

**Orchard Park Public Library
Board of Trustees Meeting
September 16, 2025**

Present

Doug McFarland, President
Peggy Snajczuk, Vice President, ACT Liaison
Ann Marie Newbury, Treasurer
Christine Tempestoso, Secretary
Rob Kubiak, Trustee
Tom Carloni, Library Director
Linda Boldt, Friends of the OP Library

Excused

Julia Mombrea, Town of Orchard Park
Paul Pietrantone, OPCSD

Opening

The meeting was called to order by Doug McFarland at 6:05PM.

Minutes

The minutes were approved from the July 15, 2025 meeting with a motion from Doug McFarland and seconded by Rob Kubiak. Motion carried.

Financial Update

Ann Marie Newbury presented the Treasurer's Report. She noted that the previously stated expiration date with M&T Bank is subject to market conditions and may fluctuate. Two certificates of deposit (CDs), each valued at \$50,000, were purchased using General Savings and Tech State Aid funds. The following vouchers were approved:

- Operating Funds: Vouchers #1108–1113
- Local Funds: Vouchers #553–555

Doug McFarland moved to approve the Treasurer's Report, seconded by Rob Kubiak. Motion carried.

Librarian's Report

Tom Carloni reported that circulation numbers are slightly down, primarily due to changes in reporting methods. Two new part-time staff members have been hired. The Taste of Orchard Park event was well attended. Planning is already underway for next year's event, including the potential use of the Book Mobile and new promotional ideas for library programming.

Discussion included collaborating with the Friends of the Orchard Park Library to coordinate social media efforts for event promotion. Survey results were reviewed, and strategies to increase participation were discussed, such as publishing the survey in the Orchard Park Bee and promoting it through the library and Friends' Facebook pages.

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Friends of the Library Report

Linda Boldt reported the following:

- The Book Nook and Cart have brought in an additional \$700, with credit card sales performing well
- A special book sale featuring rare and collectible books is scheduled for November 14–15
- The next large book sale will take place December 4–6
- A membership drive will run throughout December
- The next Friends meeting is scheduled for September 25

ACT Report

Peggy Snajczuk announced the next ACT meeting will be held on October 18 at Grand Island.

OPCS Liaison Report

Christine Tempestoso reported a smooth start to the school year. All Orchard Park elementary schools plan to host an author in Spring 2026, with the middle and high schools exploring similar opportunities for their students.

Taste of Orchard Park / Community Survey

Most discussion occurred during the Librarian's Report. The event was considered a great success. Additional strategies to expand the reach of the community survey and early planning for the 2026 Taste of Orchard Park event were discussed.

Estate of James F. Campbell

Tom Carloni informed the board that the library was named in the will of James F. Campbell to receive a donation of up to \$50,000. The exact amount has not yet been determined. Tom will follow up when further details are available.

Building and Grounds Update

The Friends of the Library funded the purchase of greenery to update the library's front landscaping. A local Girl Scout troop will assist with the planting.

The annual window cleaning service has increased its rate to approximately \$475.

The book return drop box was in need of repair and has been patched accordingly.

Treasury Bill / CD Update

Ann Marie Newbury advised that investing in Treasury Bills is currently not cost-effective. Two CDs will mature at the end of October.

A motion to extend the CD term up to one year at M&T Bank (for savings and technology funds) was made by Doug McFarland and seconded by Peggy Snajczuk. Motion carried.

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Memorandum of Understanding with Friends of the Library

A discussion was held regarding the creation of a Memorandum of Understanding (MOU) to clarify roles and responsibilities between the library and the Friends of the Library. Representatives from both boards will meet to continue this conversation.

Adjournment

Doug McFarland moved to adjourn the meeting, seconded by Ann Marie Newbury. Motion carried.
Meeting adjourned at 7:55 PM.

The next Board of Trustees meeting is November 18, 2025 at 6:00pm.

Respectfully submitted by Christine Tempestoso, Secretary.