

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

**Minutes of April 13th, 2020**

**Board Meeting**

**Call to order**

The regular meeting of the Board of Trustees of the Goshen Public Library and Historical Society was called to order at 7:42pm on April 13th, 2020 by a Zoom conference call which was recorded. The Presiding officer was Bernard Marone.

**Present**

Six members of the Board were present: Bernard Marone, Meghan Boroden, Norma Nunez-Langlois, Emily Collado, Bill Troy, and James Tarvin. These members constitute a quorum. Also present, Director Matt Gomm, and Principal Account Clerk Jack Denman.

**Absent**

Stace Maude

**Acceptance of Agenda** Motion, James Tarvin, second, Bill Troy, and Approved (6-0-0).

**Pledge of Allegiance**

**Privilege of the Floor** none.

**Approval of Minutes**

- A. March 9<sup>th</sup>, 2020 Regular Meeting Minutes  
**RESOLVED** to accept Approval of Minutes item A. Motion, Norma Nunez-Langlois, second, James Tarvin, and Approved (6-0-0).
- B. March 12<sup>th</sup>, 2020 Work Session Meeting Minutes  
**RESOLVED** to accept Approval of Minutes item B. Motion, James Tarvin, second Norma Nunez-Langlois, and Approved (6-0-0).
- C. March 26<sup>th</sup>, 2020 Work Session Meeting Minutes  
**RESOLVED** to accept Approval of Minutes item C. Motion, Norma Nunez-Langlois, second James Tarvin, and Approved (6-0-0).

### **Treasurer's Report**

Jack Denman reported that the tax levy check arrived in the mail and that payroll is under budget.

General Fund Balance as of March 31st, 2020 \$812,439.30

Capital Fund as of March 31st, 2020 \$7,567.71

The Board discussed the budget line items and ask Jack Denman to make the line item titles more descriptive.

(Emily Collado lost connection)

**RESOLVED** to accept the Treasurer's report as presented by Jack Denman.

Motion, James Tarvin, second, Norma Nunez-Langlois, and Approved (5-0-0).

### **Director's Report**

Director Matt Gomm reported on General Information & Personnel as follows:

"Eleanor Kuhn's Farewell breakfast has been indefinitely postponed.

We have decide on a PT Librarian 1 to replace Eleanor (hiring presently on hold).

Department Head meetings via Zoom are held weekly.

Staff meetings are held bi-weekly.

RCLS hosts weekly Directors' Association meetings by county.

Ad Hoc Budget Committee meeting to discuss levy increase/austerity budget.

Although difficult to predict, we are operating under the assumption of a mid-May re-opening. The scenarios of what a post-peak pandemic library looks like are as varied as one's imagination. The first consideration, of course-and another unknown- is what we will legally be allowed to do; the second is what is prudent and will protect the health and safety of the staff and public. Some preliminary brainstorming ideas among department heads on telephone calls over the last week are included below. These are rough outlines, a question mark could probably follow most suggestions.

#### **Best-Case Scenario (And highly unlikely)**

Effective vaccine created/distributed: Back to business.

#### **Probable Scenario**

"Curve" flattens, risk of infection lower, but consequences of infection remain unchanged:

Staff wear masks, practice distancing, etc.

Plexiglass barriers at public desks  
Computer stations re-configured (6' apart)  
Materials "quarantined" before being re-shelved  
What about "high risk" staff?  
Special hours for at-risk patrons?  
Patrons given gloves/mask

### **Worst-Case Scenario**

Continued micro-outbreaks  
Only staff (not as risk?) allowed in building (with precautions as above)  
"Curb-side" service for holds?  
Telephone/email reference  
Virtual Story-Times  
Virtual Programs  
Pretty much extending current status quo

In summary, until there is either an effective, widely-available vaccine or fool-proof remedy for the virus, any at-risk individual is essentially putting themselves in potentially grave danger by visiting places frequented by others. Libraries are first and foremost about sharing-whether that be materials or space-and neither of those offerings is particularly popular at this historical juncture. Finding a way through this turbulence will be a challenge. I believe we will get to the other side, so to speak; this isn't the first pandemic libraries have weathered. Perhaps there is a scenario that we haven't considered; the information is in flux, so our planning and response has remained fluid."

Bill Troy commented that the library staff is doing a phenomenal job. The Board agrees and would like Matt to pass that message along to staff.

Matt will contact the School District to see where they are at.

### **Committee Reports**

**Physical Resources**-Bill Troy reported that we have reached an agreement and the work on the tanks will start tomorrow. They will inspect interior walls; if there is nothing they will go ahead and seal seams

and where pipes connect. If there are cracks it will be a separate discussion; Ben Gailey has worked on this.

The hardware punch list is still outstanding. Standback has the most up to date punch list given by Lisa.

Work on the patio is proceeding. The engraved tiles have been delivered and when ready they will be put in.

Malum has been contracted to do landscaping; after John Stramiello walked around the parking lot a recommendation was made to do the parking lot while it's empty.

The Board discussed the parking lot situation. Physical Resources will contact Malum for an estimate.

**Community Resources-** none.

**Human Resources-** none.

**Sunshine Committee-** none.

**Friends-** none.

**Junior Friends-** none.

#### **Unfinished Business**

- A. Review of FYE 2021 proposed budget, following sale of 203 Main  
**RESOLVED** to adopt FYE 2021 budget of an 8% increase, Tax levy amount of \$1,778,771.  
Motion, Bill Troy, second James Tarvin, and approved (5-0-0).
- B. Review of proposed dates for Election and Public Notices  
**RESOLVED** to accept new Election date June 24<sup>th</sup>, 2020 and Meet the Candidates June 8<sup>th</sup>, 2020 at 7pm.  
Motion, James Travin, second, Norma Nunez-Langlois, and Approved (5-0-0).

#### **New Business**

- A. Payment Application
  - 1. Authorize expenditure of \$1000.00 for BRMA No. 50.  
**RESOLVED** to approve New Business item A-1.  
Motion, Norma Nunez-Langlois, second, Bill Troy, and Approved (5-0-0).
- B. Pandemic Policy Adoption  
Board discussed and would like to further look into it.
- C. Standback Retainage Payment  
Change order was submitted in the amount of \$115,334. Bernie will check with Ben Gailey to confirm payment amount and have Jack Denman cut the check.  
**RESOLVED** to approve transfer of funds in the amount of \$200,000 from Operating Account to Capital Fund Account.  
Motion, Bernie Marone, second, Bill Troy, and Approved (5-0-0).

**Privilege of the floor** none.

**Adjournment**

**RESOLVED** that the meeting be adjourned at 10:00pm. Motion, Norma Nunez-Langlois, second, Bill Troy, and Approved (5-0-0).

Respectfully submitted by,

Rachel Losee

Next Scheduled meeting: May 11th, 2020 at 7:30pm by video conference.