

AGENDA ITEM NUMBER: E.1.



Buffalo & Erie County Public Library Board of Trustees
Executive Committee Meeting Report
June 11, 2020

Present via conference call: Executive Committee Chair Kathleen Berens Bucki; Vice Chair Kimberly Johnson; members Sheldon Berlow, Katie Burd and Elaine Panty; and ex-officio member Frank Housh. Also on the call were Library Director Mary Jean Jakubowski, Deputy Director - Chief Operating Officer (C.O.O.) Jeannine Doyle, and Deputy Director - Chief Financial Officer (C.F.O.) Ken Stone.

In keeping with Executive Order 202.38 issued June 6, 2020 which extends previous Executive Orders regarding emergency adjustments to the Open Meetings Law in response to the COVID-19 pandemic through July 6, 2020, this meeting was held remotely via Zoom. As required by the Governor's Order, the public was offered the ability to listen to such proceeding via the provided Zoom call-in number, with the meeting being recorded, transcribed, and to be made available on the Library's website before July 2, 2020. This information was included in the meeting announcement.

Chair Bucki called the meeting to order at 4:08 p.m. Following the call of the roll, it was noted a quorum was present.

The Committee had no changes for the proposed agenda for the June 18, 2020 Buffalo & Erie County Public Library (B&ECPL) Board of Trustees meeting.

C.F.O. Stone discussed the proposed resolutions for that meeting. He also discussed the monthly financial report as well as his attendance at the Finance and Management Committee of the Erie County Legislature, where the potential County deficit could be close to that of what is known as the discretionary budget. He reminded the Executive Committee that the B&ECPL's funding is a part of this budget and while the County, pursuant to New York State Law and the Library Protection Act, cannot cut the Library's 2020 budget, there could be a significant impact to the 2021 budget. Also discussed were potential cuts in 2020 funding received from New York State - which could exceed \$650k to the B&ECPL. Director Jakubowski noted she and Library Administration have been openly discussing the potential budgetary impacts with contract library directors and trustees.

Director Jakubowski announced the impending retirement of Secretary to the Director Maria Borowiak. She is in the process of conducting interviews for this position.

Director Jakubowski announced that of the 13 libraries currently with doors open to the public, 9 are located in the City of Buffalo. She also indicated 22 libraries are currently offering curbside and/or walk-up services.

Director Jakubowski informed the Executive Committee that the Executive Order mandating a 50% onsite workforce reduction is being lifted effective June 16th for local governments. B&ECPL's municipal libraries fall under this category. She suggested modifying STAGE III of B&ECPL's Reopening Plan to accommodate this change while noting the continuation of other Executive Order restrictions. She will update the Plan and send the changes to the Board. She is further recommending all full-time, regular part-time and those part-time staff receiving emergency closure pay return to onsite work. Hours of operation for the Central Library will continue as Monday - Saturday 10 a.m. to 6 p.m. with Buffalo Branch hours increasing slightly throughout as more staff returns to work.

The public had no comment.

The Executive Committee meeting adjourned at 4:38 p.m. on a motion by Trustee Berlow, with a second by Trustee Panty.

Respectfully submitted,

Kimberly Johnson