

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

Minutes of November 12, 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 7:31 p.m. on November 12, 2018 in the lower level meeting room of the Library. The presiding officer was Ellen Mary O'Brien.

Present

Six members of the Board were present: Meghan Boroden, Emily Collado, Bernie Marone, Ellen Mary O'Brien, Keith Roddey and Jim Tarvin. These members constitute a quorum. Also present, Matt Gomm, Director, and Jack Denman, Principal Account Clerk.

Absent Norma Nunez-Langlois.

Acceptance of Agenda

Move Executive Session to follow Construction Report
Insert to New Business item J. Approve Engineering and Surveying Properties Invoice #11446 in the Amount of \$1,100 (Action Item).
Insert to New Business item K. Approve Engineering and Surveying Properties Invoice #11566 in the Amount of \$862.50 (Action Item).
Insert to New Business item L. Approve Engineering and Surveying Properties Invoice #11655 in the Amount of \$750 (Action Item).

Pledge of Allegiance

Privilege of the Floor

None.

Construction Progress Report

Representatives from Gilbane Building Company were pleased to submit a written overview of the construction to date and spoke about what the Board can expect to see on site shortly. All tasks are on schedule.

EXECUTIVE SESSION

RESOLVED that the Board enter into executive session at 7:38 pm for proposed sale of real property. Motion, Meghan Boroden. Second, Emily Collado. Approved (6-0-0).

RESOLVED that the Board end executive session at 8:22 pm. Motion, Bernie Marone. Second, Keith Roddey. Approved (6-0-0).

RESOLVED to enter into contract with Griffith Olivero Realty for the sale of the property located at 203 Main Street Goshen, NY 10924 for the asking price of \$695,000. Motion, Jim Tarvin. Second, Meghan Boroden. Approved (6-0-0).

Minutes of the Meeting of October 8th, 2018

RESOLVED that the minutes of the October 8th, 2018 meeting be accepted as written. Motion, Meghan Boroden. Second, Emily Collado. Approved (6-0-0).

Minutes of the Meeting of October 16th, 2018

RESOLVED that the minutes of the October 16th, 2018 meeting be accepted as written. Motion, Meghan Boroden. Second, Bernie Marone. Approved (6-0-0).

Minutes of the Meeting of October 22nd, 2018

RESOLVED that the minutes of the October 22nd, 2018 meeting be accepted as written. Motion, Keith Roddey. Second, Bernie Marone. Approved (6-0-0).

Treasurer's Report

Jack Denman reported that the Library has been billed a huge increase for the NYS Retirement which will most definitely result in a draw from the capital reserve to meet the payment as the increase was not expected and was not part of the current budget. Capital project is going as expected.

RESOLVED to accept the Treasurer's report as presented by Jack Denman. Motion, Bernie Marone. Second, Meghan Boroden. Approved (6-0-0).

Director's Report

Matt reported that staff members were going to the NYLA Conference and we can expect reports to follow. A DLD grant was received in the amount of 187,412 to cover part of the cost on the new building mill work. The Easement paperwork was executed. Frontier has taken care of dedicated phone lines as needed for the elevator and alarm systems at the new building. 2 additional SAMS grant have been applied for. A pod storage unit has been delivered to aid in the moving process. 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: Emily reported on another trip to Albany for fabrics and furniture.

Physical Resources: None.

Community Resources: Emily is working with Amy on a new image for the new library branding. Michelle is working on meeting room/space policy.

Human Resources: None.

Sunshine Committee: None.

Friends/Historical Society: Linda Zimmerman author of Haunted Hudson Valley will be a guest speaker at the Main Street School Building on October 27th was cancelled due to issues with the Main Street school sewer system.

Unfinished Business

- A. Meeting Room Policy tabled.

New Business

- A. **EXECUTIVE SESSION** see above.
- B. Approve Ashley Mechanical, Inc. Change Order in the Amount of \$14,332.25 Motion, Emily Collado. Second, Bernie Marone. Approved (6-0-0).
- C. Approve Ashley Mechanical, Inc. Payment Application Number 8 in the amount of \$35,862.50 Motion, Meghan Boroden. Second, Keith Roddey. Approved (6-0-0).
- D. Approve Butler Rowland Mays, Architects Invoice Number 34 in the amount of \$12,346.78 Motion, Emily Collado. Second, Meghan Boroden. Approved (6-0-0).
- E. C.R. Wolfe Heating Payment Application Number 4 in the amount of \$248,900 Motion, Jim Tarvin. Second, Keith Roddey. Approved (6-0-0).
- F. Approve Fanshawe, Inc. Payment Application 4 in the amount of \$103,189 Motion, Meghan Boroden. Second, Keith Roddey. Approved (6-0-0).
- G. Approve SRI Fire Sprinkler, LLC Payment Application Number 294318-04 in the amount of \$74,030.08 Motion, Meghan Boroden. Second, Keith Roddey. Approved (6-0-0).
- H. Approve Standback General Contractors Payment Application Number 7 in the amount of \$219,635.88 Motion, Bernie Marone. Second, Meghan Boroden. Approved (6-0-0).

- I. Approve Tectonic Engineering & Surveying Invoice Number 355584 in the amount of \$890 Motion, Bernie Marone. Second, Meghan Boroden. Approved (6-0-0).
- J. Approve Engineering and Surveying Properties Invoice #11446 in the Amount of \$1,100 Motion, Bernie Marone. Second, Keith Roddey. Approved (6-0-0).
- K. Approve Engineering and Surveying Properties Invoice #11566 in the Amount of \$862.50 Motion, Bernie Marone. Second, Keith Roddey. Approved (6-0-0).
- L. Approve Engineering and Surveying Properties Invoice #11655 in the Amount of \$750 Motion, Keith Roddey. Second, Meghan Boroden. Approved (6-0-0).
- M. None.

Privilege of the Floor

None.

Adjournment

RESOLVED that the meeting be adjourned at 9:05pm. Motion, Emily Collado. Second, Bernie Marone. Approved (6-0-0)

Respectfully submitted,

Carol Cullen

Next Meeting: Work Session November 22 , 2018 at 7:30 PM.
Board Meeting December 10, 2018 at 7:30 PM.