

GRAND ISLAND MEMORIAL LIBRARY

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

**BOARD OF TRUSTEES REGULAR MEETING
THURSDAY, JANUARY 8th, 2026 @ 4:00 PM
LIBRARY MEETING ROOM
AGENDA**

- I. Call to Order
- II. Minutes:
 - a. 11/25/25 Library Board Special Meeting
- III. Period for Public Expression (agenda items)
- IV. [Financial Reports](#)
- V. [Claims Audit Abstract Report](#)
- VI. Correspondence
- VII. [Director's Report](#)
 - a. Staffing update
 - b. Service hours
 - c. HVAC report
 - d. [Jan-Apr 2026 Event Calendar](#)
- VIII. Unfinished Business
 - a. Trustee Reappointment
- IX. New Business
 - a. 2026 Slate of Officers – Library Board
 - b. [Conflict of Interest Disclosure statements](#) for 2026
 - c. Whistleblower Compliance report for 2025
 - d. 2026 Approval of the B&ECPL Policy & Procedure Manual
 - e. Policy reviews for 2026
 - f. Funding Requests
 - i. [Spring landscaping quote](#)
 - ii. Programming budgets
- X. Period for Public Expression (any library related topic)

Next Regular Meeting: Thursday, March 12th, 2026

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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BOARD OF TRUSTEES REGULAR MEETING
THURSDAY, JANUARY 8th, 2026 @ 4:00 PM
LIBRARY MEETING ROOM
DRAFT MINUTES

CALL TO ORDER: The meeting was called to order by President Crawford at 4:00 PM.

ROLL CALL: Present were:

President Dick Crawford	Treasurer Pat Rizzuto
Vice President Jill Banaszak	Library Director Bridgette Heintz
Secretary Agnes Becker	Trustee Russ Person

MINUTES

Trustee Banaszak made a motion to table the minutes of the Library Board Special Meeting on November 25, 2025. Trustee Rizzuto seconded the motion. Motion approved 5-0.

PERIOD FOR PUBLIC EXPRESSION

No speakers came forward.

FINANCIAL REPORTS

The financial reports were received, reviewed, and filed for audit. Trustee Banaszak moved to approve the financial reports. Trustee Person seconded the motion. Motion approved 5-0.

CLAIMS AUDIT ABSTRACT

The audit reports were reviewed and will be authorized by Trustee Banaszak. President Crawford moved to approve the Claims Audit reports. Trustee Rizzuto seconded the motion. Motion approved 5-0.

CORRESPONDENCE

The following donations were received in November and December 2025:

- \$250 from Phyllis and Duane Keeler
- \$500 from Rita and Kevin Packard
- \$10,000 from Island Presbyterian Church to be used for programming in 2026 and 2027
- \$100 from Doug Zerby
- \$200 from John Chin

DIRECTOR'S REPORT

- Staffing Update
Stefanie Anawald will be joining the staff on 1/10/26 to fill the vacant FT Youth Services Librarian position.
- Service Hours
Service Hours will return to opening at 9:30 on Tuesdays, Wednesdays and Thursdays beginning 1/10/26.
- HVAC report
A letter has been drafted to the Town of Grand Island Engineering Department asking for consideration and advice regarding updating the HVAC system.

A complete Director's Report is attached.

UNFINISHED BUSINESS

- Trustee Reappointment
President Dick Crawford will contact the Town Board to express interest in being reappointed to the Library Board.

NEW BUSINESS

- 2026 Slate of Officers-Library Board

The following Slate of Officers was presented:

President Dick Crawford
Vice President Russ Person
Treasurer Pat Rizzuto
Secretary Agnes Becker

Trustee Person made a motion to accept the Slate of Officers as presented. President Crawford seconded the motion.

Motion approved 5-0.

b. Conflict of Interest Disclosure statements for 2026

Statements were signed by all trustees present.

c. Whistleblower Compliance for 2026

Since there were no complaints, no action was necessary.

d. 2026 Approval of the B&ECPL Policy & Procedure Manual

President Crawford made a motion to approve the Policy and Procedure Manual. Trustee Becker seconded the motion.

Motion approved 5-0

e. Policy Review for 2026

No policy review in 2026 will be necessary.

f. Funding Requests

i. Spring landscaping quote

Trustee Becker made a motion to approve \$2460 for spring cleanup of the North side gardens by Dore Landscaping. The Money Market account will be the funding source. Trustee Rizzuto seconded the motion. Motion approved 5-0.

ii. Programming budgets

Trustee Banaszak made a motion to approve \$600 for adult programs and \$600 for youth services programs. The funding source will be the Island Presbyterian Church donation. Trustee Person seconded the motion. Motion approved 5-0.

PERIOD FOR PUBLIC EXPRESSION

Director Heintz shared that she will be attending the NYLA Library Advocacy Day in Albany on 2/3/26.

Trustee Banaszak shared that the next Friends of the Library meeting will be on 1/14/26.

At 4:45 Trustee Banaszak made a motion to adjourn the meeting. Trustee Person seconded the motion. Motion approved 5-0.

Next regular meeting: March 12th, 2026 @ 4:00 pm.