

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

**Minutes of September 10, 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 September 10, 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: Emily Collado, Bernie Marone, Norma Nunez-Langlois, 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** Meghan Boroden.

**Acceptance of Agenda**

Void New Business item A. Listed as an agenda item in error.  
Change to New Business item C. Change amount total to \$304,858.05 from \$410,483.80.  
Insert to New Business item H. Approve payment to Hanover Insurance/Safe Harbour Group Builders Risk Coverage extension until 6/30/19 Invoice 26801 in the amount of 6,072.00. (Action Item).  
Insert to New Business item I. Keith wanted an opportunity to discuss a new service for the library.  
Insert to New Business item J. RCLS 2015 Budget vote. (Action Item)  
Insert to New Business item K. Grant and RCLS Assurance Resolution (Action Item)  
Insert to New Business item L. State Aid for Library Construction Program Assurance Resolution (Action Item)

**Pledge of Allegiance**

**Privilege of the Floor**

None.

**Construction Progress Report**

Keith Leal and Max Mincher 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.

**Minutes of the Meeting of August 13th, 2018**

**RESOLVED** that the minutes of the August 13th, 2018 meeting be accepted as written. Motion, Bernie Marone. Second, Jim Tarvin. Approved (6-0-0).

**Treasurer's Report**

Jack Denman reported that the Library has received grant funds from the NYS Division of Library Development in the amount of \$44,854.00 as well as grant funds from RCLS/Orange County in the amount of \$5,046.00. Jack mentioned that he is seeing a reduction of income from fines and he feels it is due to the auto-renewal policy recently initiated. Last month looked good, with two payrolls under budget and the books are on target. Capital project is going as expected.

**RESOLVED** to accept the Treasurer's report as presented by Jack Denman. Motion, Emily Collado. Second, Norma Nunez-Langlois. Approved (6-0-0).

**Director's Report**

Matt reported that changes have been made to the job descriptions of two employees, Norma Fives has been asked to take on the role of Directors Assistant and Kathleen Welshoff will take on office duties to assist Jack. Matt reported that he was pleased to receive the DLD grant for the mill work and he mentioned that several SAMS grants are being worked on. He also mentioned that two real estate agents came by for a tour of the building with one more tour pending. 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 was able to show examples of paint colors, floor carpet tiles and light fixtures for the new building.

**Physical Resources:** Trees and shrubs around the building need attention.

**Community Resources:** None.

**Human Resources:** None.

**Sunshine Committee:** Collected \$8. \$20each from EMO, BM, KR, JT.

**Friends/Historical Society:** The latest book sale brought in \$94. With the help of the Jr. Friends. Linda Zimmerman author of Haunted Hudson Valley will be a guest speaker at the Main Street School Building on October 27<sup>th</sup>.

### Unfinished Business

- A. Discussion on movers for the library move. Bernie, Emily and Norma will gather information and present it at the October meeting for discussion.
- B. None.

### New Business

- A. Void. Approve Ashley Mechanical Payment Application Number 6 in the Amount of 18,715.00 (Action Item)
- B. Approve BRMA Invoice Number 32 in the amount of \$14,031.68 (Action Item)  
**RESOLVED** that the Board approve for payment BRMA Invoice Number 32 in the amount of \$14,031.68. Motion, Norma Nunez-Langlois. Second, Keith Roddey. Approved (6-0-0)
- C. Approve Standback General Contractors Payment Application Number 5 in the amount of \$410,483.80 (Action Item) Changed to Approve Standback General Contractors Payment Application Number 5 in the amount of \$304,858.05 (Action Item)  
**RESOLVED** that the Board approve for payment Standback General Contractors Payment Application Number 5 in the amount of \$304,858.05. Motion, Keith Roddey. Second, Bernie Marone. Approved (6-0-0)
- D. Approve Gilbane Requisition Number 10 in the amount of \$30,021.31 (Action Item)  
**RESOLVED** that the Board approve for payment Gilbane Requisition Number 10 in the amount of \$30,021.31. Motion, Bernie Marone. Second, Emily Collado. Approved (6-0-0)
- E. Approve Tectonic Invoice Number 352563 in the amount of \$2,515.00 (Action Item).  
**RESOLVED** that the Board approve for payment Tectonic Invoice Number 352563 in the amount of \$2,515.00. Motion, Bernie Marone. Second, Emily Collado. Approved (6-0-0)
- F. Approve Change Order to Standback General Contractors in the amount of +\$2,930 for a #40 Dark Bronze Anodized Finish in Lieu of #14 Clear Anodized Finish Kawneer Exterior Tile (Action Item).  
**RESOLVED** that the Board approve Change Order to Standback General Contractors in the amount of +\$2,930 for a #40 Dark Bronze Anodized Finish in Lieu of #14 Clear Anodized Finish Kawneer Exterior Tile. Motion, Jim Tarvin. Second, Bernie Marone. Approved (6-0-0)
- G. Realtor Discussion For September 17th Work Session. Local realtor have been invited to attend the Work Session on September 17<sup>th</sup> and three realtors have responded that they will be in attendance.
- H. Approve payment to Hanover Insurance/Safe Harbour Group Builders Risk Coverage extension until 6/30/19 Invoice 26801 in the amount of 6,072.00. (Action Item).  
**RESOLVED** that the Board approve payment to Hanover Insurance/Safe Harbour Group Builders Risk Coverage extension until 6/30/19 Invoice 26801 in the amount of 6,072.00. Motion, Keith Roddey. Second, Emily Collado. Approved (6-0-0).
- I. Keith entered into discussion of a new service to be considered by the Library consisting of lending professional looking ties and other items which might be needed to make a good impression for those seeking a new job. Keith will gather more information to further this idea.
- J. RCLS 2015 Budget vote. (Action Item)

**RESOLVED** that the Board move to accept the RCLS 2019 Budget, as presented. Motion, Emily Collado. Second, Keith Roddey. Approved (6-0-0).

K. Grant and RCLS Assurance Resolution (Action Item)

**RESOLVED** that the Board of Trustees of the Goshen Public Library and Historical Society acknowledges its intent to complete the project as identified in the NYS Construction Grant Application. Motion, Norma Nunez-Langlois. Second, Keith Roddey. Approved (6-0-0).

L. State Aid for Library Construction Program Assurance Resolution (Action Item)

**RESOLVED** that the Board of Trustees of the Goshen Public Library and Historical Society acknowledges its intent to complete the project as identified in the State Aid for Library Construction Program. Motion, Jim Tarvin. Second, Keith Roddey. Approved (6-0-0).

M. Other – None.

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

Discussion on movers for the library move.

**Privilege of the Floor**

None.

**Adjournment**

**RESOLVED** that the meeting be adjourned at 8:51pm. Motion, Norma Nunez-Langlois. Second, Bernie Marone. Approved (6-0-0)

Respectfully submitted,

Carol Cullen

Next Meeting: Work Session September 17, 2018 at 7:30 PM.  
Board Meeting October 8, 2018 at 7:30 PM.