

Goshen Public Library and Historical Society
Board of Trustees Meeting

Regular Meeting Minutes of June 13, 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 Meghan Boroden at 7:01 p.m. on June 13, 2022.

Attendance

Board Members Present: Bill Troy, James Tarvin, Robert Quinn, Heather LaBruna, Meghan Boroden, Emily Collado, and Catherine Gardner (Via Zoom). Also in attendance, Michelle Muller, Assistant Director, Jack Denman, Principal Accounts Clerk, and Mary Hoens, Clerk of the Board.

II. Pledge of Allegiance

III. Review and Approve Agenda (Action Item)

RESOLVED that the agenda be accepted as amended. Motion, Bill Troy. Second, Bob Quinn. Approved (7-0-0)

IV. Privilege of the Floor – None.

V. Approval of the Minutes (Action Item)

RESOLVED that the minutes of the April 11, 2022, regular meeting, be approved. Motion, Jim Tarvin. Second, Bob Quinn. Approved (7-0-0)

RESOLVED that the minutes of the May 9, 2022, regular meeting, be approved. Motion, Jim Tarvin. Second, Bill Troy. Approved (7-0-0)

RESOLVED that the minutes of the May 23, 2022, special meeting, be approved. Motion, Bill Troy. Second, Bob Quinn. Approved (7-0-0)

VI. Personnel Appointments (Action Item) (MM)

RESOLVED that the Board appoint Lynn Banghart to Part Time Librarian and Amy Garguilo as Substitute Librarian specifically for the Children's Department for the summer to cover vacations. Motion, Jim Tarvin. Second, Bob Quinn. Approved (7-0-0)

VII. Finances (Action Items):

1. Financial Report (JD): JD will check on line 34, Miscellaneous item for \$4800.00. Three main expenses, NYSEG, Generator, and first installment of RCLS IT contract. A question was raised regarding the phone lines. Kathleen has been collaborating with the company to secure financial compensation.

RESOLVED that the Board approve the financial report. Motion, Bill Troy. Second, Emily Collado. Approved (7-0-0).

2. Budget Line Transfer (\$10,000 – Building): Before the resolution, discussion was brought about adding a place in the agenda for department reports. Also, it was suggested that the Friends and the Junior Friends are separate agenda items.

RESOLVED that the Board authorize the transfer of \$12,000.00 from budget line Building Equipment to budget line Building Services. Motion, James Tarvin. Second, Emily Collado. Approved (7-0-0)

3. Finance Agreement – GCSD (Action Item) Meghan will obtain clarity on the arbitrage verbiage in the Finance Agreement.

RESOLVED that the Board approve the Finance Agreement with the Goshen Central School District, and, as standard procedure, will carry over year to year. Motion, James Tarvin. Second, Bob Quinn. Approved (7-0-0)

VIII. Assistant Director's Report (MM) see attached.

The baseball exhibit brought in 111 visitors and 189 visitors attended the game.

IX. Committee Reports

1. Director Search Committee: Michelle, Bob, Emily, and Meghan have met several times. The ad has been placed on NYLA, NJ Library Association, ALA, PA Library Association, RCLA, and GPL&HS websites since June 1st. The ad will also be placed on Indeed. The deadline for submission is June 30th.

2. Physical Resources: Meghan followed up the historic wood carving, there is no specific date now. However, would be beneficial to coordinate this date with the time capsule. Fanshawe was awarded the bid for the Generator Project (42-week lead time). The acquisition of the shed is on hold. The time capsule at Salesian was uncovered, but with water damage. Three items are to be donated to the library for the Salesian building. They are child's school desk, marble from the altar, and a stained-glass window. Phil Canterino would like to meet with the Board to discuss displaying the items.

3. Community Resources: Cathy and Heather will schedule a meeting with Amy Bunzy.

4. Human Resources: No updates.

5. Sunshine Committee – No updates.

6. Friends/Junior Friends

a. The Friends are back to regular monthly meetings. Speakers have been lined up for presentations this coming fall, which include topics on the Civil War and the Trolley system. They have also reimplemented membership and have collected about \$800 in membership dues to date.

b. The Junior Friends will be hosting an open mic night this Friday. The theme is "Growing up in Goshen." In the addition to the Big Band event in August, they would like to host another open mic night.

7. Bylaws Committee – No updates.

X. New Business

1. Award bid for generator project to Fanshawe (Action Item)

RESOLVED that the Board award the Generator Project contract to Fanshawe in the amount of \$111,700.00. Motion, Bill Troy. Second, Emily Collado. Approved (7-0-0).

The lead time for the generator is 42 weeks. The issue was raised if the permits would still be valid that far out.

2. Proposed Memorial Dedications Policy: A procedure is needed as there are two requests pending. Cathy and Jim will be on the committee and the discussion will be tabled until the regular July meeting.

3. Proposed After Hours Events Policy:

RESOLVED that the Board the After Hours Events Policy as amended. Motion, Emily Collado. Second, Bill Troy. Approved (7-0-0).

XI. Old Business

1. Personnel Policies draft: Review being done by Ben Gailey.

2. RCLS IT & ILS agreements: Legal review. Timeline: RCLS slated to approve the agreement at this month's meeting. When Meghan receives the final revision, she will forward it to the Board.

XII. Privilege of the Floor: None.

XIII. Executive Session: (Action Item)

RESOLVED that the Board enter Executive Session at 9:05pm for the purpose of contract negotiation and a particular individual. Motion, Bill Troy. Second, Heather LaBruna. Approved (7-0-0).

RESOLVED that the Board exit Executive Session at 9:36pm. Motion, Bob Quinn. Second, Heather LaBruna. Approved (7-0-0). No action was taken during the Executive Session.

XIV. Adjournment (Action Item)

RESOLVED that the meeting be adjourned at 9:36pm. Motion, Bill Troy. Second, Emily Collado. Approved (7-0-0).

Next Scheduled Regular Meeting July 11, 2022, at 7:00 p.m.

Respectfully submitted:

Mary C. Hoens

Clerk of the Board of Trustees