

GRAND ISLAND MEMORIAL LIBRARY

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

BOARD OF TRUSTEES REGULAR MEETING THURSDAY, SEPTEMBER 11TH, 2025 @ 4:00 PM LIBRARY MEETING ROOM AGENDA

- I. Call to Order
- II. Minutes:
 - a. [7/1/25 Library Board Special Meeting](#)
- III. Period for Public Expression (agenda items)
- IV. [Financial Reports](#)
- V. [Claims Audit Abstract Report](#)
- VI. Correspondence
- VII. [Director's Report](#)
 - a. Summer 2025 report
 - b. 2025 Chicken BBQ report
 - c. Reading Garden Update
 - i. [Dedication plaque discussion](#)
 - d. [Event Calendar – September-December 2025](#)
 - e. Library Improvements
- VIII. Unfinished Business
 - a. [Trustee Training Assurance Forms for 2025](#)
- IX. New Business
 - a. Bank Signatories – Discussion (see Director's Report)
 - b. Funding request – Fall Adult programs (see Director's Report)
 - c. Policy Reviews
 - i. [Petition Policy](#)
 - ii. [Procurement Policy](#)
 - iii. [Progression of Patron Discipline Policy](#)
- X. Period for Public Expression (any library related topic)

Next Regular Meeting: Thursday, November 13th, 2025

Adjournment

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

****Please RSVP Bridgette Heintz, 716-773-7124 if you *cannot* make the meeting.**



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1715 Bedell Road*Grand Island, New York 14072-1796*773-7124

BOARD OF TRUSTEES REGULAR MEETING
THURSDAY, SEPTEMBER 11TH, 2025 @ 4:00 PM
LIBRARY MEETING ROOM
DRAFT MINUTES

CALL TO ORDER: The meeting was called to order by Vice President Banaszak at 4:03 PM.

ROLL CALL: Present were:

President Richard Crawford	Treasurer Pat Rizzuto
Vice President Jill Banaszak	Library Director Bridgette Heintz
Secretary Agnes Becker	Trustee Russ Person
Peg Koppmann representing the Cinderella Isle Garden Club	
Sherry Miller representing the Grand Island Rotary Club	

MINUTES

Trustee Rizzuto made a motion to approve the minutes of the July 1, 2025 Library Board Special meeting, Trustee Person seconded the motion. Motion approved 5-0.

PERIOD FOR PUBLIC EXPRESSION

No speakers came forward.

FINANCIAL REPORTS

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

CLAIMS AUDIT ABSTRACT

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

CORRESPONDENCE

June McCall Obler donated \$500 to be used "where it is needed most".
Paul Leiner donated \$250 with no designation given.

DIRECTOR'S REPORT

- a. Summer program numbers
72 programs 7/1 thru 8/28
3,248 attended 7/1 thru 8/28
- b. 2025 Chicken BBQ follow-up
250 dinners sold
\$1.849 profit for the Reading Garden
- c. Reading Garden update
Sherry Miller, Rotarian, presented Director Heintz with a check for \$150 to be used toward the Reading Garden dedication plaque.
Trustees reviewed the quotations for a bronze dedication plaque. Trustee Becker made a motion to approve the purchase of a bronze dedication plaque from Wagner Monuments for an amount not to exceed \$2,000. Motion seconded by Trustee Banaszak. Motion approved 5-0.

The complete Director's Report is attached.

UNFINISHED BUSINESS

- a. Trustee Training Assurance Forms for 2025
The Trustee Assurance Forms for the Library Trustees were reviewed.

At 4:56 President Crawford moved that the meeting be moved to Executive Session to discuss signatories for the library bank accounts.. Motion seconded by Trustee Person. Motion approved 5-0.

At 5:04 Trustee Rizzuto moved to adjourn the Executive Session. Trustee Person seconded the motion. Motion approved 5-0.

b. Funding Request- Fall Adult programming

Trustee Banaszak made a motion to approve \$600 for adult fall programs. President Crawford seconded the motion. Motion approved 5-0.

c. Policy Review

i. Petition Policy

Trustee Rizzuto moved to approve the Petition Policy as written. President Crawford seconded the motion. Motion approved 5-0.

ii. Procurement Policy

Trustee Banaszak moved that the Grand Island Memorial Library will abide by the guidelines in the Procurement Policy of the Town of Grand Island with the Library Director acting as other personnel with requisite purchase authority. Trustee Rizzuto seconded the motion. Motion approved 5-0.

A copy of the Town's policy is attached.

iii. Progression of Patron Discipline Policy

President Crawford moved to approve the Progression of Patron Discipline Policy with minor changes. Trustee Rizzuto seconded the motion. Motion approved 5-0.

PERIOD FOR PUBLIC EXPRESSION

No speakers came forward.

President Crawford made a motion to adjourn the meeting. Trustee Rizzuto seconded the motion. Motion approved 5-0.

Next regular meeting: November 13, 2025 @ 4:00 pm.

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BOARD OF TRUSTEES MEETING
SPECIAL EXECUTIVE SESSION
THURSDAY, SEPTEMBER 11TH, 2025 @ 4:56 PM
LIBRARY MEETING ROOM
MINUTES

CALL TO ORDER:

ROLL CALL: Present were:

President Richard Crawford
Vice President Jill Banaszak
Secretary Agnes Becker

Treasurer Pat Rizzuto.
Director Bridgette Heintz
Trustee Russ Person

At 4:56 a motion was made by Trustee Becker to move the Business meeting to Executive Session. Motion seconded by Trustee Rizzuto. Motion approved 5-0.

President Crawford moved that Trustee Banaszak be added as a signatory on the county account and Trustee Becker be added as a signatory on the private/local account as back up for when the Treasurer is unavailable. Motion seconded by Trustee Person. Motion approved 5-0.

Trustee Rizzuto moved to approve the above minutes. Trustee Person seconded the motion. Motion approved 5-0.

Trustee Rizzuto moved to adjourn the Executive Session at 5:04. Trustee Person seconded the motion. Motion approved 5-0.

Trustee Banaszak moved to return to the Business Meeting. Trustee Becker seconded the motion. Motion approved 5-0.