

Orchard Park Public Library
Board of Trustees Meeting
January 17, 2017

Present:

Doug McFarland, President
Peggy Errington, Library Director
Jack Hinnners, Secretary
Dorothy Holmes, Treasurer
Ann Marie Newbury, Trustee
Wendy Gloss, School Liaison
Victoria Sturman, President, Friends of the Library

Excused:

Patrick Keem, Supervisor Town of Orchard Park
Peggy Snajczuk, Trustee, ACT Liaison

Opening: President Doug McFarland opened the meeting at 7:47 AM.

Reports:

Minutes: On a motion by Dorothy Holmes and a second by Doug McFarland the minutes of the Nov. 15, 2016 meeting were passed.

Treasurer's Report: Dorothy Holmes informed us that was no significant income or expenditures for the past two months. On a motion by Doug McFarland and a second by Jack Hinnners the Treasurer's report was accepted.
We continued by reviewing the Claims Report for the period. The vouchers were reviewed and on a motion by Doug McFarland and a second by Dorothy Holmes vouchers #120 thru #127 and vouchers #208 thru #210 were approved and accepted.

Contract Library Financial Report: Peggy Errington reported that revenue is generally down mostly due to comparison to last year when Hamburg was closed. On a motion by Doug McFarland and a second by Jack Hinnners the Contracting Library Financial report was accepted.

Librarian's Report: Peggy continued that there is a lot of red on the Librarian's report but she is not concerned. We still rank # 1 in Library visits and #5 in circulation. One part time employee has left us and we received a gift of \$250.00 from David and Janet Bevilacqua. On a motion by Doug McFarland and a second by Ann Marie Newbury the Librarian's report was accepted.

Building & Grounds Report: New cracks in the walls have been identified, Peggy informed us. The town engineer has been contacted. A snow removal log has been implemented so that we

have proof of plowing in the event of an injury. On a motion by Dorothy Holmes and a second by Doug McFarland the report was accepted.

ACT Meeting: Ann Marie Newbury reported that the January meeting was very informative. Various web site suggestions were discussed. The next ACT meeting will be 2/11/17. The report was accepted as stated by Doug McFarland and Ann Marie Newbury.

Friends of the Library: Victoria Sturman, Friends President indicated that they need new board members. In light of that they have changed the meeting time to 6:00 PM. Their next meeting dates are 1/26 and 4/27. Over 400 attended the Halloween party and excess books from the December book sale were donated to several local charities. A \$250.00 scholarship fund has been established for Orchard Park High School seniors. The next book sale will be March 3 – March 5. On a motion by Doug McFarland and a second by Dorothy Holmes the report was accepted.

Unfinished Business:

Security Issues: Peggy Errington reported that she has spoken with the local police and they recommend an in-house system with an IP security address. The Friends of the Library have ensured up to \$6,000 for the project. It was moved by Jack Hinnners and seconded by Dorothy Holmes to move forward to select and install a surveillance system from among the viable proposals. The motion passed. Peggy shared various camera bids ranging from \$6,000 to \$24,000. The board discussed various options. A special meeting may be necessary to evaluate security bids, the two highest proposals will be declined prior to discussion.

Building Expansion: Due to the amount of information to be discussed, Doug McFarland recommended a special meeting be held on Tues 2/7 at 7:00 PM. All members were in favor.

New Business:

Election of Officers: It was agreed that all current Trustees will continue in their current positions. Ann Marie Newbury will be the Vice President filling the term of Marianne Hoover

ACT Workshop: The next ACT workshop will be held on Sat February 11.

Rules of Conduct Policy: After reviewing the proposed Rules of Conduct Policy it was moved by Jack Hinnners and seconded by Doug McFarland to accept the proposal.

Adjournment: A motion to adjourn was made at 9:46 AM. All were in favor

Next Meeting: Tuesday March 21, 2017 at 8:00 AM in the Library Meeting Room

Respectfully submitted;
Jack Hinnners