

# GRAND ISLAND MEMORIAL LIBRARY

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

## BOARD OF TRUSTEES SPECIAL MEETING TUESDAY, OCTOBER 20<sup>TH</sup> 2020 @ 4:00 PM

VIA ZOOM

LIVE STREAM VIA TOWN OF GRAND ISLAND YOUTUBE PAGE

### AGENDA

- I. Minutes: August 27<sup>th</sup> 2020 meeting
- II. Financial Report – moved to next regular meeting
- III. Claims Audit Abstract Report – moved to next regular meeting
- IV. Reports
  - a. Director
    - i. Construction updates
      - 1. Sidewalk/foundation
      - 2. Doors
      - 3. Window Blinds
    - ii. Executive Session
      - 1. Staffing updates

Next Regular Meeting: Thursday, November 5<sup>th</sup> (time and location TBD)

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

**BOARD OF TRUSTEES SPECIAL MEETING**  
**TUESDAY, OCTOBER 20TH 2020 @ 4:00 PM**  
**VIA ZOOM**  
**LIVE STREAM VIA TOWN OF GRAND ISLAND YOUTUBE PAGE**

**CALL TO ORDER:** The meeting was called to order at 4:05 pm by President Crawford

**ROLL CALL:** Present were:

President Richard Crawford  
Vice President Jill Banaszak  
Treasurer Richard Earne  
Secretary Pat Rizzuto

Trustee Agnes Becker  
Library Director Bridgette Heintz  
Town Liaison Jennifer Baney

**MINUTES**

The minutes of the meeting held on August 27, 2020 were approved. Motion made by Trustee Becker, seconded by Trustee Banaszak. Motion passed by roll call vote 5-0.

**FINANCIAL REPORTS**

The financial reports were moved to the next regular meeting.

**CLAIMS AUDIT**

The claims audit was moved to the next regular meeting.

**CORRESPONDENCE**

Correspondence was moved to the next regular meeting.

**DIRECTOR'S REPORT**

The complete Director's Report is attached.

**EXECUTIVE SESSION**

At 4:15 pm Trustee Banaszak made a motion to go into executive session to discuss staffing. Motion seconded by Trustee Becker. Motion passed 5-0.

At 4:36 pm Trustee Earne moved, and Trustee Banaszak seconded to reconvene the regular meeting. Motion passed 5-0.

**ADJOURNMENT**

Trustee Becker moved, and Trustee Banaszak seconded a motion to adjourn the meeting. The meeting was adjourned by a roll call vote of 5-0 at 4:40 pm.

#### NEXT MEETING

The next regular meeting will be held on Thursday, November 5.

## **Grand Island Memorial Library Board Meeting**

**Via Zoom**

**Live streamed via the Town of Grand Island's You Tube Page**

**October 20<sup>th</sup>, 2020 @ 4:00 pm**

### **Minutes**

- Special Meeting August 27<sup>th</sup>, 2020

**Financial Report: moved to next regular meeting**

**Claims Audit: moved to next regular meeting**

**Correspondence: moved to next regular meeting**

### **Director's Report**

- **NYS Construction Grant Updates:**
  - North sidewalk/foundation: the concrete work was completed on October 13<sup>th</sup>. The area around the sidewalks needs to be filled in with dirt and the area in front of the handicapped parking spots needs to be paved. The town and highway department are being consulted.
  - Doors: The door project began today (10/20/20). Priority is to get the parking lot side public entrance completed first.
  - Window Blinds: the Friends approved funding for new window blinds for the meeting room, main floor, staff room, and director's office. Three bids were solicited and Colvin Draperies will install in the next three weeks.
  - *\*\*forgot to add to agenda\*\** Security Cameras: Cameras were installed the week of September 21<sup>st</sup>. There are 8 inside the building and 5 outside.
- **Staffing Discussion**

Respectfully submitted,

Bridgette Heintz