

GRAND ISLAND MEMORIAL LIBRARY

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

MINUTES FOR BOARD OF TRUSTEES MEETING

THURSDAY, FEBRUARY 8, 2018, 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

Town Liaison Mike Madigan

Library Director Bridgette Heintz

Friends Liaison Carole Joseph

MINUTES: Minutes of the meeting on November 2, 2017 were approved. Motion by Trustee Crawford, second by President Banaszak. Motion approved 5-0.

CORRESPONDENCE: Thank you note was received from Nancy Vizzi for the Volunteer Luncheon.

FINANCIAL REPORTS: Director Heintz shared monthly reports, payroll reports and Town reports. They will be filed for audit.

Following a discussion Town Liaison Madigan offered to check with the Town on the amount that has been encumbered in the Town budget for carpeting. He also reported that the Town Board has voted to have the Library stay in its current location. The Board discussed writing a grant for security cameras.

PRESIDENT'S REPORT: President Banaszak shared a review submitted by Director Heintz. The review is attached.

DIRECTOR'S REPORT: A full Director's Report is attached.

FRIENDS: The recent book sale was successful. The next Friends meeting will be held on Thursday, February 15, 2018. The Used Book Sale will be held on April 13-14.

ACT: Trustee Earne shared documentation regarding staff evaluation that was presented at the last ACT meeting. *Trustees were asked to think about goals for Director Heintz.* The ACT Workshop will be held on March 10.

OLD BUSINESS:

- A. Disclosure Statements were signed by Trustees and Director.
- B. Board meetings dates were set for the 1st Thursday of every other month. Remaining Board meetings for 2018 are: March 8, May 3, July, if needed, September 6 and November 1.

NEW BUSINESS: President Banaszak reminded the Board that the by-laws must be reviewed every 5 years. She also shared an updated list of policies, when effective and when reviewed. The Bulletin Board Policy and the Rules of Conduct will be reviewed first.

ADJOURNMENT: The meeting was adjourned at 7:05 PM.

Next meeting: March 8, 2018 at 5:30 PM.

Respectfully submitted

Agnes Becker

Secretary