Special Collections Manager **Susan Buttaccio** met on August 8 with Richard Pyszczek, BPS Coordinator of Social Studies about an upcoming presentation on Digital Resources for the School District’s *Superintendent Day Conference*.

**Documentary Heritage and Preservation Services for New York (DHPSNY)** – On August 18, the Grosvenor Room team welcomed Kate Jacus from Documentary Heritage and Preservation Services for New York (DHPSNY). DHPSNY is a statewide program that provides free planning and education services to “support the vast network of collecting institutions such as archives, libraries, historical societies, museums, and other organizations that safeguard and ensure access to New York’s historical records and library research materials.” **Susan Buttaccio** facilitated a daylong survey of the Library’s Special Collections Department in order to develop a plan for the further preservation of materials in the Rare Book, Local History, Genealogy, and Music Collections.

**May 14 Collecting Initiative** – **John Spears**, Assistant Deputy Directors **Dorinda Darden**, **Joy Testa Cinquino**, and **Susan Buttaccio** continue to participate in the May 14 Collecting Initiative in partnership with The Buffalo History Museum, Buffalo State University, Burchfield Penney Art Center, Western New York Library Resources Council, and other organizations and members of the community. On August 4, **John** and **Susan** attended a virtual meeting to plan an in-person, facilitated meeting with cultural and community organizations and family members of the victims of the Buffalo mass shooting. **John**, **Dorinda**, and **Susan** attended the in-person meeting facilitated by Rose Jade Consulting held at The Buffalo History Museum on August 10.

The Library continues to provide COVID test kits to member libraries and branches. The kits, provided by Erie County, expire in late-December 2023.

## 8. Planning for the Future

### Upcoming media events:

**Crane Branch Library Reopening Celebration**; all are invited – Friday, September 22 at 10:15 a.m., 633 Elmwood Ave.

**Library Awareness Campaign Launch about First Amendment Rights and Banned Books**; all are invited – Tuesday, September 26 at 9:30 a.m. at the Central Library.

**The Annual Indie Author Day** program is now taking registration for Saturday, November 4, at the downtown Central Library.

## 9. Director Activities

### Meetings/Events Attended by Director

**August 2023**

<b>Date</b>	<b>Meeting/Event</b>
August 1, 2023	Meeting - Ken Stone at KeyBank
August 1, 2023	Media Interview - Patrick Ryan from Channel 4
August 1, 2023	Media Interview - Sandra Tan from The Buffalo News
August 1, 2023	Interview - ErieNet Administrative Assistant
August 1, 2023	Meeting - Ken Stone and Emily Patronik
August 2, 2023	Meeting - Crane Branch Library Construction
August 2, 2023	Event - PULISDO Retreat
August 3, 2023	Event - PULISDO Retreat
August 4, 2023	Event - PULISDO Retreat
August 4, 2023	Meeting - May 14 Collecting Initiative with Rose Jade Consulting
August 4, 2023	Meeting - Joy Testa Cinquino
August 4, 2023	Virtual Meeting - IF Manual
August 5, 2023	Event - Battle of the Books
August 7, 2023	Interview - Librarian III System Adult Outreach Services
August 7, 2023	Interview - Librarian III System Adult Outreach Services
August 7, 2023	Meeting - Administrative Team
August 8, 2023	Interview - Librarian III System Adult Outreach Services
August 9, 2023	Meeting - Crane Branch Library Construction
August 9, 2023	Meeting - Dorinda Darden
August 10, 2023	Event - Rose Jade Facilitated Session at the Buffalo History Museum
August 10, 2023	Meeting - B&ECPL Board of Trustees Executive Committee
August 11, 2023	Meeting - Joy Testa Cinquino
August 11, 2023	Virtual Meeting - IF Manual
August 14, 2023	Virtual Meeting - IFC Monthly Meeting
August 15, 2023	Meeting - Samantha Purpora & Dorinda Darden
August 15, 2023	Meeting - Samantha Purpora
August 15, 2023	Meeting - ErieNet Board of Directors
August 15, 2023	Meeting - WNYLRC Handbook
August 16, 2023	Conference - IFLA/WLIC in Rotterdam
August 17, 2023	Conference - IFLA/WLIC in Rotterdam
August 18, 2023	Conference - IFLA/WLIC in Rotterdam
August 21, 2023	Conference - IFLA/WLIC in Rotterdam
August 22, 2023	Conference - IFLA/WLIC in Rotterdam
August 23, 2023	Conference - IFLA/WLIC in Rotterdam
August 24, 2023	Conference - IFLA/WLIC in Rotterdam
August 25, 2023	Conference - IFLA/WLIC in Rotterdam
August 29, 2023	Meeting - Samantha Purpora
August 29, 2023	Meeting - Ashley Matrassi from Homeless Alliance of WNY
August 29, 2023	Meeting - Emily Patronik
August 29, 2023	Media Interview - Yoselin Persons from Channel 7
August 30, 2023	Virtual Training - OAG Board Meeting
August 30, 2023	Virtual Meeting - Legislative Committee
August 30, 2023	Meeting - Dorinda Darden

**Appendices**  
**A. Monthly Statistics**

Regular/Virtual	Number of Programs		Total Attendance	
	Month	YTD	Month	YTD
<b>Regular*</b>				
Adults	547	5706	2272	18194
Children 5 and under	1213	9611	4510	33172
Children 6-11	1729	13173	6672	29519
Intergenerational/Combined	4929	37407	16101	83207
Teens	373	3056	914	8298
<b>Regular Total</b>	<b>8791</b>	<b>68953</b>	<b>30469</b>	<b>172390</b>
<b>Regular Total</b>	<b>8791</b>	<b>68953</b>	<b>30469</b>	<b>172390</b>
<b>Virtual</b>				
<b>Live Virtual</b>				
Adults	10	147	132	1620
Children 5 and under	2	9	29	33
Children 6-11	3	6	79	167
Intergenerational/Combined	6	48	312	1755
Teens	5	77	35	328
<b>Live Virtual Total</b>	<b>26</b>	<b>287</b>	<b>587</b>	<b>3903</b>
<b>Recorded Virtual</b>				
Adults	7	47	73	1034
Children 5 and under	0	0	0	0
Children 6-11	2	15	361	2862
Intergenerational/Combined	8	70	270	2109
Teens	0	1	0	20
<b>Recorded Virtual Total</b>	<b>17</b>	<b>133</b>	<b>704</b>	<b>6025</b>
<b>Virtual Total</b>	<b>43</b>	<b>420</b>	<b>1291</b>	<b>9928</b>
<b>Grand Total</b>	<b>8834</b>	<b>69373</b>	<b>31760</b>	<b>182318</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, 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**

**Alden Ewell Free Library** – submitted by Rebecca Moe, Director

Summer reading programming this year included the Buffalo and Erie County Botanical Gardens' BG2U program, which allowed patrons to take a piece of the Gardens home with them, and Super Amy's (the younger sister of Charlie and Checkers) brand new variety show.

Local ice cream shop the Pink Cow once again donated free ice cream to Summer Reading participants.

A make and take craft table outside the children's area downstairs allowed patrons to make and take "refrigerator style" poems, a hive with thumbprint bees, decorated bookmarks, Hawaiian-inspired leis, and beaded friendship bracelets.

The library's front lawn got a facelift with new signposts for our sign and brand new, brighter lighting along the main sidewalk. Patrons continue to come to the library each week looking for take and make crafts; handprint crafts such as handprint sharks, fireflies, and flowers have been especially popular this year.

**Aurora Town Public Library** – submitted by Paula Klocek, Director

**Read It @ Keep It** - Children, All Ages – July 5 through August 12. Children were invited to complete a summer reading log to earn a free paperback book. 203 participated.

**Feelings Rock** - Children, Birth - 5 years with Caregivers – August 1. Caregivers were invited to a fun music and movement class that helps preschoolers and their families to move, learn and grow together. 8 children and 6 adults attended for a total of 14.

**Anything Can Happen Day** – Children, 6-11 – August 2. Children were invited to for a surprise featuring fun games, stories, and a special guest from our community! 8 children and 3 adults attended for a total of 11.

**Crafternoons** - Children, All Ages - August 1 through August 3. Children were invited to make glowing firefly art. 19 children and 12 adults attended for a total of 31.

(We had three of the glowing firefly art programs because they kept filling up with registrants with continued interest)

**Four Shillings Short: "Around the World in 30 Instruments"** - All Ages – August 3. Children and adults were invited to an evening of Celtic, folk, and world music and learned about music and instruments from around the globe. 11 children and 74 adults participated for a total of 85.

**Read to a Dog** – Children, All Ages – August 5. Families were invited to read to a SPCA Paws for Love volunteer dog. 5 children and 8 adults participated for a total of 13.

**Maker Mondays: Magic Rainbow** – Children, 6-11 - August 7. Children were invited to enjoy themed stories and a craft. 8 children and 1 adults participated for a total of 9.

**Happy Talk Song & Sign** – Children, Birth to 24 months - August 8.

Children with their caregivers were invited to a fun, interactive class that teaches songs, baby signs, and includes gross motor / sensory play. Presented by a local pediatric speech language pathologist. 17 children and 18 adults participated for a total of 35.

**Fitness Fridays: BAM – Balance & Mobility** – Seniors - August 4 and August 11

Seniors were invited body for everyday activities and reduce the risk for falls, including multiple muscle and joint movements that will help them do real-life, everyday things like lift, bend, twist, squat and haul. August 4, 8 attended. August 11, 10 attended.

**“All Together Now” Collaborative Artwork & Raffle** – Children, All Ages – July 5 through August 9. Winner will be drawn randomly on August 10.

Children were invited to make a paper heart chain to pick up a link to color at the Circulation desk to show their love for the Library. 313 participated.

**Local Author, MaryJean Zaiac: Reason to Run** – Adults - August 23.

Adults were invited for a presentation by local author MaryJean Zajac. Copies of her book, Reason to Run, were available for purchase. 10% of proceeds were donated to the Library. 0 people participated.

Agenda Item G – Report of the Foundation. Trustee El-Behairy stated that the Foundation met last week and they are moving into strategic planning. The meeting that was scheduled for Wednesday September 20, 2023 was cancelled and there will be an update in the future.

Agenda Item H – The Association of Contracting Library Trustees (ACT)/Contracting Library Trustee Report. Martha Buyer had to leave the Board meeting early and was not present to report on ACT.

Agenda Item H.1 – Contracting Library Liaison Report(s). Trustee El-Behairy had a report on Angola Public Library. Trustee El-Behairy shared that Angola Public Library is having their fundraiser on Saturday October 21, 2023. Tickets are \$30.00 which includes dinner. There will also be a basket raffle. Trustee Panty had a report and stated that she went to Kenmore Branch Library. They had an excellent meeting and have received the new library cards. Trustee Panty mentioned they are also having problems with security and they will be hiring a guard. She also mentioned the picnic that was held at Kenilworth and relayed that attendance was great. Trustee Panty also mentioned construction updates at Kenilworth, and discussion ensued about the extension of time for construction projects. The construction time for projects has been extended from 3 years to 6 years. Trustee Bucki shared that she went to Amherst Public Library’s Board meeting in July. They discussed building maintenance and a successful book sale. She went on to mention that Clearfield has the highest circulation of any library in the system. She acknowledged that this was most likely due to the closure for renovation of Audubon. Trustee Bucki also mentioned that the Amherst Public Libraries are working on amending their bylaws due to issues with quorum.

Discussion ensued. Chair Johnson wanted to encourage the Trustees to visit their assigned member libraries. Trustee Panty brought up term expirations, and discussion ensued regarding terms and appointments.

Trustee Gist left at 4:59 p.m.

Agenda Item I – Public Comment. Chair Johnson read the rules regarding public comment. Assistant Deputy Director Judy Fachko spoke as a member of the community in order to address comments that were made at the B&ECPL Board of Trustees meeting held on Thursday July 20, 2023. She also wanted to note that the comments in question can be heard on the recording of the Board meeting at [www.buffalolib.org](http://www.buffalolib.org) and begin at the 26 minute mark. ADD Fachko wanted to emphasize that libraries are for everyone and reiterate the Library’s core values, especially the first one, “[...] respect, and practice civility, inclusion in our actions and attitudes, value, support and respect of all customers and staff.” ADD Fachko noted that New York State law and Library policy state that staff members cannot be harassed based on gender identity or expression. She also wanted to remind everyone that the *Handbook for Library Trustees of New York State* has a section on intellectual freedom, censorship, and privacy. It says, “[...] as difficult as it may be in some cases, Trustees must be very careful to separate their personal opinions from the philosophy of the libraries and institutions.”

Children’s Librarian Dan Lewandowski spoke about being harassed at his job due to his sexual orientation and felt the need to speak about the Board meeting in July. He wanted to reiterate that the staff does read the Board Minutes, watch the meetings, and are listening. The words shared at the Board meetings carry a lot of weight. He wanted to emphasize that when the Library’s core values are being defended, it does not fall on deaf ears. He also wanted to note that there are a lot of staff members that are part of the LGBTQ+ community that appreciated being defended by other Board members.

Trustee T. Johnson left at 5:05 p.m.

Agenda Item J – Unfinished Business. None.

Agenda Item K – New Business. None.

Agenda Item L – Adjournment. There being no further business, on a motion by Trustee Panty with a second by Trustee El-Behairy, the meeting was adjourned at 5:06 p.m.

Respectfully submitted,

Joel Moore  
Secretary