

Orchard Park Public Library
Board of Trustees Meeting
December 16, 2014

Present:

Marianne Hoover, President
Peggy Errington, Library Director
Doug McFarland, Vice President
Jack Hinnners, Secretary
Dorothy Holmes, Treasurer

Excused:

Patrick Keem, Supervisor Town of Orchard Park
Lisa Kreuger, School Liaison
Peggy Snajczuk, Trustee, ACT Liaison
Phyllis Banas, President of the Friends of the Library

Opening: President Marianne Hoover opened the meeting at 8:03 AM.

Reports:

Minutes: The minutes of the Sept 16th meeting were amended to read under the Supervisor request category to say he requested an assessment report which was discussed. With that amendment the minutes were approved on a motion by Marianne Hoover and a second by Doug McFarland.

Contracting Library Financial Report: Peggy Errington reported that all was under control and within the budget set by Central for this year. On a motion from Marianne Hoover and a second by Doug McFarland the financial report was accepted.

Treasurer's Report: A question was raised as to why there was a \$200.00 difference in the second quarter balances of the Community Foundation report. It was explained that was the difference between investment gains and interest and the withdrawal of the 1,500.00 made during the quarter. Dorothy Holmes reported that the John Mills hot dog roast raised \$1,225.00. On a motion by Marianne Hoover and a second by Doug McFarland the Treasurer's report was approved.

Librarian's Report: Peggy Errington informed us that we are ahead of most other libraries. Our door counts have picked up due to Hamburg's closing. She suggested that we give our information on how we survived the November storm. Due to liability concerns Dorothy Holmes requested that we put the Friends of the Library event dates on our agenda for Board approval. Marianne Hoover moved and Doug McFarland seconded the approval of the Librarians report.

Building & Grounds Report: Nothing unusual to report. Windows were cleaned, there was a power failure on 10/5 and a light switch problem for the south side exterior lights that was fixed. On a motion from Marianne Hoover and a second by Dorothy Holmes the report was accepted.

ACT Meeting (Association of Contract Library Trustees) The Library Employee Handbook was discussed. Any action on it was tabled until the January meeting.

Friends of the Library: No report

Unfinished Business:

Proposed ByLaw Amendments : The proposed by-law changes were discussed. It was suggested that we hire Jaeckle, Fleischmann & Mugel to review and rewrite our current by-laws at a cost of \$1,000.00. On a motion by Dorothy Holmes and a second by Marianne Hoover it was approved to pay not more than \$1,200 for the review and update.

Window Cleaning: The cost was \$15.00 more than last year Peggy Errington informed us. There is a need to protect the plants near the sidewalks.

New Business:

Meeting Dates for 2015:

January 20, 2015, March 17, 2015, May 19, 2015, July 21, 2015, September 15, 2015, November 17, 2015.

It was moved by Marianne Hoover and seconded by Doug McFarland to approve these dates.

Holidays for 2015:

Closed: 1/1, 1/19, 2/16, 4/5, 5/25, 7/4, 9/7, 10/12, 11/11, 11/26. 12/24, 12/25

Open: 4/3, 7/3, 12/31 from 10:00 AM to 5:00 PM. These dates were approved on a motion by Marianne Hoover and a second by Doug McFarland.

Retirement Librarian 1: Peggy Errington told us that Jude Jacobs was very pleased with his retirement reception. We have hired a new librarian, Kathleen Mack from the Central Library. Thirteen applications were reviewed with seven being qualified. Sharon Mudd who is part time will be working nights and some Saturdays.

Most Unique Pumpkin: The Orchard Park Recreation Dept. awarded the Library the second place prize for the most unique pumpkin in a town wide competition.

Appreciation Award. In light of the outstanding work Laurie Obrochta has done with the children's programs and patron projects it was moved by Marianne Hoover and seconded by Doug McFarland to award her with a \$25.00 gift card to Joanne Fabrics. All were in favor.

Adjournment: A motion to adjourn was made by Dorothy Holmes and a second by Marianne Hoover. All were in favor at 9:20 AM.

Next Meeting: Tuesday January.20, 2015 at 8:00 AM in the Library Meeting Room

Respectfully submitted;

Jack Hinnens