

ORCHARD PARK PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING

MARCH 19, 2019

Present:

Doug McFarland, President
Ann Marie Newbury, Vice President
Peggy Errington, Library Director,
Jack Hinners, Treasurer
Marilyn Pelleschi, Secretary
Peggy Snajczuk, ACT Liaison
Victoria Sturman, Friends President

Excused:

Wendy Gloss, School Liaison
Pat Keem, Town Supervisor

Opening:

Doug McFarland called the meeting to order at 8:06A.M.

Minutes:

Peggy Snajczuk made a motion to accept the Minutes and was seconded by Jack Hinners.

Treasurers Report:

Jack reported that finances are steady. Operating funds vouchers 230-238 and donated funds vouchers 447-4449 were presented for approval. A motion to accept was made by Doug McFarland and seconded by Ann Marie Newbury.

Contract Library Financial Report:

No unusual activity noted for January/February and fines were reduced due to statistics in general being down. A motion was made to accept by Doug McFarland and seconded by Ann Marie Newbury.

Librarian Report:

Our statistics were down due in part to the blizzard January 30th and 31st and a power outage February 8th. A motion was made to accept the report by Doug McFarland and seconded by Jack Hinners.

Buildings and Grounds

The town performed a fire inspection on February 20, 2019. There were a few minor issues that we needed to take care of, and it has all been done. The fire inspector will provide us with an emergency evacuation floor plan and a final report that all code issues were done. St John's has removed the wasp nest from their property as requested. A motion to accept this report was made by Doug McFarland and seconded by Jack Hinners.

Act Report:

The next ACT meeting is May 4, 2019 in E. Aurora. Election of officers will take place in May. Peggy Snajczuk reported that we need to come up with a long range plan for minimum standards and a policy oversight committee. Peggy will get information from Central and report at the next meeting. Several libraries have a "Library of Things". We need to decide if we want to participate.

Unfinished Business:

Peggy Errington brought up the need to replace or repair the chairs in the library. We decided to replace two chairs and try them out before ordering the rest. A motion was made to order the two chairs. A motion was made to consider replacement options by Doug McFarland and seconded by Jack Hinnners.

Library Expansion:

Peggy Snajczuk will get clarification from Ken Stone if we need to have an RFP. We need to check with Assistant Town Engineer Bill Futon to see if he could help write an RFP if needed.

New Business:

A motion was made to accept the State Report by Doug McFarland and seconded by Jack Hinnners.

A motion was made to accept the Whistle Blower Policy by Jack Hinnners and seconded by Ann Marie Newbury. The motion was approved.

A motion was made by Peggy Snajczuk and seconded by Ann Marie Newbury to establish a governing committee to administer the Whistle Blower Policy, to review and revise existing policies and recommend new policies in accordance with New York State Minimum Standards requirements. The motion was approved.

Adjournment:

We adjourned the meeting at 10:13 A.M.

Next meeting will be May 21, 2019

Respectfully yours,

Marilyn Pelleschi, Secretary