

MEETING MINUTES
Olean Public Library Board of Trustees
October 16, 2019
5:30 P.M. – Conference Room

The mission of the Olean Public Library is to provide equal access to materials in various formats, programs, services, and professional staff to assist all people with their educational, informational and leisure needs.

A Certificate of Compliance and Notice of Meeting Posted was signed, notarized and made a part of these minutes along with a copy of said notice.

Call to Order at 5:30 pm by Lanna Waterman. In attendance were trustees Edstrom, McElfresh, Sorokes, Tenglund, Wagner, Waterman, Assistant Director Mahar, and Director La Voie.

1. Consent Agenda Items:

MOTION (Edstrom, Tenglund): To accept the consent agenda items. Motion carried unanimously.

A. Waive the reading of the minutes of the previous meetings and approve as mailed.

B. Approval of Warrant Sheets for – September 18-October 16

#893 Operating Fund: \$71,281.99

#275 Capital Fund: \$20,471.55

C. Correspondence: None

D. Voice of the Public: None

E. Director's Report: The following items were discussed:

- Proposed Building Renovations and Expansion
- Personnel
- New Public Computers
- New York State Construction Aid
- 2020 Holiday Schedule
 - **MOTION (Edstrom, Tenglund):** To approve the Holiday and Closing Schedule for 2020 as presented. Motion carried unanimously.
- News from the Library

2. Review of Financial Statements

- Everything is tracking well to date.

3. Committee Reports:

CCLS Board Report (Edstrom): The CCLS Board will be invited to have one of their meetings at our library. It is difficult to meet at some libraries because they are not open in the evenings.

4. Old Business:

Treasurer position – check signer (Kasperski/La Voie)—tabled to next meeting

CDS Monarch Housing—nothing further to report. The library will provide brochures and indicate willingness to provide programming at the library.

5. New Business: The topic of evaluations was discussed. Waterman and Tenglund will work on the survey form for this year
6. Adjournment: **MOTION TO ADJOURN (Edstrom, Sorokes):** at 7:11 pm. Motion carried unanimously.

Copies of the library’s financial statements and director’s report are available upon request.

Next meeting: Wednesday, November 20, 2019

Respectfully submitted,

Ann M. Tenglund