

# GRAND ISLAND MEMORIAL LIBRARY

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

## BOARD OF TRUSTEES MEETING

THURSDAY, September 7, 2017 5:30 P.M.

Meeting Room

### AGENDA

- I. Minutes
- II. Financial Reports
- III. Correspondence
- IV. Reports
  - A. President
  - B. Director
  - C. Friends
  - D. ACT
- V. Old Business
  - A. Long Range Planning
- VI. New Business
  - A. 2018 Town Budget
  - B. Review Ethics Policy
  - C. Staff Party

\*if you have additional items please contact Jill Banaszak

\*\* Please RSVP Pat 773-2089 if you can NOT make the meeting

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MINUTES FOR BOARD OF TRUSTEES MEETING

THURSDAY, SEPTEMBER 7, 2017, 5:30 P. M.

LIBRARY MEETING ROOM

CALL TO ORDER: The meeting was called to order at 5:35 by President Banaszak.

ROLL CALL: Present were:

President Jill Banaszak

Vice President Richard Crawford

Treasurer Richard Earne

Secretary Agnes Becker

Trustee Pat Rizutto

Town Liaison Mike Madigan

Library Director Pat Covley

System Board Liaison Elaine Panty

Friends Liaison Carole Joseph

MINUTES: Minutes of the meeting on September 7, 2017 were approved with one correction under "Friends": there is no Book Sale on September 14. Motion by Trustee Crawford, second by Trustee Rizutto. Motion approved 5-0.

FINANCIAL REPORTS: \$50 was sent to McGowan Productions for participation in the Taste of Grand Island. Other financial reports were filed for audit.

CORRESPONDENCE: None

PRESIDENT'S REPORT: President Banaszak reported that cookbook author, Linda Critelli, will conduct a program on November 30 at 6:30. Her presentation will be tied in with System Data Bases.

DIRECTOR'S REPORT: Full Director's Report attached.

FRIENDS: Next meeting on September 14. Book Sale will be held October 27-28.

ACT: Trustee Earne is serving as an ACT Board member. He has proposed that ACT consider setting up committees to consider specific issues, e.g., Strategic Planning. The committees would then report at ACT meetings.

OLD BUSINESS: The staff has reviewed the Long Range Plan. It was recommended that St. Stephen's School be included in III, 3.3. Moved to approve the Plan with the addition. Motion by Trustee Banaszak, second by Trustee Rizutto. Approved 5-0. Trustee Earne approved with the condition that the Board try to get better input from the community.

NEW BUSINESS:

- A. Discussed the 2018 Town Budget and carpet replacement. A memo will be sent to the Town Board stating that the GIML Board plans to replace the carpet in 2018 since it is nearing the place where it could become a safety issue. \$25,000 from 2017 will be encumbered with \$10,000 from 2016 and \$20,000 from 2018 totaling \$55,000. Motion by Trustee Rizutto, second by Trustee Earne. Motion carried 5-0.

Re. \$10,00 Bullet Aid, replacing the two back doors will be considered.

- B. The Staff Party, usually held in the fall, will be postponed until possibly the spring.

- C. Reviewed the System Ethics Policy discussing the Compliance article. Director Covley will contact the Regents to learn the procedure to follow when a Board member appears to be in conflict with the “Guiding Principles”. Trustee Earne will ask ACT members. The policy will be held until the next meeting.

Board members are to review the Disclosure Policy and the Conflict of Interest Policy.

ADJOURNMENT: The meeting was adjourned at 6:55 PM.

Next meeting: November 2, 2017, 5:30 PM.

Respectfully submitted

Agnes Becker

Secretary

It was a busy summer here at the Library. Total registration for summer programs was 216, compared to 248 last year and 178 the previous year. The decrease is due to the fact that we did not have children register for the Lego programs this year. 25 to 35 children attended the summer Lego programs each week. Page Matt Kowalski took the lead with the Lego programs this summer.

Highlights of the summer programs included our summer reading kickoff with Injest on July 6 (attendance 100), a puppet show on July 26 (attendance 63), and Niagara University Repertory Theater on August 8 (attendance 80).

Our Battle of the Books Team was successful in the August 5 system-wide competition at ECC South. We had eight young adults register for the team. Our team was tied for second with the Clarence Library at the end of round one. They won a playoff against Clarence and finished second at the end of the final round. The Amherst Libraries defeated them by one point. The team was coached by Marie Volpe with assistance from volunteers Stephanie Pritchard and Victoria Huang.

Anne Slater organized the end of the summer celebration sponsored by the Friends of the Library on August 10. 65 children enjoyed storytellers, ice cream, crafts, face painting and bubbles. This compares to 55 children in attendance the year before.

The children's bike drawing was a success with 752 tickets entered in the raffle for a total of at least 3,760 books checked out. This is down about 41, but we started two weeks later than we did in 2016. Winners of the bikes were Joe Organ and Ella Rae Moore. Many thanks to the Friends of the Library for the bikes.

The Veronica Connor Middle School's chess club met in the meeting room six times over the summer. Chess is a lot louder than I would have guessed!

Dick Crawford and I met on August 3 to discuss the 2018 Town Budget. Most requests are similar to last year's budget.

On August 4 I met with Joe Menter (Recreation Department) and Amy Boutet (Community Education). We discussed publicizing each other's programs and Joe and I discussed having the children who attend the Recreation Department's summer programs attend programs here.

August's art display showed the work of Carole Joseph, our Friends of the Library representative to the Library Board. Ruth Mohn's artwork will be on display until September 30. Ruth is the mother of Island resident Nell Mohn.

On August 15 I received a call from former director Patricia White Bailey. She told me she was the director of the Grand Island Library seventy years ago! Mrs. Bailey thought somebody at the library would be interested in learning about how they started the library.

On August 22 staff computers were upgraded to Windows 10. Staff seem to be adjusting well to the change. Public computers will be upgraded on Sunday, September 17. IT staff have told us that the public should notice little change when using the upgraded computers, but it is nice that staff have a little head start.

The parking lot was sealed by Amherst Paving on August 23. Lines were painted on August 26.

Page Dariene Seifert's last day was August 25. Darien is now attending Ithaca College. Dariene told me she had very much enjoyed working at the library. Our new page, Lucas Duck, will begin on September 11.

On August 31 I attended the community meeting about a possible new community center on August 31. A representative from Clark Patterson and Lee discussed the study they had done of the Nike Base. He said that the Recreation Center had outgrown its space. He reported that the building with the Golden Age Center is in pretty good shape and could be expanded using adjacent buildings. He announced that he would not suggest moving the Golden Age Center, much to the delight of many in the audience. He said that the suggestions made at the previous community meeting had been that a new community center have a fieldhouse and other recreational facilities, meeting rooms of differing sizes, multiuse rooms a maker space and a gathering area with a possible café. When then broke into small groups. Where our task was to pick on which part of the Island to build the center. My group picked Veterans Park. I will be attending a long term planning meeting on September 13.

Today we received \$25 from Deborah Beis in memory of Pat Rizzuto's mother, Angeline Milicia. Debbie requested that we purchase an Italian cookbook.

We were informed by letter that the Visiting Nurses Association will no longer be providing flu shot clinics. The programs have been popular at the Library and will be missed. They told us to refer people to their doctor or pharmacy.

The Library's new hours began on Tuesday, September 5. No one was pounding on the door at 9:30, but I did have one patron thank me for the additional time.

Our registration for Taste of Grand Island on September 23 has been sent to Corey McGowan and the bookmobile has been confirmed. Anne Slater will be at the bookmobile between noon and 8 PM.

Circulation was 12,374, down 5.8% in July. System town libraries' circulation as a whole was down 4.3%. Computer use was 500 sessions, a decrease of 23% (town libraries down 12.6%). July's door count was 6,715, a decrease of 6.1% (town libraries down 1.3%). Circulation was 10,922 a 12.1% decrease. Computer use was 527, decrease of 24% (town libraries up 14.4%). August's door count was 6,654, a decrease of 7.5% (town libraries 2.1%).

Respectfully submitted,

Patricia Covley