

**BUFFALO & ERIE COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES  
PROPOSED AGENDA  
Thursday, October 18, 2012  
4:00 p.m.**

**NOTE MEETING TO BE HELD AT: The Buffalo & Erie County Public Library  
Joseph B. Rounds Conference Room  
1 Lafayette Square, Buffalo, NY 14203**

- A. Call of the roll
- B. Approval / Changes to the Agenda
- C. Minutes of the Meeting of September 20, 2012 **ACTION**
- D. Report of the Chair **INFORMATION**
- E. Committee Reports
  - 1. Executive Committee
  - 2. Budget and Finance Committee
    - a. Res. 2012-40 – IMLS Grant Award and Budgeting **ACTION**
    - b. Monthly Financial Report **INFORMATION**
  - 3. Policy Committee
    - a. Res. 2012-41 – Amend Policy for Cooperation with Organizations and Agencies **ACTION**
  - 4. Development Committee
- F. Report of the Director (link sent via e-mail if on file) **INFORMATION**
- G. Report of the Foundation
- H. Public Comment
- I. Unfinished Business
- J. New Business
  - 1. 2013 Budget Update **INFORMATION**
- K. Adjournment



**PROPOSED  
MINUTES  
REGULAR MEETING OF THE  
BUFFALO AND ERIE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES  
September 20, 2012**

The regular monthly meeting of the Board of Trustees of the Buffalo and Erie County Public Library was held on Thursday, September 20, 2012, at the Niagara Branch Library pursuant to due notice to trustees. The following members were present:

Jack Connors, Chair  
Elaine M. Panty, Secretary  
Frank Gist, Treasurer  
Amy Alvarez-Perez  
Theodore K. Johnson  
Sharon M. Kelly  
Anne M. Leary  
John G. Schmidt, Jr.  
Wayne D. Wisbaum

Chair Jack Connors called the meeting to order at 4:10 p.m. at the Niagara Branch Library.

Agenda Item B - Approval/Changes to the Agenda. The agenda was approved as mailed. An amendment to Proposed Resolution 2012-36 was distributed. Mr. Stone will explain the amendment at that point in the agenda.

Agenda Item C - Minutes of the Meeting of July 19, 2012. On motion by Ms. Panty and seconded by Mr. Johnson, the Minutes were approved as mailed.

Agenda Item D - Report of the Chair. Mr. Connors congratulated Director Mary Jean Jakubowski who was honored at Business First's Women of Influence 2012 award luncheon earlier that day. The *Turn the Lights Back On* campaign has begun. Assistant Deputy Director Joy Testa Cinquino reported already receiving 2,000 signed postcards. There was a positive article in the *Buffalo News* about the program. The Library also spoke to the *Buffalo News* editorial board about the budget and will wait to hear their thoughts.

Agenda Item E - Committee Reports.

Agenda Item E.1 - Executive Committee. In Vice Chair Sharon Thomas' absence, Mr. Connors reported the Executive Committee met September 13, 2012 and read the following report:

Present: Executive Committee members Jack Connors, Anne Leary, Elaine Panty and John Schmidt along with Director Mary Jean Jakubowski and CFO Kenneth Stone.

Chair Jack Connors called the meeting to order at 4:00 p.m. in the Joseph B. Rounds Conference Room of the Central Library. A quorum was present.

The Proposed Agenda for the September 20, 2012 Board meeting was reviewed.

Mr. Stone discussed the following resolutions:

- Resolution 2012-31 Unanticipated Expenditure Assistance - Amherst Public Library
- Resolution 2012-35 NYS Construction Grant Request - Dudley Library
- Resolution 2012-36 NYS Construction Grant System Evaluation and Recommendations

Discussion regarding funding for NYS Construction Grants ensued. Executive Committee recommended adjustment in funding 56% reduction for grant requests over \$200,000 and 23% reduction for grant requests under \$200,000. This is necessary as requests were nearly two times the available funding.

Anne Leary discussed Resolution 2012-34 Fundraising Plan 2012-2013, explaining the Plan is being brought to the Development Committee Monday, September 17<sup>th</sup> for review and recommendation.

Elaine Panty discussed Resolution 2012-32 Amend Anti-Harassment Policy and Resolution 2012-33 Withdraw Central Library Special Events Policy and Procedures. Discussion ensued.

Ms. Jakubowski reviewed:

- Resolution 2012-37 Approve 2012-2016 Central Library Five-Year Plan of Service
- Resolution 2012-38 Approve 2012-2016 System Five-Year Plan of Service
- Resolution 2012-39 Approve to Form: SLDPL MOU between B&ECPL and Contracting Libraries

No changes were noted for the September 20, 2012 Board meeting Proposed Agenda.

Meeting concluded at 4:50 p.m.

Agenda Item E.2 - Budget and Finance. Deputy Director - CFO Kenneth Stone presented budget and finance items.

Agenda Item E.2a - Unanticipated Expenditure Assistance: Amherst Public Library. On motion by Ms. Panty and a second by Ms. Leary, Resolution 2012-31 was approved unanimously.

**RESOLUTION 2012-31**

**WHEREAS, the contract between the Buffalo & Erie County Public Library (B&ECPL) and contracting libraries, in the TWENTY-SECOND item, provides a process for requesting assistance in the event of "unforeseeable circumstances" that "result in a material impact on the 'Public Library's' operating budget..." and**

**WHEREAS, the Amherst Public Library Board of Trustees has requested assistance to help offset coverage cost associated with an unanticipated medical leave, and**

**WHEREAS, the Amherst Public Library Director consulted B&ECPL staff to identify the best method to address this situation and this review resulted in a recommendation to request assistance in the amount of \$2,000, and**

**WHEREAS, without this assistance the Amherst Public Library Board has found that were they to have to offset this cost by reducing staff work hours over an extended period would result in inadequate staffing needed to operate the library for the weekly hours of service stipulated in contract Exhibit C, and**

**WHEREAS, projected salary savings system-wide will result in sufficient monies being available within the 2012 budget to accommodate this request, and**

**WHEREAS, pursuant to section EIGHTH of the contract, this change may be implemented by resolution and transmitting a revised Exhibit A to reflect same, now therefore be it**

**RESOLVED that the Board of Trustees of the Buffalo and Erie County Public Library approves a reallocation within the budget to utilize projected salary savings to provide up \$2,000 funding assistance to the Amherst Public Library, and be it further**

**RESOLVED, that a copy of this resolution and a revised Exhibit A be transmitted to the above contracting library to implement the change.**

**Minutes of the Board of Trustees**

**Page 4**

**Agenda Item E.2.b - Monthly Financial Report.** The monthly financial report for the months of June and July 2012 was distributed to trustees for their information. The Library is operating within budget.

**Agenda Item E.3 - Policy Committee.** The Policy Committee met on September 6, 2012; present were Elaine Panty and Jack Connors constituting a quorum. Chair Elaine Panty reported the Anti-Harassment Policy was looked at and proposed revisions were explained by Assistant Deputy Director Jeannine Doyle and approved by Library counsel Patrick Martin. The Committee unanimously recommended the proposed amended policy be brought before the Board at their next meeting for approval. Joy Testa Cinquino recommended the rescinding of the current Central Library Special Events Policy and Procedures explaining there were conflicting portions contained in this policy. The Committee unanimously recommended the rescinding of this policy and that it be brought before the Board at their next meeting. Administration will revisit this policy at a later date. Administration will review the next three policies on the Review Schedule: Policy for Cooperation with Organizations and Agencies, Facility Use Policy and (Central Library) Auditorium Policy; they will be brought back to the Policy Committee at their next meeting October 11, 2012 at 3 p.m.

**Agenda Item E.3.a - Amend Anti-Harassment Policy.** Mr. Johnson moved for approval. Ms. Panty seconded, and this resolution was approved unanimously. Mr. Gist questioned why it was necessary to amend this policy. Ms. Doyle explained it is good to update policies every few years to make sure they cover any new laws, etc.; additionally, it did not include the procedure for reporting harassment and addressing complaints. The amended Anti-Harassment Policy as presented was approved unanimously.

**RESOLUTION 2012-32**

**WHEREAS**, as part of the Buffalo and Erie County Public Library's (B&ECPL) adopted Organizational Competencies, the Library has put together a new structure for process and review of the Library's standing policies to ensure that they remain timely and effective, and

**WHEREAS**, the Policy Committee used this process to review and make recommendations to amend the attached draft of the Anti-Harassment Policy, now, therefore, be it

**RESOLVED**, that the Board of Trustees of the Buffalo and Erie County Public Library adopts the proposed revisions of the Buffalo and Erie County Public Library's Anti-Harassment Policy to supersede and replace the prevailing policy, adopted June 21, 2007, and be distributed to all Buffalo and Erie County Public Libraries, Contracting Libraries and Contracting Library Trustees.

Agenda Item E.3.b - Withdraw Central Library Special Events Policy and Procedures. As mentioned earlier, Mr. Connors noted this policy contains contradictions within it. Ms. Leary moved for approval and was seconded by Mr. Gist, whereupon approval was unanimous to rescind the Central Library Special Events Policy and Procedures. Ms. Testa Cinquino reported Administration will revisit this policy once the Facility Use Policy is rewritten, revised and approved.

RESOLUTION 2012-33

WHEREAS, on October 23, 2008 the Buffalo and Erie County Public Library (B&ECPL) Board of Trustees adopted the Central Library Special Events Policy and Procedures, and

WHEREAS, this policy was recently reviewed by the B&ECPL Board of Trustees Policy Committee, and

WHEREAS, several inconsistencies and potential inaccuracies were found, which could result in confusion in the use and application of the policy, now therefore be it

RESOLVED, that the Buffalo and Erie County Public Library Board of Trustees withdraws the Central Library Special Events Policy and Procedures for further review and redevelopment.

Agenda Item E.4 - Development Committee. The Development Committee met September 17, 2012 to finalize the *Fundraising Plan*. Chair Anne Leary introduced Christina (Chrisi) Pearl in the audience who, together with Alisa LaPlante, is initiating the Library's Young Professionals Group. Ms. Pearl provided trustees with an overview of the Group as well as the kick-off community event which will be held Friday, November 16, 2012 at Hotel Lafayette from 7:30 - 11:30 p.m. Mr. Connors thanked them for taking this on. Ms. Leary encouraged trustees to support this event.

Agenda Item E.4.a - Fundraising Plan 2012-2013. The *Fundraising Plan 2012-2013* was distributed to each trustee. Ms. Leary explained it is a multifaceted plan; monetary goals were not put in for a number of reasons and are dependent on what future partnerships can be formed. On motion by Ms. Panty and a second by Mr. Johnson, the *Fundraising Plan 2012-2013* was approved as presented.

RESOLUTION 2012-34

WHEREAS, the Buffalo and Erie County Public Library System is vitally important to this community. While the needs of library patrons continue to increase, public funding has not and the Library is doing more to service patrons with less funding, and

WHEREAS, the Library's Development and Communications Department has written a Fundraising Plan for the Library System, and

WHEREAS, there is currently no formal system-wide fundraising plan for the Library, and

WHEREAS, the Development and Advocacy Committee of the System Board approved a Fundraising Plan through 2013 at their meeting held on Monday, September 17, 2012, and

WHEREAS, the Plan focuses efforts on five fundraising themes including Online Giving and Social Media; Event Fundraisers; Grants including corporate, foundation and programming; Direct Appeals; and Major Gifts (Planned Giving). A sixth focus is to begin to explore Capital Campaign fundraising to meet future needs, and

WHEREAS, the Plan recommends partnering with the Board of Trustees, the Library Foundation, and other community organizations to support and enhance fundraising strategies for library services, and

WHEREAS, the Library expects to hire an experienced Development Manager before the end of the year whose job description supports the initiatives to raise money for this organization, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library adopts the Development and Advocacy Committee's Fundraising Plan.

Agenda Item E.5 - Special Collections Committee. The Special Collections Committee met prior to the Board meeting at 3 p.m. Present were Committee members Elaine Panty, Ted Johnson and Wayne Wisbaum. Also in attendance were Jack Connors, Mary Jean Jakubowski, Dawn Peters as well as Meg Cheman, Chuck Alaimo and Amy Pickard of the Special Collections Department. Chair Panty reported a brief overview was given of the Special Collections and there was discussion of the showcasing of items and sponsorships. The Erie County Rare Books Commission Final Report was reviewed which lead to discussion on pooling together resources with other organizations; the Library being the lead agency on this. An October Committee meeting is being planned.

Ms. Leary voiced concerns over the Library's readiness for the Milestones of Science Collection exhibit in 2013. She feels the Library has the opportunity for considerable press and assistance with this because it is a spectacular, one of a kind collection. Mr. Connors mentioned finding a major presenting sponsor was discussed at the Special Collections Committee meeting. Ms. Jakubowski will prepare a report for the next Board meeting on up-to-date plans for this exhibit. Further discussion ensued regarding an opening event, possible sponsorships, fundraising, etc. At the recommendation of Chair Connors, it was agreed to create a Milestones of Science

Committee with a representative from the Development Committee, Special Collections Department and possibly an outside representative from the Library Foundation of Buffalo & Erie County. Trustees Leary, Alvarez Perez, Connors, Johnson and Panty agreed to be on the Committee. Ms. Leary will work on a meeting date. Ms. Leary noted she had an earlier conversation with Victor Rice, President of the Library Foundation, who was in favor of the Foundation doing something. Mr. Gist inquired if the collection has been digitized. Ms. Jakubowski stated HeinOnline is doing this, and the Library will be able to have digital exhibits as well.

Agenda Item F - Report of the Director. Director Jakubowski was happy to report the Library just received official notice it was selected to receive an Institute of Museum and Library Services (IMLS) 2012 National Leadership Grant in the amount of \$319,809. The project has been named - The Public Library as Digitized Commons: A Demonstration Project. Ms. Conable provided background information on this project, answered trustee questions and reported a formal resolution will be brought to the Board in October to accept the funding. Ms. Jakubowski thanked lead Anne Conable for her work on this.

The Director also reported in the Read Down Your Fines program, over 65,000 minutes of reading occurred with reduced fines for young people under the age of 17 being \$4,328. This was a significant increase from the prior year and people are very grateful the Library offers this.

The Summer Reading program was also very successful with over 40,000 program attendees and people logged reading over 12,500 books. There were over 4,000 registrants for the online program. In two months, 1,035,095 minutes of reading occurred for those people that registered!

She recapped the Battle of the Books event and congratulated the team from the Marilla Free Library for winning the final battle.

The Central Library, East Delavan Branch Library and Holding Center Library were recognized at the Buffalo Public Schools Adult Education Division breakfast and certificates were received for services provided to individuals serviced at those locations. The certificate was passed around for viewing. She thanked staff. Mr. Gist inquired if there will be a new library at the Home. Ms. Jakubowski stated she reached out to ECMC with regards to the new facility and they have no plans for putting a library in the new facility. The Library will continue to speak with them.

The same day of the Board meeting, it was brought to her attention the Association of Erie County Governments has before them a memorandum of understanding for town supervisors and village mayors to sign off and recommend to their local library's trustees that they not move forward with the Special Legislative District Public Library.

The Library has done presentations before this group and asked again in August to have another session with them, but had not heard back. Ms. Jakubowski was informed the MOU was brought to them on August 21<sup>st</sup> and is seeking information as to when their next meeting is and will do more follow-up on this; she commented finding it interesting that no one has informed the Library of this. In response to a question by Trustee Kelly, Ms. Jakubowski answered the group consists of towns and villages in Erie County; the president is Leonard Pero, Supervisor of the Town of Brant, New York. Further discussion ensued.

Both she and consultant Libby Post provided an update on the *Turn the Lights Back On* campaign and noted the responses will demonstrate that people do value their libraries and are supportive.

Ms. Jakubowski has accepted an appointment by the New York State Board of Regents to the Regents Advisory Council on Libraries which will begin October 1, 2012 for a five-year term. She feels this will help with the Library's mission going forward.

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

### **B&ECPL Monthly Report July and August 2012**

As you will note from the statistics and highlights in this report, July and August have been extremely busy throughout the Buffalo and Erie County Public Library (B&ECPL). So many great activities, programs, events, visitors...the list goes on and on. I couldn't be more proud of the staff for all of their hard work in making summer at the libraries successful and fulfilling.

With summer reading programs, the Battle of the Books, and special summer events behind us, we are moving forward to placing focus on students returning to school, Sunday hours, and of course, the budget. Plans for the development of educational materials including a support website, postcards, signage and media releases, are well under way. The theme of the educational materials "Turn the Lights Back On - Flip the Switch for Library Funding" will focus on restoration funding to all B&ECPL libraries so that libraries can reopen weekly hours lost during 2010 and 2011. Member Library Trustees and Library Directors, along with Library Administration and staff, provided input into the budget request to determine \$3.6M in funding is necessary to restore the lost 5,100 hours of annual service hours. This campaign launches September 4, 2012 and continues through the Erie County budget process. County leaders have received an initial letter regarding B&ECPL's 2013 budget request. Ongoing communication is expected.

Minutes of the Board of Trustees

Page 9

Both the System Five-Year Plan of Service and the Central Library Five-Year Plan of Service are being developed. Plans will be ready for trustee review and approval at the September 2012 B&ECPL Board of Trustees meeting. The Plans must be submitted to the New York State Education Department – Division of Library Development no later than October 1, 2012.

Administration and staff continue to work toward timely completion of Organizational Competencies.

Monthly Programming Statistics - JULY 2012

**1. Public Services**

**In Library Programs:**

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
1.2 Children (age 5 and under)	252	1470	6188	30215
3.3 Children (age 6-12)	291	856	9023	19762
4.4 Teens	131	290	1746	3522
Intergenerational	57	293	4258	13290
5.3 Adults (excludes Technology)	54	645	629	11968
<b>TOTAL In Library Programs</b>	<b>785</b>	<b>3554</b>	<b>21844</b>	<b>78757</b>

**Adult Technology Programs:**

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Training Lab or Library Desktop PCs	29	316	208	1984
System or Library-owned Cyber Train	21	212	227	2056
<b>TOTAL Adult Technology</b>	<b>50</b>	<b>528</b>	<b>435</b>	<b>4040</b>

**Outreach (out of library):**

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
1.3 Children (age 5 and under)	12	193	246	4467
Children (age 6-12)	7	63	202	10419
Teens	1	1	25	25
Intergenerational	0	3	0	295
Adults (excludes Technology)	12	104	425	4177
<b>TOTAL Outreach (out of Library)</b>	<b>32</b>	<b>364</b>	<b>898</b>	<b>19383</b>

Minutes of the Board of Trustees  
Page 10

**Summer Reading Programs**

	Number Registered		Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD	MTH	YTD
Children (age 5 and under)	2668	3048	242	287	6006	6833
3.4 Children (age 6-12)	5676	6199	278	318	8882	10084
Teens	635	871	107	155	1474	2114
<b>TOTAL Summer Reading Programs</b>	<b>8979</b>	<b>10118</b>	<b>627</b>	<b>760</b>	<b>16362</b>	<b>19031</b>

**Monthly Programming Statistics - AUGUST 2012**

**In Library Programs:**

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
1.2 Children (age 5 and under)	138	1608	4005	34220
3.3 Children (age 6-12)	191	1047	6979	26741
4.4 Teens	78	368	1590	5112
Intergenerational	74	367	4695	17985
5.3 Adults (excludes Technology)	64	709	838	12806
<b>TOTAL In Library Programs</b>	<b>545</b>	<b>4099</b>	<b>18107</b>	<b>96864</b>

**Adult Technology Programs:**

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Training Lab or Library Desktop PCs	43	359	216	2200
System or Library-owned Cyber Train	21	233	223	2279
<b>TOTAL Adult Technology</b>	<b>64</b>	<b>592</b>	<b>439</b>	<b>4479</b>

**Outreach (out of library):**

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
1.3 Children (age 5 and under)	8	201	260	4727
Children (age 6-12)	7	70	184	10603
Teens	0	1	0	25
Intergenerational	1	4	200	495
Adults (excludes Technology)	11	115	575	4752
<b>TOTAL Outreach (out of Library)</b>	<b>27</b>	<b>391</b>	<b>1219</b>	<b>20602</b>

**Summer Reading Programs**

	Number Registered		Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD	MTH	YTD
Children (age 5 and under)	1800	4848	145	432	4232	11065
3.4 Children (age 6-12)	3651	9850	183	501	6745	16829
Teens	943	1814	76	231	1572	3686
<b>TOTAL Summer Reading Programs</b>	<b>6394</b>	<b>16512</b>	<b>404</b>	<b>1164</b>	<b>12549</b>	<b>31580</b>

**Highlights:**

- On July 26<sup>th</sup>, Erie County Executive Mark Poloncarz, Deputy County Executive Richard Tobe and Liz Burakowski visited the B&ECPL to learn about its rare book collection. Charles Alaimo provided a tour of the War of 1812 exhibit and Amy Pickard provided a tour of the Rare Book Room. Along the way, they looked at and we talked about items from the Milestones of Science, a Thomas Jefferson letter, fine Roycroft examples, WWI poster examples, cuneiform, artist's book examples, medieval manuscripts and early print examples. The County Executive highlighted the tour on Facebook as copied below:

**Mark Poloncarz**

*Yesterday I went on a behind the scenes tour of the treasures the Buffalo and Erie County Public Library has in its Rare Book Rooms. It is an outstanding collection. Thank you to Amy J Pickard for the tour and being a great tour guide.*

- On July 27<sup>th</sup>, the B&ECPL Coordinated Outreach Committee met at the Central Library. Consisting of library staff and members of various community and government agencies, the Coordinated Outreach Committee allows for public input into the Library's programming and outreach goals. Librarians Dan Caufield, Peter Lisker, Brian Hoth and Kathy Goodrich presented an overview of the Library's current programming and outreach strategies and discussed future plans and possible partnerships with community agencies. Mr. Caufield also presented an overview of the Library's web resources which was well received by the 13 members of the committee.
- In the month of July, 132 programs were presented by or arranged by the Children's Programming Team in libraries across Erie County (including Central). These were attended by a total of 3,427 children and families.
- Librarian Wanda Collins received a very special framed poem written by a mother who attends the Lancaster Lapsit. This mother also made a \$150 donation to the Lancaster Library to be used to purchase materials for this Lapsit program. Congratulations Wanda!

- On August 18<sup>th</sup>, Information Services Librarian Peter Lisker and Children's Librarian Kathleen Mac represented B&ECPL at the *Wild About Wellness* fair at the Buffalo Zoo. Ms. Mac provided children's activities while Mr. Lisker spoke to the adults about the Library's many consumer health resources. Hundreds of Erie County residents stopped by the table and enjoyed learning what the Library has to offer.
- The 2012 Adult Summer Reading Challenge concluded on August 31<sup>st</sup> and was a great success. One hundred and ninety-seven patrons participated, and a total of 1,140 reviews were submitted. Summer Reading participants were asked to write brief book reviews, each of which counted as an entry in a prize drawing. The more book reviews participants submitted, the more chances they had to win. Entries were received representing 32 libraries. The grand prize, a Kindle Fire, was awarded to Elizabeth Maerten from the Kenilworth Branch.
- Battle of the Books (BOTB) - Each year the ECC gym is filled to capacity with parents, friends, coaches and volunteers cheering on their favorite team and this year was no exception. On August 4<sup>th</sup>, 33 teams comprised of about 220 players competed for the coveted BOTB trophy. Attendance at the event was approximately 541 consisting of the contestants, parents, siblings, and volunteers. The 2012 Battle of the Books champion team was from the Marilla Free Library. Several elected officials attended the BOTB competition. Legislature John Mills returned with Frisbees to toss into the crowd and Legislator Lynne Dixon cheered on libraries in her district. Before the championship round, Deputy County Executive Richard Tobe gave an inspiring talk to the audience. Mr. Tobe presented ribbons and the championship trophy to the winning team, along with ribbons to the runner-up team from the Clarence Public Library.
- The Online Summer Reading Challenge enjoyed another successful year. A combined total of 266 teens, children, daycares and babies (for early literacy) registered for this challenge. A total of 1,435 books were read and 1,306 reviews were written! The Organizations and Daycare portion of the Online Reading Challenge ended on August 4<sup>th</sup>. The lucky winner was the Salem Lutheran Preschool and their local library was the Concord Public Library! This preschool won a \$25 Jo-Ann Fabric and Craft Store gift card and each child a *Fancy Nancy* and *Cars* gift pack.
- The Children Services staff was nominated for the WNYLRC Outstanding Library Program award by Doreen Woods, Workforce Development Officer.
- Mrs. Eva Doyle held her annual "Back-to-School" rally at the Frank E. Merriweather, Jr. Library on August 18<sup>th</sup>; the program included music, speakers,

storytelling, dancers and the distribution of free book bags with supplies for students for back to school!

## 2. Collection Development

### JULY 2012:

#### Print Collections:

	Collection Size	Monthly Adds	YTD Adds
2.1 Juvenile non-Fiction	160,571	576	3,405
3.1 Juvenile Fiction	353,812	2,307	13,880
4.1 Young Adult Fiction	67,330	556	6,374
5.1 Adult non-Fiction	1,390,478	1,868	15,345
6.1 Adult Fiction	557,728	3,738	31,659

#### Media Collections:

	Collection Size	Monthly Adds	YTD Adds
3.2 Juvenile	67,547	204	3,173
4.2 Young Adult audiobooks only	2,575	0	107
6.2 Adult	353,558	3,023	23,759

#### Electronic Collections:

	Collection Size	Adds	Downloads	% Change downloads from previous month
e-Books	*13,611	395	23591	+14.6%
Music (Freegal)	Unlimited SONY Library		4448	+7%
e-Audiobooks	5904	35	5208	+5.8%
e-Videos	370	0	148	+74.1%

\*e-Book "collection size include 150 free promotional MaxAccess titles for 1 year

- Collection Development staff responded to 498 patron purchase suggestions and 162 staff suggestions in July and 435 patron purchase suggestions and 119 staff suggestions in August.
- The Library's Subject Guides received 899 unique visitors from 7 countries in July. The most popular Subject Guides were Genealogy, the Babel Series Guides and Virtual Database Tours and Movies.

**AUGUST 2012:**

**Print Collections:**

	Collection Size	Monthly Adds	YTD Adds
2.1 Juvenile non-Fiction	160,652	289	3,694
3.1 Juvenile Fiction	353,633	2,877	16,757
4.1 Young Adult Fiction	65,578	696	7,070
5.1 Adult non-Fiction	1,390,959	2,728	18,073
6.1 Adult Fiction	557,794	3,887	35,546

**Media Collections:**

	Collection Size	Monthly Adds	YTD Adds
3.2 Juvenile	67,305	112	3,285
4.2 Young Adult audiobooks only	2,565	0	107
6.2 Adult	354,515	2,552	26,311

**Electronic Collections:**

	Collection Size	Adds	Downloads	% Change downloads from previous month
e-Books	*13,850	239	23,048	-2.3%
Music (Freegal)	Unlimited SONY Library		4,419	-0.7%
e-Audiobooks	5,963	59	5,136	-1.4%
e-Videos	370	0	84	-43.2%

\*e-Book "collection size include 150 free promotional MaxAccess titles for 1 year

**Highlights:**

- Grosvenor Room Librarian **Rhonda Konig** developed a new collection guide: **Social and Cultural History: with a Focus on Buffalo and Erie County: for genealogists, historians and fiction writers.**
- Conservation of the William Smith map *Delineation of the Strata of England and Wales, With a Part of Scotland* (a.k.a. The Map that Changed the World) was completed by the Northeast Document Conservation Center. We are grateful to the Library Foundation for funding the work and housing necessary to keep this map for many generations to come.
- On August 27<sup>th</sup>, the Rare Book Room (RBR) received a gift from Amherst College: a Lancaster, N.Y. farmer's accounting journal 1857-1866. The note included with the journal stated that it was found at what was the Bissell Farm

on Broadway in Lancaster. This farm was originally homesteaded in 1808 by Elias Bissell and remained in the family for 7 generations.

- On August 29<sup>th</sup>, UV sleeves were installed in the rest of the RBR storage area to protect the materials from potential UV light damage. The display room is the next area slated for installation.

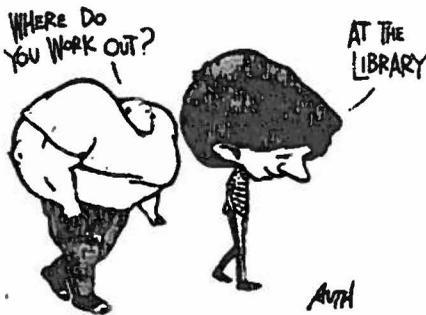
3. Technology

JULY 2012:

Library 2.0 Activity:

	Number of Connections		% Change previous month	
	Current Month	Monthly Change	Previous Month	Yr. to Date
Facebook Fans/Likes	3,380	+ 63	1.9%	19.8%
Twitter Followers	2,721	+ 50	1.9%	23.7%
Flickr Views	40,610	+ 448	1.1%	10.8%
Pinterest Followers	173	+ 24	16.1%	N/A*

Facebook Posts included:



- 86 people like this.



Lionel Davis HEHE!!! Ultramodernist

And 40 people "Liked" this:



- Buffalo & Erie County Public Library - Central Library

How do you like our new cover photo courtesy of Nikki Rosenberg? This is a really cool shot of the card catalog still standing at the Central Library in downtown Buffalo.

## Minutes of the Board of Trustees

### Page 16

E-mail your local photos showcasing Buffalo or Western New York to [WNYpics@buffalolib.org](mailto:WNYpics@buffalolib.org) with a message giving us rights to use the image. We'll notify you if your photo will be highlighted! Thanks and please "share" this message with your Facebook Friends!



- 40 people like this.



- Carole Pink Those were the days my friends.

### And Tweets:



**Niagara Popcorn** @NiagaraPopcorn

23 Jul

We salute our friends at the @buffalolib for all of the good work that they do each & every day on behalf of our community.



**Mark Poloncarz** @markpoloncarz

27 Jul

Yesterday I went on a tour of the Library's Rare Book Rooms. The collection is incredible and one of our region's priceless assets.

### Highlights:

- The second self check-out stations have been installed at Dudley, Niagara and Merriweather and are up and running! Patrons have immediately started using them! Many thanks to IT (Dave) and Maintenance for this progress!
- On July 12<sup>th</sup>, 4 new self check-out RFID kiosks were installed in the Media Room making check-out faster and more convenient to patrons.
- The Technology Team produced 2 screencasts in July that aimed the spotlight on the trainers themselves, as well as their technical assistants. These instant classics, *Meet the Technology Team* (<http://bit.ly/NNa35P>) and *A Day in the Life of a*

CyberTrain Roadie (<http://bit.ly/LS8NPu>) can be viewed on the Training Lab's YouTube Channel (<http://bit.ly/KdRNzH>).

- The Technology Team conducted 32 public classes for 319 attendees at 13 library locations.

**AUGUST 2012:**

**Library 2.0 Activity:**

	Number of Connections		% Change previous month	
	Current Month	Monthly Change	Previous Month	Yr. to Date
Facebook Fans/Likes	3,420	+ 40	1.2%	21.2%
Twitter Followers	2,798	+ 77	2.8%	27.2%
Flickr Views	45,038	+ 4,428	10.9%	22.9%
Pinterest Followers	227	+ 54	31.2%	N/A*

**Facebook Posts included:**



Buffalo & Erie County Public Library - Central Library We couldn't have said it better ourselves. Tell us about a book you loved.



10 people like this.



Lola Miller Charlottes Web :)



Jack Edson The best book I read this past year was "Cutting for Stone" by Abram Verghese. We will be talking about this book at the Hamburg Public Library book club tomorrow morning at 11 am, and YOU are invited to join us!



PhilipJames Jarosz The Boy Mechanic circa 1940's. Loved that book that taught you how to make just

about everything.



Richardson Olmsted Complex The Architecture of Madness is a great book for anyone interested in places like the Richardson Olmsted Complex! We tried to find it in the buffalolib catalog though, and it wasn't there!

#### And Tweets:



**Angela K** @akepps

11 Aug

buffalolib Hey...does the Grosvenor Room has old issues of WNY Heritage? I've never seen them, but there's a lot of stuff in there!



**Buffalo/Erie Library** @buffalolib

13 Aug

@akepps Holdings beginning with Vol. 1, 1997 are housed in the Buffalo Collection in the Grosvenor Room. Staff can show you where they are!



**Angela K** @akepps

13 Aug

buffalolib Awesome, thanks! I had never seen them there, but there's a lot of stuff. I'll ask next-time I'm in :)

#### Highlights:

- The Technology Training Team developed 2 new handouts in August that offer assistance to patrons taking advantage of the Library's downloadable services. *Borrowing eBooks and Audiobooks from the Library for Android Devices* (<http://bit.ly/RPvdBW>) and *Downloading the Kindle App for iPad* (<http://bit.ly/SltFKi>) target specific devices and download options.
- A successful System hardware upgrade was completed August 21<sup>st</sup>. The aging servers that host the Library's bibliographic and patron information were replaced just in time! This overdue change ensures system stability while significantly reducing maintenance time. As a result, a major software upgrade is tentatively scheduled for the Veterans Day holiday weekend.

#### 4. Funding/Fundraising

##### Funding:

##### 2013 Operating Budget Request Submitted:

The Library's 2013 operating and grants budget request was submitted online to Erie County on the deadline date of August 15<sup>th</sup>.

The Library's 2013 base budget request is generally consistent with the County support funding limit indicated by the County Executive's current Four-Year Financial Plan. Following the direction provided by the B&ECPL Board of Trustees, the Library's 2013 Budget:

- Requests that the split allocation of County support provided in 2012's Adopted Budget and Revised Four-Year Financial Plan (\$2,000,000 County Interfund Revenue Subsidy + \$19,872,457 Library Tax) be combined into a single Library Tax line of \$21,872,457, which would not increase the overall County property tax rate as the \$2 million Interfund Revenue amount could then be used to offset the County portion of Property Taxes (the present split is confusing to the public);
- Proposes a base budget request using the County funding amount provided in 2012 (\$21,872,457); and
- Provides a progressive series of service restoration options for 2013 and beyond developed in cooperation with Library System and contracting library leadership and trustees that will allow the Buffalo and Erie County Public Library System to successfully meet continued strong public demand.

Proposed service restorations, if fully funded by the County, would restore \$3,623,109 to the Library, restoring County support to \$25,495,566, a price tag that is lower than the County funding provided in the year 2000. Educational material to "Flip the Switch for Library Funding" is now available at:  
<http://initiative.buffalolib.org/initiative/index.php/flip-the-switch>



Additional detail regarding the 2013 Budget Request may be found on the Library's Budget Information Page by clicking on "2013 Budget" at:  
<http://www.buffalolib.org/content/library-system/budget-information>

**2013 New York State Library Construction Grant Requests Submitted for Library System Review and Recommendations:**

A total of 8 libraries submitted project funding requests as of the Friday, September 7<sup>th</sup> deadline:

Minutes of the Board of Trustees

Page 20

Grant \$ Req	Library	Description
\$ 47,500	Audubon	Replace 2 Original HVAC Units
\$ 153,989	Angola	Expansion - Meeting Room/Rest Rooms
\$ 269,562	Dudley	Replace Roof, including Skylights, Replace HVAC, Masonry Restoration
\$ 25,637	Clarence	Parking Lot Expansion
\$ 656,550	Hamburg	Expansion - Entry, Common Space and Meeting Room
\$ 44,950	Lancaster	Land Acquisition for Parking Lot Expansion
\$ 4,846	Newstead	Automated Door Openers at 2 Entrances
\$ 25,250	West Seneca	Exterior Masonry Rehabilitation
<b>\$1,228,284</b>	<b>TOTAL REQUESTED</b>	

Unfortunately, only \$641,863 in NY State Library Construction Grant funding is available. This will require reductions totaling \$586,421 to balance recommended grant awards with the funding available.

**Fundraising:**

Campaign Name	Campaign Dates	Raised to Date
Central Library Book Sale	August 9-11, 2012	\$3,500
Crane Book Sale	Ongoing	\$357.90
East Clinton Book Sale	August 6-11, 2012	\$287.44
Merriweather Branch Donation Box	Ongoing	\$79.50
Niagara Book Sale	Ongoing, left over from annual	\$356.00
North Park Book Sale	Ongoing	
Riverside Book Sale	See below	

**Highlights:**

- Niagara Branch's annual book sale was held July 24<sup>th</sup> - 28<sup>th</sup>. A bag and box sale continued through the last few days of July.
- The Riverside Friends Association held their annual book sale beginning August 7<sup>th</sup> with proceeds going toward programs and services to benefit the branch. The volunteers did an outstanding job organizing and implementing the sale. The sale has been held annually for the past 30 years. This year's sale yielded just over \$1,600.00.

**5. Facilities**

- The Dudley Branch building was hit by a car on August 20<sup>th</sup>. A car went through the stop sign on Lockwood hitting the building near the display windows on the right side of the building (as you face out). Only a few tiles were lost. No one on the street was hurt and building damage was very minimal.

**6. Staff Development**

**JULY 2012:**

***Highlights:***

- Several staff members attended a “Preventing Workplace Violence” workshop presented by training coordinators Pati Aine Guzinski (Erie County Department of Health) and Patricia Brammer (Erie County Department of Personnel) on July 25<sup>th</sup>.
- Assistant Deputy Director Human Resources – Labor Relations Jeannine Doyle attended the NYSPELRA (NYS Public Employer Labor Relations Assoc.) annual conference July 18-20<sup>th</sup>.

**AUGUST 2012:**

	Number of Program Attendees		Number of Programs Presented	
	Month	Yr. to Date	Month	Yr. to Date
<b>Staff</b>	31	*	7	*

\* Year to date staff total for all 37 libraries incomplete. Complete year to date totals will be provided in a future report.

***Highlights:***

- A Peak of Success training workshop to help identify workplace bullying, low staff morale and shifting to a more cooperative work environment was held.

**7. Media coverage/Media Releases**

Type of Communication	Air Date/Publish Date	Topic
<i>Artvoice</i>	July 26, 2012	<i>War of 1812 exhibits at Karpeles manuscript museum and the downtown library</i> by Jack Foran
5/32/2012 Interview of Grosvenor Librarian, C. Pijacki, by Buffalo Spree magazine	Published Aug. 2012	Music collection - <i>Classically Speaking/ Seeing is Believing</i>
Challenger Community News	July 11, 2012	E. Delavan Library Summer Reading Programs created by Melissa Blattner, practicum student from UB Library School
System Media Release - Return on Investment	July 16, 2012	
Riverside Review	July 12, 2012	Glenn Colton
Riverside Review	July 19, 2012	Nickel City Reptiles
Riverside Review	July 19, 2012	Survival Skills Workshop
Riverside Review	July 26, 2012	Friends' Book Sale
BookFinder.com		Friends' Book Sale
Time Warner Cable		Friends' Book Sale
August Central Programming Press Release	Various media outlets - Art voice, WNY Family, Buffalo News, etc.	August Central Programming
Battle of the Books Announcement	July 23, 2012	Battle of the Books at ECC South on August 4 <sup>th</sup>
Battle of the Books Media Reminder	August 3, 2012	
Battle of the Books Press Release - announcing winning teams	August 6, 2012	
Book Sale Media Release	August 6, 2012	
Channel 7- "Aging is For Everyone" Talk Show Interview with Carol Batt	August 14, 2012	Airs on Channel 7 in August Cable all Mondays in Sept.

Buffalo News article about BoxCar Series		Mary Jean Jakubowski interviewed
September Central Programming Press Release	Various media outlets - Artvoice, WNY Family, Buffalo News, etc.	September Central Programs
Battle of the Books	See above	Battle of the Books - Finals/Recap
Summer Online Reading	See above	Summer online reading contests
Riverside Review	August 30, 2012	Friends Assoc. Book Sale (\$1/bag)
A.B.L.E.Y Advisor	August 3, 7, 17, 31, 2012	E. Clinton Library programs
East Clinton Shopper	August 17, 2012	E. Clinton Library programs

**Highlights:**

- The article: *War of 1812 exhibits at Karpeles manuscript museum and the downtown library* by Jack Foran was published in *ArtVoice* weekly edition (07/26/2012), featuring “*When Buffalo Burned War of 1812 on the Niagara Frontier*”, Grosvenor Rare Book Display created by Rare Book Librarian **Chuck Alaimo**.
- The Merriweather Library was featured in a *Buffalo News* article: “Forum examines ways to start, cultivate and preserve black business” and may be read at the following link: <http://www.buffalonews.com/city/article1000123.ece>.

**8. Partnerships**

**Highlights:**

- On July 24<sup>th</sup>, **Meg Cheman** and **Amy Pickard** traveled to Rochester to strengthen partnerships and exchange ideas for future collaboration; Visited the Cary Collection at R.I.T. to view materials for possible exhibit loan to support the 2013 Milestones exhibit; Traveled next to the Strong National Museum of Play to return an item used in the Fishing exhibit that closed in June and learned of their storage and display methods and practices through a “behind the scenes” tour.
- The Niagara Branch coordinated with the Upward Bound program at D’Youville College to provide library use and instruction for their students. The sessions began in late June and concluded July 30<sup>th</sup>.

- On July 25<sup>th</sup>, Information Services Librarians **Peter Lisker, Dan Caufield** and Network Technologies Manager **Steve Hovey** met with Business Development Director **Patrick Gould** and other members of the **Olmsted Center for Sight**. The Central Library has been reviewing its technology for the disabled and the Olmsted Center has volunteered their services to conduct a technology audit. Members of the Olmstead Center will inspect current equipment in the Assistive Technologies Room (ATR) and will make recommendations for any upgrades.
- On July 17<sup>th</sup>, Information Services and Outreach librarian **Susan Kriegbaum-Hanks** participated in the *Buffalo & Erie County Workforce Investment Board Professional Development Day* held at the Ramada Conference Center in Amherst. In tandem with Technology Support Librarian **Kelly Donovan**, the team presented four 30-minute instruction sessions to a total of 75 people highlighting the Library's computer training, Downloads-To-Go, and job-related databases.
- Through the continued efforts of **Susan Kriegbaum-Hanks**, the ECC One Stops have listed the Library's Job Resources class as a "Core Service" in their "*Buffalo & Erie County Workforce Investment Board's (WIB) 2012-13 local plan.*" Susan has presented these one and two-hour instructional sessions titled "How to use the Library's Job Search/Employer Databases" on numerous occasions over the past year to staff and clients of ECC One Stop and Buffalo Employment and Training. The classes are always well received and the information provided considered indispensable by our Partners at the One Stops. A link to the full plan is available from the WIB's website at <http://www.becwib.org/Local%20Plan%202012-2013.asp>.
- On August 6<sup>th</sup>, **Meg Cheman** and **Rhonda Konig** met with **Anne Conable** and **Forest Lawn Cemetery Interpretive Program Director Sandy Starks** regarding the Library offering genealogy programming at the cemetery.

## 9. Governance

Library Administration attended several meeting/sessions with attorney **Ellen Bach** of **Whiteman, Osterman & Hanna** and the Association of Contracting Library Boards of Trustees (ACT) to review and continue development of a Memorandum of Understanding (MOU) between the B&ECPL and member libraries. This MOU has been developed at the request of ACT to insure various rights and responsibilities, protocols, etc. be maintained at the local level if/when the System becomes a special legislative district public library. The MOU will be reviewed by boards in the month of September.

**10. Director Activities**

Meetings and Events:

**LIST of MEETINGS and EVENTS  
ATTENDED by DIRECTOR MARY JEAN JAKUBOWSKI  
July & August 2012**

<b>DATE</b>	<b>MEETING / EVENT</b>
July 2, 2012	Meeting: Lucy Cook
July 2, 2012	Meeting: Anne Conable
July 3, 2012	Live Radio Interview 102.5
July 3, 2012	Meeting: Diel's Document Delivery, Mike Palmer
July 5, 2012	Meeting: Carol Batt, Deputy Director, & Dawn Peters, Asst. Deputy Director
July 5, 2012	Meeting: Hamburg Public Library, Re: Addition
July 6, 2012	Blueprint to Grover Cleveland Golf Course
July 6, 2012	Meeting: Asst. Deputy Directors Jeannine Doyle & Doreen Woods
July 9, 2012	Meeting: County Executive Mark Poloncarz
July 9, 2012	Meet with PLACP (Public Library Administrator's Certificate Program)
July 9, 2012	Meeting: Development & Communications
July 9, 2012	Business First Telephone Interview
July 10, 2012	Libby Post - Communication Services
July 10, 2012	Meeting: CE Representative, Joe McMahon
July 10, 2012	Meeting: Administrative Team
July 10, 2012	Library Foundation Development Committee Meeting
July 10, 2012	PULISDO/DLD Conference Call
July 11, 2012	Friends Group Meeting with Libby Post - West Seneca Public Library
July 19, 2012	County Executive Mark Poloncarz, 2013 Budget Meeting with Library and BOE
July 19, 2012	Meeting: Grosvenor Room/RBR Milestones of Science
July 19, 2012	Meeting: B&ECPL Trustee Elaine Panty
July 19, 2012	Meeting: Len Lenihan & Elaine Panty
July 19, 2012	B&ECPL Board of Trustees Meeting
July 23, 2012	Member Library Lease Agreement Meeting, Ellen Bach - Grand Island Memorial Library
July 23, 2012	Member Library Lease Agreement Meeting, Ellen Bach - Audubon Branch Library
July 24, 2012	Meeting: Alden Ewell Free Library Board & Ellen Bach
July 24, 2012	Member Library Lease Agreement Meeting, Ellen Bach - Hamburg Public Library

## Minutes of the Board of Trustees

### Page 26

- July 24, 2012 Luncheon/Meeting: B&ECPL Partners - Project Flight, Young Audiences of WNY and Literacy NY
- July 24, 2012 Meeting: Asst. Deputy Directors Dawn Peters & Joy Testa Cinquino
- July 25, 2012 Preventing Workplace Violence Program
- July 25, 2012 Meeting: Rare Book Room staff
- July 25, 2012 Meeting: Leonard Williams, Dorrie Miller Riffle Club
- July 25, 2012 Meeting: Ken Stone
- July 26, 2012 Meeting: Carol Batt
- July 26, 2012 Meeting: Administrative Team
- July 26, 2012 Meeting: Carol Batt, Maureen McLaughlin, Dawn Peters - BISAC Shelving
- July 26, 2012 RBR Tour - County Executive Mark Poloncarz, Deputy CE Richard Tobe and Liz Burakowski
- July 27, 2012 Meeting: Niagara Falls Public Library Director, Michelle Petrazzoulo & Bill Siener
- July 27, 2012 Meeting: Jeannine Doyle, Doreen Woods
- July 30, 2012 Re-Imagine: Visit Denver Public Libraries
- July 31, 2012 Re-Imagine: Visit Ridegview (AnyThink) Public Libraries
- August 2, 2012 Photoshoot for WNY Outstanding Women of Influence
- August 6, 2012 Meeting: Carol Batt
- August 6, 2012 Conference Call: Libby Post - Communication Services
- August 7, 2012 Conference Call: Patrick Martin, Esq.
- August 7, 2012 Meeting: Nancy Brock, M&T Bank, Strategic Plan Update
- August 7, 2012 Meeting: Library Foundation President Victor Rice, Anne Conable
- August 7, 2012 Meeting: Carol Batt, Ken Stone and Jason Aronoff, President Town of Tonawanda Board of Trustees
- August 7, 2012 Conference Call: Library Strategies International - Susan Kent & June Garcia
- August 8, 2012 Meeting: Managers/Directors
- August 8, 2012 Libby Post - Communication Services
- August 9, 2012 Meeting: Patrick Martin, Esq.
- August 9, 2012 Meeting: Administrative Team
- August 9, 2012 Meeting: Communication Services - Libby Post, Advocacy
- August 10, 2012 Conference Call: Ellen Bach, Esq. - Whiteman, Osterman & Hanna LLP
- August 10, 2012 Meeting: Ana Sun, Our Lady of the Sacred Heart School
- August 10, 2012 Meeting: Claudia Yates, Re: Family Place
- August 10, 2012 Meeting: Jeannine Doyle & Doreen Woods
- August 13, 2012 WNYLRC
- August 13, 2012 Meeting: Post-It Palooza (Strategic Plan)
- August 13, 2012 Meeting: Carol Batt & Dawn Peters, Re: Archivist Position

## Minutes of the Board of Trustees

Page 27

- August 13, 2012 Meeting: Association of Contracting Library Boards of Trustees & Ellen Bach - Clarence Public Library
- August 14, 2012 Meeting: Online Borrower Card Registration - Carol Batt, Maureen McLaughlin & Dawn Peters
- August 14, 2012 Conference Call: Library Strategies International - Susan Kent
- August 14, 2012 Meeting: Architectural Resources - Peter Murad & Nick Derr
- August 15, 2012 Meeting: Administrative Team
- August 15, 2012 Meeting: Ken Stone & Carol Batt
- August 15, 2012 Polaris ILS Demonstration
- August 15, 2012 Meeting: County Executive Mark Poloncarz & Deputy County Executive Richard Tobe

Other:

### Contracting Member Library Activity Reports - August 2012

#### Angola Public Library - submitted by Mary Truby, Director

Highlights of events and activities at the Angola Public Library:

August was a busy month. In addition to our regular patrons, our population swells with the influx of summer residents coming to the library.

- Summer reading programs drew to a conclusion this month.
- Hawk Creek presented one of their entertaining, informative programs "Creatures of the Night".
- Construction of our new meeting room addition has started and is moving along swiftly. We have a shell and electric, and plumbing will be the next phase.
- On September 19<sup>th</sup>, our children's programs will resume.
- The Cyber Train will be here on September 20<sup>th</sup> to present their Downloads 2 Go program.
- The Visiting Nurses Association will be at the library to give flu and pneumonia immunizations on September 28<sup>th</sup>.

#### Clarence Public Library- submitted by Monica Mooney, Director

Highlights of events and activities at the Clarence Public Library:

##### Program Statistics - Summer 2012

- 206 children registered for the *Dream Big, Read* Summer Reading Program.
- 51 teens registered for the *Own the Night* Summer Reading Program.
- 83 children recorded total minutes spent reading - total 104,280 minutes (1,738 hours).

- The Clarence Public Library offered 46 total programs for children this summer and 14 programs for teens.
- Total attendance at children's programs was 1730; total attendance at teen programs was 399.

Summer Events included the following:

- A Summer Reading Kickoff event was presented by local celebrity Mike Randall & "Friends" with an evening of magic, storytelling and lots of audience participation.
- Battle of the Books - Clarence team placed 2<sup>nd</sup> in this annual event held on August 4<sup>th</sup>.
- The Clarence Library offered the *Dream Big, Read* Summer Reading Program for children entering grades 1 to 5. Children kept track of hours read and watched the Clarence Library "Cosmic Counter" grow with each hour they read.
- Family Fun Nights included Gravitational Bull Family Entertainment, Dream Big Magic Show with Mr. J, Medieval Artifacts with Lorna Czarnota, Canine Academy of Clarence, Cosmic Adventures Traveling Planetarium, Hawk Creek, Niagara University Repertory Theatre and Tops Cooking School (Healthy Snacks & Eating).

Upcoming Programs and Events:

- Think India! Tuesday, September 25<sup>th</sup> from 7-8:45 p.m. Local presenter Bob Poczik will draw on his experience living in India and his recent return visits to host a program that will bring modern India alive.
- Author Events at the Clarence Public Library:
  - Michael F. Rizzo (author of *Through the Mayors' Eyes, They Call Me Korney* and *Buffalo's Legacy of Power and Might*; Thursday, October 11<sup>th</sup> at 7 p.m. Mr. Rizzo will discuss his latest book *Gangsters and Organized Crime in Buffalo*.
  - C. Douglas Kohler, Monday, November 19<sup>th</sup> at 7 p.m. Local author and historian Doug Kohler will discuss his new book *Images of America: Clarence*.
- Black Light Puppet Show with Mr. J. Thursday, September 20<sup>th</sup> at 6:30 p.m. - Puppetry in the Dark with special LED Lighting!
- *Reminisce with Carol: Remembering the '50s*; Thursday, October 11<sup>th</sup> at 10:30 a.m.
- Kids Activities:
  - O-R-E-O Cookies, Celebrate the 100<sup>th</sup> birthday of America's Favorite Cookie - OREO! Tuesday, October 2<sup>nd</sup>, 4-5 p.m. for ages 6-10.
  - Fall Lego Club begins Thursday, October 4<sup>th</sup> from 4-5 pm. for kids 5 to 12 years old who love Legos!
  - Nature Ed-Ventures Science Workshop "Mad Scientist Laboratory" for children ages 7 to 11 who like squishy, slippery worms, gooey slime, eyeballs, want to learn how to make fake blood and play with outrageous

ooze in this creepy science session; the Clarence Public Library will host sessions on Thursday, October 25<sup>th</sup> at 4 p.m. and Saturday, October 27<sup>th</sup> at 11 a.m.

- Library Craft Time with the Clarence Youth Bureau; every 2<sup>nd</sup> Tuesday of the month at 4 p.m. beginning September 11<sup>th</sup>.
- Charlie and Checkers present a Spooky & Silly Halloween Show, Monday, October 29<sup>th</sup> at 6:30 p.m. for all ages.
- Director **Monica Mooney** will be visiting the Clarence Co-op Nursery School on October 5<sup>th</sup> to present a story time program and introduce children to the public library.
- The Friends of the Clarence Public Library Fall Book Sale will take place October 18<sup>th</sup>, 19<sup>th</sup> and 20<sup>th</sup>. Proceeds from the sale will help support the many programs offered by the Clarence Public Library.

**Eden Library** - submitted by Joyce Maguda, Director

**Highlights of events and activities at the Eden Library:**

- **April** - The Town of Eden bicentennial tree was planted on the library's west lawn with a commemorative marker. Parking lot flooding issue was resolved with the replacement of a broken drain pipe by the County Highway Department. The library served as a pickup location for ALA's first World Book Night.
- **May** - Library Trustee Phillip Muck was named Erie County's Senior of the Year! County Executive Mark Poloncarz presented the award. Almost 100 people attended the ceremony and luncheon at the library.
- **June** - The Friends of Eden Library purchased a beautiful loveseat for the reading area by the front window.
- **July** - County Legislator John Mills hosted his first hot dog roast/fundraiser in Eden which 130 people enjoyed. Attendance at 46 summer programs totaled 889!
- **August** - Eagle Scout candidate Luke Podyma and his crew did a great job building two picnic tables, planting two gardens, refinishing two benches and painting the bike rack.
- **September** - NYS Construction grant project for replacement of uneven sidewalks and curbs was just completed.
- **Looking Ahead** - Classic Films series (monthly)/Historical programs: War of 1812 stories & songs; Erie Canal Sal; Civil War field music/Used Book Sale October 24-27 and holiday programs!

**Grand Island Memorial Library** - submitted by Lynn Alan Konovitz, Director

Summer 2012 was extremely busy. Here are the highlights:

- Seven adult computer classes were attended by 88 patrons.
- Twelve preschool story hours with a total attendance of 279.
- Six toddler programs with a total attendance of 167 caregivers and children.
- Twelve summer reading programs with a total attendance of 298.
- Glenn Colton concert attended by 150 children and adults.
- Charlie and Checkers magic show attended by 150 children and adults.
- Niagara University Repertory Theatre students presented stories to an audience of 53 children and adults.
- Omni Puppet Theatre presented *Sleeping Beauty* to 75 children and adults.
- Total number of children who registered for summer reading programs at the Grand Island Memorial Library - 204.
- Friends of the Grand Island Memorial Library used funds donated in memory of Library Trustee Scott Smith to purchase a 60" television and Blu-Ray/DVD player for library programs.

Agenda Item G - Public Comment. There was no public comment.

Agenda Item H - Unfinished Business. There was no unfinished business.

Agenda Item I - New Business. Consultant Libby Post of Communication Services worked with trustees to create a segment for a YouTube video supporting the Library's *Turn the Lights Back On* campaign.

Agenda Item I.1 - NYS Construction Grant Request - Dudley Library. Mr. Stone explained this grant would replace the Dudley Branch Library's roof and HVAC and add additional natural light either with skylights or windows as part of the project. This resolution would authorize applying for the grant and committing up to \$75,000 of the Committed for Grant Match funds. Ms. Panty made a motion, Mr. Gist seconded, and approval was unanimous.

RESOLUTION 2012-35

WHEREAS, up to an estimated \$641,863 in the New York State \$14,000,000 Public Library Construction Grant Program is available to support up to 75% of eligible costs for projects benefitting libraries located in economically disadvantaged communities and up to 50% of eligible project costs for other libraries located within Erie County, and

**WHEREAS, this grant provides an opportunity to leverage public and private funds to increase the amount available to finance badly needed capital rehabilitation, energy saving and related projects, and**

**WHEREAS, the Dudley Library is in need of rehabilitation, including roof replacement, HVAC replacement, and exterior masonry reconstruction, and**

**WHEREAS, these improvements would provide a more inviting, safe and comfortable environment for patrons and staff as well as lower recurring energy costs, and**

**WHEREAS, estimated costs for these items total \$359,416, with the amount eligible to be requested from the State grant totaling \$269,562, and**

**WHEREAS, since the 8 library project funding requests submitted system-wide exceed the available allocation, the estimated grant allocation available for the Dudley Library Project would be \$119,108, and**

**WHEREAS, City of Buffalo funding for the remaining local share totals up to \$175,000, and**

**WHEREAS, the Library has sufficient resources available in the "Committed for Grant Match" balance sheet account to provide up to \$75,000 to support the local share match, and**

**WHEREAS, without assurance of the local share availability, the entire application would likely be rejected and the grant funding forfeited, now therefore be it**

**RESOLVED, pursuant to the requirements of this grant, that the Board of Trustees of the Buffalo and Erie County Public Library assures that**

- 1) It possesses the legal authority to submit this application, including all understandings and assurances contained herein and to direct and authorize the person identified as the construction project manager to act as the official representative of the applicant in connection with this application and to provide such additional information as may be required;**
- 2) It fully expects the project will begin construction, or continue construction work in the case of a project that has begun but is not complete as of the date of application, within 180 days after receipt of written notification from the State Education Department that State Aid construction funds have been approved for the project and that the conditions of the funding have been met; and**

- 3) Pursuant to the terms of Chapter 768 of New York State Laws of 1953, under which the Buffalo and Erie County Public Library was established, the City of Buffalo-owned Dudley Branch Library building is a public library operated by the Buffalo and Erie County Public Library, which the Buffalo and Erie County Public Library fully expects and intends to operate as a public library for the next 10 years; and be it further

**RESOLVED**, that the Board of Trustees of the Buffalo and Erie County Public Library authorizes the Library Director or her designee to submit a \$14,000,000 NYS Public Library Construction Grant Program request for the Dudley Library in the amount of \$269,562, and be it further

**RESOLVED**, the Library recognizes that the full grant amount may not be available and thereby authorizes the use of Library Fund committed fund balance for grant match of up to \$75,000 to help make up the difference and allow this project to proceed.

**Agenda Item I.2 – NYS Construction Grant System Evaluation and Recommendations.** Mr. Stone explained a revised resolution was distributed to each trustee fixing a typographic error for the Lancaster Public Library which should have read - Request \$44,950, Award \$34,611. Everything else in the resolution remained the same. As the Board's role of reviewer of grant applications, in addition to Dudley's request, there were seven requests submitted by contracting libraries. Grant funding requests totaled \$1,228,284 with only \$641,863 available. A process was gone through to adjust the recommended awards to fit within the \$641,863. He explained the methodology of adjusting the awards as detailed in the resolution. Resolution 2012-36 was passed unanimously on motion by Ms. Panty and seconded by Mr. Schmidt.

#### **RESOLUTION 2012-36**

**WHEREAS**, up to \$641,863 in the \$14 million state-wide New York State Public Library Construction Grant Program is available to support up to 75% of eligible project costs for libraries serving economically disadvantaged communities and up to 50% of eligible project costs for other public libraries in Erie County, and

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

**WHEREAS**, a total of eight projects were submitted for the \$14 million program supporting the Audubon, Angola, Clarence, Dudley, Hamburg, Lancaster, Newstead and West Seneca Libraries, and

**WHEREAS**, two of those libraries, the Angola and Dudley Libraries, qualify to receive up to 75% grant funding as they serve economically disadvantaged communities, specifically: the Angola Public Library is located in the Village of

Angola which per the U. S. Census Bureau, 2006-2010 American Community Survey (ACS) 5 year estimates has a poverty rate of 15.9 percent with in excess of 41% of students participating in the free or reduced lunch program, while the Dudley Library is located in the City of Buffalo which per the U. S. Census Bureau, 2010 American Community Survey (ACS) 1 year estimates has a poverty rate of 30.2 percent with in excess of 80% of students participating in the free or reduced lunch program, and

WHEREAS, grant funding requested totals \$1,228,284, which is \$586,421 above the \$641,863 allocation available under this program, and

WHEREAS, after reviewing alternatives presented by staff, the Board's Executive Committee recommends a two-tiered approach to adjust the recommended awards as follows: Projects with requested funding in excess of \$200,000 would have the requested amounts lowered by 56% while projects with requested funding below \$200,000 would see those requests reduced by 23%, a process that would allow the largest number of libraries to benefit from the program this year, now therefore be it

RESOLVED, that pursuant to grant requirements and the above criteria, the Board of Trustees of the Buffalo and Erie County Public Library recommends approval of all requested projects, in the following amounts:

Library	Request	Award
• Audubon Library - Amherst Replace 2 HVAC Units	\$ 47,500	\$ 36,575
• Angola Library Meeting Room/ Rest Room Addition	\$153,989	\$118,572
• Clarence Library Expand Parking Lot	\$ 25,637	\$ 19,740
• Dudley Library Replace Roof & HVAC, Restore Masonry	\$269,562	\$119,108
• Hamburg Library Building Expansion	\$656,550	\$290,084
• Lancaster Library Acquire Land for Parking Expansion	\$ 44,950	\$ 34,611
• Newstead Library Automated Door Openers	\$ 4,846	\$ 3,731
• West Seneca Library Exterior Masonry Restoration	<u>\$ 25,250</u>	<u>\$ 19,442</u>
<b>TOTALS:</b>	<b>\$1,228,284</b>	<b>\$641,863, and be</b>

it further

**RESOLVED**, that should any library elect to withdraw its proposal when informed of the reduced award recommendation, the amount recommended for that library shall be reallocated amongst the remaining libraries proportionally, and be it finally

**RESOLVED**, that the Director or her designee is authorized to transmit the necessary grant application, forms and documents in time to meet the October 10, 2012 filing deadline.

**Agenda Item I.3 - Approve 2012-2016 Central Library Five-Year Plan of Service.** Ms. Jakubowski presented this resolution stating this is a requirement of the NYS Department of Education Division of Library Development. This plan is not considered a full, all inclusive plan of the Central Library, but rather an explanation of how the Library plans to utilize funds it receives from New York State, including Central Library Development Aid and the Central Library Book Aid. Ms. Panty moved for approval and was seconded by Mr. Schmidt, whereupon approval of Resolution 2012-37 was unanimous.

**RESOLUTION 2012-37**

**WHEREAS**, the New York State Education Department - Division of Library Development requires the development and approval of a Central Library Five-Year Plan of Service, and

**WHEREAS**, The Buffalo and Erie County Public Library (B&ECPL) requested and received a one-year extension for the development of said Plan, and

**WHEREAS**, during the plan development a multitude of meetings which included the public, trustees, staff, etc. along with review and analysis of operational data and patron comment were conducted, and

**WHEREAS**, the Buffalo and Erie County Public Library Board has reviewed the draft 2012-2016 Central Library Five-Year Plan of Service, now therefore be it

**RESOLVED**, that the draft 2012-2016 Central Library Five-Year Plan of Service be approved and, now therefore be it

**RESOLVED**, that the 2012-2016 Five-Year Plan of Service be transmitted as required to the New York State Library's Division of Library Development no later than October 1, 2012 for approval, and finally be it

**RESOLVED**, once the 2012-2016 Central Library Five-Year Plan of Service is approved by the New York State Education Department - Division of Library Development it be considered fully adopted by the B&ECPL Board of Trustees.

**Agenda Item I.4 - Approve 2012-2016 System Five-Year Plan of Service.**

Ms. Jakubowski commented the document just approved in Resolution 2012-37 will remain in draft form until it is approved by New York State; this is now a component of the System Plan of Service which is based upon all the meetings the Library had throughout the County and the Strategic Plan development. This document was also generated using information received at staff forums as well as incorporating the Library's Goals and Objectives and Organizational Competencies. This too is a requirement of New York State. Ms. Panty moved. Mr. Wisbaum seconded. Resolution 2012-38 was approved unanimously.

**RESOLUTION 2012-38**

**WHEREAS, the New York State Education Department - Division of Library Development requires the development and approval of a System Five-Year Plan of Service, and**

**WHEREAS, The Buffalo and Erie County Public Library (B&ECPL) requested and received a one-year extension for the development of said Plan, and**

**WHEREAS, during the plan development a multitude of meetings which included the public, trustees, staff, etc. along with review and analysis of operational data and patron comment were conducted, and**

**WHEREAS, the Buffalo and Erie County Public Library Board has reviewed the draft B&ECPL 2012-2016 System Five-Year Plan of Service, now therefore be it**

**RESOLVED, that the draft B&ECPL 2012-2016 Five-Year System Plan of Service be approved and, now therefore be it**

**RESOLVED, that the draft B&ECPL 2012-2016 Five-Year System Plan of Service be transmitted as required to the New York State Library's Division of Library Development no later than October 1, 2012 for approval, and finally be it**

**RESOLVED, once the B&ECPL 2012-2016 System Five-Year Plan of Service is approved by the New York State Education Department - Division of Library Development it be considered fully adopted by the B&ECPL Board of Trustees.**

**Agenda Item I.5 - Approve to Form: SLDPL Memorandum of Understanding (MOU) Between the Buffalo and Erie County Public Library and the Contracting Libraries.** Mr. Connors explained this is the MOU the contracting libraries will bring to their boards for their approval. This MOU has come to fruition through much discussion and collaboration with the contracting libraries. Last September, the System Board approved formally endorsing the creation of a Special Legislative District Public Library (SLDPL); as part of that, the contracting libraries requested the Library put together an MOU which sets their status in connection with the SLDPL. There will be addendums to this which are separate that will make them distinct and will spell out specifics such

as funds that are designated for their library, capital property donated to the library, etc. that will be part of their MOU. He reiterated, this MOU is what they approved and have asked the System Board to approve so they can take it back to their boards. Mr. Johnson moved for approval and was seconded by Ms. Panty. Ms. Kelly inquired if a contracting library does not sign off to be part of the District, how will the district be defined in the legislation. Mr. Connors stated the names of the members will be defined in the legislation. If they opt not to be part of the District, they would not be able to receive public funds through the B&ECPL System. The District will still be chartered for the County. Following this discussion, Resolution 2012-39 was unanimously approved.

**RESOLUTION 2012-39**

**WHEREAS, the Board of Trustees of the Buffalo and Erie County Public Library at its September 15, 2011 meeting approved Resolution 2011-31 which formally endorses the creation of a Special Legislative District Public Library (SLDPL), and**

**WHEREAS, this Resolution authorized Library Administration to proceed forward to develop necessary internal and external documents for the development of the SLDPL, and**

**WHEREAS, the Association of Contracting Library Boards of Trustees (ACT) requested the development of a Memorandum of Understanding (MOU) to describe the common expectations of the contracting libraries and the Buffalo and Erie County Public Library (B&ECPL) in the creation of a Special Legislative District Public Library, and**

**WHEREAS, ACT has engaged in repeated and extensive discussions with counsel regarding the appropriate terms of such an MOU, and**

**WHEREAS, Library Administration and Trustees have participated in said discussions, and**

**WHEREAS, Exhibit A is the result of these meetings and discussions, now therefore be it**

**RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library approves the form of the Memorandum of Understanding to describe the common expectations of the Library and the B&ECPL with respect to the creation of a Special Legislative District Public Library to serve the residents of Erie County.**

Prior to adjournment, Ms. Jakubowski invited trustees to a media event and community kick-off "Bullying Stops Here" being held at the Central Library, September 27<sup>th</sup> at 10 a.m. Chair Connors thanked the Niagara Branch for hosting this month's Board meeting.

Agenda Item J - Adjournment in Memory of George M. Zimmermann. Chair Connors entertained a motion to observe a moment of silence and adjourn the meeting in memory of former Trustee Emeritus George M. Zimmermann who passed away in June. He was a trustee of the Library System from 1971 to 1989, served as Chairman of the Board from 1974-1976, was on numerous committees and was appointed Trustee Emeritus in 1995. Trustee Panty added he was very instrumental in helping obtain the first part of the Huckleberry Finn manuscripts. There being no further business, the meeting adjourned at 5:38 p.m. on motion by Mr. Wisbaum and seconded by Ms. Panty.

Respectfully submitted,

Elaine M. Panty  
Secretary





## B&ECPL Monthly Report September 2012

As you will see from this report, the Buffalo and Erie County Public Libraries (B&ECPL) continue to provide a plethora of services to the residents of Erie County, within the confines of the budget. Patron attendance, computer usage and circulation continue to rise. Demand for increased service and service hours continue. Staff and administration are working hard to meet needs and are commended for their extraordinary efforts.

The *“Turn the Lights Back On: Flip the Switch for Library Funding”* campaign is in full swing. Excellent response is noted with many community groups and agencies distributing postcards to their constituents. Over 5,200 completed postcards were delivered to the County Executive’s Office on Tuesday, October 2, 2012. Media coverage has been excellent for the campaign. For coverage information, see Media section of report.

Fundraising remains essential for library programs and activities along with providing additional moneys for collection development. Fundraising initiatives are currently under way. Information will be distributed at the October 18<sup>th</sup> Board meeting.

### Monthly Programming Statistics - September 2012

#### 1. Public Services

##### In Library Programs:

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
1.2 Children (age 5 and under)	122	1730	2160	36380
3.3 Children (age 6-12)	40	1087	534	27275
4.4 Teens	7	375	50	5162
Intergenerational	32	399	1345	19330
5.3 Adults (excludes Technology)	87	796	1405	14211
<b>TOTAL In Library Programs</b>	<b>288</b>	<b>4387</b>	<b>5494</b>	<b>102358</b>

**Adult Technology Programs:**

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Training Lab or Library Desktop PCs	36	395	256	2456
System or Library-owned Cyber Train	22	255	187	2466
<b>TOTAL Adult Technology</b>	<b>58</b>	<b>650</b>	<b>443</b>	<b>4922</b>

**Outreach (out of library):**

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
1.3 Children (age 5 and under)	5	206	35	4762
Children (age 6-12)	1	71	24	10627
Teens	2	3	204	229
Intergenerational	1	5	205	700
Adults (excludes Technology)	7	122	662	5414
<b>TOTAL Outreach (out of Library)</b>	<b>16</b>	<b>407</b>	<b>1130</b>	<b>21732</b>

**Highlights:**

- For the month of September, there were 54 programs presented by or arranged by the Children's Programming Team in libraries across Erie County (including Central), attended by a total of 1,197 children and families.
- September 12<sup>th</sup> - Information Services and Outreach Librarians **Susan Kriegbaum-Hanks** and **Brian Glanowski** attended the Diversity Job Fair held at the Buffalo Convention Center. Approximately 248 job seekers spoke with library personnel and 23 library card applications were submitted.
- September 13<sup>th</sup> - Information Services and Outreach Librarian **Daniel Caufield** attended Project Homeless Connect held at the Buffalo Convention Center. Project Homeless Connect is a national program whose events connect the homeless to resource providers. Approximately 228 attendees stopped by the Library's table.
- September 13<sup>th</sup> - **Susan Kriegbaum-Hanks** conducted a 1-hour instructional session on the Library's job search and employer-related databases at ECC One Stop. The workshop was well received by the 26 staff members and clients of the Buffalo & Erie County Workforce Investment Board Networking Group.
- September 15<sup>th</sup> marked the beginning of Hispanic Heritage Month. The Niagara Branch is partnering with the Hispanic Heritage Council of WNY in serving as a

location for some of the activities recognizing the culture and contribution of Hispanics in the United States, especially Western New York. There was a discussion/lecture held by Major Carlos Benitez on 'Hispanics in the Military' and a program conducted by Explore and More Children's Museum "Mexican Milagros," which explained the role of Milagros in Mexican culture and gave children a chance to make one themselves.

- The Frank E. Merriweather, Jr. Library (MRW) held their 4<sup>th</sup> Annual "Community Day" on Saturday, September 15<sup>th</sup>, with a display of cars in the parking lot from members of the Buffalo Antique and Classic Car Club, various information tables from community and health organizations and a community drum circle.
- On September 1<sup>st</sup>, Mrs. Eva Doyle presented the 16<sup>th</sup> lecture in her *Eye on History* series with the topic "How to Prepare for Disasters". Mrs. Doyle presented her 19<sup>th</sup> lecture in her series on September 29<sup>th</sup> focusing on teachers in grades 4-12 with the topic "Using African American History in the Classroom". These lectures were both presented at the MRW Library.
- On September 10<sup>th</sup>, there was a showing of the *Legacy Family Tree* genealogy webinar, "Building a Family from Circumstantial Evidence" in the auditorium at the MRW Library.
- On September 19<sup>th</sup>, Mrs. Eva Doyle presented a lecture at the East Delavan Library for the community on the "Role of African Americans in the War of 1812".
- On September 15<sup>th</sup>, Grosvenor Room Librarian Rhonda Konig presented "Getting Started with the 1940 Census" at the Western New York Genealogical Society meeting, which took place at Hamburg High School.
- On September 28<sup>th</sup>, Rhonda Konig co-presented "How to Research Your House" with Cynthia Van Ness, Director of the Buffalo and Erie County Historical Society Library, at the Preservation Plus conference held by Preservation Buffalo Niagara at the Buffalo and Niagara Convention Center.

## 2. Collection Development

### Print Collections:

	Collection Size	Monthly Adds	YTD Adds
2.1 Juvenile non-Fiction	159,050	187	3,881
3.1 Juvenile Fiction	352,474	2,434	19,191
4.1 Young Adult Fiction	67,791	709	7,779
5.1 Adult non-Fiction	1,390,267	2,174	20,247
6.1 Adult Fiction	556,199	2,893	38,439

### Media Collections:

	Collection Size	Monthly Adds	YTD Adds
3.2 Juvenile	67,153	458	3,743
4.2 Young Adult audiobooks only	2,565	3	110
6.2 Adult	356,058	3,904	30,125

### Electronic Collections:

	Collection Size	Adds	Downloads	% Change downloads from previous month
e-Books	*13,611	613	20,892	-9.4%
Music (Freegal)	Unlimited SONY Library		4,807	+8.8%
e-Audiobooks	5,904	51	4,947	-3.7%
e-Videos	370	0	71	-15.5%

\*e-Book "collection size" includes 150 free promotional MaxAccess titles for 1 year

### Highlights:

- Collection Development staff responded to 519 patron purchase suggestions and 108 staff suggestions in September.
- In September, B&ECPL began participating in a pilot project through the Western New York Library Resources Council (WNYLRC) and EBook Library (EBL) providing access to over 6,000 nonfiction eBook titles. This consortial experiment was developed to combine purchase power between academic and public libraries and to purchase materials, developing collections as items are used, preventing what is believed to be duplication of holdings amongst libraries. B&ECPL Library patrons downloaded 167 EBL titles this month.

- In conjunction with the rare book display, "When Buffalo Burned," Grosvenor Room Librarian Carol Pijacki completed the display: "A Step in Time: Music & Dance in Early 19<sup>th</sup> Century America," featuring materials from the music and Rare Book Room collections.
- On September 27<sup>th</sup>, Rare Book Librarian Amy Pickard shared recently conserved materials with members and guests of the Library Foundation of Buffalo & Erie County Board of Trustees. The group surveyed the Ezra Ames portrait of Seth Grosvenor now on display in the *War of 1812* exhibit and the William Smith *Delineation of the Strata of England and Wales, with a Part of Scotland* map (a.k.a. The Map that Changed the World). Conservation of these items was made possible with funds generously donated by the Library Foundation.

### 3. Technology

#### Library 2.0 Activity:

	Number of Connections		% Change	
	Current Month	Monthly Change	Previous Month	Yr. to Date
Facebook Fans/Likes	3,474	+ 54	1.6%	23.1%
Twitter Followers	2,866	+ 68	2.4%	30.3%
Flickr Views	47,202	+ 2,164	4.8%	28.8%
Pinterest Followers	236	+ 9	4.0%	N/A*

\*N/A Pinterest created February 2012

#### Facebook Posts included:



Buffalo & Erie County Public Library - Central Library

Library Supporters - We need your help.

We've lost 5,100 open hours across all 37 Buffalo & Erie County Public Libraries because Erie County has cut our funding by \$3.6 million since 2010.

Library funding needs to be a priority for our County leaders. We need you to help convince them. Join our Turn the Lights Back on initiative today. Click on this link:



18 people like this.



**Jack Connors** Fight for library funding!!

And 22 people "Liked" this:



**Buffalo & Erie County Public Library - Central Library**

In case you missed it, in continued celebration of Buffalo Navy Week, this Great Lakes Navy Band had the crowd rockin' earlier today outside on the Washington Street Ramp at the Central Library.



#### And Tweets:



**Heather Jason** @LuvsBflo

13 Sep

@buffalolibrary Sitting in the City of Tona library (after voting naturally) and the AC is wonderful. Thx for fixing it! #lovethelibrary



**Brian Higgins** @RepBrianHiggins

27 Sep

Glad to take part in "Bullying Stops Here" kick-off @buffalolibrary [flic.kr/p/deyJc7](http://flic.kr/p/deyJc7)

#### Highlights:

- An updated version of *Workflows*, the software used by staff to manage circulation, acquisitions, and cataloging functions, was successfully installed on the Library's test server. Evaluation and testing will commence in anticipation of upgrading all staff PCs in November.
- A bid award was approved through Erie County Purchasing Department for the Library to acquire a quantity of new HP PRO 3420 All-in-One PCs. The computers will be used to update staff workstations in several RFID (radio frequency identification) converted libraries (increasing staff efficiency) as well as replace dozens of out-of-date staff computers at several libraries in the B&ECPL System. In addition, public computers will be upgraded at the Frank E. Merriweather Jr. Branch Library. The upgrades are made available from a previously approved Board resolution which authorized expenditure for obsolete hardware from the "Designated for Contingencies - equipment and technology replacement Fund."

- A new video, *How to Download and Install Adobe Digital Editions* (<http://bit.ly/Uea5lj>), was developed by the Technology Training Team. Adobe Digital Editions is a necessary piece of software for reading library eBooks with Nook eReaders. The video is available on the B&ECPL Training Lab's YouTube channel (<http://bit.ly/KdRNzH>).
- The Technology Training Team conducted 33 public classes for 306 attendees at 16 library locations.
- The Rare Book Room worked with Katherine Walter of the University of Nebraska – Lincoln to include a Whitman manuscript from the B&ECPL Gluck Collection titled *Robert Burns as Poet and Person* to the University's online Walt Whitman Archive (<http://www.whitmanarchive.org>). The item was scanned and sent, and will be available to the public through this electronic research and teaching tool. The Library received \$1,000 for this service.
- RFID Update: A total of 21 libraries are now fully up and running using RFID technologies. Three additional libraries are using RFID for circulation at staff stations, with self-checkouts to be installed in upcoming weeks. Collection conversion is under way at the North Collins, Marilla, and Clarence Libraries. Three additional libraries are targeted to be 'live' fully functional RFID sites by the end of 2012.
- Two separate e-mail mass mailings were sent to library users and supporters who have "Opted In" to receive communications about fundraising and programming. The mailings focused on the "Turn the Lights Back On" - restoration of \$3.6 million in funding postcard campaign targeted at Erie County Executive Mark Poloncarz and other elected officials. Each mailing reached an average of 25,000 e-mail addresses.

#### **4. Funding/Fundraising**

##### **Funding:**

The Library was recently notified it has been awarded a National Leadership Grant totaling \$319,809 from the Institute of Museum and Library Services (IMLS). This prestigious award continues the work begun in 2009 with a National Endowment of the Humanities (NEH) Digital Start-Up grant and a programming grant from the NY Council for the Humanities which tested models for creating a digital, searchable index of WNY Depression era resources. The focus of the NEH grant was on the Library's collection and programs at the Library in 2010 and 2011 that connected historical resources, technology and expert panels with public discussion on solutions to similar contemporary community challenges.

The IMLS Grant is a 2-year project, with partners Randforce Associates of the UB Technology Incubator, Cleveland State University Center for Public History & Digital Humanities, UB Center for Urban Studies/Perry Choice Neighborhood Project and the Buffalo Broadcasters Association. The Library will focus on the nature of its digital future, how collections will be impacted by the intersection of new technologies and public programming, along with developing both local and national perceptions of the B&ECPL.

New York State Construction Grant Applications Submitted

A total of 8 New York State Construction Grant Applications were reviewed and submitted online for NYS Division of Library Development review (more than a week ahead of their deadline). The grant applications requested the full \$641,863 available and then some (costs eligible for grant funding over \$1.2 million). They support projects at the following libraries:

<b>Library</b>	<b>Request</b>	<b>Grant Reco.</b>
• <b>Audubon Library - Amherst</b> Replace 2 HVAC Units	\$ 47,500	\$ 36,575
• <b>Angola Library</b> Meeting Room/ Rest Room Addition	\$153,989	\$118,572
• <b>Clarence Library</b> Expand Parking Lot	\$ 25,637	\$ 19,740
• <b>Dudley Library</b> Replace Roof & HVAC, Restore Masonry	\$269,562	\$119,108
• <b>Hamburg Library</b> Building Expansion	\$656,550	\$290,084
• <b>Lancaster Library</b> Acquire Land for Parking Expansion	\$ 44,950	\$ 34,611
• <b>Newstead Library</b> Automated Door Openers	\$ 4,846	\$ 3,731
• <b>West Seneca Library</b> Exterior Masonry Restoration	<u>\$ 25,250</u>	<u>\$ 19,442</u>
<b>TOTALS:</b>	<b>\$1,228,284</b>	<b>\$641,863</b>

The State's review process includes a review by State Library Development staff followed by review by NY State Dormitory Authority staff (the grant proceeds are generated through Dormitory Authority bonding). Based on recent years' experience, grant awards could be announced as early as February-March 2013 or as late as April-May 2013.

## Fundraising:

Campaign Name	Campaign Dates	Raised to Date
Annual * includes all fundraising including bequests, endowments, recurring gifts, auctions and tickets/ sponsorships sold to date for the "Black and White and Read All Over" fundraiser.	Since January 1 , 2012	\$101,979
Crane Book Sale	Ongoing	\$482.65
North Park Book Sale	Ongoing	\$391.42
North Park Donation Box	Ongoing	\$71.80
Riverside Book Sale	Ongoing	\$7.75
MRW Donation Box	Ongoing	\$31.50
East Clinton Book Sale	September	\$287.44
East Delavan Book Sale	Ongoing	\$90.00

**Highlights:**

- *Bucks for Books* mailing to 2,100 (donors from last year and high-end donors) sent October 5, 2012.
- The *What's Black and White and Read All Over?* fundraiser is set for Friday, November 16<sup>th</sup> at the Hotel @ Lafayette from 7:30 - 11:30 p.m. planned by the Young Professionals - newly formed volunteer group. Currently 12 sponsors have committed \$1,000 each. *Business First* has committed print ads. Guests will be treated to a variety of food stations, alcoholic and non-alcoholic beverages, music, and basket and silent auctions. Tickets are \$75 per person for this 21 and over fundraiser and there are \$1,000 and \$2,500 sponsorship packages. Two hundred guests are expected to attend and funds raised will be spread throughout the 37-member Library System to support the expenses associated with the many free services and materials, including books for kids, teens and adults, that have suffered from funding cuts in the last 2 years. We are hoping all libraries purchase 4 tickets in support of the event. Volunteers are needed as well. For more information, call Joy Testa Cinquino 716-858-7182.

**5. Facilities**

- Central Library Capital Project planning is moving forward. Bids for asbestos abatement and of vacated 2<sup>nd</sup> floor space will be released this month with bids due in November. Abatement is expected to begin this winter and be completed in early 2013. All work will be closely monitored by the County and personnel

from Watts Architecture & Engineering, a firm with extensive experience monitoring abatement projects. After the space is abated, it will be reconfigured to include a new flexible meeting space for approximately 80 attendees and create space for future collaborations with mission related nonprofits. Additionally, as part of the reconfiguration portion, the 2<sup>nd</sup> floor public restrooms will be reconfigured and their capacity expanded significantly. Funding from this project comes from a variety of sources including previously approved County funding for abatement and space reconfiguration, a New York State Library Construction Grant and library grant match funds.

- Planning and design for the Central Library elevator project to replace the 1963 vintage escalator system is also under way. Current work centers on locating the elevators in an area that would allow the escalator system to continue to operate until the elevators are ready to replace them and maximize future use of the space freed up by removing the escalators for library program activities. Construction on this project is estimated to begin later in 2013 or early 2014. Funding for the project was included in the County’s 2010 adopted capital budget.
- The Children’s Space reorganization continues and all tall shelving has been moved from the area which will become additional room for Children’s collections and programming. Completion of this project is scheduled for the end of October.

### 6. Staff Development

	Number of Program Attendees		Number of Programs Presented	
	Month	Yr. to Date	Month	Yr. to Date
Staff	44	751	3	10

\*Statistical table is being redesigned to include staff training for all 37 libraries. Complete monthly and year-to date totals will be provided in a future report.

**Highlights:**

- September 13<sup>th</sup> - Susan Kriegbaum-Hanks, Beth Lewitzky, Michelle Hurley, Peter Lisker, Becky Pieszala, Bruce Weymouth, Dan Caufield and E-Branch Manager Tim Galvin attended a 2-hour training session conducted by Leeanne G-Bowley of the Foundation Center. Topics included Effective Searching of the Center’s GrantSpace Website, Philanthropy Insight and Foundation Center Databases.
- Niagara Frontier Transit Authority Chief of Police George W. Gast conducted “Active Shooter: How to Respond” training for staff on September 17<sup>th</sup>.

- Outpatient Clinic Alcohol & Drug Dependency Services Director Ellen Breslin educated managers and directors on interacting with patrons with substance abuse issues on September 19<sup>th</sup>.

### 7. Media coverage/Media Releases

Type of Communication	Topic	Air Date/Publish Date
Live Radio Show	Library Funding Mary Jean Jakubowski to appear on WBEN Radio "Hardline" live radio show, a Sunday morning news program	Oct. 7, WBEN Radio, 10-11 a.m.
Interview	Mary Jean Jakubowski interviewed by reporter Matt Glynn on Special Library District Misnomers	Oct. 4, published in <i>The Buffalo News</i>
Press Release and Media Event	"Turn the Lights Back On" - Restore Funding Rally	Oct. 2, covered by <i>The Buffalo News</i> , <i>Tonawanda News</i> , Channels 2,4,7, YNN, WBFO, WBEN, <i>Bee Publications</i>
TV Appearance - AM Buffalo	Mary Jean Jakubowski on the Bullying Campaign	Oct. 1, Channel 7, AM Buffalo
Press Release and Media Event	Bullying Stops Here	Event - Sept. 27, covered by Channel 4, Channel 2, <i>The Buffalo News</i> , <i>Metro News</i> , <i>Bee Publications</i>
Meeting with Stan Lipsey, publisher <i>Buffalo News</i>	Mary Jean Jakubowski and Library Trustee Anne Leary met with <i>Buffalo News</i> Publisher	Sept. 26
Interview with Reporter	Mary Jean Jakubowski interviewed by editorial writer Kevin Walter on "More Funding Needed" for the libraries	Sept. 23, Editorial published in <i>The Buffalo News</i>
Press Release	ComicsFest	Sept. 21, published in <i>The Buffalo News</i>
Interview with Reporter	Mary Jean Jakubowski interviewed by Denise Jewell Gee on the topic of Library Funding	Sept. 18, published in <i>The Buffalo News</i>

Media Release	Navy Band - performing at various libraries	Various dates - covered by <i>Bee Publications, The Buffalo News, Channel 2,4,7, Metro News</i>
Niagara Facebook Postings in September	Labor Day, US Navy Band, Hispanic Heritage Month Kick-off and programs	Sept. 6
<i>Riverside Review</i>	Friends Book Sale (\$1 bag)	Sept. 20
WIVB-TV	Fall and winter programs	Sept. 18
WGRZ-TV	Fall and winter programs	Sept. 18
Time-Warner	Fall and winter programs	Various
WNY Family	Fall and winter programs	Various
WUFO Eva Doyle's Radio Program Eye on History EDL	African Americans in War of 1812	
<i>Criterion</i>	African Americans in War of 1812	
<i>ABLEY Advisor</i>	ECL programs	Sept. 10, 14 & 21
<i>East Clinton Shopper</i>	ECL programs	Sept. 14
October Central Programming Press Release	October Central Programs	Various media outlets - <i>Art Voice, WNY Family, The Buffalo News, etc.</i>

**Highlights:**

- The Library rolled out a new website design ([www.BuffaloLib.org](http://www.BuffaloLib.org)) and new logo. The new logo offers a brighter, cleaner and more up-to-date look for the Library. The logo was designed by graphic artist Dawn Stanton. The website cover look was designed by graphic artist Darlene Pennachi and the webmaster responsibilities are handled by Terri Dickson.



## 8. Partnerships

### *Highlights:*

- The Hispanic Heritage Council of WNY Inc. sponsored programs at the Niagara Branch Library in recognition of Hispanic Heritage Month.
- East Cluster Manager Nancy Mueller attended the Buffalo Schools Annual Partner Breakfast Reception on September 19<sup>th</sup> as a representative for the East Delavan Branch Library which is a partner with the Buffalo Schools and where they host computer training for the public.

## 9. Governance

The Association of Contracting Library Boards of Trustees (ACT), Library Administration and the System Board of Trustees responded to the Association of Erie County Governments who put forth and approved a certified Resolution denouncing the B&ECPL and contract library progress and interest in becoming a Special Legislative District Public Library. In the letter sent to each municipal supervisor and mayor, inaccuracies of the Resolution were addressed and corrected. The correspondence was cc'd to the County Executive, Deputy County Executive and members of the Erie County Legislature. All System and contracting library trustees, along with library directors, received a copy of the letter of response.

## 10. Director Activities

### Meetings and Events:

### **LIST of MEETINGS and EVENTS ATTENDED by DIRECTOR MARY JEAN JAKUBOWSKI September 2012**

September 1-9, 2012	Director OUT: FMLA
September 10, 2012	Meeting: Carol Batt, Dawn Peters - 2012-2016 Plan of Service
September 11, 2012	Meeting: Project Flight - Dr. Betty Cappella and Dr. Geraldine Bard
September 11, 2012	Meeting: Ken Stone - Review NYS Construction Grant and City Capital Projects
September 11, 2012	Conference Call: Libby Post, Communication Services
September 12, 2012	Presentation: Buffalo Niagara Partnership
September 12, 2012	Open Remarks: Marine Brass Band Concert
September 12, 2012	Meeting: WNY Library Directors - Western New York Library Resources Council (WNYLRC)

**B&ECPL Monthly Report, September 2012**

**Page 14**

September 13, 2012	Meeting: Administrative Team
September 13, 2012	Meeting: Town of Tonawanda
September 13, 2012	Opening Remarks: Navy Band Concert
September 13, 2012	Meeting: B&ECPL Executive Committee
September 14, 2012	Meeting: Anti-Bullying Campaign Committee
September 14, 2012	Meeting: Anne Conable
September 14, 2012	Conference Call: Ellen Bach, Whiteman, Osterman & Hanna LLP
September 14, 2012	Meeting: Jeannine Doyle, Doreen Woods - Human Resources
September 14, 2012	Opening Remarks: Hispanic Heritage Kick-off
September 17, 2012	Meeting: Carol Batt, Ken Stone - Surplus Items
September 17, 2012	Meeting: Liz Burakowski/County Printshop
September 17, 2012	Meeting: Development Committee
September 17, 2012	Training: Active Shooter
September 18, 2012	Meeting: Joy Testa Cinquino
September 18, 2012	Meeting: WNYLRC Board
September 18, 2012	PULISDO/DLD Conference Call
September 19, 2012	Meeting: Libby Post - Budget Campaign Strategy
September 19, 2012	Meeting: Managers/Directors
September 19, 2012	Meeting: Libby Post - Friends Groups, Contracting Library Trustees
September 20, 2012	Meeting: Libby Post
September 20, 2012	<i>Business First</i> - Women of Influence Awards Luncheon
September 20, 2012	Meeting: Special Collections Committee
September 20, 2012	Meeting: B&ECPL Board of Trustees @ Niagara Branch
September 20, 2012	Meeting: Libby Post – Friends Groups, Contracting Library Trustees
September 21, 2012	Meeting: Libby Post, Joy Testa Cinquino
September 21, 2012	Meeting: Libby Post - Friends Groups, Contracting Library Trustees
September 21, 2012	Meeting: Jeannine Doyle, Doreen Woods - Human Resources
September 21, 2012	Meeting: Jolene Jaffe, Aurora Town Supervisor
September 22, 2012	Meeting: Libby Post - Friends Groups, Contracting Library Trustees
September 24-25, 2012	Conference: NY 3Rs Information Infrastructure Summit
September 26, 2012	Meeting: WNYLRC Committee Breakfast
September 26, 2012	Meeting: Administrative Team
September 26, 2012	Meeting: Project Flight - Drs. Cappella & Bard with Wendy Patterson - Dean Buffalo State
September 26, 2012	Meeting: Stan Lipsey, <i>Buffalo News</i> and Anne Leary, B&ECPL Board Trustee
September 27, 2012	Media Event: Anti-Bullying in Ring of Knowledge

September 27, 2012      WBEN Telephone Interview  
September 27, 2012      Meeting: Library Foundation of Buffalo & Erie County  
September 28, 2012      Meeting: Jeannine Doyle, Doreen Woods - Human Resources

Other:

### **Contracting Member Library Activity Reports - September 2012**

**Amherst Public Library** - submitted by Roseanne Butler-Smith, Director

Autumn brings much to the Amherst Public Libraries:

#### **Williamsville Branch:**

Two successful fundraisers were held -

- The first being a chicken BBQ, which allowed the library and the Watermill Farmers Market to collaborate for the first time on this joint event.
- The second event was the 6<sup>th</sup> Annual Williamsville Business Association Evening Walk, where the Friends of the Williamsville Library sold over 200 bags of freshly popped popcorn.

Eighty-five guests squeezed into the library on September 11<sup>th</sup> for the wonderful Naval Quintet concert.

#### **Clearfield Branch:**

Our Visiting Nurses are back protecting our community from the Flu.

#### **Egbertsville-Snyder Branch:**

We are happy to report the young students from Born Hava are back, Thursday morning for their monthly visits.

#### **Main Library at Audubon:**

Our partnership with the Williamsville Central School Transition Program continues this school semester, as we welcomed new student volunteer Jake on Tuesday and Thursdays.

A new partnership with the New York State Office of Disabilities Adult Day Treatment programs brings its ' first volunteer to the library.

Happily, the library hosts both a War of 1812 program and a BPO program. Many

adults commented "how lucky they are to be able to visit the library for such great and interesting programs, and at no cost, free!"

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Mary Jean Jakubowski".

Mary Jean Jakubowski  
Director