

**Goshen Public Library and Historical Society
Board of Trustees Meeting**

Minutes of October 8, 2018

Board Meeting

Call to order

The regular meeting of the Board of Trustees of the Goshen Public Library and Historical Society was called to order at 7:30 p.m. on October 8, 2018 in the lower level meeting room of the Library. The presiding officer was Ellen Mary O'Brien.

Present

Five members of the Board were present: Meghan Boroden, Bernie Marone, Ellen Mary O'Brien, Keith Roddey and Jim Tarvin. These members constitute a quorum. Also present, Matt Gomm, Director, and Jack Denman, Principal Account Clerk.

Absent Emily Collado, Norma Nunez-Langlois.

Acceptance of Agenda

Insert to New Business item L. Change Order Authority (Action Item)
Insert to New Business item M. Review of new State Hostile Workplace Policy.
Insert minutes of September 17th, 2018 Work Session.

Pledge of Allegiance

Privilege of the Floor

Bill Tory reported that the Fund Raising committee has met and exceeded the goal of \$300,000 with their "The Best It Can Be" campaign.

Construction Progress Report

Representatives from Gilbane Building Company were pleased to submit a written overview of the construction to date and spoke about what the Board can expect to see on site shortly. All tasks are on schedule.

Minutes of the Meeting of September 10th, 2018

RESOLVED that the minutes of the September 10th, 2018 meeting be accepted as written. Motion, Jim Tarvin. Second, Meghan Boroden. Approved (5-0-0).

Minutes of the Meeting of September 17th, 2018

RESOLVED that the minutes of the September 17th, 2018 meeting be accepted as written. Motion, Meghan Boroden. Second, Bernie Marone. Approved (5-0-0).

Treasurer's Report

Jack Denman reported that the Library has completed the first quarter of the fiscal year on target. Jack mentioned that he received a check of PILOT funds. Capital project is going as expected.

RESOLVED to accept the Treasurer's report as presented by Jack Denman. Motion, Keith Roddey. Second, Meghan Boroden. Approved (5-0-0).

Director's Report

Matt reported that he had spent some time on vacation and came back renewed. He also mentioned that we have begun the search for a new Library 1 employee to fill in the gap we are currently experiencing at the reference desk. In addition a DLD Grant has been submitted to RCLS. Additional reports were made available to the board from the Adult / Reference Services which included collection development, programming, and statistics. A report from Children's Services included program attendance, meetings / conferences attended and future ideas / plans.

Committee Reports:

Capital Project Committee: A trip to Albany is scheduled for October 26 to finalize some design elements for the new building.

Physical Resources: None.

Community Resources: Emily is working with Amy on a new image for the new library branding.

Human Resources: None.

Sunshine Committee: None.

Friends/Historical Society: Linda Zimmerman author of Haunted Hudson Valley will be a guest speaker at the Main Street School Building on October 27th. Save the Date for February 9th at 10am at the Main Street School building for a presentation of Sarah Wells, an American Pioneer. More information to follow.

Unfinished Business

- A. None.

New Business

A. EXECUTIVE SESSION

RESOLVED that the Board enter into executive session at 8:08 pm for proposed sale of real property. Motion, Bernie Marone. Second, Meghan Boroden. Approved (5-0-0).

RESOLVED that the Board end executive session at 8:46 pm. Motion, Meghan Boroden. Second, Jim Tarvin. Approved (5-0-0).

- B. Realty Broker Services (Discussion) The board will seek a contract from Griffith Olivero Realty for the sale of the 203 Main Street real property.
- C. Approve Ashley Mechanical, Inc. Payment Application Number 7 in the Amount of \$55,788.75 Motion, Bernie Marone. Second, Keith Roddey. Approved (5-0-0).
- D. Approve BRMA Invoice Number 33 in the amount of \$9,050.02 Motion, Keith Roddey. Second, Bernie Marone. Approved (5-0-0).
- E. C.R. Wolfe Heating Payment Application Number 3 in the amount of \$38,475 Motion, Keith Roddey. Second, Meghan Boroden. Approved (5-0-0).
- F. Approve Fashawe, Inc. Payment Application in the amount of \$37,050 Motion, Meghan Boroden. Second, Keith Roddey. Approved (5-0-0).
- G. Approve SRI Fire Sprinkler, LLC Payment Application Number 294318-02 in the amount of \$6,084.75 Motion, Bernie Marone. Second, Keith Roddey. Approved (5-0-0).
- H. Approve SRI Fire Sprinkler, LLC Payment Application Number 29418-03 in the amount of \$18,322.65 Motion, Keith Roddey. Second, Meghan Boroden. Approved (5-0-0).
- I. Approve Standback General Contractors Payment Application Number 6 in the amount of \$319,934.53 Motion, Bernie Marone. Second, Meghan Boroden. Approved (5-0-0).
- J. Approve Tectonic Engineering & Surveying Invoice Number 351530 in the amount of \$95 Motion, Keith Roddey. Second, Jim Tarvin. Approved (5-0-0).
- K. Approve Tectonic Invoice Number 354047 in the amount of \$1,200 Motion, Meghan Boroden. Second, Keith Roddey. Approved (5-0-0).
- L. Change Order Authority. Authority was given to Director Matt Gomm to authorize change orders on the capital project as needed to expedite work changes. Previous limit of \$15,000 was changed to \$20,000. Motion, Jim Tarvin. Second, Meghan Boroden. Approved (5-0-0).
- M. Hostile Workplace policy issued by the State of New York was reviewed by the Board and will be placed as policy for GPL&HS.
- N. Other – None.

Privilege of the Floor

None.

Adjournment

RESOLVED that the meeting be adjourned at 8:58pm. Motion, Meghan Boroden. Second, Keith Roddey.
Approved (5-0-0)

Respectfully submitted,

Carol Cullen

Next Meeting: Work Session October 16, 2018 at 7:00 PM.
Work Session October 22, 2018 at 7:30 PM.
Board Meeting November 12, 2018 at 7:30 PM.