



Goshen Public Library and Historical Society Board of Trustees  
Regular Meeting of August 12, 2024

**DRAFT**

I. Call to order

A regular meeting of the Board of Trustees of the Goshen Public Library & Historical Society (GPLHS) was called to order by Vice President Emily Collado at 7:03 p.m. on August 12, 2024.

Attendance

Board members present: Bob Quinn, Jim Langlois, Emily Collado, Heather LaBruna, Michael Panzer. Absent: Tina Fortugno

Also in Attendance: Jack Denman, finance manager; Joslyn Bowling Dixon, interim library director; Trustee appointee Robert Karchawer

II. Pledge of Allegiance

III. Review and Approve Agenda

[Action item] RESOLVED that the Board approve the August 12, 2024, agenda as amended.

- a. Adding to agenda an honoring of former Trustee Bill Troy.
- b. Moving second privilege of the floor to before executive session.

Motion: Trustee Langlois. Seconded by: Trustee Panzer. (Approved 5-0-0)

IV. Honoring former trustee

The Board of Trustees of the Goshen Public Library & Historical Society honored former Trustee Bill Troy for his many years of service to the Board and for spearheading fundraising efforts for the new library. Trustee Langlois, Trustee Quinn, and former Board president Norma Langlois all spoke to Troy's dedication to the Friends of the GPLHS and thanked him for always putting the library first.

V. Privilege of the floor - none

VI. Review and approve meeting minutes

[Action item] RESOLVED that the Board approve the minutes of July 8, 2024, regular Board meeting as presented.

Motion: Trustee Quinn. Seconded by: Trustee Langlois. (Approved 5-0-0)

VII. Personnel appointments

Rosa Pomar Desire was appointed to part-time library assistant (Children's Services) from part-time library clerk.

VIII. Appointment of trustee to vacancy on the Board

Robert Karchawer was appointed and sworn in to fill the final vacancy on the Board of Trustees.

IX. Amendment of Board of Trustees bylaws

The Board of Trustees proposed to remove the residency requirement for the Clerk of the Board and Clerk of the Vote (sections 4F and 4G) and proposed alterations to Article IV regarding Board officer vacancies.

[Action item] RESOLVED that the Board amend the bylaws to remove the residency requirement for Clerk of the Board/Vote (sections 4F and 4G)

Motion: Trustee Langlois. Seconded by: Trustee Quinn. (Approved 6-0-0)

[Action item] RESOLVED that the Board amend Article IV of the bylaws to provide a new procedure for handling Board officer vacancies. The proposed new article reads as follows: "If an officer resigns or is otherwise unable to continue as an officer, a majority (4) vote of the Board can appoint another Board member to immediately fill that position until the next regular reorganization meeting."

Motion: Trustee Panzer. Seconded by: Trustee Quinn. (Approved 6-0-0)

X. Appointment of Clerk of the Board and Clerk of the vote

[Action item] RESOLVED that the Board appoint Emelia Estep as Clerk of the Board and Clerk of the Vote for the 2025 GPLHS election.

Motion: Trustee LaBruna. Seconded by: Trustee Langlois. (Approved 6-0-0)

XI. Finances

Finance Manager Jack Denman highlighted that the GPLHS is under budget on the salary line by about \$7,000. Overall, the library is more than \$9,000 under budget. Per a previous agreement, Denman also reported that another \$150,000 was moved from the NYLAF account into the Key account on August 6, 2024. Denman also included a breakdown of grants, as requested in the July 8, 2024, meeting. Denman estimated that the new Toshiba contract will save approximately \$1,500 to \$2,000 annually.

a. [Action item] RESOLVED that the Board approve the financial report for July 2024 as presented.

Motion: Trustee Langlois. Seconded by: Trustee Quinn. (Approved 6-0-0)

b. [Action item] RESOLVED that the Board approve the July 2024 warrant schedule as presented.

Motion: Trustee Panzer. Seconded by: Trustee Langlois. (Approved 6-0-0)

XII. Director's report

Interim Director Bowling Dixon discussed the need for a landscaping contract. She said she has gotten estimates for landscaping contracts, ranging from \$3,000 to 9,000 for services such as property cleanup, weed removal, and removal of yard refuse. Trustees requested more information about additional services provided by the landscapers, such as leaf removal. Bowling Dixon said she's planning a staff meeting soon.

- XIII. Committee reports
- a. Standing committees
    - i. Physical Resources Committee – none
    - ii. Community Resources Committee – none
    - iii. Human Resources Committee – Updates to be provided in executive session
    - iv. Sunshine Committee – Collection of yearly \$20 dues
  - b. Ad hoc committees
    - i. Historical Society Committee – Trustee Quinn says the journal project is moving along. All articles are in and the hope is for a January 2025 publication date. In the near future, the Committee will need to get Board approval for funds to cover printing costs. Estimates are about \$3,000.
    - ii. Bylaws Committee – None
- XIV. Reports from partner groups, provided by Trustee Langlois
- a. The Friends of the Library’s July book sale helped raise \$4,000 – the most the sale has ever made. The next book sale is October 18 and October 19, 2024. Other events include the ongoing lecture series, covering topics such as “Chains Across the Hudson,” “Hudson Valley Schools of Art,” and “Madams, Mobsters and Murders.”
  - b. Junior Friends of the Library volunteered at the Big Band concert, held August 10, 2024, helping to run the 50/50 raffle. The raffle helped the Junior Friends raise \$300 for their projects. Upcoming events include a student film festival being held on September 7, 2024.
- XV. New business – None
- XVI. Report of Trustee continuing education credits – none
- XVII. Privilege of the floor – none
- XVIII. Executive Session
- [Action item] RESOLVED that the Board enter executive session at 7:53 p.m. for the purpose of discussing personnel matters.
- Motion: Trustee Quinn. Seconded by: Trustee Panzer. (Approved 6-0-0)
- [Action item] RESOLVED that the Board exit executive session at 9:02 p.m. No Action taken.
- Motion: Trustee Karchawer. Seconded by: Trustee Quinn. (Approved 6-0-0)
- XIX. Adjournment
- [Action item] RESOLVED that the regular meeting of the Board of Trustees is adjourned at 9:03 p.m.
- Motion: Trustee Langlois. Seconded by: Trustee LaBruna. (Approved 6-0-0)

Next Regular Meeting: September 9, 2024 @ 7:00 p.m.

Submitted by: Heather LaBruna, secretary of the Board of Trustees



