



Goshen Public Library and Historical Society Board of Trustees

Regular Meeting of November 11th, 2024

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 President Tina Fortugno at 7:01p.m. on Monday, November 11th, 2024.

Attendance:

Board members present: Tina Fortugno, Bob Quinn, Heather LaBruna, Michael Panzer, Robert Karchawer, Jim Langlois

Also in attendance: Jack Denman, Finance Manager; Joslyn Bowling Dixon, Interim Library Director; Emelia Estep, Clerk of the Board.

Absent: Vice President Emily Collado

II. Pledge of Allegiance

III. Review and Approve Agenda

[Action item] RESOLVED that the Board approve the Agenda

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

V. Approval of the regular Board minutes of October 14th, 2024.

[Action item] RESOLVED that the Board approve the minutes of October 14th, 2024.

Motion: Trustee Robert Karchawer. Seconded by: Trustee Bob Quinn (Approved 6-0-0)

VI. Finances

Finance manager Jack Denman reported that the library has now received 50% of the total tax levy from the school, which was added to the Key account. \$700,000 was moved to the NYLAF account from the Key account. The library will receive 40% of the tax levy from the school in November. Financial Manager Jack Denman will look into when the PILOT revenues will come in, as the PILOT revenue is not received on a set schedule. The library is currently approximately \$25,000 under budget. The CAPITAL Fund is at approximately \$62,000 and is earning 5% interest.

Financial Manager Jack Denman provided an overview of how the Warrant Schedule works: Financial Manager Jack Denman enters all checks, invoices, and expenses which is then checked by our Accountant from Robert Schultz. Jack prepares the monthly packet, and it is brought to the director. The Auditor of Bills does the final review of invoices paid and checks issued. Interim Library Director Dixon reported that Davey Tree examined the trees on the property. They determined that the trees are repairable and will trim them.

a. Financial report for October 2024 – Jack Denman, Finance

[Action item] RESOLVED to approve the financial report for October 2024 as presented.

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

b. Warrant Schedule for October 2024

[Action item] RESOLVED to approve the October 2024 warrant schedule as presented.

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

c. Approval of raising the double-signature cap on drafted checks from \$3,000 to \$7,500.

[Action item] RESOLVED to approve raising the double-signature cap on drafted checks from \$3,000 to \$7,500.

Motion: Trustee Robert Karchawer. Seconded by: Trustee Michael Panzer

## VII. Discussion of Battle of Minisink Monument.

Interim Director Joslyn Bowling Dixon reported to the Board of Trustees that on October 7th she met with representatives from Benedict Memorial. Benedict Memorial is a company that handles monuments, headstones, mausoleums, etc. Subsequently, she received a letter from Benedict Memorial offering to move and clean the monument for free. Given this opportunity, the Board of Trustees decided to choose a new location for the monument. Following a discussion of recommended locations, the Board of Trustees selected the recommended location, where the donor wall currently resides. This proposal would result in relocation of the donor plaque to the wall opposite, which is more visible to the public than its current location. The Board discussed a display for the monument from the local history room, as well as contacting federally-recognized Lenape-descendants regarding the monument.

Trustee Jim Langlois requested that it be noted that he is opposed to moving the donor wall, and opposes moving the monument into the library building.

[Action Item] RESOLVED that the library move the original Battle of Minisink monument inside the library to the current location of the donor wall, and move the donor wall to the opposite wall in the lobby.

Motion: Trustee Heather LaBruna. Seconded: Trustee Michael Panzer (5-0-1)

Aye- Trustee Tina Fortuno, Trustee Heather LaBruna, Trustee Michael Panzer, Trustee Bob Quinn, Trustee Robert Karchawer.

Nay-Trustee Jim Langlois.

Absent- Trustee Emily Collado.

## VIII. Director's Report—Joslyn Bowling Dixon, Interim Library Director

Interim Library Director Bowling Dixon gave an overview of the Bullet Aid Grant the library received in 2023, including the library's original proposal. Interim Director Bowling Dixon discussed creating a makerspace. The Board requested a more detailed proposal for the December Board Meeting.

## IX. Discussion and Scheduling of Calendar for Events in the New Year

The Board will decide on dates for the Board election and Budget Vote at the December Board meeting.

## X. Appointment of Budget Committee

The Board will select a Budget Committee at the December Board meeting.

## XI. Committee Reports

### a. Standing Committees

- i. Physical Resources Committee - None
- ii. Community Resources Committee - None
- iii. Human Resources – None
- iv. Sunshine Committee - None

### b. Ad Hoc Committee

#### i. Historical Society Committee

The Historical society did not meet this month. The Journal Committee has sent test copies of the Journal to the printers.

#### ii. Bylaws Committee

## XII. Reports from Partner Groups

### a. Friends Liaison—Trustee Jim Langlois

The Friends Group will be paying for the initial printing cost of the Historical Journal. The Huge Book Sale scheduled for October 18th and 19th made \$1,191.35. The program “Mobsters, Madames, and Murders” was attended by 63 people. On March 8th, Sue Gardiner will be presenting “Colonial Era Farm Records of Orange County”.

### Junior Friends Liaison—Trustee Tina Fortugno

Trustee Tina Fortuno reported that the Jr. Friends Group will be having a membership drive pizza party on Friday, November 15th. They are looking to drum up new members in 8th-12th grade. The Junior Friends Group will conduct its annual book give-away at the tree lighting. The Junior Friends Group is also looking to do a trivia night on local history.

## XIII. Executive Session for the Purpose of Discussing Personnel Matters

[Action item] RESOLVED that the Board enter executive session at 8:41pm

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

[Action item] RESOLVED that the Board exit executive session at 10:15p.m.

Motion: Trustee Heather LaBruna Seconded by: Trustee Michael Panzer (Approved 6-0-0)

[Action item] RESOLVED that the Board end the meeting of November 11th, 2024, at 10:16p.m.

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

Next Regular Meeting: Monday, December 9th, 2024.

Submitted by: Emelia Estep, Clerk of the Board