GRAND ISLAND MEMORIAL LIBRARY

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

BOARD OF TRUSTEES WORKSHOP
TUESDAY, APRIL 11TH, 2023 @ 4:00 PM
LIBRARY MEETING ROOM
AGENDA

   I.   Call to Order
   II.   Minutes: Regular Meeting March 9, 2023
   III. Period for Public Expression (agenda items)
   IV.   Financial Reports – moved to next regular meeting
   V.   Claims Audit Abstract Report – moved to next regular meeting
   VI.   Correspondence – moved to next regular meeting
   VII. Director's Report – moved to next regular meeting
   VIII. Unfinished Business
         a. Long Range Plan workshop
   IX.   New Business
         a. 2022 Annual Report to the Community – discussion and approval pending
         b. 2022 State Report – discussion and approval pending
   X.   Period for Public Expression (any library related topic)

Next Regular Meeting: Thursday, May 11th, 2023

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.

Buffalo & Erie County Public
LIBRARY

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

BOARD OF TRUSTEES WORKSHOP
THURSDAY, APRIL 11th, 2023 @ 4:00 PM
LIBRARY MEETING ROOM

CALL TO ORDER: The meeting was called to order by President Crawford at 4:00 PM.
ROLL CALL: Present were: Treasurer Pat Rizzuto
President Richard Crawford   Trustee Russ Person
Vice President Jill Banaszak   Library Director Bridgette Heintz
Secretary Agnes Becker   Town Liaison Christian Bahleda

MINUTES
Trustee Banaszak made a motion to accept the minutes of the March 9, 2023 meeting. Trustee Rizzuto seconded the motion. Motion passed. 5-0

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 Workshop
      Reviewed Long Range Plans of area libraries. Discussed action items that the Board would like to include in our plan. A revised plan will be on the agenda for approval at the meeting on May 11th.

NEW BUSINESS
   a. 2022 Annual Report to the Community
      Director Heintz presented the Annual Report for review. Additions and revisions were suggested. A revised report will be on the agenda for approval at the meeting on May 11th. The report will be mailed to the community in July.
   b. 2022 State Report
      Director Heintz had previously emailed the State Report to trustees for review. A motion to approve the State Report as presented was made by Trustee Banaszak. The motion was seconded by Trustee Person. Motion passed 5-0.

The resolution regarding the State Report was read by Trustee Becker. A motion to approve the resolution was made by Trustee Rizzuto. The motion was seconded by Trustee Becker. Motion passed 5-0.

PUBLIC EXPRESSION
No speakers came forward.

ADJOURNMENT
A motion to adjourn he meeting was made by Trustee Banaszak. The motion was seconded by Trustee Crawford. Motion passed 5-0. Meeting adjourned at 5:08.

NEXT MEETINGS
Regular Meeting, Thursday, 5-11-23, @ 4:30 PM

LONG RANGE PLAN OF SERVICE 2024-2028

Mission: Connecting our diverse community with a wide variety of resources that enrich, enlighten and entertain.

Vision: To continue to be an essential and vibrant part of the Grand Island community, providing opportunities for continuous learning, and supporting the growth and integration of electronic and computer based services, keeping up with rapidly changing technology and meeting the expectations of our patrons.

Core Values: maintain a visible and viable presence in the community and will continue to plan for the diversification of the services and experiences it offers as community needs evolve.

Goal One: Resources

Provide patrons of all ages with engaging resources to satisfy their curiosity, explore topics of personal interest and provide pleasurable reading, viewing and listening experiences. Based on recent survey results and continuing community input, provide patrons with requested resources and provide notice of available resources.

General action items here: Resources

Goal Two: Utilization

Encourage use of the variety of available resources by current patrons, new patrons and potential patrons. Encourage attendance/participation in the variety of programs offered by the library and the use of the physical facilities such as the community room.

General action items here: Utilization

Goal Three: Marketing

Develop and implement consistent branding using a GIML logo to increase recognition. Expand communications/marketing using the logo in a multimedia campaign.

General action items here: Marketing

Goal Four: Community Collaboration

Continue to create strong community partnerships through coordinated outreach. Collaborate with civic organizations, educational facilities and volunteer groups.

General action items here: Community Collaboration

Goal Five: Facilities

Continue to provide a safe, welcoming and comfortable physical environment in the library. Monitor the age and condition of the facilities, update and enhance as needed, desired and allowed by available funding.

General action items here: Facilities

Visit us online

https://www.buffalolib.org/locations-hours/grand-island-memorial-library

Follow '*Grand Island Memorial Library*' on Facebook

Downloadable materials available through

hoopla

Libby

FINE FREE!

Charges for lost or damaged materials still apply.

Buffalo & Erie County Public
LIBRARY

Grand Island Memorial Library

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

1715 Bedell Rd. Grand Island, NY 14072
716-773-7124
Bridgette Heintz, Library Director

Library Hours

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

***Between Memorial Day
and Labor Day:
Open Monday 9:30-5:00 & Closed Saturday ***

2022 Annual Report

Key Statistics

- Registered borrowers: 10,943
- Circulation: 113,459
- Collection size: 60,255
- Programs conducted: 243
- Total Program attendance: 5,690
- Patron visits: 45,313
- Reference Questions: 459
- Website visits: 15,415

Sample of Program Offerings in 2022

- Storytimes: Itty Bitty, Preschool and Fitness Fun & Reading in collaboration with the GI Recreation Dept.
- Feelings Rock
- Battle of the Books
- Adult Book Club
- Circus for All Summer Kick Off with Benjamin Berry
- Crafternoons: Chalk Art, Tie Dye, Sensory Fun
- Lego Club
- SPCA serving Erie County's Paws for Love Read to a Dog program
- Easter program in collaboration with GI Recreation Dept.
- Trunk or Treat

Coming in 2023

- Reading Garden in memory of long time GIML Trustee, Richard Earne.
- Children's Area mural funded by the Friends.
- Sidewalk work funded through the NYS Library Construction Grant Program and Grants-in-Aid funding provided by Senator Sean Ryan.

Special Thanks

Thank you to Senator Sean Ryan, Assemblymember Angelo Morinello, the Town of Grand Island and all the Grand Island residents for their continued support.

About the Grand Island Memorial Library

- Part of the Buffalo & Erie County Public Library system.
- Serves a population of 21,427 (July 1, 2021 Census estimate).

Services Offered

- 12 public access workstations, 1 public use laptop
- 4 study rooms
- Free Wi-Fi 24/7 - username: BECPL2 password: librarywifi
- Three digital scanners.
- Copier: 8.5x11 b/w $0.15, color $0.50 8.5x14 b/w $0.25, color $0.75
- Printing: b/w $0.10, color $0.25
- Downloadable materials available through Libby and Hoopla apps
- Library By Mail: Call 716-858-7156 to register.
- Out of County residents may obtain a library card for $40 per year.

Friends of the Grand Island Memorial Library

- Join the Friends and support your library! An individual annual membership is $5.
- Stay tuned for new member benefits coming in 2023!

Also

- Island Dispatch: 1894 to 2014 available digitally via www.nyshistoricnewspapers.org. 2014 to present are available in print at the library.
- Complete run of the Grand Island High School year book available.

Grand Island Memorial Library
Annual Report For Public And Association Libraries - 2022

	CURRENT YEAR	*PREVIOUS YEAR*

1. GENERAL LIBRARY INFORMATION

Library/Director Information

[Outline of Major Changes](#)
Report all information in Part 1 as of December 31, 2022, except for questions related to the current library director/manager (questions 1.37 through 1.44).

		CURRENT YEAR	PREVIOUS YEAR
1.1	Library ID Number	0800142590	*0800142590*
1.2	Library Name	GRAND ISLAND MEMORIAL LIBRARY	*GRAND ISLAND MEMORIAL LIBRARY*
1.3	Name Status (State use only)	00 (for no change from previous year)	*00 (for no change from previous year)*
1.4	Structure Status (State use only)	00 (for no change from previous year)	*00 (for no change from previous year)*
1.5	Community	Grand Island	*Grand Island*
1.6	Beginning Fiscal Reporting Year	01/01/2022	*01/01/2021*
1.7	Ending Fiscal Reporting Year	12/31/2022	*12/31/2021*
1.8	Is the library now reporting on a different fiscal year than it reported on in the previous Annual Report?	No	*No*
1.9	If yes, please indicate the beginning date of library's new reporting year. Enter N/A if No was answered to Question 1.8.	N/A	*N/A*
1.10	Please indicate the ending date of library's new reporting year. Enter N/A if No was answered to Question 1.8.	N/A	*N/A*
1.11	Beginning Local Fiscal Year	01/01/2022	*01/01/2021*

1.12	Ending Local Fiscal Year	12/31/2022	12/31/2021
1.13	Address Status	00 (for no change from previous year)	00 (for no change from previous year)
1.14	Street Address	1715 BEDELL ROAD	1715 BEDELL ROAD
1.15	City	GRAND ISLAND	GRAND ISLAND
1.16	Zip Code	14072	14072
1.17	Mailing Address	1715 BEDELL ROAD	1715 BEDELL ROAD
1.18	City	GRAND ISLAND	GRAND ISLAND
1.19	Zip Code	14072	14072
1.20	Telephone Number (enter 10 digits only and hit the Tab key; enter N/A if no telephone number)	(716) 773-7124	(716) 773-7124
1.21	Fax Number (enter 10 digits only and hit the Tab key; enter N/A if no fax number)	(716) 774-1146	(716) 774-1146
1.22	E-Mail Address to Contact the Library (Enter N/A if no e-mail address)	gri@buffalolib.org	gri@buffalolib.org
1.23	Library Home Page URL (Enter N/A if no home page URL)	https://www.buffalolib.org/locations-hours/grand-island-memorial-library	https://www.buffalolib.org/locations-hours/grand-island-memorial-library
1.24	Population Chartered to Serve (per 2020 Census)	21,389	20,374
1.25	Indicate the type of library as stated in the library's charter (select one):	PUBLIC	PUBLIC
1.26	Indicate the area chartered to serve as stated in the library's charter (select one):	Town	Town
1.27	During the reporting year, has there been any change to the library's legal service area boundaries? Changes must be the result of a Regents charter action. Answer Y for Yes, N for No.	N	N
1.28	Indicate the type of charter the library currently holds (select one):	Absolute	Absolute
1.29	Date the library was granted its absolute charter or the date of the provisional charter if the library does not have an absolute charter	10/25/1974	10/25/1974

1.30	Date the library was last registered	11/20/1974	*11/20/1974*
1.31	Federal Employer Identification Number	160805209	*160805209*
1.32	County	ERIE	*ERIE*
1.33	School District	Grand Island Central	*Grand Island Central*
1.34	Town/City	Grand Island	*Grand Island*
1.35	Library System	Buffalo & Erie County Public Library	*Buffalo & Erie County Public Library*

THESE QUESTIONS ARE FOR NYC LIBRARIES ONLY. PLEASE PROCEED TO THE NEXT QUESTION.

1.36a	President/CEO Name	N/A	*N/A*
1.36b	President/CEO Phone Number	N/A	*N/A*
1.36c	President/CEO Email	N/A	*N/A*

NOTE: For questions 1.37 through 1.44, report all information for the <u>current</u> library director/manager.

1.37	First Name of Library Director/Manager	Bridgette	*Bridgette*
1.38	Last Name of Library Director/Manager	Heintz	*Heintz*
1.39	NYS Public Librarian Certification Number	TTAEEKD	*QMJG7XC*
1.40	What is the highest education level of the library manager/director?	Master's Degree	*Master's Degree*
1.41	If the library manager/director holds a Master's Degree, is it a Master's Degree in Library/Information Science?	Y	*Y*
1.42	Do all staff working in the budgeted Librarian (certified) positions reported in 6.4 have an active NYS Public Librarian Certificate? If No, list the name and e-mail address of each staff member without an active certificate in a Note.	Y	*Y*
1.43	E-mail Address of the Director/Manager	heintzb@buffalolib.org	*heintzb@buffalolib.org*
1.44	Fax Number of the Director/Manager	(716) 774-1146	*(716) 774-1146*
1.45	Does the library charge fees for library cards to people residing outside the system's service area?	Y	*Y*

| 1.46 | Was all or part of the library's funding subject to a public vote(s) held during Calendar Year 2022? (Please respond even if the vote was unsuccessful). Enter Y for Yes, N for No. If Yes, complete one record for the public vote from each funding source. If no, go to question 1.47. | N | N |

Public Votes/Contracts

Please Note: last year's answers for repeating groups cannot be displayed.

1.	Name of municipality or district holding the public vote	N/A	N/A
2.	Indicate the type of municipality or district holding the public vote	N/A	N/A
3.	Date the vote was held (mm/dd/2022)	N/A	N/A
4.	Was the vote successful? Y/N	N/A	N/A
5.	What type of public vote was it?	N/A	N/A
6a.	Most recent prior year approved appropriation from a public vote:	N/A	N/A
6b.	Proposed increase in appropriation as a result of the vote held on the date reported in question number 3:	N/A	N/A
6c.	Total proposed appropriation (sum of 6a and 6b):	N/A	N/A

This question should only be answered if "No" was answered in Q1.46 OR the library has votes from different municipalities/districts that were held in different years, both current and prior.

| 1.47 | Did the library receive funding from an appropriation which was approved by public vote in a prior year? (Prior to Calendar Year 2022) Enter Y for Yes, N for No. If Yes, complete one record for the vote from each funding source. If No, go to question 1.48. | N | | *N* |

1.	Name of municipality or district holding the public vote	N/A		*N/A*
2.	Indicate the type of municipality or district holding the public vote			
3.	Date the last successful vote was held (mm/dd/yyyy)	N/A		*N/A*
4.	What type of public vote was it?			
5.	What was the total dollar amount of the appropriation from tax dollars resulting from the last successful vote?	N/A		*N/A*

| 1.48 | Does the reporting library have a contractual agreement with a municipality or district to provide library services to residents of an area not served by a chartered library? Enter Y for Yes, N for No. If yes, please complete one record for *each* contract. If no, go to question 1.49. | N | | *N* |

Unusual Circumstances

| 1. | Name of contracting municipality or district | N/A | | *N/A* |
| 2. | Is this a written contractual agreement? | N/A | | *N/A* |

3.	Population of the geographic area served by this contract	N/A	*N/A*
4.	Dollar amount of contract	N/A	*N/A*
5.	Enter the appropriate code for range of services provided (select one):	N/A	*N/A*
1.49	For the reporting year, has the library experienced any unusual circumstance(s) that affected the statistics reported (e.g., natural disaster, fire, closed for renovations, massive weeding of collection, etc.)? If yes, please annotate explaining the circumstance(s) and the impact on the library using the Note; if no, please go to Part 2, Library Collection.	Y	*Y*

2. LIBRARY COLLECTION

Print/Electronic/Other Holdings

Report holdings, additions, and subscriptions as of the end of the fiscal year reported in Part 1. Please read general information instructions below before completing this section.

NOTE: This section of the survey (2.1-2.25) collects data on selected types of materials.

It does not cover all materials (i.e., microforms, loose sheet music, maps, and pictures) for which expenditures are reported under Print Materials Expenditures, Electronic Materials Expenditures, and Other Materials Expenditures (questions 12.6, 12.7 and 12.8). Under this category report only items that have been purchased, leased or licensed by the library, a consortium, the state library, a donor or other person or entity. Included items must only be accessible with a valid library card or at a physical library location; inclusion in the catalog is not required. Do not include items freely available without monetary exchange. Count electronic materials at the administrative entity level (main library); do not duplicate numbers at each branch.

PRINT MATERIALS
Cataloged Books

2.1	Adult Fiction Books	15,336	*15,237*
2.2	Adult Non-fiction Books	10,619	*10,363*
2.3	Total Adult Books (Total questions 2.1 & 2.2)	25,955	*25,600*
2.4	Children's Fiction Books	10,431	*10,511*
2.5	Children's Non-fiction Books	5,104	*4,819*
2.6	Total Children's Books (Total questions 2.4 & 2.5)	15,535	*15,330*

2.7	Total Cataloged Books (Total questions 2.3 & 2.6)	41,490		40,930

Other Print Materials

2.8	Total Uncataloged Books	2,914		3,574
2.9	Total Print Serials	1,890		1,926
2.10	All Other Print Materials	2		2
2.11	Total Other Print Materials (Total questions 2.8 through 2.10)	4,806		5,502
2.12	Total Print Materials (Total questions 2.7 and 2.11)	46,296		46,432

ALL OTHER MATERIALS

Electronic Materials

2.13	Electronic Books	0		0
2.14	Local Electronic Collections	21		24
2.15	NOVEL$_{NY}$ Electronic Collections	15		15
2.16	Total Electronic Collections (Total questions 2.14 and 2.15)	36		39
2.17	Audio - Downloadable Units	0		0
2.18	Video - Downloadable Units	0		0
2.19	Other Electronic Materials (Include items that are not included in the above categories, such as e-serials; electronic files; collections of digital photographs; and electronic government documents, reference tools, scores and maps.)	1		1
2.20	Total Electronic Materials (Total questions 2.13, 2.16, 2.17, 2.18 and 2.19)	37		40

Non-Electronic Materials

2.21	Audio - Physical Units	3,864		4,222
2.22	Video - Physical Units	10,007		10,022
2.23	Other Circulating Physical Items	51		42
2.24	Total Other Materials - Non-Electronic (Total questions 2.21 through 2.23)	13,922		14,286

2.25	**GRAND TOTAL HOLDINGS** (Total questions 2.12, 2.20 and 2.24)	60,255		*60,758*

ADDITIONS TO HOLDINGS - Do <u>not</u> subtract withdrawals or discards.

2.26	Cataloged Books	2,351		*1,832*
2.27	All Other Print Materials	986		*1,088*
2.28	Electronic Materials	0		*0*
2.29	All Other Materials	731		*909*
2.30	Total Additions (Total questions 2.26 through 2.29)	4,068		*3,829*

3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

Visits/Borrowers/Policies/Accessibility

Report all information on questions 3.1 through 3.29 as of the end of the <u>fiscal</u> year reported in Part 1; report information on questions 3.32 through 3.84 for the 2022 <u>calendar</u> year. Please click here to read general instructions before completing this section.

Please report information on LIBRARY USE as of the end of the fiscal year reported in Part 1.

LIBRARY USE

3.1	Library visits (total annual attendance)	45,313		*37,415*
3.1a	Regarding the number of Library Visits entered, is this an annual count or an annual estimate based on a typical week or weeks?	CT - Annual Count		*CT - Annual Count*
3.2	Registered resident borrowers	10,929		*10,681*
3.3	Registered non-resident borrowers	14		*12*

Please report information on WRITTEN POLICIES as of 12/31/22.

WRITTEN POLICIES (Answer Y for Yes, N for No)

3.4	Does the library have an open meeting policy?	Y		*Y*
3.5	Does the library have a policy protecting the confidentiality of library records?	Y		*Y*
3.6	Does the library have an Internet use policy?	Y		*Y*
3.7	Does the library have a disaster plan?	Y		*Y*

3.8	Does the library have a board-approved conflict of interest policy?	Y	Y
3.9	Does the library have a board-approved whistle blower policy?	Y	Y
3.10	Does the library have a board-approved sexual harassment prevention policy?	Y	Y

Please report information on ACCESSIBILITY as of 12/31/22.

ACCESSIBILITY (Answer Y for Yes, N for No)

3.11	Does the library provide service to persons who cannot visit the library (homebound persons, persons in nursing homes, persons in jail, etc.)?	Y	Y
3.12	Does the library have assistive devices for persons who are deaf and hearing impaired (TTY/TDD)?	N	N
3.13	Does the library have large print books?	Y	Y
3.14	Does the library have assistive technology for people who are visually impaired or blind?	Y	Y

3.15 - If so, what do you have?

	screen reader, such as JAWS, Windoweyes or NVDA	Yes	Yes
	refreshable Braille commonly referred to as a refreshable Braille display	No	No
	screen magnification software, such as Zoomtext	Yes	Yes
	electronic scanning and reading software, such as OpenBook	No	No

3.16	Is the library registered for services from either the New York State Talking Book and Braille Library (New York State Library, Albany) or the Andrew Heiskell Braille and Talking Book Library (The New York Public Library, New York)?	Y	Y

SYNCHRONOUS PROGRAM SESSIONS and ATTENDANCE

Synchronous Program Sessions

A synchronous (live) program session is any planned event which introduces the group attending to library services or which provides information to participants.

Program sessions may cover use of the library, library services, or library tours. Program sessions may also provide cultural, recreational, or educational information.

Examples of these types of program sessions include, but are not limited to, film showings, lectures, story hours, literacy programs, citizenship classes, and book discussions.

For specific examples, please refer to the chart in Instructions.

3.17	Number of Synchronous Program Sessions Targeted at Adults Age 19 or Older	87	28
3.18	Number of Synchronous Program Sessions Targeted at Young Adults Ages 12-18	9	7
3.19a	Number of Synchronous Program Sessions Targeted at Children Ages 0-5	55	31
3.19b	Number of Synchronous Program Sessions Targeted at Children Ages 6-11	27	28
3.20	Number of Synchronous General Interest Program Sessions	65	22
3.21	Total Number of Synchronous Program Sessions (Total questions 3.17, 3.18, 3.19a, 3.19b, 3.20)	243	116
3.21a	Number of Synchronous In-Person Onsite Program Sessions	199	86
3.21b	Number of Synchronous In-Person Offsite Program Sessions	41	25
3.21c	Number of Synchronous Virtual Program Sessions	3	5
3.21d	Total number of synchronous programs (3.21a + 3.21b + 3.21c)	243	
3.22	One-on-One Program Sessions	8,805	3,248

3.23	Do library staff, trustees and/or volunteers reach outside of the library to promote library programs and services through group presentations, information tables and/or other similar educational activities sponsored by the Library?	Yes	*Yes*
3.24	Attendance at Synchronous Programs Targeted at Adults Age 19 or Older	871	*304*
3.25	Attendance at Synchronous Programs Targeted at Young Adults Ages 12-18	77	*61*
3.26a	Attendance at Synchronous Programs Targeted at Children Ages 0-5	997	*411*
3.26b	Attendance at Synchronous Programs Targeted at Children Ages 6-11	715	*637*
3.27	Attendance at Synchronous General Interest Programs	3,030	*619*
3.28	Total Attendance at Synchronous Programs (Total questions 3.24, 3.25, 3.26a, 3.26b, 3.27).	5,690	*2,032*
3.28a	Synchronous In-Person Onsite Program Attendance	4,906	*1,486*
3.28b	Synchronous In-Person Offsite Program Attendance	761	*500*
3.28c	Synchronous Virtual Program Attendance	23	*46*
3.28d	Total synchronous program attendance (3.28a + 3.28b + 3.28c)	5,690	
3.29	One-on-One Program Attendance	8,805	*3,248*
3.29a	Total Number of Asynchronous Program Presentations	0	*0*
3.29b	Total Views of Asynchronous Program Presentations within 30 Days	0	*0*
3.30	Total Number of Children's Programs (sum of Q3.19a and Q3.19b)	82	*59*
3.31	Total Children's Program Attendance (sum of Q3.26a and Q3.26b)	1,712	*1,048*

Please report information on SUMMER READING PROGRAMS for the 2022 calendar year.

SUMMER READING PROGRAM

3.32 - Indicate which of the following apply to the summer reading program(s) offered by the library during the summer of 2022 (check all that apply):

a.	Program(s) for children	Yes	Yes
b.	Program(s) for young adults	Yes	Yes
c.	Program(s) for Adults	Yes	Yes
d.	Summer Reading at New York Libraries name and/or logo used	Yes	Yes
e.	Collaborative Summer Library Program (CSLP Manual, provided through the New York State Library, used)	Yes	Yes
f.	N/A	No	No
3.33	Library outlets offering the summer reading program	1	1
3.34	Children registered for the library's summer reading program	807	320
3.35	Young adults registered for the library's summer reading program	7	8
3.36	Adults registered for the library's summer reading program	58	0
3.37	Total number registered for the library's summer reading program (total 3.34 + 3.35 + 3.36)	872	328
3.38	Children's program sessions - Summer 2022	50	31
3.39	Young adult program sessions - Summer 2022	6	6
3.40	Adult program sessions - Summer 2022	4	1
3.41	Total program sessions - Summer 2022 (total 3.38 + 3.39 + 3.40)	60	38
3.42	Children's program attendance - Summer 2022	1,196	427
3.43	Young adult program attendance - Summer 2022	41	54
3.44	Adult program attendance - Summer 2022	36	8
3.45	Total program attendance - Summer 2022 (total 3.42 + 3.43 + 3.44)	1,273	489

COLLABORATORS

3.46	Public school district(s) and/or BOCES	1	0
3.47	Non-public school(s)	1	0
3.48	Childcare center(s)	3	0
3.49	Summer camp(s)	1	0
3.50	Municipality/Municipalities	1	0
3.51	Literacy provider(s)	1	0
3.52	Other (describe using the State note)	12	11
3.53	Total Collaborators (total 3.46 through 3.52)	20	11

Early/Adult/English Speaker/Digital Literacy

Please report information on EARLY LITERACY PROGRAMS for the 2022 calendar year.

EARLY LITERACY PROGRAMS

3.54	Did the library offer early literacy programs? (Enter Y for Yes, N for No)	Y	Y

3.55 - Indicate types of programs offered (check all that apply)

a.	Focus on birth - school entry (kindergarten)	Yes	Yes
b.	Focus on parents & caregivers	No	No
c.	Combined audience	Yes	Yes
d.	N/A	No	No

3.56 - Number of sessions

a.	Focus on birth - school entry (kindergarten)	55	31
b.	Focus on parents & caregivers	0	0
c.	Combined audience	34	10
d.	N/A	0	0
3.57	Total Sessions	89	41

3.58 - Attendance at sessions

a.	Focus on birth - school entry (kindergarten)	997	411
b.	Focus on parents & caregivers	0	0
c.	Combined audience	772	169
d.	N/A	0	0
3.59	Total Attendance	1,769	580

3.60 - Collaborators (check all that apply):

a.	Childcare center(s)	Yes	No

b.	Public School District(s) and/or BOCES	Yes	No
c.	Non-Public School(s)	Yes	No
d.	Health care providers/agencies	No	No
e.	Other (describe using the State note)	Yes	No

Please report information on ADULT LITERACY for the 2022 calendar year.

ADULT LITERACY

3.61	Did the library offer adult literacy programs?	No	*No*
3.62	Total group program sessions	0	*0*
3.63	Total one-on-one program sessions	0	*0*
3.64	Total group program attendance	0	*0*
3.65	Total one-on-one program attendance	0	*0*

3.66 - Collaborators (check all that apply)

a.	Literacy NY (Literacy Volunteers of America)	No	No
b.	Public School District(s) and/or BOCES	No	No
c.	Non-Public Schools	No	No
d.	Other (see instructions and describe using Note)	No	No

Please report information on PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL) for the 2022 calendar year.

PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL)

3.67	Did the library offer programs for English Speakers of Other Languages (ESOL)? (Enter Y for Yes, N for No)	N	*N*
3.68	Children's program sessions	0	*0*
3.69	Young adult program sessions	0	*0*
3.70	Adult program sessions	0	*0*
3.71	Total program sessions (total 3.68 + 3.69 + 3.70)	0	*0*
3.72	One-on-one program sessions	0	*0*
3.73	Children's program attendance	0	*0*
3.74	Young adult program attendance	0	*0*

3.75	Adult program attendance	0	0
3.76	Total program attendance (total 3.73 + 3.74 + 3.75)	0	0
3.77	One-on-one program attendance	0	0

3.78 - Collaborators (check all that apply):

a.	Literacy NY (Literacy Volunteers of America)	No	No
b.	Public School District(s) and/or BOCES	No	No
c.	Non-Public School(s)	No	No
d.	Other (describe using the Note)	No	No

Please report information on DIGITAL LITERACY for the 2022 calendar year.

DIGITAL LITERACY

3.79	Did the library offer digital literacy programs?	Y	N
3.80	Total group program sessions	7	0
3.81	Total one-on-one program sessions	27	0
3.82	Total group program attendance	58	0
3.83	Total one-on-one program attendance	27	0
3.84	Did your library offer teen-led activities during the 2022 calendar year?	N	N

4. LIBRARY TRANSACTIONS

Circulation/Electronic Use/Reference Transactions

Report all transactions as of the end of the fiscal year reported in Part 1. (Please note: Internal Library usage is not considered part of circulation.)

CATALOGED BOOK CIRCULATION

4.1	Adult Fiction Books	26,249	16,857
4.2	Adult Non-fiction Books	10,670	5,747
4.3	Total Adult Books (Total questions 4.1 & 4.2)	36,919	22,604
4.4	Children's Fiction Books	37,706	26,073
4.5	Children's Non-fiction Books	6,604	4,721
4.6	Total Children's Books (Total questions 4.4 & 4.5)	44,310	30,794

4.7	Total Cataloged Book Circulation (Total question 4.3 & 4.6)	81,229	53,398

CIRCULATION OF OTHER MATERIALS

4.8	Circulation of Adult Other Materials	23,946	14,913
4.9	Circulation of Children's Other Materials	8,284	5,400
4.10	Circulation of Other Physical Items (Total questions 4.8, 4.9)	32,230	20,313
4.11	Physical Item Circulation (Total questions 4.7 & 4.10)	113,459	73,711

ELECTRONIC USE

4.12	Use of Electronic Material	0	0
4.13	Successful Retrieval of Electronic Information	0	0
4.14	Electronic Content Use (Total questions 4.12 & 4.13)	0	0
4.15	Total Circulation of Materials (Total questions 4.11 & 4.12)	113,459	73,711
4.16	Total Collection Use (Total questions 4.13 & 4.15)	113,459	73,711
4.17	Grand Total Circulation of Children's Materials (Total questions 4.6 & 4.9)	52,594	36,194
4.18	As of the end of the reporting period, does the library charge overdue fines to any users when they fail to return physical print materials by the date due?	No	

REFERENCE TRANSACTIONS

4.19	Total Reference Transactions	459	726
4.19a	Regarding the number of Reference Transactions entered, is this an annual count or an annual estimate based on a typical week or weeks?	CT - Annual Count	CT - Annual Count
4.20	Does the library offer virtual reference?	Y	Y

Interlibrary Loan

INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

4.21	TOTAL MATERIALS RECEIVED	0	*0*

INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

4.22	TOTAL MATERIALS PROVIDED	0	*0*

5. TECHNOLOGY AND TELECOMMUNICATIONS

Report all information as of December 31, 2022.

SYSTEMS AND SERVICES

5.1	Automated circulation system?	Y	*Y*
5.2	Online public access catalog (OPAC)?	Y	*Y*
5.3	Electronic access to the OPAC from outside the library?	Y	*Y*
5.4	Annual number of visits to the library's web site	15,415	*14,485*
5.5	Does the library use Internet filtering software on any computer?	Y	*Y*
5.6	Does your library use social media?	Y	*Y*
5.7	Does the library file for E-rate benefits?	Y	*Y*
5.8	Is the library part of a consortium for E-rate benefits?	N	*N*
5.9	If yes, in which consortium are you participating?	N/A	*N/A*
5.10	Name of the person responsible for the library's Information Technology (IT) services	Stephen Hovey IT Administrator	*Stephen Hovey IT Administrator*
5.11	IT contact's telephone number (enter 10 digits only and hit the Tab key)	(716) 858-6004	*(716) 858-6004*
5.12	IT contact's email address	hoveys@buffalolib.org	*hoveys@buffalolib.org*

6. STAFF INFORMATION

Note: Report figures as of the last day of the fiscal year reported in Part 1. Include the FTE for all positions funded in the library's budget whether those positions are filled or not. This report requires conversion of part-time hours to full-time equivalents (FTE). To compute the FTE of employees in any category, take the total number of hours worked per week for all budgeted positions in that category and divide that total by the number of hours per week the library considers to be full-time. Report the FTE to two decimal places.

FTE (FULL-TIME EQUIVALENT CALCULATION)

6.1	The number of hours per workweek used to compute FTE for all paid library personnel in this section.	35	35

BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS

6.2	Library Director (certified)	1	1
6.3	Vacant Library Director (certified)	0	0
6.4	Librarian (certified)	.14	.23
6.5	Vacant Librarian (certified)	1.03	1
6.6	Library Manager (not certified)	0	0
6.7	Vacant Library Manager (not certified)	0	0
6.8	Library Specialist/Paraprofessional (not certified)	0	0
6.9	Vacant Library Specialist/Paraprofessional (not certified)	0	0
6.10	Other Staff	4.34	4.31
6.11	Vacant Other Staff	.46	.43
6.12	TOTAL PAID STAFF (Total questions 6.2, 6.4, 6.6, 6.8 & 6.10)	5.48	5.54
6.13	VACANT TOTAL PAID STAFF (Total questions 6.3, 6.5, 6.7, 6.9 & 6.11)	1.49	1.43

SALARY INFORMATION

6.14	FTE - Entry Level Librarian (certified)	1	1
6.15	Salary - Entry Level Librarian (certified)	$46,840	$44,801
6.16	FTE - Library Director (certified)	1	1
6.17	Salary - Library Director (certified)	$71,983	$70,227
6.18	FTE - Library Manager (not certified)	0	0
6.19	Salary - Library Manager (not certified)	$0	$0

7. MINIMUM PUBLIC LIBRARY STANDARDS

As of January 1, 2023 all public, free association and Indian libraries in New York State are required to meet the minimum standards listed below. Please indicate which of these standards your library meets as of **December 31, 2022**. Please click here to read general instructions before completing this section. Helpful information for meeting minimum public library standards is available on the State Library's website. Questions about the new standards should be directed to your library system.

1.	Is governed by written bylaws which define the structure and governing functions of the library board of trustees, and which shall be reviewed and re-approved by the board of trustees at least once every five years or earlier if required by law.	Y	Y
2.	Has a community-based, board-approved, written long-range plan of service developed by the library board of trustees and staff.	Y	Y
3.	Provides a board-approved written annual report to the community on the library's progress in meeting its mission, goals and objectives, as outlined in the library's long-range plan of service.	Y	Y
4.	Has board-approved written policies for the operation of the library, which shall be reviewed and updated at least once every five years or earlier if required by law.	Y	Y
5.	Annually prepares and publishes a board-approved, written budget, which enables the library to address the community's needs, as outlined in the library's long-range plan of service.	Y	Y
6.	Periodically evaluates the effectiveness of the library's programs, services and collections to address community needs, as outlined in the library's long-range plan of service.	Y	Y
7.	Is open the minimum standard number of public service hours for population served. (see instructions)	Y	Y

8. Maintains a facility that addresses community needs, as outlined in the library's long-range plan of service, including adequate:

8a.	space	Y	Y
8b.	lighting	Y	Y

8c.	shelving	Y	Y
8d.	seating	Y	Y
8e.	power infrastructure	Y	Y
8f.	data infrastructure	Y	Y
8g.	public restroom	Y	Y
9.	Provides programming to address community needs, as outlined in the library's long-range plan of service.	Y	Y

10. Provides

10a.	a circulation system that facilitates access to the local library collection and other library catalogs	Y	Y
10b.	equipment, technology, and internet connectivity to address community needs and facilitate access to information.	Y	Y
11.	Provides access to current library information in print and online, facilitating the understanding of library services, operations and governance; information provided online shall include the standards referenced in numbers (1) through (5) above.	Y	Y
12.	Employs a paid director in accordance with the provisions of Commissioner's Regulation 90.8.	Y	Y
13.	Provides library staff with annual technology training, appropriate to their position, to address community needs, as outlined in the library's long-range plan of service.	Y	Y
14.	Establishes and maintains partnerships with other educational, cultural or community organizations which enable the library to address the community's needs, as outlined in the library's long-range plan of service.	Y	Y

8. PUBLIC SERVICE INFORMATION

Report all information as of the end of the fiscal year reported in Part 1. Please click here to read general instructions before completing this section.

PUBLIC SERVICE OUTLETS - Libraries reporting main libraries, branches and bookmobiles should complete Service Outlets Information in Part 9.

8.1	Main Library	1	*1*
8.2	Branches	0	*0*
8.3	Bookmobiles	0	*0*
8.4	Other Outlets	0	*0*
8.5	TOTAL PUBLIC SERVICE OUTLETS (Total questions 8.1 - 8.4)	1	*1*

PUBLIC SERVICE HOURS - Report hours to two decimal places.

8.6	Minimum Weekly Total Hours - Main Library	46.50	*40.00*
8.7	Minimum Weekly Total Hours - Branch Libraries	0.00	*0.00*
8.8	Minimum Weekly Total Hours - Bookmobiles	0.00	*0.00*
8.9	Minimum Weekly Total Hours - Total Hours Open (Total questions 8.6 - 8.8)	46.50	*40.00*
8.10	Annual Total Hours - Main Library	2,443.50	*2,406.00*
8.11	Annual Total Hours - Branch Libraries	0.00	*0.00*
8.12	Annual Total Hours - Bookmobiles	0.00	*0.00*
8.13	Annual Hours Open - Total Hours Open (Total questions 8.10 through 8.12)	2,443.50	*2,406.00*

8A. COVID

NOTE: This section of the survey (8A) collects data on the impact of the COVID–19 pandemic. Report all information in Part 8A from January 1, 2022 to December 31, 2022.

CV1	Were any of the library's outlets physically closed to the public for any period of time due to the Coronavirus (COVID-19) pandemic?	No	*Yes*

ID	Question		
CV2	Did library staff continue to provide services to the public during any portion of the period when the building was physically closed to the public due to the Coronavirus (COVID-19) pandemic?	No	*Yes*
CV3	Did the library allow users to complete registration for library cards online without having to come to the library during the Coronavirus (COVID-19) pandemic?	Yes	*Yes*
CV4	Did the library provide reference service via the Internet or telephone when the building was physically closed to the public during the Coronavirus (COVID-19) pandemic?	No	*Yes*
CV5	Did the library provide 'outside' service for circulation of physical materials at one or more outlets during the Coronavirus (COVID-19) pandemic?	Yes	*Yes*
CV6	Did the library intentionally provide Wi-Fi Internet access to users outside the building at one or more outlets during COVID-19 pandemic?	Yes	*Yes*
CV7	Did the library increase access to Wi-Fi Internet access to users outside the building at one or more outlets during the Coronavirus (COVID-19) pandemic?	No	*Yes*
CV8	Did library staff work for other government agencies or nonprofit organizations instead of, or in addition to, their normal duties during the Coronavirus (COVID-19) pandemic?	No	*No*
CV9	Number of Weeks an Outlet Had Limited Occupancy Due to COVID-19	0	*0*

9. SERVICE OUTLET INFORMATION

Please Note: last year's answers for repeating groups cannot be displayed.

Outlets should be arranged in alphabetical order if possible.

Report all information as of the end of the fiscal year reported in Part 1. Please click here to read general instructions before completing this section.

NOTE: Libraries reporting Public Service Outlets in questions 8.1, 8.2 and 8.3 of Part 8 are required to complete this part of the Annual Report. Use this section to enter outlet information on main libraries, branches or bookmobiles. Complete one record for *each* main library, branch or bookmobile.

If you have multiple libraries, you may 1) enter the data for the Service Outlet Information section directly into the survey as usual or 2) send Baker and Taylor the data for this section to be uploaded into CollectConnect. If you choose to send your data for uploading, you will enter the data into the spreadsheet form available in the survey by clicking a link to an Excel sheet listing prior year outlets is located in section 9. Complete this form and email it to collectconnect@baker-taylor.com and your data will be uploaded into CollectConnect within 24 hours. The data will be loaded in the same order in which it appears in your file, so libraries should be in the correct order on the spreadsheet.

1.	Outlet Name	Grand Island Memorial Library	*Grand Island Memorial Library*
2.	Outlet Name Status	00 (for no change)	*00 (for no change)*
3.	Street Address	1715 BEDELL ROAD	*1715 BEDELL ROAD*
4.	Outlet Street Address Status	00 (for no change)	*00 (for no change)*
5.	City	Grand Island	*GRAND ISLAND*
6.	Zip Code	14072	*14072*
7.	Phone (enter 10 digits only)	(716) 773-7124	*(716) 773-7124*
8.	Fax Number (enter 10 digits only)	(716) 774-1146	*(716) 774-1146*
9.	E-mail Address	gri@buffalolib.org	*GRI@BUFFALOLIB.ORG*
10.	Outlet URL	https://www.buffalolib.org/locations-hours/grand-island-memorial-library	*https://www.buffalolib.org/locations-hours/grand-island-memorial-library*
11.	County	Erie	*Erie*
12.	School District	Grand Island Central	*Grand Island Central School District*
13.	Library System	Buffalo & Erie County Public Library System	*Buffalo & Erie County Public Library*
14.	Outlet Type Code (select one):	CE	*CE*
15.	Public Service Hours Per Year for This Outlet	2,444	*2,406*
16.	Number of Weeks This Outlet is Open	52	*49*
16a	Number of weeks an outlet closed due to COVID-19	0	*3*
16b	Number of weeks an outlet had limited occupancy due to COVID-19	0	*0*
17.	Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)?	Y	*Y*

No.	Question	Column 1	Column 2
18.	Is the meeting space available for public use even when the outlet is closed?	N	N
19.	Total number of non-library sponsored programs, meetings and/or events at this outlet	253	220
20.	Enter the appropriate outlet code (select one):	LRF	LRF
21.	Who owns this outlet building?	Town	Town
22.	Who owns the land on which this outlet is built?	Town	Town
23.	Indicate the year this outlet was initially constructed	1989	1989
24.	Indicate the year this outlet underwent a major renovation costing $25,000 or more	2019	2019
25.	Square footage of the outlet	12,144	12,144
26.	Number of Internet Computers Used by General Public	15	15
27.	Number of uses (sessions) of public Internet computers per year	2,914	2,490
27a	Reporting Method for Number of Uses of Public Internet Computers Per Year	CT - Annual Count	CT - Annual Count
28.	Type of connection on the outlet's public Internet computers	Other (specify using the State note)	Other (specify using the State note)
29.	Maximum download speed of connection on the outlet's public Internet computers	10 Greater than or equal to 50 mbps and less than 100 mbps	10 Greater than or equal to 50 mbps and less than 100 mbps
30.	Maximum upload speed of connection on the outlet's public Internet computers	10 Greater than or equal to 50 mbps and less than 100 mbps	10 Greater than or equal to 50 mbps and less than 100 mbps
31.	Internet Provider	Crown Castle Fiber	Other (specify using the State note)
32.	WiFi Access	Password required	Password required
33.	Wireless Sessions	7,928	8,629
33a	Reporting Method for Wireless Sessions	CT - Annual Count	CT - Annual Count
34.	Does the outlet have a building entrance that is physically accessible to a person in a wheelchair?	Y	Y

#			
35.	Is every public part of the outlet accessible to a person in a wheelchair?	Y	Y
36.	Does your **outlet** have a Makerspace?	N	N
37.	*LIBID*	0800142590	0800142590
38.	*FSCSID*	NY0017	NY0017
39.	*Number of Bookmobiles in the Bookmobile Outlet Record*	0	0
40.	*Outlet Structure Status*	00 (for no change from previous year)	00 (for no change from previous year)

10. OFFICERS AND TRUSTEES

Trustees and Terms/Board President/Trustee Names

Report information about trustee meetings as of December 31, 2022. All public and association libraries are required by Education Law to hold at least four meetings a year.

BOARD MEETINGS

10.1	Total number of board meetings held during calendar year (January 1, 2022 to December 31, 2022)	13	8

NUMBER OF TRUSTEES AND TERMS

10.2	Does your library have a range of trustees stated in the library's charter documents (incorporation)?	No	No
10.5	If your library does not have a range, how many voting positions are stated in the library's charter documents (incorporation)?	5	5
10.6	Does your library's charter documents (incorporation) state a specified term for trustees? If no, please explain in a Note.	Yes	Yes
10.7	If yes, what is the trustee term length, as stated in your library's charter documents (incorporation)?	5 years	5 years

BOARD MEMBER SELECTION

10.8	Enter Board Member Selection Code (select one):	A - board members are appointed by municipality(ies)	A - board members are appointed by municipality(ies)

List Officers and Board Members as of February 1, 2023. Complete one record for each board member. There must be a record for each voting position, whether filled or vacant. Do not include non-voting positions.

BOARD PRESIDENT

10.9	First Name	Richard	*Richard*
10.10	Last Name	Crawford Jr.	*Crawford Jr.*
10.11	Mailing Address	820 North Colony Rd.	*820 North Colony Rd.*
10.12	City	Grand Island	*Grand Island*
10.13	Zip Code (5 digits only)	14072	*14072*
10.14	Phone (enter 10 digits only)	(716) 818-6992	*(716) 818-6992*
10.15	E-mail Address	richard.crawford.jr@gmail.com	*richard.crawford.jr@gmail.com*
10.16	Term Begins - Month	January	*January*
10.17	Term Begins - Year (yyyy)	2021	*2021*
10.18	Term Expires - Month	December	*December*
10.19	Term Expires - Year (yyyy)	2025	*2025*
10.20	Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.	Yes	*Yes*
10.21	The date the Oath of Office was taken (mm/dd/yyyy)	02/13/2021	*02/13/2021*
10.22	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	02/13/2021	*02/13/2021*
10.23	Is this a brand new trustee?	N	*N*

Please Note: last year's answers for repeating groups cannot be displayed.

You may 1) enter the data for the Officers and Board Members directly into the survey as usual or 2) send Baker and Taylor the data for this section to be uploaded into CollectConnect (but do not include the Board President—this information should still be entered directly into the survey). If you choose to send your data for uploading, you must enter the data into the spreadsheet form available here. Please Note: It is customized and contains all the data entered last year to be updated this year. Complete this form and email it to collectconnect@baker-taylor.com.

1.	Status	Filled	*Filled*
2.	First Name of Board Member	Jill	*Jill*
3.	Last Name of Board Member	Banaszak	*Banaszak*
4.	Mailing Address	3474 East River Rd.	*3474 East River Rd.*
5.	City	Grand Island	*Grand Island*
6.	Zip Code (5 digits only)	14072	*14072*

13.	Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.	N/A		*Yes*
14.	The date the Oath of Office (mm/dd/yyyy) was taken	N/A		*01/23/2018*
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	N/A		*01/23/2018*
16.	Is this a brand new trustee?			*N*
1.	Status	Filled		*Filled*
2.	First Name of Board Member	Agnes		*Richard*
3.	Last Name of Board Member	Becker		*Earne*
4.	Mailing Address	3448 East River Rd.		*620 Baseline Rd.*
5.	City	Grand Island		*Grand Island*
6.	Zip Code (5 digits only)	14072		*14072*
7.	E-mail address	ambecker13@gmail.com		*enrae.richard@gmail.com*
8.	Office Held or Trustee	Secretary		*Financial Officer*
9.	Term Begins - Month	January		*January*
10.	Term Begins - Year (year)	2023		*2019*
11.	Term Expires	December		*December*
12.	Term Expires - Year (yyyy)	2027		*2023*
13.	Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.	Yes		*Yes*
14.	The date the Oath of Office (mm/dd/yyyy) was taken	01/03/2023		*01/03/2019*

15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	01/03/2023			*01/03/2019*
16.	Is this a brand new trustee?	N			*N*

1.	Status	Filled	*Filled*
2.	First Name of Board Member	Patrina	*Patrina*
3.	Last Name of Board Member	Rizzuto	*Rizzuto*
4.	Mailing Address	48 Hemlock Dr.	*48 Hemlock Dr.*
5.	City	Grand Island	*Grand Island*
6.	Zip Code (5 digits only)	14072	*14072*
7.	E-mail address	gprizzuto@gmail.com	*gprizzuto@gmail.com*
8.	Office Held or Trustee	Financial Officer	*Trustee*
9.	Term Begins - Month	January	*January*
10.	Term Begins - Year (year)	2022	*2022*
11.	Term Expires	December	*December*
12.	Term Expires - Year (yyyy)	2026	*2026*
13.	Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.	Yes	*Yes*
14.	The date the Oath of Office (mm/dd/yyyy) was taken	01/03/2022	*01/03/2022*
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	01/03/2022	*01/03/2022*
16.	Is this a brand new trustee?	N	*N*

Trustee Education

Please Note: last year's answers for repeating groups cannot be displayed.

Complete one record for each person serving as a trustee as of December 31, 2022. These trustees will not be exactly the same as the trustees listed in the section above.

1.	Trustee Name	Richard Crawford Jr.	*Richard Crawford Jr.*

2.	Has the trustee participated in trustee education in the last calendar year (2022)?	Y	Y

1.	Trustee Name	Jill Banaszak	*Jill Banaszak*
2.	Has the trustee participated in trustee education in the last calendar year (2022)?	Y	*Y*

1.	Trustee Name	Patrina Rizzuto	*Patrina Rizzuto*
2.	Has the trustee participated in trustee education in the last calendar year (2022)?	Y	*Y*

1.	Trustee Name	Agnes Becker	*Richard Earne*
2.	Has the trustee participated in trustee education in the last calendar year (2022)?	Y	*Y*

11. OPERATING FUNDS RECEIPTS

Local Public Funds/System Cash Grants/Other State

Report financial data based on the fiscal reporting year reported in Part 1. (Q1.6 and Q1.7, or Q1.9 and Q1.10 if the fiscal reporting year has changed since the previous annual report). *ROUND TO THE NEAREST DOLLAR.* Please click here to read general instructions before completing this section.

LOCAL PUBLIC FUNDS
Specify by name the municipalities or school districts which are the source of funds.

11.1	Does the library receive any local public funds? If yes, complete one record for each taxing authority; if no, go to question 11.3.	Y	Y

Please Note: last year's answers for repeating groups cannot be displayed.

1.	Source of Funds	County	*County*
2.	Name of funding County, Municipality or School District	Erie	*Erie County*
3.	Amount	$499,324	*$464,766*
4.	Subject to public vote held in reporting year or in a previous reporting year(s).	N	*N*
5.	Written Contractual Agreement	Y	*Y*

11.2	**TOTAL LOCAL PUBLIC FUNDS**	$499,324	*$464,766*

SYSTEM CASH GRANTS TO MEMBER LIBRARY

11.3	Local Library Services Aid (LLSA)	$6,337	$7,424
11.4	Record all Central Library Services Aid monies received from system headquarters	$0	$0
11.5	Additional State Aid received from the System	$10,000	$0
11.6	Federal Aid received from the System	$0	$0
11.7	Other Cash Grants	$0	$4,314
11.8	**TOTAL SYSTEM CASH GRANTS** (Add Questions 11.3, 11.4, 11.5, 11.6 and 11.7)	$16,337	$11,738

OTHER STATE AID

11.9	State Aid other than LLSA, Central Library Aid (CLDA and/or CBA), or other State Aid reported as system cash grants	$1,787	$20,845

Federal Aid/Other Receipts

FEDERAL AID FOR LIBRARY OPERATION

11.10	LSTA	$0	$0
11.11	Other Federal Aid	$0	$0
11.12	**TOTAL FEDERAL AID** (Add Questions 11.10 and 11.11)	$0	$0
11.13	**CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE**	$0	$0

OTHER RECEIPTS

11.14	Gifts and Endowments	$11,357	$682
11.15	Fund Raising	$474	$813
11.16	Income from Investments	$137	$85
11.17	Library Charges	$2,944	$5,158
11.18	Other	$1,321	$0
11.19	**TOTAL OTHER RECEIPTS** (Add Questions 11.14, 11.15, 11.16, 11.17 and 11.18)	$16,233	$6,738

11.20	**TOTAL OPERATING FUND RECEIPTS** (Add Questions 11.2, 11.8, 11.9, 11.12, 11.13 and 11.19)	$533,681	*$504,087*
11.21	**BUDGET LOANS**	$0	*$0*

Transfers/Grant Total

TRANSFERS

11.22	From Capital Fund (Same as Question 14.8)	$0	*$2,450*
11.23	From Other Funds	$0	*$0*
11.24	**TOTAL TRANSFERS** (Add Questions 11.22 and 11.23)	$0	*$2,450*
11.25	BALANCE IN OPERATING FUND - Beginning Balance for Fiscal Year Ending 2022 (Same as Question 12.39 of previous year if fiscal year has not changed)	$148,031	*$140,630*
11.26	**GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS AND BALANCE** (Add Questions 11.20, 11.21, 11.24 and 11.25; Same as Question 12.40)	$681,712	*$647,167*

12. OPERATING FUND DISBURSEMENTS

Staff/Collection/Capital/Operation and Maintenance

Report financial data based on the fiscal reporting year reported in Part 1. (Q1.6 and Q1.7, or Q1.9 and Q1.10 if the fiscal reporting year has changed since the previous annual report). **ROUND TO THE NEAREST DOLLAR.** Please click here to read general instructions before completing this section.
STAFF EXPENDITURES
Salaries & Wages Paid from Library Funds

12.1	Certified Librarians	$133,050	*$129,469*
12.2	Other Staff	$138,855	*$121,899*
12.3	**Total Salaries & Wages Expenditures** (Add Questions 12.1 and 12.2)	$271,905	*$251,368*
12.4	**Employee Benefits Expenditures**	$129,027	*$130,643*
12.5	**Total Staff Expenditures (Add Questions 12.3 and 12.4)**	$400,932	*$382,011*

COLLECTION EXPENDITURES

12.6	Print Materials Expenditures	$29,026	*$23,309*
12.7	Electronic Materials Expenditures	$33,123	*$25,590*
12.8	Other Materials Expenditures	$11,315	*$12,772*
12.9	**Total Collection Expenditures** (Add Questions 12.6, 12.7 and 12.8)	$73,464	*$61,671*

CAPITAL EXPENDITURES FROM OPERATING FUNDS

12.10	From Local Public Funds (71PF)	$0	*$0*
12.11	From Other Funds (71OF)	$0	*$2,390*
12.12	**Total Capital Expenditures** (Add Questions 12.10 and 12.11)	$0	*$2,390*

OPERATION AND MAINTENANCE OF BUILDINGS

Repairs to Building & Building Equipment

12.13	From Local Public Funds (72PF)	$961	*$12,365*
12.14	From Other Funds (72OF)	$0	*$1,425*
12.15	**Total Repairs** (Add Questions 12.13 and 12.14)	$961	*$13,790*
12.16	Other Disbursements for Operation & Maintenance of Buildings	$19,555	*$16,067*
12.17	**Total Operation & Maintenance of Buildings** (Add Questions 12.15 and 12.16)	$20,516	*$29,857*

MISCELLANEOUS EXPENSES

12.18	Office and Library Supplies	$3,338	*$2,807*
12.19	Telecommunications	$1,262	*$1,290*
12.20	Postage and Freight	$201	*$200*
12.21	Professional & Consultant Fees	$5,567	*$2,535*
12.22	Equipment	$15,687	*$4,296*
12.23	Other Miscellaneous	$10,507	*$7,761*
12.24	**Total Miscellaneous Expenses** (Add Questions 12.18, 12.19, 12.20, 12.21, 12.22 and 12.23)	$36,562	*$18,889*

Contracts/Debt Service/Transfers/Grand Total

12.25	**CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE**	$0	*$0*

DEBT SERVICE
Capital Purposes Loans (Principal and Interest)

12.26	From Local Public Funds (73PF)	$0	*$0*
12.27	From Other Funds (73OF)	$0	*$0*
12.28	**Total** (Add Questions 12.26 and 12.27)	$0	*$0*

Other Loans

12.29	Budget Loans (Principal and Interest)	$0	*$0*
12.30	Short-Term Loans	$0	*$0*
12.31	**Total Debt Service** (Add Questions 12.28, 12.29 and 12.30)	$0	*$0*
12.32	**TOTAL OPERATING FUND DISBURSEMENTS** (Add Questions 12.5, 12.9, 12.12, 12.17, 12.24, 12.25 and 12.31)	$531,474	*$494,818*

TRANSFERS
Transfers to Capital Fund

12.33	From Local Public Funds (76PF)	$0	*$0*
12.34	From Other Funds (76OF)	$0	*$0*
12.35	**Total Transfers to Capital Fund** (Add Questions 12.33 and 12.34; same as Question 13.8)	$0	*$0*
12.36	**Transfer to Other Funds**	$747	*$4,318*
12.37	**TOTAL TRANSFERS** (Add Questions 12.35 and 12.36)	$747	*$4,318*
12.38	**TOTAL DISBURSEMENTS AND TRANSFERS** (Add Questions 12.32 and 12.37)	$532,221	*$499,136*
12.39	BALANCE IN OPERATING FUND - Ending Balance for the Fiscal Year Ending 2022	$149,491	*$148,031*

| 12.40 | **GRAND TOTAL DISBURSEMENTS, TRANSFERS & BALANCE** (Add Questions 12.38 and 12.39; same as Question 11.26) | $681,712 | *$647,167* |

ASSURANCE

| 12.41 | The Library operated in accordance with all provisions of Education Law and the Regulations of the Commissioner, and assures that the "Annual Report" was reviewed and accepted by the Library Board on (date - mm/dd/yyyy). | 04/11/2023 | *04/07/2022* |

FISCAL AUDIT

12.42	Last audit performed (mm/dd/yyyy)	04/07/1980	*04/07/1980*
12.43	Time period covered by this audit (mm/dd/yyyy) - (mm/dd/yyyy)	01/01/1975-12/30/1978	*01/01/1975-12/30/1978*
12.44	Indicate type of audit (select one):	State	*State*

CAPITAL FUND

| 12.45 | Does the library have a Capital Fund? Enter Y for Yes, N for No. If No, stop here. If Yes, complete the Capital Fund Report. | N | *Y* |

13. CAPITAL FUND RECEIPTS

Report financial data based on the fiscal year reported in Part 1. *ROUND TO THE NEAREST DOLLAR.* Please click here to read general instructions before completing this section.

REVENUES FROM LOCAL SOURCES

13.1	Revenues from Local Government Sources	$0	*$0*
13.2	All Other Revenues from Local Sources	$0	*$0*
13.3	**Total Revenues from Local Sources** (Add Questions 13.1 and 13.2)	$0	*$0*

STATE AID FOR CAPITAL PROJECTS

13.4	State Aid Received for Construction	$0	*$0*
13.5	Other State Aid	$0	*$0*
13.6	**Total State Aid** (Add Questions 13.4 and 13.5)	$0	*$0*

FEDERAL AID FOR CAPITAL PROJECTS

13.7	**TOTAL FEDERAL AID**	$0	$0

INTERFUND REVENUE

13.8	Transfer from Operating Fund (Same as Question 12.35)	$0	$0
13.9	**TOTAL REVENUES** (Add Questions 13.3, 13.6, 13.7 and 13.8)	$0	$0
13.10	**NON-REVENUE RECEIPTS**	$0	$0
13.11	**TOTAL CASH RECEIPTS** (Add Questions 13.9 and 13.10)	$0	$0
13.12	BALANCE IN CAPITAL FUND - Beginning Balance for Fiscal Year Ending 2022 (Same as Question 14.11 of previous year, if fiscal year has not changed)	$0	$2,450
13.13	**TOTAL CASH RECEIPTS AND BALANCE**(Add Questions 13.11 and 13.12; same as Question 14.12)	$0	$2,450

14. CAPITAL FUND DISBURSEMENTS

Report financial data based on the fiscal reporting year reported in Part 1. **ROUND TO THE NEAREST DOLLAR. Please click here to read general instructions before completing this section.**
PROJECT EXPENDITURES

14.1	Construction	$0	$0
14.2	Incidental Construction	$0	$0

Other Disbursements

14.3	Purchase of Buildings	$0	$0
14.4	Interest	$0	$0
14.5	Collection Expenditures	$0	$0
14.6	Total Other Disbursements (Add Questions 14.3, 14.4 and 14.5)	$0	$0
14.7	**TOTAL PROJECT EXPENDITURES** (Add Questions 14.1, 14.2 and 14.6)	$0	$0
14.8	**TRANSFER TO OPERATING FUND** (Same as Question 11.22)	$0	$2,450
14.9	**NON-PROJECT EXPENDITURES**	$0	$0

14.10	**TOTAL CASH DISBURSEMENTS AND TRANSFERS** (Add Questions 14.7, 14.8 and 14.9)	$0		$2,450
14.11	**BALANCE IN CAPITAL FUND** - Ending Balance for the Fiscal Year Ending 2022	$0		$0
14.12	**TOTAL CASH DISBURSEMENTS AND BALANCE** (Add Questions 14.10 and 14.11; same as Question 13.13)	$0		$2,450

15. CENTRAL LIBRARIES

PART 15 EXISTS FOR THE CENTRAL/CO-CENTRAL LIBRARIES ONLY. PLEASE PROCEED TO SECTION 16. FEDERAL TOTALS AND CONTINUE ON WITH YOUR SURVEY

16. FEDERAL TOTALS

All questions in Part 16 are calculated, locked fields.
Note: See instructions for definitions and calculations of each of these Federal Totals.

16.1	Total ALA-MLS	1.90	1.95
16.2	Total Librarians	1.90	1.95
16.3	All Other Paid Staff	4.20	4.15
16.4	Total Paid Employees	6.10	6.10
16.5	State Government Revenue	$18,124	$28,269
16.6	Federal Government Revenue	$0	$0
16.7	Other Operating Revenue	$16,233	$11,052
16.8	Total Operating Revenue	$533,681	$504,087
16.9	Other Operating Expenditures	$57,078	$48,746
16.10	Total Operating Expenditures	$531,474	$492,428
16.11	Total Capital Expenditures	$0	$4,840
16.12	Print Materials	46,294	46,430
16.12a	Total Physical Items in Collection	60,216	
16.13	Total Registered Borrowers	10,943	10,693
16.14	Other Capital Revenue and Receipts	$0	$0
16.15	Number of Internet Computers Used by General Public	15	15
16.16	Total Uses (sessions) of Public Internet Computers Per Year	2,914	2,490
16.17	Wireless Sessions	7,928	8,629

16.18	Total Capital Revenue	$0		$0

17. FOR NEW YORK STATE LIBRARY USE ONLY

17.1	LIB ID	0800142590	0800142590
17.2	Interlibrary Relationship Code	ME	ME
17.3	Legal Basis Code	CI	CI
17.4	Administrative Structure Code	SO	SO
17.5	FSCS Public Library Definition	Y	Y
17.6	Geographic Code	CD1	OTH
17.7	FSCS ID	NY0017	NY0017
17.8	SED CODE	141501700009	141501700009
17.9	INSTITUTION ID	800000052233	800000052233

SUGGESTED IMPROVEMENTS

Library Name:	GRAND ISLAND MEMORIAL LIBRARY	GRAND ISLAND MEMORIAL LIBRARY
Library System:	Buffalo & Erie County Public Library	Buffalo & Erie County Public Library
Name of Person Completing Form:	Bridgette Heintz	Bridgette Heintz
Phone Number:	(716) 773-7124	(716) 773-7124
I am satisfied that this resource (Collect) is meeting library needs:	Agree	Agree
Applying this resource (Collect) will help improve library services to the public:	Agree	Agree
Please share with us your suggestions for improving the *Annual Report*. When providing feedback, if applicable please indicate the question number each comment/suggestion refers to. Thank you!		