

# GRAND ISLAND MEMORIAL LIBRARY

1715 BEDELL ROAD \* GRAND ISLAND, NEW YORK 14072-1796 \* 716-773-7124

## BOARD OF TRUSTEES REGULAR MEETING THURSDAY, SEPTEMBER 10<sup>TH</sup>, 2026 @ 4:00 PM LIBRARY MEETING ROOM AGENDA

- I. Call to Order
- II. Minutes:
  - a. [6/29/26 Special Library Board Meeting](#)
- III. Period for Public Expression (agenda items)
- IV. [Financial Reports](#)
  - a. FaxScan24 usage
- V. [Claims Audit Abstract Report](#)
- VI. Correspondence
- VII. [Director's Report](#)
  - a. Staffing update
  - b. Summer Report
  - c. [Events September-December 2026](#)
  - d. Library Improvements
    - i. Parking Lot
    - ii. Study Rooms
    - iii. HVAC
- VIII. Unfinished Business
- IX. New Business
  - a. Access & Innovation Grant – 25% funding request
  - b. Funding Requests – Fall Programming
    - i. Adult Programs
    - ii. [Youth Services Programs](#)
  - c. Disaster Plan - discussion
- X. Period for Public Expression (any library related topic)

Next Regular Meeting: Thursday, November 12<sup>th</sup>, 2026 @ 4:00 PM

### Adjournment

If you have additional agenda items, please contact Bridgette Heintz or Richard Crawford.

**\*\*Please RSVP Bridgette Heintz, 716-773-7124 if you can NOT make the meeting.**



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1715 Bedell Road\*Grand Island, New York 14072-1796\*773-7124

BOARD OF TRUSTEES REGULAR MEETING  
THURSDAY, SEPTEMBER 10th, 2026 @ 4:00 PM  
LIBRARY MEETING ROOM  
DRAFT MINUTES

CALL TO ORDER: The meeting was called to order by President Crawford at 4:08 PM.

ROLL CALL: Present were:

|                            |                                             |                                |
|----------------------------|---------------------------------------------|--------------------------------|
| President Dick Crawford    | Stephanie Anawald, Youth Services Librarian |                                |
| Vice President Russ Person | Library Director Bridgette Heintz           |                                |
| Trustee Jill Banaszak      | Secretary Agnes Becker                      | Treasurer Pat Rizzuto, excused |

MINUTES

Trustee Person made a motion to approve the minutes of the Special Library Board Meeting on June 29<sup>th</sup>, 2026. President Crawford seconded the motion. Motion approved 4-0.

PERIOD FOR PUBLIC EXPRESSION

No speakers came forward.

FINANCIAL REPORTS

The financial reports were reviewed and filed for audit. Trustee Banaszak made a motion to approve the financial reports. Trustee Person seconded the motion. Motion approved 4-0.

CLAIMS AUDIT ABSTRACT

The audited reports were reviewed and will be authorized by Trustee Banaszak. Trustee Banaszak made a motion to approve the reports. Trustee Becker seconded the motion. Motion approved 4-0.

CORRESPONDENCE

None

DIRECTOR'S REPORT

- a. Staffing report  
Director Heintz reported that one page has been added to the staff. Riley Myers began on 8/24/26.
- b. Summer report  
Director Heintz reported that there were 70 summer programs and attendance amounted to 1924. Youth Services Librarian Anawald commented that the rainy weather affected several outdoor programs.
- c. Events September -December 2026  
Trustees reviewed the upcoming programs planned for September-December.
- d. Library Improvements
  - i. Parking Lot  
The parking lot will be sealed by Marty's Sealcoating on 9/21/26 with a rain date of 9/28/26. The funding source is the Town budget maintenance line.
  - ii. Study Rooms  
Walls, tables and smoke detectors have been installed.  
Lights and outlets were installed on 9/8/26.  
Director Heintz is waiting for a final order for the climate control unit from Danforth.  
On 8/31/26 a photo of the new study rooms with library and WNYLRC personnel was taken to appear in the 9/4/26 issue of the local newspaper.
  - iii. HVAC  
The HVAC project is currently on hold.

UNFINISHED BUSINESS

#### Plumbing

The southeast corner external water access was repaired on 7/6/26. The funding source was Town budget maintenance line.

#### NEW BUSINESS

a. Access & Innovation Grant

Trustee Person made a motion to approve \$1800 from the money market funds to digitalize the last 11 years of the Island Dispatch. Trustee Banaszak seconded the motion. Motion approved 4-0. The total cost of the digitization project is \$7200. \$1800 (25% of the total cost) is required to start the project and will be reimbursed when the project is completed. An Access and Innovation Grant application has been submitted to WNYLRC for the total cost, \$7200.

b. Funding Requests-Fall Programming (Sept.-Dec. 2026) Funding source: Island Presbyterian Donation

A motion was made by Trustee Person to approve \$700 to cover the costs of adult programs and \$1340 for youth services programs. The motion was seconded by Trustee Becker. Motion approved 4-0.

c. Disaster Plan

Trustee Person offered to work with Director Heintz to develop the beginning of a disaster plan to present to the Board at the next regular meeting.

#### PERIOD FOR PUBLIC EXPRESSION

Information shared: The Island Bottle Redemption site where donations to the library were made has closed.

Next regular meeting: Thursday, November 12<sup>th</sup>, 2026 @ 4:00 pm.

Trustee Banaszak made a motion to adjourn the meeting at 5:00. Trustee Person seconded the motion. Motion approved 4-0.