

BUFFALO & ERIE COUNTY PUBLIC LIBRARY
 BOARD OF TRUSTEES
 PROPOSED AGENDA
 Thursday, June 20, 2013
 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 May 16, 2013 **ACTION**
- D. Report of the Chair **INFORMATION**
- E. Committee Reports
 - 1. Executive Committee
 - 2. Budget and Finance Committee
 - a. Res. 2013-14 – Canalside-Visitor Experience 2013 Grant **ACTION**
 - b. Res. 2013-15 – Obsolete Hardware Replacement - 2013 **ACTION**
 - c. Res. 2013-16 – Consolidated NYS Library Aid 2013-2014 Application **ACTION**
 - d. Res. 2013-17 – NYS Construction Grant Award & Budgeting **ACTION**
 - e. Monthly Financial Report **INFORMATION**
 - 3. Bylaws Committee
 - 4. Planning Committee
- F. Report of the Director (link sent via e-mail if on file) **INFORMATION**
- G. Public Comment
- H. Unfinished Business
- I. New Business
- J. Adjournment

PROPOSED
MINUTES
REGULAR MEETING OF THE
BUFFALO AND ERIE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES
May 16, 2013

The regular monthly meeting of the Board of Trustees of the Buffalo and Erie County Public Library was held on Thursday, May 16, 2013, in the Lancaster Public Library pursuant to due notice to trustees. The following members were present:

Jack Connors, Chair
Theodore K. Johnson, Vice Chair
Elaine M. Panty, Secretary
Frank Gist, Treasurer
Michael Amodeo
Kathleen Berens Bucki
Katie Burd
Teresa Glanowski
Phyllis A. Horton
Sharon M. Kelly
Rhonda Ricks

Chair Jack Connors called the meeting to order at 4:15 p.m. at the Lancaster Public Library. A quorum was present. Lancaster Public Library Director James Stelzle welcomed everyone to their library and thanked Gary Howell, President of the Lancaster Public Library Board of Trustees, for being in attendance.

Agenda Item B – Approval/Changes to the Agenda. The Chair announced Agenda Item E.4 Planning Committee Report will be removed from the Agenda as the May 15th meeting was cancelled and rescheduled for June 13th at 5 p.m.

Agenda Item C – Minutes of the Meeting of April 18, 2013. On motion by Ms. Panty and seconded by Ms. Horton, the Minutes were approved unanimously to include the following language change on page 4, paragraph 4, replacing the word “initiation” with “invitation”.

Agenda Item D – Report of the Chair. Mr. Connors communicated, per the Bylaws of the B&ECPL Article V.6, all vacancies occurring in the Standing Committees shall be filled by the Chairman, subject to the approval of the Board. There are two vacancies on the Executive Committee created by the midyear appointments of five new trustees. He appointed Sheldon Berlow and Wayne Wisbaum to the Executive Committee. On

motion by Mr. Johnson and seconded by Ms. Panty, the appointments were approved unanimously. He added, both Mr. Berlow and Mr. Wisbaum have agreed to serve.

This situation also created a vacancy in the Policy Committee. Mr. Connors nominated Kathleen Berens Bucki. On motion by Ms. Horton and seconded by Ms. Panty, this appointment was approved unanimously.

A revised 2013 Committee list was distributed at the beginning of the meeting which included the five new trustees. He reminded trustees that all meetings of the Board are open to the public and trustees are always welcome to attend.

Mr. Connors informed trustees the reappointment of B&ECPL Board Trustee Elaine Panty, a mayoral appointee, was confirmed at the meeting of the Erie County Legislature on April 25, 2013. Her term will expire on December 31, 2017.

Letters from the Board Chair were sent out to the County Executive and each Erie County Legislator earlier that day regarding the 2014 Budget, requesting a meeting. Trustees were sent the letters via e-mail.

Agenda Item E – Committee Reports.

Agenda Item E.1 – Executive Committee. Trustee Johnson read the following report of the Executive Committee which met May 9, 2013.

Present: Executive Committee Chair Jack Connors; Committee members Elaine Panty and Ted Johnson; Director Mary Jean Jakubowski; COO Carol Batt; CFO Kenneth Stone; and Assistant Deputy Directors Joy Testa Cinquino and Jeannine Doyle.

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

Mrs. Doyle was asked to review her research and recommendations of the Affordable Care Act. Discussion ensued. Questions were asked and answered. Mrs. Jakubowski reiterated we are working to find a solution that least impacts both part-time employees and the Library – noting the complexity of the System. The Committee thanked Mrs. Doyle for her ongoing research. Following further discussion, it was agreed Mrs. Doyle would solidify recommendations for discussion at the June Board meeting.

Mr. Stone discussed the status of the two major construction projects at the Central Library. He also discussed the Hamburg Public Library expansion project. Discussion ensued. Mr. Stone indicated the System Board is required to review major building plans for contract library projects. He also noted the projects are supposed to be operating cost neutral, as the Library cannot provide additional operating expenditure. The Hamburg Public Library Board and Library Director have assured Mr. Stone they believe their project is cost neutral. Mrs. Jakubowski suggested the projects be brought to the Building Oversight Committee for review. Mr. Connors stated he would speak to Building Oversight Committee Chair Frank Gist to request a meeting be scheduled.

The Committee reviewed the agenda for the May 16, 2013 Board of Trustees meeting; Mr. Stone reviewed Resolution 2013-12 Authorize Chair to Execute 2013 Contracts with Contracting Libraries. Mrs. Jakubowski noted the policy to which Resolution 2013-13 refers to - Facility Use Policy was discussed at the Policy Committee meeting who recommended it be brought to the full Board for approval.

Meeting adjourned at 5:15 p.m.

Agenda Item E.2 – Budget and Finance Committee.

Agenda Item E.2.a – Authorize Chair to Execute 2013 Contracts with Contracting Libraries. Deputy Director Stone introduced this resolution noting 2013 contracts were based on the adopted 2013 budget with no other changes in the terms and conditions of the contracts. On motion by Ms. Panty, seconded by Mr. Gist, Resolution 2013-12 was unanimously approved.

RESOLUTION 2013-12

WHEREAS, budgetary allocations from Erie County and New York State to the Buffalo and Erie County Public Library (B&ECPL) constitute the vast majority of the financial resources supporting the contract with the “Public Library,” and

WHEREAS, Erie County’s 2013 allocation was not known until mid-December, and New York State’s overall allocation was adopted in late March, and

WHEREAS, this made it difficult for the Buffalo and Erie County Public Library and the contracting libraries to develop, consider and approve a contract prior to the beginning of the 2013 fiscal year on January 1, 2013, and

WHEREAS, to meet 2013 operating expenditure needs of the contracting libraries, the B&ECPL Board of Trustees, on December 20, 2012 adopted Resolution

2012-45 implementing the extension provision contained in the 2012 contract until such time as a final 2013 contract is adopted, not to exceed July 31, 2013, whichever was earlier with funding based upon the estimated allocation of the 2013 B&ECPL Board-adopted budget, and

WHEREAS, Erie County's 2013 budget is now in place and the New York State budget has been adopted, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library authorizes the Chair of the Board of Trustees to execute 2013 contracts continuing the terms and conditions contained in the 2012 contract, utilizing 2013 salary tables and the budget amounts and service levels supported by the 2013 B&ECPL adopted budget as amended.

Agenda Item E.2.b – Monthly Financial Report. The monthly financial report for the month ending March 31, 2013 was included in the board packet. Discussion ensued regarding savings in utilities and fund balance. Mr. Johnson inquired if the County has shared any numbers on its sales tax figures other than what was learned last month. Mr. Stone noted they are still well under in sales tax revenue; at this point, he believes if the County had to project where they are now, they could be anywhere from \$5 to \$10 million under in sales tax. He commented sales tax is volatile and you need to watch the trend over time; he added, the first part of the year sales tax figures tend to be on the low side. They will watch to see how the summer plays out.

Agenda Item E.3 – Policy Committee. Policy Committee Chair Elaine Panty read the following report of the Policy Committee which met May 9, 2013.

Present: Policy Committee Chair Elaine Panty; Committee member Jack Connors; Trustee Kathleen Berens Bucki; Director Mary Jean Jakubowski; Assistant Deputy Directors Joy Testa Cinquino and Dawn Peters.

Committee Chair Panty called the meeting to order at 3:05 p.m. in the Joseph B. Rounds Conference Room of the Central Library.

Meeting agenda was reviewed. Discussion ensued with regard to future meeting dates in 2013. Meetings are scheduled for 3 p.m. on Thursday, July 18th and Thursday, November 21st in the Joseph B. Rounds Conference Room at the Central Library and on Thursday, September 19th at the Riverside Branch Library.

The Committee reviewed and approved the updated *Review Schedule for Board Adopted Policies*. Discussion ensued.

Mrs. Cinquino was asked to apprise the Committee on proposed changes to the Facility Use Policy. She explained the *revised* policy is a combination of the Mason O. Damon Auditorium Policy and the previous Facility Use Policy. This was done to streamline processes and to ensure consistency. In addition, Buffalo Branch Libraries have been added to the Policy with contact information also included. Mrs. Cinquino further explained the role of the Development and Communications Office in the decision making process for room reservations. Discussion ensued. At Mr. Connors suggestion, the Committee agreed to change the proposed policy sentence *"In fairness to the numerous community organizations and groups that request meeting space, reservations may be limited in frequency to twelve (12) times a year and taken not more than three (3) months in advance"* by eliminating the wording "to twelve (12) times a year and taken not more than three (3) months in advance".

Mrs. Jakubowski requested the policy be forwarded to the Board, with the understanding it would take effect July 1, 2013 – allowing time for staff to develop procedures and forms.

The Policy Committee recommends the *new* Facility Use Policy be brought to the May 16th meeting of the Board of Trustees for approval.

The Policy Committee meeting ended at 4:00 p.m.

Agenda Item E.3.a – Amend Facility Use Policy & Eliminate Mason O. Damon (Central Library) Auditorium Policy. Assistant Deputy Director Joy Testa Cinquino explained this resolution amends the current Facility Use Policy and will eliminate the Mason O. Damon (Central Library) Auditorium Policy, combining them under one name, the Facility Use Policy. This new policy represents use of the meeting rooms at the Central Library and the eight Buffalo Libraries. The facility spaces are used very frequently. The one thing that will remain the same in the new policy is that every single meeting will be open to the public. This new policy spells out who the spaces are for. There is a new fee based structure which is not part of the policy being approved. Working with Library Legal Counsel Patrick Martin some added items include a fee structure based on priority of use; the Library gets first right of use and then: Library in-house partners, not-for-profit organizations, not-for-profit organizations if they are charging a fee, for-profit-businesses not charging a fee, the Library will now accept for-profit businesses charging a fee; securing necessary performance licenses; the Library now reserves the right to subdivide the space; and the Library reserves the right to close due to adverse weather conditions. In response to a question by Trustee Gist, Mrs. Testa Cinquino noted nothing has changed regarding using the Merriweather Library Auditorium, the fee has remained the same; it is a state-of-the-art auditorium. At all of the other Buffalo Libraries, any not-for-profit not charging admission can use spaces for free. Ms. Jakubowski pointed out, the key piece to this resolution is pulling the policies

together for consistent language and application across the board. Mr. Johnson moved for approval. Ms. Horton provided a second. Ms. Kelly inquired about groups indemnifying the Library, and are they being asked to have insurance. Ms. Testa Cinquino explained this will be looked at on a case by case basis, dependent on the scale of the event and what the group is meeting for; there are occasions where the Library would ask groups for proof of insurance. Mrs. Testa Cinquino explained those conditions would be spelled out in a contract or agreement with the group; whenever the Library has questions or is unsure, they consult Library Legal Counsel Patrick Martin. Following discussion, Resolution 2012-13 was approved unanimously as presented.

RESOLUTION 2013-13

WHEREAS, as part of the Buffalo and Erie County Public Library's (B&ECPL) adopted Organizational Competencies, the Library has a 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 which are reflected in the attached draft of the amended Facility Use Policy which has been vetted by Library legal counsel, and

WHEREAS, the B&ECPL System provides use of its meeting rooms and facility spaces for community organizations and businesses engaged in educational, cultural, intellectual, social, community or charitable activities of interest and /or benefit to the community, and

WHEREAS, in an effort to streamline the information and rules for those seeking to reserve facility space, the current Facility Use Policy and Mason O. Damon (Central Library) Auditorium Policy will be combined into one policy called the Facility Use Policy, and

WHEREAS, this policy clearly delineates priority use of facility spaces at the Central Library and in the Buffalo Branch Libraries, and

WHEREAS, this policy reflects any and all use of facility spaces at the Central Library and Buffalo Branch Libraries will continue to be open to the public to attend, now therefore be it

RESOLVED, that the B&ECPL Board of Trustees approves the newly amended Facility Use Policy which will also supersede the current Mason O' Damon Auditorium (Central Library) Policy to take effect July 1, 2013, and be it further

RESOLVED, that B&ECPL Board of Trustees authorizes library administration to develop various instruments and disseminate information needed to implement this policy.

Mr. Connors referred to the *Review Schedule for Board Adopted Policies* that was distributed to each trustee at the beginning of the meeting. He noted it is a flexible schedule; if things come up, they are acted upon immediately and the policies are reviewed. Mrs. Jakubowski noted there is reference to the Gift and Donor Recognition Policy in the next two policies up for review, so the Policy Committee may be reviewing that policy also. Unable to make this Board meeting, Library Legal Counsel Patrick Martin plans to be at the June Board meeting to meet new trustees.

Agenda Item F – Report of the Director. In addition to the Director’s written report, Ms. Jakubowski updated trustees a new event “hug your Library today, so it’s here tomorrow”, the first of many advocacy events has been planned. This is a joint effort sponsored by the B&ECPL and the Librarians Association of Buffalo & Erie County. To show support for libraries, everyone will be invited to join in with a big “hug” around the Library. The Central Library will be hosting theirs on June 20th after the Board meeting. This was introduced last week at the Managers/Directors meeting; already the North Collins, Clearfield, Lancaster, Eden and Central Library are all on board for this. These will be held during the week between June 20 – 26.

In addition, the Library will have a presence at Canalside this year. Children’s librarians will be reading stories and doing crafts there on Wednesday mornings 11 a.m. – 1 p.m. from July 3rd through the end of August. This is based on a partial grant received from Canalside and provides tremendous exposure for the Library. Mr. Connors pointed out the Library is working with Project Flight, an in-house partner, to provide materials for the children participating in the program free of charge.

Trustee Panty encouraged trustees during the nice weather to visit some of the other libraries.

The Successful Library Trustee Handbook, Second Edition, was distributed to all trustees.

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

B&ECPL Monthly Report APRIL 2013

Monthly Programming Statistics – April 2013

1. Public Services

In Library Programs:

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
1.2 Children (age 5 and under)	208	744	3556	12967
3.3 Children (age 6-12)	111	393	2549	7272
4.4 Teens	30	86	439	1029
Intergenerational	86	244	4463	8478
5.3 Adults (excludes Technology)	299	1255	3482	11004
TOTAL In Library Programs	734	2722	14489	40750

Adult Technology Programs:

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Training Lab or Library Desktop PCs	44	139	174	611
System or Library-owned Cyber Train	40	146	307	1338
TOTAL Adult Technology	84	285	481	1949

Outreach (out of library):

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
1.3 Children (age 5 and under)	15	50	436	1869
Children (age 6-12)	3	14	117	794
Teens	0	0	0	0
Intergenerational	0	0	0	0
Adults (excludes Technology)	10	63	116	1723
TOTAL Outreach (out of Library)	28	127	669	4386

Highlights:

- **National Library Week Highlights:** On Saturday, April 20th, the Riverside Library held an Open House with the Wondermakers presenting an interactive folktale; Carmen Presti's "Primate Sanctuary" visited the Central Library with over 150 in attendance; "Tell Me A Story – 5" was held at the Frank E. Merriweather, Jr. (MRW) Library with featured guests: "Blacks Storytelling League of Rochester" - the storytelling festival also featured workshops with members of "Tradition Keepers: Black Storytellers of WNY"; the Central Library hosted a Library Resources noon-time program and provided library tours; the East Delavan Library featured the "Week of the Young Child" along with its RTSB (Read to Succeed Buffalo) partners. Vendors from the community: Crisis Services, Consumer Credit Counseling and Cornell University Cooperative Extension also participated.
- **It's a Date!** Throughout April – Information Services Librarian **Rhonda Konig** organized and maintained the *Blind Date with a Book* program in which patrons check out wrapped books and then "rated their date" through a book review in order to enter a drawing for prizes.
- **Letter from Birmingham Jail:** On Tuesday, April 16th, Niagara Branch presented a commemoration of the 50th Anniversary of Dr. Martin Luther King Jr.'s "Letter from Birmingham Jail." Library Clerk **Stephen Carson** created an enlargement of quotes taken from the letter which were placed in the adult and teen reading areas. Seven teens from the Science Firsthand program gathered in the teen area and took turns reading aloud from the letter. The Frank E. Merriweather, Jr. Library also hosted this commemorative event. Speakers included Legislator Betty Jean Grant; Community Leader Clifford Bell; Storytellers Sharon Holley and Karima Amin; NAACP President Frank Messiah; and Library Director **Mary Jean Jakubowski**.
- **World Book Night:** Crane Branch celebrated *World Book Night* on April 23rd. Three patrons picked up their books as "givers" and the library handed out *Girl with a Pearl Earring* to 20 lucky patrons. East Clinton Branch Manager **Susan Carson** and staff gave out copies of the book *Girl with a Pearl Earring* and distributed the book *Population 485* to 6 fire departments in Buffalo, Kenmore and Cheektowaga.
- **El Día de los Niños/El Día de los Libros:** The 7th Annual *El Día de los Niños/El Día de los Libros* was held at the Niagara Branch on April 30th. This fun and uplifting event promotes literacy and honors children and families of many cultures. This year's program featured an introduction from Niagara District

Common Council Member David Rivera. Presentations were also made by Maritza Vega from the Hispanic Heritage Council of WNY, Inc., 2012 Miss Borinquen Queen Sarah Hernandez Przybyl, and 2012 Borinquen Princess Alexia Guzman. Villabin the Clown performed and read to the joy of all in attendance. He came to Niagara Branch courtesy of Charles Torres, President of the Puerto Rican and Hispanic Day Parade. Entertainment and cultural enrichment was provided by Calvin and Fanny from the Baila Salsa Dance Company. Participants in the Miss Borinquen of WNY Leadership Development Program played an important role in the Día events by reading to their "reading buddies," offering craft activities to the children, and helping with refreshments and other logistical needs. Information and activity tables were also presented by Firsthand Learning and Journey's End Refugee Services. Also in attendance were Legislator Timothy Hogues, School Board Member Ralph Hernandez, Casimiro Rodriguez - Hispanic Heritage Council of WNY President, and B&ECPL Chief Operating Officer **Carol Batt** and Chief Financial Officer **Ken Stone**.

- **Poetry Marathon:** A two-day Poetry Marathon was held on April 6th and 7th for National Poetry Month at the Frank E. Merriweather, Jr. Library. Both days participants were invited to either read their own work or the work of another poet.
- **Author Visit:** On April 13th the Buffalo Genealogical Society of the African Diaspora (BGSAD), in conjunction with the MRW Library, presented Roy L. Rouhlac, genealogist and author of the book, *Slave Genealogy of the Rouhlac Family: French Masters and the Africans They Enslaved*.
- **Tour:** On April 29th, the Rare Book Room hosted and toured the Community Foundation of Greater Buffalo's Kate Masiello and Betsy Constantine, along with staff. Rare Book Curator **Amy Pickard**, along with Librarian **Charles Alaimo**, showed various unique treasures to the group.
- **Collections Highlighted:** On April 18th, Merriweather Branch Manager **Sandra Williams Bush** gave a tour of the MRW Library to students of Dr. Larry Sherlick's CPM 306 class from the Cora P. Mahoney College of U.B., highlighting the African American Resource Room.
- **Partners Host Events:** At the Frank E. Merriweather, Jr. Library: "We Are Women Warriors" presented 2 programs this month, April 3rd - *Black America After the Assassination of Dr. Martin Luther King, Jr.* and April 17th - *Restoring Our Community With Available Grants and Low Interest Loans*; Housing Opportunities Made Equal, Inc. presented a film screening and discussion on *The Other Side*,

adapted from the children's book by Jacqueline Woodson on April 24th; and Mrs. Eva Doyle held an *Earth Day and Art Contest* with an award/recognition program on April 21st.

- **Special Entertainment:** On Saturday, April 6th, Charlie & Checkers entertained patrons with magic tricks, juggling, and all around silliness at the Riverside Branch Library. There was much audience participation and everyone enjoyed themselves. They also stressed the importance of libraries and having a library card.

2. Collection Development

Print Collections:

	Collection Size	Monthly Adds	YTD Adds
2.1 Juvenile non-Fiction	155,900	531	1,746
3.1 Juvenile Fiction	359,265	3,583	14,534
4.1 Young Adult Fiction	70,179	831	3,379
5.1 Adult non-Fiction	1,382,013	3,161	10,555
6.1 Adult Fiction	555,955	5,272	16,964

Media Collections:

	Collection Size	Monthly Adds	YTD Adds
3.2 Juvenile	65,286	409	1,165
4.2 Young Adult audiobooks only	2,556	5	16
6.2 Adult	368,482	3,854	15,155

Electronic Collections:

	Collection Size	Adds	Downloads	% Change downloads from previous month
e-Books	*16,673	720	26,751	-6.9%
Music (Freegal)	Unlimited SONY Library		5,148	-1.1%
e-Audiobooks	6,255	39	6,212	-2.2%
e-Videos	370	0	109	-47.3%

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

Highlights:

- Collection Development staff responded to 743 patron purchase suggestions and 126 staff suggestions in April.

- Circulation of eBooks continues to be strong. This month, 26,751 eBooks circulated to patrons. This compares to 20,422 in April of 2012. This month, 720 eBooks were added to the collection.

3. Technology

Library 2.0 Activity:

to Date	Number of Connections		% Change	
	Current Month	Monthly Change	Previous Month	Yr.
Facebook Fans/Likes	4,215	+ 76	1.8%	16.2%
Twitter Followers	3,910	+ 166	4.4%	19.6%
Flickr Views	53,716	+ 506	1.0%	7.1%
Pinterest Followers	526	+ 51	10.7%	60.9%

Facebook Updates: Lovers of books and reading confirmed the viral power of Facebook in April. Spreading far beyond the reach of local fans, one popular post brought the Buffalo & Erie County Public Library – Central Library page to the attention of more than 11,000 Facebook users!

Highlights:

- **RFID (Radio Frequency Identification) Developments:** A total of 26 libraries are now fully up and running using RFID technologies. Collection conversion is under way at the North Collins, Newstead, Boston, and Grand Island Libraries. Conversion will begin at Collins after May 20th.
- **New Public Training Video:** A redesign of the OverDrive (Downloads 2 Go) service resulted in a new video that demonstrates how to navigate the site and search for eBooks. Developed by Technology Trainer **Chelsey Lonberger**, *Searching for eBooks* can be viewed at <http://bit.ly/ZDJDFi>.
- **New Service:** *Book a Technology Trainer* was introduced in April. Similar to the *Book a Librarian* service offered at the Central Library, library users can request one-on-one sessions with a member of the Central Library Training Lab staff. Requests for appointments are submitted via a form (<http://bit.ly/ZvUL7z>) on the Library's website.

4. Funding/Fundraising

Funding:

Discussion continues with Contract Member Library Trustees, Library Directors and staff concerning the County Executive's revised 4 Year Financial Plan and the potential impact on the B&ECPL.

Trustees have been reminded to review and submit comments/suggestions regarding the *Library Evaluation Criteria Tool*.

Fundraising:

Campaign Name	Campaign Dates	Raised to Date
Annual – includes all campaigns including Bucks for Books, memorial gifts, general donations, <i>After Hours</i> fundraiser sales	Year-to-date	\$34,231.98
<i>After Hours @ the Library</i> Fundraiser	Current – 5/6/13 (event is 6/8/13)	\$1370.00
Riverside Book Sale	Ongoing	\$52.00
Riverside Donation Box		\$270.50

Highlights:

- The *Buffalo News* agreed to run a color advertisement for the fundraiser *After Hours @ the Library*.
- Summer Reading sponsorships include \$1,500 from Rich Products and \$500 from National Fuel, and in-kind (advertising) from the *Buffalo News* valued at \$26,274.

5. Facilities

Highlights:

- On Saturday, April 20th, the Dudley Branch Library was hit by a car on the east side of the building near the northeast corner. Damage to the exterior of the building appeared light; however, on the inside behind shelving units, brickwork was damaged with debris knocked off onto the floor. The Buffalo Department of Public Works inspected the damage and will oversee repairs. The building remains operational.

6. Staff Development

	Number of Program Attendees		Number of Programs Presented	
	Month	Yr. to Date	Month	Yr. to Date
Staff	139	467	2	8

Highlights:

- Librarians **Kelly Donovan** and **Kara Stock** traveled to Washington, DC April 8-10, to attend the annual *Computers in Libraries* conference.
- April 15th - 18th: Information Services & Outreach Librarian **Bruce Weymouth** attended the annual Patent & Trademark Resource Center Program in Alexandria, VA. Highlights include an overview and hands-on searching of the new international (CPC) patent classification system. The Pub East patent search interface was also introduced through a hands-on session. This interface will soon be available at the Central Library.
- Invited speaker **Angela Pierpaoli** participated in a Social Media panel, presenting *Pinterest for Libraries* during the Library Assistants' Day 2013 – Take 2 conference in Syracuse, NY on April 30th. The event was sponsored by 5 of the State's regional Library Resources Councils, including WNYLRC.
- **Doreen Woods** attended the University of Buffalo Department of Information and Library Science (DLIS) Advisory Board meeting at the Audubon Library on Friday, April 19th. The Advisory Board will help DLIS define a vision statement and a strategic plan that outlines where the department will go, what the competitiveness will be, how programs will be modified, who the target students will be and what kind of graduates DLIS will train and produce.
- **Wellness:** The 2013 *National Walk@Lunch Day* on April 24th was B&ECPL's most successful to date. Throughout the Library System, 83 employees took positive steps (literally) toward making a difference in their health by walking on their lunch breaks. All walkers received token prizes provided by the B&ECPL Wellness Committee, with larger prizes provided by Labor Management Healthcare Fund and BlueCross BlueShield. B&ECPL's grand prize was a pair of tickets to the *After Hours @ the Library* fundraiser donated by Library System Trustee Phyllis Horton, and happily won by **Wendy Prabucki**, Library Associate at the Holding Center.

7. Media coverage/Media Releases

Type of Communication	Topic	Air Date/Publish Date
Media Release	This Week @ Central – sent every week in April	Various items covered by <i>The Buffalo News</i> , <i>Artvoice</i> , <i>Metro News</i> , and <i>Buffalo Rising</i> , specifically about LEGO Club
Media Release	Battle of the Books Teams Forming	4/19/13 Covered by the <i>Buffalo News</i>
Media Release	National Library Week	4/10/13 Covered by WBFO, YNN and the <i>Buffalo News</i>
Media Release	Upcoming Fundraiser, <i>After Hours @ the Library</i>	3/27/13 Covered by <i>The Buffalo News</i> , <i>Gusto</i>
Media Release	New Display in the Rare Book Room at the Downtown Central Library [Book] <i>Art Inspired by Science</i> [Books]	3/27/13 Covered by <i>ArtVoice</i> , 4/25/13
Article submitted to <i>WNY Heritage Magazine</i>	<i>A Treasure for the Ages</i> written by Anne Conable about the Library's Milestones of Science collection	Spring 2013 issue
Niagara Facebook Postings in April	Computer Classes (2 notices)	6
	National Library Week Open House	
	El Día (2 notices)	
	<i>After Hours @ the Library</i>	
<i>Riverside Review</i>	Preschool Story Time, Internet Basics, and Income Tax Signup	4/6/13
<i>Riverside Review</i>	Preschool Story Time, Open House featuring The Wondermakers, and Income Tax Signup	4/11/13
<i>Riverside Review</i>	Preschool Story Time, Free Stuff Online, and Dragnet Radio Show	4/20/13
<i>Riverside Review</i>	Preschool Story Time and Froggy program	4/25/13

Press Release to <i>So. Bflo News</i>	Nature Ed-ventures (DUD)	4/11/13
<i>The Criterion</i>	"Merriweather Library Begins 7 th Year Anniversary"	3/23-29/2013; p. 3
<i>Buffalo Challenger</i>	"Merriweather Library Celebrates 7 th Anniversary! A True Treasure!"	3/27/13; p. 3
<i>Buffalo Criterion</i>	"Slave Genealogy of the Rouhlac Family Author to Be Featured At the Merriweather Library"	3/30/13; front page
<i>Buffalo News</i>	Highlighting "Letter From Birmingham Jail" program	4/10/13, 4/12/13, 4/15/13
<i>Buffalo Criterion</i>	"Storytelling Fest Marked for Apr. 20"	4/13-19/2013; front page
<i>A.B.L.E.Y Advisor</i>	ECL programs	4/8, 19, and 26/2013
<i>East Clinton Shopper</i>	ECL Programs	4/19/13

Highlights:

- In the April 25th *ArtVoice*, Jack Foran wrote a review of the current rare book exhibit [Book] *Art Inspired by Science [Books]*. Calling it "a superb new exhibit at the downtown library," he went on to praise the older rare science texts and admire the associated artists' books displayed.
- Librarian **Kasey Mack** was featured in a *Buffalo Rising* article about the Central Library's LEGO Club.
- Librarian **Paula Klocek** was featured in the *Angola Bee*. She had a photo and an article about her Angola Library Story Hour.

8. Partnerships

Highlights:

- On April 30th, **Kathy Galvin** met with Yolanda Martinez from The Miss Borinquen of WNY Leadership Development Program regarding their participation in the Día festivities.

9. Governance

Work continues on the Legislative District Initiative (LDI). Board Chair Jack Connors presented a "just the facts" program to the Association of Erie County Governments at their April 25th meeting. Public officials from throughout the County were in

attendance. Several questions were asked and answered. Leave behind information included LDI documents – *A Case for Consolidation; Special Library District Public Library Questions and Answers; BookSmart; Regents 20/20* and *Peer Library Comparisons*. In addition, information was provided on the County Executive’s revised 4 Year Financial Plan, as well as sample tax bills as they pertain to New York State Tax Cap Law regarding a transfer of function, should the Library District come to fruition. Participants received “Yes, I want more information about the LDI” postcards to return for more information. This writer will be following up with participants in the near future.

10. Director Activities

Meetings and Events:

**LIST of MEETINGS and EVENTS
ATTENDED by DIRECTOR MARY JEAN JAKUBOWSKI
April 2013**

DATE	MEETING / EVENT
April 8, 2013	Meeting - Ken Stone - HHL Elevator Project Review
April 8, 2013	Meeting - Administrative Team
April 8, 2013	Meeting - Carol Batt, Jeannine Doyle, Dawn Peters
April 9, 2013	Meeting - Jeannine Doyle, Doreen Woods
April 10, 2013	Meeting - Managers/Directors
April 10, 2013	Meeting - Sheryl Knab, WNYLRC
April 10, 2013	Meeting - Ted Johnson, B&ECPL Board Trustee
April 11, 2013	Meeting - Dudley Branch Library Chip Campbell, Ken Stone, Suzanne Colligan, Dawn Peters, etc.
April 11, 2013	Meeting - B&ECPL Executive Committee
April 12, 2013	Meeting - Orlando Perez - SkyView Learning Group
April 12, 2013	Meeting - Sharon Thomas, B&ECPL Board Trustee
April 12, 2013	Meeting - John Wichman - Creative Concepts
April 15, 2013	Meeting - Carol Batt, Ken Stone - Crime Policy
April 15, 2013	Meeting - Project Flight - Drs. Bard and Cappella
April 15, 2013	Meeting - B&ECPL Board Trustee Wayne Wisbaum, Anne Conable, and Joy Testa Cinquino - Fundraising
April 15, 2013	Meeting - Craig Turner, VP Buffalo Niagara Partnership
April 15, 2013	Meeting - Literacy New York and Department of Social Services
April 15, 2013	Meeting - Dawn Peters
April 16, 2013	Meeting - Erie County Legislature Community Enrichment Committee
April 16, 2013	Meeting - Jeannine Doyle, Doreen Woods

Minutes of the Board of Trustees

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- April 16, 2013 Conference Call - PULISDO
- April 16, 2013 Meeting - WNYLRC Board of Trustees
- April 16, 2013 Program - Frank E. Merriweather, Jr. Branch; MLK Letter from Birmingham Jail
- April 17, 2013 Meeting - Buffalo Library Services Committee, East Delavan Branch
- April 18, 2013 Meeting - Administrative Team
- April 18, 2013 Meeting - Carol Batt
- April 18, 2013 Meeting - B&ECPL Board of Trustees
- April 19, 2013 Meeting - Board Chair, Jack Connors
- April 19, 2013 Meeting - Cloudsley Art, Patrick Martin, Esq.
- April 22, 2013 Meeting - Board Chair Jack Connors, Ken Stone, Carol Batt, Joy Testa Cinquino - Re: Presentation Association of Erie County Governments
- April 22, 2013 Conference Call - Libby Post, Communication Services
- April 23, 2013 Meeting - Ted Johnson, B&ECPL Board Trustee
- April 24, 2013 Meeting - Sirsi-Dynix Product Demonstration and Blue Cloud Updates
- April 25, 2013 Meeting - Joy Testa Cinquino - Facility Use Policy
- April 25, 2013 Meeting/Presentation - Association of Erie County Governments
- April 29, 2013 Library Tour - Kate Masiello, Betsy Constantine and staff of Community Foundation of Greater Buffalo
- April 30, 2013 Meeting - Libby Post, Communication Services - LDI Strategy
- April 30, 2013 Meeting - Libby Post, Communication Services, and Joy Testa Cinquino - Advocacy
- April 30, 2013 Speaker - Buffalo Public School Art Show
- April 30, 2013 Meeting - ACT President Paul Notaro, Past President Suzanne Jacobs, and Libby Post of Communication Services

Other:

Alden Ewell Free Library – submitted by Kris Rogers, Manager

Highlights of events and activities at the Alden Library:

- In March, the Alden Library held its 7th Annual Egg Hunt in the library. Prizes were given to each child and all had a wonderful time. Each year we continue to find plastic eggs among the books, until at least July!
- Plans are being coordinated with the Alden Presbyterian Church to hold a joint celebration on June 15th. Colonel Joseph Ewell and his wife Carrie, gave money to build the library in memory of their only child, Florence Josephine Ewell. They gave half the cost of the construction of the Presbyterian church as well, again to honor their daughter. Our building is 100 years old this June and the Presbyterians are celebrating 200 years in Alden. The library will be sponsoring a show by Nels Ross and In Jest on that date at 2 p.m.

Aurora Town Public Library – submitted by Robert Alessi, Director

Highlights of events and activities at the Aurora Town Public Library:

- A successful and fun-filled session of weekly children's programming will be wrapping up in mid-May, which means planning for the summer is in full swing. Already scheduled are Preschool and Toddler Time Story Hours, along with the Summer Fun Club, Wacky Wednesdays, LEGO Club, Tuesday Crafternoons and 2 sessions of the Summer Reading Club. In addition we'll be hosting plenty of special programs including a free fairy tale reading and musical performance by Roycroft Chamber Music Festival participants, Explore & More, Mr. K's Mobile Dome Planetarium, Aquarium of Niagara's "Touch Tank", Omnipresent Puppet Theater and more. We've got so many free and entertaining events that even Theodore Roosevelt himself will be making a special appearance courtesy of the Beaver Meadow Audubon Center.
- Computer classes, especially those on eBooks and eReaders, continue to be popular. The Cyber Train will be visiting several times in the next few months to conduct classes on how to use an iPad, organize computer files and navigate the Internet. They will also conduct 3 more eBook and eReader classes since each one has been fully booked with a waiting list!
- The annual Aurora Town Public Library Discarded Book Sale is coming soon! The sale runs from Thursday, May 23rd through Saturday, June 1st during regular library hours. The only exception is the last day when the sale runs from 10 a.m. – 2 p.m. and bags of books and other discarded library materials will be a bargain at half-price! During the sale week there will be special events including Hawk Creek on Tuesday, May 28th at 11 a.m. presenting "Tiny Talons" (funded with proceeds from the 2011 *Rare Affair* Library System Fundraising Gala) and In Jest with Nels Cremean on Friday, May 31st at 4 p.m.
- After a standing-room only program in April, Aurora Historical Society Director and Town Historian Robert Lowell Goller will reprise his lecture entitled "Abolition in Aurora: Our Town's Contribution to the Underground Railroad" on June 18th. This event is generously sponsored by the Friends of the Aurora Town Public Library.
- Work on the replacement of the lower, flat building roof and restoration of our upper, peaked roof and porch roof resumed April 30th. The final coatings will be applied soon weather permitting. The rear porch of the building will also be replaced in the coming months. Additional work including 2 new furnaces and a furnace room heater (already completed), new exterior lights and a fire safety system have also been approved by the state to be done by June 30, 2014. A 2012

New York State Library Construction Grant was awarded to the Aurora Town Public Library in June 2012 and will cover half of the cost of these projects. The balance of the cost of the projects will be funded by the Town of Aurora.

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

Agenda Item H – Unfinished Business. No unfinished business.

Agenda Item I – New Business. There was no new business.

There being no further business, on motion by Ms. Horton, seconded by Ms. Panty, the meeting adjourned at approximately 4:50 p.m.

Respectfully submitted,

Elaine M. Panty
Secretary



B&ECPL Monthly Report May 2013

We are excited to be a part of Canalside this summer! Beginning Wednesday, July 3rd and every Wednesday through August 28th, the Library will be stationed outside – at Canalside on Buffalo’s waterfront from 11:00 a.m. to 1:00 p.m. An open house was held on May 11th, with all Canalside vendors. Children’s Librarian **Kasey Mack** and Page **Carol Alagna** braved the unseasonably cold weather representing the Buffalo & Erie County Public Library (B&ECPL)!

Coming to a library near you: *Hug Your Library!* Advocating for libraries has become a part of our daily routine. Together, the Librarians Association, B&ECPL Administration and 26 libraries will be hosting *Hug Your Library Today, so it’s here tomorrow* events between June 20th and July 24th. These fun and free community gatherings will bring together friends and family to show the community just how valuable our public libraries are in Erie County. The kick-off “hug” is scheduled for Thursday, June 20th at 5:15 p.m. at the downtown Central Library.

Calculate the value of your public library! The B&ECPL’s website now has a “library value” calculator. Test it out....you will be amazed!
www.buffalolib.org/content/library-calculator

Monthly Programming Statistics and Highlights:

1. Public Services

In Library Programs:

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
1.2 Children (age 5 and under)	209	953	4158	17125
3.3 Children (age 6-12)	102	495	2211	9483
4.4 Teens	42	128	475	1504
Intergenerational	62	306	1545	10023
5.3 Adults (excludes Technology)	248	1347	1713	13907
TOTAL In Library Programs	663	3229	10102	52042

Adult Technology Programs:

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Training Lab or Library Desktop PCs	68	207	227	838
System or Library-owned Cyber Train	30	176	192	1530
TOTAL Adult Technology	98	383	419	2368

Outreach (out of library):

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
1.3 Children (age 5 and under)	20	70	726	2595
Children (age 6-12)	15	29	1327	2121
Teens	1	1	91	91
Intergenerational	6	6	860	860
Adults (excludes Technology)	9	72	296	2019
TOTAL Outreach (out of Library)	51	178	3300	7686

Summer Reading Programs

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Children (age 5 and under)	9	9	137	137
3.4 Children (age 6-12)	14	14	366	366
Teens	12	12	163	163
Intergenerational	8	8	177	177
TOTAL Summer Reading Programs	43	43	843	843

Highlights:

- On May 4th, the Buffalo Genealogical Society of the African Diaspora (BGSAD) co-sponsored a half day Genealogy Conference at the Frank E. Merriweather, Jr. Library that included 8 workshops.
- On May 9th, the Black Capital Network sponsored a networking presentation featuring George C. Fraser, one of the leading experts on the power of networking, at the Frank E. Merriweather, Jr. Library.
- Information Services and Outreach Manager **Dan Caufield** attended the SBA Business Matchmaker Awards Luncheon and Expo at the Buffalo Convention Center on May 8th. The Matchmaker Expo was a chance for local business owners to network with federal, state and local agencies and meet government contractors looking for suppliers. Dan met with local business owners and set up

many Book a Librarian appointments to showcase the Library's business resources. During the Awards Luncheon, Dan was awarded the District Director's Small Business Week Special Recognition Award for his years of service supporting small business development in Erie County.

- On May 19th, Librarians **Erin Burke** and **Wanda Collins** attended the *Touch a Truck* program at Explore and More in East Aurora. Over 400 children and adults stopped by the B&ECPL's shipping truck where they learned about summer library programs and received a book donated by Project Flight and/or a Horton (from *Horton Hears a Who*) puppet, *Cars* t-shirt, stuffed toy, and a DIY craft. Horton puppets, stuffed toys and *Cars* t-shirts were donated by the Boys and Girls Club.
- On May 21st, **Amy Pickard** worked with a family who visited the Rare Book Room Reader Room to view a pamphlet in the Slavery Collection written by their ancestor. The younger generation learned of this relative because he shared the same unusual last name, Snethen. They came across his mention in Doris Kearns Goodwin's book about Lincoln, *Team of Rivals*. The father knew about his uncle and the pamphlet he had written, but had never seen the pamphlet before. So, with a sense of discovery and pride, all enjoyed reading through this ancestor's publication about the "Black Code in [Washington, D.C.], in force September 1st, 1848."
- On May 22nd, Rare Book Curator **Amy Pickard** gave a tour of the Mark Twain Room, the *[Book] Art Inspired by Science [Books]* exhibit and Grosvenor Room. The 12 Stanley Falk High School 11th and 12th graders, their English teacher and 3 other adult chaperones were shown Harriett Beecher Stowe's *Uncle Tom's Cabin* as it first appeared in serial form in the *National Era* and along with our first edition monograph/book of the same.

2. Collection Development

Print Collections:

	Collection Size	Monthly Adds	YTD Adds
2.1 Juvenile non-Fiction	155,307	259	2,005
3.1 Juvenile Fiction	358,983	3,510	18,044
4.1 Young Adult Fiction	69,990	854	4,233
5.1 Adult non-Fiction	1,379,984	1,890	12,445
6.1 Adult Fiction	556,461	4,105	21,069

Media Collections:

	Collection Size	Monthly Adds	YTD Adds
3.2 Juvenile	64,574	382	1,547
4.2 Young Adult audiobooks only	2,539	0	16
6.2 Adult	369,325	4,690	19,845

Electronic Collections:

	Collection Size	Adds	Downloads	% Change downloads from previous month
e-Books	*17,326	653	25,941	-3.0%
Music (Freegal)	Unlimited SONY Library		4,603	-8.8%
e-Audiobooks	6,307	104 **	6,436	+3.6%
e-Videos	370	0	152	+39.4%

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

**e-Audiobook adds include 50 Max Access titles

Highlights:

- Collection Development staff responded to 444 patron purchase suggestions and 69 staff suggestions in May.
- Grosvenor Room Librarian **Sue Cutrona** created a newspaper research tool: *A Timeline of Selected Buffalo Newspapers, 1818- to the present* which is available in the Grosvenor Room and on the Library website.
- In September of 2012, the B&ECPL began participating in a pilot project through Western New York Library Resources Council (WNYLRC) to provide our patrons access to over 5,000 nonfiction titles through Ebook Library (EBL). Over 2,000 EBL eBooks were downloaded by B&ECPL patrons. The first phase of the project was completed on May 10th. Sixty-six titles were purchased by the WNYLRC sponsored consortium and continue to be available through the B&ECPL catalog. The second phase of the project is scheduled to begin on July 1st.

3. Technology

Library 2.0 Activity:

	Number of Connections		% Change	
	Current Month	Monthly Change	Previous Month	Yr. to Date
Facebook Fans/Likes	4,249	+ 34	0.8%	17.1%
Twitter Followers	4,044	+ 134	3.4%	23.7%
Flickr Views	54,457	+ 741	1.4%	8.6%
Pinterest Followers	557	+ 31	5.9%	70.3%

Social Networking:

May Facebook Highlight:

Social networking provided a forum for library nostalgia in May. Memories of “date due” cards and stamps generated a variety of fan comments and more than 300 “Likes.” Ultimately, close to 4,000 Facebook users viewed this popular Buffalo & Erie County Public Library – Central Library post!

Twitter:

Twitter continues to offer an additional opportunity for patron interaction.

A May Twitter engagement:



Buffalo/Erie Library @buffalolibrary

20 May

Want to know the music people are talking about? Checkout these new 2013 record albums bit.ly/11HEvbz & let us know what you think!

Expand



ami70 @amiElake

20 May

@buffalolibrary -great list! Many have been on repeat on my playlist lately. I would DEF add Daft Punk Random Access Memories though.

Expand



Buffalo/Erie Library @buffalolibrary

20 May

@amiElake Thanks. And FYI.. the Daft Punk album is on order for our libranes. You can place a hold here bit.ly/11ROTxq

Hide conversation Reply Delete Favorite More

11:21 AM - 20 May 13 Details

Flickr:

A total of 46 new *Summer Reading Preview* photos were posted to Flickr in May. The Library's photostream can be viewed here: <http://bit.ly/xDPsx4>.

Pinterest:

The Library's **Pinterest** site continues to grow and attract followers. The page, which currently features 32 Boards and 1,977 Pins, can be viewed at: <http://pinterest.com/buffalolibrary/>.

Technology Highlights:

- **RFID (Radio Frequency Identification) Developments:** A total of 26 libraries are now fully up and running using RFID technologies. North Collins is partially live, circulating materials with RFID staff stations. Collection conversion is under way at the Boston, Grand Island, Lake Shore and Collins Libraries, with some "clean-up" taking place at Newstead.
- **New Public Training Videos:** Technology Trainer **Chelsey Lonberger** developed a new online tutorial, *Downloading Audiobooks* (<http://bit.ly/11dimu9>) and updated another, *Borrowing eBooks: Kindle eReader* (<http://bit.ly/YbSkLd>). Trainer **Jonathan Shiffner** produced the device-specific video, *eBooks: Nook eReader* (<http://bit.ly/10h07bZ>).
- Public laptops were configured and made available for use at the Clearfield Library. These in-library use only laptops supplement the desktop computers allowing for expanded public computer access and provide flexibility in location. The laptops operate with the PC EnvisionWare software which allows for Internet profile switching and printing.
- New all-in-one Windows 7 OS computers for public use have been installed at the Kenmore, Kenilworth and East Aurora Libraries. These PCs replace old XP operating system equipment.

4. Funding/Fundraising

Funding:

The \$323,088 e-Rate funding request has been approved in full. The funding requests for the July 1, 2013 - June 30, 2014 funding year were approved in the first "Wave" of approval announcements on 5/29/2013. 2013-14 funding covers approximately 61% of the Library's Wide Area Network telecommunications expense and Internet Access.

Including this approved amount, total funding received or to be received since the program started in 1998 is now over \$3.6 million.

This writer and Board Chair Jack Connors met with Deputy Budget Director Dr. Timothy Callan and County Executive Office representative, Nelson Starr, to discuss the impact of the potential budget gap closure measures listed in the County Executive's revised Erie County 4 Year Financial Plan. In this plan, should gap closure measures be necessary, the Library could receive a \$1 million funding cut in its 2014 operating budget.

This writer and CFO Ken Stone attended the 2014 Capital Projects meeting. In attendance were Erie County Budget Director Robert Keating, Deputy Budget Director Dr. Timothy Callan, County Legislators Mills and Hogues along with several other County representatives. Being sensitive to the County's anticipated limited capital expenditure for 2014, the B&ECPL prioritized its capital request toward asbestos abatement and reconstruction projects. Discussion was bountiful – appreciation was expressed toward our sensitivity.

Fundraising:

Campaign Name	Campaign Dates	Raised to Date
Annual - includes general donations, memorial donations, online donations, <i>After Hours @ the Library</i> event	1/1/13 – year-to-date	\$35,050.00
Donation Box ECL	Ongoing	\$15.00
Book Sale ECL	Ongoing	\$40.00
Book Sale EDL	5/10/2013	\$105.00
Crane Book Sale	Ongoing	\$390.25
Niagara Donation Box		\$55.50
North Park Book Sale	Ongoing	\$111.25
North Park Donation Box		\$56.56
Riverside Book Sale	Ongoing	\$28.00

Highlights:

- **Maureen Germaine** has been hired as Development Manager, working in the Development and Communications Department. Direct from Big Brothers Big Sisters of Erie County, Maureen will be responsible for raising funds through grant writing, special events and solicitations.

- The *After Hours @ the Library* fundraiser at the downtown Central Library on Wednesday, May 8th raised approximately \$2,900. Thank you to System Trustee Wayne Wisbaum for underwriting the expenses.
- Beginning July 1st, online donors to the Hamburg Public Library's capital building campaign can use the B&ECPL online giving software (called Raisers' Edge) to make a donation. The Raisers' Edge software, purchased in 2010 by the Library Foundation, is used by the B&ECPL for its online giving. Donors are able to get to the contributions page through the Library System website www.BuffaloLib.org. This is the first time a contract library will utilize the Library's online giving. Donated funds will go directly to Hamburg Library's bank account and the pages donors see are designed by Hamburg Public Library. Transaction contact information will be downloaded by the Development and Communications Department and provided to Hamburg Public Library on a regular basis.

5. Facilities

Update on Central Library construction projects status:

- 2nd Floor west - Asbestos Abatement: work is nearing completion with the actual abatement work completed in the first week of June. The contractor will then re-fireproof columns and ceilings. This work is expected to be complete by June 30th.
- 2nd Floor west – Space Reconfiguration: this follow-on project is in the final design stage. Watts Architecture & Engineering is the firm hired by Erie County to design the project. The final design will include preparation of the documents needed to put the project out to bid as early as next month. Actual construction will not begin before October 2013. Prior to construction start, the space will host the 3rd annual echo Art Fair September 7 and 8, 2013.
- Central Library Elevators/Escalator replacement: this project, to replace the original 1963 vintage escalators and small (non ADA compliant) elevator with 2 fully ADA accessible elevators is also in the final design stage. Hamilton Houston Lownie Architects (HHL Architects) has been hired by Erie County to design the project. The final design will include preparation of the documents needed to put the project out to bid as early as next month. Actual construction would not begin before October 2013.

The project will take place in 2 phases. The 2 elevators will be constructed in the first phase (during this phase the escalators will remain in operation). The

second phase will involve removing the escalators and reclaiming that space for other uses (including additional exhibit/display space).

6. Staff Development

	Number of Program Attendees		Number of Programs Presented	
	Month	Yr. to Date	Month	Yr. to Date
Staff	139	606	14	12

Highlights:

- May 6th, 7th – Librarians **Dan Caufield, Meg Cheman, Kathy Smith, Linda Rizzo, Gwen Collier** and ILL Library Associate **Ros Damico** attended Public Librarian Advanced Certificate Program training.
- Four members of the West Cluster - **Kathy Galvin, Brian Hoth, Paul Guminski, and Linda Rizzo**, are part of the Library District Initiative Staff Leadership Team. They participated in a *Train the Trainer* workshop with Libby Post from Communication Services. Plans for training System staff will be scheduled over the summer.
- Library Associate **Lisa Perry** (Merriweather) and Library Clerk **Jacob Maracle** (Central Media Room), below, accepting congratulations and certificates from Erie County Executive Mark Poloncarz after completing the Erie County Performance Management/Supervisory Skills program. The 9-week program was sponsored by the Erie County Department of Personnel and included training on supervision, leading teams, motivation and diversity. Both Lisa’s and Jacob’s certificates noted they completed the course “with distinction.”



- **The B&ECPL Employee Wellness Fair** was a success on Wednesday, May 29th. Fifty-six (56) employees participated on their breaks and lunches to check their routine health indicators including blood pressure, cholesterol and blood glucose levels (given by Independent Nursing Care, LLC) and a routine eye examination (with Value Vision). A chair massage by Balance Massage Therapy and Wellness produced a line of customers. Labor-Management Healthcare Fund's Charles Vicario and BlueCross BlueShield's Shannon Day provided literature, giveaways and answered questions.

7. Media coverage/Media Releases

Media Release	Sent 6/7	<i>Hug Your Library</i> events
Media Release	Sent 6/6	Author Ron Tanner speaking at Central
Media Invite	Sent 6/3	Summer Reading Kick-off
Media Release	Sent 5/22, covered by the Buffalo News on 6/2/13	Lackawanna Library Partnership with Global Charter School
Media Release	Sent 5/21	Cheektowaga Library – Anna Reinstein-Temporary Closure
Buffalo Challenger	5/1/2013; p2	Article on George Frasier to speak at MRW
Buffalo News	5/16/2013	Article on George Frasier to speak at MRW
Buffalo Criterion	5/4-10/2013; front page	Article on George Frasier to speak at MRW
Buffalo Criterion	3/30/13; front page	"Slave Genealogy of the Rouhlac Family Author to Be Featured At the Merriweather Library"
Buffalo News	4/10, 4/12, 4/15	Highlighting "Letter From Birmingham Jail" program
Buffalo Criterion	4/13-19/2013; front page	"Storytelling Fest marked for 4/20/13"
Buffalo Challenger	4/17/2013; p3	"Tradition Keepers: Black Storytellers of WNY to Host Annual Storytelling Festival, Tell Me A Story"
A.B.L.E.Y Advisor	4/ 8,19, and 26/2013	ECL programs
East Clinton Shopper	4/19/2013	ECL Programs
Facebook Postings in May	5/10/2013	Photo album of el Dia
	5/24/2013	Notice of HOCN Lower West Side Community Meeting
Riverside Review Buffalo Rocket	5/22/2013	Superheroes, donations for the Friends book sale in August

Highlights:

- Library Administration and the Librarians Association continue to meet to plan the upcoming *Hug Your Library...so it's here tomorrow* gatherings taking place in 26 B&ECPL locations. Click here for updates on dates /times of upcoming *Hug* events:
<http://www.buffalolib.org/sites/default/files/staffs/testaj/Poster%20hugs%20CEN6-7-13.pdf>.

8. Partnerships

Highlights:

- On May 16th, **Dan Caufield** met with Assistant Deputy Director of Public Services **Dawn Peters** and Director of SkyView Learning **Orlando Perez**. SkyView Learning promotes practical employment skills through classes and advocacy and helps place individuals in jobs that will help them grow.
- On May 14th, **Dawn Peters**, East Cluster Manager **Nancy Mueller** and Dudley Branch Manager **Suzanne Colligan** met with the Cazenovia Community Resource Center staff **Veronica Matwijkow** and **Mark Lazzara**, President of their Board, to discuss the Center's needs and tell them about our library services and offer assistance. Future partnering opportunities were discussed.
- The East Clinton Branch Library continues to partner with the Kaisertown Coalition to provide a site for their "Homework Help" program.

9. Governance

The Library District Initiative (LDI) continues. LDI Staff Leadership Teams met on 2 occasions developing strategies and being trained as trainers on the district concept, benefits, concerns and frequently asked questions. Libby Post of Communication Services conducted the training.

Several e-mail communications and question submissions were responded to and meetings scheduled for further follow-through.

Ellen Bach, Esq. of Whiteman, Osterman & Hanna will be available via conference call at the June 13th Planning Committee meeting where discussion is expected to develop a final draft of potential legislation.

10. Director Activities

Meetings and Events:

LIST of MEETINGS and EVENTS ATTENDED by DIRECTOR MARY JEAN JAKUBOWSKI May 2013

DATE	MEETING / EVENT
May 1, 2013	Meeting - Libby Post, Communication Services
May 1, 2013	Meeting - Libby Post, Communication Services, & Joy Testa Cinquino
May 1, 2013	Meeting - Staff Forum: Q&A
May 1, 2013	Meeting - Librarians Association - Advocacy Group
May 2, 2013	Meeting - Libby Post, Communication Services
May 2, 2013	Meeting - Administrative Team
May 2, 2013	Meeting - Libby Post, Communication Services, - LDI Leadership Team Strategy
May 2, 2013	Meeting - LDI Staff Leadership Team
May 3, 2013	Meeting - Libby Post, Communication Services
May 3, 2013	Meeting - Paul Hogan & Robert Gioia, Oishei Foundation, & Jack Connors, Board Chair
May 3, 2013	Meeting - Nelson Starr, County Executive's Office, & Jack Connors, Board Chair
May 3, 2013	Conference - Library Trustee Association of New York State
May 4, 2013	Conference - Library Trustee Association of New York State
May 7, 2013	Meeting - Teresa Glanowski, Trustee, - Affordable Care Act
May 7, 2013	Meeting - Human Resources/ Workforce Development - Jeannine Doyle & Doreen Woods
May 8, 2013	Meeting - Managers/Directors
May 8, 2013	Fundraiser - <i>After Hours @ the Library</i>
May 9, 2013	Meeting - Policy Committee
May 9, 2013	Meeting - Executive Committee
May 10, 2013	Meeting - Jax Deluca, Squeaky Wheel
May 11, 2013	New Trustee Orientation
May 13, 2013	Meeting - Elevator Project
May 14, 2013	Meeting - Craig Turner, Buffalo Niagara Partnership
May 14, 2013	Conference Call - NYALS
May 14, 2013	Conference Call - PULISDO
May 14, 2013	Meeting - Pat Martin, Library Counsel
May 15, 2013	Meeting - Libby Post, Communication Services
May 15, 2013	Meeting - Dawn Peters, re: Unclaimed Holds Fees
May 15, 2013	Meeting - Librarians Association Advocacy Group
May 16, 2013	Meeting - Libby Post, Communication Services
May 16, 2013	Meeting - LDI Staff Leadership Team

May 16, 2013	Meeting - Orlando Perez, SkyView Learning, Dawn Peters, & Daniel Caufield
May 16, 2013	Meeting - B&ECPL Board of Trustees
May 17, 2013	Meeting - Dawn Peters & Carol Batt, re: Book Sales
May 17, 2013	Meeting - Ken Stone, re: Capital Project Presentation Review
May 20, 2013	Meeting - Librarians Association
May 21, 2013	Meeting - Chip Campbell, re: Ground Floor Storage Area
May 22, 2013	Meeting - Meg Cheman, Amy Pickard, & Charles Alaimo, re: Rare Book Commission Report
May 22, 2013	Meeting: Erie County Legislature, re: 2014 Capital Projects Committee
May 23, 2013	Meeting - Administrative Team
May 23, 2013	Meeting - Carol Batt, Dawn Peters & Jeannine Doyle
May 23, 2013	Meeting - Carol Batt & Dawn Peters, re: Policy Review
May 28, 2013	Meeting - Human Resources/Workforce Development - Jeannine Doyle & Doreen Woods
May 28, 2013	Meeting - Dr. Tim Callan, Erie County Deputy Budget Director, Nelson Starr, County Executive's Office, & Jack Connors, Board Chair, re: 2014 Budget
May 29, 2013	Meeting - Dawn Peters, Linda Rizzo, & Nancy Mueller, re: LDI Staff Meetings - Buffalo Branches
May 29, 2013	Meeting - Jeannine Doyle & Doreen Woods, re: Job Specs
May 30, 2013	Meeting - Administrative Team
May 30, 2013	Meeting - Joy Testa Cinquino
May 31, 2013	Meeting - John Wickam, Creative Concepts, & Joy Testa Cinquino

Other:

Contracting Member Library Activity Reports – June 2013

Newstead Public Library – submitted by Kristine Sutton, Director

Highlights of events and activities at the Newstead Public Library:

- The Newstead Public Library is *Digging into Summer Reading!* We have a fun-filled summer of events for everyone, starting with preschoolers right up to adults. Our staff is featuring many story programs and fun clubs for children in grades K-5. We are fortunate to have the Central Program staff visit our library to host 2 fun storytime evenings. There will be special guest appearances by local magicians, Mike Randall, Steve Ingraham and Charlie & Checkers. Families will be delighted by the Wondermakers Storytellers and musical act, Buffalo & Brandy. The Zoomobile will also be making a stop at the library. Adults will have an opportunity to learn how to make jam and can fruits and vegetables.
- We will be bringing 2 teams to the *Battle of the Books* this summer. Our team members are busy reading their 5 books and will meet all summer to prepare for the big day. This is a popular event which grows year after year.

- Our big “Hug” is planned for Wednesday, June 26th at 7:30 p.m. following our magic show. We are inviting people to join hands to show support of libraries and give our library a hug.
- All through the summer we encourage children to read by enrolling them in our independent summer reading program. They can earn great little prizes for their reading time. Summer Reading is fun at the Newstead Public Library!

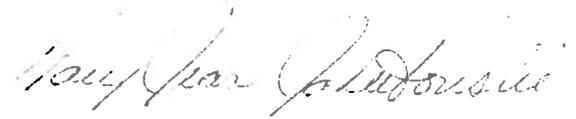
City of Tonawanda Public Library – submitted by Glenn Luba, Director

Highlights of events and activities at the City of Tonawanda Public Library:

- On May 15th, the library hosted an opening for our latest exhibit with the Historical Society of the Tonawandas titled Donawanda Abbey. The exhibit features 3 dresses from the time era of PBS’s Downton Abbey and 38 original local post cards from this same time period (1900-1925). Local costume specialist Ben Streeter spoke about the history of the dresses and local history speaker Ned Schimminger verbally created a mental picture of what life was like during this time era for the Tonawandas. The exhibit will be at the library for the entire summer season.
- The library will be displaying 12 new works of art from students of the City of Tonawanda Schools 2013 Art Show. This is the second year that we will be awarding 12 students by displaying their art pieces in the library for one year. The highlight work from last year was an innovative Chihuly-like piece made from recycled plastic bottles. The students this year have learned from last years crew and took this concept to the next level. We look forward to having this years on display by midsummer.
- Our LEGO Club has a strong following of both children and some parents. They meet twice a month under the direction of Librarian **Betsey Higgins**. Each event has its own unique theme that sets the stage for Lego imaginations to run wild. The finished works of imagination are placed on display in the main library area until the next session.
- We have an enthusiastic group of readers and knitters that meet regularly at the library. Volunteer Mary Smith coordinates our reading club called Swiftwater and former Librarian/Teacher Karen Wasieczko leads the Knitting group.
- Librarian **Michelle Hurley**, with help from Volunteer Bethany Howell, created a life sized childrens art tree in our Childrens Area. Michelle also created art children for this area: one young girl swinging from the tree, another girl flying a kite, and a young boy skateboarding.

- Plans are under way for our *Hug your Library* event that is scheduled for the evening of June 25th. Legislator Kevin Hardwick is scheduled to meet with library supporters on this same evening.

Respectfully submitted,

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

Mary Jean Jakubowski
Director

