

Goshen Public Library and Historical Society Board of Trustees

Regular Meeting of March 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 7:41p.m. on Monday, March 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; Stephen Hoefer, RCLS Chief Financial Officer.

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 Michael Panzer (Approved 7-0-0)

IV. E-Rate

A. Presentation by Stephen Hoefer, RCLS Chief Financial Officer

RCLS Chief Financial Officer Stephen Hoefer gave a presentation and fielded questions regarding E-Rate and CIPA.

B. Internet Safety Policy [Action] RESOLVED that the Board adopt the proposed Internet Safety Policy.

Motion: Trustee Robert Karchawer. Seconded by: Trustee Michael Panzer (Approved 7-0-0)

V. Recognition of former Trustee Bob Quinn

VI. Privilege of the Floor

Trustee Jim Langlois addressed the union members in attendance. He stated that the library employees in the union are well represented by Vanessa, and that their meetings have been positive and constructive.

Lisa Taylor of Circleville responded that she is likewise proud of the work of the CSEA, and that she looks forward to a resolution, stating “unions are good for everyone, patrons included.”

VII. Approval of the regular Board minutes of February 10, 2025

[Action item] RESOLVED that the Board approve the minutes of February 10, 2025.

Motion: Trustee Emily Collado. Seconded by: Trustee Mike Panzer. (Approved 7-0-0)

VIII. Personnel Appointments

[Action item] RESOLVED that the Board approve the appointment of Tyler Peterson to part-time custodial worker..

Motion: Trustee Emily Collado. Seconded by: Trustee Mike Panzer. (Approved 7-0-0)

IX. Finances

Financial Manager Jack Denman presented the Library’s February 2025 financial report. He reported that the Library has received the entirety of the PILOT funds, which came to \$62,395. The library is currently \$24,137 under budget for the year. At the request of the Board, Jack will be adding a new line regarding E-Rate under the technology line. There is \$1,200,235.85 in the NYLAF account, and \$61,637.14 in the Capital fund.

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

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

Motion: Trustee Michael Panzer. Seconded by: Trustee Emily Collado (Approved 7-0-0)

b. Warrant Schedule for January 2025

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

Motion: Trustee Michael Panzer. Seconded by: Trustee Robert Karchaweer. (Approved 7-0-0)

X. Update on Calendar for the Vote

[Action item] RESOLVED to appoint Sandra Delgadi and Erica Gati as Clerks of the Vote

Motion: Jim Langloid. Seconded by: Trustee Robert Karchawer. (Approved 7-0-0)

XI. Director’s Report—Joslyn Bowling Dixon, Interim Library Director

Interim Director Bowling Dixon gave an overview of stats for the Library, and updated the Board on the library’s upcoming participation in the RCLS Roadtrip. The fun fact for our library will be that we have Ulysses S. Grant’s walking stick.

XII. Revisited Discussion: RCLS Minimum Standards for Member Libraries

Trustee Jim Langlois noted that the bylaws do not currently reflect the timeline the Board uses for the organizational meeting. Plans were made to amend the bylaws in the next meeting.

[Action item] RESOLVED that the Board approve posting the Library’s bylaws to the website.

Motion: Trustee Jim Langlois. Seconded by: Trustee Michael Panzer. (Approved 7-0-0)

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- Former Trustee Bob Quinn reported that about 200 copies of the Journal have been distributed. There are plans to have a table for the Great American Weekend, and to have some at the Historical Track. They are beginning to plan for the next Journal edition. Former Trustee Bob Quinn plans to go through the maps in the History Room.

There is also a collection of ledgers from Orange County which are in poor condition. There was a recommendation that the ledgers be discarded due to a mold issue. They are currently quarantined from the rest of the collection. Michelle, the Town Historian has said that they have extracted all information that may be collected from the ledgers.

The History Room has 3 boxes of rocks and metal which were excavated and given to them by an archeologist.

- ii. Bylaws Committee

XIV. Reports from Partner Groups

a. Friends Liaison—Trustee Jim Langlois

The Friends Group recently had a presentation on Colonial Era Farm Records of Orange County by Sue Gardiner. About 30 people attended. On April 12th, Eddie Moran will present on Dutch Colonization. The next Friends book sale will be in April.

Junior Friends Liaison—Trustee Tina Fortugno

The Junior Friends will be having an event on April 11th, 7:00-8:30pm: Growing Up in Goshen. The Jr. Friends have a subcommittee regarding the trail Fio presented on in the February meeting.

XV. Reorganization of Board Leadership

[Action] RESOLVED that the Board appoint Emily Collado as President of the Board of Trustees, and appoint Trustee Tina Fortugno as Vice President as of the end of this meeting on March 10th, 2025.

Motion: Trustee Jim Langlois. Seconded by: Trustee Robert Karchawer (Approved 7-0-0)

XVI. Privilege of the Floor

Lisa Taylor of Circleville informed the Board that a patron inquired about the Luxor series and whether they would be available online. There was a suggestion to add a blurb to the website in order to make the recordings easier for patrons to find.

XVII. Executive Session for the Purpose of Discussing Personnel Matters

[Action item] RESOLVED that the Board enter executive session at 9:02pm

Motion: Trustee Michael Panzer. Seconded by: Trustee Heather LaBruna. (Approved 7-0-0)

[Action item] RESOLVED that the Board exit executive session at 10:00pm

Motion: Trustee Robert Karchawer. Seconded by: Trustee Jim Langlois. (Approved 7-0-0)

[Action item] RESOLVED that the Board end the meeting of March 10th, 2025 at 10:00pm

Motion: Trustee Jim Langlois. Seconded by: Trustee Robert Karchawer. (Approved 7-0-0)

Next Regular Meeting: Monday, April 14th, 2025.

Submitted by: Emelia Estep, Clerk of the Board