

Orchard Park Public Library
Board of Trustees Meeting
July 21, 2015

Present:

Doug McFarland, President
Marianne Hoover, Vice President
Peggy Errington, Library Director
Jack Hinnners, Secretary
Dorothy Holmes, Treasurer
Peggy Snajczuk, Trustee, ACT Liaison
Phyllis Banas, President of the Friends of the Library

Excused:

Patrick Keem, Supervisor Town of Orchard Park
Lisa Krueger, School Liaison

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

Public Comment: Peggy Errington reported that we received a thank you note from the Orchard Park Garden Club for our donation to the beautification fund. She also drew our attention to a recent article in the BN-Refresh.

Reports:

Minutes: On a motion by Doug McFarland and a second by Dorothy Holmes the minutes of the May 19, 2015 meeting were approved.

Treasurer's Report: Peggy Errington informed us that some of the account titles will be changing. The Technology account will change to Bullet Aid and the Bertsche Funds account has changed to the Estate Funds account. She continued by indicating that we need to promote giving to the Estate Fund. We should show how we have used the funds in the past. On a motion by Doug McFarland and a second by Marianne Hoover the Treasurer's report was accepted.

Contract Library Financial Report: The Central Library has asked for a financial update for next year. Except for an increase in the trash pickup line all other line items will remain the same. All budgeted items for this year remain on track. On a motion by Doug McFarland and a second by Marianne Hoover the Contract Library Financial report was accepted.

Librarian's Report: Peggy Errington continued by informing us that circulation was down in May due primarily to the opening of the Hamburg Library. Circulation is significantly up in June

and the yearly circulation will be very positive. On a motion by Peggy Snajczuk and a second by Dorothy Holmes the Librarian's report was accepted.

Building & Grounds Report: Nothing new reported Peggy. On a motion from Marianne Hoover and a second by Peggy Snajczak the report was accepted.

ACT Meeting: Peggy Snajczuk informed us that that no meetings were scheduled for the summer and future meeting dates may be changed.

Friends of the Library: A book sale is scheduled for Fri. July 24 during Quaker Days reported Phyllis Banas. A pavement chalk contest along with the mini book sale is planned. The next book sale will be the weekend after Labor day.

Other: An Employee Appreciation day will be held on Sept. 25 from noon to 5:00. It is estimated that two sheet cakes will be needed at a cost of \$45.00 apiece. On a motion by Marianne Hoover and second by Jack Hinnners it was approved to spend no more than \$150.00 to cover costs for the Employee Appreciation Day.

Unfinished Business:

By-Law Amendments: The amended by laws have been received from Jaeckel, Fleischmann & Mugel Peggy Snajczak informed us. Section 3 needs to be modified to read subject to the approval of the Orchard Park Town Board rather than a majority vote of the trustees then in office regardless of their number. A motion was made by Doug McFarland and seconded by Jack Hinnners to accept the By-Law changes as discussed at our last meeting and to include the changes made to section 3 relative to the vacancy provision. All were in favor.

Landscaping Estimates: Two estimates have been received to do the proposed landscaping. Marianne Hoover moved to accept the Down to Earth Landscaping proposal modifying the 5/19 motion to read up to \$3,400. Peggy Snajczuk will talk with Sandy Grimmer. Dorothy seconded the motion, all were in favor.

Proposed Procurement Policy: The Procurement policy as presented was discussed. A motion was made by Doug McFarland and seconded by Marianne Hoover to accept the Procurement policy as presented.

Proposed Investment Policy: The proposal was discussed and tabled to a future meeting.

New Business:

Augmented Reality Devices: Peggy Errington requested not more than \$1,200 from the Technology Fund to support this new children's program. On a motion by Peggy Snajczak and a second from Jack Hinnners Peggy's request was approved.

Albright Knox Public Art Initiative: This is a beautification program providing free seeds to individuals for their use. The placement of a seed dispenser was approved on a motion by Doug McFarland and a second by Peggy Snajczak

Legislator John Mills Hot Dog Roast: The annual roast will take place on Fri 8/14.

B & ECPL System Contract with Orchard Park Library: Resolution to approve the B&ECPL System Contract was passed.

Adjournment: A motion to adjourn was made by Doug McFarland and a second by Dorothy Holmes. All were in favor at 9:42 AM.

Next Meeting: Tuesday Sept 15, 2015 at 8:00 AM in the Library Meeting Room

Respectfully submitted;

Jack Hinnners