

**FRIENDS OF THE GRAND ISLAND MEMORIAL LIBRARY**  
**MEETING AGENDA - January 6, 2022, 6:00 pm**

1. Call to Order
2. Welcome Guests; Recognition/Thanks
3. Approve Minutes: October 4, 2021
4. Correspondence
5. Reports
  - a. Treasurer - Nancy Vizzi
  - b. Membership - Jan Yardley  
Memberships expire 12/31/2022  
Benefits for membership
  - c. Book Sorting - Marie Volpe
  - d. Book Sale Room - Charlotte Senulis
6. New Business
  - a. Discard Book Sale Review
  - b. 2022 Book Sales
  - c. 2022 Programs: Annual Meeting in May?
  - d. BECPL (Buffalo & Erie County Public Library) Volunteer Policy
7. Old Business
  - a. Regional Friends Council - report on 10/22 Zoom; Mary & Bridgette attended
  - b. Volunteers: don't forget to sign-in at the desk!
8. Library Director Report - Bridgette Heintz
9. Library Trustee Report - Jill Banaszak
10. Ongoing Business
  - a. Book Club
  - b. Growing Readers Initiative
  - c. Friends Facebook/Webpage
  - d. Royal Oak Paper Retriever
11. Next Meeting Date
12. Roundtable
13. Adjourn

**FRIENDS OF THE GRAND ISLAND MEMORIAL LIBRARY**  
**BOARD MEETING MINUTES January 6, 2022**

**Library Meeting Room**

**Present:** Mary Cooke, Marie Volpe, Phyllis Galie, Russ Person, Jan Yardley, Nancy Vizzi, Jill Banaszczak, Charlotte Senulis, Bridgette Heintz

**Excused:** Carol Manning

**Guest:** Kathy Bates

**Call to Order:** 6:00 PM by Mary Cooke. Kathy Bates was welcomed.

**Approval of Minutes** October 4, 2021: Motion by Jill, second by Phyllis, approved by all.

**Correspondence:** None

**Reports:**

- a. **Treasurer:** Checking account balance - \$8,175.68 Savings account balance - \$13,337 Total = \$21,513.67. Marie made a motion and Phyllis seconded it to accept the report and hold it for audit. All were in approval.
- b. **Membership:** Jan continues to correct issues with the membership lists. Discussion was held as to suggested benefits for members, including a free bag of books on the first day of book sales. She would also like us to list benefits on the membership cards. This will be discussed further and Jan will follow up.
- c. **Book Sorting:** Marie thanked everyone who has been helping with book sorting.
- d. **Book Sale Room:** We again are selling books in the book sale room. New volunteers are welcome.

**New Business:**

- a. **Discard book sale review:** All books left over from the discard book sale have been either sold or donated. There are none left. There are no plans for another discard book sale in the near future.
- b. **2022 book sales:** We are now accepting donations for our 2022 book sales. Bridgette will include requests for donations in the Library columns in the Dispatch and Penny Saver.
- c. **Annual May Meeting:** May 19 was chosen for the Annual Meeting and May 5<sup>th</sup> will be the alternate date. We need a speaker for this meeting. A Memorial Day topic was suggested. Bridgette will check with Joy downtown for suggestion.
- d. **Buffalo and Erie County Public Library Volunteer Policy:** Bridgette will send information on these policies for the Board to review with the goal of our adapting a policy suited to the Grand Island Library.

## FRIENDS BOARD MEETING MINUTES January 6, 2022 (continued)

### Old Business:

- a. **The Regional Friends Council** held a Zoom meeting on October 22<sup>nd</sup>. Mary and Bridgette participated.
- b. **Volunteers** are reminded to sign in at the front desk so we know who is in the Library in case of emergency. Using nametags was suggested as a means for identifying volunteers. This will be discussed further as it relates to our soon to be developed volunteer policy.

### Director's Report:

- a. **Building improvements:** NYS Library Construction Grant money has been used to complete the sidewalk repair. Light pole replacement is in progress.
- b. **Upcoming events** planned were reviewed. There are handouts about these events in the library vestibule. Bridgette noted that toddler programs are being delayed due to Covid vaccination limits for children under 5 years of age. All other programs are ongoing.
- c. **Funding implementation**
  - Replacement benches for the north entrance have been ordered and should be shipped in the next week. .
  - Bridgette is working on replacement desks for the staff.
- d. **Harold Duck** has sadly (for us) retired and Bridgette is looking for a replacement for this valuable, loved member of the staff. Bridgette noted that Harold is the only custodian our library has had.

**Library Trustee Report:** Jill reported on upcoming zoom ACT (Association for Contract Trustees) meeting. Training requirements for trustees will be discussed.

### Ongoing Business:

- a. **Book Club** - continues to be successful. Meetings are being held in person and membership has increased.
- b. **Growing Readers Initiative** is ongoing. There have been no requests for further funding from the Friends.
- c. **Friends Facebook/Webpage** - Alice Gerard has agreed to assume responsibility for our Facebook postings and webpage. Mary will let her know dates of future meetings.
- d. **The Royal Oak Paper Retriever** is no longer a source of income but continues to provide a convenient way to recycle donations we cannot use for resale.

**Next Meeting Date: Monday, March 31, 2022 at 6:00 PM**

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**Roundtable discussion:** Jill suggested we hold a basket raffle as a benefit for members. It could include books, a \$25 gift certificate, and theme pillows kindly offered by Jan as part of the basket items. A motion was made by Jill and seconded by Jan to approve this project. All were in approval. Jill and Jan will follow up.

There being no further discussion or business, a motion was made by Nancy and seconded by Phyllis to **adjourn at 7:35 PM.**

**Respectfully Submitted,**

**Charlotte Senulis**

**Friends of the Grand Island Memorial Library Board Meeting**

**January 6<sup>th</sup>, 2022 @ 6:00 pm**

**Library Meeting Room**

**Director's Report**

**Minutes**

- October 4<sup>th</sup>, 2021

**Director's Report**

- Building Improvements – current project updates:
  - NYS Library Construction Grant:
    - Sidewalk from south side of building to Bedell: completed 12/10/21
    - Parking Lot Light Poles: work began on 1/4/22. Should be completed by the end of the week.
- Winter Event plan – see separate hand out
- Updates:
  - Caretaker Vacancy: posted on the library website (buffalolib.org) as of 1/5/22.
  - Benches: are scheduled to be shipped sometime in the next week.
  - Staff Desks: I have been working with two vendors and the staff to figure out what would work best. I have one quote for approximately \$4310.26. I am currently working to get a competing quote. More to come...

**New Business**

- 2021 Discard Book Sale review: \$563 was made. \$49.26 went to pay the taxes on the sale to the State.
- 2022 Book Sales - discuss
- BECPL Volunteer Policy – would like to reiterate that it would be advantageous of the Friends to adopt the BECPL volunteer policy and program practices. They are designed to protect the volunteer agency, vet candidates, and keep records on comings and goings in case of any issues. Also, covers the library in case of unforeseen liability.
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**Old Business**

- Regional Friends Council Meeting on 10/22/21

Respectfully submitted,

Bridgette Heintz

Director

Grand Island Memorial Library