

ECPL APR 15 13 AM 10:1  
BUFFALO & ERIE COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES  
PROPOSED AGENDA  
Thursday, April 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 March 21, 2013 **ACTION**
- D. Report of the Chair **INFORMATION**
- E. Committee Reports
  - 1. Executive Committee
  - 2. Budget and Finance Committee
    - a. Res. 2013-10 – Approve New York State Annual Reports **ACTION**
  - 3. Buffalo Library Services Committee
  - 4. Planning Committee
- F. Report of the Director (sent via e-mail if on file) **INFORMATION**
- G. Public Comment
- H. Unfinished Business
- I. New Business
  - 1. Res. 2013-11 – Amend B&ECPL System Goals & Objectives - **ACTION**  
2011-2014
  - 2. Effect of E.C. Executive’s Revised Four Year Financial Plan **INFORMATION**
- J. Adjournment



PROPOSED  
MINUTES  
REGULAR MEETING OF THE  
BUFFALO AND ERIE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES  
March 21, 2013

The regular monthly meeting of the Board of Trustees of the Buffalo and Erie County Public Library was held on Thursday, March 21, 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  
Amy Alvarez-Perez  
Sheldon M. Berlow  
Phyllis A. Horton  
John G. Schmidt, Jr.  
Sharon A. Thomas

Chair Jack Connors called the meeting to order at 4:10 p.m. in the Joseph B. Rounds Conference Room. A quorum was present.

Agenda Item B – Approval/Changes to the Agenda. There were no changes to the agenda.

Agenda Item C – Minutes of the Meeting of February 21, 2013. On motion by Ms. Panty, seconded by Ms. Horton, the Minutes were approved as mailed.

Agenda Item D – Report of the Chair. Chair Connors reminded trustees the Annual Trustee Workshop is Saturday, March 23<sup>rd</sup> at the Central Library; currently 61 are signed up.

County Executive Mark Poloncarz submitted to the Legislature for their confirmation the appointment of five new System trustees – Teresa Glanowski; Michael Amodeo, Esq.; Kathleen Berens-Bucki, MLS; Kathleen Burd; and Rhonda Ricks. Once officially confirmed, an orientation day will be scheduled; current trustees will be invited to attend as well.

Mr. Connors responded to the Cheektowaga Public Library Board of Trustees' correspondence regarding concerns they had about the District Initiative.

Mr. Connors called on Deputy Director Kenneth Stone who gave an update on the Central Library second floor asbestos removal project noting it should be complete in about 8-10 weeks.

Agenda Item E – Committee Reports.

Agenda Item E.1 – Executive Committee. Mr. Johnson read the following report of the Executive Committee which met March 14, 2013:

Present: Executive Committee members Jack Connors, Elaine Panty and John Schmidt, Jr.; Director Mary Jean Jakubowski, COO Carol Batt and CFO Kenneth Stone were also present.

Mr. Connors called the meeting to order at 4:15 p.m. in the Joseph B. Rounds Conference Room of the Central Library.

The group reviewed the agenda for the upcoming March 21, 2013 Board of Trustees meeting including proposed resolutions.

Mrs. Jakubowski was asked to research who is currently running WNY Ford Dealers Foundation and investigate interest from other local Foundations in sponsoring or supplying a small vehicle which could be used as a mobile training lab or mobile hotspot for the purposes of providing training at off-site locations.

There was no other business to come before the Executive Committee.

Meeting adjourned at 5:05 pm.

Agenda Item E.2 – Budget and Finance Committee. CFO Kenneth Stone presented budget and finance items.

Agenda Item E.2.a – Erie County 2014-2019 Capital Project Request Guidance. This resolution authorizes the Library Director to prepare, update costs as needed, and submit the 2014-2019 Capital Project Requests as prioritized in Resolution 2013-6 below. Ms. Panty moved and was seconded by Ms. Thomas. Approval was unanimous.

#### RESOLUTION 2013-6

WHEREAS, the time of year to prepare and submit capital project requests to Erie County for the following five-year period is approaching, and

WHEREAS, requests for County Capital funding focus on the County-owned Central Library building and on system-wide capital needs, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library hereby directs the Library Director to prepare, update costs as needed, and submit 2014-2019 Erie County capital project requests prioritized as follows:

**FOR THE 2014 FUNDING YEAR**

- Central Library Space Reconfiguration/Infrastructure Renewal/Collaborative Opportunities Phase 1 – Estimated cost \$5.725 million;
- Shipping and maintenance vehicle replacements (2 shipping; 1 maintenance) in 2013 – Estimated cost \$90,000; and
- Library flexible use bookmobile acquisition – 1 in 2014 (\$250,000) and another in 2016 (\$260,000).

**FOR THE 2015 – 2019 FUNDING YEARS**

- Central Library Space Reconfiguration/Infrastructure Renewal/Collaborative Opportunities – future phases (one project area per year 2015-2019) – Estimated cost \$15.1 million;
- Shipping and maintenance vehicle replacements (2 shipping; 1 maintenance) in 2015 – Estimated cost \$97,000; and
- Additional Library Replacement Project Incentive Funds (1 project in 2015 and 1 project in 2017) – Estimated cost \$5 million (\$2.5 million each), and be it further

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library expresses its support for requests that may be submitted by the County Public Works Department to address Central Library mechanical equipment and building needs not covered by the above requests, and be it finally

RESOLVED, that the Library Director or her designee is authorized to transmit the requests to the appropriate County Department pursuant to the County's instructions and timetables and provide a report to the Library Board detailing the requests submitted.

Trustee Schmidt arrived at approximately 4:22 p.m.

Agenda Item E.2.b – Monthly Financial Report. The monthly financial report for the year as of December 31, 2012 month-end close was included in the board packet.

Agenda Item E.2.c – 2013 Budget Adjustments: Allocating 2012 Year-end Balance. Mr. Stone explained this resolution recommends allocating a small portion of the 2012 year-end fund balance, but keeping a large portion in available unassigned fund balance for a potential \$1M gap closure reduction to the Library from the County Executive's updated Four Year Financial Plan. Even if the Library does not receive a \$1M funding cut, because of an increase in health insurance, increase in NYS Retirement expenses and the minimum wage proposal, the Library would face over a four year period a funding gap of \$4M. The Library proposes retaining some of the funds to help bridge that prospect in the next 3-4 years absent additional revenue or other changes.

This resolution would allocate \$225,000 of available 2012 ending fund balance to increase the Library's Committed for Grant Local Share Match account and increase the use of fund balance revenue line and expenditures by \$220,509 as detailed in Exhibit 1. Ms. Panty moved, Mr. Gist made a second, and approval was unanimous of Resolution 2013-7.

RESOLUTION 2013-7

WHEREAS, at its regular meeting of December 17, 2012, the Board of Trustees of the Buffalo and Erie County Public Library adopted Resolution 2012-44 adopting the Library's 2013 budget, and

WHEREAS, subsequent to adopting the 2013 budget a number of 2012 projects and activities not completed or implemented in 2012 are desired to be completed or implemented in 2013, and

WHEREAS, it is desirable to utilize a portion of available unassigned ending fund balance to augment the Library's "Committed for Grant Local Share Match" balance sheet account, and

WHEREAS, sufficient 2012 unassigned ending fund balance is available to meet these objectives, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library allocate \$225,000 of available 2012 ending fund balance to increase the Library's Committed for Grant Local Share Match balance sheet account, and be it finally

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library amend the 2013 Operating Budget, increasing the use of fund balance revenue line and expenditures by \$220,509 as detailed in Exhibit 1.

Resolution 2013-7 Exhibit 1:  
Appropriation of Unassigned Fund Balance

Recommended Use of Available Unassigned Funds

<b>Unassigned Balance Remaining After Recommended Commitments:</b>	<b>\$2,731,424</b>
Reappropriate portion of 2012 remaining library materials budget	(\$65,509)
Replace small pickup used for maintenance & snow plowing activities	(\$30,000)
Replace one shipping vehicle (vehicle presently has over 175,000 miles)	(\$35,000)
Library Information System Improvements - Authority Control	(\$80,000)
Buildings & grounds equipment (lawnmowers, snow-throwers, etc.)	(\$10,000)
<b>Total Recommended Use of One-time Funds</b>	<b>(\$220,509)</b>
<b>Remaining Available Unassigned Balance</b>	<b>\$2,510,915</b>

Mr. Connors added, together with Ms. Jakubowski and Mr. Stone, he met with Hamburg Public Library Trustees regarding their building expansion project for which they will be using matching grant funds.

Agenda Item F – Report of the Director. In addition to the ACT Annual Trustee Workshop on March 23<sup>rd</sup>, Director Jakubowski encouraged trustees to attend the 2013 Trustee Institute Annual Conference on May 3<sup>rd</sup> and 4<sup>th</sup> at the Millennium Hotel Buffalo presented by LTA (Library Trustees Association of New York State). Handouts were distributed to each trustee. Ms. Jakubowski will be a speaker. The basis of this conference is district options for libraries.

In addition, she reminded trustees a Planning Committee meeting would be taking place following the Board meeting where Ellen Bach of Whiteman, Osterman & Hanna LLP will be speaking.

Eleven Library representatives went to Albany on March 5<sup>th</sup> for Legislative Education Day where they met with elected officials or staff members to discuss the needs of the B&ECPL and support of restoration of State funding. Ms. Jakubowski thanked System Trustee Elaine Panty, Lancaster Public Library Trustee Suzanne Jacobs and Town of Aurora Public Library Trustee Deborah Carr-Hoagland for attending.

Trustees received a *Save the Date* flyer inviting them to the next Library fundraising event "After Hours @ The Library" Happy Hour Fundraiser on Wednesday, May 8<sup>th</sup> from 5:30 to 8 p.m. on the Downtown Central Library ramp. The cost is \$10 for library

card holders and \$15 for all others. She thanked Trustee Wayne Wisbaum for sponsoring this event.

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

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

The Library System held its 2013 Legislative Reception on Thursday, February 21, 2013. Invitees included all elected officials from the City of Buffalo, Erie County Legislature, New York State Assembly and Senate and US Congress. Attendees were given a presentation by Library Director **Mary Jean Jakubowski** and System Board Chair Jack Connors focusing on the State of the Library System and were provided with take home folders on the Library District Initiative. A tour of the Central Library including the Rare Book Room was given to interested parties.

Attendees included:

David Franczyk - Buffalo Common Council ; Joseph Golombek, Jr. - Buffalo Common Council; Dr. Ellen E. Grant - Deputy Mayor, City of Buffalo; Michael Kearns, New York State Assembly; Ron Deschenes for Senator Mark Grisanti; Sean McCormick for Congressman Chris Collins; Stefan Mychajliw - Erie County Comptroller; Nelson Starr for Erie County Executive Mark Poloncarz; and Chris Jacobs - Erie County Clerk.

Trustees in attendance: System Board Chair Jack Connors; System Trustees: Dr. Amy Alvarez Perez, Sheldon Berlow, Frank Gist, Phyllis Horton, Ted Johnson, Sharon Kelly, Elaine Panty and Wayne Wisbaum. Lancaster Public Library Trustee Suzanne Jacobs and West Seneca Public Library Trustee Jennifer Dobe were also present.

Administration and staff are feverishly working on the State Report, which is now due at the end of April. The report which will be brought to the Board for approval is required annually. Currently, 24 reports (23 State and 1 PLDS) are submitted.

Work continues on the Library District Initiative. Trustee training *Working with Elected Officials* took place in February, as did staff training.

Administration is reviewing year-end statistics to determine new and ongoing trends in library patron needs. Early review indicates a fluctuation in types of reading materials being sought and a rise in programming demand. Further review is forthcoming.

Monthly Programming Statistics – February 2013

**1. Public Services**

**February 2013**

**In Library Programs:**

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
1.2 Children (age 5 and under)	228	327	4255	6108
3.3 Children (age 6-12)	104	165	1716	2510
4.4 Teens	26	37	177	270
Intergenerational	31	53	825	1263
5.3 Adults (excludes Technology)	124	212	2449	3632
<b>TOTAL In Library Programs</b>	<b>513</b>	<b>794</b>	<b>9422</b>	<b>13783</b>

**Adult Technology Programs:**

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Training Lab or Library Desktop PCs	36	60	217	292
System or Library-owned Cyber Train	37	66	301	696
<b>TOTAL Adult Technology</b>	<b>73</b>	<b>126</b>	<b>518</b>	<b>988</b>

**Outreach (out of library):**

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
1.3 Children (age 5 and under)	8	16	438	754
Children (age 6-12)	2	2	75	75
Teens	0	0	0	0
Intergenerational	0	0	0	0
Adults (excludes Technology)	21	34	439	1216
<b>TOTAL Outreach (out of Library)</b>	<b>31</b>	<b>52</b>	<b>952</b>	<b>2045</b>

**Highlights:**

- *NEW Program Series:* February 1<sup>st</sup>, 15<sup>th</sup> and 22<sup>nd</sup> - Information Services and Outreach Librarian **Beth Lewitzky** initiated and ran a 4-part series for young adults entitled "History of African American Concert Dance" with Steve Porter, a former Buffalo State instructor and dance historian. The series reviewed history and current trends in African American concert dance. Similar program series are under consideration.
- *NEW Program Series:* The first Science Saturday with Librarian **Kasey Mack** took place on February 2<sup>nd</sup> and was very successful! Fifteen children explored "matter". They discussed the scientific method and made hypotheses.

- *Celebrating Black History Month:* The Frank E. Merriweather, Jr. Branch Library (MRW) hosted a plethora of activities in celebration of Black History Month:
  - February 6<sup>th</sup>, “We Are Women Warriors” sponsored a Spoken Word Festival.
  - February 7<sup>th</sup>, Group Ministries, Inc. Community Wellness Project held a mini-concert in honor of National Black HIV / AIDS Awareness Day.
  - The 23<sup>rd</sup> year celebration of “Along This Way: Storytelling in the African Tradition” was held on February 9<sup>th</sup> featuring storytellers Karima Amin and Sharon Holley; vocalist Joyce Carolyn and percussionist Eddie Sowande Nicholson were also featured.
  - The 36<sup>th</sup> Annual Carter G. Woodson Essay Contest program was held on February 16<sup>th</sup> with the theme “A Salute to African American Poets and Writers”.
  - February 17<sup>th</sup>, the Annual African American Read-In was held at the MRW Library. This is a national event sponsored by the Black Caucus of the National Council of Teachers of English. Local organizers are Kenneth and Sharon Holley in cooperation with “Tradition Keepers: Black Storytellers of WNY”.
  
- Mayor Byron Brown held a “Code Green” public meeting at MRW in the auditorium on February 13<sup>th</sup> which was very well attended. The Buffalo Green Code is a historic, economic and community development initiative by Mayor Brown which will revamp the City’s 60-year-old zoning code.

**2. Collection Development**

Print Collections:

	Collection Size	Monthly Adds	YTD Adds
2.1 Juvenile non-Fiction	157,949	585	985
3.1 Juvenile Fiction	358,331	3,253	7,755
4.1 Young Adult Fiction	69,679	569	1,612
5.1 Adult non-Fiction	1,384,043	2,729	5,410
6.1 Adult Fiction	555,889	2,891	8,104

Media Collections:

	Collection Size	Monthly Adds	YTD Adds
3.2 Juvenile	65,634	222	525
4.2 Young Adult audiobooks only	2,570	2	2
6.2 Adult	365,505	3,633	7,620

Electronic Collections:

	Collection Size	Adds	Downloads	% Change downloads from previous month
e-Books	*15,680	487	24,325	-13.1%
Music (Freegal)	Unlimited SONY Library		4,744	-9%
e-Audiobooks	6,173	66	5,272	-10.9%
e-Videos	370	0	204	-17.1%

\*eBook "collection size include 150 free promotional MaxAccess titles for 1 year

**Highlights:**

- Collection Development staff responded to 613 patron purchase suggestions and 155 staff suggestions in February.
- Circulation of eBooks, although strong, dipped this month as expected. With eReaders, a popular holiday gift, came an increase in eBook downloads in January.

**3. Technology**

Library 2.0 Activity:

to Date	Number of Connections		% Change	
	Current Month	Monthly Change	Previous Month	Yr.
Facebook Fans/Likes	3,966	+ 200	5.3%	9.3%
Twitter Followers	3,593	+ 152	4.4%	9.9%
Flickr Views	52,101	+ 798	1.6%	3.9%
Pinterest Followers	425	+ 45	11.8%	30.0%

**Social Media:**

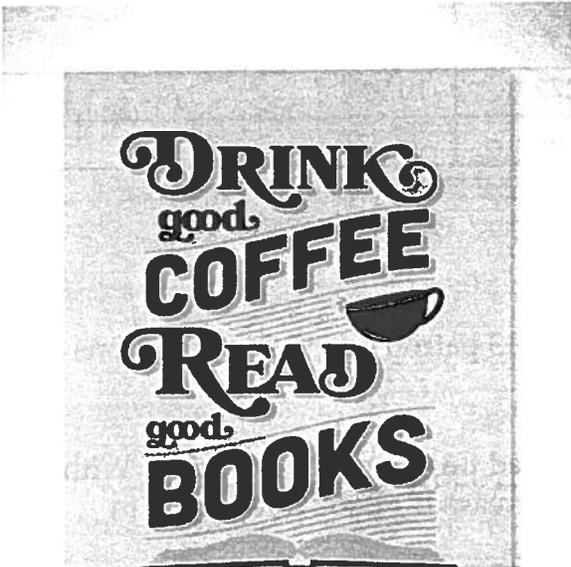
**February Facebook Record:** The Buffalo & Erie County Public Library – Central Library Facebook page gained an impressive number of new fans (200) in February, spurred by several popular posts, including these 2: the first was viewed by 4,879 people...

Minutes of the Board of Trustees  
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 Buffalo & Erie County Public Library - Central Library  
February 25

Good Morning & Happy Monday,

Sharing this from the Improbables Librairies, Improbables Bibliothèques Facebook page.



Like · Comment · Share 49

Carol Szot Batt, Kathy Goodrich and 62 others like this.

4,789 people saw this post

and with more than 40 comments, the second is an excellent example of the site's ability to become a place for people to share and discuss...

 Buffalo & Erie County Public Library - Central Library  
February 24

Hello,  
Anyone reading anything they want to share?

Unlike · Comment · Share

Buffalo & Erie County Public Library - Central Library and 5 others like this.

View 42 more comments

 **Mary Martin** Wonder by R J Palacio  
February 24 at 6:59pm via mobile · Like · 3

 **Shreen Beshures** The Passage and The Twelve by Justin Cronin.  
February 24 at 7:05pm · Like · 1

 **Laura Wood** The Name of the Star by Maureen Johnson. ×  
February 24 at 7:05pm · Like · 1

 **Ethan Hagen** Peter Heller's "The Dog Stars"...so good.  
February 24 at 7:05pm via mobile · Like · 1

2,441 people saw this post

**A few February Twitter highlights:**



**NHS of South Buffalo** @NHSsouthbuffalo

Feb 8

Curling up w a good book/movie from @buffalolibrary & warm blankets great, but if you're under that blanket cuz you're cold, call 823 3630



**david etkin** @DavidAETkin

Feb 20

Teaching my daughter to use the #nerdies12 winner list to search for Nook books on the @buffalolibrary site. Yup—it starts @ home



**Lawrence Congdon** @LC\_Sun

Feb 22

Top 15 fiction ebooks @buffalolibrary are bodice-rippers. Next 5 are Agatha Christie. And my mother claims she doesn't have a Kindle...? o\_0

“All time” photo views on *Flickr* reached 52,101; an increase of 798. Our photostream can be viewed here: <http://bit.ly/xDPsx4>.

At the end of February, there were 30 Boards and 1,646 Pins on **Pinterest**. The BECPL page can be viewed at <http://bit.ly/yyiDgY>.

**Highlights:**

- **NEW:** Technology Trainer **Jonathan Shiffner** developed a handout, *Borrowing eBooks and Audiobooks: the OverDrive App for the Nook Tablet, Nook Color and Nook HD* (<http://bit.ly/W7ZS2T>). The resource describes how to locate, download, and authorize the OverDrive Media Console app required to access eBooks and Audiobooks from the Library for a Nook Tablet, Nook Color or Nook HD Tablet. The handout also details how to find, check out, and download eBooks from the Library to a device.
- **RFID (Radio Frequency Identification) developments:** A total of 25 libraries are fully up and running using RFID technologies. The Clarence Public Library went live with staff stations on February 26, 2013. Gate and self-check installation is scheduled for March 19<sup>th</sup>. Collection conversion is under way at the North Collins, Newstead, and Boston Libraries. Conversion will begin in the next few months at Collins and Grand Island.
- **NEW:** The Library now has a “Library Calculator” on the public website where people can determine the value of library services by plugging in their use. To date, more than 550 people have used the calculator. The link is: <http://www.buffalolib.org/calculator/valuecalc.php>.

#### 4. Funding/Fundraising

**Funding:**

On Sunday, March 3<sup>rd</sup>, the Library successfully submitted e-Rate funding requests for the July 1, 2013 – June 30, 2014 funding cycle well in advance of the March 14<sup>th</sup> deadline. The e-Rate program is overseen by the Federal Communications Commission and provides discounts to schools and libraries for eligible products and services, including telecommunications and Internet Access. Funding is provided on a sliding scale based upon poverty levels as determined by National Free and Reduced Lunch Program participation in the school district where each library is located (higher NSLP - National School Lunch Program - participation results in higher funding levels).

Services receiving funding support include the Library’s fiber optic wide area network, which is used to connect all 37 library locations to the Library’s information systems and the Internet; 300mb of Internet Access bandwidth with potential to increase to 400mb if demand warrants; and basic voice telecommunications services for library locations. Total costs for these services for this funding cycle is \$545,836, with e-Rate discounts of \$323,088 requested, lowering the net cost to the Library to \$222,748, resulting in a 59.2% discount on these services.

Since its inception in 1998, including the funding approved for the current year and funding requested for the next cycle, the Library will have received over 3.5 million in e-Rate support.

**Fundraising:**

Campaign Name	Campaign Dates	Raised to Date
Annual - includes any donations received since January 1, 2013 - including: bequests, Bucks for Books, online donations, general donations, Grosvenor Room donations, and a donation received this year from the Black and White event held in November	January 1 – March 10, 2013	\$26,933.98
Crane Book Sale	Ongoing	\$483.78
Crane Donation Box		\$52.00
North Park Book Sale	Ongoing	\$155.45
North Park Donation Box		\$52.30

**Highlights:**

- *HOLD the DATE:* On Wednesday, May 8<sup>th</sup>, downtown Central Library will host a fundraiser "Jazzin' It Up @ the Library". The cocktail reception will be held from 5:30 – 8 p.m. (time may change). Tickets will be in the \$15 range and will include live music. Food and beverages will be handled by Fables /The Mansion.
- The Young Professionals volunteer group has agreed to plan a 2013 "What is Black and White and Read All Over" fundraiser in the fall. The event will be similar to last years with a (unconfirmed) \$75 per person ticket price.
- A grant request for \$6,215 was submitted to the Erie Canal Harbor Development Corp. for a Canalside Visitor Experience 2013 program involving weekly children's reading programs during the summer months.

**5. Facilities**

On or after March 18, 2013, a capital project to abate asbestos in the vacated second floor space (former BST space) will begin. Notice of this project is being posted outside of Central Library entrances. The project will remove asbestos-containing material sprayed on beams and the ceiling of this area.

**The project is expected to take approximately two months from start to finish; the work is not expected to impact normal Library operations and the Library will remain open.**

In an effort to expedite completion of the project, the contractor will have 2 shifts working per day. Mark Cerrone, Inc. is the New York State certified contractor who won the bid from Erie County to perform the work. Watts Engineers, under a separate contract through the Erie County Department of Public Works (DPW), will perform air monitoring throughout the project. County DPW will also be involved and is responsible for overall project direction.

Following federal and state regulations for this type of work, the area will be sealed off. All abatement operations will take place in this sealed environment. As a further protective measure, "negative air pressure" will be maintained using "hogs" to pull and filter air in the work area before exhausting the air to the outside (far away from points of entry).

**6. Staff Development**

	Number of Program Attendees		Number of Programs Presented	
	Month	Yr. to Date	Month	Yr. to Date
Staff	88	155	0	0

**7. Media coverage/Media Releases**

Type of Communication	Topic	Air Date/Publish Date
Live TV Interview with Mary Jean Jakubowski	Winter Reading and the Library in general	Healthy Zone, 2/26/13 on WGRZ TV 2
Taped interview – radio Mary Jean Jakubowski	Library delegation going to Albany	WBFO radio taped on 3/1/13 aired on 3/4/13
TV taped segment from the Grosvenor Room and teen area of Central Library	Local adopted woman searches for her family history	Taped on 2/27/13 for Gannett TV station in Syracuse
Taped TV interview (in Albany) with Mary Jean Jakubowski – hosted by Assemblyman Michael Kearns	Library activities and funding	Taped on 3/5/13 to air in March on cable TV
Media Release	This Week @ Central	Sent 2/19/13 and 2/25/13 Sent to all media, portions were used in <i>Buffalo News</i> Gusto during the month of February, Artvoice
Media Release	Libraries Closed on President’s Day	Sent on 2/15/13, info ran in the <i>Buffalo News</i>
Media Release - Cameras Invited	Women’s History Month Media Event	Sent to all media inviting them to the 3/1/13 event. Covered by Channel 2 and WBFO radio
Amy Pickard, Interviewed by Michelle Kearns of <i>Buffalo News</i>	Paper Valentines	2/12/13
A.B.L.E.Y Advisor	ECL programs	2/ 1, 8, 15, 22/2013
East Clinton Shopper	ECL Programs	2/1/13
<i>Buffalo News</i>	MRW Black History Month Events article by Diedre Williams	2/2/13
Buffalo Challenger	MRW Black History Month Events	2/6/2013

**Highlights:**

- On February 22<sup>nd</sup>, *Buffalo News* reporter Anne Neville and a photographer visited the Mark Twain and Grosvenor Rooms to interview author Tom Reigstad about his newly-released book *Scribblin' for a Livin': Mark Twain's Pivotal Period in Buffalo*.

## 8. Partnerships

**Highlights:**

- On February 6<sup>th</sup>, **Meg Cheman** attended a meeting with representatives from UB to discuss next steps in the Shared Collections initiative.
- On February 11<sup>th</sup>, **Meg Cheman** and **Amy Pickard** along with Mike Basinski, Amy Vilz and Don Elick of UB, met with Dr. Richard Lee to discuss the plan for Dr. Lee's proposed "Explorers and Exploration" seminar course to be offered by UB this fall. The course will provide students with guided access/exposure to UB's and B&ECPL's rare book material throughout the course.
- On February 16<sup>th</sup>, **Amy Pickard** consulted with University at Buffalo Archivist Amy Vilz about the arrangement and description of the J.J. Lankes letters.
- East Cluster Manager **Nancy Mueller** met with Bonny Ryder from Science Firsthand Learning on February 6<sup>th</sup> to coordinate the partnership between the Library and Firsthand Learning.
- **Nancy Mueller**, West Cluster Manager **Linda Rizzo** and Assistant Deputy Director for Public Services **Dawn Peters** attended a planning meeting with Holland Speedway sales and marketing representative Mike Lester on February 25<sup>th</sup>. This meeting was to begin planning a partnership with Holland Speedway for B&ECPL's summer programs.

## 9. Governance

The Library held 2 "All Staff Meetings" with consultant Libby Post and a Managers/Directors meeting to review the status of, timeline and project plan for the Library District Initiative.

Library Director **Mary Jean Jakubowski** and Chief Financial Officer **Kenneth Stone** attended a meeting of the Rural Library Coalition on February 26<sup>th</sup> at the Collins Public Library to address concerns and questions posed by trustees of coalition members. Trustees from the Angola Public Library, Boston Free Library, Town of Collins Public Library, Concord Public Library, Eden Library, and the North Collins Public Library

were present. Erie County Legislators John Mills (District 11) and Terry McCracken (District 8) also attended the meeting. Excellent questions were asked and addressed accordingly. Ongoing communication is encouraged and welcomed.

### 10. Director Activities

Meetings and Events:

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

DATE	MEETING / EVENT
February 1, 2013	Western New York Library Resources Council (WNYLRC) Conference Presenter - Resource Sharing
February 4, 2013	Meeting - Legislator Timothy Hogues
February 4, 2013	Meeting - Carol Batt, D&O Renewal Application
February 4, 2013	Meeting - Dr. Mike Bisinski, Curator UB Rarebooks/Poetry
February 4, 2013	Meeting - Joy Testa Cinquino, LDI Timeline
February 5, 2013	Media Appearance - Live TV Winging It on WB23
February 5, 2013	Press Event - GED UB Educational Opportunity Center
February 6, 2013	Staff Forum: Q&A w/Library Director
February 6, 2013	Conference Call - Libby Post, Communication Services
February 6, 2013	Media Interview - Charity Vogel Re: Merriweather Library
February 7, 2013	Meeting - ACT Board
February 7, 2013	Meeting - Patrick Martin, Library Counsel
February 8, 2013	Meeting - Mark Mortenson, Buffalo Museum of Science, and Anne Leary, B&ECPL Trustee
February 10 - 14, 2013	Meetings/Presentations - Libby Post, Communication Services
February 10, 2013	Training - <i>Working with Elected Officials</i> @ Lancaster Public Library
February 11, 2013	Meeting - Geno Principe Re: Fables
February 11, 2013	All Staff Meeting
February 11, 2013	Conference Call: Library Trustees Association Conference
February 12, 2013	All Staff Meeting
February 12, 2013	Meeting - Union Leadership Re: District

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February 13, 2013	Managers/Directors Meeting
February 13, 2013	Meeting - Steve Bell, Mower and Associates
February 13, 2013	Meeting - Milestones of Science Updates
February 14, 2013	Meeting - Paul Hogan, Oishei Foundation
February 14, 2013	Meeting - Christopher Wielgus
February 14, 2013	Meeting - B&ECPL Executive Committee
February 14, 2013	Trustee Training - Libby Post, Communication Services
February 20, 2013	Meeting - Re: Legislative Reception
February 21, 2013	Meeting - Administrative Team
February 21, 2013	Meeting - Kenneth Stone
February 21, 2013	Meeting - Ted Johnson, B&ECPL Trustee
February 21, 2013	Meeting - B&ECPL Board of Trustees
February 21, 2013	Legislative Reception
February 22, 2013	Meeting - CE Poloncarz & Deputy CE Rich Tobe - Four Year Plan
February 22, 2013	Meeting - 2013 State of the City Address
February 25, 2013	Meeting - NYLA Legislative Day Team
February 25, 2013	Meeting - "Office Space Coalition" - Office Disabled
February 26, 2013	Meeting - Whitney Walker - Oishei Foundation - Mobile Safety Team
February 26, 2013	Media Appearance - Channel 2 Healthy Zone - Janet Snyder, Reading and Health
February 26, 2013	Meeting - West Seneca Library Board of Trustees, Town Officials, Cathy Foertch - West Seneca Public Library Director, and Ken Stone - Re: potential building project
February 26, 2013	Meeting - Rural Library Coalition meeting including Legislators McCracken & Mills
February 27, 2013	Meeting - Amherst Public Library Board of Trustees
February 28, 2013	Meeting - Hamburg Public Library Trustees Beverly Halligan and Maryanne Chiumento, B&ECPL Chair Jack Connors, and Ken Stone - Re: Hamburg Public Library Building Expansion
February 28, 2013	Meeting - Nelson Starr, Jr. Administrative Consultant to CE - Tour of Central Library including RBR

Other:

**Newstead Public Library** – submitted by Kristine Sutton, Director

Highlights of events and activities at the Newstead Public Library:

- The Newstead Public Library has been a warm spot for many to visit during these colds winter months! Many adult programs were presented in the months of February and March. We are fortunate to be able to offer our Deaf Culture and Beginner Sign Language 8 week class once again. A local teacher of signing teaches these classes. Cyber Train classes were very well attended, especially the Downloads 2 Go. Our Women's Book Club continues to read great books monthly, with the psychological thriller *Before I go to Sleep* and the fairy-tale-like, quirky book, *The Particular Sadness of Lemon Cake* starting out the new year. Our Reminisce Group was treated to a visit by the Newstead Town Historian, for a look back at Main Street in Akron. The newest monthly program is Peace, Love and Yarn. This group knits and crochets for various community and charity groups. So far, they have worked together to make over 200 squares that were donated to Knit-A-Square and to the Linus Project. They have also made dozens of hats, gloves and scarves that were donated to local Food Pantries in Akron and Clarence Center.
- There were many fun events to keep children busy too. Through the magic of Mr. J and to the amazement of little ones, it snowed inside the library! The wonderful Central Library Program Team hosted a Superhero and Froggy program to the delight of many. Winter Storytime is in full swing for pre-schoolers. Our American Girls Club is back and LEGO builders have their monthly creations on display at the library. We celebrated Dr. Seuss' birthday by visiting Holy Cross Headstart with stories and Horton puppet give-a-ways for all!
- In celebration of Agriculture Literacy Week (March 18-22), Cornell Cooperative Extension of Erie County is sponsoring a Beekeeping program at the library. Children will enjoy stories read by a local Akron beekeeper and have a taste of honey.
- Folk singer Nan Hoffman will entertain for families this month.
- Coming in March, local author, poet and artist Diane Denton will read from her historical novel, *A House Near Luccoli*, which focuses on the fascinating Italian Baroque composer, Alessandro Stradella.
- The Newstead Public Library is the place to be for residents of the Akron/Newstead community!

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

Highlights of events and activities at the City of Tonawanda Library, February and March 2013:

- Fancy Nancy program, 9 patrons
- Lego's Club, 2 sessions, 49 patrons
- PreSchool Storyhour, 5 sessions, 24 patrons
- Computer Training, 3 sessions, 17 patrons
- ToddlerTime, 8 sessions, 92 patrons
- Daycare Visit Storytime, 2 sessions, 24 patrons
- Froggy program, 21 patrons
- Knitting Club, 2 sessions, 19 patrons

Agenda Item G – Report of the Foundation. Anne Conable reported the Library Foundation of Buffalo & Erie County met March 13<sup>th</sup> and are in a planning mode getting ready for the end of their fiscal year which is March 31<sup>st</sup>. They are constructing a budget for the new fiscal year. In conjunction with the Development Department, they are discussing some targeted fundraising activities for later this year specifically to help begin the process of raising targeted funds for rare books and special collections which they have identified as a priority. In response to Mr. Berlow's question, Ms. Conable stated the Foundation's balance is about \$2.2M. Returns with the Community Foundation of Greater Buffalo have been strong.

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

Agenda Item I – Unfinished Business. No unfinished business.

Agenda Item J – New Business.

Agenda Item J.1 – Authorization to Execute Contract with Communication Services. Ms. Jakubowski introduced this resolution which authorizes the Director to negotiate and execute a contract with Communications Services – Libby Post who has been working on advocacy and the district option; the current contract expires March 31, 2013. Ms. Panty moved and Ms. Horton made a second. Mr. Schmidt asked if there were financial parameters. Mr. Connors replied they have discussed Ms. Post's scope of work and are looking at maxing out at \$4,000/month with a one year contract with an option to renew on a monthly basis. Following discussion, approval of Resolution 2013-8 was unanimous.

RESOLUTION 2013-8

WHEREAS, the Board previously approved (Resolution 2011-10) a contract with Communication Services for services in relation to planning for a new governance and funding model for the Library System, and

WHEREAS, Communication Services has provided services as agreed upon working with trustees, staff and elected officials, and

WHEREAS, the service provided by Communication Services continues to be relevant and necessary, and

WHEREAS, the Library Administration recommends Communication Services for such work, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library authorizes the Board Chair, or his/her designee, to execute a contract with Communication Services based on the terms of the proposal presented, and be it further

RESOLVED, that the Chief Financial Officer is authorized to make the necessary budget transfers to enable the approved compensation set forth in the proposal.

Agenda Item J.2 – Central Library Café Contract Renewal/Amendment. This resolution authorizes the Director to negotiate and execute a contract with BrainFood, LLC, also known as Fables Café. This is a renewal based on the original contract with three five year terms; this is the second term though April 11, 2015. Mr. Stone went over background information regarding the agreement as stated in the resolution, adding they feel comfortable with this, have reviewed their financial information and the draft agreement has been vetted by legal counsel Patrick Martin. Trustee Alvarez Perez moved and Trustee Panty seconded. Trustee Alvarez Perez inquired what is 5% of gross sales. Mr. Stone stated between \$14,000 - \$15,000 per year on present operations. Following discussion regarding building limitations and constraints, this resolution was unanimously approved.

RESOLUTION 2013-9

WHEREAS, in July 2004, anticipating the opening of the first phase of the Central Library's renovation in Spring 2005, the Library issued a Request for Proposal (RFP) to solicit a qualified private firm to operate a café, and

WHEREAS, the winning café proposal, by BrainFood, LLC., also known as Fables Café, led to a contract with a term covering five years from the date of first operation (April 15, 2005) with two five-year options to renew, and

WHEREAS, in the intervening years the Library has endured two Erie County funding crises, 2005-2006, where funding was reduced \$7 million (24%) and 2011 where funding was reduced a further \$1 million (5%), and

WHEREAS, those funding reductions in County support for the Library between 2004 and 2011 triggered layoffs, eliminated positions vacated by retirement and other downsizing that reduced the employee population based at the Central Library from approximately 204 full-time and 187 part-time personnel in July 2004 to 112 full-time and 148 part-time personnel in the most recent pay period, and

WHEREAS, the reduced market potential impacted the café service, altering their business model to address significantly reduced expected breakfast/early morning business, and

WHEREAS, recognizing the impact of the first reductions, the Library Board of Trustees in June 2007 adopted Resolution 2007-25, which changed the base rent to the greater of \$1,000 per month or 5% of gross receipts of all sales including catering, effective 04/11/2007, with a cost-of-living escalator to the \$1,000 monthly minimum for future years through the end of the first contract term, 04/11/2010, and

WHEREAS, while negotiations for a contract renewal were in progress in summer 2010, the second Erie County funding reduction, initially proposed at \$4 million, as the 2011 budget, led to a suspension of negotiations, and

WHEREAS, Fables continued to pay 5% of gross receipts and as negotiations resumed, increased rental payments to 6% beginning March 2011, and

WHEREAS, given the impact of the Library's 2011 staffing reductions and changes in local area market conditions, Fables requested the Library consider a reduction in rent from the present 6% of gross receipts amount being paid, and

WHEREAS, after review and discussions with Fables ownership, staff recommends a return to a 5% rate for the remainder of the 2<sup>nd</sup> renewal period, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo and Erie County Public Library authorizes the Library Director to negotiate and execute a contract renewal with Brainfood, LLC (aka. Fables Café) through the end of the second renewal period, April 11, 2015, accepting the payments/rates provided from April 2010 through December 2012 and changing the rental rate effective January 1, 2013 to 5% of gross receipts and providing the opportunity for a third 5 year renewal, subject to mutual agreement.

Prior to adjournment, Director Jakubowski brought attention to the *2012 Successes and Efficiencies* handout before trustees. She gave kudos to staff and administration for doing a phenomenal job in 2012 with the limitations the Library had before it.

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There being no further business, on motion by Ms. Panty with a second by Mr. Schmidt, the meeting adjourned at 4:46 p.m.

Respectfully submitted,

Elaine M. Panty  
Secretary



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

The New York Library Association's Legislative Day in Albany, NY March 5<sup>th</sup> proved successful with \$4M being restored to State funding for libraries. System Trustee Elaine Panty, Lancaster Public Library Trustee and then ACT (The Association of Contracting Library Trustees) President Suzanne Jacobs, Aurora Town Public Library Trustee Deborah Carr-Hoagland along with Joy Testa Cinquino, Dawn Peters, Roseanne Butler-Smith (Amherst), Jack Edson (Hamburg), Shannon Jakubowski (Marilla), Lucy Stanton (Amherst) and this writer represented the B&ECPL.

The 2013 ACT Annual Workshop was held on Saturday, March 23<sup>rd</sup> in the Central Meeting Room of the Downtown Central Library. Sixty-three trustees, directors and administrators representing 16 contracting libraries and the System participated in the half-day event. Focus of the Workshop was a review of the County Executive's Revised Four Year Financial Plan by CFO Ken Stone. As a result of the potential \$1M cut in library funding as proposed by this plan as a funding gap closure measure for Erie County in 2014, participants received a draft copy of the *Library Evaluation - Facility Impact Criteria Summary*. Participants were asked to provide suggestions/comments/input into criteria by May 1<sup>st</sup>, which may be necessary to use should the County Executive's plan be implemented. This writer explained the purpose of the criteria to be a planning and preparatory tool given our knowledge of the proposed plan. The second half of the Workshop included a presentation and participatory session conducted by Libby Post of Communication Services which focused on the Library District Initiative.

This writer, along with COO Carol Batt, attended the Community Enrichment Committee meeting of the Erie County Legislature on March 26<sup>th</sup> to meet County Executive Poloncarz's nominees for Library Board Trustees. Nominees present were Michael Amodeo, Kathleen Berens Bucki, Teresa Glanowski, and Rhonda Ricks. This writer and Ms. Batt congratulated the nominees on their recommendation and expressed the desire of the Board, Administration and staff to work with each to secure long-term sustainability of the Library for the residents of Erie County. Final approval is expected for the above nominees, along with Kathleen Burd, at the April 11<sup>th</sup> meeting of the Legislature. All nominees have been invited to attend the April 18<sup>th</sup> meeting of the Library Board of Trustees.

## Monthly Programming Statistics – March 2013

**1. Public Services****In Library Programs:**

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
1.2 Children (age 5 and under)	238	536	4091	9411
3.3 Children (age 6-12)	119	282	2285	4723
4.4 Teens	21	56	311	590
Intergenerational	67	158	1971	4015
5.3 Adults (excludes Technology)	421	915	3249	7465
<b>TOTAL In Library Programs</b>	<b>866</b>	<b>1947</b>	<b>11907</b>	<b>26204</b>

**Adult Technology Programs:**

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Training Lab or Library Desktop PCs	35	95	145	437
System or Library-owned Cyber Train	39	106	310	1031
<b>TOTAL Adult Technology</b>	<b>74</b>	<b>201</b>	<b>455</b>	<b>1468</b>

**Outreach (out of library):**

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
1.3 Children (age 5 and under)	19	35	679	1433
Children (age 6-12)	9	11	602	677
Teens	0	0	0	0
Intergenerational	0	0	0	0
Adults (excludes Technology)	19	53	391	1607
<b>TOTAL Outreach (out of Library)</b>	<b>47</b>	<b>99</b>	<b>1672</b>	<b>3717</b>

**Highlights:**

- On March 14<sup>th</sup>, Information Services and Outreach Librarian **Dan Caufield** conducted a program discussing the history of graphic novels for students from Tapestry Charter School. The program defined graphic novels and how they are successfully able to convey a story through words and pictures. Using the resources picked earlier in the week, he helped students and teachers find examples of story and art in Central's Graphic Novel collection and online through the Library's webpage [www.getgraphic.org](http://www.getgraphic.org). Once their projects are complete, Tapestry Charter School will host a reception at Fables Café for

students and parents and the best art works will be on display at the Fables art window in June.

- On March 15<sup>th</sup>, Information Services and Outreach Librarian **Rebecca Pieszala**, Sr. Clerk **Dori Sajecki** and Sr. Page **Melissa Kania** wrapped up the Adult Winter Reading Contest. This year's contest was a great success. One hundred and twenty-two patrons participated, and a total of 771 reviews were submitted. Winter Reading participants were asked to write brief book reviews, each of which counted as an entry in a prize drawing. Entries were received from 32 libraries. Helen Yood from the Clearfield Branch Library was the grand prize winner.
- The Children's Winter Reading Contest has drawn to a close! There were a total of 228 reviews written by 42 registrants. This was the first year of the Classroom Challenge, where schools, daycares and afterschool programs could write reviews for fun and prizes! Twenty-one individual classes registered with 9 submitting reviews. The winning class was the Youth Advantage Afterschool Program at the Father Belle Center.
- On March 19<sup>th</sup>, Information Services and Outreach Librarians **Susan Kriegbaum-Hanks** and **Renee Masters** attended the Diversity Job Fair held at the Buffalo-Niagara Convention Center. They spoke with many job seekers about the Library's career resource databases.
- On March 15<sup>th</sup> (softly) and officially on March 18<sup>th</sup> the new Grosvenor Rare Book Room opened [*Book*] *Art Inspired by Science [Books]*, an exhibit of artist's books alongside the much earlier and rare scientific texts that inspired them. Coinciding with the exhibit is the display "The Art of Genealogy" which will be placed in the glass cases outside of the Grosvenor Room.
- Also on display is "*Huck Finn, illustrated*" which presents a variety of illustrated editions of Twain's famous novel with many artists' renditions of the scenes depicted in the book.
- On March 1<sup>st</sup> and 2<sup>nd</sup>, the Buffalo branch of NAACP sponsored the "Read Across America Day" by having *The Cat in the Hat* Storytime at the Frank E. Merriweather, Jr. (MRW) Library.
- Actor and filmmaker John Marshall Jones, who was a featured actor in the late 1990s WB network sitcom "Smart Guy," presided over a free screening of a 2009 movie he directed, *The Guest at Central Park West*, about 2 Harvard University graduates who share a secret. This March 8<sup>th</sup> event was sponsored by Kappa Alpha Psi Fraternity, Inc. and held at the MRW Library.

- A program entitled "Congress on Your Corner" was held on March 19<sup>th</sup> at the MRW Library with a representative from the office of Congressman Brian Higgins. Satellite hours are held at various sites for constituents to talk directly with representatives about issues related to Social Security, the Veteran's Administration, passport issues and any other federal matters.

## 2. Collection Development

### Print Collections:

	Collection Size	Monthly Adds	YTD Adds
2.1 Juvenile non-Fiction	156,854	230	1,215
3.1 Juvenile Fiction	388,210	3,196	10,951
4.1 Young Adult Fiction	69,710	936	2,548
5.1 Adult non-Fiction	1,382,760	1,984	7,394
6.1 Adult Fiction	555,439	3,588	11,692

### Media Collections:

	Collection Size	Monthly Adds	YTD Adds
3.2 Juvenile	65,383	231	756
4.2 Young Adult audiobooks only	2,556	9	11
6.2 Adult	366,532	3,681	11,301

### Electronic Collections:

	Collection Size	Adds	Downloads	% Change downloads from previous month
e-Books	*15,953	273	28,727	+18.10%
Music (Freegal)	Unlimited SONY Library		5,206	+9.70%
e-Audiobooks	6,216	66	6,354	+20.50%
e-Videos	370	0	207	+1.50%

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

### Highlights:

- Special Collections Librarian **Sue Cutrona** created a digital collection of historical postcards of Buffalo and Niagara Falls on Pinterest. This "pin board" of images complements the others that highlight Grosvenor Room collections: "Local History & Genealogy Digital Collections" and "Central Library Exhibits: Past & Present." <http://pinterest.com/buffalolibrary/>

- Collection Development staff responded to 592 patron purchase suggestions and 109 staff suggestions in March.

### 3. Technology

Library 2.0 Activity:

	Number of Connections		% Change	
	Current Month	Monthly Change	Previous Month	Yr. to Date
Facebook Fans/Likes	4,139	+ 173	4.4%	14.1%
Twitter Followers	3,744	+ 151	4.2%	14.6%
Flickr Views	53,210	+ 1,109	2.1%	6.1%
Pinterest Followers	475	+ 50	11.8%	45.3%

**Highlights:**

- Technology Support Librarian **Angela Pierpaoli** compiled and submitted 2012 B&ECPL statistical data for inclusion in the Public Library Data Service (PLDS) Report. Published annually, the PLDS provides timely and relevant information about public libraries across the United States and Canada. Ranging from operating finances to library resources and technology, the data will be used to support management decisions.
- Thirty adult public computers were replaced with brand new All-in-One PCs at the Merriweather Branch Library. The computers feature Windows 7 technology and improved processing power and replace some of the oldest public computers in the System.
- IT Administrator **Steve Hovey** began a labor-intensive migration to Avast antivirus software on all PCs. It is a more solid antivirus license than Total Defense, and will ultimately prove cost-saving because there are no acquisition and ongoing upgrade fees (it is made available under their Education and Public Library free licensing program).
- RFID (Radio Frequency Identification) developments: A total of 26 libraries are now fully up and running using RFID technologies. Collection conversion is under way at the North Collins, Newstead, Boston, and Grand Island Libraries. Conversion will begin in the next few months at the Collins Library.

#### 4. Funding/Fundraising

**Funding:**

The final FY 2013-14 NYS Budget includes a \$4M restoration in Library Aid: \$81.6M (Executive Budget) + \$4M (Legislative Restoration) = \$85.6M

Detailed formulas for distribution of these funds are not yet finalized, however a ballpark estimate of restored funds to the B&ECPL would be in the neighborhood of \$115,000 - \$120,000 of funding above the Library's 2013 operating and grants budgets.

The restoration is an important step in restoring the 20% reduction in Library Aid since FY 2007-08. This year's appropriation of \$85.6M remains \$16.8M below the \$102.4M that is stipulated in Education Law (based on the 2012 US Census).

Other items of note in the NYS Budget include:

- \$14M for Library Construction Aid
- \$1.3M for MTA Payroll Tax Rebate (for libraries impacted by the tax)

**Fundraising:**

Campaign Name	Campaign Dates	Raised to Date
Annual - includes bequests, Bucks for Books 2013, general donations, bequests and funds collected in 2013 from the 2012 year-end appeal	January 1 - YTD	\$31,539
Crane Book Sale	Ongoing	\$537.60
Crane Donation Box		\$29.00

**Highlights:**

- *After Hours @ the Library*, a happy hour fundraiser is confirmed for Wednesday, May 8<sup>th</sup> from 5:30 – 8 p.m. at the Central Library; inside near Fables Café and, weather permitting, outside on the ramp. Thank you to System Trustee Wayne Wisbaum for underwriting the event. This is a 21 and over party with food and beverages for sale through Fables Café. Tickets will be \$15 for non-library card holders and \$12 for card holders. The Library's Young Professionals group will be helping to promote this as well.
- Rich Products provided a \$1,500 sponsorship for this year's Summer Reading. The *Buffalo News* has committed to \$26,274 in promotional advertising for this year's Summer Reading to include 2 large ads (one for the Summer Reading kick-off and the other to promote "Battle of the Books"), and 10 smaller size ads.

- The Erie Canal Harbor Development Corporation has approved a \$4,500 grant request for the Library to participate in this summer’s weekly activities at Canalside. Our Children’s Programming Team will provide storytelling and crafts every Wednesday, beginning July 3<sup>rd</sup> from 11 a.m. – 1 p.m.

### 5. Facilities

- From March 11<sup>th</sup> through 21<sup>st</sup>, the Central Maintenance staff painted the staff workroom and installed new, used office furniture at the Niagara Branch.
- Former BS&T workroom furniture was repurposed to the Network Department.

### 6. Staff Development

	Number of Program Attendees		Number of Programs Presented	
	Month	Yr. to Date	Month	Yr. to Date
Staff	160	317	4	6

#### *Highlights:*

- *Protecting Your Collection: Writing a Disaster Response Plan* - Processing & Serials Manager **Deborah Geier**.
- *An Introduction to the LSSC Program* was viewed on March 5<sup>th</sup>, followed by *Preparing a Folio* on March 28<sup>th</sup> - Library Associates **Diane Doster** and **Jeane Lugris**
- **Maureen McLaughlin** participated in an OCLC focus group at the Martin Luther King Jr. Memorial Library in Washington, DC on March 8<sup>th</sup>. The discussion centered on trends in public libraries, as well as perceptions about current and potential OCLC services.
- *Cataloging in Transition*, a webinar sponsored by the Southeastern New York Library Resources Council - **Maureen McLaughlin** and **Jennifer Childs**.
- **Maureen McLaughlin** traveled to Salt Lake City, March 14-16, to attend the annual COSUGI (Customers of SirsiDynix, Inc.) conference. Product announcements and updates, as well as informational sessions were focused on SirsiDynix, the B&ECPL’s major software vendor.
- *Emotional Intelligence: It’s the Other Kind of Smart* - Processing Department

- **Carol Batt** and **Kelly Donovan** viewed the InfoPeople-sponsored webinar *How to Fail at Social Media (and How to Get it Right)* on March 20<sup>th</sup>.
- *Digital Security: In Your Library and at Home*, a webinar sponsored by the South Central Regional Library Council - **Carol Batt, Kelly Donovan, Kara Stock, Andy Aquino, Chelsey Lonberger, Jonathan Shiffner, and Jordan Smith**.
- **Jonathan Shiffner** participated in a variety of educational webinars in March, including *Build a School in the Cloud* (March 4<sup>th</sup>, sponsored by TedX).
- More than 2 dozen staff from libraries throughout the B&ECPL participated in the Public Library Association Spring Symposium on March 20<sup>th</sup>. The full-day symposium featured a wide variety of topics from children's programming to the future of libraries.
- Librarians **Tom Carloni** (Hamburg), **Kathryn Galvin** (Niagara), **Dawn Peters** (Central), **Kathy Smith** (Collection Development) and **Doreen Woods** (Central) participated in the American Library Association's *Lead the Change!* event in Greece, NY on March 28<sup>th</sup>. The traveling national conference is designed to bridge key thoughts and concepts toward individual leadership.

#### 7. Media coverage/Media Releases

Type of Communication	Topic	Air Date/Publish Date
Media Event – The <i>Buffalo News</i> announced the 2013 Books for Kids kick-off @ Central on March 19	Books for Kids campaign	Buffalo News – March 19 & 20 WGRZ TV 2 – March 19
This Week @ Central	Events & Activities happening at Central	Sent to the media March 4, 11, 18, 25 and April 1 Sent to all media, portions were used in <i>Buffalo News</i> <i>Gusto</i> during the month of February, <i>Artvoice</i>
Winging It Taping – interviews taped in the Library on March 19	The upcoming spring season	Aired on the first day of spring – March 20
A.B.L.E.Y Advisor	ECL programs	March 1, 8, 15
East Clinton Shopper	ECL Programs	March 22
Buffalo Criterion	Buffalo Branch-NAACP Participates in "Read Across America Day"	March 9 – 15, 2013

Riverside Review	Preschool Storytime, tax sign-up, and LEGO Club	February 28, 2013
Riverside Review	Preschool Storytime and tax sign-up	March 9, 2013
Riverside Review	Preschool Storytime, Egg Hunt, and income tax sign-up	March 14, 2013
Riverside Review	Income tax sign-up and Radio Show: George & Gracie	March 23, 2013

### 8. Partnerships

**Highlights:**

- On March 4<sup>th</sup>, Crane Library had a visit from local author Randolph Randy Camp. His daughter informed him that she found his book, *Wet Matches*, listed as a holding in their library. Mr. Camp came right to Crane to see the book on the shelf and to request a photo with staff to use on his website. **Paul Guminski** and **Linda Rizzo** graciously obliged. Mr. Camp was extremely excited, since ours is the first Library System to actually have his book in our buildings. Several other systems across the country have informed him that they will also be purchasing copies. Two of his other titles are on order for B&ECPL.
- The Niagara Branch has been partnering with *Say Yes* coordinator Chanda Ramirez to bring students in the afterschool program to the library for library card sign-up and orientation and topic related instruction.

### 9. Governance

Work on the Library District Initiative (LDI) continues. The training program, *Working with Public Officials* was held on several occasions throughout the System for staff. The March 13<sup>th</sup> Managers/Directors meeting also focused on the Initiative as did the Amherst Public Library staff meeting held on March 22<sup>nd</sup>. The Annual ACT Workshop held on Saturday, March 23<sup>rd</sup> at the downtown Central Library included a segment on the LDI. Libby Post of Communication Services presented. As reported earlier, B&ECPL representatives went to NYLA's Legislative Day March 5<sup>th</sup> in Albany; they spoke with New York State elected officials and/or their representatives regarding LDI status and timeline.

CFO Ken Stone and this writer, while in Albany, met with Deputy Commissioner of Cultural Education Jeffrey Cannell, State Librarian Bernard Margolis and Library

Development representatives Carol Desch, Mary Beth Farr and Cassandra Artale to discuss steps necessary to become a special legislative district public library with regard to the NYS Education Department – Division of Library Development.

This writer met with County Legislator John Mills on March 25<sup>th</sup> to further discuss and answer his questions pertaining to the LDI. This writer requested the opportunity for continued and ongoing communication between Legislator Mills and the entire County Legislature on this and other topics pertaining to the Library.

### 10. Director Activities

Meetings and Events:

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

DATE	MEETING / EVENT
March 1, 2013	Conference Call - Mary Beth Farr - DLD
March 1, 2013	Women's History Kick-off
March 4, 2013	Meeting - PULISDO, Albany, NY
March 5, 2013	NYLA Education Day - Albany, NY
March 6, 2013	NYLA Education Day, Albany, NY
March 6, 2013	Meeting - State Librarian Bernie Margolis and Deputy Comm. Cultural Education, Jeffrey Cannell - Albany, NY
March 7, 2013	Meeting - Administrative Team
March 7, 2013	Meeting - Jeannine Doyle, Doreen Woods - Human Resources
March 7, 2013	Welcome Remarks - Women's History Event
March 8, 2013	Meeting - Second Floor Space, Chip Campbell
March 8, 2013	Meeting - Meeting Room Policy, Joy Testa Cinquino
March 8, 2013	Meeting - Ellen Grant, Deputy Mayor of Buffalo, & Sharon Thomas, Trustee
March 8, 2013	Meeting - John Wichman, Creative Concepts Studio, & Anne Leary, Trustee
March 8, 2013	Meeting - Summer Internship Program
March 11, 2013	Meeting - Libby Post, Communication Services
March 11, 2013	Meeting - Jeannine Doyle, Doreen Woods: Job Specs
March 11, 2013	Meeting - Chris Catanzaro, Erie Canal Harbor Development, & Jack Connors, Board Chair

March 11, 2013 LDI Staff Training - Eden & West Seneca Public Libraries

March 12, 2013 Meeting - Libby Post, Communication Services

March 12, 2013 LDI Staff Training - Julia Boyer Reinstein & Lancaster Public Libraries

March 13, 2013 Meeting - Libby Post, Communication Services

March 13, 2013 Meeting - Managers/Directors

March 13, 2013 State of the County Address

March 14, 2013 Meeting - Libby Post, Communication Services

March 14, 2013 Meeting - Regent Robert Bennett

March 14, 2013 LDI Staff Training - Crane Branch Library

March 14, 2013 Meeting - B&ECPL Executive Committee

March 14, 2013 Brief Welcome Remarks - Get the Rust Out Series

March 15, 2013 Meeting - Dennis Galucki

March 18, 2013 Meeting - David Rust, Say Yes program, & Chris Gibas, Literacy NY

March 19, 2013 Buffalo News Books for Kids Announcement

March 19, 2013 Meeting - Jeannine Doyle, Doreen Woods

March 19, 2013 Conference Call - PULISDO

March 19, 2013 Conference Call - PULISDO / DLD

March 20, 2013 Meeting - Chris Jacobs, Erie County Clerk, & Joy Testa Cinquino

March 20, 2013 Interview Dr. William Walters - UB LIS Chair Candidate

March 21, 2013 Meeting - Libby Post, Communication Services

March 21, 2013 Meeting - Administrative Team

March 21, 2013 Meeting - Carol Batt, Database Statistics 2012 - 2013

March 21, 2013 Meeting - B&ECPL Board of Trustees

March 21, 2013 Meeting - B&ECPL Planning Committee

March 22, 2013 Meeting - Libby Post, Communication Services

March 22, 2013 Presentation by Libby Post, Communication Services - Amherst Public Library

March 22, 2013 Meeting - Librarians Association, Advocacy

March 22, 2013 Meeting - Staff LDI Team

March 23, 2013 Meeting - Libby Post, Communication Services

March 23, 2013 ACT Trustee Workshop

March 25, 2013 Meeting - Legislator John Mills

March 26, 2013 Meeting - Erie County Legislature Community Enrichment Committee

- March 26, 2013 Meeting - Frits Abel, Echo Art
- March 26, 2013 Meeting - Jeannine Doyle, Doreen Woods
- March 26, 2013 Meeting - Dawn Peters, Jeannine Doyle, Doreen Woods
- March 26, 2013 Conference Call - WNYLRC
- March 27, 2013 Interview - Development Manager Candidate
- March 27, 2013 Meeting - YSG Summer Reading Kick-off
- March 28, 2013 Meeting - WNYLRC

Other:

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

Highlights of events and activities at the Boston Free Library:

- Spring Storyhour started March 4<sup>th</sup> and will continue twice weekly into May; attended by 145 children in January and February.
- A Superhero's program was presented by Central programming team, and our monthly LEGO Club continues to grow in popularity, with 45 children and parents attending in March alone. A newly formed knitting group started in March as well.
- The conversion of the collection to RFID started in late January, continued this past month, and is about 1/3 complete.
- "Dinner & a Show" Fundraiser sponsored by Legislator Mills and featuring "Nickel City Reptiles" has been scheduled as the kick-off for summer programming on Friday, June 14<sup>th</sup>.

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

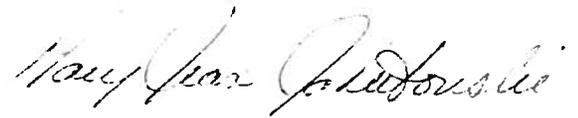
Highlights of events and activities at the Lancaster Public Library:

March was a busy month. Programming included:

- Two outreach programs at Depew Universal Pre-K
- Three Lapsits
- Three Storytimes
- One Toddler-time
- Three young adult programs
- Seven family programs
- Two adult book clubs
- One literacy program

The highlight of the month for the Lancaster Public Library was the Friends of the Library Chinese Auction fundraiser held at the Elks Lodge; 169 adults and numerous children attended. The fundraiser was held to support Sunday hours at the library and was very successful. April's main highlight will be the library's annual book sale from the 18<sup>th</sup> through the 21<sup>st</sup>.

Respectfully submitted,

A handwritten signature in cursive script, reading "Mary Jean Jakubowski".

Mary Jean Jakubowski  
Director

