

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

**Minutes of October 14, 2019**

**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 7:34 pm on October 14th, 2019 in the Community Room of the new Goshen Library. The Presiding officer was Bernard Marone.

**Present**

All five members of the Board were present: Bernard Marone, Meghan Boroden, Stace Maude, James Tarvin and Bill Troy. These members constitute a quorum. Also present, Director Matt Gomm, and Principle Account Clerk Jack Denman.

**Absent**

Norma Nunez-Langlois. Emily Collado arrives late as noted during the Treasurer's Report.

**Acceptance of Agenda** Motion, Meghan Boroden, second Bill Troy, and approved (5-0-0).

**Pledge of Allegiance**

**Privilege of the floor**

**Approval of Minutes**    *A. June 3, 2019 Work Session*

**RESOLVED** to accept Approval of Minutes item A. Motion, Bill Troy, second Meghan Boroden, and approved (5-0-0).

*B. June 19, 2019 Work Session*

**RESOLVED** to accept Approval of Minutes item B. Motion, Meghan Boroden, second Bill Troy, and approved (5-0-0).

*C. July 1, 2019 Work Session*

**RESOLVED** to accept Approval of Minutes item C. Motion, Meghan Boroden, second Bill Troy, and approved (5-0-0).

*D. July 8, 2019 Work Session*

**RESOLVED** to accept Approval of Minutes item D. Motion, Meghan Boroden, second Bill Troy, and approved (5-0-0).

*E. July 10, 2019 Work Session*

**RESOLVED** to accept Approval of Minutes item E. Motion, Bill Troy, second Meghan Boroden, and approved (5-0-0).

*F. July 15, 2019 Work Session*

**RESOLVED** to accept Approval of Minutes item F. Motion, James Tarvin, second Meghan Boroden, and approved (5-0-0).

*G. July 29, 2019 Work Session*

**RESOLVED** to accept Approval of Minutes item G. Motion, James Tarvin, second Bill Troy, and approved (5-0-0).

*H. August 12, 2019 General Meeting*

**RESOLVED** to accept Approval of Minutes item H. Motion, Bill Troy, second James Tarvin, and approved (5-0-0).

*I. September 9, 2019 General Meeting*

**RESOLVED** to accept Approval of Minutes item I. Motion, Bill Troy, second Meghan Boroden, and approved (5-0-0).

*J. September 30, 2019 Work Session*

**RESOLVED** to accept Approval of Minutes item J. Motion Bill Troy, second Stace Maude, and approved (5-0-0).

### **Treasurer Report**

Jack Denman reported the General Fund Balance as of September 30, 2019 \$305,880.84

Total Liability and Equity as of September 30, 2019 \$403,615.77

Capital Project total assets of September 30, 2019 \$6,168.32

Total Liabilities and Equity as of September 30, 2019 \$6,168.32

*(Emily Collado arrives to the meeting.)*

Slightly under budget YTD on General Fund Profit & Loss. 411K in expenses vs 416k in budget.

Discussion with the board on line items and how they are budgeted.

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

Motion, Bill Troy, second Emily Collado, and approved (6-0-0).

## **Director's Report**

Director Matt Gomm reported on General Information & Personnel.

- The Final DLD Application will be submitted on time.
- State-mandated Anti-Discrimination/Sexual Harassment training has been completed by all of the library Staff/board.
- Our Self-Check-out stations have been brought online upstairs.
- Matt has been in contact with DASNY; work on two Sam grants continues.
- Our new online calendar/reservation has been set up and the online reservation service should be up and running shortly. There continues to be a lot of interest and competition for use of the space in the community room. The Goshen Art League and independent artists are asking for use of wall space and an ad-hoc committee will be made to determine the use of wall space. The community room will also be getting a battery-operated clock to help with time management.

### Facility Issues:

- The Pump-House Leak is to be investigated 10/15/19.
  - Fox Hollow has removed two dead maple trees and a proposal has been submitted for two other troubled trees.
  - The 203 Main Street property is 85 percent empty. The OC DPW will be picking up display cases to be used for the OC Historians.
  - The grounds were regraded and grass seed has begun germination. James Travin will look into poles being placed to stop people from driving on the meridian.
  - A contractor has been contacted for lawn consultation/watering.
  - An Arborist has applied first fertilization treatment to two maples at the back of the parking lot.
  - The SRI contract is under legal review.
  - Matt will continue talks with Vanguard to arrange for a daytime porter/facilities position.
  - The Boy Scouts have been contacted for possible fence project near water retention areas.
  - Matt walked the parking lot in the rain with Elaine, Bernie, and village engineer, Art Tully. Bernie documented some potential water issues and concerns for black ice and Matt is seeking snow removal bids.
- Meghan Boroden asked about the usage of the Teen Space and James Tarvin suggested the Junior Friends meet in the teen room. Matt will check into the usage of the teen space as well as the possibility of teen volunteers in the Historical Society room on Saturdays.

## Committee Reports

**Capital Project Committee-** waiting to hear back from Standback to resolve all remaining issues. Only grading and seeding has been done to date. Deadline is Oct. 31<sup>st</sup> 2019.

**Physical Resources-** Bids for Electrical bulletin board, donor signs, and individual donor signs. Looking into a local company. The existing stone chimney near the library has an opening that needs to be boarded back up for safety.

**Community Resources-** none.

**Sunshine Committee-** Emily will purchase the library ornaments from Linda's Office supplies.

**Friends-** *Haunted Objects* by Linda Zimmerman was a successful event and a good amount of donations came in. Next event is the movie *Winter of the Witch* on October 26<sup>th</sup>, 2019.

## Unfinished Business

A. 203 Main Street Property Approval of Sale of Building Contract.

**RESOLVED** to approve Unfinished Business item A. Motion, James Tarvin, second, Bill Troy, and approved (5-0-1). Emily Collado abstained from the vote.

B. 366 Main Street Property

1. Parking lot Signage discussion on location
2. Updates on trees and arborist report discussion (see Director's report).

C. Facilities Management Discussion

1. Vanguard daytime porter (see Director's report).
2. SRI fire suppression maintenance (see Director's report).

D. Other

1. Original circulation desk from the old library to possibly be fixed up and used at the new library.

## New Business

A. Approve Payout for Engineering and Properties Invoice #13115 in the amount of \$1,350.

**RESOLVED** to approve New Business item A. Motion, Meghan Boroden, second Emily Collado, and approved (6-0-0).

B. Approve Purchase of Expanded shelving for 1<sup>st</sup> Floor Stacks at \$21,123.12

**RESOLVED** to approve New Business item B. Motion, James Tarvin, second Bill Troy, and approved (6-0-0).

- C. Awarding Butler Rowland Mays Architects, LLP Contract #9 of Site Wall and Patio Bid in the amount of \$200,000.

**RESOLVED** to approve New Business item C. Motion, James Tarvin, second, Bill Troy, and approved (6-0-0).

- D. Other
  - 1. Discussion of landscaping bids

### **Proposed Agenda Items for Next Month's Meeting**

- A. Library late fee charges.

### **Privilege of the floor**

Rachel Losee invited the library board to attend the Goshen Historic Mural Unveiling at Salesian Park and discussed the conversation had with the Historical Society of a possible Goshen Tour and will be attending the Friends of the Library meeting to discuss the idea further.

### **Adjournment**

**RESOLVED** that the meeting be adjourned at 9:36 pm. Motion, Meghan Boroden, second, Emily Collado, and Approved (6-0-0).

Respectfully submitted by,

Rachel Losee

Next Scheduled meeting: Regular Meeting on November 11th, 2019 at 7:30 pm in the Community Room at the new Goshen Library.