

FRIENDS OF THE GRAND ISLAND MEMORIAL LIBRARY
MEETING AGENDA - March 31, 2022, 6:00 pm

1. Call to Order
2. Welcome Guests; Recognition/Thanks
3. Approve Minutes: January 6, 2022
4. Correspondence
5. Reports
 - a. Treasurer - Nancy Vizzi
 - b. Membership - Jan Yardley
 - Add "Book Sale Room" to list of ways to volunteer on Membership form?
 - Memberships expire 12/31/2022
 - Benefits for membership
 - c. Book Sorting - Marie Volpe
 - d. Book Sale Room - Charlotte Senulis
6. New Business
 - a. Annual Meeting May 19? Possible war theme Sell thematic donated books
 - b. 2022 Donated Book Sale(s)
 - c. Discard Book Sale: October at the earliest
 - d. Friends of Library drawing
7. Old Business
 - a. BECPL (Buffalo & Erie County Public Library) Volunteer Policy
 - 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 March 31, 2022**

DRAFT

Present: Mary Cooke, Marie Volpe, Phyllis Galie, Russ Person, Nancy Vizzi, Jill Banaszak, Carol Manning, Charlotte Senulis, Bridgette Heintz

Guests: Joyce Thornton, Nancy Morth, Faye Teluk, Alice Gerard, David Gregory

Call to Order: 6:00 PM by Mary Cooke. Our guests were welcomed.

Approval of Minutes: Minutes from the January 6th meeting were corrected to eliminate the word “zoom” from the heading. As corrected, Jill approved the minutes, Phyllis seconded the motion and all were in approval.

Correspondence: None

Reports:

- a. **Treasurer:** Nancy reported our checking account balance is \$18,801. Amazon Smile income was \$8.49. Purchases included the 2 benches at the Library entrance and some books. Mary moved to accept the Treasurer’s report and Jill seconded the motion. All were in approval.
- b. **Membership:** It was suggested to add “Book Sale Room” and “Board meetings” as volunteer options on the volunteer application form. All were in agreement. Mary will follow up with Jan.
- c. **Book Sorting:** Marie asked that sorters carefully evaluate media donations to assure that the items are actually in the cases.
- d. **Book Sale Room:** Sales are slow but the books in the main Library have been steady.

New Business:

- a. **Annual May Meeting:** May 19 was suggested for the Annual Meeting. When a speaker is confirmed we can confirm the date. Melissa Brown, Executive Director of the Buffalo History Museum was suggested. Mary will follow up. Plan B is Curt Nestark, Executive Director of the Grand Island Historical Society.
Specifics for the May meeting will be done by e-mail. Mary will set up a to-do list and coordinate the program. Jill volunteered to do set-up and several attendees volunteered to help with refreshments and clean-up. Mary will check with Jan about sending postcards to friends about the meeting.
- b. The **Donated book sale** will be Sept. 15, 16, 17. Phyllis will coordinate the volunteers.
- c. The **Discard Book Sale** will be Oct. 20, 21 and 22 Phyllis will coordinate the volunteers.

- d. A **Gift Basket** has been prepared for a Friends of the Library drawing. The basket and entry tickets are on the Friends sale shelves in the main library,

FRIENDS BOARD MEETING MINUTES March 31, 2022 (continued)

Old Business:

- a. The **BECPL volunteer policy** will be simplified locally for Grand Island to a registration form for all volunteers with emergency contact information.
- b. **Volunteers** are again reminded to sign in at the front desk so we know who is in the Library in case of emergency.

Director's Report:

- a. **Ongoing events, Outreach programs, programs for March, April and May** were reviewed.
- b. **Funding implementation** – thank you to all the friends.
 - Replacement benches for the north entrance have been installed.
 - Staff desks, file cabinets and chairs are anticipated for delivery in April.
- c. **Donald Klein** is our new full-time caretaker. He began work on 2/26/22.
- d. **Funding requests** for the Summer Reading Raffle, Summer story time crafts, year-round prize box prizes , miscellaneous summer activities and supplies were reviewed. The proposed grand total is \$914.81 A motion was made by Marie ad seconded by Nancy to approve this amount. All were in approval.
- e. **Book Store Hours** are becoming difficult to schedule because of the heightened meeting room demand we are experiencing from community groups. Bridgette proposes having the volunteers make their own hours for the book store to fit in with the scheduled activities and the volunteer availability. Charlotte will follow up with the Book Store volunteers.

Library Trustee Report: Jill reported that the 5-year plan for the Trustees is being updated. Suggestions are welcome. Two possibilities suggested were to install music/listening stations and to purchase an electronic informational sign. Jill will follow up.

Ongoing Business:

- a. **Book Club** - continues to be successful. Meetings are being held in person and membership has increased. It was suggested that participants at the book club be more alert and welcoming to new members
- b. **Growing Readers Initiative** is ongoing. There have been no requests for further funding from the Friends. Discussion suggested ways to improve participation in the program.

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Ongoing Business (continued)

- c. **Friends Facebook/Webpage** - Alice Gerard will work with Bridgette to facilitate the process and coordinate GI Dispatch and Penny Saver information,
- 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. It is also utilized by the general community. Bridgette contacts Royal Oak when the bin is full and they are readily responsive.

Elections _Jill, Liz, Nancy, Phyllis, Richard and Jan all have terms of office that are expiring. Phyllis and Nancy both indicated that they are willing to serve another term. Mary will contact the others about their willingness to run again.

Next Meeting Dates:

Because of the difficulty we're experiencing finding meeting dates that don't conflict with community room activities we will try to plan meetings far in advance. As of now, planned meeting dates are:

Tuesday, August 16

Thursday, September 29

Thursday, November 10

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Roundtable discussion: There being no further discussion or business, a motion was made by Alice and seconded by Jill to **adjourn at 7:42 PM.**

Respectfully Submitted,

Charlotte Senulis

Friends of the Grand Island Memorial Library Board Meeting

March 31st, 2022 @ 6:00 pm

Library Meeting Room

Director's Report

Minutes

- January 6th, 2022

Director's Report

- Updated Event plan through end of May – see separate hand out
- Updates:
 - Staffing: Donald Klein is our new full-time caretaker. He began work on 2/26/22.
 - Benches: have been installed on the north side of the building on 3/21/22.
Thank you Friends!
 - Staff Desks: Anticipated delivery to the Eaton warehouse is 4/6/22. Will touch base with them to coordinate installation. Old desks are county property and will be picked up by Central for the next Erie County surplus supply auction.
 - Items ordered: 4 desks, 2 file cabinets, 3 chairs
 - Total: \$6042 includes installation fee
 - We got a 60% discount on the pricing
 - Thank you Friends!

New Business

- Funding requests
 - Summer proposal Reading Raffle prizes:
 - The idea is to have summer reading bingo cards for each age group. As they finish a line and get "BINGO" they submit the card for the raffle. They can submit as many times as they like.
 - See separate hand out for breakdown:
 - 3 and under: inflatable ball pit
 - Preschool/School age: 16" and 20" bikes
 - Teens: gift cards
 - Adults: gift cards
 - Summer program crafts/scavenger hunt giveaways/craft table supplies
 - **Total request:\$914.81**
- Book Store Hours – discussion:
 - With all of the programs Carly and I are planning and the heightened meeting room demand we are experiencing from community groups, I would like to propose having the volunteers make their own hours for the book store to fit in

where it works for them. Charlotte has a sign up calendar in the sorting room and I have been filling in scheduled meeting room use for the volunteers so they can check.

Old Business

- 2022 Book Sale Dates - discussion
- BECPL Volunteer Procedure – registration form with emergency contact suggested
- Basket Raffle drawing
- Annual meeting speaker suggestion:

Melissa Brown, Executive Director
The Buffalo History Museum
One Museum Court
Buffalo, NY 14216
mbrown@buffalohistory.org
716-873-9644 x302

- An alternative could be someone from River Lea...

Respectfully submitted,
Bridgette Heintz
Director
Grand Island Memorial Library