

Goshen Public Library and Historical Society
Board of Trustees Meeting

Minutes of December 9, 2019

General 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 7:32 pm on December 9th, 2019 in the Community Room of the Goshen Public Library. The Presiding officer was Bernard Marone.

Present

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

Absent

none

Acceptance of Agenda Motion, Bill Troy, second, Norma Nunez-Langlois, and approved (7-0-0).

Pledge of Allegiance

Privilege of the Floor

Approval of Minutes

- A. *November 11th, 2019 Regular Meeting*
RESOLVED to accept Approval of Minutes item A. Motion, Norma Nunez-Langlois, second, Bill Troy, and approved (7-0-0).

- B. *November 27th, 2019 Work Session*
RESOLVED to accept Approval of Minutes item B. Motion, Norma Nunez-Langlois, second, Emily Collado, and approved (7-0-0).

- C. *December 3rd, 2019 Emergency Work Session*
RESOLVED to accept Approval of Minutes item C. Motion, Emily Collado, second, Norma Nunez-Langlois, and approved (7-0-0).

Treasurer's Report

Jack Denman reported the General Fund Balance as of November 30, 2019 \$1,200,709.69

Total Liability and Equity as of November 30, 2019 \$1,200,709.69

Capital Project total assets of October 31st, 2019 \$176,266.57

Total Liabilities and Equity as of October 31st, 2019 \$176,266.57

Budget is on track YTD.

The Board discussed line items and asked for the Building Repairs and Building Services line items be broken down for the new library and former library.

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

Motion, Norma Nunez-Langlois, second, Bill Troy, and approved (7-0-0).

Director's Report

Director Matt Gomm reported on General Information & Personnel.

- We remained closed Sunday, December 1st and Monday, December 2nd. We had a two-hour delay in opening on Tuesday, December 3rd. All were related to weather.
- Malum Enterprises has begun work on the site wall and patio.
- On Tuesday, November 19th, the Orange County Chamber of Commerce hosted an event, "OC Small Business Forum" in the Community Room. There was terrific attendance, the room was packed, and the parking lot was overflowing. (There was also a children's event occurring upstairs.)
- NYLA 2019 Highlights
- Thus far, we are very happy with our arrangements with Vanguard's providing us with a day porter.

Facility Issues (New Building):

- The elevator was down for a few hours. We called ThyssenKrupp who arrived within the hour. The elevator was operational within an hour of their arrival.
- We hired Billco for this year's snow removal contract. They will address both the new building as well as the old.
- Fox Hollow postponed original date for tree removal. They will also supply us with a proposal for cleaning up or removing the two evergreen trees near the chimney.
- Punch list work continues apace. Two sample floor replacement plates for meeting room receptacles will arrive December 16th.
- Furniture arrived for the main stairwell landing.
- Nine additional shelves for Friends book store arrived.

- Two new caddies purchased/arrived for the chairs in the community room.

Facility Issues (Old Building):

- OC Historian is interested in taking possession of the display cases, safe, and detached shelving unit. OC Historian is still waiting for a call back from DPW to schedule removal.
- Antique circulation desk to remain at the old site until disposition of building is decided.

Bill Troy mentioned that tomorrow 11am meeting with Lisa Hayes on building signage. Positive comments on the plaques.

James Tarvin asked about the front door handicap button. Matt Gomm is aware and it is on the punch list and he will look into it.

Norma Nunez-Langlois commented that the Study Rooms not be monopolized. That the Adult Services book discussions is a book club.

Board discussion on the craft programs. Matt Gomm will invite Michelle Muller and staff to brainstorm solutions at a January Board work session meeting.

Matt Gomm noted that Staff Appreciation Day is January 19th at 11 am in the community room.

Committee Reports

Physical Resources- Bill Troy, James Tarvin, and Bernard Marone met with Standback today to discuss pumphouse tank leak and solutions for water pooling in the parking lot locations, and the steel credit.

Bill Troy asked Jack Denman to look at the checks paid to Standback to date.

Norma Nunez-Langlois asked to follow up with Standback Sub Contactor Steve Jump on the leftover stock of flooring.

Matt Gomm discussed the windows opening upstairs from the high winds and the recommended solution. The new window treatments for the community room will arrive Friday for installation and he will talk to Lisa from Butler Rowland and Mays about a tint film for the Community Room exit door.

Community Resources- will be working on an article for the Newsletter.

Human Resources- none.

Sunshine Committee- update on fund balance and list of names to send out library ornaments to.

Friends- There will be no December or January meetings. Bill Troy mentioned the upcoming event in the Community Room 'Ridin' the Rails' Saturday, December 14th at 11am.

Junior Friends- Attended the Tree lighting event and gave away books to children. Older Kids were given a coupon. Tom Leek from the Goshen Indy was there and took a photo. The Junior Friends volunteer at the book store and have donated a refrigerator for upstairs that is coming in soon. The Junior Friends can help set up chairs for Saturday and the bookstore is still taking in donations.

Unfinished Business

A. *Other*

Meghan Boroden mentioned Catholic Charities interest in the Library to be part of the Christmas House Tours next year. Board discussed the idea of a Gingerbread Competition.

New Business

A. *Preliminary FYE 2021 Operating Budget*

Board discussed looking at actual line items to compare. Budget to be discussed again next month.

B. *Approval of 2020 Library Closing Dates/ Board Meeting Schedule*

RESOLVED to approve New Business item B. Motion, Norma Nunez-Langlois, second, Meghan Boroden and approved (7-0-0).

C. *Board Discussion on extending purchasers lender approval date to January 13th, 2020.*

RESOLVED to approve New Business item C. Motion, James Tarvin, second, Bill Troy, and approved (5-2-0). Meghan Boroden and Emily Collado opposed.

D. *January 6th, 2020 Work Session meeting. Staff brainstorm 7:30, Realtors 8pm.*

E. *Teen Room Staffing*

Matt Gomm discussed why the Teen Room is staffed during school hours to have staff at that end of the library and there is an extra work terminal that staff can use.

F. *Concrete patio*

Bernard Marone mentioned that the pouring of the concrete was postponed due to rain.

G. *December 5th Julia Phillips, author of Disappearing Earth Top 10 Book of The Year.*

Norma Nunez-Langlois said that Christine and staff did a great job on obtaining this author.

Proposed Agenda Items For Next Month's Meeting

A. Clerk of the vote.

Privilege of the floor none.

Adjournment

RESOLVED that the meeting be adjourned at 9:58 pm. Motion, Norma Nunez-Langlois, second, Emily Collado, and Approved (7-0-0).

Respectfully submitted by,

Rachel Losee

Next Scheduled meeting:

Work Session Meeting on January 6th, 2020 at 7:30 pm in the Community Room at the Goshen Public Library.

General Meeting January 13th, 2020 at 7:30 pm in the Community Room at the Goshen Public Library.