

**ORCHARD PARK PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
May 17, 2022**

PRESENT:

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

ABSENT:

Conor Flynn, Town Representative
Sharon Spagnoli, Friends of the Library representative

Opening:

The meeting was opened by Doug McFarland at 9:00 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 in good shape, with no major changes. Jack reported that the library received \$5,000 from the Friends of the Orchard Park Library for the Rose Collection. The Treasurer's Report showed that Vouchers 364 – 372 were approved for operating funds and Vouchers 487 - 491 were approved for donated funds. Doug McFarland moved to approve the report, seconded by Peggy Snajczuk. Motion carried.

Contracting Library Financial Report:

Peggy Errington reported that currently financial figures continue to be solvent at this time. Funds made available through Assemblyman Burke have been used to purchase Oculus Visual Reality goggles, which will be paired with school activities. The focus of this Financial Report will shift now that all B&ECPL libraries are "Fine Free". The new policy is to automatically renew eligible materials 2 days prior to the due date, limiting it to three renewals. OPK Circulation statistics will now include these autorenewals which previously were credited directly to B&ECPL. Doug McFarland moved to approve the report, seconded by Ann Marie Newbury. Motion carried.

Librarian's Report:

Peggy Errington reported that library attendance statistics continue to improve, with all numbers up. Additional groups are requesting use of the Community room. The annual OPCS ArtSplash Event will take place Friday, May 20th. Held in the library, this event has significant Community support. Approximately 10 pieces of art will be displayed in the Orchard Park Public Library for one year. Peggy Errington reported that the annual fire alarm inspections took place in April, 2022, with all equipment passing. Doug McFarland moved to approve the report, seconded by Ann Marie Newbury. Motion carried.

ACT Meeting:

Peggy Snajczuk reported that the ACT General Meeting held on May 7th at the Central Library was successful, with 84 people in attendance. It included the history of ACT, and presentations on each Contract Library were given. The new B&ECPL Director, John Spears spoke, sharing his philosophy of service and growth. Peggy Snajczuk reported that webinars will be made available for trustees to participate in, in order to fulfill the Continuing Education criteria now required. Doug McFarland moved to approve the report, seconded by Ann Marie Newbury. Motion carried

Friends of the Library:

No representatives were able to attend but a Board meeting was held last month. Plans are in place to hold a "Pop-Up" sale in early June. Phyllis is planning to bring back the Tuesday evening Speaker Series in the Fall.

Unfinished Business:

George Buscaglia remains suspended until August 31, 2022.

New Business:

The B&ECPL has implemented a system-wide policy of "Fine Free" status for any overdue materials.

The 2021 Annual Report of the Orchard Park Public Library was presented to the Board of Trustees. Doug McFarland moved to approve the document, seconded by Jack Hinnners. The document was approved by all Trustees.

The 2021 Comptroller's Report has been completed by Jack Hinnners. Peggy Errington has forwarded it to Central where it has already been filed.

The Ethics Policy which is to be followed by all Orchard Park Public Library employees and trustees has been modeled after Central's policy. Jack Hinnners moved we accept this proposed policy, seconded by Peggy Snajczuk. Motion carried.

The Orchard Park Foundation for Academic Excellence has offered to purchase and donate visiting authors' books. These books will be shelved in a designated area that acknowledges these as gifts. The Library Director would appreciate advance knowledge of the author's visit in order to have the materials processed and ready for circulation. Paul Pietrantone has offered to get information on which authors will be coming to the area. Doug McFarland moved to approve the Foundation's proposal, seconded by Ann Marie Newbury. Motion was carried.

Adjournment:

Motion to adjourn made by Doug McFarland, seconded by Jack Hinnners. Motion was carried. Meeting adjourned at 9:58 AM.

Respectfully submitted by
Marianne Eimer, Secretary