

Orchard Park Public Library  
Board of Trustees Meeting  
May 16, 2017

**Present:**

Doug McFarland, President  
Peggy Errington, Library Director  
Jack Hinnners, Secretary  
Dorothy Holmes, Treasurer  
Ann Marie Newbury, Vice President  
Peggy Snajczuk, Trustee, ACT Liaison  
John O'Connor for Victoria Sturman, President, Friends of the Library  
Patrick Keem, Supervisor Town of Orchard Park

**Excused:**

Wendy Gloss, School Liaison

**Opening:** President Doug McFarland opened the meeting at 8:01 AM.

**Reports:**

**Minutes:** On a motion by Doug McFarland and a second by Dorothy Holmes the minutes of the March, 21 meeting were approved.

**Treasurer's Report:** Dorothy Holmes reported that she continues to be boring. There was a Community Funds asset value adjustment of \$2,490.91 for the 1/1/17 – 3/31/17 statement period. All else remains the same. On a motion by Doug McFarland and a second by Peggy Snajczuk the treasurer's report was accepted.

**Contract Library Financial Report:** Peggy Errington reported that the activity numbers are generally down by comparison to last year when Hamburg was still closed. We should now pick up with the West Seneca branch downsizing. Vouchers #138 thru #148 and vouchers #215 thru #217 were reviewed. On a motion by Peggy Snajczuk and a second by Dorothy Holmes the vouchers were approved for payment and the report accepted.

**Building & Grounds Report:** The high cost of the toilet repair was questioned. It was explained the repair was not just the toilet but the underground pipe leading to it. Peggy informed us that we are still waiting for the insurance adjuster to review the damaged storage shed. On a motion by Doug McFarland and a second by Jack Hinnners the report was accepted.

**ACT Meeting:** Peggy Snajczak reported that they held the last meeting of the season on 4/9. The topic for discussion was Strategic Planning and survey review. On a motion by Dorothy Holmes and a second by Ann Marie Newbury the report was accepted.

**Friends of the Library:** John O'Connor informed us that the next book sale will be held next month. He continued by presenting an organizational chart of the book sale committee. This

provides an overview of individual responsibilities. Access to the book nook was discussed. On a motion by Doug McFarland and a second by Ann Marie Newbury the report was accepted.

### **Unfinished Business:**

**Security Issues:** Peggy Errington reported that the security system was installed on 4/5 & 4/6. It has already proven its worth by documenting the car crashing into the storage shed. The CD/DVD/Book losses have also decreased.

**Building Expansion:** Doug McFarland reported that several board members met with Bill Josefik who informed us of his experiences with the expansion of the West Seneca Library. It proved to be very informative. Our next step will be to meet with Wayne Bieler the town engineer.

**Watering:** Peggy Errington informed us that Mike Carey of the Town Highway Dept. has committed to watering the library foundation plantings. Peggy Snajczuk raised some concerns about reliability. Peggy Errington will look into installing a drip system.

**Social Media:** We now have an official Facebook account. Automatic updates of our activities are being done and we already have 220 friends. Boys in the Boat will be doing a presentation Peggy told us.

**Art Splash:** Art Splash will be with us through 5/31.

### **New Business:**

**Comptrollers Report:** The Comptrollers report has been submitted to the state.

**Long Range Plan:** The B&ECPL long range plan was presented to us for review. After discussion, on a motion by Doug McFarland and a second by Jack Hinnners all were in favor of accepting the plan.

**Insurance Claim:** Peggy has received an estimate to repair the shed damages, which amounts to \$1,090.00 + the cost to replace shelves broken in the collision, for a total of \$1,255.97.

**Power Outage:** A major wind storm on May 8<sup>th</sup> caused a loss of power which required the library to close at 5PM, four hours early, Peggy informed us.

**Adjournment:** A motion to adjourn was made by Doug McFarland and a second by Jack Hinnners at 9:08 AM. All were in favor

**Next Meeting:** Tuesday July 18, 2017 at 8:00 AM at the Library.

Respectfully submitted;  
Jack Hinnners