

PROPOSED  
MINUTES  
REGULAR MEETING OF THE  
BUFFALO & ERIE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES  
April 18, 2024

The regular monthly meeting of the Board of Trustees of the Buffalo & Erie County Public Library was held on Thursday, April 18, 2024, 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\*  
Alan J. Bedenko, Esq., Treasurer  
Joel Moore, Esq., Secretary  
Michael Amodeo, Esq.  
Prof. Christine P. Bartholomew, Esq.  
Kathleen Berens Bucki, MLS\*  
Lucy Candelario  
John D. Craik, Esq.  
Theodore K. Johnson  
Sharon M. Kelly, Esq.  
Elaine M. Panty  
Christopher Sasiadek, Esq.

\*Trustee El-Behairy and Trustee Bucki attended the meeting remotely due to extraordinary circumstances; pursuant to the B&ECPL Procedures for Trustee Videoconferencing, they were full participants in the meeting.

Chair Johnson called the meeting to order at 4:02 p.m. A call of the roll was taken. A quorum was present.

Agenda Item B – Approval/Changes to the Agenda. There were no changes to the proposed agenda.

Agenda Item C – Minutes of the Meeting of March 21, 2024. Trustee Panty made a motion for approval, Trustee Amodeo seconded, and the minutes were approved unanimously.

Agenda Item D – Report of the Chair. Chair Johnson began her report by introducing the City of Buffalo’s appointee to the B&ECPL Board of Trustees, Nathaniel Barnes. She stated Barnes’s official appointment still needed to be submitted to the Erie County Legislature. Barnes then went on to introduce himself. He is a principal in the Buffalo Public Schools system and an adjunct instructor at Buffalo State University.

Next, Chair Johnson notified the Board that she attended the *From the Ground Up: In-Person Board Engagement Workshop* held by Art Services, Inc. at the Central Library and it was very informational. She then mentioned potential future collaborations with a local photographer named Yves-Richard Blanc. She also announced that she will be part of a WUFO broadcast remembering the 5/14 tragedy.

Finally, Chair Johnson asked Trustee Craik to brief the Board on updates regarding the vision statement of the Library and a potential Board retreat. Trustee Craik informed the Board that a meeting was held with two consultants regarding the vision statement and retreat. It was determined that the most important outcome of the retreat will be for the Board and others to share what they think the vision of the Library should be and not necessarily a written vision statement. Once a proposal is drafted and a budget is determined, they will return to the consultants to discuss their options. Chair Johnson shared that the meetings went very well and she is excited for the future of the Board and Library.

Trustee Moore arrived at 4:08 p.m.

Agenda Item D.1 – Committee Appointments. Chair Johnson stated that most committees maintained the same trustees from 2023. She announced that Trustee Bartholomew volunteered for the Policy Committee and Trustee Craik volunteered for the Governance Committee. Trustee Panty motioned to approve the committee appointments, Trustee T. Johnson seconded and this was approved unanimously.

Agenda Item E – Committee Reports.

Agenda Item E.1 – Executive Committee. The Executive Committee met on April 11, 2024. A copy of the written report was included in the Board packet. Trustee El-Behairy briefly summarized the meeting. Trustee Kelly moved to have the written report entered into the Minutes, Trustee Sasiadek seconded, and this was approved unanimously.

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, Deputy Director - Chief Operating Officer Jeannine Purtell, Assistant Deputy Director – Controller Emily Patronik\*, and Assistant to the Director Caitlin Goodrich.

\*Trustee El-Behairy attended the meeting remotely due to an extraordinary circumstance and was considered a full participant.

\*ADD-Controller Patronik attended the meeting remotely.

The meeting of the Executive Committee began at 4:04 p.m. After a call of the roll, it was noted that a quorum was present.

Chair Johnson commenced the meeting by reviewing the proposed agenda for the B&ECPL Board of Trustees meeting scheduled for Thursday, April 18. Director Spears stated that there will be changes to the agenda. Since the Policy Committee did not meet due to unforeseen circumstance, the policies and their proposed resolutions will be reviewed during the Board meeting. The agenda items regarding policies will be moved to New Business rather than Committee Reports. Trustee Panty asked about the process of reviewing policies with the whole Board as opposed to the Policy Committee. Director Spears explained that per the B&ECPL Board of Trustees Bylaws, it is not a requirement that the Policy Committee reviews the policies beforehand, it is a practice. Since a quorum could not be met for the Policy Committee, they will have to be taken to the Board. Director Spears briefly explained that two policies will have proposed amendments and two policies are essentially new. Discussion ensued. Trustee El-Behairy announced a change to the agenda as well. The Foundation will not have a report.

For the Report of the Chair, Chair Johnson communicated that there is a recorded interview with a local community leader who recently passed away, Constance B. Eve. She was part of the Buffalo History Museum's *Say Their Names, Honor Their Legacies* exhibit. Chair Johnson also attended her funeral and stated that it was well attended and a beautiful tribute to her.

Next, Chair Johnson stated that she attended a workshop regarding board engagement, that it was very informative, and that she is proud to know that the B&ECPL Board of Trustees is doing quite well when it comes to engagement. She also stated that she learned tools to promote further engagement.

Finally, Chair Johnson stated that they review the Board Committee appointments for 2024. She also stated that a City of Buffalo appointee to the B&ECPL Board of Trustees will be in attendance for the Board meeting scheduled for Thursday, April 18. Director Spears stated that the appointee also needs to be approved by the Erie County Legislature. The Erie County Legislature has been informed of the appointment, but it has not been voted on as of yet. The City of Buffalo appointee is named Nathaniel Barnes, and he is the Principal of PS 061 Arthur O. Eve School of Distinction. Discussion ensued about Board appointments.

Moving along the agenda for the Board meeting, Trustee El-Behairy stated that she will be able to give the Executive Committee report. Discussion ensued about the Policy Committee once again.

ADD-Controller Patronik informed the Executive Committee of the proposed resolution 2024-6 – Capital Project Request Guidance 2025-2030. She explained the purpose of resolution 2024-6 and stated that the Library does not have projects that they are submitting in 2025. However, the Erie County Department of Public Works will be submitting projects on behalf of the Library. This is a resolution that occurs every year. Discussion ensued about beginning the 2025 budget process and involvement with the Budget and Finance Committee.

For the Report of the Director, Director Spears stated that he will be reporting on the Public Library Association Conference that was held earlier this month in Columbus, Ohio. COO Purtell gave a presentation on building spaces for security. An architecture firm heard about changes made pertaining to security at the Central Library and how it aligned with established models on structuring physical spaces for security. Director Spears went on to discuss the amount of programming about teens and security at PLA. COO Purtell explained that she was approached by library staff from Hamilton, Ontario, for advice on handling teens in their library. Discussion ensued about teens, security, and how the Central Library sets an example for other libraries across the country.

Trustee Panty asked if there is a new director of security. COO Purtell announced that Aaron Swan had started officially as the new Director of Security on Tuesday, April 9.

Director Spears stated that New York State will hopefully have a budget by next Thursday. They have been focused on housing and education. Chair Johnson asked about the State Report proposed resolution. Discussion ensued about extensions pertaining to the State Report.

There was a discussion about the Central Library's book sale and annual sexual harassment prevention training for the Board and when to have it completed by.

There being no further business, Trustee Sasiadek motioned to adjourn, and Trustee Panty seconded. The meeting ended at 4:30 p.m.

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

Agenda Item E.2.a – Resolution 2024-6 – Erie County Capital Project Requests Guidance. Assistant Deputy Director – Controller Emily Patronik explained proposed Resolution 2024-6 as presented below. She went on to explain that this is a recurring resolution that is proposed every year. She stated that the proposed resolution at their seats has been amended from the board packets to include the Central Building Envelope and Various Improvements at the request of Erie County Department of Public Works. She stated that the work to be done on the Central Building Envelope is a preventative measure that occurs approximately every ten years to replace potentially hazardous caulking. Trustee Sasiadek asked for clarification on hazardous material and if the proposed dollar amount could be much higher or lower depending on the hazardous material. ADD-Controller Patronik stated that they were generous with the amount proposed based on analysis of the past requested amounts for this preventative maintenance. Therefore, the requested amount could change. Trustee Panty asked if the amount they are requesting will be adjusted. ADD-Controller Patronik stated that, in her opinion, it will most likely be adjusted.

RESOLUTION 2024-6

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

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

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library hereby directs the Library Director to prepare, update costs as needed, and submit 2025-2030 Erie County capital project requests prioritized as follows:

**FOR THE 2025 FUNDING YEAR**

- Central Building Envelope and Various Improvements Project: \$1,000,000 in 2025

**FOR THE 2026 - 2030 FUNDING YEARS**

- Central Building Envelope and Various Improvements Project: \$1,000,000 in 2026
- Central Library Air Handler Project: \$750,000 in 2026, 2027 & 2028
- Shipping and Maintenance Vehicle Replacements: \$140,000 in 2026, \$150,000 in 2028 and \$160,000 in 2030; and be it further

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

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

Trustee T. Johnson motioned for approval of Resolution 2024-6, Trustee Panty seconded, and this was approved unanimously.

Agenda Item E.2.b – Monthly Financial Report. ADD-Controller Patronik informed the Board of the monthly financial report ending in December 31, 2023. She stated that she hopes the Budget and Finance Committee will meet in May to discuss year-end financials. ADD-Controller Patronik is working with Business Office Manager Tracy Palicki on presenting suggestions to the Board on funding for years to come. Trustee Panty asked about Erie County potentially giving the Library less than requested for construction. ADD-Controller Patronik said if that happened a normal approach taken is New York State Construction Aid. Next, would be to look at the Library's funds. Also, construction projects could be broken into phases. Trustee T. Johnson asked if there were statements through March 31, 2024. ADD-Controller Patronik stated that they are still working on them and should be available next Board meeting.

Trustee Candelario asked if they consult with contractors when they do their estimates for renovations. ADD-Controller Patronik explained that she works directly with the Library's Maintenance Department and Facility Operations Manager Andrew Wiede. Discussion ensued. Chief Operating Officer Jeannine Purtell explained that the Erie County has a contract with Trautman Associates and they provide pre-bid quotes, recommendations, etc. Further discussion ensued about various construction projects.

Agenda Item F – Report of the Director. COO Purtell notified the Board that Director John Spears was unable to attend the meeting and she will be reporting on his behalf. She, Director Spears, Assistant Deputy Director Samantha Purpora, and a few librarians from the system attended the Public Library Association Conference in Columbus, Ohio earlier in the month of April. COO Purtell was asked by an architect firm to present on changes the Central Library made regarding safety and security. She stated that the presentation and panel were well received. Library staff from Cincinnati, Ohio and Hamilton, Ontario have approached COO Purtell regarding security. There were numerous presentations at the PLA Conference regarding teens and security and it was apparent that the Library is not alone when it comes to this issue.

Next, COO Purtell noted that the Central Library book sale happened earlier in the month of April. ADD Purpora went on to discuss the book sale and notified the Board that the library received a total amount of \$7,000. ADD Purpora stated that the library was able to move a lot of items and it was an exciting time. COO Purtell then mentioned Eclipse Day and invited Assistant Deputy Director Joy Testa Cinquino to speak about it. ADD Testa Cinquino noted to the Board that there were about 1,800 attendees throughout the whole Eclipse Day and it was a wonderful event filled with a DJ, giveaways, and more.

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

### **B&ECPL Monthly Report March 2024**

**Launch Pad Seed Library** - On March 9, Technology Clerk **Amanda Brown** and **Erica Fire**, a volunteer with the Audubon Branch Library's Seed Library, hosted *Seed Starting 101*, a program discussing the basics of indoor seed starting, including guidance on soil, lights, heat, and humidity. During the event, **Amanda** also received a patron donation of WNY native wisteria seeds that will be added to the Launch Pad's Seed Library for patron use as soon as they can be processed and packaged.

**Association of Contracting Library Trustees (ACT) Annual Workshop** - The *ACT Annual Workshop* was held at the Central Library on March 9. Trustees throughout the Buffalo & Erie County Public Library System, Contracting Library Directors, and Library Administration were among those in attendance. Assistant Deputy Director

**Dorinda Darden** assisted ACT President and Aurora Town Public Library Board of Trustees Member Martha Buyer with the planning of the workshop. Library Director **John Spears** provided a presentation on the *Roles and Responsibilities of Trustees, Staff, and Friends Groups*. During breakout sessions, Chief Operating Officer **Jeannine Purtell** presented on *Dealing with Patron Behavior Issues and Suspensions*, Assistant Deputy Director **Judy Fachko** presented on *Evaluating Library Directors*, Special Collections Manager **Susan Buttaccio** and Rare Book and Map Librarian **Charles Alaimo** conducted tours of the Grosvenor Room, including a look at items from the Rare Book Room collection, and Technical Services Manager **Jennifer Childs** and Collection Development Manager **Kelly Donovan** provided tours in the areas of technical services and collection development and an overview of the system-wide services they provide.

**Women's History Month** - In honor of *Women's History Month*, and as part of the Grosvenor Room Speaker Series with Explore Buffalo, *A Half Century of Working Women in Buffalo, 1900-1950* was presented in the Ring of Knowledge at the Central Library on March 23 by Cheryl McDonald, a founding member of Explore Buffalo. Ms. McDonald focused on influential women that shaped Buffalo's history in the first half of the 20<sup>th</sup> Century, including Ann Montgomery of Little Harlem, Mary Cass of the F.N. Burt Box Factory, Eva Noles, Buffalo's first African American nursing school graduate, and others.

## 1. Public Services

### Central Library:

**Cookbook Club Program** - On March 6, Adult Services Librarian **Leslie Carr** hosted the new monthly Cookbook Club Program. There were 12 guests in attendance, with returning as well as new visitors. Each participant brought a dish to share and discuss, and there was also planning for next month's meeting.

### System Services:

**Genealogy Training** - Throughout the month of March, Genealogy Specialist **Rhonda Hoffman** presented genealogy training that included, *Going Beyond in Public Libraries* for the Virtual Genealogical Association on March 9, the *New York State Census Records Are the Bomb!* online class on March 20, *DNA for Genealogy* at the Clarence Public Library on March 25, and *Jumpstart Your Genealogy* at the Kenmore Library on March 30. She also created *Genealogy Short-Takes* videos centered on researching female ancestors that included *Getting the Most out of Obituaries*, *Using Erie County Marriage Records*, *Some Census Record Tips*, and *Social Security and Applications Claims Index*.

**Technology Training** - Mission: Ignite volunteer Quinn Hammond, who staffs a table for their *Digital Navigation One-On-One Tech Assistance* program twice a week at the Central Library, has been providing help to patrons in need of technology assistance.

**Tours and Visits - Charles Alaimo** provided a tour of the Mark Twain Room and the Rare Book Room exhibit *Four Centuries of Bookbinding: The Fred Jordan Collection* to a local researcher and environmental educator with Letchworth State Park on March 13. Special Collections Librarian Trainee **Isaac Johnson** provided a tour of the Grosvenor Room, exhibit spaces, and the closed stacks to patrons on March 23.

#### **Buffalo Branches:**

##### **Crane Branch Library Programming Highlights:**

- The Crane Branch Library hosts story times on alternating Tuesday mornings with a total of 44 patrons attending regularly.
- The library hosts a weekly Lego Club with 11 patrons attending regularly.
- In March, the library's button making event had a total of 13 participants.
- A March Scavenger Hunt was orchestrated with 88 patrons participating in which patrons found nine images hidden throughout the children's section.
- The library held a Drag Storytime on March 9 with volunteers Freddie Mercury and Justin Timberfake; 35 patrons were in attendance.
- The Buffalo Museum of Science hosted an eclipse program at the Crane Branch Library with 26 patrons in attendance.

##### **Panty Branch Library Programming Highlights:**

- Branch Manager **Stefanie Anawald** continues to host a weekly storytime and sing along every Tuesday from 10:30 am – 11:00 am. Over four weeks there were 71 participants.
- Mission: Ignite hosted weekly Digital Navigator 1-on-1 tech assistance programs, helping eight patrons with computer needs.
- Mission: Ignite held an eight-hour Tech 360 class teaching three patrons basic computer skills. At the completion of the course, patrons left with basic computer skills and a refurbished PC.

#### **Outreach:**

On March 9, Launch Pad Manager **Jordan Smith** and Technology Specialist **Shane Hallnan** attended the Western New York Regional Maker Faire at Lake Shore High School. **Jordan** and **Shane** spoke with 51 visitors about the various services and technologies that the Launch Pad offers at the Downtown Central Library. At the event, they demoed laser cutting, 3D printing, and modular synthesis and promoted upcoming library programming, highlighting the breadth of resources and activities available for visiting patrons.

On March 27, Adult Services Librarian **Kuniko Simon** and Librarian Trainees **Faith Miller** and **Christina Lee** hosted an outreach table with our Mobiles Service Manager **Andrew Maines** and Bookmobile Librarian **Jennifer Block** at the United States Citizen and Immigration Services sponsored event *Afghan Support Center in Buffalo* at Hyatt



Regency Buffalo Hotel and Conference Center. They welcomed the community, shared information about Job and Scholarship resources, and issued library cards.

In addition to its regularly scheduled stops, the Library on Wheels Bookmobile provided services at special events throughout the month. **Andrew Maines** and Mobile Services Senior Page **Jackson Harding** participated in the *Title One Parent Engagement Night* at the Big Tree Elementary School in Hamburg on March 20; **Andrew Maines** and **Jennifer Block** participated in the *Math & Literacy Night* at Forest Elementary School in Williamsville on March 21; and **Andrew Maines** and Mobile Services Senior Page **Loch McLaughlin** attended the Elmwood Village Charter School's *Family Literacy Night* on March 28. *Family Literacy Night* included games, activities, poetry readings, and events for the entire family. Students and family explored the Library on Wheels Bookmobile, checked out material, and registered for library cards.

System Youth Outreach Services Manager **Chelsey Lonberger** and System Adult Outreach Services Librarian **Jacob Rachwal** participated in the sold-out *Science After Hours: Eclipse* event for adults at the Buffalo Museum of Science on March 1. They played the *Pin the Moon on the Sun* game with attendees, distributed flyers with library eclipse programs, and provided prizes at the event.

**Jacob Rachwal** presented at the *SCORE Starting and Managing Your Own Business* workshop held at the Julia B. Reinstein Library in Cheektowaga on March 2. **Jacob** shared information on library resources and services, including the Data Axle database and the *Book a Librarian* service with the participants.

System Youth Outreach Services Librarian Trainee **Amealia Brousseau** and Central Children's Room Librarian **Jennifer Lelinski** represented the B&ECPL System as guests at the Buffalo Museum of Science on March 4 for *Story Time: Curious George Visits the Library* as part of the Museum's *Curious George: Let's Get Curious!* exhibit. **Jennifer** read the book, and they provided a craft for the children.

**Amealia Brousseau** and Leroy R. Coles, Jr. Branch Manager **Danielle Ptak** provided tabling at the *Super Saturday* event at Westminster Community Charter School in Buffalo on March 9.

**Jacob Rachwal** provided tabling at the first annual *Black Men's Empowerment Summit*, which was held at the Northland Workforce Development Center in Buffalo on March 9. He distributed library card applications, flyers for upcoming events, information on the *Book a Librarian* service and computer training, and eclipse glasses. There were over 200 people in attendance.

TechKnow Lab Librarian **Brendan Chella** taught the first in a series of technology classes in a new partnership with the Orchard Park Senior Center on March 11.

**Susan Buttaccio** presented to members of the Friends of the Orchard Park Public Library on March 26 on the history of the B&ECPL System, resources available in the Grosvenor Room, and some of the treasures in the Rare Book Room.

**Andrew Maines** provided tabling at the Buffalo Common Council’s inaugural *Buffalo Money Mastery* Financial Literacy workshops on March 30 at the University at Buffalo South Campus. **Andrew** promoted the B&ECPL’s money management and financial resources. Geared to meet the diverse needs of attendees, the day featured presentations on *First Time Homebuyers*, *Real Estate 101*, *Financial Foundations*, *Investments*, and *Credit Repair*.

## 2. Collection Development

### Physical Collections:

	Item Adds		Title Adds		Collection Size
	Month	YTD	Month	YTD	
Juvenile Print	2,929	8,093	277	729	522,301
Young Adult Print	675	1,661	79	283	73,827
Adult Print	3,261	10,405	576	2,082	1,781,757
Media	2,264	7,573	191	795	537,971
Other*	1,718	5,164	4	21	171,189
<b>Subtotal</b>	<b>10,847</b>	<b>32,896</b>	<b>1,127</b>	<b>3,910</b>	<b>3,087,045</b>

\*Includes magazines, generic copies, and other.

### Electronic Collections\*:

	Item Adds		Title Adds		Collection Size
	Month	YTD	Month	YTD	
eBooks	6,064	16,990	1,311	4,383	127,662
eAudiobooks	10,605	29,859	346	1,166	74,879
Digital Magazines	N/A	N/A	N/A	N/A	5,174
<b>Subtotal</b>	<b>16,669</b>	<b>46,849</b>	<b>1,657</b>	<b>5,549</b>	<b>207,715</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>27,516</b>	<b>79,745</b>	<b>2,784</b>	<b>9,459</b>	<b>3,294,760</b>

**Digital Collections** - Special Collections Librarian **Adam Rubin** and Rare Book Clerk **Nicole Kondziela** added a number of new items to the B&ECPL Digital collections. Four items were added to Kate Kay’s *Spilling Grain* oral history project, and two items were added to the Rich Newberg Reports collection: *Love is Stronger Than Pain* and *The Badillo Beat: A Unique Partnership*. A 15<sup>th</sup> Century book of hours in two volumes was

added to the Medieval and Renaissance Manuscripts collection for inclusion in the Digital Scriptorium manuscript consortium, and two selections from the Rare Book Room have been digitized and added to the collection: *Diving, With and Without Armor: Containing the Submarine Exploits of J.B. Green* by John B. Green, a 19<sup>th</sup> century submarine diver active in the Lake Erie area, and the *Autobiography and Recollections of a Pioneer Printer: Together with Sketches of the War of 1812 on the Niagara Frontier* by Eber D. Howe.

**Rare Book Collections** - The Rare Book Room has acquired a signed first edition copy of *James* by Percival Everett. This work tells the story of Huckleberry Finn from Jim, an enslaved man’s, perspective and offers fascinating new insights into the text. The book is currently a finalist for the Pulitzer Prize. The Rare Book Room also acquired a second miniature book by artist Julie Chen, who is already featured in the Rare Book Room collection. Other acquisitions include various artist books by Laylah Ali, a published play by local playwright and actor Lorna C. Hill, and a copy of the celebrated book *Blacks in the History of Fashion* by Lois K. Alexander Lane.

**Special Collections** - The Buffalo News index, consisting of approximately 127,000 index cards, has been installed in the Grosvenor Room in the card catalog drawers formerly occupied by the music score card catalog. This index covers articles printed by the Buffalo News from ca. 1925-1971.

### 3. Funding/Fundraising

#### Funding:

**New York State Budget Running Late** - As of April 8, New York State has not yet enacted a 2024-25 budget, which was due on April 1.

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

	<b>Governor Proposed</b>	<b>Senate Proposed</b>	<b>Assembly Proposed</b>
<b>Operating Aid:</b>	\$102,100,000	\$104,600,000 (+2.5 million)	\$104,600,000 (+2.5 mil.)
<b>Construction Aid:</b>	\$34,000,000	\$54,000,000 (+20 million)	\$68,000,000 (+34 mil.)

The Governor’s Budget Proposal increased the Library Operating Aid by \$2.5 million and maintained Construction Aid to prior year’s level. The Governor’s Budget Proposal also includes \$3 million to ensure continued access to the New York Online Virtual Electronic Library (NOVELny), a free online library of magazines, newspapers, maps, charts, research, and reference books available to all New Yorkers. Both the Senate and Assembly’s proposed budgets also include additional funding in School Library Materials Aid, an increase from \$6.25 per pupil to \$11.00 per pupil. As of April 8, 2024, we are still waiting for the adopted budget but remain optimistic. The

Legislature’s recommendations would both restore and improve Library funding, which has been at a deficit in previous years.

**Fundraising:**

<b>Campaign Name</b>	<b>Campaign Dates</b>	<b>Raised to Date</b>
Annual Appeal Total	January 1 – March 31, 2024	\$25,895.13
Online Store sales (included in Annual Appeal total)		\$3,510.58

**Highlights:**

The Book Sale at the Central Library will be held April 11 to April 13. There will be an Early Bird \$5 Presale on Thursday, April 11, from 3:00 to 6:00 pm.

The Library is selling eclipse t-shirts on the Online Store. Sales of the shirts have garnered a lot of interest, and the Library had to reorder its supply due to sizes selling out and having limited quantities. To date (3/31/24), 321 shirts (186 white and 135 black) have been sold, totaling \$3,254.96 in sales.

**4. Facilities**

On March 6, the Space Utilization Study Planning Committee held a meeting to approve the language to be included in the RFP for the study at the Central Library. This language included background information, scope of work, and requirements of the architectural firm. These terms were transferred to the County to include in its RFP template, which will be advertised shortly.

On March 6, Danforth returned to the Central Library to gather more information on the Rare Book Room temperature and humidity controls. Replacement of the system is being investigated, and technicians were conducting initial observations of the system inside and outside of the vault.

On March 8, Library staff met with County officials to review the bids for the Loading Dock Rehabilitation and Emergency Egress Project. Scope of work was reviewed with the contractors, and clarifying information regarding the project was provided. Field visits to observe similar products and methods were discussed.

On March 12, a kickoff meeting for Phase 2 was held at Isaias Gonzalez-Soto Branch Library. This was an opportunity for all involved parties to meet, confirm the schedule, and ask clarifying questions regarding the scope of work. A date of April 1 was agreed upon to begin the project.

On March 18, a Green Roof Meeting was held with Watts Engineering at the Central Library. Watts will be designing the roof replacement and green roof installation. Background on the roof, funding availability, roofing systems, and project schedules and milestones were discussed. A follow up meeting has been scheduled for April 10.

On March 22, a follow up meeting with Olmstead Parks was held at Gonzalez-Soto Branch Library to discuss the planned storm water drainage trench work. Proposed work would be occurring very close to several trees planted in the park, and alternate routes for the trench were discussed to avoid disturbance of the landscaping.

On March 27, a kickoff meeting was held at the Frank E. Merriweather, Jr. Branch Library to complete the proposed audiovisual work in the auditorium. Work should begin in several weeks and take roughly six weeks to complete.

B&ECPL Director **John Spears** and Community Liaison **Anne Conable** met for updates and discussion with Central's tenant organizations: Literacy Buffalo Niagara, Arts for Learning WNY, Buffalo Presidential Center, Project Flight, and NYS Courts (Hispanic Heritage Council and Restoration Society could not attend). Topics included recent security improvements, the new Children's Room and Teen Space, and plans for the April 8 eclipse.

Supervisor of Building Operations & Maintenance **Mark Kross** coordinated a meeting with Heating, Ventilation, and Air Conditioning (HVAC) specialists, Rare Book Curator **Heather Gring**, and **Susan Buttaccio** to discuss the parameters for HVAC upgrades to the Rare Book Room vaults at the Central Library.

Graphics Manager **Dawn Stanton** and Graphics Assistant **Darlene Pennachi** used their talents to skillfully create and hang colorful and fun wall illustrations in the new Children's Room at Central. Staff and patrons are giving the room high praises.

## 5. Staff Development

**Updates to Annual Technology Training Process and New Cyber Security Component** - All employees must complete annual technology training as required by NYS Library Minimum Standards. In March, we streamlined these efforts and, in conjunction, improved cyber security education for all staff. A new cyber security module was added to the Kantola platform. Now every employee will receive cyber security training each year that both helps to better protect our organization from virtual threats, as well as fulfills the annual technology training requirement for all staff. These exciting updates were communicated through email notices, Staff Intranet posts, and at the March Managers and Directors Meeting for all leadership.

**New Internal Staff Development Publication** - March saw the launch of the first issue of *Staff Development for You*, a periodic email publication for employees to learn about development opportunities. The purpose of this communication is to keep all staff informed on a variety of staff development offerings, as well as required training notices, other related news, and updates. New issues will be delivered as new information is available. March had three issues sent to all employees across the system, with back issues cataloged in the Staff Intranet for continual reference.

**Staff Development Suggestion Form** - A new online form was rolled out to all employees where they can share their thoughts on what types of learning opportunities they would like to see more of at work. The form is designed to accept both general suggestions or to recommend specific learning events or resources. So far, the form has already received several submissions. Many of those ideas have been published in the *Peer-to-Peer* section of the *Staff Development For You* newsletter, where employees can learn about offerings recommended by their own colleagues.

**Webinars** - Employees participated in a variety of webinars in March, with several staff members showing interest in the following topics: *Trauma & Censorship in the Library* (from Central NY Library Resource Council), *Copyright Essentials: Myths Explained* (US Copyright Office), *Creating a Person-Centered Library: Supporting Patrons While Avoiding Burnout* (WebJunction), and multiple webinars from Homeless Training by Ryan Dowd, including *Substance Abuse 101* and *Ornery Teenagers*.

### 6. Communications

**Media:**

Type of Communication	Topic	Air Date/Publish Date
Photo for article with Library Director John Spears	Unlocking Buffalo’s full potential	Business First – publish date early April
Taped radio interview with Assistant Deputy Director Joy Testa Cinquino	Eclipse glasses and eclipse happenings in libraries	WBEN Radio, March 26
Taped television interview with Library Director John Spears	Libraries green roof, library services and Children’s room updates	Spectrum News, will air week of April 8
Media release	Isaias Gonzalez-Soto Branch Library temporarily close for construction	Sent to all media- March 29
Interview and photos with Library Director John Spears, and Graphic Artists Dawn Stanton and Darlene Pennachi	New Children’s Room @ Central Library and plans for the Teen Space	The Buffalo News
Release of PBS episode for schools and families featuring Grosvenor Room Manager and Librarian Susan Buttaccio and Children’s Room Librarian Dan Lewandowski	Let’s Go!, behind-the-scenes episode taped earlier this year at the Central Library	Buffalo Toronto Public Media, March 21

Media Notices	Solar Eclipse programming at Central and open libraries	Sent to all media- March 1. Portions picked up by The Buffalo News, Spree Magazine, Buffalo Rising, WYRK, WBLK, WBFO
Live radio interview with Assistant Deputy Director Joy Testa Cinquino	In honor of Women’s History Month, panelists discussed achieving success	WUFO radio, March 20

**Social Media:**

	Staff Activity		Public Activity		Followers	
	Month	YTD	Month	YTD	Month (New)	Total
<b>Facebook</b>	92	324	3,781	4,028	107	13,360
<b>Flickr</b>	73	73	3,564	15,749	-	61
<b>Google Ads <sup>1</sup></b>	N/A	N/A	2,881	8,375	N/A	N/A
<b>Instagram</b>	15	42	2,409	5,636	138	5,383
<b>Pinterest</b>	33	112	89	260	-2	2,055
<b>Twitter</b>	58	176	372	1,257	5	10,967
<b>YouTube</b>	12	38	3,554	8,005	21	613
<b>TikTok</b>	-	-	127	476	19	606
<b>Total</b>	283	765	16,777	43,786	288	33,045

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

**7. Partnerships**

**Buffalo Urban League - Andrew Maines** met with Beverly Moore, Housing Consultant for the Buffalo Urban League, on March 11 to plan programming for the Financial Industry Regulatory Authority (FINRA) grant.

**Live Well Erie - Jacob Rachwal** met with Kelly Sullivan and Carolyn Sember from *Live Well Erie* on March 5 to discuss joining one of their working groups. They welcomed him and will be assigning him to one of their groups in the near future.

**Rooted Beginnings - Chelsey Lonberger** and Central Children’s Room Manager **Dan Lewandowski** have been working with Rooted Beginnings to provide an *Autism Awareness* event at the Central Library on April 13. **Chelsey** has also been in contact with the Neurodiversity Network of WNY, who will also be helping with the

event.

**Westminster Economic Development Initiative (WEDI) -Andrew Maines** met with Carolyn Welch, Executive Director of WEDI, on March 15 to discuss future planning in conjunction with the FINRA grant.

**Youth Services Consultants in New York’s Public Library Systems – Chelsey Lonberger** attended the *Youth Services Consultants in New York’s Public Library Systems Meeting* held virtually on March 20. They discussed information on Smokey Bear, Hunger Solutions New York, and the *Ready to Learn Initiative* through PBS.

### 8. Planning for the Future

**Jacob Rachwal** participated in planning meetings throughout the month for the annual *Mental Health Flash Mob*. The B&ECPL will be co-hosting this event with Restoration Society on May 10 at the Central Library.

System Adult Outreach Services Manager **Carol Kowalik-Happy**; Cheektowaga Public Library Director **Daniel Caufield**; Susan McCartney, Director of Buffalo State University Small Business Development Center; and Western New York Library Resources Council representatives Heidi Ziemer, Caitlin Kenney, and Jennifer Northrup have been meeting to organize a *Creative Small Business Symposium* to be held at the Central Library on October 28. As a benefit of attending this symposium, participants will be able to attend the pop-up market for free at the Julia Boyer Reinstein Library on November 30 for *Small Business Saturday*.

The Graphics Department and the Rare Book Room staff are preparing to bring back a past exhibition, *Rare Books 101*, as an introductory exhibition for Rare Book Curator **Heather Gring**.

### 9. Director Activities

#### Meetings/Events Attended by Director

March 2024

Date	Meeting/Event
March 1, 2024	Meeting - Joy Testa Cinquino
March 1, 2024	Virtual Meeting - Advocacy Day Follow-Up
March 1, 2024	Virtual Meeting - IF Manual
March 4, 2024	Meeting - Administrative Team
March 4, 2024	Webinar - Public and Association Library Construction- A Step-by-step guide to the Application Process
March 4, 2024	Virtual Meeting - NOVELny Committee
March 5, 2024	Meeting - Samantha Purpora



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March 5, 2024	Meeting - Western New York Regional Economic Development Committee
March 5, 2024	Virtual Meeting - Frank Ciccia
March 6, 2024	Meeting - Space Utilization Study Planning Committee
March 6, 2024	Event - Commemorating Women's History Month
March 7, 2024	Virtual Meeting - Buffalo Cultural Leaders
March 7, 2024	Meeting - Jeannine Purtell
March 7, 2024	Photo - Buffalo Business First
March 8, 2024	Virtual Meeting - IF Manual
March 9, 2024	Event/Training/Presentation - ACT Workshop
March 11, 2024	Meeting - Administrative Team
March 11, 2024	Virtual Meeting - Steering Committee 5/14 Community Collecting Initiative
March 11, 2024	Virtual Meeting - Intellectual Freedom Committee
March 11, 2024	Event - Cultural Leaders Reception
March 12, 2024	Meeting - Samantha Purpora
March 12, 2024	Meeting - Pastor Giles and Jeannine Purtell
March 12, 2024	Virtual Meeting - PULISDO
March 13, 2024	Virtual Meeting - Managers/Directors
March 13, 2024	Greeting - Erie Cultural Plan Committee
March 13, 2024	Meeting - Mike Hickey and Alison Roach
March 13, 2024	Meeting - Dorinda Darden
March 13, 2024	Meeting - Library Foundation
March 14, 2024	Meeting - Samantha Purpora and Dorinda Darden
March 14, 2024	Meeting - Jeannine Purtell
March 14, 2024	Virtual Meeting - Restricted Access to Library Materials Working Group
March 14, 2024	Meeting - Executive Committee
March 15, 2024	Virtual Meeting - IF Manual
March 18, 2024	Meeting - Administrative Team
March 18, 2024	Virtual Meeting - NOVELny Committee
March 19, 2024	Press Conference - Buffalo Science Museum
March 19, 2024	Meeting - ErieNet Audit and Finance Committee
March 19, 2024	Meeting - ErieNet Board of Directors Annual Meeting
March 20, 2024	Event - Peacemaker Breakfast
March 20, 2024	Virtual Meeting - Prisoners' Right to Read Working Group
March 21, 2024	Meeting - 5/14 Collections Initiative Retreat

March 21, 2024	Meeting - Jeannine Purtell
March 21, 2024	Virtual Meeting - PLS Directors
March 21, 2024	Meeting - B&ECPL Board of Trustees
March 21, 2024	Event - Babel
March 22, 2024	Virtual Interview - Soohyun Park, University at Albany
March 22, 2024	Meeting - Joy Testa Cinquino
March 25, 2024	Meeting - Administrative Team
March 25, 2024	Virtual Meeting - Access to Library Resources and Services for Minors Working Group
March 25, 2024	Interview - Sandra Tan, Buffalo News
March 26, 2024	Meeting - Samantha Purpora
March 26, 2024	Meeting - In-House Tenants
March 26, 2024	Virtual Meeting - Homeless Alliance of Western New York Strategic Planning Group
March 26, 2024	Virtual Meeting - WNYLRC Board
March 26, 2024	Meeting - Emily Patronik
March 27, 2024	Virtual Meeting - IFLA Information Futures Summit
March 27, 2024	Interview - Spectrum TV News
March 27, 2024	Meeting - Dorinda Darden
March 28, 2024	Meeting - Samantha Purporda and Dorinda Darden
March 28, 2024	Virtual Meeting - Diverse Collections Working Group
March 28, 2024	Meeting - Jeannine Purtell
March 29, 2024	Meeting - Joy Testa Cinquino
March 29, 2024	Virtual Meeting - IF Manual

**Appendices**

**A. Monthly Statistics**

**System Programming Statistics:**

Regular/Virtual	Number of Programs		Total Attendance	
	Month	YTD	Month	YTD
<b>Regular*</b>				
Adults	1020	2896	3697	9326
Children 5 and under	1100	3241	5471	14597
Children 6-11	1608	4454	3833	9446
Intergenerational/Combined	4896	15070	12617	32177
Teens	513	1075	787	1760
<b>Regular Total</b>	<b>9137</b>	<b>26736</b>	<b>26405</b>	<b>67306</b>
<b>Regular Total</b>	<b>9137</b>	<b>26736</b>	<b>26405</b>	<b>67306</b>

<b>Virtual</b>				
<b>Live Virtual</b>				
Adults	29	63	310	866
Children 5 and under	0	1	0	12
Children 6-11	1	3	79	96
Intergenerational/Combined	5	15	81	217
Teens	21	48	34	98
<b>Live Virtual Total</b>	<b>56</b>	<b>130</b>	<b>504</b>	<b>1289</b>
<b>Recorded Virtual</b>				
Adults	7	27	120	445
Children 5 and under	0	0	0	0
Children 6-11	2	6	243	899
Intergenerational/Combined	9	26	1100	1790
Teens	0	0	0	0
<b>Recorded Virtual Total</b>	<b>18</b>	<b>59</b>	<b>1463</b>	<b>3134</b>
<b>Virtual Total</b>	<b>74</b>	<b>189</b>	<b>1967</b>	<b>4423</b>
<b>Grand Total</b>	<b>9211</b>	<b>26925</b>	<b>28372</b>	<b>71729</b>

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

**Other Statistics:**

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

Detailed reports on circulation, computer sessions, wifi usage, and library visits can be found at <https://www.buffalolib.org/monthly-statistics/2024-circulation-public-access-computer-wifi-and-library-visits-detail>.

**B. Contracting Library Activity Reports**

**Boston Free Library** - submitted by Lydia Herren, Director

**Backyard Makeover** - The Boston Free Library received NYS Library Construction Aid Funding and will be constructing an outdoor pavilion to expand our programming space this summer. Once the pavilion is built, an educational garden featuring NY native and pollinator-friendly plants will be created in the backyard. The library will be working with the Erie County Master Gardeners on this project. The library is also partnering with the Boston Conservation Advisory Council to establish a seed library featuring mainly heirloom vegetable seeds.

**Solar Eclipse Programs** - In addition to distributing many solar glasses, the library hosted well-attended eclipse programs presented by the Buffalo Museum of Science and the Buffalo Astronomical Association. We've been excited to help prepare the public for this historic event!

**Summer Jamboree** – Save the date for the Boston Free Library’s Summer Jamboree event on Thursday, July 25 from 5:00 PM – 8:00 PM at the Boston Town Hall Lions Shelter. The event will feature music by the Boston Town Band, an artist/craft market featuring local vendors, an ice cream truck, mini golf, hot dogs for sale and a large basket raffle.

**Ukulele Club** – The library has been hosting an adult ukulele class and jam session on Thursdays since November 2023. The group has steadily grown and fills the library with beautiful music on Thursday afternoons. New participants are always welcome!

**Craft Programs** – Our monthly all-ages craft programs continue to be popular. Participants made a variety of bunny crafts in March. April will feature spring flower themed crafts for all levels.

**Technology Classes** – In March, the library hosted two technology classes: *Learn How to Use Canva* and *Internet Basics*. These group classes were a welcome addition to our in-house one-on-one technology assistance.

**Lancaster Public Library** – submitted by Kara Stock, Director

**Accessibility Kits** – Part-time Librarian Genevieve Maynard is in the process of creating these kits for our library. They can help children develop skills in social/emotional management, fine/gross motor skills, and sensory/calming management.

**Citizen Science Kits** – Library Assistant John Benzee created a range of citizen science kits for our library. They hold everything needed to gather data for a specific citizen science project. Patrons can borrow Exploring Biodiversity, Lost Ladybug Project, Measuring the Light in the Night, Monitoring Air Quality, Observing Pollinators, Project Squirrel, ZomBee Hunting, and Animal Tracks in the Snow.

**Eclipse** – We hosted a variety of programs to celebrate the April 8 total solar eclipse. Youth Services Librarian Meagan Carr helped **22** children create their own pinhole projectors, members of the Buffalo Astronomical Association talked about their eclipse experiences and how to safely view one for **38** adults, Penn Dixie discussed the science behind an eclipse for **39** adults, Mr. K’s Mobile Dome gave **75** children an interactive eclipse experience, and **100** people of all ages watched solar eclipse demonstrations with a 4’ inflatable sun from the Buffalo Museum of Science.



**Outreach** - Youth Services Librarian Meagan Carr visited three Hillview Elementary School third-grade classrooms in March. A total of **63** students received library cards, learned about free library resources, and made an eclipse craft.

**Programming** – In addition to our monthly staff-led programs for all age groups, Reinstein Woods presented birding tips for **21** adults, culinary instructor Liz Bauld taught **22** adults how to create their own charcuterie boards, and **22** adults leaned about the health benefits of herbal tea.

**Seed Library** – **508** vegetable, flower, and herb seed packets have been picked up so far in 2024! This library debuted in April 2022 and the response from our community has been tremendous.

**Teen Book Boxes** – Led by part-time Librarian Michael Green, **8** teens participated in our seasonal book box program. Each teen received a box of several young adult library books and other items to create a cozy reading retreat.

Agenda Item G – ACT Report. Martha Buyer stated that the ACT Board met on April 17, 2024. The next meeting is scheduled for Saturday, May 4 at the Grand Island Memorial Library. She reported that ACT is energized and they have a new member who is knowledgeable and motivated.

Agenda Item G.1. – Contracting Library Liaison Report. Trustee Craik visited the Town of Collins Public Library. He was amazed with the amount of items they circulate and the numerous programs they have scheduled. Discussion ensued about member libraries.

Agenda Item H – Public Comment. None.

Agenda Item I – Unfinished Business. None.

Agenda Item J – New Business.

Agenda Item J.1 – Resolution 2024-7 – Approve New York State Annual Reports. Resolution 2024-7 was presented as below. Trustee T. Johnson motioned for approval of Resolution 2024-7. Trustee Bedenko seconded the motion and this was approved unanimously.

#### RESOLUTION 2024-7

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

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

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

RESOLVED, the B&ECPL Board of Trustees assures the B&ECPL *Annual Report for Public and Association Libraries - 2023* has been reviewed and accepted and assures the Library operated under its approved Plan of Service in accordance with the provisions of Education Law and the Regulations of the Commissioner, and be it further

RESOLVED, the B&ECPL Board of Trustees assures the *Annual Report for Library Systems - 2023* has been reviewed and accepted and assures the Library System operated under its approved Plan of Service in accordance with the provisions of Education Law and the Regulations of the Commissioner, and be it finally

RESOLVED, the B&ECPL Board of Trustees assures the B&ECPL System will be operating under its approved Plan of Service in accordance with the provisions of Education Law and the Regulations of the Commissioner and assures the "Budget Summary" has been reviewed and accepted.

Agenda Item J.2 – Policy Resolutions. COO Purtell noted that all the policies are reviewed by the Library's Administrative Team and legal counsel before being presented to the Board.

Agenda Item J.2.a – Resolution 2024-8 – Amend Rules of Conduct. COO Purtell stated that over the years the Rules of Conduct have become lengthy. These proposed revisions are an attempt to make the Rules of Conduct shorter and broader. This should allow ease of application by library staff members. Trustee Sasiadek stated that he voted no last year because the rules on marijuana products is overly broad. He stated that in the future when the Rules of Conduct are revisited he would like to add language pertaining to prescription medication, etc. Discussion ensued regarding marijuana and tobacco products in regards to the Rules of Conduct.

#### RESOLUTION 2024-8

WHEREAS, the Buffalo & Erie County Public Library Board of Trustees adopted Rules of Conduct on May 16, 2002, and the policy has been reviewed and amended periodically, most recently on September 15, 2022, and

WHEREAS, B&ECPL's System Administration recommends substantive changes to the policy to make the policy more concise and readable, clarify the language, and improve ease of application, and

WHEREAS, the attached draft amended Rules of Conduct has been vetted by B&ECPL legal counsel, therefore be it

RESOLVED, that the Board of Trustees of the B&ECPL adopts the proposed revisions to the B&ECPL's Rules of Conduct to supersede and replace the prevailing policy last amended September 15, 2022, and be it further

RESOLVED, that a copy of the approved Rules of Conduct be posted on the B&ECPL's website and throughout the Buffalo Libraries.

Trustee Amodeo motioned to approve Resolution 2024-8. Trustee Candelario seconded and this was approved unanimously.

Agenda Item J.2.b – Resolution 2024-9 – Approve Unattended Children Policy. ADD Purpora went on to explain proposed Resolution 2024-9 as presented below. She stated that the previous age for unattended children was six and this policy intends to increase the age to eight. She went on to further explain changes in the policy. Discussion ensued regarding the policy and unattended children situations.

#### RESOLUTION 2024-9

WHEREAS, the Buffalo & Erie County Public Library welcomes and encourages children to visit, use library resources and services, and attend library programs.

WHEREAS, library staff members are available to help and support children; however, the B&ECPL is not able to provide short- or long-term child care or be responsible for unattended children, and

WHEREAS, the Buffalo & Erie County Public Library Board of Trustees adopted the Rules of Conduct dated September 15, 2022, which previously incorporated the Policy Governing Unattended Children dated April 21, 1988, and

WHEREAS, upon review of the Rules of Conduct, System Administration recommends the creation of a policy solely relating to unattended children, which includes changes to the age of the applicable children as recommended by the Children's Services staff and provides some additional guidance, and

WHEREAS, this draft policy has been vetted by B&ECPL legal counsel, now therefore be it

RESOLVED, that the Board adopts the attached Unattended Children Policy effective April 18, 2024, and be it further

RESOLVED, that this policy supersedes the language incorporated in the Rules of Conduct dated September 15, 2022, and be it finally

RESOLVED, that a copy of the approved Unattended Children Policy be posted on the B&ECPL's website.

Trustee Bucki noted that "sole" should be changed to "solely" in the fourth paragraph of the propose resolution. Trustee Sasiadek motioned for approval of Resolution 2024-9 as amended. Trustee T. Johnson seconded and this was approved unanimously as amended.

Agenda Item J.2.c - Resolution 2024-10 - Approve Teen Space Policy. ADD Purpora explained proposed Resolution 2024-10 as presented below. Since the creation of the new teen space, there was a need to develop a policy. This is for Central and other Buffalo Branches for future teen spaces. Trustee Bucki asked how many Buffalo Branches have a dedicated teen space. ADD Purpora stated that currently it is just at the Central Library. Discussion ensued about the proposed policy and adults in the teen space.

#### RESOLUTION 2024-10

WHEREAS, B&ECPL's System Administration and Teen Services staff have recommended the creation of a Teen Space Policy that promotes a place that is safe, relaxing, and responsive to the library needs and interests of teens ages 13-18, and

WHEREAS, the goal of the Teen Space Policy is to set forth guidelines for use of designated teen space and to be directed toward the teen demographic to ensure adherence to the intended use, and

WHEREAS, the draft policy has been vetted by B&ECPL legal counsel, now therefore be it

RESOLVED, that the Board adopts the attached Teen Space Policy effective April 18, 2024, and be it further

RESOLVED, that a copy of the approved Teen Space Policy be posted on the B&ECPL's website.

Trustee Bucki noted that the second paragraph had "WHEREAS" misspelled. Trustee Panty motioned to approve Resolution 2024-10 as amended. Trustee Craik seconded and this was approved unanimously as amended.

Agenda Item J.2.d - Resolution 2024-11 - Amend Gift and Donor Recognition Policy. ADD Testa Cinquino explained proposed Resolution 2024-11 as presented below and



the changes. She stated that this policy is focused on recognizing patron's gifts. Trustee Kelly asked about historic collections. ADD Testa Cinquino explained that this could be photographs, drawings, etc. Trustee T. Johnson asked about tax implications for valuable gifts. Discussion ensued about tax implications and what the Library accepts.

RESOLUTION 2024-11

WHEREAS, the Buffalo & Erie County Public Library Board of Trustees adopted a Gift and Donor Recognition Policy on April 18, 2002, and the policy has been reviewed and/or amended periodically, most recently on November 21, 2019, and

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

WHEREAS, as part of this review System Administration has recommended changes which include language for clarification purposes about types of donations the library accepts, and

WHEREAS, the attached draft amended Gift and Donor Recognition Policy has been vetted by Library legal counsel, therefore be it

RESOLVED, that the Board of Trustees of the B&ECPL adopts the proposed revisions to the Gift and Donor Recognition Policy to supersede and replace the prevailing policy last amended November 21, 2019, and be it further

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

Trustee T. Johnson motioned for approval of Resolution 2024-11. Trustee Kelly seconded and this was approved unanimously.

Agenda Item K – Adjournment. There being no further business, on a motion by Trustee Sasiadek with a second by Trustee Candelario, the meeting was adjourned at 5:00 p.m.

Respectfully submitted,

Joel Moore  
Secretary