

**MEETING MINUTES**  
Olean Public Library Board of Trustees  
June 15, 2016  
**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** by President Lanna Waterman at 5:30 p.m. In attendance were trustees Wolfrom, McElfresh, Tenglund, Waterman, Wagner, and Assistant Director Mahar and Director LaVoie.

1. Consent Agenda Items: MOTION (Wolfrom, Tenglund): To approve 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 – May 19 – June 15:  
Operating Fund: May/June #853: \$89,041.55  
Cafeteria 125 Fund: May/June #125-130: \$34.72  
Capital Fund: May/June #CF-259, \$12,320.48

C. Correspondence: None

D. Director's Report

The summer reading program fliers are ready and should go well. LaVoie met with the Cattaraugus County Arts Council about our agreement. The New York State construction grant announcement came out today; there is a larger pot of money this year so it would be good to see if we could apply for funds for HVAC units on the roof and security gate upgrades. The grant application needs a brief description to CCLS by June 24, and the actual application would be due in August. LaVoie will work on a description of a project for the HVAC units and the security gate upgrades.

The SSA Office contract is for one year. At the beginning of the month, there were large crowds that were taking up a lot of seating. There was also staff time in giving people directions. The visitors were not using the library, so the library was not getting a benefit from the increased number of people. The situation is temporary. It is nice that we could help for a little while, because we want to be good community partners. LaVoie will talk to Anne Carlson, the head of the SSA office in Olean, about providing some better signage so that people do not need to ask staff members for directions as often. Tenglund will find out more about what is happening with the SSA office.

Library Day at Chautauqua is July 28.

\$11,560 is the book endowment figure from the Friends of the Library this year. The Friends also agreed to pay \$1,700 for the children's portion of the summer reading program, which was much appreciated.

MOTION (Tenglund, Wagner): To move into executive session. Motion carried unanimously.

MOTION (Tenglund, Wagner): To end the executive session. Motion carried unanimously.

MOTION (Tenglund, Wolfrom): To retain Jack Hart as the board's attorney to assist in the state audit matter. Motion carried with one abstention (Wagner).

2. Review of Financial Statements

Payroll overages were due to Chaffee's back vacation pay. The electronic resources line was over because we paid for three databases that we will have a CCLS refund on.

3. Committee Reports:

Library Systems Board—McElfresh reported on their last meeting, held at the Smith Library at Chautauqua. The whole system is focused on Chautauqua—it seems that the Chautauqua libraries get more grants, etc. On August 10, the next Library Systems Board will meet at the Olean Public Library and it would be good if our board members could attend and note that very little attention seems to be paid to the Cattaraugus side of the system. It might be that they are just more aware of the needs as well. LaVoie will let the other directors in the area know about this meeting.

4. Voice of the Public: LaVoie had communication from someone who is concerned about the right turn from Second Street onto State Street because of the way that people park. It is difficult to get out onto the roadway without being able to see. The person who contacted her wondered if the library would be willing to approach the city board to see if a couple of the parking spots on State can be eliminated. However, if this was done, then the businesses in that area would lose some of their parking spaces. One of the board members volunteered to call the mayor's office to pass this issue along.

5. Old Business: None

6. New Business:

Harry Wolfrom report on Solar Energy Workshop attended on May 25, 2016 in Jamestown: Wolfrom said that it would be a 12-year payback before you would start to realize any type of savings on your electric bill. The installers ran the workshop; they would manage the project from beginning to end. There are state incentives, but the federal incentives have all gone away. They work with roofers so that there is no void in warranty from having the panels installed. The panels can be installed on a flat roof. You get the savings by having more panels put up. They also said that if there was any interest in solar panels on the part of local businesses or individuals, they would be glad to do a presentation. If we had a 75% match on this, it would cut the cost considerably. The representative told them that the technology is changing rapidly, so the question is then where we would be in 12 years in terms of technology. The lifetime of a panel is generally 25 years of production of electricity. We would also need to consider what would happen if we needed roof repairs with the panels in place. This is something that we can think about and wait on.

It was noted that there used to be a cross walk in front of the library to the church/day care across the street. The cross walk was never put back after the road was repaved a couple of years ago. This issue will be brought before the mayor's office as well.

CCLS table at the Cattaraugus County Fair, August 1-7: Sheryl is on the outreach committee at CCLS. CCLS plans to have a table at both county fairs this summer: Chautauqua and Cattaraugus. The table will be used to promote the libraries. Volunteers will be needed.

7. Adjournment: MOTION (McElfresh, Tenglund): To adjourn at 6:47 p.m. Motion carried unanimously.

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

Respectfully submitted,

Ann M. Tenglund