

Orchard Park Public Library
Board of Trustees Meeting
November 21, 2017

Present:

Doug McFarland, President
Ann Marie Newbury, Vice President
Peggy Errington, Library Director
Jack Hinnners, Secretary
Dorothy Holmes, Treasurer
John O'Connor for Victoria Sturman, President, Friends of the Library
Patrick Keem, Supervisor Town of Orchard Park
Wendy Gloss, School Liaison

Excused: Peggy Snajczuk, Trustee, ACT Liaison

Opening: President Doug McFarland opened the meeting at 8:01 AM.

Public Comments: Dorothy Holmes commented on the Veteran's Day display. We received good public comments and it was very well attended. The Historical Society put it together. Ann Marie Newbury acknowledged that our decision to be open on Veteran's day was a good one. Dorothy continued with a display of a book honoring the father of Laura Weiser.

Reports:

Minutes: On a motion by Doug McFarland and a second by Dorothy Holmes the minutes of the September 19th meeting were approved.

Treasurer's Report: Dorothy informed us that the Community Foundation Fund value increased by \$1,900.95. In addition we received a \$10,000.00 grant from Chris Jacobs and \$1,455.00 from John Mill's hot dog roast. Vouchers numbered 164-168 and numbers 223-224 were reviewed. On a motion by Doug McFarland and a second by Jack Hinnners the treasurer's report and vouchers were accepted.

Contract Library Financial Report: Peggy Errington reported that we are well within our budget. She is concerned however with a boiler repair bill, and that we receive it before year end. On a motion by Jack Hinnners and a second by Ann Marie Newbury the report was accepted.

Librarians Report: Peggy continued that due to the temporary downsizing of the West Seneca Library our circulation is up. There is a conflict of dates between our Book Sale and Holiday in the Park activities. There were no gifts or memorials received in the past two months. On a motion by Doug McFarland and a second by Dorothy Holmes the report was accepted.

Building & Grounds Report: Hazardous waste containers were left at door from our parking lot. The Orchard Park Police was contacted for removal. The purchase of the sprinkler system was delayed due to issues with billing. On a motion by Jack Hinnners and a second by Doug McFarland it was approved to issue a check for payment of the system. On a motion by Doug McFarland and a second by Ann Marie Newbury the report was accepted.

ACT Meeting: Ann Marie Newbury informed us that the last meeting which was held in Hamburg included a discussion by the library directors about what was going on in their buildings. As a result of that discussion a magnifier floor lamp is being purchased. All trustees are being encouraged to attend the next NYLB meeting in Rochester. On a motion by Doug McFarland and a second by Dorothy Holmes the report was accepted.

Friends of the Library: John O'Connor reported that the 10/26 Trick or Treat Party with 270 attending, was a great success. It was well managed and they did not run out of candy. The next book sale is in a couple of weeks. On a motion by Doug McFarland and a second by Jack Hinnners the report was accepted.

Other: Charging stations and two laptops funded by the Friends will be installed within the next few weeks.

Unfinished Business:

Building Expansion Doug said that there has been no response from Wayne Bieler, Town Engineer. Doug indicated he would follow up.

Suspension Response: We received a letter from George Buscaglia indicating his disappointment with our decision to continue his suspension of library privileges for a year.

Community Foundation disbursements: Jack Hinnners stated that the Foundation has been contacted and will send yearly dividend checks to us for last year and in the future.

New Business:

B&ECPL Admin: The library administration has requested a meeting with our board to discuss library staffing and hours. We will set up a meeting for the first part of January.

2018 Holiday and meeting Dates: Peggy presented the Holiday and meeting schedule. They were unanimously approved.

Fixed Asset Assessment: Peggy presented us with a report of all fixed assets with a value of more than \$1,000. After review all members approved.

Other: Dorothy Holmes informed us that she would not seek reelection to the Board at the end of her term in December. She has ably served this board for 20 years. She will be greatly missed by all.

Adjournment: A motion to adjourn was made by Doug McFarland and a second by Dorothy Holmes to adjourn the meeting at 9:34 AM

Next Meeting: Tuesday Jan. 16, 2018 at 8:00 AM at the Library.

Respectfully submitted;
Jack Hinnens