

GRAND ISLAND MEMORIAL LIBRARY

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

BOARD OF TRUSTEES SPECIAL MEETING

THURSDAY, JULY 30th 2020 @ 5:30 PM

AT THE GRAND ISLAND HIGHWAY DEPARTMENT CONFERENCE ROOM

1820 WHITEHAVEN RD.

WILL LIVE STREAM VIA TOWN OF GRAND ISLAND YOUTUBE PAGE

AGENDA

- I. Minutes: July 2nd 2020 special meeting
- II. Reports
 - a. Director
 - i. Summer report
- III. New Business
 - a. Service Hours discussion
- IV. Executive Session

Next Regular Meeting: Thursday, September 3rd @ 4:00 pm (location TBD)

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CALL TO ORDER: The meeting was called to order at 5:32 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 Cooke

MINUTES

The minutes of the meeting held on July 2, 2020 were approved. Motion by Trustee Banaszak, seconded by Trustee Becker. 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.

DIRECTOR'S REPORT

The complete Director's Report is attached.

NEW BUSINESS

- Library Hours

Director Heintz reported that she will be able to keep the library open to the public, at the same staffing level, for an additional five hours a week, between August 3-August 28. The new hours will be Monday, Wednesday, Thursday, Friday 10:00 am – 5:00 pm, and Tuesday 1 pm – 8 pm.

- Used Book Sales

There was a discussion about the feasibility of the Friends of the Library having a used book sale held outdoors.

EXECUTIVE SESSION

The board moved into executive session at 6:15 to discuss budget and staffing for 2021. Motion was made by Trustee Earne, seconded by Trustee Banaszak. Motion passed by a roll call vote of 5-0.

ADJOURNMENT

Trustee Banaszak moved and Trustee Earne seconded a motion to adjourn the meeting. The meeting was adjourned by a roll call vote of 5-0 at 6:55 pm.

NEXT MEETING

The next regular meeting will be held on Thursday, September 3.

Grand Island Memorial Library Board Meeting
Held in the Grand Island Highway Department's Conference Room.
Live streamed via the Town of Grand Island's You Tube Page
Special Meeting July 30, 2020 @ 5:30 pm

Minutes

- Special Meeting July 2nd, 2020

Financial Report

- Moved to next regular meeting

Claims Audit

- Moved to next regular meeting

Correspondence

- Moved to next regular meeting

Director's Report

Summer report:

- As of June 15th, the library reopened to the public with limited services and limited hours (30/week instead of the normal 47.5 in the summer). As per guidance from BECPL system Administration in an email dated 6/24/20, part time page/senior page/and librarian hours were zeroed out with the understanding that all affected staff are still employed by the BECPL and can be called back to work at any time. The purpose stated was to conserve funds now in the event of mid-year budget cuts and to prepare for the 2021 budget. As a result, our staffing is currently down from 17 to 5. I have told my staff that the current scheduling situation would go through August 29, 2020 in anticipation of further information from the Governor and Library Admin as far as restrictions being strengthened or relaxed. At this point, I have to start planning for fall and see whether the system still wants us to take the same action where it concerns part time hours.
- The meeting room is being used as a returned materials quarantine area. The quarantine period has been extended from 72 to 96 hours as of 7/27/20. On site programs have been suspended for the summer.
- Statistics:
 - June 2020: circ 3,362 door count 1,283
 - June 2019 circ 7,132 door count 4,373
 - July 2020 (as of 7/28/20): circ 6,824 door count 2,520
 - July 2019 circ 10,967 door count 7,023
- The following are being offered:
 - Sal Bordonaro and I are still creating "Sal's Sicilian Kitchen" videos which are posted to the library's Facebook page. There will be 11 videos total once all are posted. #10 was posted on 7/24/20 and views are at 24 as of 7/28/20.

- The first 5 Story Walk signs were installed in Veterans' Park on 6/24/20. Thank you to the Town for assisting with installation and providing picnic benches and trash receptacles next to each sign so families are able to make it an outing and have the option to have a picnic if they want while they read the stories. As an added bonus, kids can submit reviews of the stories and earn prizes. Stay tuned for the rest of the project's installation. We are also working to get a story and photo op in the Island Dispatch in the near future.
- The traditional weekly summer fun reading program has been adapted this year to having families' pick-up a weekly activity bag. Participation in the virtual summer kick off was encouraged in order to register for this program. A Zoom party was held on 6/26/20 with an online performance with the Science Tellers. Pamela then held a Zoom meeting with the participants to explain how summer reading was going to work this year and to register families. A total of 18 families are participating.
- The Book Club last met in the Miracle Field Pavilion on July 20th. 11 were in attendance with masks and social distancing observed.
- The Friends provided funds again this year for the bike raffle. We were able to secure a 16" and 20" bike with helmets. For every 5 books checked out, the kids get one raffle ticket. The drawing will be held August 10th. We also received a donation of a giant stuffed dragon which has been added as a raffle item. Thank you to Marsha Mis for the donation.

Respectfully submitted,

Bridgette Heintz

New Business

- Service hours discussion:
 - Possibility of offering 5 more hours a week starting August 3rd, making service hours 35/week. Our minimal standard is 40/wk, but NYS has waived the standards for now. It is not known when they will be reinstated.