

**Goshen Public Library and Historical Society**

**Board of Trustees Meeting**

**Minutes of September 9<sup>th</sup>, 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 7:30 pm on September 9<sup>th</sup>, 2019 in the Community Room of the new Goshen Library. The Presiding officer was Bernard Marone.

**Present**

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

**Absent**

None

**Acceptance of Agenda**

**Pledge of Allegiance**

**Privilege of the floor**

**Approval of Minutes**

**Treasurer Report**

Jack Denman reported the General Fund Balance as of August 31<sup>st,2019</sup> \$498,977.37

Total Liability and Equity as of August 31<sup>st,2019</sup> \$498,977.37

Capital Project total assets of August 31<sup>st,2019</sup> \$6,168.32

Total Liability and Equity as of August 31<sup>st,2019</sup> \$6,168.32

Salary wages were over budget \$3,800 due to staff member retirement.

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

Motion Bill Troy, second Emily Collado, and Approved (7-0-0).

## Director's Report

Director Matt Gomm reported on the General Information & Personnel. Linda's Office Supplies Christmas Ornament this year is of the New Goshen Library. A portion of proceeds from sales will be donated to the library. Congratulations to Grace Riario for being slated to become Robert Hubsher's successor as the RCLS executive director. The Division of Library Development aid application has been submitted to RCLS for perusal. As of Monday, September 9<sup>th</sup>, some additional work was added to broaden the scope of construction. These changes will be relayed to RCLS.

As anticipated, meeting room interested is very high. Staff has been overseeing room reservations. We will be moving over to an automated reservation calendar which should help economize the process and lessen the amount of intensive staff involvement. Library meeting policies towards organizations and groups regarding insurance requirements will be thoughtfully determined as they apply for a reservation. 90 percent of staff has completed their state- mandated Anti- Discrimination/Sexual Harassment training. The deadline is September 30<sup>th</sup>. 2019.

Legal notices have been sent for the reading patio/donor wall to the Times-herald Record, Independent, and Chronicle. Norma stated that the library had over 500 requests for new library cards and has suggested a regular news column be submitted on the happenings at the library. Norma suggested and Matt agreed that he would periodically write articles for the local media.

Matt Gomm, Elaine, Peter Pater (OC Arborist), and Steven Esposito a landscape planner walked the library grounds and were appalled at the conditions of the grounds; each had distinct and differing opinions on the way forward.

The Library building lost power on the night of September 8<sup>th</sup>; restored by midnight with no impact on library services. Tree removal contract has been awarded to Fox Hollow. After speaking with Jay Samuelson (Engineering and Properties) it has been concluded that the ailing black walnut tree resides within our property lines. Fox Hollow has been asked for a separate report for its removal.

Bernie's beautiful photo of the library at the end of a double rainbow was selected for publication in the RCLS weekly newsletter.

## Committee Reports

**Capital Project Committee-** Meeting request with Lisa, Max, and Standback for patio, revisions, furniture, channel drain, lighting of the donor wall. New temporary signage for the library with electrical lighting for it. Notice for bid went out for floor outlets

**Physical Resources-** continues to check in on the old library 203 Main Street property.

**Community Resources-** none.

**Sunshine Committee-** will be purchasing 5 New Library ornaments.

**Friends-** Upcoming events: Sept. 14<sup>th</sup> Old Goshen Businesses, Sept. 23<sup>rd</sup> RCLS Friends, Oct. 2<sup>nd</sup> Linda Zimmerman Haunted Objects, Oct. 26<sup>th</sup> Movie at the New Library,

### **Unfinished Business**

- A. *203 Main Street Property*- The cost of repairs for the roof and a new boiler where compared with the annual maintenance cost and a five year plan.
- B. *366 Main Street Property*- additional parking lot signage was chosen for patron drop off location and additional stop sign on back lot intersection with field parking lot. Landscaping is toxic for new plantings due to stripping the top soil when building. Standback will be contacted on what they will do about the soil.
- C. *Other*- none.

### **New Business**

- A. Approve Library Aid Affirmation for RCLS
- B. Approve Absolve ad-hoc Capital Resource Committee
- C. Approve Reorganization of Committees  
Physical Resources: Bill Troy, Meghan Boroden, Norma Nunez- Langlois  
Ad hoc 203 Old Library: Jim Tarvin, Bill Troy, Emily Collado  
Human Resources: Emily Collado, Norma Nunez-Langlois, Meghan Boroden  
Community Resources: Emily Collado, Jim Tarvin, Stacy Maude  
Sunshine Committee: Emily Collado  
Friends: Jim Tarvin
- D. Approve Non- Smoking Policy Update
- E. Approve Anti-Discrimination forms to be signed

**RESOLVED** to approve new business items A- E. Motion, Norma Nunez- Langlois, Second, Bill Troy, and Approved (7-0-0).

Proposed Agenda Items for Next Month's Meeting

- A. Architectural Digest Award Submission

### **Privilege of the floor**

Keith Roddey has concerns for too much signage in the parking lot, staff's knowledge about policies for booking space at the library, and urged the board to sell the old library building.

### **Executive Session**

**RESOLVED** that the board enter executive session for discussion regarding matters related to 203 Main Street Property. Motion, Jim Tarvin, Second, Norma Nunez-Langlois. Approved (7-0-0)

**RESOLVED** that the board exit executive session. Motion Jim Tarvin, Second, Norma Nunez-Langlois. Approved (7-0-0)

Motion, Jim Tarvin, Second, Bill Troy. to accept 635k offer for 203 Main Street Property and to direct lawyer to draft contract of sale and contact Griffith Realtor. Approved (5-2-0)

### **Adjournment**

**RESOLVED** that the meeting be adjourned at 10:08pm. Motion, Bernard Marone, second Norma Nunez-Langlois, and Approved (7-0-0).

Respectfully submitted by,

Rachel Losee

Next Scheduled meeting: Regular Meeting on October 14<sup>th</sup>, 2019 at 7:30 pm in the Community Room at the new Goshen Library.