

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

Minutes of April 9, 2018

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 7:30 p.m. on April 9, 2018 in the lower level meeting room of the Library. The presiding officer was Norma Nunez-Langlois.

Acceptance of Agenda

Agenda items added to

V. Gilbane (Keith Leal) Construction Progress Report: items G.H.I.J.K. see attached

RESOLVED that the agenda of April be amended to include the above mentioned items. Motion, Ellen Mary O'Brien. Second, Meghan Boroden. Approved (7-0-0).

Pledge of Allegiance

Present

Seven members of the Board were present: Meghan Boroden, Emily Collado, Bernie Marone, Norma Nunez-Langlois, Ellen Mary O'Brien, Keith Roddey and James Tarvin. These members constitute a quorum. Also present, Matt Gomm, Director, and Jack Denman, Principal Account.

Absent

None.

Privilege of the Floor

None.

Gilbane ((Keith Leal) Construction Progress Report

- A. Approve Change Order #8 (Concrete Pumps) for Standback General Contractors in the amount of \$13,534.67 (Action Item) **RESOLVED** to approve expenses as presented. Motion, Ellen Mary O'Brien. Second, Bernie Marone. Approved (7-0-0).
- B. Approve Change Order #9 (T&M Work Pit Backfill) for Standback General Contractors in the amount of \$5,247.57 (Action Item) **RESOLVED** to approve expenses as presented. Motion, Ellen Mary O'Brien. Second, Keith Roddey. Approved (7-0-0).
- C. Approve Standback Pay Application #6 in the amount of \$17,843.12 (Action Item) **RESOLVED** to approve expenses as presented. Motion, Bernie Marone. Second, Ellen Mary O'Brien. Approved (7-0-0).
- D. Approve Tectonic Invoice # 346840 in the amount of \$1,223.00 (Action Item) **RESOLVED** to approve expenses as presented. Motion, Keith Roddey. Second, Meghan Boroden. Approved (7-0-0).
- E. Approve Ashley Mechanical Payment Application #2 in the amount of \$1,282.50 (Action Item) **RESOLVED** to approve expenses as presented. Motion, Ellen Mary O'Brien. Second, Emily Collado. Approved (7-0-0).
- F. Approve BRMA Invoice 27 in the amount of \$8477.60 (Action Item) **RESOLVED** to approve expenses as presented. Motion, Meghan Boroden. Second, Ellen Mary O'Brien. Approved (7-0-0).
- G. Approve Ambient Environmental Invoice # 2018-3846 in the amount of \$4,851.31 (Action Item) Tabled.
- H. Approve expenditure of additional escrow monies to the Village of Goshen as requested on March 12th, 2018 in the amount of \$5,000. (Action Item) **RESOLVED** to approve expenses as presented. Motion, Bernie Marone. Second, Emily Collado. Approved (7-0-0).
- I. Approve Tectonic Engineering & Surveying Invoice # 345537 in the amount of \$4,369.66 (Action Item) **RESOLVED** to approve expenses as presented. Motion, Keith Roddey. Second, Ellen Mary O'Brien. Approved (7-0-0).

- J. Approve Engineering and Surveying Properties invoice # 10901 in the amount of \$600.00 (Action Item) **RESOLVED** to approve expenses as presented. Motion, Meghan Boroden. Second, Emily Collado. Approved (7-0-0).
- K. Approve Jacobowitz and Gubits LLP invoice #271159 in the amount of \$30.34 (Action Item) **RESOLVED** to approve expenses as presented. Motion, Jim Tarvin. Second, Ellen Mary O'Brien. Approved (7-0-0).

Minutes of the Meeting of March 12th, 2018

RESOLVED that the minutes of the March 12th, 2018 meeting be accepted as written. Motion, Ellen Mary O'Brien. Second, Meghan Boroden. Approved (7-0-0).

Treasurer's Report

Jack Denman reported that after 8 months all budget lines are right on target. The Salaries budget line is under budget to date as is the book line. The last 10% of the Tax Levy was received at the end of the month. Fund balance for the year end is expected to be generous.

RESOLVED to accept the Treasurer's report as presented by Jack Denman. Motion, Emily Collado. Second, Ellen Mary O'Brien. Approved (7-0-0).

Director's Report

Matt reported on topics such as General Information, weather related delays of opening and snow closings and personnel. The Newsletter for the vote was delivered. Staff is reviewing chair/furniture selections. The furnace inspection needs attention, Bernie is working on it. Preparation for the Big Band & Ice Cream Social is underway for August 11th. Additional reports were made available to the board from the Adult / Reference Services which included collection development, programming, and statistics. A report from Children's Services included program attendance, meetings /conferences attended and future ideas/plans.

Committee Reports:

Capital Project Committee: On April 2nd three staff members of GPL&HS went to Albany to meet about furniture options. On April 9th, Lisa M. Hayes, Butler Rowland Mays Architects, LLP met with the staff and Board members for input on project design and furniture.

Physical Resources: The boiler needs attention, more information to be gathered.

Community Resources: None.

Human Resources: None.

Sunshine Committee: None.

Friends/Historical Society: Preparation for the Big Band & Ice Cream Social is underway for August 11th.

Unfinished Business

- A. None.

New Business

- A. Nominating Committee consisting of Meghan Boroden and Emily Collado will present a Slate of Officers for the Fiscal year 2018/2019 at the next meeting.
- B. Carol Cullen reported that all preparations for the Annual Budget Vote and Trustee Election are going as expected with no problems to report.
- C. Discussion on guidelines for Gilbane (Keith Leal) Construction and Capital Project/ New Building Committee regarding the approval of invoices and spending limit policy. Conclusion: More information is to be gathered. Further discussion at a later date.
- D. None.

Proposed Agenda Items for Next Month's Meeting

None.

Privilege of the Floor

Bill Troy asked the board about the procedures on change orders and comments on furniture.

Adjournment

RESOLVED that the meeting be adjourned at 8:44pm. Motion, Bernie Marone. Second, Ellen Mary O'Brien. (7-0-0).

Respectfully submitted,

Carol Cullen.

Next Meeting: Work Session May 7, 2018 at 7:30 PM. Board Meeting May 14,2018.