

Gloversville Public Library
Meeting of the Board of Trustees
July 16, 2019
6:30 pm

Organization Meeting Agenda

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

1. Oath of Office to New Trustees

Christian Rohrs – 5 years
Charles Reed – 5 years
Greg Novaros – 1 year
Mike Frank – Treasurer
Barbara Madonna – Library Election Clerk

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 approve Barbara Madonna to the position as library director for the 2019-2020 fiscal year.
- Motion to set compensation for Ms. Barbara Madonna at \$68,000 for the 2019-2020 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 \$8,600 for the 2019-2020 fiscal year.

5. Set regular meeting time and date.

- Motion to set the 3rd 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, 2020 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 plus 1pm closing for Thanksgiving, Christmas Eve 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