GRAND ISLAND MEMORIAL LIBRARY

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

BOARD OF TRUSTEES REGULAR MEETING
THURSDAY, NOVEMBER 12TH, 2026 @ 4:00 PM
LIBRARY MEETING ROOM
AGENDA

I. Call to Order
II. Minutes:
    a. 9/10/26 Regular 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. Fall Book Sales follow-up
    b. Library Improvements
        i. Study Rooms - update
        ii. Digitization grant – update
        iii. HVAC
VIII. Unfinished Business
    a. Trustee Training Self-Assurance Forms for 2026
    b. Disaster Plan Draft - discussion
IX. New Business
    a. Proposed 2027 Board meeting schedule (see Director's Report)
    b. Proposed 2027 Library Hours and Holidays
    c. Funding Requests – Winter Programming
        i. Adult Programs
        ii. Youth Services Programs
    d. Policy Review
        i. Public Health Emergency Plan – discussion
X. Period for Public Expression (any library related topic)

Next Regular Meeting: TBD

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.

BUFFALO ERIE COUNTY PUBLIC LIBRARY

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BOARD OF TRUSTEES REGULAR MEETING
THURSDAY, NOVEMBER 12th, 2026 @ 4:00 PM
LIBRARY MEETING ROOM
DRAFT MINUTES

CALL TO ORDER: The meeting was called to order by President Crawford at 4:02 PM.

ROLL CALL: Present were:

President Dick Crawford	Stephanie Anawald, Youth Services Librarian	Adam Bojak,
Vice President Russ Person	Library Director Bridgette Heintz	B&ECPL System Board Rep
Trustee Jill Banaszak	Secretary Agnes Becker	Treasurer Pat Rizzuto

MINUTES
Trustee Person made a motion to approve the minutes of the Regular Library Board Meeting on September 10th, 2026. Trustee Banaszak seconded the motion. Motion approved 5-0.

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 5-0.

CLAIMS AUDIT ABSTRACT
The audited reports were reviewed and will be authorized by Trustee Banaszak. President Crawford made a motion to approve the reports. Trustee Rizzuto seconded the motion. Motion approved 5-0.

CORRESPONDENCE
Director Heintz received a request from a Suma Cura (a Grand Island Yoga facility) Yoga instructor in training to offer free Yoga classes at the GIML. Following discussion regarding insurance and the specifics of such a class, Trustee Banaszak moved that such a class be held at the library once the instructor in training provides proof of insurance and acceptable specifics. Trustee Rizzuto seconded the motion. Motion approved 5-0.

Director Heintz received correspondence from B&ECPL administration that $20,000 in grant-in-aide funding for programming will be received from Assemblyman Morinello's Office in the next budget cycle.

DIRECTOR'S REPORT

a. Friends of the Library
   Fall Book Sales Follow-up
      September Discard sale earned $777.75 for collection development in 2027.
      Bake Sale earned $319.90 for future library support.
   November Donated Book Sale, all proceeds go in the Friends account for future library support
      Book Sale: $2385.00
      Membership Table: $250.00
      Bake Sale: $428.00
   Fall Basket Raffle running 10/17/26-11/20/26
      $708.00 to date.
b. Library improvements/grant projects
   i. All major components of the original study room 5&6 projects are complete. Approval has been given to use remaining grant funds to purchase chairs, signage and to have a permanent wall installed between study rooms 3&4.
   ii. Digitalization grant

The WNYLRC Committee is still reviewing all applications.

iii. The HVAC System project is currently on hold.

UNFINISHED BUSINESS

a. Trustee Training Self-Assurance Forms for 2026
   Forms were completed by trustees and will be filed by Director Heintz.
b. Disaster Plan Draft
   The Disaster Plan draft was discussed. Trustees decided that the policy is not yet ready to be approved.

NEW BUSINESS

a. Proposed 2027 Board Meeting Schedule
   Trustee Banaszak moved to approve the following Board meeting schedule. President Crawford seconded the motion. Motion approved 5-0.
   1/7/27
   3/11/27
   5/13/27
   9/9/27
   11/18/27
b. Proposed 2027 Library Hours and Holidays
   Regular hours resuming 9/8/26

Monday	Closed
Tuesday	9:30-8
Wednesday	9:30-8
Thursday	9:30-8
Friday	9:30-5
Saturday	9:30-5
Sunday	Closed

   Holidays

11/11/26	Veterans' Day
11/26/26	Thanksgiving
12/24/26	Christmas Eve
12/25/26	Christmas Day
1/1/27	New Year's Day

   Open 9:30-5 New Year's Eve
c. Funding Requests
   i. Adult Programs
      Trustee Becker moved to approve $700 for Fall Adult Programming. Trustee Banaszak seconded the motion. Motion approved 5-0.
   ii. Youth Services Programs
      Trustee Person moved to approve $1340 for Youth Services Programming. Trustee Becker seconded the motion. Motion approved 5-0.
d. Policy Review
   i. Public Health Emergency Plan
      A brief discussion of the Health Emergency Plan was held. No action taken.

PERIOD FOR PUBLIC EXPRESSION

Trustee Banaszak reported on the recent ACT meeting.

Trustee Rizzuto reported that she will be submitting her resignation from the GIML Board of Trustees.

Next regular meeting: Thursday, January 7th, 2027 @ 4:00 pm.

Trustee Banaszak made a motion to adjourn the meeting at 5:05. Trustee Person seconded the motion. Motion approved 5-0.