

ORCHARD PARK PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING

November 19, 2024

Present:

Doug McFarland, President
Ann Marie Newbury, Treasurer
Christine Tempestoso, Secretary
Peggy Errington, Library Director
Linda Boldt, Friends of the Library representative
Rob Kubiak, Trustee
Tom Carloni
Kasey Mack
Tim Allman

Absent:

Peggy Snajczuk, Vice President, ACT Liaison
Paul Pietrantone, OPCSD Liaison

Opening:

The meeting was opened by Doug McFarland at 9:05AM.

Public Comment:

1. Orchard Park Librarians, Kasey Mack and Tim Allman made a statement about Peggy Errington's service to librarianship and the Orchard Park Community.
2. Tom Carloni thanked the Library Board for the opportunity and is excited to take on the role as the new Orchard Park Director.

Minutes:

The minutes were approved from the 9/17,10/16,10/28 and 11/2 meetings on a motion from Doug McFarland and seconded by Rob Kubiak. Motion carried.

Treasurer's Report:

Ann Marie Newbury gave the financial report, noting a \$25 memorial donation and \$20 in author book sales. The M&T Bank interest rate expires in December 2024 and a future rate will need to be evaluated. The Treasurer's Report showed that Vouchers 1073-1081 were approved for operating funds and Vouchers 534-535 were approved for local funds. Doug McFarland moved to approve the report seconded by Rob Kubiak. Motion carried.

Contracting Library Financial Report:

Peggy Errington reported that the water bill was slightly higher but nothing to be concerned about. There was also a \$10 increase in fees and dues. Doug McFarland and seconded by Rob Kubiak. Motion carried.

Librarian's Report:

Peggy Errington reported that the general statistics are strong noting a 1.7% increase in computer use and library visits were up 14.6%. Orchard Park ranks second in statistics

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throughout Buffalo and Erie County. Notable programs include D&D and Comic Book Club. The teen librarian is officially back from maternity leave. The library also has a good relationship with the community through classroom visits and community nights. Doug McFarland moved to approve the report and was seconded by Ann Marie Newbury. Motion carried.

ACT Meeting: Peggy Snajczuk was unable to attend the meeting but Tom Carloni reported that there was a discussion about the Library Foundation and a budget overview.

Friends of the Orchard Park Public Library:

Linda Boldt reported that the Book Sale in September was very successful with a total profit of \$1,962.50 including donations of \$64.15, and \$250.00 from new memberships purchased at the sale. In the last two weeks of September, a profit of \$1,005.00 was made from the book nook cart and shelves, including \$200 in sales from just the nook on the Saturday of the sale. Friends of the Library are going to try promoting the book nook cart and shelves for Small Business Saturday through the OP Chamber.

OPCS Liaison:

Christine Tempestoso spoke about the upcoming author visits for the elementary schools. The district is looking to evaluate what the author visit will look like with the rising cost of speaker fees. Author visits scheduled for the school year include Dee Romito (Ellicott) and Mylisa Larsen (Eggert). Windom and South Davis have a three year subscription to BookBreak which allows 15 minute virtual author visits to students. OPCS is also evaluating their reading program and piloting new programs at the elementary level.

Unfinished Business:

1. Peggy Errington submitted her resignation letter as Director of the Orchard Park Public Library with an effective date of 11/30. Peggy Errington's proclamation will be at the Orchard Park Town Hall on 12/4 at 7pm. Tom Carolini accepted the board's offer extended after the 11/13/ special meeting and his scheduled start date is 12/14. Doug McFarland moved to approve both the resignation letter and new Library Director and was seconded by Ann Marie Newbury. Motion carried.
2. Peggy Errington spoke about the System Increased Resources Grant and is hoping to improve forward facing technology including a new board for the meeting room, new display furniture, pamphlet rack, water filler station and furniture for the teen area.
3. Rob Kubiak and Christine Tempestoso signed Conflict of Interest Disclosure forms.
4. The reception for Peggy Errington's retirement is scheduled for December 8, 2024 from 12:30-2:30. A budget for the reception of up to \$500.00 and a gift value not to exceed \$200.00 was motioned by Doug McFarland and seconded by Rob Kubiak. Motion carried.

New Business:

1. The 2025 Calendar of Holidays and Board Meetings was reviewed. A decision to move the meeting times from 9am to 6pm was discussed and agreed upon by board members.

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The meeting on March 18 was rescheduled to March 11 due to a conflict with the Library Director's schedule. Doug McFarland moved to approve the calendars as revised and was seconded by Christine Tempestoso. Motion carried.

2. Kathleen Mack was designated as the Interim Library Director from November 30-December 13 during the transition between Peggy Errington and Tom Carloni.
3. A \$50 donation was allocated to the Orchard Park Presbyterian Church and a \$50 donation was allocated to Roswell Park Alliance in memorial for Jack Hinners.
4. A \$100 gift value was allocated for Marianne Eimer for her years of service as a board member for the Orchard Park Public Library.

Policy Review:

Approval of the Revised Claims Audit Policy:

We, the members of the Board of Trustees of the Orchard Park Public Library reviewed and moved to approve the Revised Claims Audit Policy based on the current policy offered by the Buffalo & Erie County Public Library System. Motion made by Doug McFarland, seconded by Christine Tempestoso. Motion carried.

Approval of the Revised Finances and Local Funds Policy:

We, the members of the Board of Trustees of the Orchard Park Public Library reviewed and moved to approve the Revised Finances and Local Funds Policy based on the current policy offered by the Buffalo & Erie County Public Library System. Motion made by Doug McFarland, seconded by Christine Tempestoso. Motion carried.

Approval of the Revised Investment Policy:

We, the members of the Board of Trustees of the Orchard Park Public Library reviewed and moved to approve the Revised Investment Policy based on the current policy offered by the Buffalo & Erie County Public Library System. Motion made by Doug McFarland, seconded by Christine Tempestoso. Motion carried.

Whistleblower Governance Committee

Discussion of the Whistleblower Governance Committee designation will be deferred until the January 21, 2025 meeting.

Next Board of Trustees meeting is scheduled for January 21, 2025 at 6PM.

Adjournment:

Motion to adjourn made by Doug McFarland and seconded by Rob Kubiak. Motion carried. Meeting adjourned at 10:43 AM.

Respectfully submitted by Christine Tempestoso, Secretary.