

**PROPOSED
MINUTES
REGULAR MEETING OF THE
BUFFALO & ERIE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES
December 18, 2025**

The regular monthly meeting of the Board of Trustees of the Buffalo & Erie County Public Library was held on Thursday, December 18 at the Central Library and remotely pursuant to due notice to trustees. The following members were present:

Carima El-Behairy, Chair
Christopher Sasiadek, Esq., Vice Chair*
Prof. Christine P. Bartholomew, Esq., Secretary
Nathaniel W. Barnes
Alan J. Bedenko, Esq.
Kathleen Berens Bucki, MLS
Adam Bojak, Esq.
Kimberly Johnson
Sharon M. Kelly, Esq.
Elaine Panty

Chair El-Behairy called the meeting to order at 4:01 p.m. After a call of the roll, it was noted that a quorum was present. Chair El-Behairy welcomed Trustee Bojak to the Board of Trustees.

*Vice Chair Sasiadek attended the meeting remotely due to extraordinary circumstances and was considered a full participant.

Agenda Item B – Approval/Changes to the Agenda. Chair El-Behairy stated that proposed Resolution 2025-45 – Amend Equal Opportunity (EEO) & Anti-Harassment Policy and proposed Resolution 2025-49 – Amend Sexual Harassment Prevention Policy will be tabled, and sent back for review by the Policy Committee. The Library's legal counsel had recommended changes.

Agenda Item C – Minutes of the Meeting of November 20, 2025. Trustee Panty motioned to approve the Minutes. Trustee Johnson seconded, and the Minutes were approved unanimously.

Agenda Item D – Report of the Chair.

Agenda Item D.1 – Public Meeting – Naming Spaces Request. Chair El-Behairy introduced Terry Harding to present on the former Associate Vice President and Dean of Students at Buffalo State University. Mr. Harding explained the integrity, and professionalism that Dr. Phillip Santa Maria maintained throughout his long career. Mr. Harding also shared that he frequents the Isaías González-Soto Branch Library, and utilizes the study room when he is there. Documentation outlining Dr. Phillip Santa Maria's professional career, and the

Minutes of the Board of Trustees

Page 2

initial letter submitted by Mr. Terry Harding requesting the naming of the Isaías González-Soto Branch Library's study room were provided to the Board for review.

After the presentation, Trustee Panty motioned to name the study room at Isaías González-Soto Branch Library the "Dr. Phillip Santa Maria Study Room." Trustee Bedenko seconded, and this was approved unanimously.

Agenda Item D.2 – Election of Nominating Committee. Chair El-Behairy stated that Trustee Johnson has volunteered to replace former Trustee Candelario's vacant seat on the Executive Committee. Chair El-Behairy communicated, per the Bylaws, that a Nominating Committee shall be selected at the December meeting in each year. The Chair of the Board of Trustees shall appoint the Chair of the Nominating Committee. It shall be the duty of the Nominating Committee to present to the January meeting nominations for Chair, Vice Chair, Secretary, Treasurer, and three members of the Executive Committee. Chair El-Behairy named Trustee Bartholomew, Trustee Bedenko, Trustee Panty, and Vice Chair Sasiadek as her appointees. From the floor, Trustee Bojak volunteered. Chair El-Behairy asked Trustee Bedenko if he would be the Chair of the Nominating Committee. Trustee Bedenko accepted.

Chair El-Behairy presented the Board with the proposed schedule for 2026 as presented below.

BOARD OF TRUSTEES
BUFFALO & ERIE COUNTY PUBLIC LIBRARY
2026 BOARD MEETING SCHEDULE

January 15

February 19

March 19

April 16

May 21

June 18

July 16

August 20

September 17

October 15

November 19

December 17

Minutes of the Board of Trustees

Page 3

Meetings to be held at the Central Library starting at 4:00 p.m.

Trustee Johnson motioned to approve the 2026 schedule as presented. Trustee Berens Bucki seconded, and this was approved unanimously.

Agenda Item E – Committee Reports.

Agenda Item E.1 – Executive Committee. Trustee Sasiadek summarized the Executive Committee report as presented below.

Buffalo & Erie County Public Library
Board of Trustees – Executive Committee
December 11, 2025

Present: Chair – Carima El-Behairy, members Sharon Kelly, and Elaine Panty. Also present were Interim Director Dorinda Darden, Deputy Director Chief Operating Officer Angela Marinucci, Assistant Deputy Director – Controller Emily Patronik, and Assistant to the Director Cait Goodrich

Excused: Vice Chair Christopher Sasiadek

The meeting of the Executive Committee began at 4:05 p.m. After a call of the roll, it was noted that a quorum was present.

Chair El-Behairy began the meeting by reviewing the proposed agenda. She stated that she wanted to add an Agenda Item for the Search Committee as Agenda Item E.3 under Agenda Item E - Committee Reports. Chair El-Behairy noted that the Search Committee should be on each Board agenda moving forward. Discussion ensued regarding search firm Bradbury Miller Associates, and the Search Committee meeting schedule.

Discussion of the Nominating Committee arose. Trustee Panty stated that she plans to volunteer to be a member of the committee during the Board Meeting next week.

Moving forward through the proposed agenda, Chair El-Behairy asked if there are any additional changes. Discussion ensued regarding proposed Resolution 2025-44 – Adopt 2026 Budget. Trustee Kelly motioned to move into Executive Session to discuss a personnel matter. Trustee Panty seconded, and the Executive Committee entered into Executive Session at 4:09 p.m. Present Library staff were asked to stay.

On a motion by Trustee Kelly, and a second by Trustee Panty, the Executive Committee exited Executive Session at 4:33 p.m. No action was taken during Executive Session.

The Executive Committee added Executive Session under Agenda Item J - New Business to the proposed agenda.

For the Report of the Director, Interim Director Darden will provide updates on the Central Library's Space Utilization Study, Library patron letters sent to the Erie County Legislature, advocacy meetings, and information about a *Ralph C. Wilson, Jr. Foundation Grant* for libraries. This grant concerns small/rural towns within Allegany, Cattaraugus, Chautauqua, Erie, Genesee, and Monroe counties administered by the Western New

Minutes of the Board of Trustees

Page 4

York Library Resources Council (WNYLRC) and the Rochester Regional Library Council (RRLC).

Assembly Member Jonathan Rivera and United Way will host a media event at the Williamsville Branch Library on Tuesday, December 16 to acknowledge the expansion of *Dolly Parton's Imagination Library*, now available throughout Erie County and to highlight the success of the program launched a year ago. This program provides a free book each month to children from birth to age five who register for the program. Interim Director Darden emphasized that all are welcome to attend.

Chair El-Behairy asked for an update on the Central Library's green roof project. Deputy Director - Chief Operating Officer Marinucci explained that the RFP bids open on Thursday, December 11. Discussion ensued regarding the green roof project, solar panels, and the Library being open to a two-year project with the guarantee that the first phase is completed in the first year.

There being no further business, Trustee Panty motioned to adjourn and Trustee Kelly seconded. The meeting ended at 4:45 p.m.

Agenda Item E.2 – Budget and Finance Committee.

Agenda Item E.2.a – Monthly Financial Report. Assistant Deputy Director – Controller Emily Patronik and Deputy Director – Chief Operating Officer Angela Marinucci explained to the Board what fuel oil is used for at the Central Library since the question came up last month. Assistant Deputy Director – Controller went on to summarize the Monthly Financial Report ending on October 31, 2025 for the Board.

Chair El-Behairy thanked Assistant Deputy Director – Controller Patronik for her service to the Library for the past two and a half years. Chair El-Behairy also noted Assistant Deputy Director – Controller Patronik's knowledge and expertise that has helped the Library each budget year.

Agenda Item E.3 – Search Committee. Chair El-Behairy reported that the Search Committee is meeting on January 7, 2026 with Bradbury Miller Associates. She stated that they gave a two-year guarantee, which is what the Search Committee asked for.

Agenda Item E.4 – Policy Committee. Trustee Panty summarized the Policy Committee report as presented below.

Buffalo & Erie County Public Library
Board of Trustees – Policy Committee
November 20, 2025

Present: Chair Elaine Panty, and members Michael Amodeo, Alan Bedenko, and Sharon Kelly. Also present were Interim Director Dorinda Darden, Deputy Director – Chief Operating Officer Angela Marinucci, Assistant Deputy Director – Controller Emily Patronik, Special Projects Coordinator Erin Vest, and Assistant to the Director Caitlin Goodrich

Minutes of the Board of Trustees
Page 5

The meeting of the Policy Committee began at 5:01 p.m. A quorum was present.

Chair Panty began with the Equal Employment Opportunity (EEO) & Anti-Harassment Policy. Deputy Director – Chief Operating Officer Marinucci explained the amended EEO & Anti-Harassment Policy as presented. She stated that no substantive changes were suggested. The proposed changes are in order to match the Library's style guide and include the Library's new logo. Discussion ensued regarding New York State's sample sexual harassment prevention policy and other changes proposed. Following that, Deputy Director – Chief Operating Officer Marinucci stated the Library's legal counsel reviews proposed policies as needed. A motion to approve was made by Trustee Bedenko, Trustee Kelly seconded, and this was approved unanimously to move to the full Board.

Next, proposed changes to the Lost and Found Policy were reviewed. Deputy Director – Chief Operating Officer Marinucci explained the proposed changes as presented to the Policy Committee. Trustee Amodeo motioned to approve, Trustee Kelly seconded, and this was approved unanimously to move to the full Board.

The proposed changes to the Personnel Policies and Procedures Manual and the Employee Handbook were reviewed. Deputy Director – Chief Operating Officer Marinucci stated that the Policy Committee received a summary document of all the proposed changes to the Personnel Policies and Procedures Manual. Special Projects Coordinator Vest explained the proposed changes and the full review that was completed in the past year. Deputy Director – Chief Operating Officer Marinucci stated that they plan to send the summary document to unions and contract library directors. Further discussion ensued regarding the changes and making the Personnel Policies and Procedures Manual as well as the Employee Handbook approachable for new employees. A motion to approve was made by Trustee Bedenko, Trustee Amodeo seconded, and this was approved unanimously to move to the full Board.

Following that, proposed changes to the Procurement Policy were reviewed. Assistant Deputy Director – Controller Patronik explained the proposed changes as presented. She stated that for companies claiming sole source, the Library would now require a letter of authentication. Trustee Amodeo made a motion to approve, Trustee Bedenko seconded and this was approved unanimously to move to the full Board.

There were no changes recommended to the Rules of Conduct. Trustee Amodeo made a motion to approve, Trustee Bedenko seconded, and this was approved unanimously.

The Sexual Harassment Prevention Policy was reviewed as presented. Deputy Director – Chief Operating Officer Marinucci stated that they proposed adding language for volunteers, virtual or offsite sexual harassment, and a clearer investigation process. Trustee Bedenko made the motion to approve, Trustee Amodeo seconded, and this was approved unanimously to move to the full Board.

With no further business, on a motion by Trustee Amodeo, seconded by Trustee Bedenko the Policy Committee adjourned at 5:15 p.m.

Minutes of the Board of Trustees

Page 6

Agenda Item F – Report of the Director. Interim Director Dorinda Darden began her report by updating the Board that Library staff met virtually with Bostwick Design Partnership on December 5, and December 18 to hear preliminary feedback from the community engagement, which included the *Public Engagement Session*, public survey, and *Focus Groups* held with the Central Library's in-house tenants, community partners, and elected officials. She also talked about next step phasing. The Library expects to receive a full report in early 2026, and a presentation is being planned for the Board.

Interim Director Darden reported that a total of 2,786 Library patron letters have been delivered to members of the Erie County Legislature that encouraged support of Erie County Executive Mark Poloncarz's 2026 budget allocation of Real Property Taxes in the amount of \$31,875,741 for the Buffalo & Erie County Public Library. Erie County's 2026 Budget was adopted on December 4, and it includes this allocation. Interim Director Darden stated that she is grateful to the County Executive, and the County Legislature for their ongoing support.

Interim Director Darden, State Librarian Lauren Moore, and New York State Department of Education's Office of Governmental Relations representative Kent Sopris attended a virtual meeting with local delegate, Assembly Member Karen McMahon on December 9 to discuss State Funding for the State's Office of Cultural Education who administers aid, resources, and services to Libraries across New York State. Interim Director Darden shared that the meeting was productive and informative.

Interim Director Darden shared that she is working with Western New York Library Resources Council (WNYLRC) on a letter to Governor Kathy Hochul, Speaker Carl Heastie, and Majority Leader Andrea Stewart-Cousins that will be signed by all members of the Western New York State delegation in support of an increase in funding for libraries. Assembly Member Crystal Peoples-Stokes, the senior member of the Western New York delegation, has expressed an interest in sending this letter on our behalf.

To date, we have raised \$91,679.16 for the Year-end appeal and \$48,531.92 for *Bucks for Books*. She thanked those trustees who have make a tax-deductible donation ensuring that the Library has 100% giving from the Board and Library Administration.

WNYLRC and the Rochester Regional Library Council (RRLC) will be administering funds from the *Ralph C. Wilson, Jr. Foundation's Grant* for libraries in small/rural towns within Allegany, Cattaraugus, Chautauqua, Erie, Genesee, and Monroe counties. The 3-year grant is \$500,000 per year. Development Manager Maureen Germaine and Interim Director Darden will be working to coordinate projects for our 14 libraries that fit the criteria including:

Alden Ewell Free Library, Angola Public Library, Aurora Town Public Library, Boston Free Library, Town of Collins Public Library, Concord Public Library, Eden Library, Elma Public Library, Grand Island Memorial Library, Lackawanna Public Library, Marilla Free Library,

Minutes of the Board of Trustees

Page 7

Newstead Public Library, North Collins Public Library, and the City of Tonawanda Public Library.

The Central Library will be closed for an electrical switch upgrade beginning 6:00 p.m. January 23, 2026 through January 25, 2026.

Interim Director shared that she will be attending the *Inauguration of the 64th Mayor of the City of Buffalo Sean M. Ryan* at Kleinhans Music Hall on January 1, 2026.

Lastly, the *46th Annual Community Celebration Honoring Dr. Martin Luther King, Jr.* will be held in the Dr. Eva M. Doyle Auditorium at the Frank E. Merriweather, Jr. Branch Library on January 15, 2026 at 6:00 p.m. She stated that she hopes the Board will attend this celebration for all ages with music, spoken word and more.

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

B&ECPL Monthly Report November 2025



Indie Author Day - *Indie Author Day* hosted by System Adult Outreach Services was held at the Central Library on November 15. The well-attended event included a morning session held in the auditorium featuring expert-led presentations and an afternoon session featuring the return of the book fair in the exhibit space on the second floor. In addition, concurrent panels and presentations in the Central Meeting Room, Collections Gallery Conference Room, and the TechKnow Lab were provided. Participants also had an opportunity to network throughout the day.

Job Fair - A *Job Fair* in collaboration with the New York State Department of Labor took place on the second floor Collections Gallery exhibit space at the Central Library on November 14. Fifty businesses and organizations connected with the 400 job seekers who explored the various employment opportunities available.



Minutes of the Board of Trustees

Page 8

Photos – Various employers tabling at the Job Fair held on Friday, November 14

Library By Mail - Interlibrary Loan Library Assistant **Sean Goodrich** provided a presentation on *Library By Mail* and other library services to residents of Connect 55+, a senior living facility in Orchard Park on November 24.

Native American Heritage Month – In celebration of *Native American Heritage Month*, the System-wide *Cultural & Special Days Committee* provided a scavenger hunt to all Buffalo & Erie County Public Library locations. The scavenger hunt was based on children's picture books that contained Native American characters. The committee also provided Children, Young Adult, and Adult reading lists. *Virtual Author Talks* with Native American authors were also provided. They included *Nothing More of This Land: Community, Power, and the Search for Indigenous Identity* with Award-Winning Journalist Joseph Lee on November 5, and *The Search for Truth and the Persistence of Love Across Time* with Novelist Amanda Peters on November 13. The committee arranged the *Native American Dream Catcher Workshop* with Lorinda John at the Eden Public Library, *Native American Corn Husk Dolls* with Penelope Minner at the Elma Public Library, and a *Story Time* with Smoke Dancer Darelyn Spruce at Grand Island Memorial Library.

In addition, the Special Collections Department hosted a screening of *Unseen Tears*, a short documentary film about the Thomas Indian School and Mohawk Institute was held in the Auditorium at the Central Library on November 19. A panel discussion followed with Native American Community Services (NACS). NACS created the film, and their staff are part of the community affected by this painful chapter in the history of the United States.

Two new displays of Rare Book Room books were featured for *Native American Heritage Month*.

Central Adult Services hosted the Buffalo Audubon Society for a talk entitled, *Bird-Friendly Buffalo*, on November 22. The presenter, not only educated participants about ways to protect bird populations, but also demonstrated how to build a simple curtain from paracord to prevent window strikes. Patrons were given hands-on instruction and materials so they could install these at home.

1. Programs and Outreach

Central Library – Adult and Launch Pad Services

- *Cookbook Club*
- *Weekly Wednesday Movie Matinee*
- *Chess Club and Clinic*
- *Bad Art Night*
- *3D Printing Certification Class*
- *Noon Yoga Recharge* hosted by Parkside Yoga
- *Universal Anime Saturday: Studio Ghibli's Kiki's Delivery Service*
- *Speculative Fiction Book Club*
- *Tea Blend Workshop*
- *Afternoon Art Break*

Minutes of the Board of Trustees

Page 9

- *Autumn/Thanksgiving themed Trivia @the Library* (hosted at North Park Branch Library)

Central Library – Teen Services

- *Decoden Cream Craft*
- *Teen Advisory Group (TAG)*
- *Brain Sparks Art Program*
- *After School Bingo*
- *Jewelry Making*
- *Wellness BINGO* hosted by Buffalo State Social Work Intern

Central Library – Children’s Services

- *Peaceful Playtime*– school-aged focused sensory hour
- *Pint-Sized Picassos*–toddler-focused painting program
- *Tiny Tots Storytime* - (0-3 year-olds)

Central Library - Special Collections/Rare Book Room

- *Explore Buffalo Speaker Series: A Night Out on the Town*
- *Paging Through History: The Grosvenor Room Quiet Reading Club*

Central Library – System Adult Outreach Services/ TechKnow Lab

- University Express Lecture: *Great Tales of the Great Lakes*
- Buffalo Toronto Public Media Senior Prom - WNED PBS Studios in Buffalo
- *WUFO Health, Wealth & Education Expo* – AcQua Banquet Hall in Buffalo
- Westminster Economic Development Initiative (WEDI) *Entrepreneurship Assistance Center Virtual Training Series*
- *Wellness @ Central*

Central Library – System Youth Outreach Services

- *Nutty over Books* - The Child Campus in Amherst

Mobile Services - Library on Wheels Bookmobile/Library2Go Van

In addition to regularly scheduled stops throughout the month, the Library on Wheels Bookmobile and the Library2 Go Van participated in the following special events:

- *Tabling: Saturday Academy* – Buffalo Public School (BPS) # 3 D’Youville Porter Campus School, BPS #206 South Park High School, and BPS #43 Lovejoy Discovery School
- *Family Literacy Night* - Oliver Wendell Holmes Elementary School in Tonawanda
- Buffalo Educational Opportunity Center’s (EOC) *Family Literacy Night*

City Branch Libraries

All Branches:

- *Take n’ Make craft bags and scavenger hunts*

Multiple Branches:

- *Chess*
- *Storytime*
- *Board game and video gaming groups*
- *Adult Book Groups by theme: General fiction, Horror, Mystery, Tea & Books and No-Pressure (read what you want)*

Minutes of the Board of Trustees

Page 10

- *Book a Technology Trainer* appointments by Branch or Systems staff
- *Movies*
- *LEGO clubs*
- *Kid, Teen and Adult Craft programs*
- *Acting Classes for Kids* ages 6-12 in partnership with [Second Generation Theatre](#) (Frank E. Merriweather, Jr., Dudley, Isaías González-Soto)
- *Wellness programming and information* by Buffalo State Undergraduate School of Social Work Interns (North Park, Central, Leroy R. Coles, Jr.)
- *Free Legal Services* (Central & Frank E. Merriweather, Jr.)

Individual Branches:

The Buffalo Libraries host unique programs based on the needs and interest of their community. Below is a selection of programs offered this month.

- *Boondoggle Club* (Elaine M. Panty)
- *Non-fiction natural world book club* (new this month @ Crane)
- *Drag Storytime* (Crane)
- *Thanksgiving Bingo Reading Challenge* (Dudley)
- *DMV services provided by Erie County Clerk's Office* (Frank E. Merriweather, Jr.)
- *Bingo & Bliss with Buffalo State intern* (North Park)

Tours and Visits:

- BPS #37 Marva J. Daniel Futures Preparatory School class visit (Frank E. Merriweather, Jr.)
- BPS #32 Bennett Park Montessori Pre-kindergarten and Kindergarten (Central)
- *Frontier Middle School* (Central)

Special Collections staff provided tours throughout the month. This included a tour provided to Ruth Franklin, a reporter working on a long form piece on how teachers present Mark Twain's Huckleberry Finn in the modern classroom. Ms. Franklin toured the Mark Twain Room, the Rare Book Room collection, and briefly examined the Huckleberry Finn manuscript; tour of the current Rare Book Room Exhibit, *What Does It All Mean? Exploring the Dictionary* to a visiting family; and a tour to members of the Grand Island Historical Society.

2. Collection Development

Physical Collections:

	Item Adds		Title Adds		Collection Size
	Month	YTD	Month	YTD	
Juvenile Print	2,386	26,741	288	3,072	506,311
Young Adult Print	382	4,417	71	891	68,709
Adult Print	2,920	38,444	662	7,741	1,755,181
Media	1,610	22,824	232	2,995	506,972
Other*	1,737	19,397	18	263	175,035
Subtotal	9,035	111,823	1,271	14,962	3,012,208

*Includes magazines, generic copies, and other.

Electronic Collections*:

Minutes of the Board of Trustees
Page 11

	Item Adds		Title Adds		Collection Size
	Month	YTD	Month	YTD	
eBooks	3,364	47,108	1,175	14,686	124,726
eAudiobooks	7,892	88,674	357	4,332	60,769
Digital Magazines	N/A	N/A	N/A	N/A	6,451
Subtotal	11,256	135,782	1,532	19,018	191,946

*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	
Total	20,291	247,605	2,803	33,980	3,204,154

Rare Book and Special Collections:

The Rare Book Room has acquired a collection of early-mid 20th century ephemera, all created in and about Buffalo. These materials include documentation of community engagement and activism in Buffalo from the 1930s – 1970s, including union organizing in industrial factories during World War II.

A number of books (banned and otherwise) from the late Buffalo & Erie County Public Library Director John Spears' library were added to the Rare Book Room collection in honor of his legacy.

3. Fundraising

Fundraising:

Campaign Name	Campaign Dates	Raised to Date
Annual Appeal Total	January 1 – November 30, 2025	\$444,768.69
Year-End Appeal		\$57,499.83
Bucks for Books		\$42,336.25

Highlights:

The annual Year-End Appeal mailing was sent to 100,000 Erie County households in early November. To date, 870 gifts totaling over \$57,000 has been received.

Mass Emails sent in November:

Public Periodical – sent to all library cardholders that opted in to receive communications (over 90,000), 47% open rate.

4. Funding/Facilities

Funding:

On November 14, Buffalo & Erie County Public Library Board of Trustee Member Kimberly Johnson, Interim Director **Dorinda Darden**, Assistant Deputy Director – Controller **Emily Patronik**, and Library Administrative Manger **Tracy Palicki** presented

Minutes of the Board of Trustees
Page 12

the Library's Proposed 2026 Budget to the Erie County Legislature's Finance & Management/Budget Committee. Below are the highlights from the 2026 Proposed Budget.

Erie County Executive Mark Poloncarz is recommending a county funding increase of \$928,419 (3%) for libraries. The additional funding will help offset inflation-related impacts on library operating costs, including contractually obligated labor costs and the escalating cost of supplies in this challenging fiscal environment.

County funding of \$31,875,741 combined with New York State operating aid funding of \$2,570,458, use of \$1,200,000 in Library fund balance, and \$433,860 in other library revenue, brings the Library's 2026 proposed operating budget to \$36,080,059; a 4.1% increase over the 2025 County Adopted Budget. In addition to the operating budget, \$639,881 in estimated state aid is included in the Library Grants Budget.

Erie County's 2026 Proposed Capital Budget supports improvements to the county-owned downtown Central Library and to system-related improvements, specifically:

- \$2,000,000 in bond funds for "Various Improvements & Upgrades"
- \$160,000 in pay as you go funds for Vehicle Replacement

The Legislature's deliberations will continue until their vote on the proposed budget, scheduled for December 5.

Facilities:

On November 13, Watts Architecture and Engineering hosted a pre-bid roof walk through at the Central Library, allowing potential bidding contractors an opportunity to observe the area and ask questions of the design team. Approximately seven teams attended the walk through. The project will completely replace the existing roof system and install drainage, irrigation, and leak detection systems for the proposed green roof vegetation. The project is scheduled to begin in the spring of 2026. Bids are scheduled to be opened on December 11.

On November 17, the East Clinton Branch Library reopened following a construction-related closure during the summer. The renovations at the library included a complete re-roof, new windows and doors, leveling of the sunken concrete slab, new floor tiles, new restroom drains, painting, and exterior brick repointing and cleaning. The \$340,000 project was contracted with 6 Stars Property Management, Inc. out of Rochester, NY with construction administration and architecture/design provided by Labella Associates.

On November 19, the Buffalo & Erie County Public Library received initial feedback from the New York State Library relating to the most recently submitted New York State Library Construction Aid applications for the Central Library Building Envelope Rehabilitation and the Elaine M. Panty Branch Library Building Improvements. Comments included revision of language clarifying budget narratives and inclusion of more robust bonding documentation from both the City's and County's 2025 Capital Request programs. Bonding resolutions were then included in the applications to clarify

the source of the local match required to complete the projects. The application review process will take roughly a year, with funding expected to be received in the fall of 2026.

On November 26, a meeting was held with Watts Architecture and Engineering, Library maintenance and facility staff, and Erie County DPW to discuss issuing an addendum to the RFP related to the Central Library roof project. The addendum included updates on the construction schedule and clarified the schedule milestones if any bids proposed phasing the construction over 2 years. The addendum was scheduled to be posted by December 4.

5. Staff Development

NYLA Annual Conference – The New York Library Association held its annual conference in Saratoga Springs, NY from November 5 to November 8. The Buffalo & Erie County Public Library funded eight employees to attend this year's conference, which had the theme *Actionable Advocacy!*

Youth Service Group Meeting – On November 20, System Youth Outreach Services held an in-person *Youth Services Group* (YSG) meeting at the Julia Boyer Reinstein Library, boasting a variety of training workshops and a chance to network with other youth services staff. Twenty-eight employees attended sessions on *Youth First Aid*, *The Power of Play*, *Myths and Facts about Bilingualism and Bilingual Books*, and *STEM for Patrons*.

Webinars – Employees participated in a variety of webinars and other online learning programs in November, with several staff members attending these sessions: *Critical Data Storytelling for Librarians* (from ESLN), *Supporting Job Seekers with Disabilities* (from NYS Library), and *Try Strategic Merchandising to Pump Up Library Usage* (from Library Works).

6. Communications

Changed It All Campaign

In November, the Library launched an influencer marketing program *Changed It All*. Its purpose was to connect to high profile Buffalonians to spotlight the book, film, or record that changed it all for them. In doing so, we show the power of resources to change a life's trajectory.

With a call to action to explore our collection, we want to share with our neighbors in Buffalo & Erie County that *inspiration doesn't follow a formula* -- and they could very well be next.

The collaboration will come alive on wrapped NFTA trains and buses, interior ads with QR codes straight to our collection, and billboards in the City of Buffalo (Amherst Street & 190), expanding to suburbs and rural areas in early 2026. Through cross-promotion, the campaign also ended up on the social accounts of David Boreanaz, Adam Zyglis, Buffalo Institute for Contemporary Art (BICA) Kate Glaser, and more.

In the future, the Library considers this an important first step in developing third-party validators who can drive a rich influencer-marketing program: individuals who bring our

Minutes of the Board of Trustees
Page 14

message of public service, access, and equity to new and wider audiences. In addition, we see potential to draw collaborators who can help enrich our program offering.



Photo - Changed It All campaign banner featuring Grammy Award Winning Musician Ani DiFranco



Photo - The NFTA metro rail with the Changed It All campaign design

hoopla Discontinuation

With the announcement of hoopla's streaming service cancellation beginning January 1, 2026 (due to unsustainable costs), marketing took on proactive communications work to help safeguard our reputation and explain our limitations.

Several resources were created to get ahead of news that could be disappointing to patrons. We started with a proactive story with *The Buffalo News* outlining the cost of e-resources in general, breaking the news that the streaming platform would be discontinued (also highlighting other public libraries to discontinue the service.)

In addition, each library branch is being provided a one-pager for staff to support patrons. The messaging carried over to digital marketing.

Small Business Saturday

In the days and week following the holiday, we took on Small Business Saturday, and the Shop Small movement by promoting the ongoing *Spin It Forward* effort, launched in August, which helps the Library reinvigorate its vinyl collection. Since the start, it has

Minutes of the Board of Trustees Page 15

encouraged those interested in donating to purchase the records at a small music-focused businesses in our area.

In addition to our typical graphics, the team also produced two maps listing independently-owned record stores across Erie County.

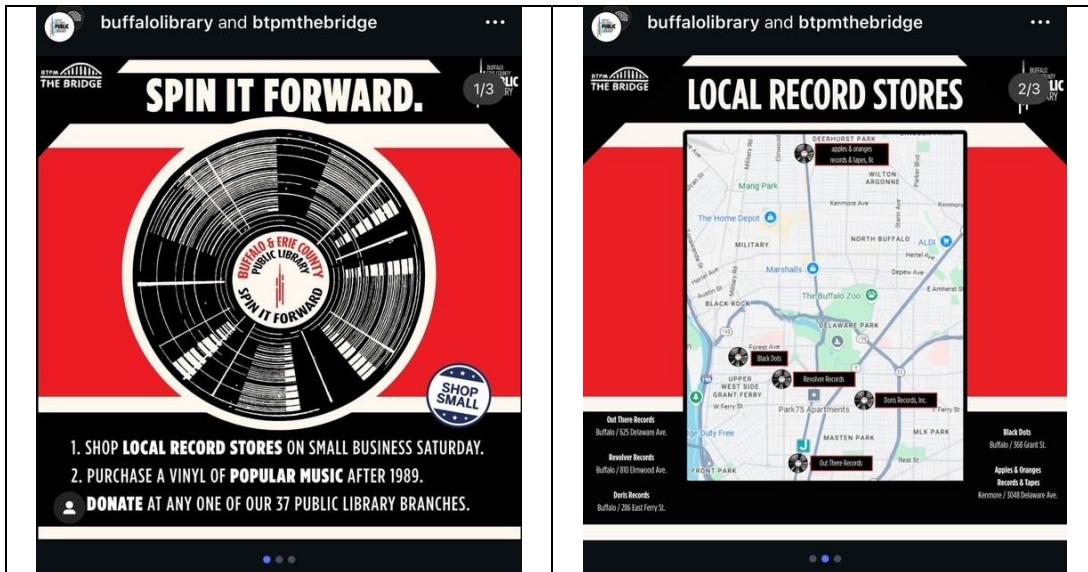


Photo – Spin It Forward designs that were posted on Instagram, and a map highlighting local record shops

Additional Activations

With holiday travel in full swing, we activated two final brand visibility efforts: our commercial in the Buffalo Niagara International Airport (L) as well as replaced banners around the Central Library (R.)

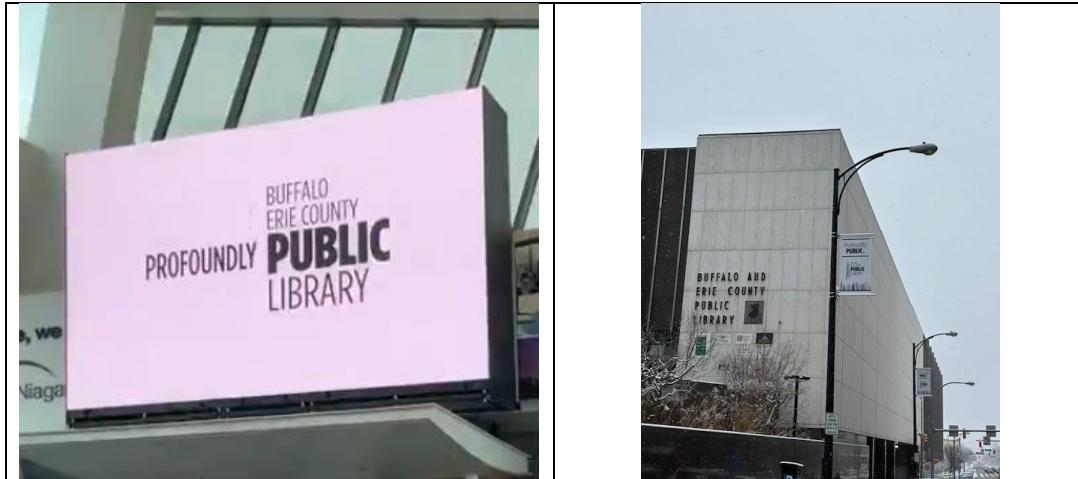


Photo – The Profoundly Public advertisement spotted at the Buffalo Niagara International Airport, and new banners around the Central Library

Media Coverage

Minutes of the Board of Trustees
Page 16

The Buffalo & Erie County Public Library garnered coverage across a range of topics in November. Those pieces are included below.

Type of Communication	Topic	Air Date / Publish Date
Earned Media	Buffalo Speed Cube Club visits the Orchard Park Library	WKBW: 'A lot of fun': Meet the 94-year-old who joined a speed Rubik's Cube club in Orchard Park (11/7)
Press Release	Changed It All	Buffalo & Erie County Public Library's 'Changed It All' campaign shows inspiration doesn't follow formula (11/12)
Earned Media	Changed It All	The Buffalo News: Wolf Blitzer, Adam Zyglis among local celebrities in campaign promoting libraries (11/12)
Editorial	Changed It All	The Buffalo News: The Editorial Board: ACV expands, Costco approaches and the library taps local celebrities (11/14)
Earned Media	Rising Costs for the Library for e-resources and hoopla streaming	The Buffalo News: Buffalo & Erie County Public Library faces rising costs as e-book demand soars (11/17)
Earned Media	Changed It All	WIVB: "Changed It All" Campaign showing the power of accessible literature (11/19)
Earned Media	Indie Author Day	Buffalo State Record: Indie Author Day boosts bookworms and authors alike (11/24)

Social Media:

	Staff Activity		Public Activity		Followers	
	Month	YTD	Month	YTD	Month (New)	Total
Facebook	48	1,013	1,465	37,056	125	15,669
Flickr	-	112	1,251	27,537	-	59
Google Ads ¹	N/A	N/A	2,241	27,931	N/A	N/A
Instagram	12	191	1,287	98,929	181	9,258
Pinterest	-	289	18	527	-	2,047
Twitter (X)	47	600	81	2,078	45	10,381
Bluesky	20	186	84	955	12	1,247

Minutes of the Board of Trustees

Page 17

YouTube	6	63	221	9,633	7	876
TikTok	-	6	84	7,608	4	1,069
Total	133	2,460	6,732	212,254	374	40,606

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

7. Partnerships

National Genealogical Society – Genealogy Specialist **Rhonda Hoffman** attended a National Genealogical Society's *Delegate Council Committee Meeting* on Friday, November 21. **Rhonda** was recently appointed to the National Genealogical Society's *Delegate Council Steering Committee*. The *Delegate Council* is an advisory body that gives member organizations a voice, and its purpose is to build the community of genealogy organizations through collaboration, communication, and counsel within the National Genealogical Society.

Western New York Book Arts Center – Rare Book Curator **Heather Gring** continues to strengthen the partnership with Western New York Book Arts Center. On November 22, the Western New York Book Arts Center displayed a pop-up exhibition of prints made with the etching plate collection from the Buffalo History Museum, now under the stewardship of the Special Collections Department. The Rare Book Room and the Western New York Book Arts Center are also collaborating on the upcoming Rare Book Room Exhibit with artist AP Gorny. In early spring 2026, the Western New York Book Arts Center will be hosting a 3-week exhibition of some of Gorny's larger print works, while the Rare Book Room will showcase his recently acquired book arts works and prints.

Development & Communications added two new organizational partners to the VIP (Very Important Pass) program. The Buffalo & Erie County Botanical Gardens and the Buffalo Museum of Science both joined and will now offer library cardholders special discounts on membership or admission.

Public and System Services staff were also in contact or attended meetings with representatives of the following groups and organizations:

- **Buffalo African American Museum**
- **Buffalo State University**
- **Erie County Department of Health**
- **Erie County Historical Commission**
- **Erie 2-Chautauqua-Cattaraugus Board of Cooperative Educational Services (BOCES)**
- **Explore & More – The Ralph C. Wilson, Jr. Children's Museum**
- **GLYS Western New York**
- **Help Me Grow Western New York**
- **KORP Foundation**
- **Live Well Erie**
- **New York Genealogical and Biographical Society (NYG&B)**
- **New York Library Association LAMS (Leadership and Management Section) Committee**
- **New York State Department of Corrections and Community Supervision**
- **New York State Department of Taxation and Finance**

Minutes of the Board of Trustees

Page 18

- Persistence Preparatory Academy Charter School in Buffalo
- Pride Center of Western New York
- State University of New York at Buffalo (UB)
- Western New York Genealogical Society (WNYGS)
- Western New York Library Resources Council (WNYLRC) Committees

8. Planning for the Future

The opening of *Different than the Others: The Work of AP Gorny* will be on January 29, 2026. Work is well under way on this Rare Book Room exhibit.

Library Administration, Staff, and Directors and Trustees, from Contracting Libraries participated in several advocacy meetings planned by the Western New York Library Resources Council. Meetings were held with Assembly Members Pat Chludzinski, William Conrad III, and Karen McMahon. The Library was also present in meetings with Senators Sean Ryan and April Baskin offices. The advocacy meetings will continue in early December.

All libraries were provided with letters encouraging a vote in favor of the proposed Erie County 2026 budget allocation for libraries. Letters were signed by patrons. The Advocacy letter was also available online. To date, over 2,000 have been delivered to Erie County legislators.

9. Director Activities

List of Meetings and Events

Attended by Interim Director Dorinda Darden

November 2025

DATE	MEETING / EVENT
November 4, 2025	Event - Listening Session: 5/14 Buffalo Massacre Community Memory Coalition at the Darwin Martin House Complex
November 5, 2025	Meeting - Andrew Maines
November 5, 2025	Meeting - Jennifer Childs
November 5, 2025	Meeting - Chelsey Lonberger
November 5, 2025	Meeting - Carol Kowalik-Happy
November 5, 2025	Meeting with Linda Rizzo
November 5, 2025	Virtual Meeting - Central Library Space Utilization Public Engagement Session
November 6, 2025	Meeting - Maria Lowe
November 6, 2025	Meeting - Emily Patronik
November 6, 2025	Meeting - Administrative Team
November 6, 2025	Virtual Meeting - Ecosystem for Public Library Association (PLA) Task Group
November 7, 2025	Virtual Meeting - Bond, Schoeneck & King PLLC Member Robert Patterson

Minutes of the Board of Trustees

Page 19

November 7, 2025	Interview - Buffalo News
November 7, 2025	Meeting - Joy Testa Cinquino
November 10, 2025	Virtual Meeting - 5/14 Buffalo Massacre Community Memory Coalition Steering Committee
November 12, 2025	Meeting - Susan Buttaccio
November 12, 2025	Meeting - Chelsey Lonberger
November 12, 2025	Meeting - Heather Gring and Andrew Semo
November 13, 2025	Meeting - Emily Patronik and Joy Testa Cinquino
November 13, 2025	Meeting - Carol Kowalik-Happy
November 13, 2025	Meeting - Buffalo Presidential Center Lease Negotiation
November 13, 2025	Meeting - Buffalo & Erie County Public Library Board of Trustees Executive Committee
November 13, 2025	Virtual Meeting - Michigan Street Preservation Corporation Board
November 14, 2025	Hearing - 2026 Erie County Budget at the Erie County Legislature
November 17, 2025	Meeting - Jennifer Childs
November 17, 2025	Virtual Meeting - Ecosystem for Public Library Association (PLA) Task Group
November 17, 2025	Virtual Meeting - Central Library Space Utilization Study Focus Group with Community Partners
November 17, 2025	Meeting - Angela Marinucci and Joy Testa Cinquino
November 17, 2025	Meeting - Western New York Library Resources Council (WNYLRC) Advocacy Meeting with New York State Senator April N.M. Baskin's Office
November 18, 2025	Meeting - Angela Marinucci
November 18, 2025	Meeting - Western New York Library Resources Council (WNYLRC) Advocacy Meeting with New York State Assembly Member William Conrad
November 18, 2025	Virtual Meeting - Central Library Space Utilization Study Focus Group with Elected Officials
November 18, 2025	Virtual Meeting - ErieNet Board of Directors
November 19, 2025	Media Event - WIVB-TV Channel 4 Daytime Buffalo - Buffalo & Erie County Public Library Change It All Campaign
November 19, 2025	Meeting - Cait Goodrich
November 19, 2025	Meeting - Ashley Ligammar
November 19, 2025	Meeting - Susan Buttaccio
November 19, 2025	Meeting - Linda Rizzo
November 20, 2025	Meeting - Maria Lowe
November 20, 2025	Meeting - Carol Kowalik-Happy
November 20, 2025	Meeting - Alicia Thompson
November 20, 2025	Virtual Meeting - 5/14 Buffalo Massacre Community Memory Coalition Oral History and Community Engagement Committees
November 20, 2025	Meeting - Buffalo & Erie County Public Library Board of Trustees

Minutes of the Board of Trustees

Page 20

November 21, 2025	Meeting - Chelsey Lonberger
November 21, 2025	Meeting - Joy Testa Cinquino
November 21, 2025	Meeting - Western New York Library Resources Council (WNYLRC) Advocacy Meeting with New York State Assembly Member Jonathan Rivera
November 24, 2025	Meeting - Administrative Team
November 24, 2025	Meeting - Dr. Geraldine Bard and Dr. Elizabeth Cappella from Project Flight
November 24, 2025	Meeting - Andrew Maines
November 24, 2025	Virtual Meeting - Buffalo & Erie County Public Library Friends Council
November 25, 2025	Meeting - Angela Marinucci
November 25, 2025	Virtual Meeting - Western New York Library Resources Council (WNYLRC) Board of Trustees

Appendices

A. Monthly Statistics

System Programming Statistics:

Regular/Virtual	Number of Programs		Total Attendance	
	Month	YTD	Month	YTD
Regular*				
Adults	1066	13781	4392	43475
Children 5 and under	1164	14369	5251	62085
Children 6-11	2995	35035	4194	61474
Intergenerational/Combined	4052	56194	7874	135304
Teens	239	3279	776	7532
Regular Total	9516	122658	22487	309870
Regular Total	9516	122658	22487	309870
Virtual				
Live Virtual				
Adults	7	219	62	1865
Children 5 and under	0	8	0	169
Children 6-11	0	7	0	193
Intergenerational/Combined	4	55	41	1114
Teens	1	35	1	101
Live Virtual Total	12	324	104	3442
Recorded Virtual				
Adults	7	43	113	2464
Children 5 and under	0	0	0	0
Children 6-11	2	24	532	5449
Intergenerational/Combined	7	98	1627	13315
Teens	0	10	0	10
Recorded Virtual Total	16	175	2272	21238
Virtual Total	28	499	2376	24680
Grand Total	9544	123157	24863	334550

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

Other Statistics:

Minutes of the Board of Trustees

Page 21

Consolidated statistics on library visits, website visits, circulation, computer sessions, Wi-Fi usage, program attendance, and a summary of open hours can be found at <https://www.buffalolib.org/about-becpl/monthly-statistics>.

Detailed reports on circulation, computer sessions, Wi-Fi usage, and library visits can be found at <https://www.buffalolib.org/monthly-statistics/2025-circulation-public-access-computer-wifi-and-library-visits-detail>.

B. Contracting Library Activity Reports

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

Hamburg Library

Halloween Party - On October 20, a Halloween Party was held with 200 attendees. Children came dressed in their Halloween best. Activities included: creating popcorn hands, door hanger making, treat bag craft, and coloring sheets. The Friends of the Library assisted in running the scavenger hunt, where attendees searched for bones! They also operated a table to try to recruit new members. Hamburg YES (Youth Engaged Services) also volunteered and ran the popcorn hands craft and assisted with clean up.

Village of Hamburg Trick or Treat - On October 25, the annual Trick or Treat in the Village was held. The Library served as a stop with staff handing out candy to 506 trick or treaters! The annual Halloween Parade was held afterwards.

Community Meeting - On October 30, Assembly Member Jonathan Rivera and Vice President of 1199 SEIU Grace Bogdanove, held a public forum at the Hamburg Library. The discussion focused on the impact to health care in relation to the Big Beautiful Bill. There were 45 attendees.

Teen Advisory Group - On November 3, Librarian Jordan Roeder hosted the first Teen Advisory Group Meeting for teens in grades 7-12. At this informational meeting, 5 teens attended and discussed their interest in the library and the group, what they would like to see in the Young Adult collection, current programs that they enjoy (Teen Art Night!), future programs they would like to see, and some community outreach they would be interested in participating in. The meetings are held monthly.

Library Advocacy – On December 2, the Hamburg Public Library hosted and advocacy meeting with Senator Patrick Gallivan at the Lake Shore Branch. There were 25 in attendance including Library Director's Brian Hoth, Robert Alessi, Lydia Herren, Jennifer Page, Stephanie Molnar, and Tom Carloni. Also in attendance were several members of the Friends of the Hamburg Public Library and community members. Topics of discussion included Construction Aid funding, State Aid for Libraries, Open Shelves Act, and eBooks Licensing Reform. The meeting was coordinated by the Western New York Library Resources Council.

Stories with Santa – This very popular program, a Hamburg Holidays event, was held on December 9 and 11. Children experienced stories read by Santa (Library Director Brian Hoth) and Mrs. Claus and craft making. Hot chocolate and donut holes were provided and served by the Kiwanis Club of Hamburg. The Hamburg YES (Youth Engaged Services) volunteered.

Minutes of the Board of Trustees

Page 22

Outreach Events – On November 6, Librarian Nicole Brown attended Book Fair Night at Union Pleasant Elementary. Samantha Kaufman, the former summer practicum student, volunteered. Children made fall-related crafts. In addition, Nicole had informational materials on hand. They spoke with 98 children and parents.

On October 18, Assembly Member Jonathan Rivera hosted a family movie day at The Hamburg Palace Theatre. Attendees watched “Hotel Transylvania”. Librarian Trainee Sarah Welker was one of several individuals from organizations asked to participate. Sarah provided fliers on upcoming events. Kids got to make a Haunted Hotel craft. Sarah spoke to 25 children and adults.

On October 6, Librarian Jordan Roeder visited the Hamburg Seeds of Living Education (S.O.L.E.) Giving Garden located across from Union Pleasant Elementary School to host a Story Time. Twenty-five participants enjoyed several stories, interactive rhymes, a craft, and garden activities.

Lake Shore Library

Halloween Boo-Bash - On October 25, Library Associate Laurie Obrochta hosted a Halloween Party. Cider and donuts were served. There were craft stations and games. Families made masks, pumpkins, bats, and haunted houses. They also played the Witches Hat Ring-Toss, Sticky Spider, Lend a Skeletal-Hand Relay, and Candy Corn Bowling. There were 136 children who attended in full costume.

Outreach Event - On October 24 and November 7 Library Associate Laurie Obrochta visited 6 classrooms totaling 177 students. She read three stories to each class.

- Library Associate Laurie Obrochta (Miss Laurie) hosted Story time Shookup! in September and October for children ages 2- 5 focusing on literacy, listening, and socialization. Stories and crafts were Halloween-themed with 266 attendees.
- Miss Laurie hosted Baby Bounce in September and October with 241 in attendance. Children ages 6 months-2 years engaged in music, play, and board books. The babies were introduced to fall-themed activities.
- On October 13, Library Associate Laurie Obrochta hosted her monthly Cookbook Club. Everyone chose a recipe from the cookbook *Happily Homemade* by Rachel Schultz. The club celebrated Halloween with 15 in attendance. Cookbook Club met up again on November 10 to share in a Thanksgiving feast with shared dishes from Cook's Illustrated All Time Best Holiday Entertaining by America's Test Kitchen with 9 in attendance.

Agenda Item G – The Association of Contracting Library Trustees (ACT)/Contracting Library Trustee Report. Martha Buyer shared that ACT Trustees will meet in January 2026, and begin planning for the March 2026 meeting.

Agenda Item G.1 – Contracting Library Liaison Report(s). Trustee Kelly stated that she visited the Elma Public Library. She shared that they have a variety of programs including chair yoga, University Express, and a *Jane Austen Tea Party* in honor of her 250th birthday. Trustee Kelly also shared that Elma had a *K-Pop Demon Hunters Party*, which is particularly popular with young children.

Minutes of the Board of Trustees

Page 23

Elma asked for an update on the New York State Construction Aid request for its HVAC system. The awards are being announced on December 23, 2025.

Lastly, Trustee Kelly noted an issue with the Library catalog where users are consistently prompted to check if they are a bot. Interim Director Darden and Deputy Director – Chief Operating Officer Marinucci stated that they would have IT diagnose the issue.

Agenda Item H – Public Comment. None.

Agenda Item I – Unfinished Business. None.

Agenda Item J – New Business.

Agenda Item J.1 – Executive Sessions. Chair El-Behairy explained that the Board would motion to move into Executive Session to discuss various personnel matters. Chair El-Behairy invited Interim Director Darden, Deputy Director – Chief Operating Officer Marinucci, and Assistant Deputy Director – Controller Patronik to stay. Trustee Bedenko motioned to enter into Executive Session. Trustee Panty seconded, and the Board entered into Executive Session to discuss personnel matters at 4:37 p.m.

Trustee Adam Bojak left at 5:05 p.m.

Trustee Nathaniel Barnes left at approximately 5:15 p.m.

The Board exited Executive Session at 5:54 p.m. on a motion by Trustee Panty, and a second by Trustee Kelly. No action was taken.

Since Trustee Barnes and Trustee Bojak left before the Board meeting adjourned. It was decided that the Board would adjourn the regular meeting, and meet as an Executive Committee to conduct business.

The Board motioned to adjourn the meeting at 5:55 p.m. on a motion by Trustee Panty, and a second by Trustee Kelly.

Present: Chair – Carima El-Behairy, Vice Chair Christopher Sasiadek* members Kimberly Johnson, Sharon Kelly, and Elaine Panty. Also present were Interim Director Darden, Deputy Director Chief Operating Officer Marinucci, Assistant Deputy Director – Controller Patronik, and Assistant to the Director Cait Goodrich.

*Vice Chair Sasiadek attended the meeting remotely due to extraordinary circumstances and was considered a full participant.

The meeting of the Executive Committee began at 5:56 p.m. After a call of the roll, it was noted that a quorum was present.

Agenda Item J.2 – Resolution 2025-44 – Adopt 2026 Budget. Assistant Deputy Director – Controller Patronik summarized the proposed resolution as presented below.

PROPOSED RESOLUTION 2025-44

WHEREAS, on December 5, the Erie County Legislature finalized the County's 2026 Budget allocation for the Library, and

WHEREAS, the County's enacted budget provides a 3% increase in County Library Property Tax allocation from 2025's \$30,947,322 to \$31,875,741 in 2026, and

WHEREAS, this funding will allow the Buffalo & Erie County Public Library (B&ECPL) to sustain operations, prioritizing public access to resources, programs and services to help us serve our communities, and

WHEREAS, it helps to offset inflation-related impacts on library operating costs, including contractually obligated labor costs, a \$0.50 per hour increase in the minimum wage, and costs of supplies and utilities in this challenging fiscal environment, and

WHEREAS, the Board of Trustees expresses its appreciation to the County Executive for recommending the funding and to the County Legislature in approving the recommended funding, and

WHEREAS, strong public support for the B&ECPL reinforces both the continuing need for innovative and responsive library services, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library adopts the 2026 Budget, utilizing the following sources to provide library services in 2026:

\$31,875,741 – County Property Tax for Library Purposes

\$ 2,570,458 – New York State Aid – Operating Budget

\$ 1,200,000 – Use of Fund Balance

\$ 433,861 – Library Fines, Fees and Other Revenue

\$36,080,060 – Total Operating Budget

\$ 639,881 – Library Recurring Grants Budget

\$36,719,941 – Combined Operating and Grants Budget, further detailed in the 2026 Budget in Brief Charts, and be it finally

RESOLVED, that the budget documents and schedules be promptly posted on the Library's website and the Library Director or designee(s) are authorized to execute all needed forms and accounting entries to implement this budget promptly.

Minutes of the Board of Trustees

Page 25

Trustee Kelly noted an error in the proposed resolution's background. This was changed; however, it did not affect the actual resolution. Trustee Kelly made the motion to approve. Trustee Panty seconded, and this was approved unanimously.

Agenda Item J.3 – Resolution 2025-45 –Amend Equal Employment Opportunity (EEO) & Anti-Harassment Policy. Tabled.

Agenda Item J.4 – Resolution 2025-46 –Amend Lost and Found Policy. Deputy Director - Chief Operating Officer Marinucci summarized the proposed resolution as presented below.

PROPOSED RESOLUTION 2025-46

WHEREAS, the Buffalo & Erie County Public Library Board of Trustees adopted a Lost and Found Policy on July 17, 2017 and the policy was later reviewed on June 29, 2020 with no changes, and

WHEREAS, Library System Administration has recommended updates to reflect recent style guide changes and minor clarifying edits, and

WHEREAS, these changes have been vetted by Buffalo & Erie County Public Library legal counsel, and

WHEREAS, the Policy Committee recommends the attached proposed amended Lost and Found Policy for approval by the full Board, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library adopts the proposed revisions to the Lost and Found Policy to supersede and replace the existing policy last amended July 17, 2017, and be it further

RESOLVED, that a copy of the approved Lost and Found Policy be posted on the Library website.

Discussion ensued regarding proposed amendments to the Lost and Found Policy. Trustee Bartholomew suggested a grammatical change. Trustee Panty made the motion to approve as amended. Trustee Johnson seconded, and this was approved unanimously as amended.

Agenda Item J.5 – Resolution 2025-47 –Amend Procurement Policy. Library Administrative Manager Tracy Palicki and Assistant Deputy Director – Controller Patronik summarized the proposed resolution as presented below.

PROPOSED RESOLUTION 2025-47

WHEREAS, the Buffalo & Erie County Public Library has utilized Erie County's Purchasing Policies to conduct Library procurement, and

Minutes of the Board of Trustees
Page 26

WHEREAS, Library-specific policies and procedures implementing the requirements of General Municipal Law §103 and 104(b) better address the needs of the Library, and

WHEREAS, on September 18, 2014, the Library Board of Trustees adopted Resolution 2014-30 establishing *Buffalo & Erie County Public Library Procurement Policies and Procedures as required under General Municipal Law Sections 103 and 104-b*, and

WHEREAS, the policy provides that the B&ECPL Board of Trustees shall review this policy and procedures at least annually, having last been reviewed January 6, 2023, and

WHEREAS, recommended changes reflect parallel changes to Erie County's policies and procedures as well as updates to sole source requirements, and language to the current structure of the administrative team, and

WHEREAS, the Board's Policy Committee has reviewed the updated policy and recommend it for approval by the full Board, and

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

RESOLVED, that the Board of Trustees of the B&ECPL adopts the updated Procurement Policy and Procedures, and be it further

RESOLVED, that the updated policy supersedes the previously adopted policy and the procurement-related stipulations of all previously adopted Board resolutions, and be it finally

RESOLVED, that a copy of the updated Procurement Policy be posted on the Library's website.

Discussion ensued regarding referring to the Buffalo and Erie County Public Library as "Library" for consistency. This will be changed in the proposed amendments to the Procurement Policy. Trustee Kelly made the motion to approve as amended. Trustee Johnson seconded, and this was approved unanimously as amended.

Agenda Item J.6 – Resolution 2025-48 –Amend Personnel Policies and Procedures Manual and Employee Handbook. Tabled.

Agenda Item J.7 – Resolution 2025-49 – Amend Sexual Harassment Prevention Policy. Tabled.

Agenda Item J.8 – Resolution 2025-50 – Renew Buffalo Presidential Center Lease. Deputy Director – Chief Operating Officer Marinucci explained the proposed resolution as presented below.

PROPOSED RESOLUTION 2025-50

WHEREAS, the Buffalo & Erie County Public Library (the "Library") and The Association for a Buffalo Presidential Center (the "BPC"), local, not-for-profit organization providing cultural education, study, and public awareness of Buffalo and Western New York's contribution to the presidency and national affairs, have partnered under a contract since September 27, 2018 which includes allocation of space in the Central Library for their operations, and

WHEREAS, the BPC currently occupies 2,200 sq. ft. of space on the second floor of the downtown Central Library, constructed by and with improvements undertaken by Erie County, and

WHEREAS, Library patrons have benefited from this partnership and its furtherance of the Library's mission to connect our diverse community with Library resources that enrich, enlighten, and entertain, and

WHEREAS, BPC has expressed a desire to continue their partnership with the Library and renew the lease agreement for an additional five-year term beginning January 1, 2026, and

WHEREAS, the Library Interim Director met with leadership of the BPC and agrees that a lease agreement renewal would be mutually beneficial, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library authorizes the Library Interim Director and/or designee to execute the necessary documents to renew the lease agreement with The Association for a Buffalo Presidential Center for a five-year term beginning January 1, 2026.

Trustee Panty made the motion to approve. Trustee Johnson seconded, and this was approved unanimously.

Agenda Item K – Adjournment. There being no further business, on a motion by Trustee Panty with a second by Trustee Sasiadek, the meeting was adjourned at 6:07 p.m.

Respectfully submitted,

Christine P. Bartholomew
Secretary