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

BOARD OF TRUSTEES REGULAR MEETING
THURSDAY, MAY 11TH, 2023 @ 4:30 PM
LIBRARY MEETING ROOM
AGENDA

I. Call to Order
II. Minutes:
   a. 4/6/23 Reading Garden Committee Meeting
   b. 4/11/23 Library Board Workshop
III. Period for Public Expression (agenda items)
IV. Financial Reports
   a. Money Market interest rate - discussion
V. Claims Audit Abstract Report
VI. Correspondence
VII. Director’s Report
   a. Reading Garden Committee – update
   b. NYS Library Construction Grant - update
   c. 2022 State Report and Comptroller’s Report – update
   d. Easter Program follow up
   e. Summer Event Calendar
   f. Exterminating contract - discussion
VIII. Unfinished Business
   a. Long Range Plan – discussion and approval pending
   b. 2022 Annual Report to the Community – discussion and approval pending
   c. Open Meetings Law – Virtual Meeting policy/procedure - discussion
IX. New Business
   a. Summer Program funding proposal
   b. Library of Things - items funding proposal
   c. GI Chamber Membership
X. Period for Public Expression (any library related topic)

Next Regular Meeting: Thursday, September 14th, 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.
CALL TO ORDER: The meeting was called to order by President Crawford at 4:30 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, excused

MINUTES
a. Trustee Banaszak made a motion to accept the minutes of the April 6, 2023 Reading Garden Committee Meeting. Trustee Rizzuto seconded the motion. Motion passed 5-0.

b. Trustee Becker made a motion to accept the minutes of the April 11, 2023 Library Board Workshop. Trustee Banaszak seconded the motion. Motion passed 5-0

PERIOD FOR PUBLIC EXPRESSION
No speakers came forward.

FINANCIAL REPORTS
a. Director Heintz reported that Northwest Bank has requested that she sign papers at the bank to accept the interest increase on the Money Market account. Trustee Banaszak made a motion that Director Heintz sign the needed papers. Motion was seconded by Trustee Rizzuto. Motion passed 5-0.

CLAIMS AUDIT ABSTRACT REPORT
The financial reports were received, reviewed, and filed for audit.

CORRESPONDENCE
a. BECPL assistant to the system director, Erin Vest, has notified Director Heintz that Trustees have received membership in NYLA to be used for conferences, seminars, and webinars.
b. The Golden Age Center is interested in partnering regarding Memory Kits for Seniors.
c. The YMCA is interested in developing a Fitness in the Park location next to the Library. Timing was not good for this year but will be considered for summer 2024.

DIRECTOR’S REPORT
The complete Director’s report is attached.

UNFINISHED BUSINESS
a. The updated Long Range Plan 2024-2028 was reviewed. A motion was made by Trustee Rizzuto to accept the Long Range Plan. The motion was seconded by Trustee Banaszak. Motion passed 5-0.

b. The Annual Report was reviewed. A motion was made by Trustee Banaszak to approve the 2022 Annual Report for mailing to the community. The motion was seconded by Trustee Rizzuto. Motion passed 5-0.
c. Open Meetings Law was tabled.

NEW BUSINESS
a. Trustee Rizzuto made a motion to approve $2655 for Summer Youth Services and $600 for Adult Services, both from 2022 Tower funds. Trustee Banaszak seconded the motion. Motion passed 5-0.
b. Trustee Banaszak made a motion to approve $590.06 from the 2022 Tower funds for Library of Things items. Trustee Person seconded the motion. Motion passed 5-0.

c. Trustee Rizzuto made a motion to approve a $105 membership fee in the Grand Island Chamber of Commerce. The motion was seconded by Trustee Person. Motion passed 5-0.

PUBLIC EXPRESSION
No speakers came forward.

ADJOURNMENT
A motion to adjourn the meeting was made by Trustee Banaszak. The motion was seconded by Trustee Rizzuto. Motion passed 5-0. Meeting adjourned at 5:28.

NEXT MEETINGS
ACT meeting Saturday, 5-20-23.
Regular Meeting, Thursday, 9-14-23.
GRAND ISLAND MEMORIAL LIBRARY PRIVATE/LOCAL FUNDS FINANCIAL REPORT
MARCH-APRIL 2023

Balance Private/Local Checking Account
<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>3/31/2023</td>
<td></td>
<td>$16,302.08</td>
</tr>
<tr>
<td>5/3/2023</td>
<td></td>
<td>$16,058.81</td>
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</table>

Deposits Private/Local Checking
<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>3/4/2023</td>
<td>Transfer from county acct to pay off credit card for Best Buy purchase 3/2/23 of cordless phones</td>
<td>$99.99</td>
</tr>
<tr>
<td>3/17/2023</td>
<td>Transfer from county account to pay off credit card for Amazon purchase of kindergarten readiness STEM kit replacement</td>
<td>$26.49</td>
</tr>
<tr>
<td>4/1/2023</td>
<td>Walter Promowicz memorial donation</td>
<td>$40.00</td>
</tr>
<tr>
<td>4/5/2023</td>
<td>Donald Flett donation - funds to be used toward Reading Garden</td>
<td>$40.00</td>
</tr>
</tbody>
</table>

Total March Deposits: $126.48

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>4/1/2023</td>
<td>Walter Promowicz memorial donation</td>
<td>$40.00</td>
</tr>
<tr>
<td>4/1/2023</td>
<td>Donald Flett donation - funds to be used toward Reading Garden</td>
<td>$40.00</td>
</tr>
<tr>
<td>4/5/2023</td>
<td>Transfer from county acct to pay off credit card for Amazon purchase - replacement parts for Time Activity Set STEM kit</td>
<td>$24.07</td>
</tr>
</tbody>
</table>

Total April Deposits: $104.07

TOTAL Deposits March-April: $230.55

Disbursements Private/Local Checking
<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>3/14/2023</td>
<td>N127: Feelings Rock - session on 3/14/23 (2022 Tower)</td>
<td>$75.00</td>
</tr>
<tr>
<td>3/17/2023</td>
<td>N136: Fun Express - 4/7/23 Easter Program craft supplies (2022 Tower)</td>
<td>$571.41</td>
</tr>
<tr>
<td>3/17/2023</td>
<td>N138: credit card paid off from Amazon Time Activity STEM kit replacement</td>
<td>$24.07</td>
</tr>
<tr>
<td>3/17/2023</td>
<td>N133: BECPL - collection development order invoice #22074</td>
<td>$395.26</td>
</tr>
<tr>
<td>4/3/2023</td>
<td>N137: Explore &amp; More - Soaring Airplanes program on 4/6/23 (2022 Tower)</td>
<td>$300.00</td>
</tr>
<tr>
<td>4/27/2023</td>
<td>N139: Fun Express - April Storytime crafts (2022 Tower)</td>
<td>$245.47</td>
</tr>
<tr>
<td>4/27/2023</td>
<td>N140: Walmart.com - credit card purchase of 2 bikes and 2 helmets for summer raffle - Friends to reimburse.</td>
<td>$74.28</td>
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</table>

Total March Disbursements: $1417.22

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>4/3/2023</td>
<td>N137: Explore &amp; More - Soaring Airplanes program on 4/6/23 (2022 Tower)</td>
<td>$300.00</td>
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<tr>
<td>4/27/2023</td>
<td>N139: Fun Express - April Storytime crafts (2022 Tower)</td>
<td>$245.47</td>
</tr>
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</table>

Total April Disbursements: $619.75

TOTAL Disbursements March-April: $2,036.97
### Balance Money Market Account

<table>
<thead>
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<th>Amount</th>
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<td>4/4/2023</td>
<td>$131,746.17</td>
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<tr>
<td>5/4/2023</td>
<td>$131,800.31</td>
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### Disbursements Money Market Account

**Total March-April Disbursements: $0**

### Deposits Money Market Account

<table>
<thead>
<tr>
<th>Date</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>4/4/2023</td>
<td>$54.12</td>
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<tr>
<td>5/4/2023</td>
<td>$54.14</td>
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**TOTAL:** $108.26
### Deposits

<table>
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<tr>
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<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>3/1/2023</td>
<td>Fines and Printing</td>
<td>$169.10</td>
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<tr>
<td>3/31/2023</td>
<td>Fines and Printing</td>
<td>$219.60</td>
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<td>5/1/2023</td>
<td>Fines and Printing (April accruals)</td>
<td>$150.55</td>
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**Total March Deposits:** $388.70  
**Total April Deposits:** $0

### Disbursements

<table>
<thead>
<tr>
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<th>Amount</th>
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<tbody>
<tr>
<td>3/1/2023</td>
<td>NC17: BECPL - 2022 Return to System</td>
<td>$746.56</td>
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<tr>
<td></td>
<td>NC18: Fire Safety Systems - Annual security system, inspection and maintenance agreement: 3/1/23-2/18/23</td>
<td></td>
</tr>
<tr>
<td>3/4/2023</td>
<td>NC19: transfer to private/local acct to pay off credit card for Best Buy purchase 3/2/23 of cordless phones</td>
<td>$200.00</td>
</tr>
<tr>
<td>3/17/2023</td>
<td>NC20: transfer to private/local acct to pay off credit card for Amazon purchase of kindergarten readiness STEM kit replacement (patron paid cash for damages)</td>
<td>$99.99</td>
</tr>
<tr>
<td>4/5/2023</td>
<td>NC22: transfer to private/local acct to pay off credit card for Amazon purchase of time activity STEM kit replacement parts (patron paid cash for damages)</td>
<td>$76.17</td>
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<tr>
<td>4/18/2023</td>
<td>NC23: Town of GI - water/sewer 1/16/23-4/15/23</td>
<td>$66.35</td>
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<tr>
<td>4/27/2023</td>
<td>NC24: Amazon - vacuum cleaner cord</td>
<td>$25.33</td>
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**Total March Disbursements:** $1,149.21  
**Total April Disbursements:** $115.75

### Total Disbursements March-April:

<table>
<thead>
<tr>
<th>Date</th>
<th>Amount</th>
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<tbody>
<tr>
<td></td>
<td>$1,264.96</td>
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### Balance County Funds

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<td>3/31/2023</td>
<td>$1,994.97</td>
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<tr>
<td>5/3/2023</td>
<td>$1,978.93</td>
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### Fines

<table>
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<th>Budgeted (expected revenue)</th>
<th>Amount</th>
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<tr>
<td></td>
<td>$50.00</td>
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### Print

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<tr>
<th>YTD revenue accrued</th>
<th>Amount</th>
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<tbody>
<tr>
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<td>$1,500.00</td>
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### YTD revenue accrued

| Amount  | $624.00 |
To be realized: currently over by $45  $876.00
# CONTRACT MEMBER LIBRARIES - Monthly Financial Report

**LIBRARY:** GRAND ISLAND MEMORIAL LIBRARY  
**MONTH:** Apr-23

<table>
<thead>
<tr>
<th>SAP Acct.</th>
<th>Description</th>
<th>Adopted Budget</th>
<th>Budget Transfers</th>
<th>Year-to-Date Expenditures</th>
<th>Available Budget</th>
<th>Projected Utilization at 12/31</th>
<th>Projected Variance at 12/31</th>
<th>Comments</th>
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<tr>
<td>500000</td>
<td>Salaries - Full-time</td>
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<td>0</td>
<td>0</td>
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<td>0</td>
<td></td>
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<tr>
<td>502000</td>
<td>Fringe Benefits</td>
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<td>0</td>
<td>0</td>
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<tr>
<td><strong>Utility Charges:</strong></td>
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<td></td>
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<tr>
<td>515000</td>
<td>Water</td>
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<td>73</td>
<td>127</td>
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<tr>
<td>515000</td>
<td>Sewer</td>
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<td>145</td>
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<tr>
<td>515000</td>
<td>Telephone - Maintenance</td>
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<tr>
<td>510200</td>
<td>Dues and Fees</td>
<td>580</td>
<td>0</td>
<td>95</td>
<td>485</td>
<td>580</td>
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<tr>
<td>545000</td>
<td>Rental Charges</td>
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<td>0</td>
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<tr>
<td>506200</td>
<td>Repairs &amp; Maintenance Chgs.</td>
<td>1,500</td>
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<td>378</td>
<td>1,122</td>
<td>1,500</td>
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<tr>
<td>555050</td>
<td>Insurance Charges</td>
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<td>0</td>
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<td>0</td>
<td></td>
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<tr>
<td>510000</td>
<td>Travel &amp; Mileage Expenses</td>
<td>450</td>
<td>0</td>
<td>47</td>
<td>403</td>
<td>450</td>
<td></td>
<td></td>
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<tr>
<td>530000</td>
<td>Other Expenses &amp; Charges</td>
<td>700</td>
<td>0</td>
<td>1,254</td>
<td>(554)</td>
<td>700</td>
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<tr>
<td>530000</td>
<td>Contingency (Bullet Aid)</td>
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<td>0</td>
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<td>0</td>
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<tr>
<td><strong>TOTAL EXPENSES</strong></td>
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<td>3,680</td>
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<td>1,952</td>
<td>1,728</td>
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### DIRECT LOCAL INCOME

<table>
<thead>
<tr>
<th>Description</th>
<th>Adopted Budget</th>
<th>Budget Revisions</th>
<th>Y-T-D Revenues</th>
<th>To Be Realized</th>
<th>Projected Revenues</th>
<th>Projected Variance</th>
<th>Comments</th>
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</thead>
<tbody>
<tr>
<td>Fines, Lost Books, etc.</td>
<td>50</td>
<td>0</td>
<td>95</td>
<td>(45)</td>
<td>50</td>
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<tr>
<td>Copy Machines</td>
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<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td>Print Cost Recovery</td>
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<td>624</td>
<td>876</td>
<td>1,500</td>
<td>0</td>
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<tr>
<td>Other Income</td>
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<td>0</td>
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<td>0</td>
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<tr>
<td>State Funding</td>
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<td>0</td>
<td>0</td>
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<tr>
<td>Municipal Support</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td>Donations (priv. persons/foundations)</td>
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<td>0</td>
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<td>Fundraising (events/booksales)</td>
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<tr>
<td>Interest Income</td>
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<tr>
<td>Misc Income</td>
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</tr>
<tr>
<td>Use of Fund Balance</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL DIRECT INCOME</strong></td>
<td>1,550</td>
<td>0</td>
<td>719</td>
<td>831</td>
<td>1,550</td>
<td>0</td>
<td></td>
</tr>
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*MONTHLY FINANCIAL STMT*
## Expense Ledger

**Fiscal Year:** 2023  **Period From:** 1  **Trans. Date From:**  To:

<table>
<thead>
<tr>
<th>Account No. Date</th>
<th>Vendor Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>FUND 001</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Item 0408</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>001.7410.0408</strong></td>
<td>DUES &amp; SUBSCRIPTIONS.LIBRARY</td>
<td>100.00</td>
</tr>
<tr>
<td><strong>Total Item 0408</strong></td>
<td></td>
<td><strong>DUES &amp; SUBSCRIPTIONS</strong></td>
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<tr>
<td><strong>Item 0412</strong></td>
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<td></td>
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<tr>
<td><strong>001.7410.0412</strong></td>
<td>TRAINING &amp; EDUCATION.LIBRARY</td>
<td>300.00</td>
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<tr>
<td><strong>Total Item 0412</strong></td>
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<td><strong>TRAINING &amp; EDUCATION</strong></td>
</tr>
<tr>
<td><strong>Item 0422</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>001.7410.0422</strong></td>
<td>REP/MAIN. BLDGS. &amp; GROUNDS.LIBRARY</td>
<td>18,000.00</td>
</tr>
<tr>
<td><strong>01/24/23</strong></td>
<td></td>
<td>REVERSE PRE-PAIDS FOR 2023</td>
</tr>
<tr>
<td><strong>02/06/23</strong></td>
<td>0000038570</td>
<td>GRAINGER SAFETY BOLLARD, BUMPER INSTALLATION KIT, CORDLESS HAMMERDRILL</td>
</tr>
<tr>
<td><strong>02/06/23</strong></td>
<td>0001001244</td>
<td>WHITE'S CLOCK AND CARILLON NE, INC. 2023 PLANNED MAINTENANCE FOR LIBRARY CLOCK SYSTEM AND TOWER</td>
</tr>
<tr>
<td><strong>03/06/23</strong></td>
<td>0000032993</td>
<td>FIRE SAFETY SYSTEMS, INC. ANNUAL FIRE ALARM TESTING 3/1/23-2/28/24</td>
</tr>
<tr>
<td><strong>04/03/23</strong></td>
<td>0000000207</td>
<td>JOHN W DANFORTH CO. PLANNED MAINTENANCE 3/1/23-5/31/23</td>
</tr>
<tr>
<td><strong>Total Item 0422</strong></td>
<td></td>
<td><strong>REP/MAIN. BLDGS. &amp; GROUNDS</strong></td>
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<tr>
<td><strong>Item 0434</strong></td>
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</tr>
<tr>
<td><strong>001.7410.0434</strong></td>
<td>LANDSCAPING MATERIALS.LIBRARY</td>
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</tr>
<tr>
<td><strong>Total Item 0434</strong></td>
<td></td>
<td><strong>LANDSCAPING MATERIALS</strong></td>
</tr>
<tr>
<td><strong>Grand Total</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**NOTE:** One or more accounts may not be printed due to Account Table restrictions.
Abstract of Audited Vouchers for County Checking Account (Northwest County Acct – NC)

Grand Island Memorial Library

Date of Audit: 3/6/23 March 2023 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.

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Date Authorizing Official

<table>
<thead>
<tr>
<th>GIML Invoice Tracking #</th>
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<th>Check #</th>
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<tbody>
<tr>
<td>NC16</td>
<td>Penworthy: 10 STEM Kits (invoice # 0586921-IN)</td>
<td>$1043.90</td>
<td>115</td>
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<td>NC17</td>
<td>BECPL: 2022 Return to System</td>
<td>$746.56</td>
<td>116</td>
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<td>NC18</td>
<td>Fire Safety Systems: Annual security alarm testing, inspection, and maintenance agreement: 3/1/23-2/18/23</td>
<td>$200.00</td>
<td>117</td>
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Total: $1990.46
Abstract of Audited Vouchers for Private/Local Checking Account (Northwest -N)

Grand Island Memorial Library

Date of Audit: ___3/9/23____ March 2023    Total Claims (# of invoices): ___1____

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<tbody>
<tr>
<td>N134</td>
<td>Best Buy: Panasonic cordless phone 3 pack bundle (funds transferred from county account to cover purchase)</td>
<td>$99.99</td>
<td>Credit card</td>
<td>3/2/23</td>
</tr>
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Total: __$99.99____
Abstract of Audited Vouchers for County Checking Account (Northwest County Acct – NC)

Grand Island Memorial Library

Date of Audit: __3/9/23____  March 2023  Total Claims (# of invoices): ____1_____

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<tbody>
<tr>
<td>NC19</td>
<td>Transfer to PVT/Local account to pay off credit card for Best Buy purchase of Panasonic cordless phone 3 pack on 3/2/23.</td>
<td>$99.99</td>
<td>n/a</td>
<td>3/4/23</td>
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|     |                                                          |     |         |        |

Total: __$99.99____
Abstract of Audited Vouchers for Private/Local Checking Account (Northwest -N)  

Grand Island Memorial Library  

Date of Audit: 3/21/23 March 2023  
Total Claims (# of invoices): 2

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<tr>
<td></td>
<td>N135 Amazon: Kindergarten Readiness STEM kit replacement pieces (funds transferred from county account to cover purchase)</td>
<td>$26.49</td>
<td>Credit Card</td>
<td>3/11/23</td>
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<td></td>
<td>N136 Fun Express : 4/7/23 Easter Program supplies (2022 Tower)</td>
<td>$571.41</td>
<td>3188</td>
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Total: $597.90
Abstract of Audited Vouchers for County Checking Account (Northwest County Acct – NC)
Grand Island Memorial Library

Date of Audit: **3/21/23** March 2023  Total Claims (# of invoices): **1**

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<tr>
<td>NC20</td>
<td>Transfer to PVT/Local account to pay off credit card for Amazon purchase of Kindergarten Readiness STEM kit replacement parts.</td>
<td>$26.49</td>
<td>n/a</td>
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Total: **$26.49**
Abstract of Audited Vouchers for Private/Local Checking Account (Northwest -N)

Grand Island Memorial Library

Date of Audit: ___3/24/23______ March 2023  Total Claims (# of invoices): ___1_____

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</tr>
</thead>
<tbody>
<tr>
<td>N137</td>
<td>Explore and More: Invention Exchange – Soaring Airplanes on 4/6/23 (2022 Tower)</td>
<td>$300.00</td>
<td>3189</td>
<td>4/6/23</td>
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Total: __ $300.00 __
Abstract of Audited Vouchers for County Checking Account (Northwest County Acct – NC)

Grand Island Memorial Library

Date of Audit: __3/24/23___ March 2023  Total Claims (# of invoices): ___ 1____

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</tr>
</thead>
<tbody>
<tr>
<td>NC21</td>
<td>Amazon: laminate, paint sticks (large and small)</td>
<td>$76.17</td>
<td>118</td>
<td>3/23/23</td>
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Total: __ $76.17 ___
Abstract of Audited Vouchers for Private/Local Checking Account (Northwest -N)

Grand Island Memorial Library

Date of Audit: ___ 4/11/23 _____ April 2023 Total Claims (# of invoices): ____ 2_____

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</tr>
</thead>
<tbody>
<tr>
<td>N138</td>
<td>Amazon: Learning Resources Time Activity Set replacement for STEM kit (funds transferred from county account to cover purchase)</td>
<td>$24.07</td>
<td>Credit card</td>
<td>3/17/23</td>
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<tr>
<td>N139</td>
<td>Fun Express: April story time crafts (2022 Tower)</td>
<td>$74.28</td>
<td>3190</td>
<td>4/5/23</td>
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Total: ___ $98.35 ___
Abstract of Audited Vouchers for County Checking Account (Northwest County Acct – NC)

Grand Island Memorial Library

Date of Audit: 4/11/23 April 2023 Total Claims (# of invoices): 1

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</thead>
<tbody>
<tr>
<td>NC22</td>
<td>Transfer to PVT/Local account to pay off credit card for Amazon purchase of Learning Resources Time Activity Set STEM kit replacement parts.</td>
<td>$24.07</td>
<td>n/a</td>
<td>4/5/23</td>
</tr>
</tbody>
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Total: $24.07
Abstract of Audited Vouchers for County Checking Account (Northwest County Acct – NC)

Grand Island Memorial Library

Date of Audit: 4/19/23 April 2023 Total Claims (# of invoices): 1

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<tr>
<td>NC23</td>
<td>Town of GI: water/ sewer – 1/16/23 - 4/15/23</td>
<td>$66.35</td>
<td>119</td>
<td>4/18/23</td>
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</tbody>
</table>

Total: $66.35
Abstract of Audited Vouchers for Private/Local Checking Account (Northwest -N)

Grand Island Memorial Library

Date of Audit: 5/5/23  
April 2023  
Total Claims (# of invoices): 1

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Date

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</tr>
</thead>
<tbody>
<tr>
<td>N140</td>
<td>Walmart: 2 bikes/2 helmets for summer raffle (Friends to reimburse). Credit card paid off on 5/4/23.</td>
<td>$245.47</td>
<td>Credit card</td>
<td>4/27/23</td>
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Total: $245.47
Abstract of Audited Vouchers for County Checking Account (Northwest County Acct – NC)

Grand Island Memorial Library

Date of Audit: 5/5/23 April 2023 Total Claims (# of invoices): 5

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.

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<tbody>
<tr>
<td>NC24</td>
<td>Amazon: vacuum cleaner cord</td>
<td>$25.33</td>
<td>120</td>
<td>4/27/23</td>
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<tr>
<td>NC25</td>
<td>B&amp;ECPL: 5/20/23 ACT Meeting registration (5 attendees)</td>
<td>$75.00</td>
<td>121</td>
<td>5/4/23</td>
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<tr>
<td>NC26</td>
<td>Donald Klein: mileage</td>
<td>$47.26</td>
<td>122</td>
<td>5/4/23</td>
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<tr>
<td>NC27</td>
<td>Bridgette Heintz: mileage</td>
<td>$141.04</td>
<td>123</td>
<td>5/4/23</td>
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<tr>
<td>NC28</td>
<td>Carly Spatar: mileage</td>
<td>$34.46</td>
<td>124</td>
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Total: $323.09
Grand Island Memorial Library Board Meeting  
May 11th, 2023 @ 4:30 pm  
Library Meeting Room  
Director’s Report

Minutes

- 4/6/23 Reading Garden Committee Meeting

Financial Report

- Money Market interest rate – discussion

Claims Audit

- 12 total

Correspondence

- 3/17/23 – email from Erin Vest (BECPL assistant to the system director): we have received a NYLA membership for the Trustees as part of the BECPL’s organizational membership. Can be used to attend conferences, seminars and webinars. Good through 2/28/24.
- 4/7/23 – Jennifer Menter - Golden Age Center is interested in a partnership regarding Memory Kits for Seniors
- 4/18/23 - In talks with YMCA to have the area next to the library be a Fitness in the Parks location. Was not able to make it work for this year due to the Y’s tight deadline. Was told to reach out again in January for inclusion in summer 2024. Christian will continue to be consulted on this collaboration. There is no cost to the Town or the library to host. There is no cost to participants either.

Director’s Report

- Reading Garden Committee progress: the committee met on 4/6/23. They discussed layout, surface options so it is not just on grass, pursuing an environmental grant for a little free library component, seating options, and began to discuss funding options. Overall, the committee came to the agreement that this is a multi-phase project that should not be rushed so that it is completed correctly. The next meeting is scheduled for today at 5:30pm.
- NYS Library Construction Grant update: the State usually announces awards in July. Spoke with Bull’s Concrete on 5/5/23. Verified we are on their schedule for this year. They will be in touch to review the project again as they get closer to our project on their list.
- Easter Program follow-up (4/7/23): annual event in collaboration with GI Rec. Dept. and the Golden Age Center. 1,500 attendees.
- Summer Event calendar (June-August): see separate hand out
- Exterminating contract - discussion
- The following meetings/trainings were attended by Director Heintz in March and April:
  - 3/2/23: Reading Garden Committee meeting at GIML
  - 3/3/23: Public Librarian Administrative Certificate Program class #3 at WNY Library Resources Council
  - 3/8/23: BECPL Managers/Directors meeting at the Central Library
  - 3/9/23: Friends of the GIML Board meeting
Growing Readers Committee meeting at the GI Schools District Office
Public Librarian Administrative Certificate Program class #4 via Zoom
Reading Garden Committee meeting at GIML
GIML Long Range Plan committee meeting at GIML
Public Librarian Administrative Certificate Program class #5 at WNY Library Resources Council
B&ECPL Friends Council meeting via Zoom

Unfinished Business

- Long Range Plan – latest draft in folders
- 2022 Annual Report to the Community
- Open Meetings Law Virtual Meetings Requirements

New Business

- Summer Funding Requests
  - Funding source for all requests will be 2022 Tower funds
    - Total Youth Services Request (see separate handout for breakdown): $2655.00
    - Total Adult Services Budget Request: $600
      - Art-y Time Adult Paint Night on 6/8/23: $300
      - Remainder to be used for other presenters/programs TBD
    - Library of Things items (see separate handout for breakdown): $590.06
    - TOTAL SUMMER REQUEST (YOUTH/ADULT/THINGS): $3845.06
- GI Chamber Membership - $105 annually for non-profit organizations. Funding source: Dues line in the Town budget.

Period for Public Expression (any library related topic)

- Reminder of ACT Annual meeting at the Central Library on Sat. 5/20/23 from 8:30-1pm. RSVP’s and payment have been submitted.

Respectfully submitted,
Bridgette Heintz
GRI Events May - August 2023

**TBD = to be determined. Either a change to the program is in the works, or a funding request is pending.**

Working document. More to be added.

Ongoing

Book Club: meets monthly – Tuesdays at 6:30 pm
- May selection – *They Called Us Enemy* by George Takei
- June selection – *The Book of Two Ways* by Jodi Picoult
- July selection – *The World Played Chess* by Robert Dugoni
- Aug selection – *Miss Benson’s Beetle* by Rachel Joyce

Read to a Dog (SPCA Therapy Dogs): 1:00-3:00 pm
- 5/13, 7/10, 7/24, 8/7

Preschool Story Time (ages 3-5 years): Wednesdays 10:00-10:45 am
- 7/5, 7/12, 7/19, 7/26, 8/2, 8/9

Itty Bitty Story Time (ages 0-2 years): Thursdays 10:00-10:30 am
- 7/6, 7/13, 7/20, 7/27, 8/3, 8/10

Fitness Fun Story Time (in collaboration with GI Rec. Dept.)
- Tuesdays & Thursdays 10:00 -11:15 am
  - Session 1: 6/27, 6/29, 7/6, 7/11, 7/13
  - Session 2: 7/20, 7/25, 7/27, 8/1, 8/3

Lego: 1:00 - 2:00 pm
- 5/6, 7/17, 7/31

Battle of the Books: Wednesdays – Time TBD
- 6/28, 7/5, 7/12, 7/19
- Battle date TBD

Outreach

Carly: Kiddos Korner Daycare - Fridays 10:30-11:30 am (2 & 3 year olds), 2-2:45pm (4 year olds)
- 5/12
- For summer, Kiddos Korner is coming to the library on Wednesdays 6/28 – 8/23

St. Timothy’s Child Care Center – Fridays 10:30-11:30 am
- 5/19
- St. Tim’s is on break for the summer.

Jack and Jill Preschool – on break for the summer

Bridgette: Golden Age Center – Fridays 11:00-12:30 pm
- 5/19, 6/16, 7/21, 8/18
May
5/20/23  Citizen Preparedness Corps Training (Sat. 10:30-12:30)
5/20/23  Erie County Veterans Services (Sat. @ 1pm)
5/23/23  Friends Annual Meeting: Guest Speaker – Mary Kate O’Connell (Tues. @ 6pm)
5/25/23  Business of Music Workshop (Thurs. @6pm)

June
6/1/23  Book a Tech Trainer (Thurs. 1-6pm)
6/8/23  Art-y Time Adult Paint Night (Thurs. @ 6pm)
6/27/23  Polling Location (Tues. 6am-9pm)

July
7/5/23  Touch a Truck summer kick-off event (Wed. 1-3pm)
7/6/23  Book a Tech Trainer (Thurs. 12-6pm)
7/7/23  Feelings Rock (Fri. @ 10am)
7/18/23  Diamonds in the Ruff event (Tues. 1-3pm)
7/21/23  Science Museum: Science Below Zero (Fri. @ 1pm)
7/28/23  The Storybook Cook: Tween Taco Party (Fri. @ 1pm)

August
8/1/23  Teen Writing Workshop (Tues. @ 1pm)
8/4/23  Stuffed Animal Workshop (Fri. @ 1pm)
8/8/23  Hawk Creek: Talk on the Wild Side (Tues. @ 1pm)
8/11/23  End of Summer Party: Yes I Can! Magic Show (Fri. @ 1pm)

In the works:
Summer Reading Raffle – BINGO cards again (children/teens/adult)
Children’s area mural – Terry Klaaren

Holidays:
5/29/23  Memorial Day
6/19/23  Juneteenth
7/4/23  Independence Day

Summer hours run 5/27/23 – 9/5/23 with the first closed Saturday being 5/27/23.
Mondays  9:30-5:00
Tuesdays  9:30-8:00
Wednesdays  9:30-5:00
Thursdays  9:30-8:00
Fridays  9:30-5:00
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<td>Sundays</td>
<td>Closed</td>
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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. Provide opportunities for continuous learning. Support the growth and integration of electronic and computer based services. Anticipate and assimilate emerging technologies to meet the expectations of our patrons.

Core Values - R.E.A.D.:
- Respect: Practice civility and inclusion in our actions and attitudes; value, support and respect all customers and staff
- Excellence: Strive for superior performance and to maximize user experience through collaboration, teamwork, training and enthusiasm
- Accessibility: Ensure availability and ease of access to library services for all people
- Dependability: Provide library services in a consistent, reliable, trustworthy and responsible manner

Goal One: Resources

Provide patrons of all ages with engaging resources to satisfy their curiosity, explore topics of personal interest and provide meaningful and relevant reading, viewing and listening experiences.

Action items:
- Maintain the quality of the existing collection and regularly evaluate the effectiveness of the library’s programs.
- Survey the public periodically on collection and programming wants and needs and provide requested resources.
- Supplement traditional collection offerings with a Library of Things made up of non-traditional offerings for circulation.
- Foster a trained, informed staff and board of trustees by offering training opportunities.

**Goal Two: Utilization**

**Encourage use of the variety of available resources by current patrons, new patrons and potential patrons.**

**Action Items:**
- Develop and implement consistent branding using a GIML logo to increase recognition.
- Expand communications/marketing using the logo in a multimedia campaign in collaboration with the B&ECPL Development & Communications Department.
- Maintain the current social media presence and explore other social media options to keep patrons informed of services.

**Goal Three: Community Collaboration**

**Continue to create strong community partnerships through coordinated outreach.**

**Action Items:**
- Collaborate with civic organizations, community groups, educational facilities and volunteer groups on a Town, County, and State level to provide varied services.
- Champion opportunities for the underserved by partnering with service organizations to offer targeted programming.

**Goal Four: Facilities**

**Continue to provide a safe, welcoming and comfortable physical environment in or on the library campus.**

**Action Items:**
- Monitor the age and condition of the facilities, update and enhance as needed, desired and allowed by available funding.
- Continue to utilize the NYS Library Construction Grant program for improvements.
• Work to create a Reading Garden for the enhancement of the space and enjoyment of the community.

**Evaluation**

**The Library Director, with the assistance of the Library Board of Trustees, will:**

• Annually evaluate each Goal and Action Item during the timeframe of this plan to monitor progress and effectiveness.
• Carry out the Action Items on this plan as to ensure the NYS Minimum Standards for Library Service are fulfilled and render services in accordance with the American Library Association's Library Bill of Rights.
Board of Trustees
Richard Crawford Jr. - President
Jill Banaszak
Agnes Becker
Pat Rizzuto
Russell Person

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

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 Key Statistics
- Circulation: 113,459 (up 36%)
- Collection size: 60,255
- Programs conducted: 243 (up 53%)
- Total Program attendance: 5,690 (up 65%)
- Registered borrowers: 10,943 (up 3%)
- Patron visits: 45,313 (up 17.5%)
- Reference Questions: 459
- Website visits: 15,415 (up 6%)

Sample of Program Offerings in 2022
- Story Times: 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

Upcoming Projects 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
- Free Wi-Fi 24/7 - username: BECPL2 password: librarywifi
- Downloadable materials are available through the Libby and Hoopla apps.
- Library By Mail: Call 716-858-7156 to register.
- Curbside Service is available during open hours.
- Check out the Library of Things. New items coming in 2023!
- 12 public access workstations, 1 public use laptop
- 4 study rooms
- 3 digital scanners
- **Printing**: b/w $0.10, color $0.25
- **Copier**: 8.5x11 b/w $0.15, color $0.50
  8.5x14 b/w $0.25, color $0.75
- 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. A Lifetime Membership is $30.
- 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.
Performers/Special Programs

Touch A Truck
Summer Kickoff Event
Wednesday, July 5 from 1 - 3 pm

Come check out construction, emergency, commercial, and other specialty vehicles. That's not all - there will be a Toy Truck Raffle & Ice Cream social inside the library!

Program total: $0

Feelings Rock
Friday, July 7 at 10 am

Feelings Rock is a fun, interactive music and movement class for babies, toddlers, and preschoolers. Be ready to dance, jump, spin, and more through guided activities!

Program total: $150

Diamonds in the Ruff: TBD
Tuesday, July 18 from 1 - 3 pm

Informational event about the pet rescue group Diamonds in the Ruff, featuring resources about pet adoption and fostering, crafts, and more.

Program total: $0

Science Below Zero: Presented by the Buffalo Museum of Science
Friday, July 21 at 1 pm

Chill out during this super cool liquid nitrogen demonstration! Explore the phases of matter, as well as kinetic energy in amazing ways.

Program total: $195
Tween Taco Party: Presented by The Storybook Cook  
Friday, July 28 at 1 pm

Older kids & tweens are invited to join us for a Mexican food fiesta!  
Learn how to make your own taco seasoning, salsa & more.

Program total: $250

Teen Writing Workshop: Presented by Eric Williams  
Tuesday, August 1 at 1 pm

Local Author Eric Williams will share his creative writing tips and help participants craft their own stories. Eric will also have a funny storytelling performance!

Program total: $75

Stuffed Animal Workshop  
Friday, August 4 at 1 pm

Back by popular demand, the workshop uses kits from Noah’s Ark Workshop that provide everything for kids to make their own stuffed polar bear.

Program total: $300

Talk on the Wild Side: Presented by Hawk Creek  
Tuesday, August 8 at 1 pm

Come meet mammals, birds and reptiles and discover what makes each of these animal groups unique!

Program total: $335

Yes I Can! Magic Show: Presented by Cris Johnson  
End of Summer Extravaganza  
Friday, August 11 at 1 pm

The magic show, presented by professional magician Cris Johnson, will feature music, age-appropriate humor, fun magic, audience participation, and more.

Program total: $300
Performers/Special Programs total: $1,605

Supplies

Fitness Fun and Reading (GI Recreation Partnership)
Session #1: June 27, June 29, July 6, July 11 & July 13
Session #2: July 20, July 25, July 27, August 1 & August 3

Summer Camp Storytime (Kiddos Korner Preschool Partnership)
June 28, July 5, July 12, July 19, July 26, August 2, August 9, August 16, August 23

Preschool Storytime
July 5, July 12, July 19, July 26, August 2, August 9

Storytimes & Partnerships crafts total: $750

Battle of the Books
June 28, July 5, July 12, July 19
Battle Day: TBD
Battle Bash: TBD

Battle of the Books budget: $250

Collaborative Sticker Mosaic - Summer Reading Bingo
Community Activity

Sticker mosaic total: $50

Youth Services Summer Program
funding request total: $2,655
Library of Things Funding Request - Summer Items

For approval at 5/11/23 library board meeting

**All items listed are on Amazon except the projector which is on Newegg. All prices are as of 5/5/23.**

E-jet ladder toss game

$67.32

[https://www.amazon.com/jet-Ladder-Toss-Games-Ball/dp/B0BCFX45KK/ref=sr_1_5?crid=35XCFR1BPAUOR&keywords=e-jet+ladder+toss+games&qid=1683317792&sprejàx=e-jet+ladder+toss+games%2Caps%2C114&sr=8-5](https://www.amazon.com/jet-Ladder-Toss-Games-Ball/dp/B0BCFX45KK/ref=sr_1_5?crid=35XCFR1BPAUOR&keywords=e-jet+ladder+toss+games&qid=1683317792&sprejàx=e-jet+ladder+toss+games%2Caps%2C114&sr=8-5)

ApudArmis Six Player Croquet Set

$42.99

[https://www.amazon.com/ApudArmis-Croquet-Premium-Mallets-Colored/dp/B07ZFM4VSS/ref=sr_1_5?crid=8IE9C0HZ111Y&keywords=apudarmis+six+player+croquet+set&qid=1683317688&sprefix=apudarmis+%2Caps%2C80&sr=8-5](https://www.amazon.com/ApudArmis-Croquet-Premium-Mallets-Colored/dp/B07ZFM4VSS/ref=sr_1_5?crid=8IE9C0HZ111Y&keywords=apudarmis+six+player+croquet+set&qid=1683317688&sprefix=apudarmis+%2Caps%2C80&sr=8-5)
10’ wide portable sports net with badminton set

$64.99

https://www.amazon.com/FBSPORT-Portable-Badminton-Volleyball-Shuttlecocks/dp/B0BWF4CNSP/ref=sr_1_1_sspa?crid=2LT8POXTPNP4R&keywords=portable+badminton+set+with+storage+base&qid=1683318113&sprefix=comportablebadminton+net+set%2Cspor goods%2C74&sr=1-1-spons&psc=1

EastPoint Sports Corn Hole set

$29.99

https://www.amazon.com/EastPoint-Sports-Weather-Cornhole-Build/dp/B0725CNVXN/ref=sr_1_1_sspa?crid=3V1O9ZC211YRY&keywords=eastpoint+sports+go+gater+corn+hole+outdoor+game&qid=1683318274&sprefix=cornhole+set%2Cspor goods%2C74&sr=1-1-spons&psc=1
EastPoint Sports folding gater jam set

$35.79


Portable projector screen with stand and ground anchors, WEWATCH 120 inch. Front or rear projection.

$119.99

https://www.amazon.com/Portable-Projector-Screen-WEWATCH-Projection/dp/B09PRLMLPW/ref=sr_1_3?crid=2RIYVC1L7XLCG&keywords=portable+projector+screen+with+stand+wewatch+120+inch&qid=1683319634&sprefix=portable+projector+screen+with+stand+wewatch+120+inch%2Caps%2C72&s=aps&sr=8-3
Facilife Projector Stand Tripod 24”-47”

$29.99

https://www.amazon.com/Projector-Laptop-Adjustable-Portable-Outdoor/dp/B097MNYBX8/ref=sr_1_2_sspa?crid=13GZPD5GFTZO1&keywords=ananda%2Bprojector%2Btripod%2Bstand%2Bfor%2B22%22%2B36%22&qid=1683319966&sprefix=ananda%2Bprojector%2Btripod%2Bstand%2Bfor%2B22%22%2B36%22%2Caps%2C85&sr=8-2-spons&spLa=ZW5jcnlwdGVkUXVhbGlmaWVyPUFXNjdlUE14MDQ2VjEmZW5jcnlwdGVkSWQ9QTA0MzQwMzEyNjBOTFNTVDhBWURRJmVuY3J5cHRlZEFkSWQ9QTAA4MDMyMDIzODdDQUYyMEU5UkZLJndpZGdldE5hbWU9c3BfYXRmJmFjdGlvbj1jbGlja1JlZGlyZWN0JmRvTm90TG9nQ2xpY2s9dHJ1ZQ&th=1

5G WiFi Bluetooth Projector, Outdoor Projector 4K Supported, FHD Native 1080P, Dolby Audio, Wireless & Wired Mirroring, Home Theater Movie Projector Compatible W/ TV Stick, iOS, Android

$199.00

https://www.newegg.com/vivibright-d1000-pico-portable/p/236-00K4-00003?Description=wireless%20bluetooth%20projector&cm_re=wireless_bluetooth%20projector-.-9SIBM2XJFT7807.-.Product
Lawn Games = $241.08

Projector items = $348.98

Total = $590.06

Funding source: 2022 Tower Funds