

Goshen Public Library and Historical Society
Board of Trustees Meeting

Minutes of January 10, 2022

I. Call to Order

The Regular Meeting of the Board of Trustees of the Goshen Public Library and Historical Society was called to order by President Bill Troy at 7:31 p.m. on January 10, 2022.

Attendance

Board Members Present: Bill Troy, James Tarvin, Robert Quinn, Norma Nuñez-Langlois, Meghan Boroden, Emily Collado, and Catherine Gardner. Also in attendance Matthew Gomm, Director, Jack Denman, Principal Accounts Clerk, and Mary Hoens, Clerk of the Board.

II. Pledge of Allegiance

III. Acceptance of the Agenda

RESOLVED that the agenda be accepted as amended. Motion, Emily Collado. Second, Norma Nuñez-Langlois. Approved (7-0-0)

IV. Privilege of the Floor – Michelle Muller.

V. Approval of the Minutes

RESOLVED that the minutes of the December 13th, 2021, regular meeting, be approved. Motion, Jim Tarvin. Second, Meghan Boroden. Approved (7-0-0)

VI. Personnel Appointments - None

VII. Finances (Action Items): Presented by Matt Gomm

Year to date the budget is \$20,000.00 under budget. The tax levy check in the amount of \$219,000 will arrive at the end of March. No activity in the capital fund. Jack is going to follow up regarding the Glen Arden PILOT payment. Jack will add a “YTD” line in Column J. MG will follow up with Kathleen about what is covered and costs under the Library’s vendor service contracts and if there are any additional charges added to service calls.

RESOLVED that the Board accept the Treasurer’s Report. Motion, Norma Nuñez-Langlois. Second, Jim Tarvin. Approved (7-0-0).

Financial Auditor Selection: The proposal from Nugent & Haeussler has been reviewed by Linda Hannigan and has gone to Ben Gailey for review and MG will follow up with Ben Gailey. The Board gave Linda Hannigan permission to speak with Nugent & Haeussler.

2022/2023 Budget (Action Item):

RESOLVED that the Board move up the budget discussion. Motion, Emily Collado. Second, Catherine Gardner. Approved (7-0-0).

Jack will get a new estimate on health insurance.

Library materials: modest increases were added across the board. Michelle informed the board that electronic materials are more expensive and expire. She suggested that a separate line item would be helpful for eBooks and the video line could be moved to the Teen line. Further discussion is needed.

Building Materials: the committee recommends decreasing the budget. Utilities and insurance will have routine increases. \$12,000.00 Vanguard contract cancelled. Areas that need attention: Windows need to be cleaned, painting touch-ups, and yellow caution areas.

Programs: \$2000.00 added to Adult, \$2000.00 added to Juvenile, and \$1000.00 added to Teen budgets.

Local History: Budget line added in the amount of \$5000.00.

Proposal to establish a Reserve Fund was discussed.

MG will follow up with Paul about shading the patio. MG will follow up with Jack regarding a financial analysis of opening on Sundays and will have a rough estimate at February's meeting.

VIII. Director's Report Presented by Matthew Gomm

Status of long-range plan: MG will send out information to the Board.

Elevator: MG was able to get a discount on the platinum plan. Kathleen will follow up with Davey Tree Service about services provided in the winter months under our contract.

VIII. Committee Reports

*Physical Resources – Norma Nuñez-Langlois

Historic wood carving and other uses of tree wood: Meeting with Sal on Jan. 17th to discuss placement of slab.

Generator bids: MG spoke with Mike Meyers and is waiting on NYSEG to determine if separate gas lines are needed.

Acquisition of storage shed: Committee will set up appointments to look at sheds.

*Community Resources – Meghan Boroden

Newsletter has been drafted.

*Human Resources - Robert Quinn, Emily Collado, Norma Nuñez-Langlois

Policy to be voted on tonight.

*Sunshine - Emily Collado

Dues have been paid.

*Friends and Junior Friends - James Tarvin

Jr. Friends had their meeting via Zoom and received approval to show One December Night.

*By-Laws Committee - Meghan, Emily, and Bob

Meghan emailed By-Laws to review before the work session on January 24th at 7:30pm.

IX. New Business

1. 2022 Election/Levy Date (Action Item): see calendar distributed.

RESOLVED that the Board accept the election calendar with additions. Motion, Norma Nuñez-Langlois Second, Meghan Boroden. Approved (7-0-0).

2. 2022 Holiday/Meeting Dates (Action Item):

RESOLVED that the Board accept the 2022 Holiday and Meeting date calendar, with 7pm as the new start time for Board meeting beginning at work session scheduled for January 24th. Motion, Jim Tarvin. Second, Meghan Boroden. Approved (7-0-0).

3. Updated Personnel Policy Adoption (Action Item): Vote deferred until February meeting.

4. 2022/2023 Budget (Action Item): Vote deferred until February meeting.

5. Piano Donation: Offer to Cornerstone/Goshen Music Hall. Discussion followed regarding the use of gallery space by the Goshen Art League. JT will reach out to them.

6. Board meeting economies: Discussed length of meetings and suggested re-reading meeting chapters in the By-laws. MG will speak with Rosemary about bill paying process.

X. Old Business

1. Timeline for Board activities: MB added to trustee orientation and can be removed from the agenda.

2. Director's Contract: HR subcommittee should start the discussion about the benefits of a contract for the Director and for the Board. Work session to discuss has been scheduled for February 28th at 7pm.

XI. Privilege of the Floor: Michelle Muller shared preliminary details of the Library's future partnership with the Harness Racing Museum.

XII. Adjournment (Action Item)

RESOLVED that the meeting be adjourned at 9:33 p.m. Motion, Norma Nuñez-Langlois Second Meghan Boroden. Approved (7-0-0)

Next Scheduled Meeting February 14, 2022 at 7:00 p.m.

Respectfully submitted:
Mary C. Hoens
Clerk of the Board of Trustees