

TENTATIVE AGENDA
Olean Public Library Board of Trustees
January 15, 2025
5:30 P.M. – Conference Room

The mission of the Olean Public Library is to assist all people with their educational, informational and recreational 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 31-January 15:
 Operating Fund:
 Capital Fund:
4. Review of Financial Statements

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

5. Director's Report
6. Committee Reports
 Finance Committee – 2026 budget planning (Shumway)
 CCLS Board meeting (McElfresh)
7. Old Business
 Library space needs – updates
 Community Bank investments (Angell)
 Personnel updates
 2024 annual audit
8. New Business
 TIPS
 Review the Schedule for the 2025 Trustee Election and the 2026 Budget Vote
 Conflict of Interest forms
 Trustee Training
 Motion to authorize the Treasurer to pay utilities, insurances, equipment leases, periodical renewals, credit card bills, database subscriptions, payrolls and payroll withholding, and local contracted services as they become due in 2025.
 Motion to authorize the Treasurer to maintain the following accounts for 2025:
 Tax Fund Account – Community Bank
 General Operating Fund Checking – Community Bank
 Investment Holdings Checking – Community Bank
 State Aid Fund Account – Community Bank

Adjournment