



Goshen Public Library and Historical Society Board of Trustees

Regular Meeting of February 10th, 2025

**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 President Tina Fortugno at 7:03p.m. on Monday, February 10th, 2025.

Attendance:

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

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

II. Pledge of Allegiance

III. Review and Approve Agenda

[Action item] RESOLVED that the Board approve the Agenda

Motion: Trustee Robert Karchawer. Seconded by: Trustee Jim Langlois (Approved 5-0-0)\*

\*Trustee Michael Panzer arrived after this item was resolved.

IV. Presentation by Junior Friends, Fiorello LaBruna

Fiorello proposed a project wherein the Junior Friends, Friends, Town, Village, and Parks and Recreation Department would work together in order to expand nature trails on a piece of land controlled by the Parks and Recreation Department. The proposed role of the Library in this plan would be to help coordinate with the Town, Village, Parks and Recreation Department, etc. and to provide signage for plants, trees, and local wildlife in line with the Library's mission of providing education to the public. Fiorello fielded questions from the Board of Trustees about the project.

V. Privilege of the Floor

Elizabeth Tarvin of Goshen: provided two suggestions for the Library. She first recommended that the Library invest in small tables for patrons on laptops. She recommended adding these tables in the circulation area as well as the lobby. She also recommended that the Library begin using an online system for meeting room reservations. Interim Director Bowling Dixon responded that the Library is working on an online registration system as well as updating information on the Library website.

#### VI. Approval of the regular Board minutes of January 13th, 2025

[Action item] RESOLVED that the Board approve the minutes of January 13th, 2025.

Motion: Trustee Robert Karchawer. Seconded by: Trustee Mike Panzer. (Approved 6-0-0)

#### VII. Finances

Financial Manager Jack Denman presented the Library's January 2025 financial report. He reported that the Library has received \$10,000 from a Bullet Aid Grant. He noted that the Library has paid the final installment for insurance for this fiscal year. He anticipated that the Library would receive PILOT revenue by the end of the month. The Library will be receiving its final 10% of the tax levy in late March or early April.

Financial Manager Jack Denman provided an explanation of the NYLAF account. The NYLAF account is a savings account with a good interest rate which was opened a little more than a year ago. The account represents the Library's operating budget. The interest on this account helps the Library fund operations as its tax levy payments are spaced out through the year and do not begin until three months into the fiscal year. The Key account and NYLAF account are general funds.

##### a. Financial report for January 2025 – Jack Denman, Finance

[Action item] RESOLVED to approve the financial report for January 2025 as presented.

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

##### b. Warrant Schedule for January 2025

[Action item] RESOLVED to approve the January 2025 warrant schedule as presented.

Motion: Trustee Emily Collado. Seconded by: Trustee Jim Langlois. (Approved 6-0-0)

#### VIII. Preliminary Budget for 2025-2026 and Discussion of Calendar of the Vote

The Board of Trustees discussed the proposed 2025-2026 Budget with Financial Manager Jack Denman.

##### [Action item] Tax Cap Override

RESOLVED that the Board approve the Tax Cap override.

WHEREAS, the adoption of this FY2026 budget for the Goshen Public Library & Historical Society requires a tax cap levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-c adopted in 2011; and

WHEREAS, General Municipal Law Section 3-c expressly permits the Library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members; NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the Goshen Public Library & Historical Society voted and approved to exceed the tax levy limit for FY2026 by at least the sixty percent of the board of trustees as required by state law on February 10, 2025.

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

The Board wished for it to be noted that beyond staffing matters that have already been discussed, there will be no change to roles or additional staffing for the next few months.

The Board discussed the Calendar of the Vote. Individuals seeking to be elected as new Trustees can pick up the necessary packet as of February 19th, 2025.

[Action item] RESOLVED that the Board approve Emily Collado, Vice President of the Board as Chairperson of the Vote for the election scheduled for April 9th, 2025.

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

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

Interim Director Bowling Dixon gave an overview of stats for the Library, updated the Board on research she has done into a new credit card for the Library, and discussed moving ahead with plans for the Tech Lab and Maker Space. Interim Director Bowling Dixon also gave the Board an overview of the contents of the Library's storage space and it was agreed to close the storage space, moving the few usable materials into the Library building and discarding the remaining contents.

#### X. Webmaster Contractor

[Action item] RESOLVED that the Board approve contracting with Devine Design for designing a new website, and a support package.

Motion: Trustee Heather LaBruna. Seconded by: Trustee Jim Langloid. (Approved 6-0-0)

#### XI. Patron Privacy Policy

The Board discussed the Library's patron privacy policy, and the enforcement of the Library's privacy policy by staff.

#### XII. RCLS Minimum Standards for Member Libraries

- a. Bylaws
- b. Annual Report

The Board discussed meeting minimum standards and agreed to revisit these topics during the March 2025 meeting.

### XIII. 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- Trustee Heather LaBruna informed on the recent Historic Journal reception which had over 40 attendees.
- ii. Bylaws Committee

### XIV. Reports from Partner Groups

#### a. Friends Liaison—Trustee Jim Langlois

The Friends Group will be having Sue Gardiner, the Warwick Historian, on March 8th, 2025 on Colonial Farm Records of Orange and Ulster.

#### Junior Friends Liaison—Trustee Tina Fortugno

The Junior Friends are planning an Open Mic Night in late March. They are also planning a Growing Up in Goshen Local History Storytelling event in late April.

### XV. Privilege of the Floor

Harlene Kresse of Goshen, NY expressed that she and the CSEA are hopeful and appreciate the effort of the Board of Trustees and Negotiating Committee, and that they are eager to finalize negotiations.

David Fruhling of Goshen, NY expressed his interest in running for the Board of Trustees in the upcoming election.

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

[Action item] RESOLVED that the Board enter executive session at 8:32pm

Motion: Trustee Emily Collado. Seconded by: Trustee Robert Karchawer. (Approved 6-0-0)

[Action item] RESOLVED that the Board exit executive session at 9:38pm.

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

[Action item] RESOLVED that the Board end the meeting of December 9th, 2024 at 10:46pm

Motion: Trustee Robert Karchawer Seconded by: Trustee Emily Collado. (Approved 6-0-0)

Next Regular Meeting: Monday, March 10th, 2025.

Submitted by: Emelia Estep, Clerk of the Board