

Gloversville Public Library  
Meeting of the Board of Trustees  
July 19, 2016  
6:30 pm  
Gloversville Public Library

Organization Meeting Agenda

Meeting presided by: Treasurer and Recording Secretary Michael Frank  
Pledge of Allegiance

1. Oath of Office to New Trustees
  - Elizabeth Batchelor – 5 year term
  - Lisa Buggeln – 5 year term

2. Election of Officers
  - President  
(President takes over presiding meeting.)
  - Vice President
  - VP of Finance
  - Secretary

Do we have a motion to move items 3-10 as set in the agenda?

3. Contract with Library Director
  - Motion to renew the contract with Barbara Madonna for the position as library director for the 2016-2017 fiscal year.
  - Motion to set compensation for Ms. Barbara Madonna at \$62,000 for the 2016-2017 fiscal year.
4. Contract with Treasurer and Recording Secretary
  - Motion to renew the contract with Michael Frank as Treasurer and Recording Secretary.
  - Motion to set compensation for Michael Frank at \$8,200 for the 2016-2017 fiscal year.
5. Set regular meeting time and date.
  - Motion to set the 3<sup>rd</sup> Tuesday of the month at 6:30 pm as the regular meeting time and date.
6. Set Bank of Record
  - Motion to declare NBT as the Gloversville Public Library's bank of record.
  - Motion to authorize the President, Vice President, Vice President of Finance, Secretary and Treasurer to be signatories on the bank accounts at NBT for the Gloversville Public Library.
  - Motion to allow business with other commercial banking institutions with board approval.
7. Set Newspaper of Record
  - Motion to declare the Leader-Herald as the newspaper of record for the Gloversville Public Library.
  - All legal notices and notices of meetings will be in the Leader-Herald.
- 8. Set Insurance Agencies
  - Motion to declare NBT Insurance Agency to be the agent for the Gloversville Public Library for the following types of coverage:
    - Director and Officers Insurance policy,
    - Business & Personal Property, General Liability, and Umbrella policies, and Fine Arts Floater.
    - Disability insurance policy
  - Motion to declare New York State Public Entities Public Safety Group 497 the insurance carrier for the

Library Workman's Compensation policy.

- Motion to declare the First Non-profit Companies the administrator for the Library's unemployment insurance.
- Motion to declare Jaeger and Flynn Associates, Inc. the administrator for the Library's health insurance.

9. Indemnification of Library Trustees

- Motion to adopt the indemnification of Gloversville Public Library Trustees as provided by New York State Public Officers Law Section 18.

10. Set Date of Gloversville Public Library Vote

- Motion to declare the 1st Tuesday in May, 2017 as the date for the Gloversville Public Library Vote.

11. Elect 2 Representatives to the Gloversville Library Foundation Board.

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12. Establish Standing Committees

- Executive Committee

Pres. \_\_\_\_\_

Vice-Pres. \_\_\_\_\_

VP of Finance \_\_\_\_\_

Sec. \_\_\_\_\_

- Budget and Finance

Chair:

- Buildings and Grounds

- Chair :

- Personnel

Chair:

- Public Relations

Chair:

- Program

Chair:

Ad Hoc

- Policy

Chair

13. Miscellaneous

- Calendar: Holiday Observances (Federal, 1pm closings for Thanksgiving, Christmas and New Year's Eve)
- Motion to designate the Library Director to be the appointing authority for Civil Service employment actions.

14. Motion to appoint claims auditor: John Blackmon

Adjourn