

GRAND ISLAND MEMORIAL LIBRARY

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

MINUTES FOR BOARD OF TRUSTEES MEETING

THURSDAY, NOVEMBER 2, 2017, 5:30 P. M.

LIBRARY MEETING ROOM

CALL TO ORDER: The meeting was called to order at 5:35 by President Banaszak.

ROLL CALL: Present were:

President Jill Banaszak

Vice President Richard Crawford

Treasurer Richard Earne

Secretary Agnes Becker

Trustee Pat Rizzuto

Town Liaison Mike Madigan

Library Director Pat Covley

Friends Liaison Carole Joseph

MINUTES: Minutes of the meeting on September 7, 2017 were approved. Motion by President Banaszak, second by Trustee Crawford. Motion approved 5-0.

FINANCIAL REPORTS: \$10,000 in Bullet Aid has been received. Other financial reports were filed for audit.

CORRESPONDENCE: A letter to Director Pat Covley from System Director Mary Jean Jakubowski questioned the need to have summer hours which differ from the rest of the year. The issue was moved to New Business.

PRESIDENT'S REPORT: None

DIRECTOR'S REPORT: Reminded trustees that there will be advertising for the program on November 30th with Linda Critelli. The program will include sampling of the foods she prepares. A full Director's Report attached.

FRIENDS: The book sale held on October 27 and 28 was successful. Approximately \$1,400 was raised.

ACT: Trustees Earne and Crawford plan to attend the ACT meeting on November 4.

OLD BUSINESS:

- A. CONFLICT OF INTEREST POLICY: President Banaszak has compared the new Conflict of Interest Policy with the old one. There appears to be only minimal changes. No action needed.
- B. CARPET UPDATE: Discussed the ability to encumber budget items from 2017 and 2018 without a proposal for carpet replacement. Trustees Crawford and Becker will meet with Director Covley to draft a letter to the Town Board requesting that budgeted funds be encumbered for carpet replacement.

NEW BUSINESS:

- A. FIXED ASSET THRESHOLD: Director Covley explained that the Board needs to set the threshold for reportable capital assets. Following a discussion, the fixed asset threshold was set at \$5,000. Motion by President Banaszak, second by Trustee Rizzuto. Motion carried 5-0.
- B. NOMINATING COMMITTEE: Since all trustees agreed to continue in the positions they held in 2017, there will be no need for a nominating committee for 2018 positions. A letter will be sent to the Town Board recommending the appointment of Trustee Becker for a new 5-year term.

C. HOLIDAY SCHEDULE FOR 2018: Regarding the correspondence from System Director Jakubowski, the Board decided that the summer schedule works best for the community and will remain the same. Director Covley will inform Director Jakubowski.

After reviewing the schedule for 2018, pending approval, the library will be open on Good Friday and closed on Christmas Eve day. Moved by President Banaszak, second Trustee Earne. Motion approved 5-0.

D. BOARD MEETING DATES FOR 2018: Meetings for 2018 have been set for the first Thursday of every other month: January 4, March 8 (change from first Thursday), May 3, July as needed, September 6 and November 1 at 5:30.

E. VOLUNTEER APPRECIATION: The Volunteer Appreciation luncheon will be held on Saturday, January 20 at 12:00. Invitations will be sent out at the end of December with an RSVP by January 9th.

ADJOURNMENT: The meeting was adjourned at 6:55 PM.

Next meeting: January 4, 2018 at 5:30 PM.

Respectfully submitted

Agnes Becker

Secretary