

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

Minutes of June 11, 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 June 11, 2018 in the lower level meeting room of the Library. The presiding officer was Ellen Mary O'Brien.

Acceptance of Agenda

Changes, none.

Pledge of Allegiance

Present

Five members of the Board were present: Meghan Boroden, Bernie Marone, 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

Emily Collado, Norma Nunez-Langlois.

Privilege of the Floor

None.

Gilbane (Max Mincher) Construction Progress Report

Steel has arrived and will start going up tomorrow. Trenching has been done for the Geo-Thermal lines and additional drainage ditches have been completed. Topping off ceremony was discussed and preparations are in place for July 29th at noon for signing until 2pm and the installation of the final beam to be immediately after.

Minutes of the Meeting of May 7th, 2018

RESOLVED that the minutes of the May 7th, 2018 meeting be accepted as written. Motion, Meghan Boroden. Second, Jim Tarvin. Approved (5-0-0).

Minutes of the Meeting of May 14th, 2018

RESOLVED that the minutes of the May 14th, 2018 meeting be accepted as written. Motion, Bernie Marone. Second, Meghan Boroden. Approved (5-0-0).

Treasurer's Report

Jack Denman reported that after with only six weeks to year end all budget lines are on target. The Salaries budget line is under budget to date as is the book line. Capital project is on target. Preparation is being made to close the books for year end.

RESOLVED to accept the Treasurer's report as presented by Jack Denman. Motion, Meghan Baroden. Second, Jim Tarvin. Approved (5-0-0).

Director's Report

Matt reported that we are now on summer hours: Closed Sundays until September 15th and we will open on Sundays starting September 16th. On June 5th the library opened late due to a power outage. He has been in touch with NYSERDA and we are expecting a check for the geothermal well rebate shortly. He reported that he has been in contact with the DLD to close out the first DLD grant and we should soon be receiving the balance of \$5,500. Meghan and Lisa are working on the next DLD grant preparation. The water heater relocation job has been awarded to Jones Plumbing. 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: Changes were made to the color of the roof tiles

Physical Resources: Boiler has been repaired.

Community Resources: None.

Human Resources: None.

Sunshine Committee: None.

Friends/Historical Society: Book sale was very successful. \$430. Friends will hold a meeting on June 19th. And preparations are being made for a book sale on the lawn on June 29th and June 30th and July 1st during GAW.

Unfinished Business

- A. None.

New Business

- A. Approve Ashley Mechanical, Inc. payment application # 00004 in the amount of \$3,515.00.
RESOLVED that the Board approve for payment Ashley Mechanical, Inc. payment application # 00004 in the amount of \$3,515.00. Motion, Keith Roddey. Second, Bernie Marone. Approved (5-0-0)
- B. Approve Standback General Contractor, LLC. payment application # 2 in the amount of \$316,041.26
RESOLVED that the Board approve for payment Standback General Contractor, LLC. payment application # 2 in the amount of \$316,041.26 Motion, Bernie Marone. Second, Meghan Boroden. Approved (5-0-0)
- C. Approve C.R. Wolfe Heating Corp. payment application # 1 in the amount of \$7,600
RESOLVED that the Board approve for payment C.R. Wolfe Heating Corp. payment application # 1 in the amount of \$7,600 Motion, Keith Roddey. Second, Meghan Boroden. Approved (5-0-0)
- D. Approve BRMA Invoice # 29 in the amount of \$3,796.54
RESOLVED that the Board approve for payment BRMA Invoice # 29 in the amount of \$3,796.54 Motion, Meghan Boroden. Second, Jim Tarvin. Approved (5-0-0)
- E. Approve Gilbane requisition # 6 in the amount of \$15,010.65
RESOLVED that the Board approve for payment Gilbane requisition # 6 in the amount of \$15,010.65 Motion, Meghan Boroden. Second, Jim Tarvin. Approved (5-0-0)
- F. Approve Gilbane requisition # 7 in the amount of \$30,021.31
RESOLVED that the Board approve for payment Gilbane requisition # 7 in the amount of \$30,021.31 Motion, Bernie Marone. Second, Keith Roddey. Approved (5-0-0)
- G. Approve Jacobowitz and Gubits invoice # in the amount of \$20.00 (Action Item). Tabled until next month.
- H. "Topping-Off" Ceremony. Discussion Set for Friday, June 29th from noon to 2pm for signing and hoist at 3pm.
- I. Work Session Schedule. Discussion Work sessions set for June 25th, July 23rd, and August 27th if needed. Work sessions will be cancelled the prior Friday if not needed.
- J. Reorganization Resolutions
A. Designation of official Banks
RESOLVED that library funds be deposited in one of the following banks: Bank of America, Key Bank, Orange Bank and Trust Company, and M&T Bank.
Motion, Meghan Boroden. Second, Keith Roddey. Approved (5-0-0)

B. Designation of official newspapers

RESOLVED that the newspapers of record are Times Herald Record, Goshen Independent and The Chronicle.

Motion, Jim Tarvin. Second, Bernie Marone. Approved (5-0-0)

C. Designation of official meeting day and time

RESOLVED that the regular monthly meetings of the Board of Trustees will be scheduled on the second Monday of each month at 7:30 PM.

Motion, Meghan Boroden. Second, Keith Roddey. Approved (5-0-0)

D. Appointment of attorney(s)

- a. **RESOLVED** that the Library continue to retain the legal services of Robert W. Fink, attorney-at-law. Motion, Bernie Marone. Second, Keith Roddey. Approved (5-0-0)
- b. **RESOLVED** that the Library use the resources of Norton & Christensen Law Offices, 60 Erie Street, Goshen, as back-up to Robert W. Fink, GPL&HS Attorney, in cases where specialized legal expertise is needed. Motion, Meghan Boroden. Second, Keith Roddey. Approved (5-0-0)
- c. **RESOLVED** that the Library use the resources of the Law firm of Jacobowits & Gubits, LLP, Attorney Ben Gailey for their legal expertise in relation to the Goshen Central School District. Motion, Jim Tarvin. Second, Bernie Marone. Approved (5-0-0)

E. Appointment of accountant/treasurer

RESOLVED that the library appoint Robert W. Schultz, CPA, to be Library Treasurer. Motion, Jim Tarvin. Second, Bernie Marone. Approved (5-0-0)

F. Appointment of Clerk of the Board

RESOLVED that Carol T. Cullen (Library Clerk P/T) be appointed Clerk of the Board. Motion, Meghan Boroden. Second, Keith Roddey. Approved (5-0-0)

G. Appointment of Auditor of the Bills

RESOLVED that Bernard Marone be appointed Auditor of the Bills for a two year term from July 1st 2018 to June 30, 2020. Motion, Jim Tarvin. Second, Keith Roddey. Approved (5-0-0)

K. Committee Assignments.

Physical Resources

Bernie Marone - Chairperson

Keith Roddey

Jim Tarvin

Community Resources

Emily Collado - Chairperson

Keith Roddey

Meghan Boroden

Human Resources

Meghan Boroden - Chairperson

Bernie Marone

Keith Roddey

Capital Project / New Building Committee

Meghan Boroden - Chairperson

Emily Collado

Norma Nunez-Langlois

Sunshine Committee

Emily Collado - Chairperson

L. Other. None

Proposed Agenda Items for Next Month's Meeting

None.

Privilege of the Floor

Elaine McClung had questions on the topping off celebration.

Adjournment

RESOLVED that the meeting be adjourned at 8:30pm. Motion, Keith Roddey. Second, Bernie Marone.
(5-0-0).

Respectfully submitted,

Carol Cullen.

Next Meeting: Board Meeting July 9, 2018 at 7:30 PM.