

GRAND ISLAND MEMORIAL LIBRARY

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

**BOARD OF TRUSTEES REGULAR MEETING
THURSDAY, SEPTEMBER 8TH, 2022 @ 4:30 PM
LIBRARY MEETING ROOM
AGENDA**

- I. Call to Order
- II. Minutes:
 - a. June 2nd, 2022: Long Range Plan Survey workshop
 - b. July 21st, 2022: BECPL Contract Special meeting
 - c. August 24th, 2022: Special meeting, NYS Library Construction Grant
- III. Period for Public Expression (agenda items)
- IV. Financial Reports
 - a. BECPL Second 2022 System Appropriation
 - b. 2021 Return to System update
- V. Claims Audit Abstract Report
- VI. Correspondence
 - a. Senator Ryan Grants-in-Aid
- VII. Director's Report
 - a. End of summer report
 - b. Fall Event Calendar
 - c. Staff Update
 - d. Library Improvements
- VIII. Unfinished Business
 - a. Credit card/online banking – update
 - b. Long Range Plan survey - update
- IX. New Business
 - a. Funding requests
 - i. Youth Services Fall Programming
 - ii. Collection Development Funds
 - iii. NYS Library Construction Grant funding: discussion
- X. Period for Public Expression (any library related topic)

Next Regular Meeting: Thursday, November 10th, 2022 at 4:30pm

Adjournment

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

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

GRAND ISLAND MEMORIAL LIBRARY
1715 Bedell Road*Grand Island, New York 14072-1796*773-7124

BOARD OF TRUSTEES REGULAR MEETING
THURSDAY, SEPTEMBER 8TH, 2022 @ 4:30PM
LIBRARY MEETING ROOM

CALL TO ORDER: The meeting was called to order by President Crawford at 4:43 PM.

ROLL CALL: Present were:

President Richard Crawford

Vice President Jill Banaszak

Secretary Agnes Becker

Treasurer Richard Earne

Town Liaison Christian Bahleda

Library Director Bridgette Heintz

Trustee Pat Rizzuto

MINUTES

Trustee Banaszak made a motion to accept the minutes of the June 2, 2022 Long Range Plan Survey workshop. Trustee Earne seconded the motion. Motion passed by roll call 5-0.

Trustee Banaszak made a motion to accept the minutes of the July 21, 2022 BECL Contract Special meeting. Trustee Earne seconded the motion. Motion passed by roll call 5-0.

Trustee Banaszak made a motion to accept the minutes of the August 24, 2022 Special meeting, NYS Construction Grant. Trustee Rizzuto seconded the motion. Motion passed by roll call 5-0.

PERIOD FOR PUBLIC EXPRESSION

No speakers came forward.

FINANCIAL REPORTS

The financial reports were received, reviewed and filed for audit.

CLAIMS AUDIT ABSTRACT REPORT

The audited vouchers were reviewed and will be authorized by Trustee Banaszak.

CORRESPONDENCE

Director Heintz reported that on August 1 she attended a press conference with Senator Ryan who will be awarding GIML \$10,000 in library aid.

DIRECTOR'S REPORT

The complete Director's report is attached.

UNFINISHED BUSINESS

a. Credit cards/online banking

Director Heintz reported that the credit card has been received. Online banking tied to the M&T account is not possible. Trustee Rizzuto moved to close the M&T account and move the money in it to a checking account at Northwest Bank. Trustee Becker seconded the motion. Motion passed by roll call vote 5-0.

b. Long Range Plan survey-update

No information has been received regarding a date for the survey to be included in The Bridge.

The survey will be made available to patrons during October. It will be available in the library, on social media, at the Book Sale, at Trunk or Treat and where ever appropriate

NEW BUSINESS

a. Funding requests

i. Youth Services Fall Programming

Director Heintz requested \$2,000 for fall programming. \$1,520 would come from the Tower Fund and \$480 would come from general funding. Trustee Banaszak made a motion to approve \$2,000 for fall programming. Trustee Earne seconded the motion. Motion passed by roll call vote 5-0.

ii. Collection Development FundsSale

Director Heintz requested \$378.77 to purchase 31 adult fiction items using **2021 October Discard Sale** funds and a recent \$100 donation. Trustee Rizzuto made a motion to approve \$378.77 to purchase 31 adult fiction items. Trustee Earne seconded the motion. Motion passed by roll call vote. 5-0.

iii. NYS Library Construction Grant funding

Senator Ryan's \$10,000 grant will be used for construction costs amounting to \$9,142. Since the grant may be received after the construction, trustees discussed using money market funds to be replaced when grant and state funds are received. Trustee Banaszak moved to expend money market funds up to \$10,000 to cover construction costs. Trustee Rizzuto seconded the motion. Motion passed by roll call vote 5-0.

PUBLIC EXPRESSION

Speaking for the Friends of the Grand Island Library, Trustee Banaszak reported that their treasury is down to \$4,000 from \$12,000 because of the many library projects they have financially supported. They will have to move cautiously when considering funding for future library projects.

NEXT MEETINGS

The ACT meeting will be held at the Kenmore Library on September 24. Please respond to Bridgette if you plan to attend.

Regular meeting November 10, 2022 at 4:30.

Trustee Banaszak moved to adjourn the meeting at 6:04. Trustee Earne seconded the motion. Motion passed by roll call vote 5-0.

GRAND ISLAND MEMORIAL LIBRARY
1715 Bedell Road*Grand Island, New York 14072-1796*773-7124

BOARD OF TRUSTEES SPECIAL MEETING
THURSDAY, JULY 21, 2022 @ 4:00PM
DRAFT MINUTES

CALL TO ORDER: The meeting was called to order by President Crawford at 4:01 PM.

ROLL CALL: Present were:

President Richard Crawford
Vice President Jill Banaszak
Secretary Agnes Becker
Treasurer Richard Earne

Town Liaison Christian Bahleda
Library Director Bridgette Heintz
Trustee Pat Rizzuto – Excused

MINUTES

Trustee Banaszak made a motion to approve the minutes of the May 12th meeting. Trustee Crawford seconded. Motion passed by roll call 4-0.

PERIOD FOR PUBLIC EXPRESSION

No speakers came forward.

FINANCIAL REPORTS

Moved to next regular meeting.

CLAIMS AUDIT ABSTRACT REPORT

Moved to next regular meeting.

CORRESPONDENCE

Moved to next regular meeting.

DIRECTOR'S REPORT

Moved to next regular meeting.

UNFINISHED BUSINESS

a. Long Range Plan 2023-2027

Following a discussion, a "Please complete by" date will be added to the survey. President Crawford moved to accept the survey to be made available in the library, published in the Bridge, on the GIML website, on the BECPL website and at other available sites. Trustee Earne seconded. Motion passed by roll call vote 4-0.

NEW BUSINESS

a. 2022 BECPL Contract

Following discussion Trustee Crawford moved to approve the 2022 BECPL contract as presented via resolution. Trustee Banaszak seconded. Motion passed by roll call vote 4-0.

PERIOD FOR PUBLIC EXPRESSION

No speakers came forward.

NEXT REGULAR MEETING

The next regular meeting will be September 8th at 4:30.

ADJOURNMENT

Motion made by Trustee Banaszak and seconded by Trustee Earne to adjourn the meeting at 4:22.

Motion passed by roll call vote 4-0.

GRAND ISLAND MEMORIAL LIBRARY
1715 Bedell Road*Grand Island, New York 14072-1796*773-7124

BOARD OF TRUSTEES SPECIAL MEETING
WEDNESDAY, AUGUST 24th 2022 @ 4:30PM
ZOOM HYBRID MEETING: ONLINE AND IN LIBRARY MEETING ROOM
DRAFT MINUTES

CALL TO ORDER: The meeting was called to order by President Crawford at 4:36 PM.

ROLL CALL: Present were:

President Richard Crawford
Vice President Jill Banaszak
Secretary Agnes Becker
Treasurer Richard Earne

Town Liaison Christian Bahleda
Library Director Bridgette Heintz
Trustee Pat Rizzuto

MINUTES

Moved to next regular meeting

PERIOD FOR PUBLIC EXPRESSION

Moved to next regular meeting

FINANCIAL REPORTS

Moved to next regular meeting.

CLAIMS AUDIT ABSTRACT REPORT

Moved to next regular meeting.

CORRESPONDENCE

Moved to next regular meeting.

DIRECTOR'S REPORT

Moved to next regular meeting.

UNFINISHED BUSINESS

- a. Long Range Plan 2023-2027-Survey Update

Director Heintz reported that the survey is ready to be circulated but BOCES has not informed her of the date it will be included in The Bridge. President Crawford will contact Dr. Graham, Superintendent of Schools, to learn if he knows of the date.

NEW BUSINESS

- a. 2022-2023 NYS Library Construction Grant

Director Heintz shared documents related to the State Aid for Library Construction Program (FY2022-2023). Director Heintz explained the need for sidewalk repair and replacement of public rest room partitions, sharing pictures of each. \$9,000 of NYS Senator Sean Ryan's grant to the library will be used to finance the repairs and any balance will be used to update the phone system. Following discussion, it was determined that the proposal must be presented at a Town Board meeting. President Crawford, Director Heintz and Town Liaison Bahleda will meet with Supervisor Whitney to discuss the Grant.

President Crawford moved that the President sign the Assurances for State Aid for Library Construction Program (FY2022-2023). Trustee Earne seconded the motion. Motion passed by roll call vote 5-0.

PERIOD FOR PUBLIC EXPRESSION

No speakers came forward.

NEXT REGULAR MEETING

The next regular meeting will be September 8th, 2022 at 4:30.

ADJOURNMENT

Motion made by President Crawford and seconded by Trustee Banaszak to adjourn the meeting at 4:51. Motion passed by roll call vote 5-0.

GRAND ISLAND MEMORIAL LIBRARY PRIVATE FUNDS FINANCIAL REPORT

MAY-AUGUST 2022

Balance Private Checking Account

5/31/2022	\$10,171.12
6/30/2022	\$10,981.42
7/31/2022	\$9,089.89
8/31/2022	\$7,894.91

Deposits Private Checking

5/11/2022	GI Lions Donation - for large print books	\$250.00	
5/27/2022	Amazon Smile Donation	\$12.99	Total May Deposits: \$262.99
6/13/2022	NY Library Construction Grant (sidewalks/parking lot light poles) - last 10%	\$1,787.00	
6/27/2022	Deb Beis - Dr. Harper Memorial	\$25.00	
6/27/2022	Packard Donation	\$50.00	Total June Deposits: \$1826.00
			Total July Deposits: \$0
			Total August Deposits: \$0

TOTAL Deposits May-August:

\$2,124.99

Disbursements Private Checking

5/2/2022	N91: Art-y Time - Spring paint night on 5/2/22 (2020 Tower)	\$255.00	
5/26/2022	N88: Storybook Cook - Spring Appetizers program on 5/26/22 (2020 Tower)	\$225.00	Total May Disbursements: \$480.00
6/2/2022	N92: Fun Express-Fitness Fun Summer Reading Program supplies (2021 Tower)	\$187.15	
	N93: Noah's Ark Workshop-supplies for plush penguin workshop on 8/1/22 (2021 Tower)		
6/2/2022	Tower)	\$279.80	
6/10/2022	N105: Amazon-conference microphone/20' usb cord (2020 Tower)	\$43.98	
6/10/2022	N106: Amazon-summer crafternoon supplies (2021 Tower)	\$110.77	
6/14/2022	N94: Mustafa Gokcek-Ukraine presentation on 6/14/22 (2021 Tower)	\$100.00	
6/27/2022	N95: Kimberly Strell-Art-y Time Adult Paint Night on 6/27/22 (2021 Tower)	\$400.00	
	N107: BECPL-collection development purchases (Garden Club/GI Lions/2021		
6/27/2022	Discard sale funds/Geering Memorial)	\$579.73	Total June Disbursements: \$2790.08
7/5/2022	N96: Ben Berry - Circus for All workshop on 7/5/22 (2021 Tower)	\$350.00	
7/7/2022	N97: Lee Coppola - Reporter presentation on 7/7/22 (2021 Tower)	\$120.00	
7/8/2022	N98: Liz Bauld - The Storybook Cook kids program on 7/15/22 (2021 Tower)	\$175.00	
7/15/2022	N99: Donna Baia - Kidding Around Yoga class on 7/15/22 (2021 Tower)	\$75.00	
7/18/2022	N100: Explore & More - Invention Exchange program on 7/28/22 (2021 Tower)	\$300.00	
7/29/2022	N101: Donna Baia - Kidding Around Yoga class on 7/29/22 (2021 Tower)	\$75.00	
	N109: Erie County Master Gardener - Folklore of Trees presentation on 7/25/22		
7/25/2022	(2021 Tower)	\$75.00	Total July Disbursements: \$1170.00

8/26/2022 N108: Ben Berry - Brain Dance for Seniors program pm 8/26/22 (2021 Tower)	\$250.00	
8/24/2022 N110: Best Buy - 65" Samsung TV (2020 Tower)	\$569.98	Total August Disbursements: \$819.98

TOTAL Disbursements May-August:	<u>\$4,171.41</u>
--	--------------------------

Balance Money Market Account

6/5/2022	\$131,487.09
7/4/2022	\$131,493.36
8/4/2022	\$131,500.06
August	\$131,506.98

Disbursements Money Market Account

None

Deposits Money Market Account

6/5/2022 interest	\$6.92
7/4/2022 interest	\$6.27
8/4/2022 interest	\$6.70
9/2/2022 interest	\$6.92

TOTAL:	<u>\$26.81</u>
---------------	-----------------------

GRAND ISLAND MEMORIAL LIBRARY COUNTY FUNDS FINANCIAL REPORT

MAY-AUGUST 2022

Deposits

5/31/2022	Fines and Print	\$124.40	
5/31/2022	interest	\$0.04	Total May Deposits: \$124.44
6/6/2022	BECPL System Appropriation	\$1,017.00	
6/30/2022	Fines and Print	\$146.79	
6/30/2022	interest	\$0.05	Total June Deposits: \$1163.84
7/28/2022	Fines and Print	\$164.15	
7/29/2022	interest	\$0.07	Total July Deposits: \$164.21
8/31/2022	interest	\$0.07	Total August Deposits: \$.07

Total Deposits May-August: \$1,452.57

Disbursements

			Total May Disbursements: \$0
6/27/2022	M66: Peggy Koppman reimbursement for flower/shrubs for library gardens	\$323.22	Total June Disbursements: \$323.33
7/18/2022	M67: BECPL - 2021 Return to System	\$4,317.83	
7/18/2022	M68: Town of GI - water/sewer 4/16/22-7/15/22	\$79.05	
7/21/2022	M69: Donald Klein - mileage	\$72.07	
7/21/2022	M70: Carly Spatar - mileage	\$20.12	
7/21/2022	M71: Elizabeth Schultz - mileage	\$12.05	
7/21/2022	M72: Bridgette Heintz - mileage	\$62.33	Total July Disbursements: \$4563.45
			Total August Disbursements: \$0

Total Disbursements May-August: \$4,886.67

Balance County Funds

5/31/2022	\$5,391.52
6/30/2022	\$6,555.36
7/31/2022	\$1,844.96
8/31/2022	\$1,832.98

	<u>Fines</u>	<u>Print</u>	<u>Other</u>	←usb drives/library cards
YTD revenue accrued:	\$1,082.00	\$1,194.00	\$5.00	(anything provided by the system which
To be realized:	over by \$99	\$56.00	\$55.00	we would sell)
Budgeted (expected revenue):	\$983.00	\$1,250.00	\$60.00	

As per BECPL Resolution 2022-12 of 5/16/22:
our library will be receiving another BECPL System Appropriation of \$1,017 to offset fine
revenue shortages due to the Fines Free Initiative.
This is in addition to the System Appropriation of \$770 received in February of this year.
The Direct Local Income expected for Fines, Lost Books, etc.
has been lowered from \$2,000 to \$983.

CONTRACT MEMBER LIBRARIES - Monthly Financial Report

LIBRARY: GRAND ISLAND MEMORIAL LIBRARY

MONTH: Aug-22

SAP Acct.	Description	Adopted Budget	Budget Transfers	Year-to-Date Expenditures	Available Budget	Comments
500000	Salaries - Full-time	0	0	0	0	
502000	Fringe Benefits	0	0	0	0	
Utility Charges:						
515000	Water	200	0	84	116	
515000	Sewer	250	0	120	130	
515000	Telephone - Maintenance	0	0	0	0	
510200	Dues and Fees	1,180	0	110	1,070	
545000	Rental Charges	0	0	0	0	
506200	Repairs & Maintenance Chgs.	1,300	0	1,319	(19)	
555050	Insurance Charges	0	0	0	0	
510000	Travel & Mileage Expenses	450	0	188	262	
530000	Other Expenses & Charges	700	0	171	529	
530000	Contingency (Bullet Aid)	0	0	0	0	
TOTAL EXPENSES		4,080	0	1,992	2,088	

DIRECT LOCAL INCOME	Adopted Budget	Budget Revisions	Y-T-D Revenues	To Be Realized	Comments
Fines, Lost Books, etc.	983	0	1,082	(99)	
Copy Machines	0	0	0	0	
Print Cost Recovery	1,250	0	1,194	56	
Other Income	60	0	5	55	
State Funding	0	0	0	0	
Municipal Support	0	0	0	0	
Donations (priv. persons/foundations)	0	0	0	0	
Fundraising (events/booksales)	0	0	0	0	
Interest Income	0	0	0	0	
Misc Income	0	0	0	0	
Use of Fund Balance	0	0	0	0	
TOTAL DIRECT INCOME	2,293	0	2,281	12	

As per BECPL Resolution 2022-12 of 5/16/22:
 our library will be receiving another BECPL System Appropriation of \$1,017 to offset fine revenue shortages due to the Fines Free Initiative.
 This is in addition to the System Appropriation of \$770 received in February of this year.
 The Direct Local Income expected for *Fines, Lost Books, etc.* has been lowered from \$2,000 to \$983.

Expense Ledger Parameters

Report ID:	LIBDETAIL				
Year:	2022		Include Beg. Encumbrance: Yes		
Period:	1	To:	8	Apply to Budget Columns:	No
Trans Date:			To:		
Description:	Display		Vendor/Desc:	Both	
Sort by:	Date	Subtotal by Sort by:	No	Use Alt Fund:	No
Spacing:	Single		Print Budget Adj.:	No	
Acct Status:	Active		Print Parent Account:	No	
Summary Only:	No		Suppress Zero Accts:	Yes	
Grand Totals on Separate Page:	No		Open Enc. Only:	No	Include Req:
Account Table:	LIB		LIBRARY		
	Rule No.	Component	From	To	Acct Type From To
	1	FUND	001	001	
	1	DEPT	7410	7410	
Alt. Sort Table:					
Sort:	Sort	Subtotal	Page Break	Subheading	
	1 Fund	No	No	Yes	
	2 Item	Yes	No	Yes	
Print Display Description:	No				

Date Prepared: 08/25/2022 12:24 PM

Report Date: 08/25/2022

Account Table: LIB

Alt. Sort Table:

TOWN OF GRAND ISLAND

Expense Ledger

GLR0125 1.0

Page 1 of 2

Prepared By: JACKIE

Fiscal Year: 2022 Period From: 1 To: 8 Trans. Date From: To:

Account No. Date	Vendor Code	Description Vendor Name/Description	PO No. / Trans No.	Voucher No.	Check No.	YTD Appropriation	Req/Enc	Expenditure	YTD Unencumb
Fund 001		GENERAL FUND							
Item 0408		DUES & SUBSCRIPTIONS							
001.7410.0408		DUES & SUBSCRIPTIONS.LIBRARY				100.00			
									100.00
Total Item 0408		DUES & SUBSCRIPTIONS				100.00	0.00	0.00	100.00
Item 0412		TRAINING & EDUCATION							
001.7410.0412		TRAINING & EDUCATION.LIBRARY				300.00			
									300.00
Total Item 0412		TRAINING & EDUCATION				300.00	0.00	0.00	300.00
Item 0422		REP/MAIN. BLDGS. & GROUNDS							
001.7410.0422		REP/MAIN. BLDGS. & GROUNDS.LIBRARY				8,450.00			
02/01/22	0001001047	DOOR 2 DOOR, INC. EMERGENCY SERVICES FOR LIBRARY DOOR		137437	53203		0.00	772.00	
02/01/22	0001001047	DOOR 2 DOOR, INC. EMERGENCY SERVICES FOR LIBRARY DOOR		137437	53203		0.00	(772.00)	
02/07/22	0001001047	DOOR 2 DOOR, INC. EMERGENCY SERVICES FOR LIBRARY DOOR		137437	53203		0.00	772.00	
02/18/22	0000000129	H & V SALES INC SERVICE AT LIBRARY		137488	53237		0.00	325.00	
02/18/22	0000000129	H & V SALES INC SERVICE AT LIBRARY, PUMP MOTOR, PUMP COUPLER		137489	53237		0.00	3,281.16	
02/18/22	0000000129	H & V SALES INC SERVICE AT LIBRARY, MISC MATERIALS		137490	53237		0.00	6,276.58	
02/18/22	0000000129	H & V SALES INC SERVICE AT LIBRARY		137569	53237		0.00	1,021.38	
03/07/22	0000000325	CROSS CONTROLS & ELECTRIC, INC. SERVICE OF LIGHT POLES		137590	53319		0.00	1,329.00	
03/07/22	0000032993	FIRE SAFETY SYSTEMS, INC. FIRE ALARM SYSTEM FIRE CHARGE		137611	53336		0.00	200.00	
06/27/22	0001001047	DOOR 2 DOOR, INC. DOOR REPLACEMENT AT LIBRARY		138661	54111		0.00	3,758.00	
08/15/22	0001001098	716 MECHANICAL, LLC PLANNED MAINTENANCE		139147	54469		0.00	625.00	
									(9,138.12)
Total Item 0422		REP/MAIN. BLDGS. & GROUNDS				8,450.00	0.00	17,588.12	(9,138.12)
Item 0434		LANDSCAPING MATERIALS							

Date Prepared: 08/25/2022 12:24 PM
Report Date: 08/25/2022
Account Table: LIB
Alt. Sort Table:

TOWN OF GRAND ISLAND
Expense Ledger

Fiscal Year: 2022 Period From: 1 To: 8 Trans. Date From: To:

Account No. Date	Vendor Code	Description Vendor Name/Description	PO No. / Trans No.	Voucher No.	Check No.	YTD Appropriation	Req/Enc	Expenditure	YTD Unencumb
Fund 001		GENERAL FUND							
Item 0434		LANDSCAPING MATERIALS							
001.7410.0434		LANDSCAPING MATERIALS.LIBRARY				300.00			
07/18/22	0000000695	BUFFALO ERIE CO PUB LIBRA BUSINESS OFFICE TRIMMER		138722	54158		0.00	224.00	
									76.00
Total Item 0434		LANDSCAPING MATERIALS				300.00	0.00	224.00	76.00
Item 0443		DEPARTMENTAL SUPPLIES							
001.7410.0443		DEPARTMENTAL SUPPLIES.LIBRARY				0.00			
05/16/22	0001001183	AMAZON CAPITAL SERVICES, INC. APRIL PURCHASES/CREDITS		138326	53873		0.00	267.99	
									(267.99)
Total Item 0443		DEPARTMENTAL SUPPLIES				0.00	0.00	267.99	(267.99)
Grand Total						9,150.00	0.00	18,080.11	(8,930.11)

NOTE: One or more accounts may not be printed due to Account Table restrictions.

Abstract of Audited Vouchers for Trustees' Private Checking Account (Northwest -N)

Grand Island Memorial Library

Date of Audit: 6/2/22 June 2022 Total Claims (# of invoices): 12

I certify that the invoices listed on this abstract were audited by the Grand Island Memorial Library Board member appointed as Claims Auditor and allowed to be paid to the claimants in the amounts shown.

This abstract was reviewed by the Grand Island Memorial Library Board of Trustees at a regular/special board meeting on the date noted below.

Date Authorizing Official

Invoices

GI Invoice Tracking #	Claimant	Amount	Check #	Date
N92	Fun Express: Fitness Fun Summer Reading Program supplies (2021 Tower)	\$187.15	3150	6/2/22
N93	Noah's Ark Workshop: supplies for Plush Penguin Workshop on 8/1/22 (2021 Tower)	\$279.80	3151	6/2/22
N94	Mustafa Gokcek: presentation on 6/14/22 (2021 Tower)	\$100.00	3152	6/14/22
N95	Kimberly Strell: Art-y Time Adult Paint Night on 6/27/22 (2021 Tower)	\$400.00	3153	6/27/22
N96	Ben Berry: Circus for All Workshop on 7/5/22 (2021 Tower)	\$350.00	3154	7/5/22
N97	Lee Coppola: presentation on 7/7/22 (2021 Tower)	\$120.00	3155	7/7/22
N98	Liz Bauld-The Storybook Cook: Kids class on 7/8/22 (2021 Tower)	\$175.00	3156	7/8/22
N99	Donna Baia: Kidding Around Yoga on 7/15/22 (2021 Tower)	\$75.00	3157	7/15/22
N100	Explore & More: Invention Exchange program on 7/18/22 (2021 Tower)	\$300.00	3158	7/18/22
N101	Donna Baia: Kidding Around Yoga on 7/29/22 (2021 Tower)	\$75.00	3159	7/29/22
N102	Nan Hoffman: concert on 8/11/22 (2021 Tower) CHECK VOIDED: this program paid with BECPL Year End Appeal funds.	\$150.00	3160	8/11/22
N103	Ben Berry: Brain Dance program on 8/26/22 (2021 Tower)	\$250.00	3161	8/26/22

Total: ~~\$2461.95~~ **\$2311.95**

Abstract of Audited Vouchers for Trustees' Private Checking Account (Northwest -N)

Grand Island Memorial Library

Date of Audit: 6/10/22

June 2022

Total Claims (# of invoices): 3

I certify that the invoices listed on this abstract were audited by the Grand Island Memorial Library Board member appointed as Claims Auditor and allowed to be paid to the claimants in the amounts shown.

This abstract was reviewed by the Grand Island Memorial Library Board of Trustees at a regular/special board meeting on the date noted below.

Date

Authorizing Official

Invoices

GI Invoice Tracking #	Claimant	Amount	Check #	Date
N104	Feelings Rock: program on 6/14/22 (2021 Tower)	\$75.00	3162	6/14/22
N105	Amazon: conference microphone/20' usb cord (2020 Tower)	\$43.98	3163	6/10/22
N106	Amazon: summer crafternoon supplies (2021 Tower)	\$110.77	3164	6/10/22

Total: \$229.75

Abstract of Audited Vouchers for Trustees' Private Checking Account (Northwest -N)

Grand Island Memorial Library

Date of Audit: 7/5/22 June 2022

Total Claims (# of invoices): 2

I certify that the invoices listed on this abstract were audited by the Grand Island Memorial Library Board member appointed as Claims Auditor and allowed to be paid to the claimants in the amounts shown.

This abstract was reviewed by the Grand Island Memorial Library Board of Trustees at a regular/special board meeting on the date noted below.

Date

Authorizing Official

Invoices

GI Invoice Tracking #	Claimant	Amount	Check #	Date
N107	BECPL Business Office: Collection Development purchases (sources: Garden Club/GI Lions/2021 Discard Sale funds/Geering Memorial)	\$579.73	3165	6/27/22
N108	Aquarium of Niagara: Touch Tank/Turtle Program on 8/12/22	\$360.00	3166	8/12/22

Total: \$939.73

Abstract of Audited Vouchers for County Checking Account (M&T -M)

Grand Island Memorial Library

Date of Audit: 7/5/22 June 2022 Total Claims (# of invoices): 1

I certify that the invoices listed on this abstract were audited by the Grand Island Memorial Library Board member appointed as Claims Auditor and allowed to be paid to the claimants in the amounts shown.

This abstract was reviewed by the Grand Island Memorial Library Board of Trustees at a regular/special board meeting on the date noted below.

Date

Authorizing Official

Invoices

GI Invoice Tracking #	Claimant	Amount	Check #	Date
M66	Marian Koppman: reimbursement for plants and shrubs for the library gardens	\$323.22	11390	6/27/22

Total: \$323.22

Abstract of Audited Vouchers for County Checking Account (M&T -M)

Grand Island Memorial Library

Date of Audit: 7/21/22 July 2022 Total Claims (# of invoices): 6

I certify that the invoices listed on this abstract were audited by the Grand Island Memorial Library Board member appointed as Claims Auditor and allowed to be paid to the claimants in the amounts shown.

This abstract was reviewed by the Grand Island Memorial Library Board of Trustees at a regular/special board meeting on the date noted below.

Date

Authorizing Official

Invoices

GI Invoice Tracking #	Claimant	Amount	Check #	Date
M67	BECPL: 2021 Return to System	\$4317.83	11391	7/18/22
M68	Town of GI: water/sewer 4/16/22-7/15/22	\$79.05	11392	7/18/22
M69	Donald Klein: mileage	\$72.07	11393	7/21/22
M70	Carly Spatar: mileage	\$20.12	11394	7/21/22
M71	Elizabeth Schultz: mileage	\$12.05	11395	7/21/22
M72	Bridgette Heintz: mileage	\$62.33	11396	7/21/22

Total: \$4563.45

Abstract of Audited Vouchers for Trustees' Private Checking Account (Northwest -N)

Grand Island Memorial Library

Date of Audit: 7/21/22 July 2022 Total Claims (# of invoices): 1

I certify that the invoices listed on this abstract were audited by the Grand Island Memorial Library Board member appointed as Claims Auditor and allowed to be paid to the claimants in the amounts shown.

This abstract was reviewed by the Grand Island Memorial Library Board of Trustees at a regular/special board meeting on the date noted below.

Date

Authorizing Official

Invoices

GI Invoice Tracking #	Claimant	Amount	Check #	Date
N109	Erie County Master Gardener Pati Aine Guzinski: Folklore of Trees Presentation on 7/25/22 (2021 Tower)	\$75.00	3167	7/25/22

Total: \$75.00

Grand Island Memorial Library Board Meeting

September 8th, 2022 @ 4:30 pm

Library Meeting Room

Director's Report

Minutes

- June 2nd, 2022: Long Range Plan Survey workshop
- July 21st, 2022: BECPL Contract Special meeting
- August 24th, 2022: Special meeting, NYS Library Construction Grant

Financial Report

- 5/31/22: Our library received a system appropriation in the amount of \$1,017 to offset the revenue loss from the Fines Free initiative for the rest of 2022. The funds are to be used to offset operating costs and have been added to the County bank account for that purpose.
- 2021 Return to System - paid 6/6/22. Part of claims audit.

Claims Audit

Correspondence

- 8/1/22: Our library will receive \$10,000 from Senator Sean Ryan in library aid (Grants-in-Aid NY Senate Resolution R2869). A portion of the funding will be used as 50% match for another NYS Library Construction Grant which was submitted to the library system on 8/26/22. Remaining aid will be used for a new phone system in 2023.

Director's Report

- End of Summer Report: 7/5/22 thru 8/31/22
 - # of Programs: 157 (38 in 2021. Up 76%)
 - Please note: the State will have us report 2997 for this due to the way they want us to report the passive one-on-one programs (scavenger hunt/art table)
 - # of Attendees: 4,220 (489 in 2021. Up 88%)
 - Door Count: 9,401 visits (7,238 in 2021. Up 24%)
 - Circulation: 24,685 items (14,438 in 2021. Up 42%)
- Fall Event Calendar – see handout
- Staff updates:
 - Ethan Klie was promoted to a Sr. Page effective 8/27/22.
- Library Improvements:
 - Phone system: not eligible for construction grant funding. Will use what is left from Senator Ryan funds in 2023.

- Children's Area Mural. Artist: Terry Klaaren. Friends funding has been secured for this project set for summer 2023.
- NYS Library Construction Grant: north entrance walkway/adjacent walkway work and public restroom partitions.
 - Item under New Business to discuss fronting the funds to get this project completed this fall with the understanding that reimbursement will come as the Senate funds and Construction Grant awards are received. It is anticipated that the Senate funds may not be received until December 2022. Construction Grant funds will be not be awarded until July/August 2023.
- The following meetings/trainings were attended by Director Heintz May through August:
 - 5/3/22: John Spears Meet and Greet at Central Library
 - 5/7/22: ACT meeting at Central Library
 - 5/18/22: Contract Member Library meeting via Zoom
 - 5/19/22: Friends of GI Library Annual Meeting
 - 5/20/22: Golden Age Center luncheon
 - 5/26/22: Hoopla Training via Zoom with BECPL Tech Lab
 - 6/8/22: BECPL Manager/Director Meeting via Zoom
 - 6/24/22: meeting with Peggy Koppman to set up garden QR code project
 - 7/7/22: meeting with Marsha Mis to coordinate adult art program
 - 7/13/22: BECPL Manager/Director Meeting at Central Library
 - 7/26/22: Contract Member Library meeting via Zoom
 - 8/1/22: Town Budget line meeting via Zoom with Crawford and Bahleda
 - 8/8/22: meeting with Bull's Concrete for sidewalk estimate

Unfinished Business

- Credit Card/Online Banking:
 - Northwest (PVT/Local account): Online banking has been set up.
 - M&T (County account): were unsuccessful in getting online privileges for this account. The bank states due to the accounts 'entity' as a non-profit, online banking is not allowed. Dick Earne and I were told I can come in to get a statement printed out for the Financial Reports. Would like to discuss this with the Board further.
- Long Range Plan:
 - Survey follow-up: we still have not received set dates for when *The Bridge* is coming out. We may want to discuss dates for distribution regardless as the current LRP expires at the end of this year.

New Business

- Funding Requests:
 - Youth Services Programming – see handout. Funding sources: remainders from 2019/2020/2021 Tower Donations (\$2235.62 available among the three)
 - **Total request: \$2000**
 - An adult programming budget for fall has been requested from the Friends.
 - Collection Development Funds:
 - Funding sources: 2021 Oct Discard Sale (\$279.80) and 11/26/19 Paula Macumber Memorial donation (\$100, no restrictions).
 - **Total request: \$378.77** to purchase Adult Fiction: Scifi/Fantasy/Movie Tie-in books off the last system checklist. 31 items would be purchased.
 - NYS Library Construction Grant funding:
 - Discussion – State and Grant funding being received vs. getting project done this year or next year. Do we pay up front out of Money Market funds and get reimbursed or wait for the above funding to be received? Con: costs most likely will go up if we wait until next year.
 - Costs:
 - Cement work: \$4,750
 - Restroom work: \$4,392
- TOTAL: \$9,142**

Respectfully submitted,
Bridgette Heintz

Youth Services Fall 2022 Programs & Supplies

Performers/Special Programs

Feelings Rock!

Tuesday, September 15 & Tuesday, November 20 at 10 am

Feelings Rock is a fun, interactive music and movement class for babies, toddlers, and preschoolers. Instructors use music to teach developmental skills with an emphasis on social and emotional skills, laying the foundation for a healthy body and mind.

Program total: \$300 (for both sessions)

Storybook Cook: Family Cupcake Wars!

Saturday, October 15 at 1 pm

A 90 minute food competition for teams of 2-3 family members! Each team will be able to decorate 6 cupcakes for judging.

Program total: \$225

Anime/Manga Workshop Presented By Tom Paul Fox

Saturday, November 12 & Saturday, November 19 at 3 pm

Artist and Illustrator Tom Paul Fox will offer a two-part workshop for teens that teaches anime and manga drawing, shading, and coloring.

Program total: \$250 (for both sessions)

Gingerbread Houses

Saturday, December 17 at 1 pm

We will be offering a gingerbread house building workshop for twenty kids ages 5 to 12.

Program supply total: \$290

Regular Programs

Itty Bitty Storytime

October Session (Tuesdays at 10 am)

October 4, October 11, October 18, October 25

November/December Session (Tuesdays at 10 am)

November 29, December 6, December 13, December 20

Program total: \$0

Preschool Storytime

October Session (Wednesdays at 10 am)

October 5, October 12, October 19, October 26

November/December Session (Wednesdays at 10 am)

November 30, December 7, December 14, December 21

Program total: \$135 (Oriental Trading Crafts)

LEGO Club

Saturdays at 1 pm

October 1, November 5, December 3

Program total: \$0

Read To A Dog

Saturdays from 1 - 3 pm

October 8, November 12, December 10

Program total: \$0

Outreach

Kiddo's Korner

Fridays from 10:30 am to 12:00 pm

September 9, October 7, November 4, December 2

Kinderkiddz

Fridays (Time TBD)

September 16, October 14, November 18, December 9

Program total: \$250 (Oriental Trading Crafts)

Miscellaneous

Color-Your-Own Gingerbread Playhouse

For Children's Area

Color-Your-Own-Spaceship Playhouse

For Children's Area

Supplies total: \$70

Trunk or Treat (Presented by Assemblyman Angelo Morinello)

Saturday, October 29 from 12 pm - 2 pm (tentative)

Trunk or treating, crafts, and other activities.

Program supply total: \$480

Youth Services Programming & Supply total: \$1520

Total Youth Services Fall Funding Request Total: \$2000

**Funding source (for everything except Trunk or Treat):
remaining funds from Tower donations 2019/2020/2021**

**Trunk or Treat Funding Source: General
Programming/County Funds**