

**ORCHARD PARK PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
May 21, 2024**

PRESENT:

Doug McFarland, President
Ann Marie Newbury, Vice President
Peggy Errington, Library Director
Marianne Eimer, Secretary
Christine Tempester, School Liaison
Julia Mombrea, Town Representative

ABSENT:

Paul Pietrantone, School Liaison (Excused)
Friends of the Library liaison
Peggy Snajczuk, ACT Liaison

Opening:

The meeting was opened by Doug McFarland at 6:03 PM.

Minutes:

The minutes were approved from our last meeting on a motion from Doug McFarland and seconded by Ann Marie Newbury. Motion carried.

Treasurer's Report:

Ann Marie Newbury gave the financial report, noting that there is nothing new with the community funds, which are still solvent. She reported that the 4.5% interest rate we are currently receiving will end December 31st and she will check back with M & T to see what other options will be most advantageous for the funds. The Treasurer's Report showed that Vouchers 1048 - 1060 were approved for operating funds and Vouchers 524 - 526 were approved for donated funds. Doug McFarland moved to approve the report, seconded by Ann Marie Newbury. Motion carried.

Contracting Library Financial Report:

Peggy Errington reported that financial figures are evenly matched with Central's funding expectations. All revenue numbers are increasing, with figures almost reaching levels which were reported in 2019. Doug McFarland moved to approve and was seconded by Ann Marie Newbury. Motion carried.

Librarian's Report:

Peggy Errington reported that considering our town's population, the Orchard Park Public Library statistics now reflect that we are in the top 3 libraries, which report visitor counts to the Central Library. The July Escape room has been very popular, as have the sign ups for the Baby story hours, with maximum attendance happening within the first 2 hours of when it opened. The Seed Library is now back for patrons' usage. There is also a Cornell Master Gardeners speaker series taking place. Doug McFarland moved to approve the report, seconded by Marianne Eimer. Motion carried.

Building and Grounds Report:

Peggy Errington reported that the Town is looking at trim which is dangling down in the front of the Library. The Town has also replaced the torn American flag for the front flag pole.

ACT Meeting:

Ann Marie Newbury reported that the meeting held on Grand Island showed that the language of the contract has improved and Central is willing to agree with these changes. The updated Bylaws of the Association of Contract Libraries were approved. Director John Spears spoke about the Open Meeting Law. Also determined is that it is now necessary for an annual review by Library Board of Trustees of all Directors of Libraries. Directors must provide goals, objectives, long range planning guides and review policies to be evaluated by Board members.

Friends of the Library:

There are no representatives present but Ann Marie Newbury attended the latest Board meeting. The Friends awarded a \$1,000. Scholarship to a graduating senior. The pop-up book sales will continue. There may be one big sale per year, possibly in September. A Special Sale has been tentatively scheduled for June, 2024.

OPCS Liaison Update:

There is now a Science of Reading Partnership with the Reading League for Professional Learning for pre- K – 6th grade teachers. The program for Pre-K teachers will now be the same as those used by kindergarten teachers.

Unfinished Business:**Library Expansion Planning:**

Expansion plans will continue to be discussed. Ann Marie Newbury presented a slide show comparing different library spaces and populations served. She has recommended that the Town assist us in procuring a feasibility study to explore options of either expansion or reconfiguration of the Orchard Park Public Library. The presentation was going to reside in the OPLibraryTrustee@google.com

Kwikboost Edgepower tabletop charging stations:

Approval was given to fund the Kwikboost Edgepower tabletop charging stations. Doug McFarland moved that the Board approve funding to cover the cost of \$1,235.99. Seconded by Ann Marie Newbury. Motion carried.

New Business:**OP Depot venue parking:**

The OP Depot has now been reclassified as a museum. The discussion has been tabled until additional information to be discovered concerning liabilities, and other Town issues are settled. Impacts on the Orchard Park Public Library operations need to be fully considered.

Annual Report to the Community:

The Orchard Park Public Library Annual Report to the Community has been approved. Doug McFarland so moved and was seconded by Ann Marie Newbury. Motion carried.

Unattended Children Policy:

The Orchard Park Public Library Unattended Children Policy, which is based on and is identical to the policy adopted by the Buffalo & Erie County Public Library System, has been approved. Motion made by Doug McFarland and seconded by Marianne Eimer. Motion carried.

ArtSplash! Reception:

Peggy Errington reported that approximately 300 people attended the recent ArtSplash event. The Orchard Park Public Library has been loaned 10 pieces of art that were included in this art show.

NY State Comptroller's Report:

Peggy Errington and Ann Marie Newbury have submitted this report through an online portal.

Board of Trustees contact information:

All current Board of Trustee members will receive an updated list of contact information.

Next Board of Trustees meeting is scheduled for July 16, 2024 at 9:00 AM.

Adjournment:

Motion to adjourn made by Doug McFarland and seconded by Marianne Eimer. Motion carried. Meeting adjourned at 7:37 PM.

Respectfully submitted by Marianne Eimer, Secretary