

Goshen Public Library and Historical Society  
Board of Trustees Meeting

Meeting Minutes of May 8, 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 7:00pm on May 8, 2023.

**Attendance**

Board Members Present: Bill Troy, Bob Quinn, Heather LaBruna, Jim Tarvin, Emily Collado, Meghan Boroden, 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** to approve the agenda. Motion, Bill Troy, Second, Emily Collado. Approved 7-0-0.

**IV. Privilege of the Floor:** None.

**V. Oath of Office** – Trustees Bill Troy and Tina Fortugno.

**VI. Approval of Minutes (Action Item):**

**RESOLVED** that the minutes of April 10, 2023 (Regular Board Meeting) be approved. Motion, Bob Quinn. Second, Bill Troy. Approved 7-0-0.

**VII. Personnel Appointments:** None

**VIII. Finances**

1. Financial Report (Action Item): Presented by Catherine Lemmer. Catherine and Jack Denman are working on an updated presentation of the financial report which will come into effect next year. The generator project has been delayed until August 2023.

**RESOLVED** to accept the financial report. Motion, Bill Troy. Second, Jim Tarvin. Approved 7-0-0.

2. Warrant Schedule for April 2023 (Action Item)

**RESOLVED** to accept the warrant schedule for April 2023. Motion, Bob Quinn. Second, Heather LaBruna. Approved 7-0-0.

2. Warrant Schedule for May 1<sup>st</sup> – May 2<sup>nd</sup>, 2023 (Action Item)

**RESOLVED** to accept the warrant schedule for May 1<sup>st</sup> – May 2<sup>nd</sup> 2023. Motion, Bob Quinn. Second, Jim Tarvin. Approved 7-0-0.

**IX. Director's Report:** Catherine Lemmer. See attached.

Kathleen Welshoff is going to follow up on quotes for the curb installation and fresh paint for the parking spot lines in the parking lot. Sandra Delgado has been translating parts of the website to Spanish.

**X. Committee Reports**

1. Standing Committees
  - A. Physical Resources Committee: Meghan will follow up on the wood slab.
  - B. Community Resources Committee: No updates.
  - C. Human Resources Committee: No updates.
  - D. Sunshine Committee: Emily collected \$20 per person.
2. Ad-hoc Committees:
  - A. Historical Committee: Next meeting will be held on June 5<sup>th</sup>.
  - B. Bylaws/Policies: All policies will be gathered to be reviewed and brought to the June meeting.

**XI. Reports from Partner Groups:**

1. Friends' liaison – Bill Troy  
Friends lecture series with Chuck Stead: "Ramapough Indians: Fact & Fiction" will take place on May 13<sup>th</sup> @ 10am. The book sale was held, and donations exceeded \$2000.00.
2. Junior Friends liaison – Jim Tarvin  
The Junior Friends have been researching historical figures from Goshen and would like to exhibit the project in the library upon completion. Discussion is ongoing regarding offering a history camp during the summer.

**XII. New Business:**

1. Information: New state law re: volunteer firefighters & ambulance corps' tax exemption. The law was passed in December 2022 and needs to be done by December 2025. Further research is needed on the impact of an exemption.
2. Trustee Award Nomination: Meghan would like to nominate Norma Nunez-Langlois.

**RESOLVED** that the Board nominate Norma Nunez-Langlois for the Anthony J. Knipp Library Trustee Award 2023.

Motion, Jim Tarvin. Second, Heather LaBruna. Approved 7-0-0.

Meghan will email a written statement to the board regarding the nomination.

3. Cornerstone Theatre discussion: There is a meeting scheduled with Ken Tschan and Catherine on May 9<sup>th</sup>. Catherine will email a summary of the meeting

to the board. Jim raised the issue that there needs to be more collaboration reflected in the Library's relationship with Cornerstone.

### **XIII. Old Business**

1. Personnel Policies Handbook:

**RESOLVED** that the board approve the Personnel Policies Handbook as amended. Motion, Emily Collado. Second, Bill Troy. Approved 7-0-0.

2. Strategic Plan – in progress.

### **XIV. Reorganization Resolutions**

a. Designation of official banks:

**RESOLVED** that library funds be deposited in one of the following banks: Key Bank, Orange Bank, and Trust Company, and M&T Bank. Motion, Bob Quinn. Second, Bill Troy. Approved 7-0-0.

b. Designation of official newspapers:

**RESOLVED** that the newspapers of record are Goshen Independent and The Chronicle. Motion, Heather LaBruna. Second, Jim Tarvin. Approved 7-0-0.

c. Designation of official meeting day and time:

**RESOLVED** that the regular monthly meetings of the Board of Trustees will be held on the second Monday of each month at 7:00 p.m. Motion, Bill Troy. Second, Emily Collado. Approved 7-0-0.

d. Appointment of Attorneys:

**RESOLVED** that the Library use the resources of the law firm of J&G Law, LLP Attorney Ben Gailey, 158 Orange Avenue, Walden, as primary legal counsel for library matters and for instances in relation to the Goshen Central School District. Motion, Bill Troy. Second, Bob Quinn. Approved 7-0-0.

**RESOLVED** that the Library use the resources of Norton & Christensen Law Offices, 60 Erie Street, Goshen, where legal expertise is needed. Motion, Emily Collado. Second, Bob Quinn. Approved 7-0-0.

e. Appointment of nominating committee for slate of officers of the Board for 2023-2024.

**RESOLVED** that the Board appoint the nominating committee for officer positions. The two volunteers are Bob Quinn and Jim Tarvin. Motion, Bill Troy. Second, Jim Tarvin. Approved 7-0-0.

f. Appointment of Secretary Pro Tem (Action Item)

**RESOLVED** that the Board appoint Heather LaBruna as Secretary Pro Tem. Motion, Emily Collado. Second, Bob Quinn. Approved 7-0-0.

**XV. Privilege of the Floor:** Michelle Muller provided background on Cornerstone's name change.

**XVI. Executive Session** – Personnel

**RESOLVED** that the Board enter Executive Session at 8:00pm to discuss the employment history of a particular individual. Motion, Bill Troy. Second, Bob Quinn. Approved 7-0-0.

**RESOLVED** that the Board exit Executive Session at 8:36pm. No action was taken. Motion, Emily Collado. Second, Bob Quinn. Approved 7-0-0.

**XVII. Privilege of the Floor:** Michelle Mueller.

**XVIII. Adjournment** (Action Item)

**RESOLVED** that the meeting be adjourned at 8:36pm. Motion, Emily Collado. Second, Bob Quinn. Approved 7-0-0.

Next regular Board Meeting June 12, 2023

Respectfully submitted:

Mary C. Hoens

Clerk of the Board