

**ORCHARD PARK PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
November 21, 2023**

**PRESENT:**

Ann Marie Newbury, Vice President  
Peggy Errington, Library Director  
Jack Hinnners, Treasurer  
Peggy Snajczuk, ACT Liaison via phone  
Marianne Eimer, Secretary  
Paul Pietrantone, School Liaison

**EXCUSED ABSENCE:**

Doug McFarland, President

**ABSENT:**

Conor Flynn, Town Representative

**Opening:**

The meeting was opened by Ann Marie Newbury at 9:04 AM.

**Minutes:**

The minutes were approved from our last meeting on a motion from Jack Hinnners and seconded by Marianne Eimer. Motion carried.

**Treasurer's Report:**

Jack Hinnners reported that community funds are still solvent. He reported that our interest rate on the account has increased to 4 ½%, realizing an extra \$7,000. for our funds. The Treasurer's Report showed that Vouchers 1026 – 1035 were approved for operating funds and Voucher 526 was approved for donated funds. Marianne Eimer moved to approve the report, seconded by Ann Marie Newbury. Motion carried.

**Contracting Library Financial Report:**

Peggy Errington reported that the Central Library has indicated that the Orchard Park Public Library has now exceeded expected funds needed to cover maintenance costs. Ann Marie Newbury moved to approve the report, seconded by Jack Hinnners. Motion carried.

**Librarian's Report:**

Peggy Errington reported that within the B&ECPL system, Orchard Park Public Library statistics now show an increase of 9,000 visits this year. She also reported that 2 staff members presented programs at the "Intersectional Unconference" at Central and Samantha presented a program at the New York Library Associations' Annual Conference. Several established programs have renewed interest including the Halloween party, the Teen Advisory Group Book Box which is now also offered to Seniors at Fox Run, and various other Book Clubs overseen by 3 librarians. The Outreach Table at the Community Center was also well received by participants.

Peggy Errington reported there were regular inspections for the building, with nothing out of the ordinary. The building is now considered winterized and has passed the Town fire inspection. Ann Marie Newbury moved to approve the report, seconded by Jack Hinnners. Motion carried.

**ACT Meeting:**

Peggy Snajczuk reported that there is an ongoing contract revision, with a completely revised and reorganized content being sent to Central. There will be an effort to submit a draft at the January 2024 meeting for everyone to consider. The goal is to provide a new understandable contract for ratification in 2025. Director John Spears reported that “book banning” has now appeared at more than 100 public libraries.

**Friends of the Library:**

None of the representatives of the Friends of the Orchard Park Library were able to attend. Starting December 1, 2023, the annual scholarship forms for high school students living in Orchard Park will be available to be completed. Offering \$1,000 to any students pursuing education beyond high school, the focus of the essay needs to “Show what the Library means to you.” There is a new membership level with the Friends group created for students and seniors. The membership drive will start in mid-January and everyone is now able to join using an online form on their website. New members and new Board members for this group are always welcome.

**Orchard Park School District:**

Paul Pietprantone reported that currently there is restructuring with the offices. The Family Support Center is moving to Bank Street in a newly leased building which provides more storage and better HVAC. He will be checking for information on upcoming author visits with the appropriate school personnel to be shared with the Orchard Park Library.

**Unfinished Business:****Library Expansion Planning:**

Ann Marie Newbury reported that she is in touch with Town Councilors’ Julia Mombrea and Scott Honer. She is creating a presentation of several existing library spaces within the Buffalo & Erie County Library System, demonstrating space sizes and approximate number of patrons they serve. She is working with Conor Flynn to find Library expansion grants. However, a Feasibility report for this Library is still needed.

**Library Upholstery:**

Peggy Errington reported she has received a formal cost estimate from “Upholstery Unlimited LLC” of \$1400 for the ottomans and \$3930 for the wing chairs plus \$150 delivery fee. The Friends Group may be able to supply funds to help with the cost, which will be determined at the January meeting. The Library Board of Trustees proposed to move forward with the reupholstery project and put forth a motion to assure this reupholstery will take place. Jack Hinnners moved that we pursue reupholstering of the ottomans at a cost of \$1400 and delivery fee of \$125.00, and will consider reupholstering the wing chairs at a later date. Ann Marie Newbury seconded the motion. Motion was carried.

**New Business:**

The 2024 Calendar of Board Meetings and Holidays was reviewed. The Board of Trustees Annual meeting to be held Mary 21<sup>st</sup>, 2024 will be an evening meeting from 6:00PM to 8:00PM. Motion to approve was made by Ann Marie Newbury and seconded by Jack Hinnners. Motion carried.

An AED unit was offered by Erie County to be located in the Orchard Park Library. Peggy Errington reported that it is free of charge, and available for community use. The library is not responsible for

training or liability. Placement of the unit will be determined later. Ann Marie moved to approve this motion. Seconded by Jack Hinnars. Motion carried.

The next Board of Trustees meeting is scheduled for January 16, 2024 at 9:00 AM.

**Adjournment:**

Motion to adjourn made by Marianne Eimer. Seconded by Jack Hinnars. Motion carried. Meeting adjourned at 10:16 AM.

Respectfully submitted by Marianne Eimer. Secretary.