



**Goshen Public Library and Historical Society Board of Trustees
Regular Meeting of May 12, 2025**

Draft Minutes

- I. Call to order
A regular meeting of the Board of Trustees of the Goshen Public Library and Historical Society (GPLHS) was called to order by President Emily Collado at 7:00 p.m. on May 12, 2025.
Attendance:
Board members present: Emily Collado, Tina Fortugno, Heather LaBruna, Julie Markey, Alison Newman, Michael Panzer, and Lynn Tabbott. Also in attendance: Library Director Rose Chiocchi, Principal Account Clerk Jack Denman and Clerk of the Board Meghan Boroden.
- II. Pledge of Allegiance
- III. Appointment of Clerk of the Board and Clerk of the Vote, Meghan Boroden. Motion: Trustee Fortugno. Seconded by: Trustee Labruna. (Approved 7-0-0)
- IV. Review and Approve Agenda
[Action item] RESOLVED that the Board approve the Agenda as presented. Motion: Trustee Newman. Seconded by: Trustee Fortugno (Approved 7-0-0)
- V. Privilege of the floor – None.
- VI. Approval of the minutes of the April 14, 2025 Board meeting.
[Action item] RESOLVED that the Board approve the Agenda as amended.*
*The word 'former' was used two times under IX. Open Items Discussion.
Motion: Trustee Fortugno. Seconded by: Trustee Panzer. (Approved 7-0-0)
- VII. Finances
 - a. The financial report for May 2025 was presented by Jack Denman, who reported Library income was healthy, having received the entirety of the tax levy from the school district and the majority of PILOT payments, as well as interest payments through the Library's NYLAF account. He forecasted the fiscal year would conclude on or close to budget. The payroll line has been under budget, but reminded that this will change with the director position filled. He reported

there wouldn't be a need for a TAN (tax anticipation note)/advance from the school district of the first payment of the tax levy in the upcoming fiscal year. This will save the Library several thousands of dollars in interest payment. Election/budget vote costs were higher, as they may have been under projected when the budget was prepared. There may also be cost savings to be found next spring. Director Rose Chiocchi and trustees discussed potential changes to the layout of reports on a quarterly and monthly basis for easier visual analysis. [Action item] RESOLVED to approve the financial report for May 2025 as presented. Motion: Trustee Panzer. Seconded by: Trustee Tabbott. (Approved 7-0-0)

- b. [Action item] RESOLVED to approve the May 2025 warrant schedule as presented. Motion: Trustee Fortugno. Seconded by: Trustee Labruna. (Approved 7-0-0)

VIII. May 2025 Director's Report – Director Rose Chiocchi enjoyed her first day of work at the Library. She spent much of the day meeting with Jack Denman to review finances and Erica Gati (Human Resources). She said her early priorities are becoming familiar with the circulation processes and the up-and-coming Tech Lab. An All-Staff meeting is planned for Friday, May 30. Trustee Fortugno recommended an evening Meet the Director event at a future date.

IX. Committee Reports

a. Standing Committees

- i. Physical Resources Committee – The Board reviewed window cleaning and carpet cleaning quotes from vendors. More quotes are anticipated. Trustee Collado discussed the need for shade solutions for more comfortable use of the patio, as well as the need for a shed to store a variety of items.

- ii. Community Resources Committee – None

- iii. Human Resources – None

- iv. Sunshine Committee – Trustee Collado requested \$20 from each trustee.

b. Ad Hoc Committees

- i. Historical Society Committee – The Committee provided a report to the Board recommending the disposal of Orange County Bank ledgers dated 1828-1937 due to mold damage. The cost of remediation of these items was projected to be high and not worthwhile. The committee also recommended the disposal of some items recovered during the excavation of the grounds in preparation for the construction of the Library building. Trustee Fortugno recommended photographing all excavation items as the next step. The committee also identified 93 topographical maps of areas not served by the GPL&HS and requested that they be offered to the Friends of the GPL&HS to sell or be disposed of.

[Action item] RESOLVED that the Board of Trustees authorizes the disposal of the Bank of Orange County ledgers dated 1828-1937, and removal, as deemed fit by the Historical Society Committee, of topographical maps of areas outside that served by the GPL&HS. Motion: Trustee Fortugno, Seconded by: Trustee Tabbott. (Approved 7-0-0)

X. Reports from Partner Groups

- a. Friends of the GPL&HS event updates: Ed Connor's May 10th lecture "The Church Park Historic District" was well attended and engaging. The recent book sale brought in about \$1700 in donations. On July 5th & 6th another book sale is planned in conjunction with Great American Weekend. The annual Big Band Concert is August 16th.
- b. Junior Friends next meet June 1st.

X. Open Items Discussion:

- a. Tech Lab – Trustees talked about ensuring the long-term sustainability of the Tech Lab.
- b. Website Updates – Charles DeYoe (IT) provided an update in his monthly report that the new GPL&HS website is nearly complete.
- c. Pollinator Garden – Amber Kirkwood (Head of Programming & Community Engagement) has developed programming in conjunction with O&R, which funded the Pollinator Garden. Trustee Collado said O&R will be contacted to confirm maintenance of the garden.

XI. RCLS IT Services requires Board action by June 30th. Director Chiocchi will review the contract with Charles DeYoe (IT). The Board will take action at the June 9th regular Board meeting.

XII. Privilege of the Floor

Lisa Taylor informed the Board that a college student and Scout has contacted her about gaining experience working in libraries/archives. Director Chiocchi said she will take the information for a possible arrangement. Taylor brought to the attention of the Board some of the challenges of sensitive materials that may be used in the Tech Lab and the need for proper storage and precautions to protect the technology.

Harlene Kresse, president to the CSEA Local 1000 Library union, welcomed Rose Chiocchi as the new director of the Library, and expressed that she and colleagues are looking forward to working with her. Kresse also said the union is looking forward to the ratification of the first collective bargaining agreement.

XIII. Executive Session

[Action item] RESOLVED that the Board enter Executive Session at 8:37 PM for the

purpose of collective negotiations pursuant to article fourteen of the civil service law. Motion: Trustee Newman. Seconded by: Trustee Panzer. (Approved 7-0-0)
No action was taken.

[Action item] RESOLVED that the Board exit Executive Session at 9:16 PM. Motion, Trustee Panzer. Seconded by: Trustee Fortugno. (Approved 7-0-0)

XIV. Report of Trustee Continuing Education Credits. Several trustees reported having participated in recent continuing education classes.

XV. Adjournment

[Action item] RESOLVED that the Board adjourn at 9:19 PM. Motion: Trustee Newman, Seconded by: Trustee Panzer. (Approved 7-0-0)

Next Regular Meeting: June 9, 2025 at 7:00 pm.

Submitted by: Meghan Boroden, Clerk of the Board