

BUFFALO & ERIE COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
PROPOSED AGENDA
Thursday, September 18, 2014
4:00 p.m.

NOTE MEETING TO BE HELD AT: The Orchard Park Public Library
S-4570 South Buffalo St., Orchard Park, NY 14127

- A. Call of the roll
- B. Approval / Changes to the Agenda
- C. Minutes of the Meeting of July 17, 2014 ACTION
- D. Report of the Chair INFORMATION
- E. Committee Reports
 - 1. Executive Committee
 - Joint Mtg. with Budget and Finance Committee 8-14-14: INFORMATION
 - a. Res. 2014-24 – Authorize Director to Negotiate and Implement Contract with HeinOnline INFORMATION
 - Joint Mtg. with Building Oversight Committee 9-11-14:
 - b. Res. 2014-25 – Support for Amherst Public Library – Audubon Branch Expansion Project ACTION
 - c. Res. 2014-26 – Support for West Seneca Public Library Expansion Project ACTION
 - 2. Budget and Finance Committee
 - a. Res. 2014-27 – Amend 2014 Budget – Grants & State Aid ACTION
 - b. Monthly Financial Report INFORMATION
 - 3. Policy Committee
 - a. Res. 2014-28 – Amend Free Direct Access Plan ACTION
 - b. Res. 2014-29 – Amend Information Technology Security Policy ACTION
 - c. Res. 2014-30 – B&ECPL Procurement Policy ACTION
 - 4. Planning Committee Working Group: Planning for Our Future INFORMATION
 - 5. Special Collections Committee
- F. Report of the Director (link sent via e-mail if on file) INFORMATION
- G. Public Comment
- H. Unfinished Business
- I. New Business
 - 1. Res. 2014-31 – Integrated Library System Consultant Contract ACTION
 - 2. Res. 2014-32 – Reappointment of Deputy Director – CFO ACTION
(to be distributed @ mtg.)
- J. Adjournment

PROPOSED
MINUTES
REGULAR MEETING OF THE
BUFFALO & ERIE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES
July 17, 2014

The regular monthly meeting of the Board of Trustees of the Buffalo & Erie County Public Library was held on Thursday, July 17, 2014, in the Grand Island Memorial Library pursuant to due notice to trustees. The following members were present:

Jack Connors, Chair
Theodore K. Johnson, Vice Chair
Kathleen Berens Bucki, Secretary
Sheldon M. Berlow
Katie Burd
Frank Gist
Teresa Glanowski
Phyllis A. Horton
Frank Housh
Sharon M. Kelly
Elaine M. Panty

Chair Jack Connors called the meeting to order at 4:05 p.m. in the Grand Island Memorial Library. There was a quorum.

Agenda Item B – Approval/Changes to the Agenda. Mr. Connors informed trustees Proposed Resolution 2014-20, copies of which had been distributed to trustees at the start of the meeting, will be presented under New Business and Executive Session will follow this to discuss tentative labor agreements. Ms. Panty motioned for approval, Ms. Horton seconded and approval was unanimous.

Agenda Item C – Minutes of the Meeting of June 12, 2014. Minutes were approved unanimously, as mailed, upon motion by Ms. Glanowski and a second by Ms. Panty.

Agenda Item D – Report of the Chair. Chair Connors introduced Lynn Konovitz, Director of the Grand Island Memorial Library, and thanked him for hosting the Board meeting. Mr. Konovitz welcomed trustees to their library and announced they will be having a celebration in the fall for their 25th anniversary in the building. He introduced Mary Cooke, Supervisor of Grand Island as well as long-term President of the Friends of the Grand Island Memorial Library, Grand Island Memorial Library Board of

Trustees President Pat Rizzuto, Vice President Agnes Becker and Trustee Barbara Birt who were in attendance.

Per B&ECPL Bylaws Article II, Section 1, "...the Board may, by resolution, intermit meetings for a particular month or months." Chair Connors noted the Board has in the past intermitted many August Board meetings, with the Executive Committee still meeting in August. He entertained a motion to intermit the August 2014 Board meeting. Ms. Panty made a motion, Ms. Horton seconded, and approval was unanimous to intermit the August Board meeting (assigned Resolution 2014-21.)

Mr. Connors reminded trustees to please hand in their *Conflict of Interest Statements*.

Trustee Gist arrived at approximately 4:10 p.m.

Mr. Connors reported that although he was unable to attend, Mr. Johnson, Ms. Panty, Ms. Horton and Ms. Kelly along with Library staff attended the Erie County Legislature Midyear Budget Hearing on July 16th. Director Jakubowski was asked to report on this later under the Report of the Director.

Agenda Item E – Committee Reports.

Agenda Item E.1 – Executive Committee. Mr. Johnson read the following report of the Executive Committee which met July 10, 2014 in the Central Library.

Present: Executive Committee Chair Jack Connors; members Sheldon Berlow, Ted Johnson, Sharon Kelly and Elaine Panty, along with Library Director Mary Jean Jakubowski, CFO Kenneth Stone and Human Resources Officer Jeannine Doyle.

Jack Connors, Board Chair, called the meeting to order at 4:05 p.m. in the Joseph B. Rounds Conference Room. A quorum was present.

The Committee reviewed the agenda for the July 17, 2014 B&ECPL Board of Trustees meeting including proposed resolutions. The possibility of intermitting the August Board meeting will be further discussed at the July Board meeting. CFO Stone reviewed the monthly financials and spoke to the development of the Library's procurement policy.

At 4:15 p.m. on a motion by Trustee Panty and seconded by Trustee Johnson, the Executive Committee entered Executive Session to be briefed on labor negotiations. Executive Session ended at 4:50 p.m. No action was taken.

Library Director Jakubowski reminded the Executive Committee of the forthcoming Erie County Legislature Midyear Budget Hearing, scheduled for 2 p.m. on July 16th in Legislative Chambers – 4th floor, Old County Hall.

Trustees were reminded that the July 17th Board meeting is being held at the Grand Island Memorial Library.

The Executive Committee meeting concluded at 5:05 p.m. on a motion by Trustee Berlow, seconded by Trustee Panty.

Trustee Berlow arrived at approximately 4:12 p.m.

Agenda Item E.2 – Budget and Finance Committee. In Budget and Finance Committee Chair Michael Amodeo's absence, Deputy Director Kenneth Stone distributed the following report of the Committee's meeting of July 2, 2014 to be placed on file and in the Minutes.

The Budget and Finance Committee meeting began at 4:36 p.m. in the Joseph B. Rounds Conference Room of the Central Library.

Present: Budget and Finance Committee Chair Michael Amodeo and Committee member Katie Burd. Also present were Director Mary Jean Jakubowski and Deputy Director - CFO Kenneth Stone.

The Committee briefly reviewed ten-year projections from last January's joint Budget and Finance and Planning Committee meeting, discussing how a small change in assumptions can have a major impact on future year budget gaps. That impact also makes out-year projections unreliable. The change in the County funding for 2014, where the February 2013 revised 2013-2016 County four-year plan showed up to a \$1 million reduction in Library funding as a gap closure option, and the final adopted budget which contained an increase in Library funding shows how quickly things can change.

The new Hardwick Library funding proposal was distributed and discussed. The proposal is similar to the one introduced in 2012 in that: *Article 24 of the Erie County Charter is hereby amended to read as follows:*

Section 2404

c. The amount to be raised for the Buffalo and Erie County public library under this section shall not be less than 97.5% of the amount raised in the previous year's adopted budget.

Director Jakubowski noted that the new proposal contains an additional provision:

d. Section 2404(c) may be overridden for any single budgetary year following a 2/3 vote by the County Legislature.

Mr. Amodeo inquired if some other method, such as a percentage of sales tax or other revenue would be an option to address Library funding. It was agreed that it would be a good topic for discussion for the Planning Committee's Working Group on the Library's future.

Key factors to consider in preparing the 2015 Budget were discussed. They included budgeting for: a potential Librarians Association bargaining contract; the second of a three-year phased increase in the minimum wage (estimated cost approximately \$186,000); and trends anticipated in fringe benefit costs.

A 2015 Budget calendar was distributed and discussed along with a brief overview of the County budget process and the State budget process.

The status of a Library procurement policy was discussed. Staff is working on a formal procurement policy, comparing the County policy and reviewing other libraries' policies. They will submit a proposed policy for Budget and Finance Committee review and comment. The policy will then be forwarded to the Policy Committee for review. Board consideration of a proposed policy could then occur as early as the September meeting.

This is part of the System's Organizational Competencies process which contains an object to: *By December 31, 2014, adopt a set of System fiscal policies.* The recent Erie County Comptroller's audit recommendation regarding procurement policy accelerated the timing of the procurement policy portion.

The Monthly Financial Report - May 2014 numbers were distributed and discussed. Utility costs are moderating as anticipated. Overall personnel and other operating costs remain within budget.

A draft 2015 Proposed Budget Guidance resolution was distributed and discussed. Key provisions are:

- 1) Assume County funding is consistent with the County's 2014-2017 four-year plan which estimates no change in the tax rate and 2.0 percent tax base growth. Under these assumptions the 2014's Library Tax Levy of \$22,588,324 would grow to \$23,040,090;
- 2) Incorporate the cost impact of the January 1, 2015 scheduled NYS minimum wage increase of \$0.75 per hour;
- 3) Incorporate the cost of contracted bargaining unit agreements and rate changes for contractually obligated fringe benefits including health

- insurance and employer contributions to the New York State and Local Retirement System; and
- 4) Prioritize public service provision in budget adjustments needed to balance the 2015 budget request.

Committee members made no changes to the proposed resolution.

The meeting adjourned at 5:40 p.m.

Agenda Item E.2.a – 2015 Proposed Budget Guidance. Mr. Stone explained this resolution gives staff direction on how to put together the Library's 2015 budget request. At the time of the Executive Committee and Budget and Finance Committee meetings, the guidelines had not been received from the County, however, they have now been received. The guidelines did not have specific targets, but basically advised a steady state budget. This resolution interprets steady state to mean pursuant to the four-year plan which is assuming the property tax base grows by 2% and, therefore, without a rate increase the revenue to the Library would grow 2%. It will address the fact that we have some proposed contract settlements, we have a minimum wage hike of 75 cents/hour as of January 1, 2015 and then balance the budget within that, preserving the same service levels. Ms. Panty moved for approval and was seconded by Ms. Glanowski. Approval was unanimous.

RESOLUTION 2014-17

WHEREAS, the Library anticipates receiving Year 2015 budget instructions and preliminary targets from the Erie County Budget Office on or about July 15, 2014, with budget requests due to the Erie County Budget Office on or about August 15, 2014, which would occur before the next scheduled Board meeting, and

WHEREAS, in order to provide a timely response to the County, budget preparation and review alternatives were discussed by the Board's Budget and Finance and Executive Committees, and

WHEREAS, the Committees recommend that Library trustees articulate guidelines for preparing the 2015 budget request; designate the Library Director as responsible for preparing a draft budget request consistent with these guidelines; provide for feedback on the draft budget by the Budget and Finance Committee to aid the Library Director in finalizing the budget submission to Erie County, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library hereby directs the Library Director to complete the 2015 budget request utilizing the following criteria:

- Assume County funding is consistent with the County's 2014-2017 four-year plan which estimates no change in the tax rate and 2.0 percent tax base growth. Under these assumptions, 2014's Library Tax Levy of \$22,588,324 would grow to \$23,040,090; and
- Incorporate the cost impact of the January 1, 2015 scheduled New York State minimum wage increase of \$0.75 per hour; and
- Incorporate the cost of contracted bargaining unit agreements and rate changes for contractually obligated fringe benefits including health insurance and employer contributions to the New York State and Local Retirement System; and
- Prioritize the public service provision in budget adjustments needed to balance the 2015 budget request, and be it further

RESOLVED, that the Director transmit the resulting request to the County of Erie's Division of Budget, Management and Finance as close to the deadline as schedules and preparation time will allow, and be it finally

RESOLVED, that should the County's fiscal environment improve as the budget process goes forward, the Director is authorized to prepare service restoration options for consideration during budget deliberations.

Agenda Item E.2.b – Canalside – Visitor Experience 2014 Grant. Mr. Stone and Assistant Deputy Director Joy Testa Cinquino explained this will be the Library's second year receiving a grant, this year in the amount of \$1,500. This will help fund the Library's presence at Canalside on Thursday's from 11 a.m. to 1 p.m. from 7/3 – 9/11/14. This year Canalside will be paying for the Library's insurance. Trustee Burd moved for approval and was seconded by Trustee Berens Bucki. Approval was unanimous.

RESOLUTION 2014-18

WHEREAS, the Buffalo & Erie County Public Library (B&ECPL) System applied for an Erie Canal Harbor Development Corporation (ECHDC) and Global Spectrum, L.P. 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, the B&ECPL Board of Trustees authorizes amending the 2014 Grants Budgets by appropriating grant revenues and expenditures in the amount of \$1,500 to support summer reading activities at Canalside.

Agenda Item E.2.c – Securing General Liability Insurance Coverage. Mr. Stone presented this resolution which would authorize securing general liability insurance coverage for all libraries in the System. He explained in the past the Library was unable to secure affordable general liability insurance. In January 2013, the Board approved an RFP award for insurance procurement (broker) services to Lawley Insurance who was able to secure reasonable quotes for general liability coverage for the Library operations occurring at the Central Library and the 36 remaining library facilities. This resolution would authorize proceeding with that procurement and it would authorize the necessary budget transfers as described in the resolution below. Trustee Housh commented that this is not a particularly high coverage. Ms. Jakubowski noted one of the things looked at was how much was being spent on legal fees on incidents that could have been covered under liability insurance, over the course of the past three years; discussion ensued. Mr. Stone affirmed that we do not have an excess policy. Mr. Housh inquired if there was a deadline; Mr. Stone noted the Board is not meeting in August, and recommended approving Resolution 2014-19 at this time and bring back to the Executive Committee in August prices for higher coverage and/or deductibles. Mr. Housh felt it would be in the Library's best interest to consider this and asked to see the actual policy, to especially look at any reservations which would try to get out of coverage for certain things. Ms. Jakubowski concurred they will look at pricing to add more coverage and cost savings by adding a reasonable deductible and report back. Further discussion ensued. Mr. Berlow also strongly recommended researching a higher coverage and inquiring what Lawley Insurance recommends as reasonable coverage. Mr. Housh voiced he felt comfortable as a trustee with a \$10,000,000 aggregate/\$5,000,000 each occurrence. Following this discussion, Chair Connors called for a motion to approve the current resolution as presented with the caveat that we can increase coverage upon additional pricing information being provided. On motion by Ms. Panty and a second by Mr. Housh, Resolution 2014-19 was unanimously approved.

RESOLUTION 2014-19

WHEREAS, the Buffalo & Erie County Public Library (B&ECPL) periodically assesses opportunities to offset some of its risk exposure through purchase of insurance products, and

WHEREAS, earlier this year, the Library undertook such a review working in cooperation with Lawley Insurance, the Library's broker of record, and

WHEREAS, Lawley surveyed the insurance market for general liability insurance coverage for the library operations at all 37 B&ECPL and member libraries, and

WHEREAS, after surveying five major providers, Lawley proposes securing coverage with Liberty Mutual Insurance, A.M. Best rating of 'A' (excellent), now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library authorizes the Library Director to execute the necessary documents to secure general liability coverage of library operations at all 37 B&ECPL and member library locations with limits of at least \$2,000,000 general aggregate / \$1,000,000 each occurrence, no deductible at a cost not to exceed \$52,492 per year for the first year, and be it further

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library authorizes the Library Director or her designee to implement budget transfers within the 2014 Library Operating Budget needed to implement the first year coverage, and be it finally

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library authorizes the Library Director to execute policy renewals in subsequent years subject to the constraints of the budgeted total for said services.

Agenda Item E.2.d – Monthly Financial Report. The monthly financial report for the period ending May 31, 2014 was included in the Board packet. Mr. Stone conveyed the Library is operating within budget and utility costs have moderated.

Agenda Item E.3 – Development and Advocacy Committee. In Committee Chair Wayne Wisbaum's absence, Assistant Deputy Director Joy Testa Cinquino went over highlights from the Development and Advocacy Committee Report of June 30, 2014 below that was included in the Board packet as an informational item.

Present: Development and Advocacy Committee Chair Wayne Wisbaum; Committee members Jack Connors, Elaine Panty and Rhonda Ricks, Ph.D. Also present were Christina Pearl, Darcy Connors, and Jourdan Stevenson of Nickel City Professionals and Library staff members Anne Conable, Maureen Germaine, Mary Jean Jakubowski, Debra Lawrence, and Joy Testa Cinquino.

The Development and Advocacy Committee meeting began at 4 p.m. in the Joseph B. Rounds Conference Room of the Central Library.

Welcome and Introductions: Committee Chair Wayne Wisbaum opened the meeting by thanking everyone for their continued dedication to the Library. All in attendance introduced themselves including members of the Library's professional volunteer organization, Nickel City Professionals.

Highlights of 2014 Fundraising Initiatives: Joy Testa Cinquino discussed the highlights of the Development Department fundraising to date. In total, \$144,037 YTD has been raised through individual giving, special events, grants, corporate and foundation support. She also reviewed the 2014 Grant Summary Report and

noted that it has been one year since the Library's Development Manager/Grant Writer Maureen Germaine has been on board. She added that the Library recently concluded the Judy Summer Concert Series (5 free noontime concerts) for which Wayne Wisbaum was instrumental in securing the sponsorship funding.

Highlights from earlier this year were: the sold-out Mark Russell performance (May 18th) which grossed \$8,796; Bucks for Books in the spring which raised \$12,200; and the United Way's "Spring it On" online campaign which netted \$1,223.95. These were all new initiatives.

Upcoming fundraising initiatives include: Best Sellers Fundraiser on Friday, November 21st at Hotel @ the Lafayette; Bucks for Books Fall Appeal; the Year-end Appeal; and an online store.

Nickel City Professionals (NCP): A fact sheet of the group's upcoming events as well as an Event Planning Committee list were presented. Founder Christina Pearl talked about the group's goals for raising funds, along with plans to form a board and establish bylaws, possibly with the assistance of Library's legal counsel. They envision their group not only fundraising and holding events, but becoming actively involved in promoting awareness of what the Library has to offer to the community. Ms. Jakubowski invited them to send a representative to the monthly Board of Trustees meetings to become familiar with what is happening. The Library will also add NCP committee members to the e-mail Listserve to receive updates on Library happenings. Darcy Connors discussed upcoming events planned in the summer and early fall, including a happy hour at Fat Bob's BBQ on Tuesday, July 29th; a Buffalo Bisons game outing on Tuesday, August 26th; and another happy hour in September. These events will be used to garner awareness for the Library and Nickel City Professionals, as well as boost anticipation for the Best Sellers Party held in November. Jourdan Stevenson talked about how their membership is growing as is their interest in promoting literacy, learning and community awareness of the Library's services and assets.

Milestones of Science: Joy Testa Cinquino presented a quick overview on this important collection consisting of nearly 200 first edition rare books. The collection is considered to be the foundation of modern science. A professional Milestones exhibit will open in the Central Library (2nd floor) in May 2015. This yearlong exhibit will showcase the Library in a different light and be the catalyst for future exhibits. The campaign to find major corporate sponsors to underwrite the estimated \$300,000 - \$350,000 cost estimate is under way. An illustrated planning document was passed around so members could see the professional aspect of the exhibit. The Milestones of Science exhibit will kick off

with a ticketed cocktail reception in the former BST space. Exhibit sponsors will receive tickets; they will be sold in the \$150 per person range.

Ideas for the Future: Joy Testa Cinquino discussed the need for the Library to think outside of the box on future fundraising. A couple of ideas were discussed including: Online book plates and "Books Around Town" - book benches with artwork made to resemble a book. The Nickel City Professionals were enthusiastic and have connections with local artists who might be interested. They felt this was a great way to involve the community. The Committee will look further at this idea, along with other suggestions.

Ms. Jakubowski also mentioned that a new, high-tech bookmobile will be operational by next year and the possibilities for marketing will also be explored.

The Library will compile a list of potential ideas to be further discussed. The Committee was asked to keep open the lines of communication and forward their ideas and potential donors to the Library's Development Office.

There was no set date for the next meeting, but will push for September. The meeting adjourned at 5:15 p.m. A tour of the new exhibit space on the 2nd floor of the Central Library was given by Ms. Jakubowski so the Committee could see the possibilities for the future.

Trustee Panty encouraged trustees to support events being planned by the Nickel City Professional group. Also, Mr. Connors referred to and discussed a *Milestones of Science Design Development Package* that was passed around for trustee viewing.

Ms. Jakubowski expressed gratefulness to Trustee Johnson and the committee and staff working on this.

Agenda Item F – Report of the Director. Ms. Jakubowski informed trustees we have been notified by the Amherst Public Library Board of Trustees of their interest in putting on an 8,000 square foot addition to the Audubon Branch Library. They have support from the town. Their initial letter indicates that they believe it would be operating cost neutral. Chair Connors is sending a letter to their Board to follow up. Ms. Jakubowski reminded trustees we have several libraries looking at projects; last month it was mentioned the Marilla Free Library has a project, the Hamburg Public Library project is progressing and we have unofficially heard the West Seneca Public Library may have a project. The Library has been involved in conversations.

A list of events being planned by Nickel City Professionals was handed out; trustees were encouraged to attend.

The revised Bylaws of the B&ECPL booklet was distributed to trustees which incorporate all the changes approved at the June 12, 2014 Board meeting.

The annual Used Book Sale will take place August 7th – August 9th at the Central Library - flyers were distributed.

Thanks to the Development and Communications Office, the Library's Annual Report is complete and was distributed to trustees. Ms. Jakubowski noted it includes names of people who donated to the System as opposed to individual libraries.

Ms. Jakubowski was excited to inform trustees that B&ECPL's *Wonderful Wizardry of Baum* exhibit was mentioned in an article in *The Baum Bugle – A Journal of Oz* by the International Wizard of Oz Club, Inc. She passed around the article for trustees to view. She also mentioned the *Huffington Post* included the B&ECPL in their article "Buffalo, New York: 20 Surprising Reasons Culture Vultures and Foodies Should Visit Now", and the Library is number 6 for our Mark Twain original handwritten *The Adventures of Huckleberry Finn* manuscript.

Ms. Jakubowski reported she thought the Library's Midyear Budget Hearing with the Erie County Legislature went smoothly. Questions were answered by Mr. Stone regarding utilities and the Library's professional services contract line in the budget. Staff is preparing a detailed listing of B&ECPL professional services expenditure detail that was requested by Legislators at the Hearing. This will be shared with trustees.

Ms. Jakubowski was excited to announce the echo Art Fair will be taking place again at the Central Library September 6th – 7th and encouraged trustees to take part.

In addition, the Library has been working with the Albright-Knox Art Gallery to have a national group do something called "Tape Art", which is a temporary piece of art that will go on the marble wall in front of the Central Library and up the side of the wall August 17th through August 21st. There is no cost to the Library and this is nationally recognized. The County Executive and the Albright-Knox Art Gallery will be planning a press conference.

Mr. Berlow questioned a statistic from the Library's Annual Report and asked if we knew why 12% of the people are not favorable to libraries. Discussion ensued and Ms. Jakubowski said she would pursue looking into this.

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

B&ECPL Monthly Report June 2014

The Buffalo & Erie County Public Library (B&ECPL) received the results of the Audit performed by Erie County Comptroller Stefan Mychajliw's Office. Overall, the Audit demonstrated the Library's policies and procedures provide adequate internal control over the monitoring and payment of expenditures; the Library complied with the Erie County Fiscal Stability Authority grant application; testing performed to ensure the validity of the Library's non-County accounting system (Library Information System) revealed no errors; and comparison charts between the B&ECPL and other libraries serving similar communities showed on average the B&ECPL spends less money to operate than other libraries serving similar communities. The one *Audit Finding*: "Failure to procure professional services through request for proposal (RFP)," referred to the April 2011 contract between the B&ECPL and Communication Services. The Library concurred with this finding and has responded noting "the Library agrees with the basic recommendation that for future negotiations for professional services the Library should request services through an RFP process (and/or document a sole source determination if applicable)." For more on the Library's Audit and response, please visit <http://www.buffalolib.org/content/budget-information/erie-county-comptroller%E2%80%99s-office-audit>.

The construction of the downtown Central Library's 2nd floor west area is nearing completion. Plans are under way to hold the Library's Annual Book Sale in this space August 7-9; shortly thereafter, the space will be used for the 2014 echo Art Fair – September 6-7. An RFP is being developed to seek future tenants/management.

Monthly Programming Statistics – June 2014

1. Public Services

In Library Programs:

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
1.2 Children (age 5 and under)	88	1013	1766	19039
3.3 Children (age 6-12)	139	815	2228	10839
4.4 Teens	206	830	973	2800
Intergenerational	52	388	2544	12693
5.3 Adults (excludes Technology)	216	1492	1210	15507
TOTAL In Library Programs	701	4538	8721	60878

Adult Technology Programs:

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Training Lab or Library Desktop PCs	10	61	40	339
System or Library-owned Cyber Train	37	192	252	1458
One on One	50	352	71	461
TOTAL Adult Technology	97	605	363	2258

Outreach (out of library):

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
1.3 Children (age 5 and under)	7	34	134	772
Children (age 6-12)	31	51	1822	2687
Teens	0	8	0	219
Intergenerational	6	16	601	3895
Adults (excludes Technology)	9	55	158	2269
TOTAL Outreach (out of Library)	53	164	2715	9842

Summer Reading Programs:

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Children (age 5 and under)	25	25	377	377
3.4 Children (age 6-12)	20	22	607	632
Teens	42	51	518	655
Intergenerational	18	18	1310	1310
Adults	6	6	49	49
TOTAL Summer Reading Programs	111	122	2861	3023

Highlights:

- The TechKnow Lab Training Team started the summer training season with impressive numbers. Forty-one public classes were conducted for 250 attendees at 20 library locations in June. The Central Library hosted 18 Book a Technology Trainer one-on-one appointments, while 19 sessions were held at 3 community libraries.
- At the Riverside Branch Library, Jericho Road Ministries presented literacy training for refugees on Tuesdays (June 3rd & 10th) and Thursdays (June 5th & 12th) with a total attendance of 21.
- On June 7th, the Central Library's Summer Preview Party was held with 73 in attendance; activities included crafts, story time, games, and science demonstrations all coinciding with this year's theme - Fizz! Boom! Read!

Naturalist Mark Carra from Beaver Meadow Audubon Center was on hand to present an interesting and informative program entitled “Cold Blooded Critters” featuring reptiles and amphibians. Aerobics instructor Jerry Turcotte was also on hand to provide exercise instruction related to reading. Otis Barker, Deputy Commissioner of Community Services and Recreational Programming, and Jill White were on hand to promote Mayor Brown’s Summer Reading Challenge; refreshments were served afterwards. The Holland International Speedway pace car was on display outside the front entrance to promote the reading program and “Library Night at the Races” scheduled for Saturday, August 23rd at the Speedway.

- On Saturday, June 15th, and Sunday, June 16th, Frank E. Merriweather, Jr. Branch Manager **Sandra Williams Bush** represented the Merriweather Library with an information table at the Heritage tent of the Juneteenth Festival in Martin Luther King, Jr. Park.
- On June 16th, Information Services and Outreach Librarian **Renée Masters** provided information regarding community resources for the disabled and a tour of the Assistive Technology Room for Michael Reardon, First Deputy Superintendent, Erie County Sheriff’s Department. Superintendent Reardon oversees the Erie County Holding Center. He was referred by Frank Cammarata, Executive Director of the County of Erie Office for the Disabled.

2. Collection Development

Print Collections:

	Collection Size	Monthly Adds	YTD Adds
2.1 Juvenile non-Fiction	148,432	406	2,250
3.1 Juvenile Fiction	362,020	3,708	17,914
4.1 Young Adult Fiction	69,327	1,072	4,205
5.1 Adult non-Fiction	1,355,672	1,967	11,475
6.1 Adult Fiction	535,373	3,946	23,360

Media Collections:

	Collection Size	Monthly Adds	YTD Adds
3.2 Juvenile	64,221	1,051	5,269
4.2 Young Adult audiobooks only	2,491	6	100
6.2 Adult	395,426	3,999	27,932

Electronic Collections:

	Collection Size	Adds	Downloads	% Change downloads from previous month
e-Books	27,239	465	30,939	+2.6%
Music (Freegal)	Unlimited SONY Library		4,451	+9.5%
e-Audiobooks	7,030	64	7,676	+0.0%
e-Videos	370+ Moving Image Archive Library	0	119	+10.2%

Highlights:

- In June, the Library's Subject Guides (<http://bit.ly/mInDZS>) received 678 unique visitors from 11 countries (United States, Canada, Australia, United Kingdom, Brazil, Spain, France, Ireland, Italy, Japan and Philippines).
- Collection Development staff responded to 390 patron purchase suggestions and 67 staff suggestions in June.
- Nancy Watkins from Pennsylvania contacted the Central Library early in June to donate an original Bruce Shanks cartoon. Coincidentally, the selected 2014 Riverrun intern, graduate student in Museum Studies at SUNY Buffalo State, Nicole Kondziela, is researching the Bruce Shanks cartoons we have as the subject of her study. This donation added to the collection and to her focus.
- On June 12th, Special Collections Manager **Meg Cheman** attended a meeting at Western New York Library Resources Council (WNYLRC) to learn about the migration of digitized newspapers currently hosted on the New York Heritage Digital Collections site to the New York State Historic Newspapers site. This migration will increase searchability while minimizing future project costs of digitization and access. Partnering with other institutions to digitize and provide access to all available early Western New York newspapers was discussed.
- William S. Hein & Co., Inc. completed the scanning process of the multi-month Author-Title card catalog project; work remains, including processing and editing before the final digital product is available online.
- June saw an increase in scholars and researchers in the Grosvenor Room and Rare Book Room. Perennial academics from St. John Fisher College and Austin

College (TX), a graduate student from McGill and a researcher from the Olmsted Parks Conservancy were just a few of our visitors.

- Rare Book and Map Librarian **Charles Alaimo** set up a new display for the Gluck Manuscript Collection. Ralph Waldo Emerson's handwritten manuscript for his lectures-turned-essays on men of prominence, *Representative Men*, will be on exhibit outside the Rare Book Display Room until January of 2015. Emerson's manuscript, among the most valued in the collection alongside Mark Twain and Walt Whitman, is displayed with the original first printing of the book in 1850, and the 1987 Harvard University Press publication that used our manuscript for a definitive edition of the work.
- Discovery in the stacks: the reorganization and verification of the NBC Orchestration Collection project brought a surprise to Grosvenor Librarian **Carol Pijacki** who discovered Score I of III included letterhead for Harold Morris with a signed note to make corrections indicated to the score. According to the letter, score, and original wrapper information for Harold Morris's Violin Concerto, score and violin solo, it appears we have an original, in-process piece of music. The set will be considered for the Rare Book Room collection.

3. Technology

Library 2.0 Activity:

	Number of Connections		% Change	
	Current Month	Monthly Change	Previous Month	Yr. to Date
Facebook Fans/Likes	5,114	+ 64	1.3%	8.7%
Twitter Followers	5,844	+ 117	2.0%	18.4%
Flickr Views	202,332	+ 10,936	5.7%	70.2%
Pinterest Followers	892	+ 24	2.8%	15.1%

The Library continues to use social media to promote activities, books, programs, etc. As more and more people take to using the various social media tools: Facebook, Twitter, Flickr and Pinterest, the more they are discovering or in many instances re-discovering the Library.

Technology Highlights:

- The Library has issued a Request for Proposal for the professional services of an Integrated Library System (ILS) consultant to provide assistance with the evaluation of and potential procurement of an alternative Integrated Library System. The Library migrated from DRA to SirsiDynix Unicorn in 2004 and is currently running SirsiDynix Symphony. The Library provides ILS and related services (eg. circulation functions and online catalog) for the 37 libraries in the

System. The RFP is being publicly advertised on the County's website <http://1.usa.gov/1pPFkWJ> and responses are due July 22, 2014.

- In a proactive effort to encourage cardholders to return overdue items and/or pay outstanding bills to reinstate borrowing privileges, the Library sent a one-time only bulk e-mail to BLOCKED borrowers who owed the Library over \$10, but whose outstanding bills were not high enough to put them into the collections process. Since that time, a report is being run nightly to identify cardholders that have exceeded the threshold parameters on the previous day and an e-mail notification is sent that lists the new bills. For convenience, a link to the online credit card payment option is also provided in the e-mail.
- **Teleconferencing Equipment Acquired:** The Board of Trustees of the Cheektowaga Public Library authorized the permanent transfer of Polycom teleconferencing equipment, originally purchased with a BTOP grant administered by the NYS Division of Library Development, to the B&ECPL System. The equipment can be used for both the general public as well as staff, for training that involves digital literacy, workforce development, distance learning, children's programming, and community events. B&ECPL System IT staff members have been evaluating its functionality and programming staff have begun planning for potential uses at the Central Library. This equipment will provide enhanced training and communication capabilities.
- **RFID (Radio Frequency Identification) Developments:** At the end of June, 31 libraries are fully up and running using RFID technologies, while 33 are live with circulation. Collection conversion continues at the Town of Collins Public Library and the Concord Public Library.
- **Mobile Library Services:** Librarian **Melissa Blattner** continues to gather information about bookmobiles from libraries across the country. The focus of research has indicated the most conducive style of bookmobile for the B&ECPL is a type of step van vehicle. An RFP is being developed to procure a customized vehicle.
- **Authority Control Project Update:** An in-house project to remove obsolete bibliographic records is moving into its final phase before the bulk of the Library's bibliographic database is extracted in July and sent to the selected vendor. In addition, titles with duplicate title control numbers have been corrected, indexes have been updated, and other anomalies have been addressed.

4. Funding/Fundraising

Funding:

The Library's mid-year Budget Hearing is scheduled for Wednesday, July 16th at 2 p.m. to be held in the Chambers of the Erie County Legislature.

Fundraising:

Campaign Name	Campaign Dates	Raised to Date
Annual – includes donations, Bucks for Books, Mark Russell event, and bequests	January 1 - YTD	\$145,217.06
Crane Book Sale		\$284.50
Crane Donation Box		\$42.00
North Park Book Sale		\$ 86.30
North Park Donation Box		\$12.00

Highlights:

- The Development and Advocacy Committee of the System Board met Monday, June 30th. Updates on fundraising initiatives and upcoming plans for 2014 including events being planned by the Library's volunteer group - Nickel City Professionals (Buffalo Bisons game Tuesday, August 26th and a fundraiser at Fat Bob's on Tuesday, July 29th) were discussed. Details and confirmations of dates/times are forthcoming.
- Two grants were submitted in June: \$75,000 request to "Smart Investing @ Your Library" for financial literacy programs, and a \$1,500 grant to the City of Buffalo for Dia @ Your Library programming. We are awaiting results.
- The Black Caucus of the American Library Association informed us that the Frank E. Merriweather, Jr. Branch Library was 1 of only 3 national winners of the \$500 "Reading is Grand" grant. The funds must be used for storytelling programs.
- The North Park Branch Library received a donation of \$1,012 by Grant Golden and Deborah Goldman for the purchase of additional children's shelving, as well as floor seating for programs and events. We are grateful for their generosity.

5. Facilities

- The Library continues to work with the Erie County Division of Public Works on the 2nd floor west project. This project is expected to be complete in July, 2014.
- Minimal progress is noted on the downtown Central Library elevator project as the County Request for Bid (RFB) received no response for the elevator portion or general contracting portion [of the RFB]. The County has indicated they intend to rebid the project.
- The Library continues to work with the City of Buffalo on matters concerning several of the Buffalo Branches including: Dudley Library – New York State Construction Grant project, Niagara Branch Library – inoperable elevator and leaks in the basement area, and the Frank E. Merriweather, Jr. Library – ongoing issues with the auditorium sound system.

6. Staff Development

	Number of Program Attendees		Number of Programs Presented	
	Month	Yr. to Date	Month	Yr. to Date
Staff	134	828	1	7

Highlights:

- As of June 30th, approximately 98% of staff and volunteers system-wide have completed compliance training in the areas of Sexual Harassment and Workplace Violence. This is a remarkable achievement through the efforts of Workforce Development Officer **Doreen Woods** and Administration Receptionist **Melissa Kania**.
- On June 3rd, Information Services and Outreach Librarian **Danielle Burning** attended a 1 hour webinar entitled *Reaching All Readers: New Multicultural Books for Children and Teens* hosted by Booklist and on June 7th attended a 1 hour webinar entitled *Innovative and Engaging Teen Programs* hosted by InfoPeople.
- On June 12th, Librarians **Dan Caufield**, **Nancy Mueller**, **Josh Mitch** and Assistant Deputy Director **Dawn Peters** attended an ALA sponsored webinar entitled *Going Beyond Google!* The webinar discussed librarians' value as experts compared to Google, what it means, and how we can effectively convey it to the public.

- On June 13th, TechKnow Lab Trainers **Chelsey Lonberger** and **Jordan Smith** viewed *Transforming Spaces*, a webinar sponsored by WebJunction.
- On June 18th, Librarians **Kelly Donovan**, **Kara Stock**, **Dan Caufield** and Library Associate **Sean Goodrich** along with **Carol Batt** and **Dawn Peters** attended the Library Journal webcast *Making Your Maker Space: Building for Hands-on Learning in Libraries*.
- Technology Support Librarian **Angela Pierpaoli** participated in a *PLAMetrics* webinar on June 26th.
- An *Audacity* webinar sponsored by the SUNY Center for Professional Development was viewed by TechKnow Lab Trainer **Andy Aquino** on June 27th.

7. Media coverage/Media Releases

Type of Communication	Topic	Air Date/Publish Date
Phone interview – Harold McNeil reporter, The Buffalo News, with Mary Jean Jakubowski, Jack Connors and Ken Stone	Results of the E.C. Comptroller’s Audit	Tuesday, June 24 th , The Buffalo News
Radio interview – Dave Debo, reporter WBEN Radio, with Mary Jean Jakubowski and Jack Connors	Results of the E.C. Comptroller’s Audit	Tuesday, June 24 th
TV interview Channel 7 News with Mary Jean Jakubowski	Results of the E.C. Comptroller’s Audit	Tuesday, June 24 th
Media Event, interview with Mary Jean Jakubowski	Summer Reading	Wednesday, June 11 th Covered by Channel 7 News The Buffalo News – June 19 th
Media Release	Hamburg Public Library Expansion	The Buffalo News – June 12 th
Media Release	Mary Jean Jakubowski Reappointed Library System Director	Released June 12 th Covered by Buffalo Business First & The Buffalo News
Crane: Elmwood Village Assoc. Neighborhood Happenings	Introduction to Facebook class	June 2 nd and 9 th

Niagara: Channel 2 and Investigative Post interviewed Ken Stone and Joy Testa Cinquino	Capital Improvements in City- owned Buildings, NIA an example thereof.	Filmed June 24 th for later release
Niagara: West Side Little Paper	Dia Family Book Club	June
Riverside Review	Upcoming events	June 4 th , 18 th , 25 th

Highlights:

- The winter issue of *The Baum Bugle* included some publicity for the *Wonderful Wizardry of Baum* exhibit. The write-up also referred readers to the Library's website for information about and pictures of the exhibit.

8. Partnerships

- Teach for America held a Transformational Leadership meeting for 30 corp-members at the Central Library on June 26th. The recruits enjoyed a session on library resources by **Dan Caufield** and **Renee Masters**, followed by a tour of the building.

9. Governance

- No changes noted with regard to B&ECPL's governance structure.

10. Director Activities

Meetings and Events:

**LIST of MEETINGS and EVENTS
ATTENDED by DIRECTOR MARY JEAN JAKUBOWSKI
JUNE 2014**

DATE		MEETING / EVENT
June 2, 2014	Meeting - Hispanic Heritage Council, Casimiro Rodriguez, Sr., President	
June 2, 2014	Meeting - 2nd Floor West Renovations	
June 2, 2014	Meeting - Audit Review	
June 3, 2014	Trustee Orientation - Jerry Nichols Presenting	

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June 4, 2014 Meeting - Staff Forum

June 4, 2014 Meeting - B&ECPL Board of Trustees Policy Committee

June 4, 2014 Meeting - B&ECPL Board of Trustees Executive Committee

June 5, 2014 Meeting - WNY STEM Steering Committee

June 5, 2014 Reception - Kennedy, Stoeckl & Martin (Jaeckle Fleischmann & Mugal, LLP)

June 6, 2014 Meeting - Explore & More Children's Museum, Barbara Leggett, Executive Director

June 6, 2014 Meeting - Boy Scouts of America, John Schmidt and Steve Blass

June 6, 2014 Meeting - Jeannine Doyle

June 9, 2014 Meeting - Audit Exit

June 10, 2014 Meeting - Just Buffalo Literary Center & Albright-Knox Art Gallery

June 10, 2014 Conference Call - Public Library System Directors Organization (PULISDO)

June 10, 2014 Conference Call - New York State Library/Public Library System Directors

June 11, 2014 Meeting - Managers/Directors

June 11, 2014 Media Event - Summer Reading

June 11, 2014 Meeting - Tim Galvin

June 11, 2014 Meeting - Frank E. Merriweather, Jr. Branch Library

June 12, 2014 Meeting - Library Administrative Team

June 12, 2014 Meeting - Carol Batt and Dawn Peters - Re: Mobile Library Services

June 12, 2014 Meeting - B&ECPL Board of Trustees

June 13, 2014 Meeting - Carol Batt

June 13, 2014 Judy Summer Concert Series - Amherst Saxophone Quartet

June 16, 2014 Meeting - Anne Conable, Joy Testa Cinquino and Maureen Germaine - Re: IMLS Grant

June 16, 2014 Meeting & Walking Tour - Joy Testa Cinquino

June 18, 2014 Meeting - Jaeckle Fleischmann & Mugal, LLP - Attorneys Mike Piette & Patrick Martin

June 19, 2014 Meeting - Fables Café, Geno Principle

June 20, 2014 Conference Call - Regents Advisory Committee

June 20, 2014 Conference Call - June Garcia

June 23, 2014 Meeting - Ken Stone, Carol Batt and Lawley Insurance

June 23, 2014 Meeting - Literacy New York Buffalo-Niagara, Inc.

June 23, 2014 Media Interview - Buffalo News

June 23, 2014 Conference Call - CenterSpace, Inc., Anthony Armstrong
June 24, 2014 Media Interview - WBEN
June 24, 2014 Buffalo Capital Project News Story - Channel 2 and Investigative Post-story
June 25, 2014 Meeting/Tours - Legislator Peter Savage, Re: Kenmore/Kenilworth
June 25, 2014 Conference Call - Patrick Martin, Esq., Re: William S. Hein & Co., Inc. and B&ECPL's Slavery Collection
June 25, 2014 Meeting - Literacy New York Buffalo-Niagara, Inc. - (new) Director Tara Vogel
June 25, 2014 Meeting - Library Foundation of Buffalo & Erie County Board
June 26, 2014 Meeting - Administrative Team
June 26, 2014 Meeting - Milestones of Science - Scott Wood
June 26, 2014 Meeting - Erie County Legislature
June 26, 2014 Meeting - Carol Batt and Meg Cheman - Re: Digitization Plan
June 30, 2014 Meeting - B&ECPL Board of Trustees Development & Advocacy Committee

Other:

Contracting Member Library Activity Reports

Town of Collins Public Library – submitted by Karen McClure, Director

Highlights of events and activities at the Collins Library:

- On July 1st, the Cyber Train will have a technology trainer teaching individuals on computer use.
- Nickel City Reptiles and Exotics will entertain our users on July 7th. This is one of our most popular shows. Jeff combines knowledge with humor and the children have enormous fun while they learn about the exotic animals he brings.
- Our monthly movie group will be watching *Captain Phillips* on July 11th.
- The Collins "Music in the Library" series will feature Steve Balesteri on Friday, July 18th for a concert of Standards from Sinatra, Bennett, and more.
- Defiant Monkey will perform on July 21st. They will include the audience in their performance which will be fun for all.
- Legislator Mills will have a hot dog roast on July 26th. Hot dogs for \$1 or Italian sausage for \$2 with water included brings quite a crowd. His donations from this yearly tradition have helped many libraries in his district. We will have the Primate Sanctuary entertaining the families who come out for the event.
- Fizz Boom Wow! is our summer reading theme. We will have a program on just that with balloons, catapults, marshmallows and more on July 28th.

- The Collins music series has always had music *in* the library. We will break tradition with that on August 8th with the Pete Ciruolo All-Star Big Band. An outdoor concert is planned for their big sound in the tradition of Glenn Miller.

West Seneca Public Library – submitted by Kathleen J. Goodrich, Director

Highlights of events and activities at the West Seneca Public Library:

- All the public computers have been upgraded to All-in-One's.
- Director **Kathy Goodrich** attended Community Recognition Night at West Seneca West High School on May 6th.
- **Kathy Goodrich** and Librarian **Emily Moser** attended the WSE School Board of Education meeting on May 12th. That evening the WSE School Board recognized the efforts of the Raising Readers Committee, of which they are members.
- **Emily Moser** attended the WNED Writers Contest Dinner on May 21st.
- Ms. Goodrich was one of the judges for the WNED/PBS Writers Contest that took place on May 22nd.
- During the month of June, **Emily Moser** was very busy preparing for summer reading. She has visited the schools in the community as well as welcoming class visits into the library. Almost 900 students learned about the benefits of reading over the summer and the programs offered at the West Seneca Public Library!
- At the Open House that took place during National Library Week, the West Seneca Public Library introduced its newest staff member, Miki. Miki is a Bichon Frise and also a certified therapy dog. She visits one Saturday each month for a "Read with Miki" program. This program has been very successful and the children just love reading with or to Miki!

Agenda Item G – Report of the Foundation. Anne Conable reported the Library Foundation of Buffalo & Erie County met June 25, 2014. Their bylaws were updated with minor changes with the help of Sharon Kelly. They will be supporting the Babel series again. They continue to work closely with the Library on the Milestones of Science exhibit and it is anticipated a specific request for funding will be brought to the Foundation at their October meeting.

Agenda Item H – The Association of Contracting Library Trustees (ACT)/Contracting Library Trustee Report. No report provided.

Agenda Item I – Public Comment. None.

Agenda Item J – Unfinished Business. There was no unfinished business.

Agenda Item K – New Business.

Agenda Item K.1 – Appointment of Records Management Officer. Proposed Resolution 2014-20 was distributed to trustees at the beginning of the meeting. Ms. Jakubowski explained the Library is required by the County of Erie to have a Records Management Officer who advises throughout the Library System on how long records must be kept, how to dispose of them, etc. Our current Records Management Officer is Nancy Mueller who will be retiring this month and this resolution recommends Joshua Mitch from the Dudley Branch Library be appointed to replace Ms. Mueller. On motion by Ms. Panty and a second by Ms. Horton, the resolution was unanimously approved.

RESOLUTION 2014-20

WHEREAS, New York State regulations require the Board of Trustees of the B&ECPL to adopt an official resolution naming a member of the staff to serve as the Library's Records Management Officer, now, therefore be it

RESOLVED, that effective August 1, 2014, Librarian Joshua Mitch is appointed to serve as the B&ECPL Records Management Officer, officially succeeding all others who have held that post, and be it further

RESOLVED, that correspondence be transmitted to the New York State Archives in Albany confirming this appointment.

The Chair entertained a motion to enter into Executive Session at 4:55 p.m. to discuss tentative labor agreements. This was moved by Ms. Burd, seconded by Ms. Panty and approved unanimously. Mary Jean Jakubowski, Kenneth Stone and Jeannine Doyle were asked to remain in the room. Mr. Berlow left Executive Session at 5:15 p.m., leaving ten trustees in attendance.

At 5:20 p.m., upon motion by Mr. Johnson and a second by Ms. Panty, the Board reconvened in public session to act on the following two resolutions, assigned Resolution 2014-22 Authorization to Request Reprogramming of Existing ECFS Incentive Grant Funds, and Resolution 2014-23 Librarians Association Contract.

On motion by Ms. Panty and seconded by Mr. Johnson, Proposed Resolution 2014-22 was approved unanimously:

RESOLUTION 2014-22

WHEREAS, the Board of Trustees of the Buffalo & Erie County Public Library has statutory authority to manage its budget and has sole authority to negotiate fair settlement of labor agreements with its employees, and

WHEREAS, employees of the Buffalo & Erie County Public Library are currently represented by four (4) bargaining units recognized by the New York State Public Employment Relations Board (PERB): the Librarians Association of the Buffalo & Erie County Public Library (Librarians Association); the Clerical and Maintenance Union of the Buffalo & Erie County Public Library - Contracting Libraries, NYSUT-AFT (CMU); the Civil Service Employees Association, Inc. Local 1000 A.F.S.C.M.E., AFL-CIO Erie Unit of Local 815 (CSEA); and the American Federation of State, County and Municipal Employees Local 1095, Council 66, AFL-CIO (AFSCME); and

WHEREAS, the current labor agreements of the Librarians Association and CSEA expired December 31, 2006, and

WHEREAS, representatives of the Buffalo & Erie County Public Library and the CMU have been negotiating its first collective bargaining agreement since its formation in 2010, and

WHEREAS, the current labor agreement of AFSCME is set to expire December 31, 2015, and

WHEREAS, the Board of Trustees and Library Administration have consistently expressed a need to achieve sustainability in the future while ensuring the level of service which our patrons demand and recognizing the hard work and dedication of our employees who provide such service, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library authorizes the Library Director and/or her designee to request use of unexpended incentive grant funds from the Erie County Fiscal Stability Authority for the purposes of supporting one-time lump sum payments to members of the above-referenced bargaining units whom are employees of the Library when agreements will result in long-term savings in excess of the lump sum costs; and authorizes the Library Director and/or her designee to utilize unassigned fund balance for the purpose of fulfilling the conditions of the proposed agreement.

On motion by Ms. Burd and seconded by Ms. Panty, Proposed Resolution 2014-23 was approved unanimously with Trustee Glanowski abstaining:

RESOLUTION 2014-23

WHEREAS, the Board of Trustees of the Buffalo & Erie County Public Library has statutory authority to manage its budget and has sole authority to negotiate fair settlement of labor agreements with its employees, and

WHEREAS, librarians employed by the Buffalo & Erie County Public Library are represented by the Librarians Association of the Buffalo & Erie County Public Library, and

WHEREAS, the current labor agreement between the Buffalo & Erie County Public Library and the Librarians Association expired December 31, 2006, and

WHEREAS, representatives of the Buffalo & Erie County Public Library and the Librarians Association have been negotiating terms for the years 2007 through 2017, and

WHEREAS, the Board of Trustees and Library Administration have consistently expressed a need to achieve sustainability in the future while ensuring the level of service which our patrons demand and recognizing the hard work and dedication of our employees who provide such service, and

WHEREAS, the proposed Agreement includes salary increases for librarians effective July 1, 2014, January 1, 2015, January 1, 2016 and January 1, 2017; and lump sum payments per year of employment for 2007, 2008, 2009, 2010, 2011, 2012, and 2013, and

WHEREAS, the obligated costs of fringe benefits have increased 33.5% since 2009, and

WHEREAS, the proposed Agreement provides for health insurance contributions from active employees the first of the month following ratification, increasing each year thereafter; provides for retiree health insurance contribution; provides for a reduction in paid time off, and

WHEREAS, the Board of Trustees have been briefed on the Agreement, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library endorses the proposed Agreement under the terms and conditions discussed and authorizes the Library Director and/or her designee to execute the proposed Agreement following ratification by the Librarians Association, with certain terms being retroactive to July 1, 2014, and be it further

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library authorizes the Library Director and/or her designee to request use of unexpended incentive grant funds from the Erie County Fiscal Stability Authority for the purposes of payment of lump sum funds to Association members for the years of 2007 to 2013 in accordance with the proposed Agreement; and authorizes the Library Director and/or her designee to utilize unassigned fund balance for the purpose of fulfilling the conditions of the proposed Agreement.

There being no further business, on motion by Ms. Horton with a second by Ms. Panty, the meeting adjourned at approximately 5:24 p.m.

Respectfully submitted,

Kathleen Berens Bucki
Secretary