

BUFFALO & ERIE COUNTY PUBLIC LIBRARY  
 BOARD OF TRUSTEES  
 PROPOSED AGENDA  
 Thursday, July 18, 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 June 20, 2013 **ACTION**
- D. Report of the Chair **INFORMATION**
  - 1. Res. 2013-18 – Intermit August Meeting **ACTION**
- E. Committee Reports
  - 1. Executive Committee
  - 2. Budget and Finance Committee
    - a. Res. 2013-19 – Page and Sr. Page Wage Adjustments **ACTION**
    - b. Res. 2013-20 – 2014 Proposed Budget Guidance **ACTION**
    - c. Res. 2013-21 – Project Flight - Grant Budgeting **ACTION**
    - d. Monthly Financial Report **INFORMATION**
  - 3. Building Oversight Committee
    - a. Res. 2013-22 – Reaffirming Support for Hamburg Library Expansion **ACTION**
  - 4. Policy Committee
  - 5. Bylaws Committee - Proposal to Amend Bylaws **INFORMATION**
- 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
  - 1. Res. 2013-16 – Consolidated NYS Library Aid 2013-2014 Application **ACTION**
  - 2. Res. 2013-23 – Adopt Proposed Terms & Conditions of B&ECPL Personnel Policies Re Part-time and Dual Employment **ACTION**
- J. New Business
- K. Adjournment



PROPOSED  
MINUTES  
REGULAR MEETING OF THE  
BUFFALO AND ERIE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES  
June 20, 2013

The regular monthly meeting of the Board of Trustees of the Buffalo and Erie County Public Library was held on Thursday, June 20, 2013, in the Central 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  
Sheldon M. Berlow  
Kathleen Berens Bucki  
Katie Burd  
Teresa Glanowski  
Phyllis A. Horton  
Sharon M. Kelly  
Sharon A. Thomas

Chair Jack Connors called the meeting to order at 4:03 p.m. in the Joseph B. Rounds Conference Room. A quorum was present.

Agenda Item B – Approval/Changes to the Agenda. It was requested to postpone Agenda Item E.2.c Proposed Resolution 2013-16, Consolidated NYS Library Aid 2013-2014 Application, because the State’s online system to generate the request is not yet available. Ms. Panty moved, Mr. Johnson made a second, and approval of the amended agenda was unanimous.

Agenda Item C – Minutes of the Meeting of May 16, 2013. On motion by Ms. Panty and seconded by Ms. Thomas, the Minutes of the meeting of May 16, 2013 were approved unanimously with the following change on page 6, first paragraph, last sentence, Resolution “2012-13” should read “2013-13.”

Trustee Amodeo arrived at approximately 4:08 p.m.

Agenda Item D – Report of the Chair. Chair Connors extended an invitation for trustees to stay for the *Hug Your Library* event following the meeting to be held on the

Central Library front ramp beginning at 5:15 p.m. This event is a wonderful way to show the importance of libraries in the community. Twenty-six libraries will begin doing *Hugs*. Ms. Jakubowski appeared earlier that day on AM Buffalo promoting the event.

Agenda Item E – Committee Reports.

Agenda Item E.1 – Executive Committee. Mr. Johnson reported the Executive Committee convened on June 13, 2013 at the Central Library. He presented the following report which includes an amendment made by Mr. Berlow regarding the paragraph on 3D printers:

Present: Executive Committee Chair Jack Connors; Committee members Sheldon Berlow, Elaine Panty, Ted Johnson and Wayne Wisbaum; Director Mary Jean Jakubowski; COO Carol Batt; CFO Kenneth Stone; and Assistant Deputy Director Joy Testa Cinquino.

Jack Connors called the meeting to order at 4:05 p.m. in the Joseph B. Rounds Conference Room of the Central Library.

Mr. Connors asked for a review of the resolutions placed on the agenda for the June 20, 2013 meeting of the Board of Trustees.

Mr. Stone and Mrs. Jakubowski reviewed Resolution 2013–14 regarding acceptance of grant funds from the Erie Canal Harbor Development Corporation for the Library’s participation at Canalside this summer.

Ms. Batt reviewed Resolution 2013-15. Discussion ensued. On recommendation by the Committee, Ms. Batt will increase the funds being requested so that additional computers can be purchased and upgraded. Ms. Batt explained she is developing a schedule of upgrades and computer replacements so that purchases are made annually. Mr. Stone confirmed funding was available for such purchases in the designated fund balance.

Discussion ensued regarding 3D printers. Discussion was also held on consideration be given to having manufacturer’s display products in the Library or products be donated to the Library with recognition to the company. Mrs. Jakubowski noted she would pursue this with Counsel.

Mr. Stone indicated Resolutions 2013-16 and 2013-17 may be pulled from the agenda depending on notification from the State.

Ms. Cinquino indicated use of Blackbaud Raiser's Edge, the fundraising software purchased by the Foundation, is expanding. The Hamburg Public Library's capital campaign is using the Blackbaud software for direct deposits to their bank account. Mr. Connors asked if the contact information received can be used for communication from the Library. Ms. Cinquino noted she would check the language and get back to the Committee.

Mr. Wisbaum expressed his gratitude to the Development and Communications Office for moving forward in the development of a fall concert series. He is thrilled to see this series return to the Library.

Meeting adjourned at 4:45 p.m.

Agenda Item E.2 – Budget and Finance Committee.

Agenda Item E.2.a – Canalside-Visitor Experience 2013 Grant. Deputy Director CFO Kenneth Stone explained the Library was approached by Erie Canal Harbor Development Corporation and was asked to participate in 2013 public programming at Canalside. In response to a question from Mr. Berlow, trustees were informed Library programming would be held outside, but they will have popup tents which will cover and protect Library books from the elements. Mr. Gist inquired as to what type of program the Library would provide. Ms. Jakubowski replied the Library will be at Canalside every Wednesday from 11:00 a.m. to 1:00 p.m. where the Children's Programming Team will hand out library card applications as well as conduct Story Times and crafts associated with Story Times. Ms. Thomas moved for approval, and was seconded by Ms. Panty. Approval was unanimous.

#### RESOLUTION 2013-14

WHEREAS, the Buffalo and Erie County Public Library (B&ECPL) System applied for an Erie Canal Harbor Development Corporation (ECHDC) Canalside – Visitor Experience grant to provide Summer Reading outreach, and

WHEREAS, the funds will be used to enhance summer reading activities for the community with outreach at Canalside with B&ECPL children's librarians conducting programs, telling stories and purchasing craft supplies for activities, now therefore be it

RESOLVED, that the B&ECPL Board of Trustees approves the \$4,500 grant application for 2013 summer programming at Canalside and authorizes the Library Director to contract with the ECHDC, and be it further

RESOLVED, that when the grant is awarded, the B&ECPL Board of Trustees authorizes amending the 2013 Grants Budgets by appropriating grant revenues and

expenditures in the amount of \$4,500 to support summer reading activities at Canalside.

Trustee Horton arrived at approximately 4:14 p.m.

Agenda Item E.2.d – (taken out of order) NYS Construction Grant Award & Budgeting. While Construction Grant awards had not been awarded to date, the Library received word the announcement will be made sometime early to mid next week; an amended Proposed Resolution 2013-17 was distributed to trustees at the start of the meeting. Mr. Stone explained, if the announcement for the award for the Dudley Library, which this Board is responsible for, comes in at the \$119,108 requested, this resolution authorizes the Library Director or her designee to budget it and implement the grant. The following amended resolution was approved unanimously on motion by Mr. Johnson and a second by Ms. Glanowski.

RESOLUTION 2013-17

WHEREAS, on September 20, 2012 the Board of Trustees of the Buffalo & Erie County Public Library adopted resolution 2012-36 recommending New York State approval of requests for New York State \$14 million Library Construction Grant Program funding to help address capital needs at the Audubon, Angola, Clarence, Dudley, Hamburg, Lancaster, Newstead and West Seneca Libraries, and

WHEREAS, the Library expects to receive notice regarding funding for these projects sometime next week, and

WHEREAS, grant awards are made to the individual library and implemented by the board and staff of the receiving library system, so awards to contracting member libraries are issued directly to those libraries, and

WHEREAS, the B&ECPL Board itself would be the recipient of the requested \$119,108 Dudley Library Grant, and

WHEREAS, these funds will be matched by City of Buffalo Capital Project funding to allow the City, as building owner, to undertake a project to include replacing the Dudley Library's roof, and HVAC, as well as restoring the library's masonry and related building exterior work, and

WHEREAS, the next step to implement the Dudley Library grant project is to budget the grant and authorize the Library Director or her designee to take the necessary steps to undertake the project, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library expresses its great appreciation for the New York State Library Construction Grant Program, and be it further,

RESOLVED, that should the state award a grant for the Dudley Library in the \$119,108 amount requested, the Board approves establishing a grant project budget for this project as follows:

<b>Revenue \$</b> 119,108	New York State Construction Grant
<b>Expense \$</b> 119,108	Dudley Library Improvements, and be it further

RESOLVED, that should the state award a grant for the Dudley Library in the \$119,108 amount requested the board authorizes the Library Director or her designee to take the necessary steps and execute any necessary documents to undertake this project.

Agenda Item E.2.b – Obsolete Hardware Replacement – 2013. Mr. Stone explained this resolution replaces obsolete hardware and equipment. Ms. Batt and her staff did a large amount of work indentifying items to be replaced or upgraded. This resolution would authorize spending up to \$205,000 to replace computers, principally public access. The committed balance for this is readily available. Ms. Panty moved for approval and was seconded by Ms. Thomas.

Mr. Gist inquired if the Library budgeted any Gates Foundation monies. Mr. Stone explained Gates intent was to get the Library started with computers and it is up to the Library to replace them going forward. There are some old Gates Grant monies that the Library is using for some of these upgrades if they were in eligible libraries. Gates has not provided new monies. Ms. Batt also noted the Library was very fortunate in 2012, State Senators Patrick Gallivan and Michael Ranzenhofer sponsored monies to the libraries in their districts earmarked towards public computers; the Kenmore, Kenilworth and East Aurora Libraries replaced all of their public computers with monies from those grants.

Mr. Connors asked how long it would take to get these all rolled out. Ms. Batt responded: if approved, the Library is ordering 200 computers tomorrow and plans to get started immediately. The IT staff knows the importance and timeliness of this. There are 100 public access computers in the Central Library alone; this building and the City branches have the oldest public computers. The Merriweather Library's were upgraded with this same fund a year ago, but the other 7 City branches have some of the oldest public computers along with Central. That will be the first wave of deployment; they will then start targeting the contract libraries based on age of computers. A lot of computers at contract libraries were newer, so those will just be getting software upgrades. The plan is to start buying computers on more of an annual basis so that every year the Library will be looking at 100 or 200 rather than say a thousand that will be obsolete.

Following this discussion, Resolution 2013-15 was unanimously approved as presented.

RESOLUTION 2013-15

WHEREAS, approximately 285 mostly public-use computers and laptops running the Microsoft XP operating system with Pentium low-end microprocessors require replacement, and

WHEREAS, the Buffalo & Erie County Public Library (B&ECPL) needs to replace outdated *Zoomtext* software on public computers in city branches and contract libraries to insure that all B&ECPL facilities have at least one computer that provides screen magnification and built-in adaptive technologies, and

WHEREAS, library-quality headset earphones need to be purchased for the assistive-device computers, and

WHEREAS, the Library needs to begin upgrading the operating system license on computers using the Intel Core 2 microprocessor and Windows XP, and

WHEREAS, the Library needs to continue updating color printers that are used at public print-release stations, and

WHEREAS, staff estimates the cost for these replacements at \$205,000, and

WHEREAS, the Library has planned for equipment replacements and built up a committed fund balance over a period of years to accommodate this expense, and

WHEREAS, these funds are maintained in the Library Fund's balance sheet as a "Committed fund balance – for equipment and technology replacement" and now total \$985,695, now therefore be it

RESOLVED, that the Buffalo & Erie County Public Library Board of Trustees authorizes the use and budgeting up to a maximum of \$205,000 from the Library Fund's "Committed fund balance – for equipment and technology replacement" balance sheet account to undertake these replacements.

Agenda Item E.2.c – Consolidated NYS Library Aid 2013-2014 Application. As approved in Agenda Item B, it was agreed to postpone this item – Proposed Resolution 2013-16.

Agenda Item E.2.e – Monthly Financial Report. The monthly financial report for the month ending April 30, 2013 was included in the board packet. Mr. Stone mentioned one of things the Library is finding in the budget this year is the benefit it had for multiple years in the utility budget of very low rates has bottomed out and, while the Library is still within budget, we are not seeing huge savings that were seen in prior years. For State Aid, the Library is looking at anywhere from a 4 to 4.9% increase; the Library is waiting for the aid application to come through with exact numbers.

Agenda Item E.3 – Bylaws Committee.

Committee Chair Sharon Kelly reported the Bylaws Committee met at 3 p.m. prior to the Board meeting. The Committee consists of Ms. Kelly, Kathleen Berens Bucki and Jack Connors. Also present were Ms. Jakubowski, Mr. Stone and Patrick Martin, Library Counsel. They reviewed several issues/topics from previous discussions about things that should be included in the Bylaws; the first topic is how trustees are sent notice of board meetings and board packets and the possibility of saving money by not mailing these out as the Library currently does. The conclusion was the Bylaws only really address the meeting notice but do not address the informational board packets. The Committee does not wish to make any changes in the Bylaws on this provision; meeting notices will continue to be mailed to trustees, but suggests polling trustees to see who wishes to receive their board packets via e-mail only.

Secondly, Bylaws Article I, Section 4 which discusses the position of Trustee Emeritus was discussed. The Committee is recommending changes to clarify who is eligible to be appointed and although they are entitled to participate in certain activities, this is a non-voting position.

Per Bylaws Article VIII - Amendments, Section 1, "No Bylaws shall be made, altered or repealed except by majority vote of the entire Board of Trustees. Notice of a meeting to conduct such business shall identify any and all proposed actions." Therefore, proposed revisions will be introduced in the next public session July 18, 2013, and then voted on at the following monthly Board meeting.

The Committee also discussed the Bylaws do not have any provision for removing trustees, although there is a provision in the Education Law which says a trustee who has missed at least three consecutive unexcused absences from Board meetings is automatically considered removed and creates a vacancy. The Committee decided not to recommend adding this language, although the law is the law. They did think, however, if the Library had a situation where a trustee was not attending meetings and had not presented some reason for it, such as they are in the hospital, we might send them a reminder/letter asking that perhaps if their schedule has changed and they are unable to make meetings, it might be for the good of the Board if they stepped down and see what their response is.

Lastly, at the last Bylaws Committee meeting, they addressed an issue that Library Counsel Patrick Martin previously brought to their attention as to whether trustees could attend board meetings via conference telephone and

whether they can vote via conference telephone. Mr. Martin had presented that there is a conflict in the law to some extent; one law the Library is subject to, the Not-for-Profit Corporation Law, says yes the Library can but there are provisions in the Education Law the Library is also subject to that say no. Discussion ensued. We will wait to see if there are any changes to the Not-for-Profit Law which bring clarity. Mr. Martin, Library Counsel, will keep the Library advised. The Bylaws Committee adjourned.

Regarding removing trustees due to attendance discussed in the Bylaws Committee meeting report, Mr. Berlow asked if anything regulates the person who does the trustee appointing for them to withdraw that person. Mr. Martin addressed his question noting there are a number of issues that complicate this including what is an excused absence, are they going to each Board meeting, has it been determined whether each person that is not present is absent with excuse or not; it is a delicate area given the fact that you have a separation between the removing entity of the Board and the appointing entity of the County Executive or Mayor. The feeling of the Committee was that you can achieve much the same thing by simply writing to the person who has missed several Board meetings stating the Library needs you; if they are unable to attend meetings, offer to discuss it and figure out if it is time for them to resign and move on with someone else. It is a positive approach that avoids the pitfalls the other one has. This can always be revisited because the power exists in the Law for removal if you do all the things that are required to qualify for that.

Agenda Item E.4 – Planning Committee. Mr. Johnson reported the Planning Committee convened on June 13, 2013 at the Central Library. He presented the following report:

Present: Planning Committee Chair Ted Johnson; Committee members Michael Amodeo, Sheldon Berlow, Jack Connors, and Elaine Panty; System Trustees Teresa Glanowski and Rhonda Ricks; Contract Library Trustees Suzanne Jacobs (Lancaster), Judith Hillburger (Clarence), and George Oliver (Aurora); Director Mary Jean Jakubowski; COO Carol Batt; CFO Kenneth Stone; and Assistant Deputy Directors Dawn Peters and Doreen Woods. Joining the meeting via conference call: Contract Library Trustee Paul Notaro (West Seneca) and Ellen Bach, Esq., Whiteman, Osterman & Hanna.

Chair Johnson called the meeting to order at 5:05 p.m. in the Joseph B. Rounds Conference Room of the Central Library.

Mr. Johnson asked attendees to announce themselves for those joining the meeting via telephone.

Mr. Johnson asked Ms. Bach her recommendations for moving forward. Discussion ensued. Mr. Johnson suggested meetings with libraries not

committed to joining the district. Trustee Connors and others present agreed meetings should be scheduled. Ms. Bach, a System Trustee and a representative from ACT would meet with boards. Ms. Jakubowski was asked to obtain information on next scheduled board meetings. Discussion ensued. The Committee agreed Ms. Bach should be present for meetings. Focus of meetings will be individual library concerns. Ms. Bach will develop a letter of correspondence for review and signed by Board Chair Connors. *(Mr. Johnson updated trustees, they have since received the schedule of board meetings and believes all are done by September 12<sup>th</sup> with the exception of Cheektowaga whose is September 19<sup>th</sup>.)*

Discussion held regarding date by which System needs to know who is and who is not participating. Ms. Bach suggested August 30<sup>th</sup>. Trustee Amodeo asked about the timing of the legislation. Ms. Bach explained time is needed to work with elected officials with draft legislation. Bill (legislation) sponsors – state assembly and senate representatives – will be sought between October and December. Legislation must include the names of participants. Timeline has been to have legislation introduced in session beginning January 2014. The Committee agreed August 30<sup>th</sup> is set as the deadline. Leeway will be given if it is necessary to schedule meetings in early September. In such cases, September 15<sup>th</sup> will be considered the absolute deadline.

Committee Chair Johnson asked Ms. Bach about exhibits associated with the MOU's (Memorandum of Understanding's). Ms. Bach provided an overview of MOU background and contents. MOU's were designed for clarity and although an additional layer in the process of becoming a district all agreed, the MOU's opened opportunities for discussion – a very positive outcome. All terms of MOU's are the same for every library. Exhibits are what will be unique. Exhibits will list property under the direct or indirect ownership of the library. Items listed in the exhibits will be kept within the associated library. Exhibits will be worked on further throughout the summer. Ms. Bach will verify exhibit content as some time has elapsed since gathering the information.

Committee Chair Johnson asked Ms. Bach to identify the portions of the Legislation which still need to be addressed. Ms. Bach explained the Election provision will need modifications if every library does not participate. Decisions will need to be made by the Board whether to carve out non-participating libraries service areas or to continue as a county-wide district where all county residents have access to district libraries. This will be a difficult decision. Ms. Bach indicated she believes ideally the district should be county-wide.

Once the final decisions are received by libraries, the System can move forward and address this question. Draft legislation can then be distributed to trustees for review. Ms. Bach cautioned to do so beforehand is not good practice as in the MOU's when various drafts were "floating about" confusion was prominent.

Ms. Jakubowski summarized next steps:

1. Develop letter to be sent by Board Chair Connors to libraries who have not signed MOU's and/or determined status of participation in the district initiative – Ellen Bach.
2. Obtain board meeting schedules of these libraries – Director Jakubowski.
3. Schedule meetings with libraries - include System representative, ACT representative and Ms. Bach – Board Chair Connors.
4. Revisit MOU exhibits – Ellen Bach.
5. Confirm participation in district – Board Chair Connors.
6. Schedule next Planning Committee meeting – Committee Chair Johnson.

Mr. Johnson thanked Ms. Bach for her time.

Chair Johnson asked if there were any further questions and with none, suggested they move to the next item on the agenda: review of the Library Evaluation Criteria.

Mr. Stone was asked to review any changes to the criteria which resulted from suggestions received from contract library boards/directors. Mr. Stone indicated he received the suggestion of adding new criteria based on the square miles of service area of the libraries. This has been added as new criteria #2 under the Geographic category. He further indicated under #11 Physical Condition, he used data from the 2012 Facility Study conducted by Architectural Resources and Library Strategies International. Data was based on major structural and operations components including roofing, lighting, HVAC, etc. Any upgrades recently completed or in progress and upgrades anticipated in 2013-2014 for which funds are secure have also been included in the ranking. He is continuing to seek input from library directors for criteria #11. Discussion ensued.

Board Chair Connors asked about criteria #'s 13 and 14 under the Need Based category. He asked if actual literacy statistics were available by community. Mr. Stone spoke to why he used the data currently included as a way to surmise literacy levels. Discussion ensued. Director Jakubowski indicated she would follow up with Literacy NY regarding literacy level statistics. If available, Mr. Stone will be asked to assess if the data can be incorporated into

the criteria. Discussion ensued. *(Ms. Jakubowski updated trustees that since this meeting, after checking with several agencies including Literacy NY and Read to Succeed Buffalo, what they utilize is similar to what the Library utilizes and that is the Educational level of high school education attainment for ages 25 and over, non high school graduates; Mr. Connors was able to provide some updated information drawn from a different resource and Ms. Jakubowski has discussed this with Mr. Stone.)*

The Planning Committee concluded at 6:45 p.m. with the recommendation Mr. Stone continue working on the Library Evaluation Criteria, including preparing calculations so as to be prepared should a budget reduction come to fruition.

Off topic, Trustee Burd shared with the Board on June 11<sup>th</sup> she was a guest at the Town of Tonawanda Public Library Board meeting where she received a letter previously sent to the System Board, which had been previously addressed, from a concerned Cheektowaga Public Library Board member. Trustee Burd inquired where this stands. Mr. Connors previously wrote a letter to this trustee addressing all the issues in the letter. Ms. Jakubowski stated she will forward Ms. Burd the letter of response. Mr. Connors reported the letter was taken seriously, but many of the items listed were inaccurate. The Cheektowaga Public Library Board seems unsure as to what they agreed to dealing with the Library District Initiative (LDI). Mr. Connors provided the lengthy background on the LDI; this process and all contract libraries have been involved in it for well over 3 years and when they voted for the Library to move forward with this, it was pretty clear what they were voting for. Why they have different opinions on that now, he does not know. The individual who wrote the letter attended a couple meetings, but did not participate as an active member of the Planning Committee and was invited to do so. The Library did look at 3 or 4 different options as to governance and funding, and had the University of Buffalo look at them and make recommendations. This LDI option was also recommended by the NYS Education Department as well as the Board of Regents as an alternative way to fund public libraries within NYS; there are 48 or 49 right now using this model. Ms. Burd questioned, "With the tax fatigue that we are seeing throughout the community, how can we sustain an additional tax as what they see it as?" Mr. Berlow noted the Library has been very open, explicit, and as forthcoming as possible along with holding many meetings and answering many questions as they came in; unfortunately, he feels many people ask questions and don't listen to the answers. The Library will continue to go out meeting and answering questions; but at a certain point, he expressed human nature is to want to hear the answer you want to your question, not the answer that came through. One clear thing is that it is not an additional tax; it is moving the tax away from the County who can spend it the way it wants to, not to the Library the way the people want it spent. Mr. Berlow expressed beyond that, what has happened by the County having control, it has devastated parts of the Library System. This cannot go on and, looking at the broad picture, the County is going to be challenged financially year

after year. The Library System will disintegrate. Mr. Stone explained, every year the County, through its budget process, determines the amount of the tax levy for the next year and that is what can change from one year to the next; of importance is that levy can change dramatically like in 2005, the amount of funding provided by the County was essentially decreased by 25% between the amount available through the Library tax and the amount the County at that time was funding out of their capital budget to buy library books. Further discussion ensued. Mr. Connors concluded stating the Library has been very proactive in providing information to all the contract libraries and diligent in answering any questions they had since the beginning of the process. The situation the Library is in right now is that by going forward with the LDI initiative, it has nothing to lose. If the voters don't approve it, the Library goes back to the same funding it has now. Discussion ensued with input from Libby Post of Communication Services, who noted the District does not create a new tax. The State Comptroller's office will come in and see this as what's called a transfer of function/a transfer of service. The district model has worked all over the state and libraries that are districts are much more financially secure. Every municipal library like us is in the same boat as well as the association libraries who are even in a worse boat. They are all competing against other financial priorities. There aren't many options in the State of New York, there are two and the one that works for us is the Special Legislative District Public Library (SLDPL). If we maintain our status as a municipal library, we maintain our status as a political football, and maintain our status as a library with shrinking resources.

Trustee Glanowski conveyed while the *New Trustee Orientation* provided a good overview, she feels the five new trustees need more information on the SLDPL history and requested a special meeting for the new Board members specifically about the Library District Initiative to fill in the gaps of their knowledge on this subject.

Ms. Jakubowski agreed to get a meeting scheduled. Mr. Gist commented he would like a mission statement on how this is going to help the taxpayer. Discussion ensued about appointed and elected trustees. Mr. Johnson stated he feels that people that run for office are going to be people that love the Library and will want to take part to make sure it succeeds to serve the people. Mr. Connors concluded that every year the Library literally has to go to the County Executive and Erie County Legislature and beg them for the Library's allocation and it is totally arbitrary, up to them, as to what they give the Library. He further discussed with all of the mandated services, the small percentage of their budget that they actually have some discretion over is being pulled in many different directions. The County Executive's revised four year financial plan was given to the Fiscal Stability Authority and said one of the ways they would close any gap included Library cuts. One of the things the Planning Committee talked about was the criteria the Library uses to make a determination regarding potential hour and library cuts. He knows the County Executive and Erie County Legislature do not want the Library to be in that place but the bottom line is, if we are in that place, this Board needs to make hard decisions as to where it will cut services. The same thing may

happen with an elected board; but down the road if the voters say they don't need a certain number of libraries, that board will have to decide which libraries will close. As in the past, once libraries are closed, it is likely they will not be reopened due to lack of resources.

Agenda Item F – Report of the Director. Director Jakubowski invited trustees to the midyear budget hearing being held Wednesday, July 17<sup>th</sup> at 1:30 p.m. in Legislative Chambers. This is the time when the Library will report the status of the Library's budget midyear.

Ms. Jakubowski introduced new trustees to Library Counsel Patrick Martin who was in attendance. Mr. Martin thanked everyone for their thankless task in this extremely important organization.

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

### **B&ECPL Monthly Report May 2013**

We are excited to be a part of Canalside this summer! Beginning Wednesday, July 3<sup>rd</sup> and every Wednesday through August 28<sup>th</sup>, 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 11<sup>th</sup>, 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 20<sup>th</sup> and July 24<sup>th</sup>. 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 20<sup>th</sup> 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](http://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
<b>TOTAL In Library Programs</b>	<b>663</b>	<b>3229</b>	<b>10102</b>	<b>52042</b>

**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
<b>TOTAL Adult Technology</b>	<b>98</b>	<b>383</b>	<b>419</b>	<b>2368</b>

**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
<b>TOTAL Outreach (out of Library)</b>	<b>51</b>	<b>178</b>	<b>3300</b>	<b>7686</b>

**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
<b>TOTAL Summer Reading Programs</b>	<b>43</b>	<b>43</b>	<b>843</b>	<b>843</b>

**Highlights:**

- On May 4<sup>th</sup>, 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 9<sup>th</sup>, 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 8<sup>th</sup>. 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 19<sup>th</sup>, 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 21<sup>st</sup>, **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 1<sup>st</sup>, 1848."
- On May 22<sup>nd</sup>, 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 11<sup>th</sup> and 12<sup>th</sup> 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 10<sup>th</sup>. 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 1<sup>st</sup>.

### 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](http://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 libraries. You can place a hold here [bit.ly/11ROTxq](http://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 Hagues 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 8<sup>th</sup> raised approximately \$2,900. Thank you to System Trustee Wayne Wisbaum for underwriting the expenses.
- Beginning July 1<sup>st</sup>, 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](http://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 30<sup>th</sup>.
- 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 6<sup>th</sup>, 7<sup>th</sup> – 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 29<sup>th</sup>. 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 16<sup>th</sup>, **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 14<sup>th</sup>, **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 13<sup>th</sup> 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

## Minutes of the Board of Trustees

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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 Branche
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 26<sup>th</sup> 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 15<sup>th</sup>, 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 year’s 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 25<sup>th</sup>. Legislator Kevin Hardwick is scheduled to meet with library supporters on this same evening.

Agenda Item G – Public Comment. Roseanne Butler-Smith, Director Amherst Public Library – spoke to the LDI and participating in Planning Committee meetings.

Agenda Item H – Unfinished Business. Trustee Burd inquired about a meeting that took place with the KenTon Libraries (Town of Tonawanda Public Library) looking at the Ciminelli building outside Kenney Field. Ms. Jakubowski stated Jason Aaronoff, Tonawanda Town Public Library Trustee, asked her and Deputy Director – COO Carol Batt to join him at the building outside with regard to the Ciminelli building they looked at in the past as an additional library. They spoke openly and honestly about cost neutrality. Ms. Jakubowski noted they are willing to work with them if this is something they want. They are currently waiting to have another meeting about cost neutrality. Ms. Burd expressed, not that she is against an additional library in the town, she is worried it would take services and resources from the Kenilworth and Kenmore Libraries. Ms. Jakubowski reminded the System Board it is the discretion of the Contract Library Board how their operating funds are utilized. It is their discretion as a board whether or not they decide to shift their funds. Cost neutrality has been discussed very clearly with Mr. Aaronoff.

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

There being no further business, on motion by Mr. Johnson with a second by Ms. Glanowski, the meeting adjourned at approximately 5:11 p.m.

Respectfully submitted,

Elaine M. Panty  
Secretary



## B&ECPL Monthly Report June 2013

A rousing Summer Reading Kick-Off was held Wednesday, June 12<sup>th</sup> in the Ring of Knowledge. Students from Buffalo's Enterprise Charter School and Bennett Park Montessori Buffalo Public School #32 joined library staff for the event. The Hill Brothers entertained the group with lively songs about reading. Various programs and contests are under way throughout the Library System.

Twenty-five libraries held "Hug Your Library...so it's here tomorrow" rallies during the second half of June. (Grand Island Memorial Library will hold their event on July 24<sup>th</sup>.) By all accounts, the *Hugs* have been successful – upbeat events with community participation, support from some elected officials and some media exposure. Pictures of the events can be found on the Library's website [www.buffalolib.org](http://www.buffalolib.org).

Battle lines have been drawn for the 2013 *Battle of the Books* with teams working hard to perfect their knowledge of this year's selected titles. The final battle is scheduled for Saturday, August 3<sup>rd</sup> at ECC's South Campus gym. All are invited to this fast paced, exciting event. Volunteers are needed for timekeepers, readers, runners, etc. Last year over 500 cheered on as the Marilla Free Library captured victory in 2012.

Public surveys continue, the results of which are being assessed. Surveys for July/August are focused on the satisfaction of current adult, teen and children's programs. Surveys are distributed following completion of programs. Additional surveys to ascertain program interests from non-program attendees are under development.

## Monthly Programming Statistics – June 2013

## 1. Public Services

**In Library Programs:**

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
1.2 Children (age 5 and under)	62	1015	1252	18377
3.3 Children (age 6-12)	82	577	2182	11665
4.4 Teens	82	210	803	2307
Intergenerational	73	379	4485	14508
5.3 Adults (excludes Technology)	198	1545	1081	14988
<b>TOTAL In Library Programs</b>	<b>497</b>	<b>3726</b>	<b>9803</b>	<b>61845</b>

**Adult Technology Programs:**

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Training Lab or Library Desktop PCs	50	257	167	1005
System or Library-owned Cyber Train	35	211	255	1785
<b>TOTAL Adult Technology</b>	<b>85</b>	<b>468</b>	<b>422</b>	<b>2790</b>

**Outreach (out of library):**

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
1.3 Children (age 5 and under)	10	80	418	3013
Children (age 6-12)	25	54	5783	7904
Teens	2	3	144	235
Intergenerational	6	12	601	1461
Adults (excludes Technology)	12	84	235	2254
<b>TOTAL Outreach (out of Library)</b>	<b>55</b>	<b>233</b>	<b>7181</b>	<b>14867</b>

**Summer Reading Programs**

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Children (age 5 and under)	30	39	405	542
3.4 Children (age 6-12)	43	57	980	1346
Teens	47	59	498	661
Intergenerational	24	32	1276	1453
<b>TOTAL Summer Reading Programs</b>	<b>144</b>	<b>187</b>	<b>3159</b>	<b>4002</b>

**Highlights:**

- Information Services & Outreach Librarians answered 10 *Book a Librarian* requests. The *Book a Librarian* program allows individuals with in-depth questions to meet with a Librarian for one-on-one service.
- Seven patrons took advantage of the *Book a Technology Trainer* – a new service program which provides one-on-one training to meet individualized technology instruction needs.
- On June 4<sup>th</sup>, the Buffalo Genealogical Society of the African Diaspora (BGSAD) co-sponsored a half-day genealogy conference that included 8 workshops at the Frank E. Merriweather, Jr. Branch Library (MRW).
- On June 6<sup>th</sup>, Information Services Manager **Dan Caufield** presented a Small Business Marketing workshop to members and clients of the Small Business Development Center. Attendees were so interested in the Library's resources that they called the Central Library for follow-up *Book a Librarian* appointments to learn more.
- New equipment and furniture have been ordered for the Central Library's Assistive Technology Room.
- Information Services and Outreach Librarian **Renee Masters** is developing a partnership with Starlight Studio. Starlight Studio is an art studio and gallery located downtown which supports adults with disabilities in their artistic development. The artwork from Starlight Studio is in and around the Central Library's Assistive Technology Room.
- On June 10<sup>th</sup>, the Library kicked off the Adult Summer Reading Program and contest titled "Beach Reads."
- On June 15<sup>th</sup> and June 16<sup>th</sup>, Frank E. Merriweather, Jr. Branch Manager **Sandra Williams Bush** represented the Merriweather Library at the Heritage Tent of the annual Juneteenth Festival held in Martin Luther King Jr. Park. In addition, Central Programming Team members, RPT Senior Page **Nancy Smith** and Librarian **Mary Ann Budny** also participated in Juneteenth.
- June 18<sup>th</sup>, **Renée Masters** and Librarian **Michelle Hurley** participated in an outreach event in collaboration with the City of Tonawanda Library for a Cancer Awareness outdoor festival at Clint Small Stadium. Access to consumer health information was promoted along with summer library programs, *Hug your Library* events and a craft for youngsters. Thirty-eight adults and 43 children visited the Buffalo & Erie County Library table.

- On June 25<sup>th</sup>, Information Services and Outreach Librarian **Susan Kriegbaum-Hanks** attended a summer job orientation session for 14 to 17-year-olds and their parents conducted by the Buffalo Employment and Training Center. Many demonstrated an ongoing interest in the Library's job resources and GED help available through the *Job Now!* database.

## 2. Collection Development

### Print Collections:

	Collection Size	Monthly Adds	YTD Adds
2.1 Juvenile non-Fiction	154,994	387	2,392
3.1 Juvenile Fiction	360,245	3,736	21,780
4.1 Young Adult Fiction	69,789	679	4,912
5.1 Adult non-Fiction	1,378,970	2,420	14,865
6.1 Adult Fiction	558,701	5,269	26,338

### Media Collections:

	Collection Size	Monthly Adds	YTD Adds
3.2 Juvenile	64,040	554	2,101
4.2 Young Adult audiobooks only	2,492	0	16
6.2 Adult	371,347	4,386	24,231

### Electronic Collections:

	Collection Size	Adds	Downloads	% Change downloads from previous month
e-Books	*17,599	273	27,528	+6.1%
Music (Freegal)	Unlimited SONY Library		4,575	-2.5%
e-Audiobooks	6,368	61	7,081	+10%
e-Videos	370	0	161	+5.9%

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

### Highlights:

- Collection Development staff responded to 389 patron purchase suggestions and 96 staff suggestions in June.

- Circulation of eBooks continues to be strong. This month, 27,528 eBooks circulated to patrons. This compares to 20,581 in June of 2012. Added to the collection this month were 273 eBooks.
- Freegal music continues to be popular. In June, 747 patrons downloaded a total of 4,575 titles compared to 4,157 titles in June of 2012.
- Phase two of the *[Book] Arts Inspired by Science [Books]* exhibit was installed on June 27<sup>th</sup>. All new content—artists’ books and science books—occupies the display cases in the Grosvenor Rare Book Display Room now. Works by Rich Kegler (founder of WNYBAC), Tim Frerichs (of SUNY Fredonia), Doug Beube (nationally/internationally acclaimed sculptural artist), and Amandine Nabarra-Piomelli (Californian photographic book artist).
- This month, Rare Book and Map Librarian **Charles Alaimo** provided image reproductions for 3 remote researchers using 3 unique collections from the Rare Book Room. Plates from *Costumes des peuples qui habitent les pays* were sent to New York City; two letters of Charles Sumner to Theodore Tilton from the Gluck Manuscript Collection; and photographs from the Grosvenor Family Genealogy: the Sardis L. Chrissey papers were sent to California.
- The Grosvenor Room received as a donation, 35 reels of gently used microfilm covering the *Daily Courier* and *Courier Express* newspaper from 1842-1921. The reels will replace heavily scratched and deteriorating film currently in the collection.

### 3. Technology

#### Library 2.0 Activity:

	Number of Connections		% Change	
	Current Month	Monthly Change	Previous Month	Yr. to Date
Facebook Fans/Likes	4,323	+ 74	1.7%	19.2%
Twitter Followers	4,178	+ 134	3.3%	27.8%
Flickr Views	56,198	+ 1,741	3.2%	12.0%
Pinterest Followers	577	+ 20	3.6%	76.5%

**June Facebook Highlight:** Long after the last B&ECPL library building closed on June 11<sup>th</sup>, conversations about books and reading continued well into the evening on Facebook. More than 30 Buffalo & Erie County Public Library – Central Library fans shared the titles they were currently reading. By the next morning, the “back and forth” resulted in more than 50 exchanges and several “Likes”!

A total of 133 new photos highlighting the 2013 Summer Reading Kick-Off and several *Hug Your Library* events were posted to Flickr in June. The Library's photostream can be viewed here: <http://bit.ly/xDPsx4>.

The Library's Pinterest site now features 33 Boards and 2,102 Pins. It can be viewed at <http://pinterest.com/buffalolibrary/>.

### **Highlights:**

- Information Services and Outreach Librarian **Brian Glanowski** coordinated with the IT Department in order to get the PubEAST patent searching workstation up and running and designed a flyer for Library Patent resources.
- **System Upgrade:** Information Technology staff members **Johnny Hsu** and **Stephen Hovey** upgraded the SirsiDynix Symphony Workflows client and remotely deployed the new software to all staff workstations. The upgrade ensured compatibility with WorldCat, the chief source of the Library's catalog records. The upgrade also provided a few "fixes" and introduced some features that are being evaluated for future implementation.
- **"PIN" Reset Feature Debuts:** In June, the ability to reset or create a PIN (Personal Identification Number) online was introduced to the new catalog. Developed by IT Manager **Stephen Hovey**, this long-awaited feature was immediately welcomed by patrons who can now access their accounts, place holds, and pay bills without staff assistance when their PINs are lost or forgotten.
- **RFID (Radio Frequency Identification) Developments:** A total of 26 libraries are fully up and running using RFID technologies. North Collins is also circulating material with RFID self-checks and staff stations. Grand Island and Newstead are using RFID staff stations and will begin using RFID self-checks by mid-July. All 3 of these locations will have gates installed during the last week of July. Collection conversion continues at the Boston, Lake Shore, and Collins Libraries.
- **New Public Training Video:** Technology Trainer **Chelsey Lonberger** developed a new online tutorial, *Introduction to Dropbox* (<http://bit.ly/15n3NH9>). Dropbox is a free online file hosting service that allows users to upload and store their photos, documents, videos, and other files.

## **4. Funding/Fundraising**

### **Funding:**

New York State Library Construction Grant Awards were announced on June 27<sup>th</sup>.

Funding was requested for a total of 8 projects. Grant funding requested totaled \$1,228,284, which was \$586,421 above the \$641,863 allocation available under this program. Each library requesting funds received a share of the available grant funds as follows:

Library	Award
• <b>Audubon Library - Amherst</b> Replace 2 HVAC units	\$ 36,575
• <b>Angola Library</b> Meeting room/rest room addition	\$118,572
• <b>Clarence Library</b> Expand parking lot	\$ 19,740
• <b>Dudley Library</b> Replace roof & HVAC, add windows & restore masonry	\$119,108
• <b>Hamburg Library</b> Building expansion	\$290,084
• <b>Lancaster Library</b> Acquire land for parking expansion	\$ 34,611
• <b>Newstead Library</b> Automated door openers	\$ 3,731
• <b>West Seneca Library</b> Exterior masonry restoration	<u>\$ 19,442</u>
<b>TOTALS:</b>	<b>\$641,863</b>

Fundraising:

Campaign Name	Campaign Dates	Raised to Date
Annual (including <i>After Hours</i> event, donations, Summer Reading, cash sponsorships and bequests)	Jan. 1 – year-to-date	\$37,093.98
Crane Book Sale	Ongoing	\$386.15
Crane Donation Box		\$20.00
North Park Book Sale	Ongoing	\$111.25

North Park Donation Box		\$56.56
Riverside Book Sale	Ongoing	\$28.00

**Highlights:**

- The Library and System Trustee Wayne Wisbaum are planning a noon-hour concert series at the Central Library to begin in 2014. Mr. Wisbaum will obtain sponsorships to offset concert costs.

**5. Facilities**

- Air conditioning stopped working mid-month at the Crane Library. Both the Maintenance Department and City of Buffalo were in to assess the unit. Repair bids were requested from 3 companies and have been submitted to the City of Buffalo. The City, as owner of the building, is responsible for major system repairs and replacements.
- On loan from Richard "Flick" Williams is his plaque from the Recording Industry Association to commemorate the "Gold Record" for the Motown release "Come Get It" as a member of the Rick James Stone City Band. It is hanging in the William A. Miles Center for African and African-American Studies at the MRW Library.

**6. Staff Development**

	Number of Program Attendees		Number of Programs Presented	
	Month	Yr. to Date	Month	Yr. to Date
Staff	100	706	1	15

**Highlights:**

- On June 17<sup>th</sup>, Librarian **Pat Covley** traveled to Omaha, Nebraska for a Reference USA User conference. Twenty-five librarians from throughout the country learned more about the Reference USA databases and served as a focus group to help determine future changes to the database.
- June 23<sup>rd</sup> – 26<sup>th</sup>, Rare Book Curator **Amy Pickard** attended the 2013 Rare Books and Manuscript Section (RBMS) Preconference in Minneapolis. The theme of the conference was "Performance in Special Collections" with emphasis on performing arts special collections but broadly interpreted "performance" meant access and service in special collection. Rare was the presence of public libraries at this conference because so few have special collection rare books such as

B&ECPL's. Hennepin was the only other public library listed among the registered attendees.

- Buffalo Branch Managers have been briefed on the revised and amended Facility Use Policy with Assistant Deputy Director **Joy Testa Cinquino**. The meetings focus on changes in the room reservation fee structure and guidelines.

### 7. Media coverage/Media Releases

Type of Communication	Topic	Air Date/Publish Date
Media Invitation & Press Release	Dudley Library in Buffalo Awarded State Construction Grant	July 3 and July 8 Covered by WKBW TV Channel 7
Photographs taken at Central Library	Summer Reading	June 29 The Buffalo News Refresh section
Interview –with Children’s Librarian Kathy Goodrich and members of <i>Battle of the Books</i> teams’. The article was written by Kayla Reumann (a former member of the Marilla Battle Team).	<i>Battle of the Books</i>	June 20 The Buffalo News – Teen section
Press Release and Media Invite to <i>Hug</i> Events	<i>Hug Your Library</i> Events	June 20, Buffalo News photo, WNYmedia net livecast, Buffalo Challenger- photo WBFO interview with Mary Jean Jakubowski
TV Interview	<i>Hug Your Library</i> and Summer Reading	June 20 AM Buffalo interview with Mary Jean Jakubowski
Research	Battle of Gettysburg	June 30 - Buffalo News Series – used photos from the Library’s collection
Ads (free of charge)	Summer Reading	Various dates throughout the summer in The Buffalo News and WGRZ TV 2
Media Release and Media Event - Mary Jean Jakubowski	Dig Into Reading – Summer Reading 2013	June 12 Interview with WBFO radio aired June 17 – 18

Buffalo Rocket - Grapevine	Summer Reading Kick Off and <i>Hug Your Library</i>	June 13, 2013
Facebook Postings	In Jest, Nickel City Reptiles, AYC, Book Discussion and Summer Reading Kick-Off	June 1, 3 and 19
Buffalo Rocket - Grapevine	Summer Reading Kick-Off and <i>Hug Your Library</i>	June 13, 2013
Riverside Review Buffalo Rocket	Donations for Friends Book Sale	June 1, 2013
Riverside Review	Preschool Storytime and Donations for Friends Book Sale	June 22, 2013
Riverside Review Buffalo Rocket	Preschool Storytime, Mike Randall and Friends, and Donations for Friends Book Sale	June 29, 2013
A.B.L.E.Y Advisor	ECL Programs	June 7, 14, 21
East Clinton Shopper	ECL Programs	June 21
Buffalo Challenger	Article on George Frasier to speak at MRW	May 1, 2013; p2
Buffalo News	Article on George Frasier to speak at MRW	May 6, 2013
Buffalo Criterion	Article on George Frasier to speak at MRW	May 4-10, 2013; front page

## 8. Partnerships

### *Highlights:*

- Holland Speedway has teamed up with the Library System and is offering a reading incentive and a Library Day at the Races on Saturday, August 10<sup>th</sup>.
- Legislator Betty Jean Grant visited with **Mary Schiffhauer** at the Crane Branch on June 7<sup>th</sup> and discussed numerous activities going on at the Crane Branch Library. Legislator Grant commenting "she was very pleased to see so many patrons sitting in the library and just reading." Ms. Schiffhauer noted this a daily

occurrence in this neighborhood as a destination point and plays an integral role in the community.

### 9. Governance

- The Library District Initiative Staff Leadership Team enthusiastically came together for *Train the Trainer* workshops. The Team, which consists of staff from throughout the System including: **Jack Edson**, (Hamburg Library), **Kathy Galvin** (Niagara Branch), **Paul Guminski** (Crane Branch), **Brian Hoth**, (Riverside Branch), **Monica Mooney** (Clarence Library), **Mary Muscarella** (North Collins Library), **Tracy Palicki** (Business Office), **Patti Ross** (Amherst Library) and **Linda Rizzo** (Buffalo Branch West Cluster) participated in a *Train the Trainer* workshop with Libby Post from Communication Services. Plans for training System staff will be scheduled over the summer. **Joy Testa Cinquino** and this writer are the administrative staff liaisons.
- Library trustees continue to meet and discuss various elements of the District Initiative.
- A System library trustee orientation was held.
- Introduction to the District Initiative for new System library trustees was conducted. Sessions continue in July.

### 10. Director Activities

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



<b>DATE</b>	<b>MEETING / EVENT</b>
June 1, 2013	New Trustee Orientation Session
June 3, 2013	Conference Call - Libby Post, Communication Services
June 3, 2013	Conference Call - Roseanne Butler-Smith and Kaleida Health
June 3, 2013	Meeting - Carol Batt, Jason Aronoff
June 4, 2013	Meeting - Jeannine Doyle, Doreen Woods
June 5, 2013	Lily Berlyn - Explore & More at Canalside
June 5, 2013	Dedication - Flowerboxes, Lackawanna Public Library
June 6, 2013	Meeting - echo Art Fair - John Massier Hallwalls
June 6, 2013	Meeting - Explore & More, Barbara Park Leggett

June 7, 2013	Meeting - Daniel Caufield, Dawn Peters
June 11, 2013	Meeting - Jeannine Doyle, Doreen Woods
June 11, 2013	Conference Call - PULISDO
June 11, 2013	Conference Call - DLD/PULISDO
June 12, 2013	Conference Call - Regents Advisory Council
June 12, 2013	Meeting - Managers/Directors
June 12, 2013	Media Announcement - Summer Reading
June 12, 2013	Meeting - Linda Rizzo, Buffalo Branch West Cluster Manager
June 12, 2013	Media Appearance- WBFO Radio, Eileen Buckley
June 13, 2013	Meeting - Administrative Team
June 13, 2013	Meeting - B&ECPL Executive Committee
June 13, 2013	Meeting - B&ECPL Planning Committee
June 14, 2013	Meeting - Milestones of Science Committee
June 18, 2013	Conference Call - Ellen Bach, Whiteman, Osterman & Hanna
June 18, 2013	Meeting - Jeannine Doyle, Doreen Woods
June 18, 2013	Meeting - WNYLRC Board
June 18, 2013	Meeting - Marilla Free Library Board
June 18, 2013	Meeting - Libby Post, Communication Services
June 19, 2013	Meeting - <i>Hug Your Library</i> Run-Through
June 20, 2013	Media Appearance - A.M. Buffalo
June 20, 2013	Meeting - B&ECPL Bylaws Committee
June 20, 2013	Meeting - B&ECPL Board of Trustees
June 20, 2013	Media Event - <i>Hug Your Library</i>
June 21, 2013	Meeting - Libby Post, Communication Services
June 21, 2013	Meeting - LDI (Library District Initiative) Brainstorming
June 21, 2013	Meeting - B&ECPL Elevator Project
June 23, 2013	Trustee Training - LDI
June 24, 2013	Dr. Richard Lee Memorial Service
June 24, 2013	Media Event - Concord Public Library <i>Hug</i>
June 25, 2013	Meeting - Ken Stone
June 25, 2013	Meeting - Jeannine Doyle, Doreen Woods
June 25, 2013	Meeting - Project Flight
June 26, 2013	Meeting - Carol Batt, Dawn Peters re: Maker Space
June 26, 2013	Meeting - Sheryl Knab, WNYLRC
June 26, 2013	Media Event - Marilla Free Library <i>Hug</i>
June 26, 2013	Meeting - Library Foundation of Buffalo & Erie County

June 26, 2013	Meeting - B&ECPL Building Oversight Committee
June 27, 2013	Meeting - Administrative Team
June 27, 2013	Meeting - Chris Gibas, Literacy New York
June 27, 2013	Media Event - East Delavan Branch Library <i>Hug</i>
June 27, 2013	Meeting - Cynnie Gaash, YAWNY
June 28, 2013	Meeting - Bullying Stops Here Committee
June 28, 2013	Meeting - Ken Stone, Joy Testa Cinquino

Other:

**Boston Free Library** – submitted by Laura McLeod, Director

Highlights of events and activities at the Boston Free Library:

- The month of June began with the formation of a new *Battle of the Books* team. Drawing from 4 area school districts as well as local homeschooling families, these children meet as strangers and become good friends by the end of the summer.
- Summer Programming kicked off on June 14<sup>th</sup> with Legislator John Mills hosting a hot dog roast and Nickel City Reptiles for entertainment. Over 250 people attended this exciting event. The Town Supervisor even took a hand at the grill!
- The love of libraries was the theme at the *Hug Your Library* event of June 21<sup>st</sup>. Following our popular afternoon Lego Club, 49 people formed a circle, held hands, and took turns speaking about the importance of libraries in their lives.
- A family program featuring Charlie and Checkers rounded out the month, with magic, comedy and laughs around.

**Lancaster Public Library** – submitted by Jim Stelzle, Director

Highlights of events and activities at the Lancaster Library for June:

- Programming included: Lapsits, toddler storytime, teen gaming, Battle of the Books preparation, Cyber Train classes, a children's craft, class visits, a movie showing, chess club, adult book club, a Social Security educational workshop and a *Hug Your Library* program.
- Displays this month included: The Blue and the Gray: Songs of the Civil War, wool processes and an art display from the Twin Village Art Society.
- Two new children's computers and 6 new adult computers were added for the public thanks to a grant from Senator Patrick Gallivan, and help from **Carol Batt** and Network Support.

- July kicks off our family summer programming with acts such as "Primate Sanctuary", Nickel City Reptiles and "Bubble Man."

Respectfully submitted,

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

Mary Jean Jakubowski  
Director