

TENTATIVE AGENDA
Olean Public Library Board of Trustees
January 18, 2023
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.

Call to Order *

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

2. Voice of the Public/Correspondence

3. Approval of Warrant Sheets for December 16 – January 18:

Operating Fund:

Capital Fund:

Cafeteria 125 Fund:

4. Review of Financial Statements

❖ *Motion to approve Agenda items 1, 3, and 4*

5. Director's Report

6. Committee Reports

7. Old Business

Library space needs - updates

Strategic planning (Sorokes/La Voie)

Personnel matters

Annual audit

8. New Business

2024 budget planning

2021 Community Annual Report

HVAC unit replacement project – public bids

2023 Trustee Election

Conflict of Interest forms

Trustee Training

Motion to authorize the Treasurer to pay utilities, insurances, equipment leases, payrolls and payroll withholding taxes as they become due in 2023

Motion to authorize the treasurer to maintain the following accounts for 2023:

Exchange Fund Account – Community Bank

Operating Fund Checking – Community Bank

Capital Fund Checking – Community Bank

Cafeteria Plan Checking – Community Bank

Broadband Grant Checking – Community Bank

Temporary Investment Accounts – Community Bank

Adjournment

* To help keep us on track, I have highlighted the parts of the meeting at which the Treasurer should be present. Therefore, these parts should be moved to the beginning of the meeting.

Reminder: Friends “FeBREWary” beer tasting event is Friday, Feb. 17th from 7-9:30 PM. Tickets are on sale now; one for \$20, two for \$35, designated driver \$10.