

MINUTES
REGULAR MEETING OF THE
BUFFALO & ERIE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES
July 19, 2018

The regular monthly meeting of the Board of Trustees of the Buffalo & Erie County Public Library (B&ECPL) was held on Thursday, July 19, 2018, at the Central Library pursuant to due notice to trustees. The following members were present:

Frank Housh, Chair
Kimberly Johnson, Secretary
Joel Moore, Treasurer
Sheldon M. Berlow
Kathleen Berens Bucki
Katie Burd
Lucy Candelario
Frank Gist
Sharon M. Kelly
Elaine M. Panty

Chair Frank Housh called the meeting to order at 4:08 p.m. in the Joseph B. Rounds Conference Room. A quorum was present. Trustees were appreciative for the refreshments provided by former trustee Phyllis Horton.

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

Agenda Item C – Minutes of the Meeting of June 21, 2018. On motion by Trustee Panty, second by Trustee Bucki, the Minutes were approved as mailed.

Agenda Item D – Report of the Chair. Chair Housh announced the next Chairman's Book Club will be Friday, September 28th at noon whereat featured panelists will discuss *The Death and Life of the Great Lakes* by Dan Egan.

Together with Director Mary Jean Jakubowski and Deputy Director Chief Financial Officer (CFO) Kenneth Stone, Chair Housh spoke at the 2018 Mid-Year Informational Erie County Legislature Budget Hearing, which he expressed went well.

The Chair pointed out that at each trustee's place was a copy of a letter dated July 17, 2018 from OR 18 LLC/Oded Rauvenpoor, owner of Fables Café (Café), which

served as his notice to the Library that if there is not a solution to make the Café profitable, as of September 1, 2018 the Café will close. In Mr. Rauvenpoor's letter he wished to discuss 3 things: waiver of rent (currently approximately \$7,500 is owed the B&ECPL); the café becoming a grab and go operation; and the Library finding a new operator. Discussion ensued on all 3 topics, along with the possibility of transferring the contract to another owner if the opportunity presents itself. Director Jakubowski updated trustees that she has made inquiries with potential restaurants nearby, but to date there has been no interest; put a call out to Erie Community College/Culinary Arts, but has not heard back if there is an interest; and plans to approach Emerson School of Hospitality, acknowledging this could be a lengthy process. Chair Housh conveyed that while the Library is trying to avoid the Café going dark, this appears bleak.

The Board continued discussion which included competition by nearby restaurants, economies of scale, quality of food, limited cuisine, open hours, etc. Director Jakubowski noted the Library recently did an inventory of the Café's physical assets and she is waiting on this list. From the development of Fables Café, all of the equipment is owned by the Library; there are provisions in the contract, however, that if the owner/operator brings in equipment, it eventually becomes the Library's depending on certain criteria. She believes there may be a question on one particular item that Mr. Rauvenpoor brought in, which is an expensive cappuccino machine.

Trustee Moore asked if the Library saw a tangible increase in foot traffic and/or benefitted as a result of the Café's presence. The Director remarked this is subjective; people who may not have otherwise come into the Library may have discovered/rediscovered the Library. The Director provided a history of prior ownership of Fables Café since its opening in 2005.

Trustee K. Johnson inquired if it was possible for the Library to take over the Café. Discussion ensued, with the Director remarking she did not think we have the abilities to do this on top of operating the Library.

Chair Housh remarked this matter has been turned over to B&ECPL's legal counsel; following discussion, the Board unanimously agreed for Chair Housh to advise B&ECPL's legal counsel that:

- the Library needs to find a new operator by beginning an RFP process;
- if a business is interested in taking over the current contract, the Board is not opposed to this;
- the Board does not wish the Café to become a grab and go operation; and
- the Board does not wish to waive outstanding rent.

In response to discussion on Fables Café's naming rights, legal counsel will be asked to investigate this.

Chair Housh then updated trustees on matters concerning the new West Seneca Public Library. He sent a letter dated July 10, 2018 to Town of West Seneca Supervisor Sheila M. Meegan expressing the System Board of Trustees' fiduciary obligation to protect the Library's assets and requested issues pertaining to such be addressed. Director Jakubowski noted that she received a message from West Seneca Public Library Director Kathy Goodrich that there has been response from the Supervisor's office that they are looking into the matter.

Agenda Item D.1 - Intermit August Meeting. Chair Housh pointed out the August 9th Executive Committee meeting will still take place, and anything that comes up can be dealt with at that meeting. Director Jakubowski announced the Amherst Public Library (Audubon Branch) is interested in an expansion project and applying for Construction Aid in this cycle. The Amherst Public Library will be bringing an informational presentation with their plans to the August 9th Executive Committee meeting which will be a joint meeting with the Building Oversight Committee. Director Jakubowski remarked this informational presentation will start the process so that it can formally come before the Board in September. Trustee Panty motioned for approval of Resolution 2018-17, intermitting the August 16th Board meeting. Trustee Gist made a second and approval was unanimous.

RESOLUTION 2018-17

WHEREAS, Article II, Section 1 of *Bylaws of the Buffalo & Erie County Public Library* states: "...that the Board may, by resolution, intermit meetings for a particular month or months," and

WHEREAS, in the past, the Board has suspended meetings during summer months when Library business permits, and

WHEREAS, the Library Board will meet in September 2018, and

WHEREAS, Article VI, Section 1 of *Bylaws of the Buffalo & Erie County Public Library* states: "The Executive Committee, in intervals between meetings of the Board of Trustees, shall have all the powers and duties of the Board of Trustees not inconsistent with law. All Trustees should be notified of any actions within three (3) business days," and

WHEREAS, absent other urgent business, this action enables the Library Board to intermit its regular August meeting, now therefore be it

RESOLVED, that the August 2018 meeting of the Buffalo & Erie County Public Library Board of Trustees is hereby intermitted.

Agenda Item E - Committee Reports.

Agenda Item E.1 – Executive Committee. The Executive Committee met July 12, 2018; Chair Housh entertained a motion to have the written report entered into the Minutes. Trustee Burd moved, Trustee Panty made a second and approval was unanimous.

Present: Chair Frank Housh; Committee members Alan Bedenko, Sheldon Berlow and Dr. Rhonda Ricks (arrived 4:30 p.m.) Also present were Trustee Elaine Panty, Library Director Mary Jean Jakubowski, Chief Operating Officer (COO) Jeannine Doyle, and Chief Financial Officer (CFO) Kenneth Stone.

The meeting of the Executive Committee began at 4:05 p.m. in the Joseph B. Rounds Conference Room of the Central Library.

A discussion took place regarding the status of OR 18 LLC, current owner of Fables Café. Ms. Jakubowski communicated she has been working with Buffalo & Erie County Public Library's (B&ECPL) attorneys at Bond, Schoeneck & King on this matter.

The West Seneca Public Library was discussed. Ms. Jakubowski expressed her ongoing concerns regarding the interior doors from the Legion Parkway entrance into the library. The interior doors do not have a locking mechanism, exposing B&ECPL-owned materials and equipment to potential damage/theft. The West Seneca Public Library has indicated to Ms. Jakubowski that a solution is forthcoming. Trustee Berlow commented the B&ECPL has a fiduciary responsibility in this matter. All in attendance agreed. A letter will be sent to the Town of West Seneca, who owns the building, on this matter. Director Jakubowski noted she has already developed a letter and will send it to Chair Housh for signature.

The agenda and proposed resolutions for the July 19, 2018 meeting of the Board of Trustees were reviewed.

CFO Stone noted the B&ECPL continues to function within budget. He also conveyed we are awaiting 2019 Budget instructions from Erie County.

The Executive Committee meeting ended at 4:32 p.m. on a motion by Trustee Bedenko, second by Trustee Berlow.

Agenda Item E.2 – Budget and Finance Committee.

Agenda Item E.2.a – 2019 Proposed Budget Guidance. Copies of proposed Resolution 2018-18 were e-mailed to the Board prior to the meeting and were at each trustee's place. CFO Ken Stone recognized instructions were basically similar to last year, asking the Library to develop a status quo budget, with no change in funding. He reminded

trustees that last year after the review process, the B&ECPL was provided an additional 2 percent in funding. The B&ECPL will prepare a 2019 Budget request under the criteria as listed in the resolution with the same level of County funding and a large draw on fund balance. He noted sales tax and other county revenues are performing rather well, but they are subject to the property tax cap which is 2%. The Budget and Finance Committee will be consulted, with a plan to meet in early August before the budget is submitted. Trustee K. Johnson moved to approve Resolution 2018-18 as presented. Trustee Panty made a second and approval was unanimous.

RESOLUTION 2018-18

WHEREAS, the Library received Year 2019 budget instructions from the Erie County Budget Office at 3:00 p.m. on July 13, 2018, with budget requests due to the Erie County Budget Office no later than August 15, 2018, which is before the next scheduled Board meeting, and

WHEREAS, in order to provide a timely response to the County, proposed budget preparation and review criteria were transmitted electronically for review by the Board's Budget & Finance Committee, and

WHEREAS, it is in the Library's interest for Library trustees to articulate guidelines for preparing the 2019 Budget request; designate the Library Director as responsible for preparing a draft budget request consistent with these guidelines and submitting the request to Erie County, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library (B&ECPL) hereby directs the Library Director to complete the 2019 Budget request utilizing the following criteria:

- Assume County support is unchanged from 2018 at \$24,422,489; and
- Incorporate the cost impact of the December 31, 2018 scheduled New York State minimum wage increase of \$0.70 per hour; and
- Incorporate the increased costs of contracted bargaining unit agreements and for unrepresented personnel pursuant to previously approved Board resolutions along with 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 provision of public services in any budget adjustments needed to balance the 2019 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.

Agenda Item E.2.b – Amend 2018 Operating & Grant Budgets: NYS Recurring Aid. On a motion by Trustee Burd, seconded by Trustee Gist, the motion to approve Resolution 2018-19 as presented was unanimous.

RESOLUTION 2018-19

WHEREAS, the Buffalo & Erie County Public Library (B&ECPL) receives recurring state aid to support various library activities, some of them budgeted in the library operating budget and some in the library grant budget, and

WHEREAS, final amounts for the State’s 2018-2019 fiscal year are now known, and

WHEREAS, the combined recurring operating and grant aid will increase by \$28,734 over the 2018 budgeted amounts, and

WHEREAS, the Library wishes to adjust the operating and grant budgets to reflect the above changes, now therefore be it

RESOLVED, that the B&ECPL Board of Trustees approves amending the 2018 grant and operating budgets to implement the following revenue and expenditure budget increases:

Grant	Revenue Change	Expense Change
Central Library Book Aid	663	663
Central Library Development Aid	2,874	2,874
Continuity of Service	463	463
Coordinated Outreach	1,567	1,567
New York State Library Automation	709	709
Library Services to County Corrections	82	82
Library Services to State Corrections	<u>424</u>	<u>424</u>
Total Grants	\$6,782	\$6,782
	Revenue Change	Expense Change
Operating		
408140 State Aid – Library System	\$19,131	
408150 State Aid – Member Libraries	\$2,821	
402190 Use of Fund Balance	<u>(\$21,952)</u>	
Total Operating	\$0	\$0

Agenda Item E.2.c – Amend 2018 Budget: NYS Grant in Aid. Trustee Panty motioned Resolution 2018-20 for approval. Trustee K. Johnson seconded and approval was unanimous.

RESOLUTION 2018-20

WHEREAS, the Buffalo & Erie County Public Library (B&ECPL) received notification that the New York State Legislature has approved aid in the amount of \$255,500 for the libraries located within Senate Districts 59, 60 and 61 and Assembly District 146, and

WHEREAS, this special aid was sponsored by New York State Senators Patrick M. Gullivan (District 59), Chris Jacobs (District 60), Michael H. Ranzenhofer (District 61) and New York Assemblyman Raymond Walter (District 146), and

WHEREAS, private and public grants are regularly sought to augment library equipment, materials, programs and other needs, now therefore be it

RESOLVED, that the Board of Trustees of the B&ECPL gratefully accepts the award of \$255,500 in state aid, and be it further

RESOLVED, that the B&ECPL will encourage the receiving libraries to promptly utilize these funds for purposes consistent with the sponsor’s designation, and be it further

RESOLVED, that the Board of Trustees of the B&ECPL approves, upon receipt of the grant proceeds, implementing a budget amendment to the 2018 operating budget, increasing revenues and expenses as follows:

2018 Operating Budget Revenue and Expense Increase	SAP Commitment Item #		
		Revenue #408160	Expense # 516010
		State Aid Special	Contractual Payments
	Cost Center	Amount	Amount
Contracting Member Libraries			
Ewell Free Library (Alden)	4204010	\$ 2,500	\$ 2,500
Aurora Town Library	4205110	\$ 2,500	\$ 2,500
Boston Free Library	4204020	\$ 2,500	\$ 2,500
Town of Collins Public Library	4204030	\$ 2,500	\$ 2,500
Concord Public Library	4204035	\$ 2,500	\$ 2,500
Eden Library	4204040	\$ 2,500	\$ 2,500
Elma Public Library	4204045	\$ 2,500	\$ 2,500
Lancaster Public Library	4205420	\$ 5,000	\$ 5,000
Marilla Free Library	4204060	\$ 2,500	\$ 2,500
North Collins Public Library	4204070	\$ 2,500	\$ 2,500
West Seneca Public Library	4204085	\$ 5,000	\$ 5,000
	Subtotal District 59:	\$ 32,500	\$ 32,500

**2018 Operating Budget
Revenue and Expense Increase**

		SAP Commitment Item #	
		Revenue #408160	Expense # 516010
		State Aid Special	Contractual Payments
Contracting Member Libraries (continued)	Cost Center	Amount	Amount
Angola Public Library	4204015	\$ 10,000	\$ 10,000
City of Tonawanda Public Library	4204080	\$ 10,000	\$ 10,000
Grand Island Memorial Library	4204050	\$ 10,000	\$ 10,000
Hamburg Public Library - Main	4205320	\$ 10,000	\$ 10,000
Hamburg Public Library - Lake Shore Branch	4205330	\$ 10,000	\$ 10,000
Orchard Park Public Library	4204075	\$ 10,000	\$ 10,000
Town of Tonawanda PL - Kenilworth Branch	4205530	\$ 10,000	\$ 10,000
Town of Tonawanda PL - Kenmore Branch	4205540	\$ 10,000	\$ 10,000
Subtotal District 60 - Contractual Payments:		\$ 80,000	\$ 80,000

		SAP Commitment Item #	
		Revenue #408160	Expense # 530000
		State Aid Special	Other Expense
Buffalo Branch Libraries	Cost Center	Amount	Amount
B&ECPL - Crane Branch Library	4203315	\$ 10,000	\$ 10,000
B&ECPL - Niagara Branch Library	4203360	\$ 10,000	\$ 10,000
B&ECPL - North Park Branch Library	4203370	\$ 10,000	\$ 10,000
B&ECPL - Riverside Branch Library	4203380	\$ 10,000	\$ 10,000
Subtotal District 60 Other Expense:		\$ 40,000	\$ 40,000
Subtotal District 60 :		\$ 120,000	\$ 120,000

		SAP Commitment Item #	
		Revenue #408160	Expense # 516010
		State Aid Special	Contractual Payments
Contracting Member Libraries	Cost Center	Amount	Amount
Amherst PL Clearfield Branch	4205020	\$ 15,000	\$ 15,000
Amherst PL Eggertsville-Snyder Branch	4205030	\$ 15,000	\$ 15,000
Amherst PL Main Library at Audubon	4205010	\$ 15,000	\$ 15,000
Amherst PL Williamsville Branch	4205040	\$ 15,000	\$ 15,000
Clarence Public Library	4204025	\$ 15,000	\$ 15,000
Newstead Public Library	4204065	\$ 15,000	\$ 15,000
	Subtotal District 61:	\$ 90,000	\$ 90,000
Amherst Public Libraries (4)	TBD	\$ 13,000	\$ 13,000
	Subtotal District 146:	\$ 13,000	\$ 13,000
	GRAND TOTALS:	\$ 255,500	\$ 255,500

and be it further

RESOLVED, that the Board of Trustees of the B&ECPL authorizes the B&ECPL and the above contracting member libraries to retain these funds until such time as they can be used for purposes consistent with any sponsor designation, and be it finally

RESOLVED, that a copy of this Resolution and a revised Exhibit A be transmitted to the above cited contract libraries subsequent to receipt of these funds to implement the change at said contract libraries.

Agenda Item E.2.d – System Database Packages RFP Award. Assistant Deputy Director (ADD) Maureen McLaughlin explained proposed Resolution 2018-21 pointing out that these databases will be available both remotely and in libraries. ADD McLaughlin answered trustees’ questions regarding content of the databases; she further explained that ReferenceUSA information is confirmed and verified as valid, and the databases being purchased are not available online for free elsewhere. It was also noted the new mix of databases will be less in cost than the current mix of subscriptions set to expire. Following discussion, Trustee Panty made a motion, Trustee Candelario made a second, and Resolution 2018-21 was approved unanimously as presented.

RESOLUTION 2018-21

WHEREAS, the Buffalo & Erie County Public Library (B&ECPL) provides our communities with database products and related digital content that address a variety of information needs for youth and adults, and

WHEREAS, the Library issued a Request for Proposals (RFP) for the purpose of receiving proposals to provide access to databases and digital content, and

WHEREAS, the Library received and thoroughly reviewed 16 submitted proposals, including completeness of the response, references, demonstrated ability, cost and support, and

WHEREAS, funding for electronic databases is a regular component of the library materials budget line of the operating budget and sufficient funds are available to accommodate these purchases, now therefore be it

RESOLVED, that the Board of Trustees of the B&ECPL authorizes the Library Director and/or her designee(s) to execute the necessary documents to enter into agreements to procure the following database products/services:

- 1) **EBSCO ConsumerReports.org subscription:** ConsumerReports.org provides consumer advisory through ratings, reviews, recommendations, and videos at a cost of \$37,000 for each of the next 2 years; and
- 2) **InfoGroup's subscriptions:** ReferenceUSA Premium Plus: US Business, US Residential, Health Care, Canadian Business, Canadian Residential, Consumer Lifestyle, US Jobs, US Historical, business file back to 1997; at a cost of \$82,500 for each of the next 2 years.

Agenda Item E.2.e - Rotary Reads - Kids Clubs RFP Award. ADD Joy Testa Cinquino explained proposed Resolution 2018-22 as presented. On motion by Trustee K. Johnson, seconded by Trustee Panty, the following was approved unanimously:

RESOLUTION 2018-22

WHEREAS, the Buffalo & Erie County Public Library (B&ECPL) wishes to create bright and engaging children's spaces in the City of Buffalo branch libraries with the implementation of Rotary Reads - Kids Clubs, and

WHEREAS, the Rotary Club of Buffalo recently awarded a \$116,675 Major Project Grant to undertake the design and implementation of Rotary Reads - Kids Clubs, and

WHEREAS, the Library issued a Request for Proposals (RFP) for the purpose of receiving proposals for design professionals to assess and develop a concept design for these spaces, and

WHEREAS, a project working group comprised of Library, Rotary and Rotary Foundation members thoroughly reviewed and ranked the four (4) submitted proposals consistent with RFP evaluation criteria relating to concept and approach, achievability of implementation plan, demonstration of ability, capacity and skill, cost and ability to perform the contract, and provide the service promptly, and

WHEREAS, this review resulted in a recommendation to select the proposal submitted by Lothrop Associates LLP Architects for design services at a cost of \$20,226, now therefore be it

RESOLVED, that the Board of Trustees of the B&ECPL authorizes the Library Director and/or her designee(s) to execute the necessary documents to enter into an agreement with Lothrop Associates LLP Architects, pursuant to the terms and conditions of the Library's RFP and Lothrop Associates' response, at a not to exceed cost of \$20,226.

Agenda Item E.2.f - Monthly Financial Report. The monthly financial report for the month ending May 31, 2018 was included in the Board packet. CFO Stone communicated the Library continues to operate within budget and this report was the basis for the financial presentation made to the Erie County Legislature at the Mid-Year Budget Hearing.

Agenda Item E.3 - Development and Advocacy Committee. In Committee Chair Wayne Wisbaum's absence, Committee member Berlow provided a summary of the meeting held July 12, 2018 and asked the written report be entered into the Minutes. Trustee Panty made a motion, Trustee Bucki made a second, and approval was unanimous.

Present: Committee Chair Wayne Wisbaum; Committee members/trustees Sheldon Berlow, Elaine Panty and Dr. Rhonda Ricks; Library System Director Mary Jean Jakubowski and Assistant Deputy Director Joy Testa Cinquino.

The Development & Advocacy Committee meeting began at 4:45 p.m. in the Joseph B. Rounds Conference Room of the Central Library.

Library Director Jakubowski distributed redline and clean copies of *Discussion Items for Redefining the Organizations' Relationship (Draft 2)* between the Buffalo & Erie County Public Library (B&ECPL) and the Library Foundation of Buffalo and Erie County (Foundation). Director Jakubowski noted the changes incorporated were a result of discussion at the Development & Advocacy

Committee's meeting on May 3, 2018. Additional supporting documents were also distributed. The documents were also sent to Committee members prior to the meeting for their review.

Trustees reviewed the *Draft 2* document. Trustees Berlow, Panty and Ricks provided additional changes, as did Director Jakubowski. Discussion ensued. At the Committee's request, Director Jakubowski will incorporate the additional changes into the document and provide a redline copy of the document to the Committee for further review. The revised document will be sent to B&ECPL's legal counsel for review as well.

The next meeting of the Development & Advocacy Committee will be scheduled for September. A survey of dates/availability will be made via the Director's Office.

The meeting was adjourned on a motion by Trustee Panty, second by Trustee Berlow at 5:45 p.m.

Agenda Item F – Report of the Director. Director Jakubowski discussed each of the items below:

- The *2017 Annual Report of the Director* – a copy was at each trustee's place.
- Friday, July 20th – Library Night at the Ballpark! Buffalo Bisons vs. Durham Bulls. 7:05 p.m. game start. A portion of the proceeds benefits the B&ECPL!
- Tuesday, July 24th at 2 p.m. – There will be a Buffalo Common Council Public Hearing regarding the renaming of the Niagara Branch Library; ADD Dorinda Darden will be attending. Information on the individual, Don Isaías González-Soto, who they are proposing the renaming after was passed around for trustee viewing.
- Saturday, August 4th – 20th Annual Battle of the Books at ECC South. Brochures with details were at each trustee's place.
- August 16th – 18th – Annual Used Book Sale at Central Library. Brochures were at each trustee's place with details.
- Sunday, August 26th – Rotary Club of Buffalo Duck Derby fundraiser with proceeds to benefit the Rotary Reads – Kids Clubs coming to Buffalo Branch libraries. The festivities are taking place at Canalside. This event is free to attend; there is a \$5 donation for each rubber duck adoption. Anyone can visit <http://buffaloduckderby.com/> or visit any Buffalo Branch library after

August 1st to adopt a duck! Brochures with additional details were at each trustee's place.

- September 20th B&ECPL Board of Trustees meeting – Trustees were reminded the meeting will take place at the West Seneca Public Library.
- Policy Committee and Development & Advocacy meetings – meetings are being planned for September.
- July 24th at 5:30 p.m. - East Delavan Branch Library public art mural meeting – as part of their renovation project, a public art mural will be installed; Trustees were invited to attend this meeting.

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

B&ECPL Monthly Report June 2018



Summer Reading – Libraries Rock!

Summer Reading programming and activities are well under way throughout the Buffalo & Erie County Public Library (B&ECPL) System. More than 245 programs have taken place with over 5,100 participants.

Participate in a reading contest, join a Maker Club or a Teen Manga Club, read to a therapy dog, explore Virtual Reality (VR), picnic in the Reading Park - there are a multitude of activities and programs scheduled in July and August, with several libraries continuing the fun into early September. Children, teens and adults are encouraged to peruse B&ECPL's website at www.buffalolib.org or call 858-8900 for more information.

Parents and children are also encouraged to reach out to their local libraries for required reading materials from their school district's summer reading list. Buffalo school children can also participate in Mayor Byron Brown's 2018 Summer Reading Challenge and ALL children under the age of 17 can participate in the B&ECPL's Read Down Your Fines program which continues through September 15th.

In addition, the New York State Department of Education - Division of Library Development has provided FREE access to the myOn Digital Library. Through this resource, thousands of children's books can be downloaded as a part of the Summer Reading at New York Libraries. The State Education Department and myON are partnering to bring young readers more than 6,000 fiction and nonfiction eBooks, covering a broad range of topics and themes. Also available are professionally recorded audio, text highlighting, an embedded dictionary and zoom feature to support independent reading. Now through September 2018 - **unlimited** 24/7 access, online and offline is available. Parents should call their local library or visit our website at <http://www.buffalolib.org/content/summer-reading> for password information.

Patron Experience Improvements Debut: To improve the borrower experience and promote continued use of the B&ECPL, 2 changes in system-wide circulation practices were rolled out in June:

1. The maximum number of renewals on checked out items has been increased from 2 to 3.
2. "NEW" status library cards will now automatically upgrade to full status library cards following the initial 6 month probationary period. Borrower accounts in a "NEW" status must be in good standing at least 12 days before the expiration date to qualify for this automatic upgrade.

Assistive Technology Room Upgrade: Information Services and Outreach Librarian **Renee Masters** oversaw the installation of a new Sorenson nTouch videophone in the Central Library's Assistive Technology Room. The new unit will provide access to an important communication tool for community members with deafness or hearing impairment. The device allows videophone to videophone communication and also allows American Sign Language users to communicate with government and service providers via relay. The new videophone is both faster and considered more user friendly by the deaf community than the TTY system previously employed by the Library.

Rotary Reads - Kids Clubs: The Rotary Club of Buffalo and the Rotary Foundation formally announced the granting of \$166,675 to the B&ECPL for the purposes of developing Rotary Reads - Kids Clubs (Clubs) at the 8 Buffalo Branches. The grant funds will be used toward creating warm and welcoming children's spaces ranging from updated branding to kid-friendly furniture and wall hangings. A Request for Proposals has been issued for the design phase. Once the Clubs are "open," the Rotary Club will activate its members to provide storytimes, activities and beyond to encourage children to read. A media event, organized by Assistant Deputy Director **Joy Testa Cinquino** who was in attendance and presented by this writer and the Rotary Club of Buffalo President Mike Sendor and President-elect Bill Larkin, was held at the Niagara Branch Library on June 28th. Deputy Director **Jeannine Doyle**, Assistant Deputy Directors **Dorinda Darden**, **Maureen McLaughlin** and **Dawn Peters**, Buffalo Branches Manager **Linda Rizzo**, System Board Trustees Elaine Panty and Lucy Candelario, and Rotary Club of Buffalo officers and members attended the event.

Library @ Canalside: The Library's weekly programming at Canalside began on June 26th and will continue every Tuesday from 11 a.m. to 1 p.m. through August 28th. Children and their families will have the opportunity to immerse themselves in crafts and sensory play. Storytime will be held on the lawn – rain or shine!

Special Performances: On June 8th, Chinnawat Themkumkwun from Thailand, a semi-finalist in the Buffalo Philharmonic Orchestra's JoAnn Falletta International Guitar Concerto Competition, played at the Central Library for a lunchtime program.

On June 23rd, fifth generation puppet master Koryu Nishikawa V performed and demonstrated the unusual, 200-year-old Japanese art form, cart puppetry, before a large audience of 200. This recognized "Asset of Japanese Folk Culture" was in Western New York as part of the first-ever New York State Puppet Festival held June 14th – 24th in nearby Perry, New York.

Local singer and songwriter Nan Hoffman held a concert at the Crane Branch Library on June 30th to kick off their Summer Reading program Libraries Rock! There were a total of 18 in attendance.

Great American Read: The first of 4 different recording sessions, on June 27th local television station WNED used the Launch Pad's Studio and green screen to record 7 interviews with library patrons about their favorite books for the Great American Read. Future recording dates can be found on the B&ECPL website www.buffalolib.org.

Job Fairs at Our Libraries: New York State Senator Chris Jacobs and the Roswell Park Comprehensive Cancer Center hosted a Resume Writing Workshop and Job Fair in the North Park Branch Library Meeting Room June 9th. There were over 65 attendees.

Information Services and Outreach Librarian **Susan Kriegbaum-Hanks** coordinated the Central Library's Summer Job Fair June 27th for 29 companies and organizations. Approximately 250 job seekers attended the event.

Make Music Day: As part of the lead-in to the phased implementation of the Central Library's new Reading Park, Make Music Day 2018 brought a wide array of musical talents to the sunny front ramp on June 21st. Marimbas, World Music jazz, indie singer-songwriters, concertina polkas and a lively kazoo flash mob were enjoyed by a substantial audience all afternoon.

Maker Camp: Information Services and Outreach Librarian **John Gaff** presented the first session of Maker Camp on the Central Library's front ramp. Now in its fourth year at the Library, Maker Camp is for children ages 8 and above who love to build, tinker, create, and explore. With a focus on STEAM (Science, Technology, Engineering, Art



and Mathematics), projects for Maker Camp provide a hands-on, fun way to learn new skills. Thanks to the generous sponsorship of National Grid, the Library is providing up to 50 campers with a backpack filled with a STEM (Science, Technology, Engineering and Mathematics) toolkit, a book with outdoor projects and experiments, and a variety of supplies for additional take-home projects. Upcoming projects will include rockets, electronics, nature and art. The first day of camp brought 18 children and teens, as well as 8 adults. B&ECPL's Maker Camp runs every Tuesday for 6 weeks (June 26th – July 31st.)

NASA @ My Library: **John Gaff**, along with TechKnow Lab Manager **Jordan Smith** and Launch Pad Technical Specialist **Shane Hallnan**, welcomed the Elmwood Village Charter School chapter of the Boys & Girls Club to the Central Library. Over the course of 4 sessions, the group was introduced to a number of skills and concepts related to NASA as part of the Library's participation in the NASA @ My Library program. Area boys and girls learned about energy, friction, flight and momentum among other concepts as they built projects from everyday materials. The Boys & Girls Club of

Buffalo has long been a partner to the Central Library and it is a joy for them to be at the Library.

Health and Wellness: Renée Masters presented Wellness Wednesday at the Central Library June 13th. The Police Athletic League (PAL), Erie County Community Wellness and Eat Smart New York were on hand to provide information about keeping safe while enjoying the summer. Over 40 individuals stopped by to learn more about topics like safe food handling, Lyme disease and ticks, and the great summer programs offered by the PAL.

Ms. Masters also hosted the bi-monthly, free community training for *Opiate overdose recognition and naloxone reversal* provided by the Erie County Health Department's Opiate Task Force on June 28th.

Reading is Food for Thought: The Reading is Food for Thought initiative, backed by the generous donation from the Golden and Goldman Philanthropic Fund (Fund) through the Foundation for Jewish Philanthropies, came to an end on June 30th. The Fund supported literacy-based programs at The Genesis Center Food Pantry and Helping Hands Food Pantry through this initiative. On-site weekly outreach including storytime and various educational-based activities were provided by Dudley Branch Library Manager **Dan Lewandowski** and North Park Branch Library Manager **Jennifer Crowley**. Participants in the program were provided with books, activities and craft supplies for home use. We thank Dr. Golden and Ms. Goldman for their support.

Monthly Programming Statistics - June 2018

1. Public Services

In Library Group Programs:

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Children (age 5 and under)	118	1077	2611	22455
Children (age 6-12)	137	816	2138	12661
Teens	85	251	732	2443
Intergenerational	173	1047	4549	24493
Adults (excludes Technology)	226	1653	2592	22060
TOTAL In Library Programs	739	4844	12622	84112

In Library One-on-One Programs:

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Children (age 5 and under)	0	8	0	8
Children (age 6-12)	50	407	64	449
Teens	33	676	33	676
Intergenerational	13	127	13	127
Adults (excludes Technology)	191	1267	191	1270
TOTAL In Library Programs	287	2485	301	2530

Adult Technology Programs:

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Training Lab or Library Desktop PCs	4	26	22	147
System or Library-owned Cyber Train	10	41	60	296
One on One	113	725	117	793
TOTAL Adult Technology	127	792	199	1236

Outreach (out of library):

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Children (age 5 and under)	16	79	574	2131
Children (age 6-12)	16	77	724	3686
Teens	0	5	0	267
Intergenerational	12	62	1526	8632
Adults (excludes Technology)	7	45	306	1718
TOTAL Outreach (out of Library)	51	268	3130	16434

Summer Reading Programs

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
Children (age 5 and under)	57	57	1293	1293
Children (age 6-12)	51	54	1080	1100
Teens	52	57	466	500
Intergenerational	58	58	2033	2033
Adults	21	21	191	191
TOTAL Summer Reading Programs	239	247	5063	5117

System-wide Buffalo Never Fails WWI Programming:

	Number of Programs		Number of Attendees	
	Month	YTD	Month	YTD
Children Services	2	15	138	496
Adult Services	4	35	59	870
Launch Pad/TechKnow Lab	0	2	0	5
Development/Communications	2	10	12	255
Grosvenor Room	1	14	7	186
TOTAL	9	76	216	1812

Buffalo Never Fails WWI Exhibit:

	Month	YTD	From Opening 11/16/2017 to present
Visitors - Non-tour related	3590	21809	
Visitors - Tour/Program	216	1786	
TOTAL Exhibit Visitors (Combined non-tour related and tour/program visitors)	3806	23595	28758

Highlights:

- **Outreach:**

June 1st – Children’s Services Manager **Kathryn Galvin** and **Linda Rizzo** represented the B&ECPL at the Holy Cross Head Start End of Year Celebration, held at the Buffalo Niagara Convention Center. There were 230 people, 130 adults and 100 children in attendance.

June 6th – Information Services and Outreach Librarian **Sandra Courtney** attended the Ignite Buffalo information session at the Beverly Gray Exchange Center. Ignite Buffalo is a business grant and mentorship program for local small businesses and startups.

June 12th – Information Services and Outreach Librarian **Sara Fuller** conducted outreach at the Cheektowaga Chamber of Commerce Career Fair. She spoke with over 70 job seekers to whom she introduced the multitude of resources that the Library offers.

June 19th – Children’s Services Librarians **Wanda Collins** and **Jessie Blum** visited the Young Men’s Christian Association (YMCA) Children’s Center at Family Court to share stories, songs and scarf dances with children visiting the Center.

June 20th – Special Collections Librarian **Rhonda Konig** taught *Genealogy 101* at the Golden Age Center on Grand Island. This class was part of University Express, a series of classes for older adults organized by Erie County Senior Services.

June 21st – Ms. Fuller and Information Services and Outreach Librarian **Kit Pitkin** represented the B&ECPL at the Stand Down event sponsored by the Veterans Affairs Health Care for Homeless Veterans program.

June 23rd – **Renée Masters**, Mobile Services and Outreach Manager **Samantha Purpora** and Senior Page **Julia Verbanic** participated in Bailey Green’s Annual Community Day celebration. Thirty children participated in crafts and other activities. Information regarding library resources was shared with both adults and children.

- **Library on Wheels:**

June 1st – Bookmobile Branch Manager **Kimberly Falkowski** and **Julia Verbanic** attended the school carnival at Buffalo Public School #53. The Library on Wheels welcomed 51 patrons.

June 2nd – Ms. Falkowski and Senior Page **Alyssa Johnson** attended the Community School events at Buffalo Public School #30. The Library on Wheels had 77 patrons visit.

June 7th – **Samantha Purpora** and **Julia Verbanic** attended the kick-off to Mayor Brown’s 2018 Summer Reading Challenge at the West Side Community Services Center. There were 38 visitors and 30 items were checked out.

June 8th – Ms. **Purpora** and this writer took the Library on Wheels to Highland Elementary in the Lake Shore School District for their annual Field Day event. The Library on Wheels had 200 visitors, stories were read, items were checked out and library cards were issued.

June 9th – Say Yes Buffalo Year-end Party at West Hertel Academy. The Library on Wheels had 62 visitors, items were checked out and library cards were issued.

June 14th – Baker Academy. The Library on Wheels had 26 visitors and 104 items were checked out.

June 16th – Discover Kenmore. Town of Tonawanda Public Library Branch Manager **Nicole Bermingham** and Kenmore Branch Library Associate **Kate Shea** joined bookmobile staff to do crafts and promote Summer Reading programs with the attendees. The Library on Wheels welcomed 345 visitors and checked out 105 items.



June 17th – Juneteenth Festival at Martin Luther King, Jr. Park. The Library on Wheels had 42 visitors and 47 circulated items. Read-alouds and crafts were also provided.

June 29th – West Side Community Day - Every Person Influences Children (EPIC) at Rich Products, Buffalo. The Library on Wheels welcomed 60 visitors and circulated 32 items.

2. Collection Development

Collection Development – June 2018

Physical Collections:

	Monthly Item Adds	YTD Item Adds	Monthly Title Adds	YTD Title Adds	Collection Size
Juvenile Print	2,857	20,382	289	1,738	542,331
Young Adult Print	810	4,291	130	625	74,790
Adult Print	4,747	28,567	902	5,918	1,841,244
Media	4,203	32,209	474	2,731	557,824
Other*	2,783	18,373	7	91	184,006
Subtotal	15,400	103,822	1,802	11,103	3,200,195

*Includes magazines, generic copies, and other

Electronic Collections:

	Monthly Item Adds	YTD Item Adds	Monthly Title Adds	YTD Title Adds	Collection Size
e-Books	1,003	5,418	682	3,494	61,085*
Music (Freegal)	N/A	N/A	N/A	N/A	Unlimited SONY Library
e-Audiobooks	133	744	102	571	11,622
e-Videos	0	0	0	0	100 +Moving Image Archive Library**
Subtotal	1,136	6,162	784	4,065	72,807

*Includes 428 EBL titles

**Access to Moving Image Archive (<http://bit.ly/1eMd454>) via mobile website, beginning Nov. 2013

All Collections:

	Monthly Item Adds	YTD Item Adds	Monthly Title Adds	YTD Title Adds	Total Collection Size
Total	16,536	109,984	2,586	15,168	3,273,002

Purchase Suggestions:

	Received	% Owned*	Unique Titles	% Ordered
Patron Initiated	617	2.1%	614	64.7%
Staff Initiated	65	0.0%	65	50.8%

*Items in system or on-order at time of suggestion

Highlights:

- In June, 1,826 users from 19 countries viewed the Library's Subject Guides (<http://bit.ly/1BgHwzj>). In addition to visits from within the United States, other countries using the guides this month included Argentina, Canada, Colombia, Costa Rica, Denmark, Ecuador, Germany, India, Iran, Liberia, Pakistan, Palestine, Peru, the Philippines, Poland, Puerto Rico, Russia, and South Africa.

3. Technology

Technology - June 2018

Social Networking:

	Monthly Staff Activity ¹	YTD Staff Activity	Monthly Public Activity ²	YTD Public Activity	Monthly New Followers	Total Followers ³
Facebook	120	696	5,650	26,489	93	8,002
Flickr	35	746	16,022	64,196	0	54
Instagram	31	171	1,621	6,778	33	1,522
Pinterest	25	353	3,259	17,805	24	1,589
Tumblr ⁴	0	3	0	2	0	196
Twitter	90	528	670	5,119	18	10,022
YouTube	0	2	0	30	1	145
Total	301	2,499	27,222	120,419	169	21,530

¹Number of posts, pins, tweets, videos, etc., created by staff

²Number of likes, shares, favorites, repins, clicks, comments, views, retweets, etc., by public

³Total number of followers at end of month

⁴Discontinued effective April 2018

Highlights:

- Facebook broke 8,000 followers and Twitter followers have now exceeded 10,000.

4. Fundraising

Fundraising:

Campaign Name	Campaign Dates	Raised to Date
Annual Appeal	January 1 - June 30, 2018	\$103,150.03

Highlights:

- **Play Ball!** – Friday, July 20th is Library Night at the Ballpark. Join us at Coca-Cola Field as the Buffalo Bisons take on the Durham Bulls for a fun-filled fundraiser at the ballpark. Tickets are \$14 each with \$6 from each ticket going to help support the Library's Bucks for Books campaign. Tickets can be purchased

by contacting Maureen Germaine at 716-858-7197 or germainem@buffalolib.org. We hope you will join us and help cheer on the Bisons!

- **Annual Central Library Used Book Sale** – Coming August 16th – 18th, Central Library’s huge Annual Used Book Sale where everything is 50 cents; this will be held on the 2nd floor of the library. An Early Bird Preview Sale (\$5 entry donation) is Thursday, August 16th from 8:30 a.m. – 11 a.m.

5. Facilities

Highlights:

- Central Library – Work continues on the Central Library elevator project. Anticipated completion is now the end of July/mid-August.
- Crane Branch – A new compressor for the main area of the Crane Branch Library has been ordered. Currently without air conditioning (on the main floor), fans are being used to keep the air moving. Room temperature is being monitored regularly.
- East Delavan Branch – The ground was broken on the doorways/window space for East Delavan Branch Library’s new side entrance. Resetarits Construction wrapped up primary work on the 3 openings (storage closet, ground floor entrance from parking lot, and breakroom window space) on June 30th.

6. Staff Development

Staff Development – June 2018

	Number of Program Attendees		Number of Programs Presented	
	Month	Yr. to Date	Month	Yr. to Date
Staff	960	2796	6	57

Highlights:

- In June, B&ECPL Human Resources began system-wide annual compliance training using Kantola Productions. All library staff are required to complete 2 training modules: *Harassment: Sex, Religion, and Beyond* and *Workplace Violence: The Early Warning Signs* before August 31st. To date, over half of B&ECPL’s workforce system-wide have completed both courses.

- On June 4th, the B&ECPL Children's Programming Department hosted nationally recognized trainer and early childhood specialist Lisa Murphy to present 2 back-to-back workshops: *Ooey Goey® Squishy Plop! Sensory Play for Every Day!* and *The Importance of Early Experiences: How Playing IS Kindergarten Readiness!* The workshops supplied hands-on art, science and sensory play activity ideas and explored ways to incorporate 7 things into programming that children should do each day to prepare for higher learning: create, move, sing, discuss, observe, read and play. Forty-four staff members representing 28 libraries attended both sessions of the training.
- The B&ECPL Business Office conducted *2019 Budget Preparation* on June 13th for Central Library department heads, Buffalo Branch managers and Contract Library directors. The session was designed to provide new and seasoned managers with tips to navigate the library budgeting process.
- The B&ECPL was well represented at local, regional, and national library programs, workshops and meetings throughout June. Nationally, 2 librarians attended the ALA Annual Conference in New Orleans, LA from June 22nd – 26th. The B&ECPL was also nationally recognized for its bookmobile programming at the conference, as Librarian **Nicole Brown** was featured as a speaker on the panel of the president's choice program: *Using Innovative, Music-Based Outreach Programs to Reach Vulnerable Populations of All Ages*, highlighting her experience working on the Library on Wheels.
- Highlights of participation in other June external trainings include: *PLA Inclusive Internship Kick-off Event* in Washington, DC; *Upstate NY Sirsi Users Group Meeting*; *Security School Director Orientation* in Albany, NY; *Irish Genealogical Research* at the Genealogical Research Institute of Pittsburgh; and the *Early Childhood Music and Movement Association's 2018 Convention* at Buffalo State College.
- Staff pursued a variety of webinar training opportunities on a wide range of topics in June, including: *Disaster Planning & Community Resilience at Your Library* (presented by NYLA); *Everyday Mentors* (presented by Mentor NY); *myON for New York State Public Libraries* (presented by Renaissance Learning Inc.); *Plan to Succeed: Basics of Library Project Management* (presented by MLA); *Serving All Patrons: Library Services for Multilingual Communities* (presented by Library Journal); and *Springtime DIY: New Craft Titles in Print and Audio* (presented by Booklist). A total of 20 different webinars were viewed by staff from the Central, Buffalo Branch, and contracting libraries.

7. Media Coverage/Media Releases

Type of Communication	Topic	Air Date/Publish Date
Media Release and Interviews with Library Director Mary Jean Jakubowski	<i>You Are the Library</i> Outdoor Installation http://www.buffalolib.org/content/news-releases/%E2%80%9Cyou-are-library%E2%80%9D-outdoor-installation-central-library	Covered by WBEN Radio on June 6 th and Buffalo Rising. The Buffalo News ran a photo on June 5 th and the West Seneca Bee ran an article the week of June 18 th .
Media Advisory	Job Fair @ Central Library	Week of June 18 th
Media Release	Free Performance by Japanese Puppet Master @ the Downtown Central Library http://www.buffalolib.org/content/news-releases/free-performance-japanese-puppet-master-downtown-central-library	Buffalo Rising, June 18 th
Media Event and Media Announcement	Rotary Reads - Kids Clubs Announcement	Covered by WKBW TV Channel 7, WIVB TV Channel 4 and WGRZ TV Channel 2, June 27 th
Media Interview with Library Director Mary Jean Jakubowski	Summer Reading	WKBW -TV Channel 7 June 27 th & 28 th
Media Advisory	<i>Beat the Heat in an Air Conditioned Library this Weekend</i> http://www.buffalolib.org/content/news-releases/beat-heat-air-conditioned-library-weekend-expanded-saturday-sunday-hours	June 29 th
Media Interviews with Library Director Mary Jean Jakubowski	Special library hours on July 1 st due to expected extremely hot weather conditions	WBFO and The Buffalo News, June 29 th & 30 th
Fun4KidsinBuffalo.com	Musical Storytime	June 1 st

Riverside Review	June Happenings	June 6 th , 13 th , & 20 th
Interview with Children Services Librarian Jennifer Lelinski	Reading to Dogs program held at the Central Library	Spectrum News Television, June 30 th

Highlights:

- June - Just prior to June, a media release was sent out for the You Are The Library photo project, which was created by **Jordan Smith** and installed by various library staff members. A Facebook post documenting its installation garnered over 200 likes, 66 shares and many, many comments on various individual pages. The project appeared in *The Buffalo News*, *The Buffalo Criterion*, as well as various other media outlets (links below):

Buffalo Place:

<http://buffaloplace.com/app.aspx?st=10100&e=newsdetail&nav=&newsid=733>

WBEN:

<https://wben.radio.com/articles/art-project-connects-library-community>

New York Library Association:

https://www.nyla.org/max/4DCGI/cms/review.html?Action=CMS_Document&DocID=2587&MenuKey=eBulletin

WNY Family Magazine:

<http://www.wnyfamilymagazine.com/community/you-are-the-library-outdoor-installation-central-library/>

8. Partnerships

Highlights:

- Frank E. Merriweather, Jr. Branch Library Manager **Joshua Mitch** made contact with Jean West from the Department of Labor in regards to setting up Job Fairs at the branch.
- The Niagara Branch Library and the Erie County Department of Health have partnered to bring information about lead paint and lead safety to patrons. Floor displays and information will be made available to ensure the safety of the community.

- **Susan Kriegbaum-Hanks** spoke with Program Director Maureen McCarthy and Education Coordinator Win Min Thant from Buffalo State’s [Community Academic Center](#). Starting in July, the storefront at 214 Grant Street in Buffalo will host a program called Buffalo Beginnings for Newcomer Refugee Children. The children's parents will also be in attendance. The Library's Cyber Caravan will participate starting the second week of the program. Computers and other resources have been obtained through the American Dream Literacy Grant sponsored by the American Library Association and Dollar General Literacy Foundation and will be available along with library staff to help with community needs.
- **Kathryn Galvin** met with Connie Desmarais, Outreach Coordinator of Help Me Grow WNY. Help Me Grow WNY is a one stop resource for families and children helping parents with questions about all aspects of child development, performing developmental screenings and making referrals to providers as needed.
- **Jordan Smith** hosted the monthly We Make Buffalo meeting (formally the Buffalo Maker Collaborative) at the Central Library, with Megan McNally of The Foundry and several others in the Buffalo maker community in attendance.
- Information Services and Outreach Librarian **Sandra Courtney** attended the Small Business Administration (SBA) Straight Talk Conference planning meeting. The Straight Talk Series is an 8-part business Start-Up and Management Workshop Series. The Conference will commence at the Buffalo Convention Center January 26, 2019, followed by workshops offered at Medaille College. Ms. Courtney will serve as a presenter at the conference workshops and as an instructor on library resources throughout the Management Workshop Series.

9. Director Activities

Meetings and Events:

LIST of MEETINGS and EVENTS
ATTENDED by DIRECTOR MARY JEAN JAKUBOWSKI
June 2018

DATE	MEETING / EVENT
June 1, 2018	Meeting - NYS Assemblymember Erik T. Bohlen, District 142
June 1, 2018	Meeting - Michelle Brady
June 1, 2018	Conference Call - Laura Hoagland - Southwest Heart of the Community
June 4, 2018	Meeting - Jeannine Doyle

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June 6, 2018 Meeting - Library Card Committee

June 6, 2018 Media Interview - WBEN

June 6, 2018 Conference Call - Just Buffalo Literary Center

June 7, 2018 Conference Call - Rotary Club of Buffalo

June 7, 2018 Meeting - Administrative Team

June 7, 2018 Media Event - Mayor's Summer Reading Launch

June 8, 2018 Event - Highland Elementary School Field Days (Library on Wheels)

June 9, 2018 Media Event - Buffalo Architecture Foundation - Little Free Library

June 11, 2018 Meeting - Michelle Urbanczyk, CEO, Explore & More Children's Museum

June 12, 2018 Conference Call - Monumental Women

June 12, 2018 Meeting - Bridget Niland, Community Foundation for Greater Buffalo

June 12, 2018 Conference Call - Public Library System Directors Organization (PULISDO)

June 12, 2018 Conference Call - New York State Department of Education Division of Library Development and PULISDO

June 12, 2018 Meeting - West Seneca Public Library Board of Trustees

June 13, 2018 Meeting - Managers and Directors

June 14, 2018 Conference Call - Patrick Martin, Bond Schoeneck & King (BSK)

June 14, 2018 Meeting - Trustee Elaine Panty

June 14, 2018 Meeting - B&ECPL Board of Trustees Executive Committee

June 15, 2018 Meeting - Erie County Capital Projects Committee

June 19, 2018 Meeting - Joy Testa Cinquino

June 19, 2018 Presentation/Demo - i-Tiva Phone Notification

June 19, 2018 Meeting - Joy Testa Cinquino, Maureen Germaine

June 20, 2018 Meeting - Jeannine Doyle

June 20, 2018 Webinar - Disaster Planning and Community Resiliency at Your Library

June 20, 2018 Conference Call - Western New York Library Resources Council (WNYLRC) Board of Trustees

June 21, 2018 Meeting - Administrative Team

June 21, 2018 Event - Make Music Day Kazoo Flash Mob/sing-along

June 21, 2018 Meeting - B&ECPL Board of Trustees

June 22, 2018 Meeting - Kulture Khazana

June 25, 2018 Meeting - Dorinda Darden, Jeannine Doyle

June 25, 2018 Conference Call - Robert Patterson, BSK

June 27, 2018 Media Announcement - Rotary Club of Buffalo: Rotary Reads - Kids Clubs

June 27, 2018 Meeting - Melissa Brown, CEO Buffalo History Museum WNY Digital History Library

June 27, 2018 Tour - West Seneca Public Library

June 28, 2018 Meetings (2) - Administrative Team

June 28, 2018 Meeting - Buffalo Presidential Center

June 29, 2018 Conference Call - Rotary Club of Buffalo - Rotary Duck Derby

June 29, 2018 Media Interview - David Geary, The Chautauquan Daily

Other:

Contracting Member Library Activity Reports

Town of Collins Public Library – submitted by Abigail Barten-McGowan, Director

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

June

- June 2nd the library held an Adult Craft program, creating succulent planters from discarded books, much to our participants' delight.
- June 15th the library hosted Paul Zittel and Pure Country as part of our Music in the Library Concert Series. It was a beautiful evening for an outdoor concert, and we drew a huge crowd.
- June 16th we held our annual Hot Dog Roast, which brought out so many members of the community. Our Library Board and Town Board worked together to make the day a success! There was also a Tinkering in the Library program for families, and a Bake Sale sponsored by the Friends of the Library.
- June 25th kicked off our Children's Summer Reading program featuring summer-long reading logs, a Pete the Cat program June 25th, Buffalo and Brandy "Libraries Rock!" concert June 26th, and a special night of Tinkering in the Library June 28th.

July

- July and August will feature a new event for us - A Summer Reading Contest for Adults!
- Also in July, our Lap Sit program for young children ages 6 - 24 months gets back into full swing on Mondays with songs, stories and interaction to encourage early literacy.
- July 10th a very special talk about "Breaking Old World Genealogy" will be presented by **Rhonda Konig**.
- July 17th the library will hold a very special "Rainbow Fish Story Time" celebrating author Marcus Pfister's birthday.
- July 20th our Music in the Library Concert Series continues with the PC All-Star Big Band, featuring a full 16 piece swing band.
- July 28th we will hold another special Adult Craft program making thank you cards and bookmarks.
- July 30th the Buffalo Museum of Science will present their "Bubble Blast" program for families, sure to be a hit!

August

- August 9th Buffalo Animal Adventures will visit and bring visiting animals from Australia and Asia.
- August 14th will be a special family Music Story Time, featuring lots of rhythm and sound.
- August 23rd the library will hold a Summer Reading Party for anyone who participated in any of our Summer Reading events.
- August 24th will be a very special concert in the Music in the Library Concert Series, featuring “Danny on the Keys.” This concert is sponsored by the Kiwanis Club of Gowanda, in memory of one of their members.

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

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

- **June 18th** – Clinton Street Elementary School won the contest “It Takes Cents to Make the Library Grow”. The entire school was invited for a preview of the new library before it opened. Over 800 students and their families toured the new facility, took part in a scavenger hunt and enjoyed techno activities in the MakerSpace.
- **June 25th** – The new and improved West Seneca Public Library opened its doors to the public. Everyone that came to the library on its opening day was very impressed and enjoyed the new building.
- **June 28th** – The West Seneca Public Library program “Books and Barks” was selected by the ALA Public Programs Office out of 300 submissions as an exceptional program. An additional survey and information have been submitted on this very popular program. The “Books and Barks” program may be included in a forthcoming book from ALA publishing.
- **August 11th** – At 1 p.m., best-selling author Aimee Molloy will be speaking at the West Seneca Public Library about her debut novel *The Perfect Mother*. *The Perfect Mother* has been reviewed in Kirkus Reviews (starred review), New York Times Book Review, and Publishers Weekly (starred review).

Agenda Item G – The Association of Contracting Library Trustees (ACT)/Contracting Library Trustee Report. While there was no representation from ACT, Director Jakubowski shared that ACT is planning their schedule of future meetings, with their next meeting taking place sometime in September. The agenda for that meeting is a review of the contract between the B&ECPL System and the Contract Member Libraries; CFO Stone and Director Jakubowski will be in attendance. Additional information is forthcoming. Trustee Berlow questioned lack of representation by ACT at System

Board meetings and remarked he feels attendance is very important. Director Jakubowski offered to look into this.

Contract Member Library System Liaison Report – Trustee Bucki reported she attended the July 12, 2018 Amherst Public Library Board of Trustees meeting whereat plans for their proposed expansion project were discussed. Trustee Bucki shared their Board's questions dealing with security cameras and why the City Branches have security guards, but not the contract member libraries. Director Jakubowski answered she understood their intent was to have the cameras monitored by a secondary source, there are laws that are preventative of that happening. There is a legal opinion on this, as it has been asked in the past. With regard to having building guards on site, that is something their Board can put through in their budget request. Director Jakubowski pointed out the Lackawanna Public Library has hired an organization dealing with security as they have demonstrated a significant level of need for this. Another library has come forward as well. Director Jakubowski conveyed the first step is to go to their local police organization and ask what assistance can be provided. She commented the Amherst Public Library Director should reach out to her to discuss this further.

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

Agenda Item I – Unfinished Business. None.

Agenda Item J – New Business. Katie Burd shared with trustees earlier in the day Erie County Executive Mark Poloncarz, Executive Director of the Commission on the Status of Women Dr. Karen King, Director Jakubowski and members of the Monumental Women of WNY Committee attended a press conference to kick off the capital campaign for the Monumental Women of WNY project, highlighting the achievements of WNY women. Committee member Burd explained 3 monuments are planned for the inaugural round of the project. The first monument will recognize Louise Blanchard Bethune, the first professional woman architect in the U.S., and will be located at the Central Library with the backdrop of the Hotel Lafayette which Ms. Bethune designed. The second monument will recognize civil rights leader Mary Burnett Talbert, a founder of the Niagara Movement, with the location TBA as the campaign continues. Public input is being sought for the third monument to complete the first round of the monuments. The campaign's goal is approximately \$500,000 and a website has been set up about the project; further communications are forthcoming. In response to a question by Trustee Berlow, Ms. Burd emphasized fundraising and donations for this project have nothing to do with the Buffalo & Erie County Public Library, it is separate.

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There being no further business, on motion by Trustee Burd with a second by Trustee Berlow, the meeting was adjourned at 5:08 p.m.

Respectfully submitted,

Kimberly Johnson
Secretary