

Goshen Public Library and Historical Society
Board of Trustees Meeting

Minutes of January 13, 2020

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 7:31pm on January 13th, 2020 in the Community Room of the Goshen Public Library. The Presiding officer was Bernard Marone.

Present

Six members of the Board were present: Bernard Marone, 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

Meghan Boroden arrived at 7:48pm during the Treasurer's Report.

Acceptance of Agenda Motion, Norma Nunez- Langlois, second, Bill Troy, and approved (6-0-0).

Pledge of Allegiance

Privilege of the Floor On behalf of the Junior League of Orange County NY, Rachel Losee thanked the Library for the use of space for their Human Trafficking Awareness Event on January 10th, 2020.

Approval of Minutes

A. *December 9, 2019 Regular Meeting*

RESOLVED to accept Approval of Minutes item A. Motion, Norma Nunez-Langlois, second, Bill Troy, and approved (6-0-0).

B. January 6, 2020 Work Session

RESOLVED to accept Approval of Minutes item B. Motion, James Tarvin, second, Stace Maude, and approved (6-0-0).

Treasurer's Report

Jack Denman reported the General Fund Balance as of December 31, 2019 \$965,017.81

Total Liability and Equity as of December 31, 2019 \$965,017.81

Capital Project total assets of December 31, 2019 \$176,278.45

Total Liabilities and Equity as of December 31, 2019 \$176,278.47

The 2020-2021 Proposed Budget was presented to the Board. The Board discussed library supplies, printing, and service contracts.

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

Motion, Bill Troy, second, Emily Collado, and approved (7-0-0).

Director's Report

Director Matt Gomm reported on General Information & Personnel.

- We've had a very active four months of outside entities utilizing all three of our meeting spaces.
- The library remained closed due to weather on Tuesday, December 17, 2019. We delayed opening by one hour on Wednesday, December 11, 2019.

Facility Issues (New Building):

- MetroSound addressed volume issues with projector in Story Hour Room.
- Fox Hollow removed two dead trees from the property, and have supplied us with an estimate with a number of options for the spruce trees.
- The floor outlet plate cover samples have arrived.

Facility Issues (Old Building):

- Electrical issues in meeting room addressed; electrical receptacle removed from circulation desk.
- Free standing shelving units removed from local history by Walden Historical Society.
- Billco contacted to address mud/gravel issue in parking lot.
- OC Historian contacted this weekend. We are awaiting a response regarding date of removal of display cases, etc.
- There is no hidden oil tank at 203 Main Street Property.

Matt Gomm presented to the Board a proposed Long-Term Library Programming Plan and Short To Mid-Term Programming Plan. The Board will review and will be put on the March agenda for discussion.

The Board discussed if outside entities utilizing the library meeting spaces should be listed on the calendar.

Norma Nunez-Langlois commented on Youth Services Monthly Report on the concerns to be more forward about our library code of conduct rules and expectations regarding appropriate library behavior, and Young Adult Services Monthly Report on low attendance numbers.

The Board discussed signage as a gentle yet firm reminder of appropriate library behavior as well as signage for rooms to add awareness and utilizing the space.

Matt Gomm commented that the updated calendar software has the capabilities to track staff, cost, and number of people registered.

Committee Reports

Physical Resources- Bill Troy and Bernard Marone reported on the outstanding Standback payment and will schedule a phone call to go over invoice payments. They continue to work on solutions for the leak at the pumphouse. The committee will contact Lisa Hayes from BRMA to go over the punch list and recommendation on the pothole in the parking lot. Samples of the floor outlet plate cover were shown to the Board.

Community Resources- Emily Collado reported to work on an article on library programs for local media, and asked the Board for any pictures to contribute.

Human Resources- none.

Sunshine Committee- none.

Friends- James Tarvin and Bill Troy reported that the Friends of the Library does not have meetings scheduled for January and February. Upcoming events are Staff Appreciation in the Community Room Sunday, January 19th, 2020 11am-1pm and local VFW presentation of 'Remember the Maine' in the Community Room Saturday, February 15th, 2020 at 10am.

Junior Friends- James Tarvin reported that the Junior Friends would like to have an event in early March on 'Collections' with an array of different types of collections, a 'Tea Party' for library members with a membership of half century, and a 'Birthday Party' for the 1 Year Anniversary with a cake and candle.

Bill Troy commented on the Time Capsule Plaque and Dedication Plaque for the 1 Year Anniversary.

New Business

A. Budget Adoption

RESOLVED to approve a tax levy of 2020-2021 \$1,811,711.

Motion, James Tarvin, second, Emily Collado, and approved (7-0-0).

B. Election Date April 1st 2020 at the Goshen Public Library

RESOLVED that the annual election for the Board of Trustees and Budget Vote shall be on April 1st, 2020. Motion, Bill Troy, second, Norma Nunez- Langlois, and approved (7-0-0).

C. Clerk of the Vote

RESOLVED that Rachel Losee, Clerk of the Board, be appointed Clerk of the Vote for the April 1st, 2020 Election/Vote. Motion, Norma Nunez-Langlois, second, Stace Maude, and approved (7-0-0).

D. Chairperson of the Vote

RESOLVED that Bernard Marone be appointed Chairperson of the Vote for the April 1st, 2020 Election/Vote. Motion, Norma Nunez-Langlois, second, Bill Troy, and approved (7-0-0).

E. Tax Cap Override

Whereas, the adoption of this 2021 budget for the Goshen Public Library requires a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-c adopted in 2011; and

Whereas, General Municipal Law Section 3-c expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members; now therefore be it

RESOLVED, that the Board of Trustees of the Goshen Public Library and Historical Society voted and approved to exceed the tax levy limit for 2021 by at least the sixty percent of the board of trustees as required by state law on January 13, 2020. Motion, James Tarvin, second, Bill Troy, and approved (7-0-0).

F. Donor Sign Proofs

RESOLVED to approve \$200 fee for Donor Sign Proofs. Motion, Bill Troy, second, Meghan Boroden, and approved (7-0-0).

G. Spruce Trees

RESOLVED to approve \$1310 fee to remove smallest spruce tree and clean up two other spruce trees. Motion, James Tarvin, second, Norma Nunez-Langlois, and approved (7-0-0).

H. Payment Applications

1. Authorize expenditure of \$778.02 for Butler, Rowland, Mays Architects, LLC Invoice # 46.
2. Authorize expenditure of \$900 for Engineering & Surveying Properties Invoice # 13257.
3. Authorize expenditure of \$460 for Engineering & Surveying Properties Invoice # 13360.
4. Authorize expenditure of \$1,100 for Jacobowitz and Gubits LLP Invoice # 283552.
5. Authorize expenditure of \$80.00 for Jacobowitz and Gubits LLP Invoice # 284085.
6. Authorize expenditure of \$19,475 for Malum Enterprises, LLC Payment Application #2.
7. Authorize expenditure of \$1,000 for Ryan Biggs/Clark Davis Engineering & Properties Invoice # 46140.
8. Authorize expenditure of \$5,000 for Ryan Biggs/Clark Davis Engineering & Properties Invoice # 46718.

RESOLVED to approve New Business item H. 1-8. Motion, Emily Collado, second, Meghan Boroden, and approved (7-0-0).

- I. NYLA Advocacy Day, Tuesday, February 25, 2020.
- J. Discussion of network firewall purchase.

RESOLVED to approve network firewall purchase up to \$10,000. Motion, James Tarvin, second, Bill Troy, and approved (7-0-0).

K. Discussion of alarm light purchase for temperature at 203 Main Street Property.

Unfinished Business

A. 203 Main Street Sale

RESOLVED that the Board entered into Executive Session at 9:41pm
Motion, James Tarvin, second, Bill Troy, and approved (7-0-0).

RESOLVED that the Board exited Executive Session at 9:57pm
Motion, Bernard Marone, and approved (7-0-0).

RESOLVED that the pending request of extension to the existing offer be rejected. Motion, Bill Troy, second, Emily Collado, and approved (5-2-0). Bernard Marone and James Troy opposed.

Hire Mary Rice Israelski from Rand Commercial/Better Homes and Garden Rand Realty as the listing agent at 6% commission fee listing of 203 Main Street property till 12/31/2020 subject to legal review. Motion, Norma Nunez-Langlois, second, Emily Collado, and approved (7-0-0).

Proposed Agenda Items For Next Month's Meeting

A. Long Term Library Programming Plan and Short to Mid Term Programming Plan.

Privilege of the floor none.

Adjournment

RESOLVED that the meeting be adjourned at 10:04pm. Motion, Norma Nunez-Langlois, second, Emily Collado, and Approved (7-0-0).

Respectfully submitted by,

Rachel Losee

Next Scheduled meeting: February 10th, 2020 at 7:30pm in the Community Room at the Goshen Public Library.