

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

Minutes of July 13, 2020

Call to order

The Regular Meeting of the Board of Trustees of the Goshen Public Library and Historical Society was called to order at 7:38 p.m. on July 13, 2020 via Zoom Video Conference. The presiding officer was Bernie Marone.

Attendance

Six members of the Board were present: Meghan Boroden, Emily Collado, Bernie Marone, Norma Nunez-Langlois, Jim Tarvin, and Bill Troy. Absent: Stace Maude. These members constitute a quorum. Also, present: Matt Gomm- Director, Michelle Muller- Head of Youth Services, Jack Denman- Finances.

Acceptance of Agenda

RESOLVED that the agenda is accepted as written. Motion, Norma Nunez-Langlois (NLL). Second, Bill Troy (BT).
Approved (6-0-0)

Approval of Minutes

RESOLVED that the minutes of the June 8, 2020 meeting be accepted as written. Motion, NLL. Second, Jim Tarvin (JT).
Approved 6-0-0

RESOLVED that the minutes of the June 18, 2020 work session be accepted as written. Motion, JT. Second, NLL.
Approved 6-0-0

RESOLVED that the minutes of the June 24, 2020 work session be accepted as written. Motion, NLL. Second, JT.
Approved 6-0-0

Treasurer's Report

The fiscal year ended on June 30, 2020 with approximately \$282,000 in the General Fund. The line of credit balance is at zero. The salary line of the budget was discussed regarding the staff members who are retiring.

RESOLVED that the Board will request a TAN in the amount of \$418,000 to carry through until the first tax levy check in early October. Motion, JT. Second, BT. Approved 6-0-0

Director's Report

Incumbent Trustees Bill Troy and Bernie Marone were both reelected. Library staff has been carrying on regarding the pandemic protocols set forth by both the state and RCLS. Michelle Muller is our liaison with RCLS and is working to ensure our building is prepared for each phase of the reopening process. Cleaning and air filtration standards were suggested. Mary Hoens was interviewed for the position of Clerk of the Board. The SAM grant for the pump house was discussed.

Committee Reports

Physical Resources: Masonry of the sitting wall on the patio was remedied, lighting will be followed-up on with Lisa from BRM. Pump housework is ongoing. The Trugreen contract, patio furnishings, and art displays were discussed.

Human Resources: Hiring and open positions were discussed.

Sunshine Committee: Retirement gifts.

Friends: It was decided to go ahead with the annual Big Band Ice Cream Social, sans ice cream, if we get local approval.

New Business

- A. **RESOLVED** that Mary Hoens be appointed to Clerk of the Board. Motion, NLL. Second, BT. Approved (6-0-0)

- B. Reorganizational Resolutions:
- a. Designation of official banks:
RESOLVED that library funds be deposited in one of the following banks: Key Bank, Orange Bank and Trust Company, and M&T Bank. Motion, NL. Second Meghan Boroden (MB). Approved (6-0-0)
 - b. Designation of official newspapers:
RESOLVED that the newspapers of record are Times Herald Record, Goshen Independent, and The Chronicle. Motion, JT. Second, BT. Approved (6-0-0)
 - c. Designation of official meeting day and time:
RESOLVED that the regular monthly meetings of the Board of Trustees will be held on the second Monday of each month at 7:30 p.m. Motion, BT. Second, JT. Approved (6-0-0)
 - d. Appointment of Attorneys:
RESOLVED that the Library use the resources of the law firm of Jacobowitz and Gubitz, LLP Attorney Ben Gailey as primary legal counsel for library matters and for instances in relation to the Goshen Central School District. Motion, JT. Second, MB. Approved (6-0-0).
RESOLVED that the Library use the resources of Norton & Christensen Law Offices, 60 Erie Street, Goshen, as back-up to Ben Gailey, GPL&HS Attorney, where specialized legal expertise is needed. Motion, JT. Second, MB. Approved (6-0-0).
RESOLVED that the Library use the resources of Attorney Robert Fink as an alternative to the above-mentioned attorneys when appropriate. Motion, JT. Second, MB. Approved (6-0-0)
 - e. Appointment of Accountant/Treasurer:
RESOLVED that the library appoint Robert W. Schultz, CPA, to be Library Treasurer. Motion, MB. Second, BT. Approved (6-0-0)
- C. **RESOLVED** that the Temporary Safety Practices Policy Addendum to Patron Rules of Conduct be enacted. Motion, JT. Second, BT. Approved (6-0-0)
- D. Re-elected trustees Bill Troy and Bernie Marone recited the Oath of Office and were sworn in

Continuing Business

The board will go ahead with two TruGreen contracts and third will be deferred. Matt is on top of all CR Wolfe and SRI matters.

Presentation and Election of Slate of Officers

Nominating Committee, Norma Nunez-Langlois and Jim Tarvin, presented the following slate:

President: Bill Troy

Vice President: Bernie Marone

Secretary: Emily Collado

Auditor of the Bills: Norma Nunez-Langlois

Secretary, Emily, cast the vote. Approved (6-0-0)

Adjournment

RESOLVED that the meeting be adjourned at 10:03 p.m. Motion, BM. Second, MB. Approved (6-0-0)

Next scheduled meeting: August 10th, 2020 at 7:30pm

Respectfully submitted,

Emily Collado

Secretary of the Board of Trustees