

**ORCHARD PARK PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
July 16, 2024**

PRESENT:

Doug McFarland, President
Peggy Snajczuk, Vice President/ACT Liaison
Ann Marie Newbury, Treasurer
Marianne Eimer, Secretary
Peggy Errington, Library Director
Christine Tempestoso, Pending Board member via phone

ABSENT:

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

Opening:

The meeting was opened by Doug McFarland at 9:06 AM.

Minutes:

Amendment to the minutes included the correction of Christine Tempestoso's last name and her status as pending Board member. The minutes were approved as amended 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 the funds are doing very well. No changes need to be made at this time. The Treasurer's Report showed that Vouchers 1061 - 1065 were approved for operating funds and Vouchers 527 - 529 were approved for local funds. Doug McFarland moved to approve the report, seconded by Marianne Eimer. Motion carried.

Contracting Library Financial Report:

Peggy Errington reported that financial figures are on track. Records show that all monthly statistics gathered are improving. Doug McFarland moved to approve and was seconded by Peggy Snajczuk. Motion carried.

Librarian's Report:

Peggy Errington reported that our in-house visits are way up for the year. However, circulation figures and computer use are lower than expected. Notable programs this month included Local Author visits by Richard Robison and Col. Carol Rogers. Also, programs titled "The Joy of Trains" and "Train Day!" were well attended. Orchard Park Public Library has been chosen to house the "Lucky Day" collection. This is a Pilot Program collection sent to only 2 libraries in the Buffalo & Erie County Public Library system. This collection offers browsing copies of the most popular titles requested, to all patrons visiting the library on any given day. Usage of the collection will be assessed at the end of every month. Doug McFarland moved to approve the report, seconded by Marianne Eimer. Motion carried.

Kwikboost Edgepower tabletop charging stations:

The Kwikboost charging stations have been installed and are being used by library patrons. Users need to bring their own cables and it seems to be well used.

Building and Grounds Report:

Peggy Errington reported that the Handicapped push door has been repaired. The Orchard Park Public Library has passed its annual fire inspection. The watering system for the plants has been inspected and is now functioning properly. Peggy Errington reported that Central Library supplies all necessary janitorial cleaning materials. The items are housed in Robert's supply closet. Doug McFarland moved to approve the report, seconded by Peggy Snajczuk. Motion carried.

ACT Meeting:

Peggy Snajczuk reported that there is no update on activities. The next meeting is expected to be scheduled in September, 2024.

Friends of the Library:

There are no representatives present but Ann Marie Newbury attended the latest Board meeting. She reports there will be a Book Sale committee meeting to encourage new member recruitment and identify volunteers able to set-up and cover a sale. A proposed full Book Sale is expected in September, 2024.

OPCS Liaison Update:

No report available from Paul Pietrantone.

Unfinished Business:**Library Expansion Planning:**

Expansion plans will continue to be discussed. Ann Marie Newbury's slide show will be shared with the Town Board members which should be very helpful in explaining the present situation. The presentation was going to reside in the OPLibraryTrustee@gmail.com.

OP Depot venue parking:

This continues to be tabled. The Orchard Park Public Library is still waiting on a resolution of the liability issues by the Town.

Trustee Vacancy:**Executive Session:**

Currently a School Media Librarian at Windom Elementary school, Christine Tempestoso is qualified and willing to take on the responsibilities of a Board Member. We, the Orchard Park Board of Trustees are nominating Christine Tempestoso to fill the Orchard Park Public Library Board of Trustee vacancy position of At-Large Trustee, subject to Town approval. Doug McFarland moved to approve Christine Tempestoso as a new Board member, seconded by Ann Marie Newbury. Motion carried. Mrs. Tempestoso has agreed and accepted the position pending approval by the Town Board.

New Business:

Approval of the 2024 System Contract.

We, the members of the Board of Trustees of the Orchard Park Public Library, move to adopt the resolution which approves the 2024 System Contract offered by the Buffalo & Erie County Public Library System to Contracting Libraries. Motion made by Doug McFarland and seconded by Marianne Eimer. Motion carried.

Approval of the Revised Nursing Mothers in the Workplace Policy.

We, the members of the Board of Trustees of the Orchard Park Public Library move to approve the revised Nursing Mothers Workplace Policy based on the current policy offered in the Buffalo & Erie County Public Library system. Doug McFarland moved to accept this revision, seconded by Ann Marie Newbury. Motion carried.

Personnel:

Peggy Errington reported that a Part-Time Librarian is out on unpaid maternity leave until early October. She has also reported that she will be retiring this Fall, possibly mid-October, or November. Once finalized, the Board of Trustees will contact Human Resources at B&ECPL to schedule interviews for the position of Library Director to be held in the Orchard Park Public Library.

Next Board of Trustees meeting is scheduled for September 17, 2024 at 9am.

Adjournment:

Motion to adjourn made by Doug McFarland and seconded by Marianne Eimer. Motion carried. Meeting adjourned at 10:40. AM.

Respectfully submitted by Marianne Eimer, Secretary.