

GRAND ISLAND MEMORIAL LIBRARY

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

BOARD OF TRUSTEES SPECIAL MEETING

THURSDAY, JULY 2ND 2020 @ 5:00 PM VIA ZOOM CLOUD MEETING

LIVE STREAM VIA TOWN OF GRAND ISLAND YOUTUBE PAGE

AGENDA

- I. Minutes: June 4th 2020 special meeting
- II. Reports
 - a. Director
 - i. NYS Grant project and extension update
 - ii. Library reopening update
- III. New Business
 - a. 2020 BECPL Contract – discussion and approval pending
 - b. NYS Grant for 2020-2023: sidewalk project – discussion
 - c. Future library board meeting dates and venue - discussion

Next Meeting: TBD

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BOARD OF TRUSTEES SPECIAL MEETING

THURSDAY, July 2, 2020 @ 5:00 PM ZOOM CLOUD MEETING

CALL TO ORDER: The meeting was called to order at 5:02 pm by President Crawford

ROLL CALL: Present were:

President Richard Crawford

Secretary Pat Rizzuto

Vice President Jill Banaszak

Treasurer Richard Earne

Trustee Agnes Becker

Library Director Bridgette Heintz

Town Liaison Jennifer Baney

Friends Liaison Mary Cook

MINUTES

The minutes of the special meeting held on June 4, 2020 were approved. Motion by Trustee Becker, seconded by Trustee Earne. Motion passed by roll call vote 5-0.

FINANCIAL REPORTS

The financial reports were moved to the next regular meeting.

CLAIMS AUDIT ABSTRACT REPORT

The Claims Audit Abstract report was moved to the next regular meeting.

CORRESPONDENCE

The Correspondence Report is attached.

DIRECTOR'S REPORT

The complete Director's Report is attached.

UNFINISHED (OLD) BUSINESS

After discussion, the board approved the use of \$600 in funds given to the library from the Western New York Library Resource Council for purchase of 25 non-fiction books related to health topics. Trustee Earne moved and Trustee Banaszak seconded the motion. The motion passed by a roll call vote, 5-0.

NEW BUSINESS

- BECPL Contract

The 2020 Buffalo and Erie County Public Library Contract was approved by resolution following a discussion. Trustee Rizzuto moved and Trustee Becker seconded the motion. The resolution was passed by roll call vote, 5-0.

- Sidewalk and Cement Work

The sidewalks and a part of the foundation on the corner outside the meeting room are starting to crumble. Director Heintz reported that it is unlikely that we would be able to receive a NYS Construction Grant for 2020-2023 for the project. She is in the process of getting bids and looking for sources of funding.

- Future Library Board meeting dates and venue

There was discussion about when it might be feasible to hold board meetings in the meeting room, rather than via Zoom.

- Updates to Reopening Plan

Director Heintz informed the board that Stages 3 and 4 of the plan have been scaled back a little for now. The governor lifted staffing restrictions, but the BECPL requested that we scale back more on hours due to budgetary problems. Therefore, we are now basically at Stage 2 of the plan.

ADJOURNMENT

Trustee Banaszak moved, and Trustee Becker seconded a motion to adjourn the meeting. The meeting was adjourned by a roll call vote of 5-0 at 5:48 pm.

NEXT MEETING

The next regular meeting will be held on Thursday, September 3 at 4:00 pm.

Grand Island Memorial Library Board Meeting

Via Zoom, live streamed via the Town of Grand Island's You Tube Page

Special Meeting July 2, 2020 @ 5:00 pm

Minutes

- Special Meeting June 4th, 2020

Financial Report

- Moved to next regular meeting

Claims Audit

- Moved to next regular meeting

Correspondence

- 6/18/20: an email from the NYS Department of Library Development informed us of a new law passed allowing projects funded by the FY 2017/2018 State Budget (our current construction project) an additional twelve month extension to complete all project activities.
- 6/24/20: An email from Mary Jean Jakubowski dated 6/24/20 was received by all the contract library directors. It explains budgetary and scheduling concerns with examples of how scheduling should look and a request to scale back more on hours. Said email was forwarded to the board on 6/26/20. After discussion with our Board President and members of Library Administration, the decision was made to zero out hours for Sr. Pages, Pages, and our one regularly scheduled PT Librarian until August 29th, unless the situation changes. All affected employees are still in our employment and still on payroll. Unemployment filing information was given to all affected. Before we reopened, two Pages had resigned as well. Taking all of this into account, the end of year payroll budget projection ends in \$21,209.42. The system is asking for these actions to be taken as they anticipate possible mid-year budget cuts and they have to go before the Erie County Legislature very soon.

Director's Report

Library improvement projects:

- NYS Construction Grant and projects update:
 - Bids for the security camera and door projects have been awarded. Materials are being ordered and projects should start soon.

Reopening update:

- As of June 15th, the library reopened to the public with limited services and limited hours (30 instead of the normal 47.5 in the summer).
- The following meetings/trainings were attended by Director Heintz in June:
 - 6/10/20: Manager/Director meeting with BECPL Administration via Zoom
 - 6/12/20: Contract Member Library Director meeting via Zoom

- 6/18/20: Meeting with Jennifer Baney, Tom Dworak, and Tom Digati to discuss the story walk collaboration
- The following meetings/trainings were attended by Youth Services Librarian, Pamela Edholm:
 - 6/17/20: Protest & Disinformation webinar sponsored by Every Library Institute/PEN America
 - 6/17/20: Best Practices for Techno-Storytime webinar sponsored by the Niche Academy
 - 6/18/20: Meeting with Jennifer Baney, Tom Dworak, and Tom Digati to discuss the story walk collaboration
 - 6/24/20: Dismantling Institutional Racism in Your Library webinar sponsored by the Niche Academy

Respectfully submitted,

Bridgette Heintz

Old (Unfinished) Business

- The \$600 in funds given to the library from the WNY Library Resource Council to use for health literacy initiatives in the library has been earmarked to be used to purchase 25 books for the children's non-fiction section. Books on health topics have been chosen and, as the money is being held in the private/local account, the board would need to approve the purchase so we can move forward with it. This proposed usage has been approved by WNYLRC.

New Business

- 2020 BECPL Contract – discussion and pending approval.
- Sidewalk and cement work – funding options - discussion
 - After consulting with Dick Crawford and Jennifer Baney, I contacted Town Engineering. Chris Dann from Engineering came out on 7/1/20 to talk with myself and Harold about the sidewalks and a part of the foundation corner outside the meeting room which is starting to crumble. At this point, Podlucky Cement has the contract with the Town and will be approached for an appointment to get estimates.
- Updated reopening plan – Stage 3 and 4 amendments.