

**GRAND ISLAND MEMORIAL LIBRARY**

**1715 BEDELL ROAD \*GRAND ISLAND, NEW YORK 14072-1796 \*773-7124**

MINUTES FOR BOARD OF TRUSTEES MEETING

THURSDAY, MARCH 8 ,5:30 P. M.

LIBRARY MEETING ROOM

CALL TO ORDER: The meeting was called to order at 5:30 by President Banaszak.

ROLL CALL: Present were:

President Jill Banaszak	Pat Rizzuto
Vice President Richard Crawford	Town Liaison Mike Madigan
Treasurer Richard Earne	Library Director Bridgette Heintz
Secretary Agnes Becker	

MINUTES: Minutes of the meeting on February 8, 2018 were approved. Motion by President Banaszak, second by Trustee Crawford. Motion approved 5-0.

CORRESPONDENCE: The only correspondence received in the last month is part of Director Heintz's report.

FINANCIAL REPORTS: Director Heintz shared monthly reports, payroll reports and Town reports. They will be filed for audit. She will be keeping a spread sheet to control private money and specialized money. Town Liaison Madigan reported that approximately \$33,000 has been approved in the Town Budget for carpeting. The quote is for \$50-55,000. The construction grant application is due to Ken Stone by September 1.

PRESIDENT'S REPORT/FRIENDS: President Banaszak reported that plans for the April 14 Friends' meeting will include a cooking program with Linda Cretelli including demonstrations, samples and her cook book sale. The fall program on September 20 will include author, Lissa Marie Redman, speaking about her book Cold as Hell.

DIRECTOR'S REPORT: A full Director's Report is attached. Included in her report were the following: an annual staff meeting will be held on May 9. The decision to stay open or to close will depend upon the number of staff interested in attending. Director Heintz shared a calendar of events for March and April and invited trustees to take part in an upcoming webinar on NYS construction grants.

NEW BUSINESS:

- A. A private money discussion resulted in the following motion: A one-time payment of up to \$500 for the Director's Wish List will come from the Private Money account. Motion made by Trustee Crawford, second by President Banaszak. Motion approved 5-0.  
Director Heintz will draft a Petty Cash Policy following the Town of Concord's. She will send it to trustees for review.
- B. The GIML's Bulletin Board Policy will be retired and replaced with Central's Bulletin Board Policy. Motion made by President Banaszak, second by Trustee Rizzuto. Motion approved 5-0.
- C. The GIML's Rules of Conduct Policy will be retired and replaced with Central's Rules of Conduct Policy. Motion made by President Banaszak, second by Trustee Rizzuto. Motion approved 5-0.  
A copy of each policy will be distributed at the next Board meeting.

ADJOURNMENT: The meeting was adjourned at 7:00 PM.

Next meeting: May 3, 2018 at 5:30 PM.

Respectfully submitted

Agnes Becker

Secretary