

Goshen Public Library and Historical Society
Board of Trustees Meeting

Meeting Minutes of September 18, 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 President Meghan Boroden at 7:00 pm on September 18, 2023.

Attendance

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

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: None.

V. Approval of Minutes (Action Item):

1. August 14, 2023 (Regular Board Meeting)
2. August 31, 2023 (Special Board Meeting)
3. September 11, 2023 (Special Board Meeting)

(Action Item) **RESOLVED** that the Board approve the minutes of August 14, 2023. August 31, 2023, and September 11, 2023. Motion, Emily Collado. Second, Bob Quinn. (Approved 7-0-0).

VI. Personnel Appointments: None

VII. Finances:

1. Financial report – Catherine Lemmer

(Action Item) **RESOLVED** to approve the financial report for August 2023. Motion, Bill Troy. Second, Jim Tarvin. (Approved 7-0-0).

2. Warrant Schedule for August 2023

(Action Item) **RESOLVED** to approve the August 2023 warrant schedule. Motion, Bob Quinn. Second, Bill Troy. (Approved 7-0-0).

3. Receipt of reimbursement grant funds into capital improvement service.

(Action Item)

WHEREAS, the Library has received \$175,000.00 in grant funds from the Dormitory Authority of the State of New York (DASNY), which the Board intends to reserve for capital improvement purposes.

THEREFORE, IT IS RESOLVED that the Board hereby establishes a capital reserve fund for general capital improvements and authorizes the opening of a separate account in the New York Liquid Asset Fund (NYLAF) to hold capital reserve fund monies.

IT IS FURTHER RESOLVED to initially deposit the grant funds in the amount of \$175,000.00 in the Library's operating account and, after the capital reserve fund account is opened, to transfer and deposit the monies in the amount of \$175,000.00 into the capital reserve fund. Motion, Bob Quinn. Second, Jim Tarvin. (Approved 7-0-0).

VIII. Director's Report – Catherine Lemmer (see attached)

(Action Item) RESOLVED to approve annual HVAC service contract with Armistead Mechanical Services, Inc. in the amount of \$7,152.00. Motion, Heather LaBruna. Second, Emily Collado. (Approved 7-0-0).

IX. Report on Construction Grant 9145 (generator, security system installations) – Catherine Lemmer. The security system company chosen was Knight Watch. Catherine gave an overview of the system and its capabilities. There is no monitoring where there is an expectation of privacy. A security camera policy presented to the Board for approval after passing attorney review.

X. Committee Reports:

1. Standing Committees
 - A. Physical Resources Committee: No updates
 - B. Community Resources Committee: No updates
 - C. Human Resources Committee: No updates
 - D. Sunshine Committee: No updates
2. Ad-hoc Committees:
 - A. Historical Society Committee: Next meeting on Oct. 3rd.
 - B. Bylaws/Policies: No updates

XI. Reports from Partner Groups:

1. Friends' liaison – Bill Troy

September 9th lecture on the Ford Motor Company and its Toxic Site was attended by about 20 people. The next lecture, Lincoln, the Civil War and Goshen is scheduled for Saturday, Oct. 14th at 10 am.

2. Junior Friends liaison – Jim Tarvin

Officer election was held on the September 17th Meeting. *Winter of the Witch* will be shown in the Pomares Community Room on Oct. 28th at 6 pm.

(Action Item) RESOLVED that the Board approve the use of the Pomares Community Room for the viewing of the movie *Winter of the Witch*, hosted by the Junior Friends for an after-hours event. Motion, Heather LaBruna. Second, Tina Fortugno. (Approved 7-0-0).

XII. New Business: None

XIII: Privilege of the Floor: Norma Nunez-Langlois and James Langlois of Goshen, thanked the Board for their leadership and unity.

XIV. Executive Session:

(Action Item) RESOLVED that the Board enter Executive Session at 8:09 pm for the purpose of discussing the employment history of a particular individual. Motion, Bob Quinn. Second, Bill Troy. (Approved 7-0-0.)

(Action Item) RESOLVED that the Board exit Executive Session at 8:29 pm. No action was taken. Motion, Bill Troy. Second, Tina Fortugno. (Approved 7-0-0.)

XV. Adjournment:

(Action Item) RESOLVED that the Board of Trustee adjourn at 8:30 pm. Motion, Emily Collado. Second, Bill Troy. (Approved 7-0-0).

Next regular Board Meeting October 9, 2023

Respectfully submitted:

Mary C. Hoens, Clerk of the Board