

**MINUTES  
BOARD OF TRUSTEES  
ORCHARD PARK PUBLIC LIBRARY**

March 18, 2014

The regular meeting of the Board of Trustees of the Orchard Park Public Library was held in the meeting room of the Library on March 18, 2014 at 8 A.M.

The meeting was called to order by Marianne Hoover.

Present:

- Marianne Hoover, President
- Doug McFarland, Secretary
- Jack Hinnners, Trustee
- Dorothy Holmes, Treasurer
- Peggy Snajczuk, Vice President
- Peggy Errington, Library Director
- Phyllis Banas, President for the Friends of the OP Public Library
- Patrick Keem, Orchard Park Supervisor, Library Liaison

**AGENDA**

**PUBLIC COMMENT:**

**REPORTS:**

**Previous Minutes:**

A motion was made by Trustee Hoover and seconded by Trustee Holmes to approve the minutes of the previous meeting held January 21, 2014. Motion passed unanimously.

**Treasurer's Report:**

Dorothy Holmes reviewed the Treasurer's Report. She reported on the status of the Library's private funds accounts including available funds from fundraising in the savings account. Savings account credit for check for Suzanne Langworthy changed to "in honor of Suzanne Langworthy" rather than "in memory of". A motion was made by Trustee Hoover, seconded by Trustee McFarland to approve the Treasurer's Report. Motion passed unanimously.

**Librarian's Report:**

Noted that usage of Library down 6%, though we are ahead of other similar libraries, most are down 12%. Discussion about access of information via internet from our library. Director Errington is on the Circulation and Statistics Management Committee to examine trends; encouraging trend points to stabilization. A motion was made by Trustee Hoover, seconded by Trustee McFarland to approve the Contract Library Financial Report. Motion passed unanimously.

**Building & Grounds:**

Subject of gutter and wiring all weather related and will be repaired this spring. Regarding Spring Clean-Up, understanding is that Town of Orchard Park will do spring clean-up of landscaping, that Library does Fall. Library has contract with Turf Tenders for three (3) fertilization treatments. A motion was made by Trustee Hoover and seconded by Trustee Holmes to approve the Buildings and Grounds Report. Motion passed unanimously.

**Act Meeting:**

**Friends of the Library:**

A motion was made by Trustee Hoover and seconded by Trustee Holmes to approve the dates for the next donated book sale, scheduled for May 16-18, 2014. Motion passed unanimously.

**UNFINISHED BUSINESS:**

State Report: A motion was made by Trustee Hoover and seconded by Trustee Holmes to adopt the State Report Resolution. Motion passed unanimously.

Election of Officers: President - Marianne Hoover, Vice President – Douglas McFarland, Treasurer – Dorothy Holmes, Secretary – Jack Hinners.

**NEW BUSINESS:**

Director Errington has submitted the documents required for the Erie County Comptroller's Audit.

Last Agenda Item: Regarding Public Computers Upgrade Proposal, noted our computers are old. The estimated cost to upgrade adult computers is \$6,500; cost to upgrade all library public computers is \$10,186.00. A motion was made by Trustee Hoover and seconded by Trustee Holmes to authorize technology funds not to exceed \$11,500.00 to complete the upgrade. Motion passed unanimously. President Hoover mentioned sending thank you letters for Bullet Aid to Senators Gallivan and Grisanti for contributing to technology funding.

President Hoover notes that a letter from Supervisor Keem seeking to have Library Board focus about good, relevant ideas for the future with thoughts as to what future Library expansion may entail. In other words, planning ahead.

**MEETING ADJOURNED:**

Motion made by Trustee Hoover and seconded by Trustee Holmes to adjourn the meeting. Motion passed unanimously.

Respectfully submitted,

Douglas J. McFarland, Secretary