

**FRIENDS OF THE GRAND ISLAND MEMORIAL LIBRARY**  
**MEETING AGENDA - November 28, 2023, 6:00 pm**

1. Call to Order
2. Welcome Guests; Recognition/Thanks
3. Approve Minutes: September 14, 2023
4. Correspondence
5. Reports
  - a. Treasurer - Nancy Vizzi

- b. Membership - Jan Yardley

Membership Benefits/Punch Cards ready for 2024

- c. Book Sale Review:      Discard \$648      Bake Sale \$190  
   Donated \$1258      Bake Sale \$356      Memberships \$115

Add Thursday sale day; set-up on Wednesday

- d. Book Sorting - Russ Person

More volunteers

Written policy/procedure for reference

- e. Book Sale Room - Charlotte Senulis

6. Library Director Report - Bridgette Heintz

- a. library hours in 2024
  - b. construction grant update

7. Library Trustee Report - Jill Banaszak

Richard Earne Memorial Reading Garden update

8. New Business

Dr. Bommaraju memorial

9. Old Business

- a. Welcome Center Bookshelf
  - b. Artwork Frames

10. Ongoing Business

11. Book Club

12. Growing Reader Initiative

13. Social Media

14. Paper Retriever

15. Next Meeting Date

16. Rountable

17. Adjourn

**FRIENDS OF THE GRAND ISLAND MEMORIAL LIBRARY  
BOARD MEETING MINUTES November 28, 2023**

**Present:** Mary Cooke, Jill Banaszak, Joyce Thornton, Jan Yardley, Charlotte Senulis, Rich Smyth, Nancy Vizzi, Marie Volpe, Russell Person, Bridgette Heintz

**Excused:** Phyllis Gallie

**Call to Order:** 6:15PM by Mary Cooke. **Thanks** to everyone who helped with our recent activities, especially to Jill and Joyce for Trunk or Treat, to Nancy and Jan who came in early for the book sales to set up and price the baked goods, and to Russ for clearing the bookshelves in our storage area.

**Approval of Minutes:** Minutes from the September 14, 2023 meeting were accepted with one correction to the spelling of our guest's name, which should be Katherine.

**Correspondence:** None

**Reports:**

- a. **Treasurer:** Nancy reported that we have \$2875.26 in our checking account and \$10,248.210 in our savings account, for a total of \$13,123.47. We will no longer get paper statements, thus eliminating monthly fees. Mary and Jill will be added to those able to access the account. A G-mail account has been set up. The Board is asked to think about putting some of our money into a CD account. Nancy will get more information about this.
- b. **Membership:** Jan reported that membership sales at the donated book sale netted \$115. She passed around the revised brochure and loyalty cards for review. Some changes were suggested which Bridgette will follow up on. Jan passed around sample bookmarks to use as prizes for completed punch cards. Jill made a motion to approve \$75.00, seconded by Nancy, to use for a box of bookmarks and to reimburse Jan for money already spent. All were in approval.
- c. **Book Sale Review:** Discard Sale: books - \$ 648; baked goods - \$190;  
Donated Sale – books, \$1258; baked goods, \$356  
Adding an extra day to each sale to increase sales was discussed and agreed on. Set up will be on Wednesday, Friends night will be on Thursday, Friday will be regular priced sale and Saturday will be bag sale all day.
- d. **Book Sorting:** More volunteers will be recruited to help with sorting. Bridgette and Russ will develop a written policy/procedure for volunteers to use as reference.
- e. **Book Sale Room:** Because of the increased use of the Community Room, Bridgette suggests that volunteers try to schedule working in the Book Sale Room around programs.

## FRIENDS BOARD MEETING MINUTES November 28, 2023 (continued)

### Library Director Report:

- a. All furniture for the Reading Garden has been received and assembled. The Garden Phase 1 will be installed in the Spring before Earth Day (4/22/24).
- b. Current Reading Garden Fundraisers include the bottle/can fundraiser ( \$14.50 received thus far. The money has been deposited into the private/local account), Halloween gift card raffle (Not a success. Will not do again.), bake sales at the Sept. and Nov. book sales (very successful), Santa Toy Raffle (currently running).
- c. Library service hours for 2024 were reviewed. The Library Board approved adding 3 more hours on Wednesdays so there is an extra open evening through 8pm. A vacant part time librarian posting is currently open through 12/2/23.
- d. The NYS Library Construction Grant update was reviewed.

**Library Trustee Report:** Memorial Garden update has already been reviewed.

**New Business:** A motion was made by Nancy, seconded by Jan, to allot \$50 for books in memory of Dr. Bommaraju. All were in approval. Bridgette will send an acknowledgement letter to the family.

### Old/Ongoing Business:

- a. The Welcome Center Bookshelf is on hold.
- b. We have many damaged artwork frames for the community room and are looking to find replacements.
- c. The Book Club 2024 reading list has been prepared.
- d. The Growing Reader Initiative plans another meat raffle for the Spring. Due to physician relocation, they are looking for a new pediatrician to partner with.
- e. All the friends' activities are listed on the library website so there is no need to continue keeping social media as an agenda item.
- f. The Paper Retriever continues to be a valuable resource.
- g. Next Meetings:
  - Board Meeting: Wednesday, March 6, 2024
  - Annual Meeting: May 8<sup>th</sup> or 15<sup>th</sup>. We need to decide on a speaker.
  - Donated book sales: April 17-20, 2024 and November 6-9, 2024
  - Discard book sale: September 18-21,2024

**Roundtable:** Nothing to report.

**Adjourn:** Jill made a motion, seconded by Rich to adjourn the meeting at 7:45. All were in favor.

**Respectfully submitted, Charlotte Senulis**



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

**Tuesday, November 28<sup>th</sup> 2023 @ 6:00 pm**

**Library Meeting Room**

**Director's Report**

### **Minutes**

- 9/14/23 meeting

### **Director's Report**

- Reading Garden update: all furniture is in and assembled. Garden Phase I will be installed in the Spring before Earth Day (4/22/24).
  - Current Reading Garden Fundraisers:
    - Bottle/Can Fundraiser – update as of 11/1/23: \$14.50 received from the bottle return center. Money deposited into the private/local account.
    - Halloween Gift Card raffle report: not a success. Raffle card cost \$56; the raffle made \$56.
    - Bake Sales at the Sept and Nov Book Sales: \$190 made in Sept, \$356 in Nov. Thank you Friends!
    - Santa Toy Raffle: currently running through 12/19/23. \$1/ticket to enter to win bags of toys donated by Marsha Mis (2022 Volunteer of the Year).
    - Any Basket Raffles going forward will be charged \$1/ticket: upcoming in Jan/Feb – STEAM raffle. 10 prizes, 1 toy paired with a book each. Items also donated by Marsh Mis.
- Library service hours in 2024:
  - The Library Board approve adding 3 more hours on Wednesdays so there is an extra open evening through 8pm. A vacant part time librarian posting is currently open through 12/2/23 which would cover the hours. Stay tuned.
  - 2024 County Holidays/library closings: see separate handout
- NYS Library Construction Grant update:
  - The Final report for the latest construction grant has been submitted (me. There is a remainder from the match funding provided by Senator Ryan's office (2022 Grand in Aide Funding) which will be used to update the library's phone system from 1989.
- Funding request: Under New Business

### **Unfinished Business**

- Donated Book Sale follow up
  - Sale duration discussion
- Frames
- Friends Brochure & Stamp Card Program:

- There is a separate handout of the updated brochure draft for 2024 (once established, this will be updated annually).
- Jan has been researching first round of prizes.
- Stamp Card Program
  - Samples of the card are being passed around
  - Once brochure and prizes are approved, a list of rules/set process for the staff and friends volunteers should be made up for reference. I have two stamps ready for this: a Friends stamp for the volunteers to use and a GRI stamp for the staff to use.
- Facebook Page: Friends initiative always ends up on the FB page and library website. Will continue to do this. If there is ever anything the Friends Board wants added, please let me know.

### **New Business**

- Funding requests:
  - Dr. Tilak Bommaraju memorial donation request:
    - \$50 from the Friends to purchase a few books in Dr. B's memory. Book plaques would be put in the fronts. An acknowledgement letter would be mailed to his family.
- Book Store/Sorter volunteer discussion

Respectfully submitted,  
Bridgette Heintz  
Director  
Grand Island Memorial Library

**FRIENDS OF THE GRAND ISLAND MEMORIAL LIBRARY  
BOARD MEETING MINUTES September 14, 2023**

**DRAFT**

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

**Excused:** Richard Smyth

**Guest:** Katharine Culross

**Call to Order: 6:00 PM** by Mary Cooke. Our guest, Katharine Culross, was welcomed.

**Thanks** to everyone who helped with the Easter activities and the Chicken Barbecue.

**Approval of Minutes:** Minutes from the March 9<sup>th</sup> meeting were accepted as written. Minutes from the Annual Meeting will be approved next year.

**Correspondence:** None

**Reports:**

- a. **Treasurer:** Nancy reported our checking account balance is \$2,888.36 and there is \$10,257.70 in our savings account. \$2000 was disbursed for the children's area mural. The report has been filed for audit.  
As of August 31<sup>st</sup>, we will be charged for all paper statements. The option was discussed to change to complete on-line banking. This will save \$120 and eliminate the need for paper statements. Signatures on the account will be the Friend's president, vice-president and treasurer. A motion was made by Marie and seconded by Phyllis to proceed with this change. All were in approval. A recommendation was also made to create a separate g-mail account for Friend's business. All were in favor.
- b. **Membership:** No new members.
- c. **Book Sorting:** Russ reported that he is preparing for the November sale and deciding on spacing needs for each category. We now have a designated cart for donated books to use on their arrival.
- d. **Book Sale Room:** We continue to sell from the shelves and the Book Sale Room. The Book Sale Room will be used to sell baked goods at the discard book sale. A sign-up sheet for bakers was passed around. Portioning and pricing of the items will be done the morning before the sale (September 29<sup>th</sup>). Nancy and Charlotte volunteered to do this.

**Library Director Report:**

- a. Bridgette announced that our newest PT Librarian is Brian Detweiler.
- b. The chicken barbecue raised \$2587 for Phase 1 of the Reading Garden. The Little Free Library is ready to go and we have purchased 4 Adirondack chairs, 1 ADA accessible picnic table, a notice board and a trash receptacle to be placed in the garden as soon as the

sidewalk work is complete. We are also looking to possibly move one of the benches to the garden.

### **FRIENDS BOARD MEETING MINUTES September 14, 2023 (continued)**

- c. Fundraisers for the fall include a bottle/can fundraiser, bake sales at the September and November book sales, charging \$1/ticket for any basket raffles going forward, a possible “scratch off tree” and candy box raffle in November/early December to tie in with the holidays and placement of a decorated paint can nailed to the top of the Friends Bookshelves for donations.
- d. We have received confirmation of approval of the latest NYS Library Construction Grant in the requested amount of \$4,751. Two components to this project are the completed restroom partitions and the north entrance walkway which will begin on 9/18.
- e. Bridget distributed a working document outlining the summer program report, upcoming Fall programs and a funding request of \$1999 for Youth and Adult programs. Jill made a motion, seconded by Jan, to approve \$2000 for the funding request. All were in approval.

#### **Library Trustee Report:**

- a. Statistics from the chicken barbecue and the status of the Reading Garden have already been discussed,
- b. Trunk or Treat will be held on October 21<sup>st</sup> from 12 Noon to 2 PM. Jill made a motion, seconded by Nancy, to fund \$100 for this event. All were in approval.

#### **New Business:**

- a. Baked goods will be sold at the Fall book sales.
- b. The **Discard Book Sale** will be held on September 29<sup>th</sup> from 3:00 pm to 7:00 PM and September 30<sup>th</sup> from 10:00 AM to 3:00 PM. A flyer is being distributed with specific details. Russ will chair the Thursday set-up and Friday sale. Phyllis will chair the Saturday bag sale.
- c. The **Donated Book Sale** will be set-up on Thursday, November 2<sup>nd</sup> (chair will be Russ) and held for Friends on Friday, November 3<sup>rd</sup> (Chair will be Jill and Jan will be at the membership table) and open to the public on November 3<sup>rd</sup> (Phyllis will chair). Individual pricing will be on Friday and Saturday until noon. The Bag Sale will be Saturday from noon until 3:00 PM.

**Old Business** will remain on the table until the next meeting: Welcome Center Bookshelf, Friends Brochure and Card Stamp Program, and artwork frames.

#### **Ongoing Business:**

- a. **Book Club** is ongoing. Jill will check to ensure beverages are available for the meetings.
- b. The next **Growing Readers Initiative Meeting** will be October 11<sup>th</sup> from 3:15 to 3:45.
- c. Continuation of a **Friend’s Facebook Page** is on hold. Russ will follow-up regarding incorporating the Friends Facebook page with the Library Facebook page
- d. The **Royal Oak Paper Retriever** is again available. It generates no income but is valuable as a recycle vehicle for used books.



**FRIENDS BOARD MEETING MINUTES September 14, 2023 (continued)**

**Next Meeting Date: Tuesday, November 28th at 6:00 PM.**

**Roundtable discussion:** Nothing to report.

There being no further discussion or business, a motion was made by Jan and seconded by Marie to **adjourn at 7:27 PM.**

**Respectfully Submitted,**

**Charlotte Senulis**

## Grand Island Memorial Library 2024 Hours and Holidays

### Regular Hours

**(46.5 hours, up from 43.5 in 2023)**

Mondays	Closed
Tuesdays	9:30 am - 8:00 pm
Wednesdays	9:30 am - 8:00 pm (New for 2024*)
Thursdays	9:30 am - 8:00 pm
Fridays	9:30 am - 5:00 pm
Saturdays	9:30 am - 5:00 pm
Sundays	Closed

### Summer Hours (5/28/24 - 9/3/24)

**(46.5 hours, up from 43.5 in 2023)**

Mondays	9:30 am – 5:00 pm
Tuesdays	9:30 am – 8:00 pm
Wednesdays	9:30 am – 8:00 pm (New for 2024*)
Thursdays	9:30 am – 8:00 pm
Fridays	9:30 am – 5:00 pm
Saturdays	Closed
Saturdays	Closed

First Sat. Closed – 6/1/24

First Sat. Open – 9/7/24

### County Observed Holiday Closings

New Year's Day	Monday, 1/1/24
Martin Luther King, Jr. Day	Monday, 1/15/24
Presidents' Day	Monday, 2/19/24
Memorial Day	Monday, 5/27/24
Juneteenth Independence Day	Wednesday, 6/19/24
Independence Day	Thursday, 7/4/24
Labor Day	Monday, 9/2/24
Veterans Day	Monday, 11/11/24
Thanksgiving Day	Thursday, 11/28/24
Christmas Day (observed)	Wednesday, 12/25/24

### Other Holiday info

Good Friday                      Friday, 3/29/24                      Open 9:30am-5:00pm

A recognized county holiday. However, recommend staying open in 2024 again due to GI Recreation Dept. Easter program tie-in. This collaboration has been going on very successfully since 2018.

Halloween	Thursday, 10/31/24	closing at 5:00pm
Christmas Eve	Tuesday, 12/24/24	closed for the day
New Year's Eve	Tuesday, 12/31/24	closing at 5:00pm

## Present your Friends Membership Card to receive these benefits:

- Buy two items, get one free at the Book Store or Book Sale Shelves

*(benefit not eligible during the Book Sales)*

- Friends Member Nights at the Donated Book Sales.
- Receive a loyalty card good for a prize after **10 purchases made from the Book Store or Book Sale Shelves: one stamp per purchase\* per day.**

*\*(multiple items purchased in one day = one purchase=one stamp)*

- Entries into special Friends-sponsored raffles.

Benefits and prizes are subject to change.

[www.buffalolib.org](http://www.buffalolib.org)

Like 'Grand Island Memorial Library' on Facebook



## Friends of the Grand Island Memorial Library



*Connecting our diverse community with library resources that enrich, enlighten and entertain.*

**Grand Island Memorial Library**  
1715 Bedell Rd. Grand Island, NY 14072  
716-773-7124

### Library Hours

**Tuesday, Wednesday & Thursday 9:30-8:00**  
**Friday, Saturday 9:30-5:00**

*\*\*Between Memorial Day and Labor Day:*

*Open Monday 9:30-5:00 & Closed Saturday\*\**

## About the Friends

*The Friends augment the services rendered to the community by the Grand Island Memorial Library by developing and promoting activities which are in harmony with library philosophy; to promote fuller understanding and appreciation of the functions of the library in the community and the materials, services and facilities offered; raise and disburse money for use in the expansion and improvement of the services, materials, equipment and physical plant of the library.*

### -Friends of the GIML Constitution, Article I

The Friends are also responsible for stocking and running the Book Store and Book Sale shelves located out on the main floor of the library. They also run the annual Donated and Discard Book Sales.

**All proceeds benefit the Grand Island Memorial Library.**

Material donations are accepted during open hours unless otherwise noted.

**Please call 716-773-7124 for more information, including future meeting dates.**

## Programs We've Sponsored in 2023

- Monthly Adult Book Club
- Adult & Family Sewing Lessons
- Cooking Demos with The Storybook Cook
- Art Appreciation
- Local author talks
- Summer Reading Raffle (bikes & other prizes)
- Trunk or Treat
- Donated Book Sale (community donations)
- Discard Book Sale (from the library collection)
- Children's Program supply funding including Itty Bitty Story Time and Preschool Story Time
- GI Schools Student Art Exhibit
- Bag Raffle fundraisers

## Library Improvements We've Funded

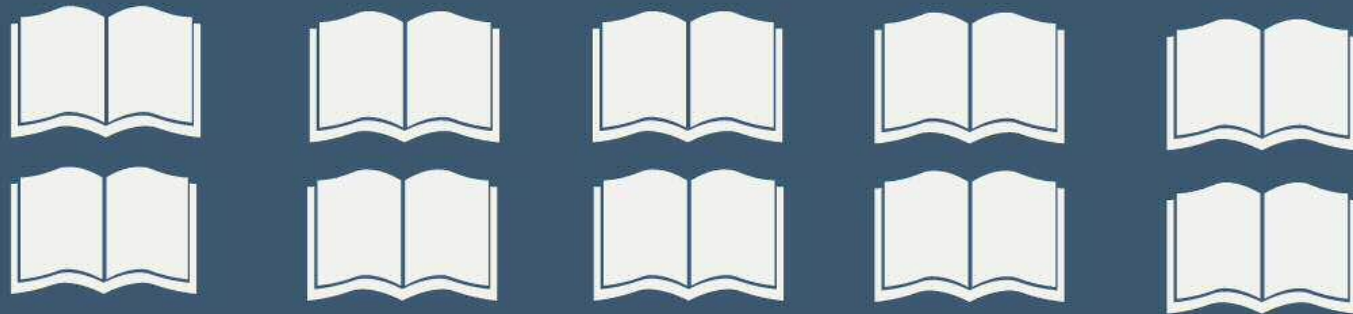
- Computer chairs in 2020
- Window blinds in 2020
- North entrance benches in 2022
- Meeting room tables in 2022
- Collection development funding - every year
- Children's Area mural in 2023

## Future Projects - 2024

- Reading Garden collaboration



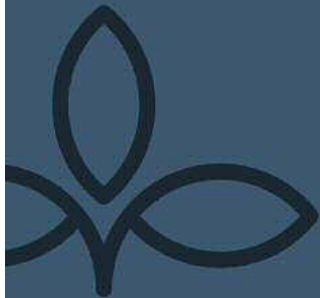
## FRIENDS OF THE GRAND ISLAND MEMORIAL LIBRARY BOOK STORE LOYALTY CARD



*Have your card stamped each time you make a  
purchase from the Book Store or  
the Book Sale Shelves.*

*Redeem a full card for a prize.*

*\*\*see back for more details\*\**



# ONE STAMP PER PURCHASE\* PER DAY

*\*(multiple items purchased in one day = one purchase = one stamp)*

## PRIZES SUBJECT TO CHANGE BASED ON AVAILABILITY

*Donated and Discard Book Sale purchases are not eligible for stamps.*

