



Goshen Public Library and Historical Society Board of Trustees
Regular Meeting Minutes of April 8, 2024

Meeting Minutes of April 8, 2024

I. Call to order - 7:00 pm

The regular Board meeting of the Board of Trustees of the Goshen Public Library and Historical Society was called to order by President Meghan Boroden at 7:05 pm on April 8, 2024.

Attendance:

Board Members Present: Meghan Boroden, Emily Collado, Tina Fortugno, Heather LaBruna, Bob Quinn, Jim Tarvin, and Bill Troy. Also in attendance, Catherine Lemmer, Director.

II. Pledge of Allegiance

III. Review and Approve Agenda

[Action item] RESOLVED that the Board approve the Agenda as presented. Motion, Tina Fortugno, Second, Bob Quinn. (Approved 7-0-0).

IV. Privilege of the floor

Harlene Kresse, Goshen, NY, inquired about the personnel appointment.

V. Approval of the minutes of the March 11, 2024 regular Board meeting.

[Action item] RESOLVED that the Board approve the minutes of March 11, 2024 regular Board meeting. Motion, Tina Fortugno, Second, Bob Quinn. (Approved 7-0-0).

VI. Personnel Appointments

[Action item] RESOLVED that the Board approve the following appointment as presented:

Appoint Amber Kirkwood to full-time competitive Library Assistant, exempt status, Orange County Civil Service Title #1398, effective April 1, 2024. Motion, Heather LaBruna, Second, Emily Collado. (Approved 7-0-0).

VII. Finances

a. Financial report for March 2024 – Catherine Lemmer

Director Lemmer presented the March financial statements. Of note on the revenue side was the receipt of unbudgeted grant awards for technology and the receipt of PILOT funds. The Library should be in receipt of the final 10% of the tax levy by the end of April. On the expense side, it

was noted that most lines are within budget except for the Building Services and Professional Fees. Trustee Troy asked for additional clarification on the Building Services line. The Library is awaiting the final bills on the generator grant to close the project. Library Staff will evaluate at what point funds will need to be drawn down from the NYLAF account to fund the end of the fiscal year and/or the first quarter of FY2025 if a TAN can be avoided.

[Action item] RESOLVED to approve the financial report for March 2024 as presented. Motion Bill Troy, Second Heather LaBruna. (Approved 7-0-0).

b. Warrant Schedule for March 2024

[Action item] RESOLVED to approve the March 2024 warrant schedule as presented. Motion Bob Quinn, Second Emily Collado. (Approved 7-0-0).

VIII. March 2024 Director's Report – Catherine Lemmer

Director Lemmer updated the Board on the O&R habitat project and the tech grants as well as programming initiatives and building projects. Trustee Tarvin noted the Youth Services report was missing the memo heading. Director Lemmer noted that she had prepared the report and forgotten the heading. Trustee Tarvin also asked about staff name tags. Director Lemmer noted that the Library had ordered re-usable name tags and was hoping to get them prepared and issued next week.

IX. Committee Reports

a. Standing Committees

Physical Resources Committee - None

Community Resources Committee - None

Human Resources - None

Sunshine Committee - None

b. Ad Hoc Committees

Historical Society Committee – Trustee Quinn noted that work is progressing on the journal project.

Bylaws Committee - None

X. Reports from Partner Groups

a. Friends' liaison – Trustee Troy reported that the next Friends lecture is on April 13. Historian Daniel Mack will present Surrealism in Orange County, 1942-1962, with a focus on Kurt Seligmann in Sugar Loaf. The Friends book sale will be April 26 and 27.

b. Junior Friends liaison – Trustee Tarvin reported that the Big Band Concert funding has been secured from Norten & Christensen and that Trailside Treats will be onsite as well.

XI. Executive Session

[Action item] RESOLVED that the Board enter executive session at 7:30 pm for the purpose of discussing the employment history of a particular individual. Motion, Bill Troy, Second, Tina Fortugno. (Approved 7-0-0).

All members of the public and library staff exited the meeting. Motion made to exit Executive Session at 8:14 pm, Bill Troy, Second, Jim Tarvin. (Approved 7-0-0). No action was taken. Staff and the public were invited in.

XII. New Business – None.

XIII. Privilege of the floor

Christine Mahr, Goshen, NY, congratulated the Board and staff on the new programs, initiatives, and outreach, but expressed concern that employees had left the employ of the Library over the last year. She asked the HR Committee to look into the matter. Lisa Taylor, Circleville, NY, citing the Library Trustee Handbook noted that she believed that there was an issue with having candidates that were spouses on the ballot. The Board agreed to review the issue with the Library's legal counsel. Harlene Kresse, Goshen, NY, asked about an employee's exempt status noted the typographical error of full-time competitive Library Assistant, Orange County Civil Service Title #1398, which is corrected for the minutes.

XIV. Report of Trustee Continuing Education Credits – None.

XV. Adjournment

[Action item] RESOLVED that the monthly meeting of the Board of Trustees adjourn at 8:18 pm. Motion Emily Collado, Second Tina Fortugno. (Approved 7-0-0).

Next Regular Meeting: May 13, 2024 @ 7:00 pm.

Submitted,

Heather LaBruna, Secretary