

**ORCHARD PARK LIBRARY**  
**BOARD OF TRUSTEE MEETING**  
**MAY 21, 2019**

**PRESENT:**

Doug McFarland, President  
Ann Marie Newbury, Vice President  
Peggy Errington, Library Director  
Jack Hinnners, Treasurer  
Marilyn Pelleschi, Secretary  
John O'Connor, Friends Vice President  
Wendy Goss, School Liaison

**Excused:**

Pat Keem, Town Supervisor  
Victoria Sturman, Friends President  
Peggy Snajczuk, ACT Liaison

**Opening:**

Doug McFarland called the meeting to order at 8:06 A.M.

**Minutes:**

Jack Hinnners made a motion to accept the minutes and was seconded by Ann Marie Newbury.

**Treasurers Report:**

Jack Hinnners reported all was in good shape. We used vouchers 239-250 for operating expenses and vouchers 450-451 for donated funds (Rose Collection and STEM supplies). A motion was made to accept the report by Ann Marie Newbury and seconded by Marilyn Pelleschi.

**Contracting Libraries:**

It was reported everything was fine and there were no over runs on budget. A motion was made to accept the report by Doug McFarland and seconded by Jack Hinnners.

**Librarians Report:**

All of our children's programs were well attended. There was an Easter Egg Hunt on April 12-19. We also had a Poet Tree display with leaves and on the leaves were poems written by patrons.

Elisia Diaz was hired part time as a senior page on 3-2-2019. A motion was made to accept the report by Doug McFarland and seconded by Ann Marie Newbury.

**Building and Grounds:**

All required fire code adjustments were made, and we passed inspection on 3-22-19. Boiler safety inspection was made on 4-4-19 and also passed. A motion was made by Doug McFarland and seconded by Ann Marie Newbury.

**Act Meeting:**

There was a discussion about training in AED and Narcan. Central is letting each library decide which is right for them. Our Fire Department is only blocks away, we decided to leave things as they are. A motion was made to accept report by Doug McFarland and seconded by Ann Marie Newbury.

**Friends of the Library:**

The quarterly sale was held on June 7-9-19. A motion was made to accept the report.

**Unfinished Business:**

We need to do an RFP for the expansion. Peggy Errington will contact Bill Fulton for help doing this. We are still collecting new information for chair replacement.

**New Business:**

A motion was made to accept New York Comptrollers Report by Doug McFarland and seconded by Ann Marie Newbury. All Trustees signed a Conflict of Interest Form. A motion was made by Doug McFarland, seconded by Jack Hinnners to approve the new Bulletin Board Policy, motion passed.

**Adjournment:**

The meeting was adjourned at 9:36.

The next meeting will be on July 16, 2019 at 8:00 A.M.

Respectfully yours,

Marilyn Pelleschi, Secretary