



ORCHARD PARK PUBLIC LIBRARY

S-4570 S. Buffalo Street
Orchard Park, New York 14127-2989

RESOLUTION adopted by the Board of Trustees of the Orchard Park Public Library at a regular (or special) meeting of said Board of Trustees, held at the Orchard Park Public Library in the 17th day of January, 2023 at 9:00 am.

BACKGROUND: On December 18, 2014, the Board of Trustee of the Buffalo and Erie County Public Library (B&ECPL) approved and adopted the B&ECPL Personnel Policies and Procedures Manual (Manual), which contained approximately 100 policies drafted by the Human Resources Department, and the B&ECPL Employee Handbook (Handbook) to be effective January 1, 2015. Thereafter, this Board adopted the Manual at its meeting on May 19, 2015 for application to its employees.

Since January 1, 2015, a number of Personnel Policies and Procedures have been modified by the Human Resources Department at the direction of the Chief Operating Officer, several of which were necessary based on changes to the applicable laws or governing collective bargaining agreements. Other changes were minor and incidental. As stated in the Introduction of the Manual, changes made by Human Resources are distributed electronically to all library departments and contract libraries. It is the recommendation of this Board for an annual review of the changes made by Human Resources to the Manual and Handbook in the twelve (12) months prior and subsequent adoption of this Board.

RESOLVED, at a meeting of the Board of Trustees of the Orchard Park Public Library, held at the Orchard Park Public Library on the 17th day of January, 2023 this Board of Trustees does hereby approve the Amendments to the B&ECPL Employee Handbook and Personnel Policies and Procedures Manual.

Approved 1/2021; 3/2022; 1/2023