

**Goshen Public Library and Historical Society
Board of Trustees Meeting**

Minutes of April 12, 2021

Call to Order

The Regular Meeting of the Board of Trustees of the Goshen Public Library and Historical Society was called to order at 7:31 p.m. on April 12, 2021.

Pledge of Allegiance

Attendance

Board Members present, Norma Nunez-Langlois (NNL), Jim Tarvin (JT), Bill Troy (BT), Bob Quinn (BQ), Meghan Boroden (MB), and Emily Collado (EC). Also, present: Matt Gomm (MG) - Director, Jack Denman (JD) – Principal Accounts Clerk, and Mary Hoens (MH) – Clerk of the Board.

Acceptance of Agenda

RESOLVED that the agenda is accepted. Motion, Meghan Boroden (MB). Second, Emily Collado (EC)
Approved (6-0-0).

Privilege of the Floor: None

Presentation: Five Year Plan by Grace Riario, Executive Director of RCLS

Update of New York State guidelines for libraries with the focus on the following:

1. Technology: Focus on training staff on products, equipment, and software. There are 14 minimum standards, 3 are new.
2. Community Partnerships: How can the library partner with other businesses/school district/organizations to meet the needs of the community.
3. Community Engagement: Our programming needs to represent the needs of the community. Public Innovators Toolkit by Harwood was distributed to trustees and will be discussed at special Work Session meeting on May 24, 2021 at 6:30pm.

Approval of Minutes

RESOLVED that the minutes of the March 8, 2021 meeting be approved. Motion, NNL. Second, MB.
Approved (6-0-0).

Finances (Action Item): Presented by Jack Denman

- A. Financial Report: Profit and Loss statement is now called Statement of Activity.
 - YTD: Almost every subcategory is underbudget.
 - Jack will develop a projection for the general fund balance for the end of the fiscal year and follow up on schedule of pilot payments.
- B. Creation of new monthly capital projects report: Balance of community foundation and grants will be included.

RESOLVED that the Board accept the treasurer's report. Motion, MB. Second, NNL Approved (6-0-0).

Director's Report Presented by Matt Gomm

Foot traffic has increased 38.5%. Vote preparation has been the priority during the month of March. The Annual State Report was accepted by RCLS and forwarded to the Education Department. The Spring 2021 newsletter has been mailed out to residents of the district for the election. Revised personnel handbook is complete. CFOS will cover the expense of the historical society printer (\$3,455.00). MG will follow up with Lisa Hayes regarding the upcoming DLD project (purchase and installation of a gas fed generator).

Committee Reports

- A. Physical Resources: NNL

1. Fencing for retention ponds: (4) Estimates have been submitted.

RESOLVED that the Board recommend Kuperus Fencing to enclose upper retention pond, bridge, and chimney for the quoted amount of \$22,500.00. Motion, EC. Second, JT. Approved (6-0-0).

RESOLVED that the Board recommend Allegro Landscaping to complete spring cleanup (edging, trimming, debris removal, where necessary) in the amount of \$3385.00. Motion, JT. Second, BT. (Approved (6-0-0).

2. Certificate of Occupancy: MG will follow up on June 1st.
3. Status of solar panel investigation: Commercial properties are limited. MG will follow up with Kathleen regarding JT's recommendation of company on Hatfield Lane.
4. Additional Benches: Discussed the addition of a 3 ft. garden bench (\$55.00) next to the bike rack.
5. Generator grant status: MG will follow up with Lisa.

Antique Lumber Quote (2 donors are generously splitting the cost): discussion focused on where to display the oak tree timeline with measurements needed. Anne is working on dates for the rings. There is also enough wood to build six chairs or a table.

B. Community Resources: MB. No updates.

C. Human Resources: Committee chair is needed; to be decided after the election.

D. Sunshine Committee: EC. No updates

E. Friends: JT. No updates.

F. Junior Friends: JT. Due to covid, the Junior Friends are still on pause.

G. Bylaws Review: Committee chair is needed; to be decided after the election.

New Business

- A. Policy Update (Metal Detectors): Metal Detectors shall be prohibited on Goshen Library and Historical Society grounds.
- B. Budget/Trustee Vote Update: The board discussed the value of Meet the Candidates and agreed that it is still important to continue.
- C. Pandemic Response Plan (Action Item): MG will follow up regarding the inclusion of the Friends and volunteers and will follow up at the May 10th meeting.
- D. Treasurer: Response to L Hannigan letter: BT summarized items to be addressed. Discussion focused on how many meetings per year to attend and which months were beneficial. MG will look into treasurer fees and yearly contracts.
- E. Contract for Director: MG will look into it further.
- F. Potential relaxation of covid restrictions: Keeping watch on other libraries in our area. Quarantined books have now been moved out of the community room.

Additional Discussion: Adding 3-piece bistro sets (\$189.00 at Home Depot) to the patio to increase seating. JT will send a link to the Board and consult with Michelle.

Old Business: None.

Privilege of the Floor

No public comments.

Adjournment

RESOLVED that the meeting be adjourned at 10:23p.m. Motion, NNL. Second MB. Approved (6-0-0).

Next scheduled meeting: May 10th, 2021 at 7:30p.m.

Respectfully submitted,

Mary Hoens
Clerk of the Board of Trustees