

Goshen Public Library and Historical Society
Board of Trustees Meeting

Minutes of September 13th, 2021

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 Vice President Meghan Boroden at 7:30 p.m. on September 13, 2021.

Attendance

Board Members Present: James Tarvin, Robert Quinn, Catherine Gardner, Norma Nuñez-Langlois, and Meghan Boroden Also in attendance Matthew Gomm, Director Jack Denman, Principal Accounts Clerk, Mary Hoens, Clerk of the Board, and Michele Babcock, Managing Partner, Jacobowitz & Gubits.

Absent

Bill Troy, President, and Emily Collado, Trustee.

II. Pledge of Allegiance

III. Acceptance of the Agenda

RESOLVED that the agenda be accepted. Motion, Bob Quinn. Second, James Tarvin Approved (5-0-0)

IV. Privilege of the Floor - No public comments

V. Executive Session

BE IT RESOLVED that the Board of Trustees enter into executive session for the purpose of legal counsel with Michele Babcock, Managing Partner of Jacobowitz & Gubits at 7:51pm. Motion, Norma Nuñez-Langlois. Second, Bob Quinn Approved (5-0-0)

BE IT RESOLVED that the Board of Trustees exit executive session at 8:15pm. Motion, Catherine Gardner. Second, James Tarvin Approved (5-0-0). The board took no action.

VI. Approval of the Minutes

RESOLVED that the minutes of the August 9, 2021 meeting be approved. Motion, Catherine Gardner, Second, Norma Nuñez-Langlois. Approved (5-0-0)

VII. Finances (Action Item)

Jack Denman, Principal Accounts Clerk reported that the budget is overall running under, however, the budget lines will be tight as we move forward. Overall fiscal year is off to a good start. Jack will provide a breakdown of the upcoming PILOT payments at the October Board Meeting. As we move into the winter months, discussion regarding snow removal was brought up. Currently, there is not a new contract for snow removal. Kathleen and Matt will follow up with the town about the legal agreement regarding the

easement and the purchase of a snowblower. There has been no activity in the Capital Fund. RCLS annual fees are increasing, Matt will follow up with state aid.

RESOLVED that the Board accept the Treasurer's report. Motion Bob Quinn, Second James Tarvin (Approved 5-0-0).

VIII. Director's Report Presented by Matthew Gomm

Visitors to the library continue to be high and there has been no compliance issues with mask wearing. Operations Policy manual will begin updates and the Personnel Handbook is preparing for board approval. Sunday hours will resume on Sept. 19th (1pm to 5pm). Met with Advanced Disaster Recovery Inc., which will be included in the long-range plan. See written report for specific details. Gus will look at the branches along the front walk. Discussed the additions of speed bumps and a stop sign in the parking lot. MG will follow up with Kathleen about the stop sign and GCSD Buildings and Grounds about the speed bump installation/removal.

IX. Committee Reports

*Physical Resources - Norma Nuñez-Langlois

Certificate of Occupancy – Matt will follow up.

Historic wood carving – Sal will be in touch in October about a chair or table with the leftover wood. Matt will ask staff for their opinion. Discussion about location of slab, Matt will follow up with Ann about moving the clock.

Name on 203 Main St. Building – James will follow up.

*Community Resources – Meghan Boroden

A library table can be set up at the GIS Parent Orientation on Sept. 21st from 5-6:30.

Catherine will follow up with Michelle and Matt.

*Human Resources - Robert Quinn, Emily Collado, Norma Nuñez-Langlois

Personnel policies were reviewed, and they are setting up another meeting to discuss Director's evaluation and dress code recommendations.

*Sunshine - Emily Collado

No report at this time

*Friends and Junior Friends - James Tarvin

James Tarvin reported that the Junior Friends Open Mic was a success with over 40 people attending and a variety of acts.

*By-Laws Committee - Meghan, Emily, and Bob

They are scheduling a meeting.

X. New Business

1. RCLS FYE 2022 Budget (Discussion) – Vote will be held next month.

2. Holiday Closings Update (Action Item) – Discussed the possibility of staying open but planning activities and educational events focused on the holiday. No action was taken in order to discuss with the entire board.

3. Employee Appointments (Action Item)

BE IT RESOLVED, upon recommendation of Director Matt Gomm, the Board of Trustees approves the staff appointments as presented. See attached.

Motion, Norma Nuñez-Langlois. Second, Bob Quinn Approved (5-0-0).

4. Status of Sexual Harassment Training, and preparation of MG evaluation – MG will follow up with RCLS regarding in person sexual harassment training. Evaluation – the board will proceed with the current process and the HR Committee will make a recommendation for the director evaluation process for future years.

BE IT RESOLVED to proceed with the Director's evaluation in an abridged version of recent past practice and update in Spring of 2022. Motion, Jim Tarvin. Second, Norma Nuñez-Langlois Approved (5-0-0).

XI. Old Business

1. Other – MG reported that the elevator company is coming in and power outages aren't included in the maintenance agreement, but MG will look into it further. Jim proposed the idea of a clock on the tower, discussion will be pushed to the next meeting.

2. Trustee Orientation – Bob had a tour of the library and Catherine will make an appointment for a tour.

XII. Privilege of the Floor No public comments

XIII. Adjournment (Action Item)

RESOLVED that the meeting be adjourned at 9:37 p.m. Motion Norma Nuñez-Langlois Second Bob Quinn. Approved (5-0-0)

Next Scheduled Meeting October 11th, 2021 at 7:30 p.m.

Respectfully submitted:

Mary C. Hoens

Clerk of the Board of Trustees