

Orchard Park Public Library  
Board of Trustees Meeting  
March 15, 2016

**Present:**

Doug McFarland, President  
Peggy Errington, Library Director  
Jack Hinnners, Secretary  
Dorothy Holmes, Treasurer  
Phyllis Banas, President of the Friends of the Library

**Excused:**

Lisa Krueger, School Liaison  
Patrick Keem, Supervisor Town of Orchard Park  
Marianne Hoover, Vice President  
Peggy Snajczuk, Trustee, ACT Liaison

**Opening:** President Doug McFarland opened the meeting at 7:33 AM.

**Reports:**

**Public Comment:** none

**Minutes:** On a motion by Dorothy Holmes and a second by Doug McFarland the minutes of the January 19, 2016 meeting were approved.

**Treasurer's Report:** A gift of \$100.00 was received from Jeff & Karin Meyer, Dorothy Holmes reported. A discussion continued about the fund balance size and investment opportunities. It was felt in light of no good short term investments and the fact that we may be entering into a building program that no changes be made. On a motion by Doug McFarland and a second by Jack Hinnners the Treasurer's report was accepted.

**Contract Library Financial Report:** Peggy Errington reported that there has been a significant reduction in fee income due mostly to the reopening of Hamburg. However there is a reduction in our garbage disposal fees. On a motion by Doug McFarland and a second by Dorothy Holmes the Contracting Library Financial report was accepted.

**Librarian's Report:** Our library activity continues to be behind last year's totals due to the reopening on Hamburg reported Peggy. This should even out by May. On a motion by Doug McFarland and a second by Dorothy Holmes the Librarian's report was accepted.

**Building & Grounds Report:** There were no major issues since the last report Peggy Errington told us. A thermostat was replaced. Doug McFarland will follow up with the landscaper to

determine when the contracted work will be completed. On a motion from Doug McFarland a second by Jack Hinnners the report was accepted.

**ACT Meeting:** no report.

**Friends of the Library:** Phyllis Banas reported that the Garden Club is asking for use of our banner stand to advertise their upcoming sale. Concerns were raised about the town's sign regulations. On a motion by Jack Hinnners and a second by Doug McFarland approved the stand use pending approval of the town. The March book sale was a great success Phyllis continued. The times for the next book sale may be changed. On a motion from Doug McFarland and a second by Dorothy Holmes the report was accepted.

**Unfinished Business:**

**Building needs:** Over one hundred responses to our building needs survey were received. Dorothy Holmes reported. Contacts were made with those groups and people who use the facilities. Noise and space were the two main concerns raised. Peggy will contact the Town Engineer and the Supervisor to determine who we should contact for help in drawing up our initial plans. Dorothy suggested that each of us draw a plan or write the requirements we see as being needed for our addition. On a motion by Jack Hinnners and a second by Doug McFarland the report was approved.

**New Business:**

**State report:** On a motion by Dorothy Holmes and a second by Doug McFarland the state report was reviewed and approved.

**Comptrollers Report:** The State Comptroller's report was reviewed by Treasurer Dorothy Holmes and Director Peggy Errington and accepted.

**Investment Policy:** To be reviewed by Jack Hinnners.

**Staff Development:** Staff development day is scheduled for 5/11. In order that as many staff as possible be able to attend it is requested that we close that day at 1:00PM and reopen at 5:00PM. On a motion by Jack Hinnners and a second by Doug McFarland the recommendation was accepted.

**ArtSplash:** The reception for ArtSplash, in conjunction with the Orchard Park Central Schools, will be held on Friday, 5/13. The Library building will be open special hours for the opening reception from 7:30-9 pm. Student art will remain on display in the Library May 13<sup>th</sup> -27<sup>th</sup> 2016.

**Adjournment:** A motion to adjourn was made by Doug McFarland and a second by Dorothy Holmes. All were in favor at 9:34 AM.

**Next Meeting:** Tuesday May 17<sup>th</sup> 2016 at 7:30 AM in the Library Meeting Room

Respectfully submitted;

Jack Hinnners