



Goshen Public Library and Historical Society Board of  
Trustees Regular Meeting of December 11, 2023

Meeting Minutes of December 11, 2023

I. Call to order

The regular Board meeting of the Board of Trustees of the Goshen Public Library and Historical Society was called to order by Bill Troy, Vice President, at 7:00 pm on December 11, 2023.

Attendance:

Board Members Present: Bill Troy, Bob Quinn, Heather LaBruna, and Jim Tarvin. Also in attendance, Catherine Lemmer, Director.

Absent: Meghan Boroden, Emily Collado, and Tina Fortugno.

II. Pledge of Allegiance

III. Review and Approve Agenda

[Action item] RESOLVED that the Board approve the agenda as presented. Motion, Bob Quinn. Second, Heather LaBruna. (Approved 4-0-0).

IV. Privilege of the floor: None.

V. Approval of the November 13, 2023 Minutes (regular Board meeting)

Tabled until January 8, 2024.

VI. Personnel Appointments: None.

VII. Finances

a. Financial report for November 2023

[Action item] RESOLVED to approve the financial report for November 2023 as presented. Motion, Jim Tarvin. Second, Bob Quinn. (Approved 4-0-0).

b. Warrant Schedule for November 2023

[Action item] RESOLVED to approve the November 2023 warrant schedule as presented. Motion, Jim Tarvin. Second, Bob Quinn. (Approved 4-0-0).

- c. Reserve for NYSLRS Past Service Credit  
[Action item] RESOLVED to approve the transfer of \$40,000.00 from budget line-item Salaries & Wages to budget line-item State Retirement-Employee Accrual to fund application for past New York State and Local Retirement System service credit. Motion Bob Quinn. Second, Heather LaBruna. (Approved 4-0-0).
- d. Transfer of funds to New York Liquid Asset Fund  
[Action item] RESOLVED to transfer \$600,000.00 to the Library's NYLAF (New York Liquid Asset Fund) account to earn a higher rate of return on Library funds. Motion, Jim Tarvin. Second, Heather LaBruna. (Approved 4-0-0).
- e. Appointment of FY2025 Budget Committee  
[Action item] RESOLVED to appoint Trustee Boroden, Trustee Quinn, and Trustee Troy to the FY2025 Budget Committee. Motion Heather LaBruna. Second, Bill Troy. (Approved 4-0-0).

VIII. Policy Updates and Revisions

[Action Item] RESOLVED to approve the following policies as presented:

- a. Notice of Employee Rights Policy
- b. Bar on Demanding Access to Employee Accounts Policy
- c. Notice of Unemployment Insurance Upon Separation from Employment Policy
- d. Library Services Policy, including sections, Library Card Registration, Replacement Cards, Confidentiality Statement, Principles of Selection, and Censorship, and the Library Materials Policy.

Motion Heather LaBruna. Second, Bob Quinn. (Approved 4-0-0).

IX. Director's Report—Catherine Lemmer (see attached).

X. Committee Reports

- a. Standing Committees
  - i. Physical Resources Committee - None
  - ii. Community Resources Committee-None
  - iii. Human Resources-None
  - iv. Sunshine Committee - None

b. Ad Hoc Committees

Historical Society Committee – Bob Quinn reported the history journal project is moving along. Director Lemmer agreed to send the author names and to Sal LaBruna. Next scheduled meeting is January 8, 2024 at 12 pm.

XI. Reports from Partner Groups

- a. Friends liaison—Trustee Bill Troy. The 2023 Fall lecture series has successfully concluded, the 2024 Spring series is set, and work is beginning on the Fall 2024 series.
- b. Junior Friends liaison—Trustee Jim Tarvin. The Junior Friends gave out 150 books at the Tree Lighting Ceremony to many grateful families. The group is in the planning stage for future events.

XII. New Business

XIII. Privilege of the floor. None

XIV. Adjournment

[Action item] RESOLVED that the Board of Trustees adjourn at 7:40 pm. Motion, Bob Quinn. Second, Heather LaBruna. (Approved 4-0-0).

Next Regular Meeting: January 8, 2024 at 7:00 pm.

Submitted by Heather LaBruna, Secretary, Board of Trustees.