

**GRAND ISLAND MEMORIAL LIBRARY**  
**1715 Bedell Road \*Grand Island, New York 14072-1796 \* 773-7124**

**BOARD OF TRUSTEES SPECIAL MEETING**  
**Thursday, April 7, 2022 @4:30 PM**  
**DRAFT MINUTES**

CALL TO ORDER: The meeting was called to order at 4:30 by President Crawford.

ROLL CALL: Present were:

President Richard Crawford via Zoom  
Library Director Bridgette Heintz  
Secretary Agnes Becker  
Treasurer Richard Earne

Vice President Jill Banaszak via Zoom  
Town Liaison Christian Bahleda, excused  
Trustee Pat Rizzuto

**MINUTES**

Trustee Earne made a motion to approve the minutes of the March 10<sup>th</sup>, 2022 meeting, as corrected. Trustee Rizzuto seconded. Motion passed by roll call 5-0.

**FOR PUBLIC EXPRESSION (agenda items)**

No speakers came forward.

**FINANCIAL REPORTS**

Moved to next regular meeting.

**CLAIMS AUDIT ABSTRACT REPORT**

Moved to next regular meeting.

**CORRESPONDENCE**

Moved to next regular meeting.

**DIRECTOR'S REPORT**

Moved to next regular meeting.

**UNFINISHED BUSINESS**

a. Long Range Plan 2023-2027

Trustee Banaszak reported that she and Trustee Becker had reviewed the Long Range Plan for 2017-2022. She suggested that the same format be used when developing the Long Range plan for 2023-2027 and that terms such as "continue" and

“do more” be used in the goals. Trustee Banaszak will prepare a draft of the Long Range plan for 2023-2027. The Board will meet on Tuesday, April 19<sup>th</sup> at 3:30 to develop the plan.

b. Credit card/online banking

Director Heintz and Trustee Earne met with personnel at Northwest Bank. Online banking has been set up for the private account. A \$5,000 limit credit card will be attached to the private account. M&T Bank will be contacted to set up online banking for that account.

## NEW BUSINESS

a. Claims Audit Policy & Procedure

Director Heintz will add a procedure to address the use of a credit card. She will present it at the next meeting.

b. 2021 State Report

A resolution was passed to approve the State Report for 2021. Roll call vote 5-0.

c. ACT Contract Library presentation

Director Heintz shared the GIML portion of a Powerpoint presentation that will be used at the ACT meeting on May 7<sup>th</sup>. A few changes were suggested.

## Period for Public Expression (any library related topic)

Director Heintz reported that the B&ECPL will be eliminating overdue fines.

## NEXT REGULAR MEETING

The next regular meeting will be held on Thursday, May 12, at 4:30 pm.

## ADJOURNMENT

A motion was made by Trustee Earne to adjourn the meeting. Trustee Rizzuto seconded the motion. Motion passed 5-0. The meeting was adjourned at 5:45.

## NEXT MEETINGS

Special meeting on Tuesday, April 19<sup>th</sup> at 3:30

ACT workshop on Saturday, May 7<sup>th</sup> at 9:15

Regular meeting on Thursday, May 12<sup>th</sup> at 4:30