



Draft Minutes of the Organizational Meeting of the Gloversville Public Library

July 16, 2019

The Organizational Meeting of the Gloversville Public Library was held on July 16, 2019 at 6:30 P.M. in the Large Meeting Room at the Library, 58 E. Fulton Street, Gloversville, New York.

The following, having been elected by the voters of the Gloversville Enlarged School District, were in attendance: Christine Pesses, Craig Clark, Merry Dunn Brown, Frank Carangelo, Susan Shrader, Charles Reed, Greg Niforos and Christian Rohrs. Michael J. Frank, Treasurer and Recording Secretary, Barbara J. Madonna, Director of the Gloversville Public Library, Nicole Hauser, Librarian I, Jean La Porta, President of the Friends of the Gloversville Public Library, and John Blackmon, Claims Auditor for the Gloversville Public Library, also attended the meeting.

Barbara Madonna
Library Director

Mr. Frank, acting as temporary chairman of the meeting, opened the meeting by leading the Trustees in the Pledge of Allegiance.

2019-2020
Board of Trustees

Mr. Frank, a notary public, administered the Oath of Office to the newly-elected trustees, Christian Rohrs, who was elected to a five-year term, Charles Reed, who was elected to a five-year term, and Greg Niforos, who was appointed by the Board of Trustees to fill the vacancy created with Elizabeth Bachelors' resignation until the next election of trustees in May 2020. Barbara Madonna, Library Director and Election Clerk, and Michael Frank, Library Treasurer, were also sworn into office.

Merry Dunn Brown

Mr. Frank asked for nominations for the position of President of the Board of Trustees. Mr. Reed nominated Mr. Clark for the position of President of the Board of Trustees. Ms. Dunn Brown seconded the nomination for the position of President. Hearing no other nominations, Mr. Frank called for a vote for the office of President. This was approved all voting aye with Mr. Clark abstaining. At this point in the meeting Mr. Clark began presiding. The following Trustees were nominated to the other respective officer positions and were approved as follows: Mr. Rohrs nominated Ms. Dunn Brown for the position of Vice President. Mrs. Shrader seconded this nomination and it was approved all voting aye. Mrs. Pesses nominated Mr. Reed for the position of Vice President of Finance. Ms. Dunn Brown seconded this nomination and it was approved all voting aye. Ms. Dunn Brown nominated Mr. Rohrs for the position of Secretary. Mrs. Pesses seconded this nomination and it was approved all voting aye.

Frank Carangelo

Richard Carlson

Craig Clark

Greg Niforos

Mr. Clark presented the following items to the Trustees for review:

Christine Pesses

3. Contract with Library Director

Motion to renew the contract with Ms. Barbara Madonna for 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.

Charles Reed

4. Contract with Treasurer

Motion to renew the contract with Michael J. Frank as Treasurer for the 2019-2020 fiscal year.

Motion to set compensation for Michael J. Frank at \$8,600 for the 2019-2020 fiscal year.

Christian Rohrs

5. Set Regular Meeting Time and Date

Motion to set the third Tuesday of the month at 6:30 PM as the regular meeting time and date.

Susan Shrader

6. Set Bank of Record

Motion to declare National Bank and Trust Company (NBT) as the Gloversville Public Library's bank of record for the fiscal year 2019-2020.

Motion to authorize the President, Vice President, Vice President of Finance, Treasurer and Secretary to be signatories on the bank accounts at NBT for the Gloversville Public Library.

Motion to authorize Michael J. Frank, Treasurer to be the primary signer on all checks and withdrawals on the Library's bank accounts with the provision that all checks and withdrawals be cosigned by an officer.

Motion to allow business with other 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 Agency

Motion to declare NBT Insurance Agency to be the insurance agent for the Gloversville Public Library for the following types of coverage: Director and Officer's Liability policy, Fine Arts policy, Commercial policy, General Liability policy, Disability policy, and Umbrella policy. To declare New York State Public Entities Safety Group 497 the insurance agent for the Library Workman's Compensation policy. To declare the First Nonprofit Companies the administrator for the Library's Unemployment insurance. To declare Jaeger & Flynn the administrator for the Library's Health Insurance policy.

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, May 5th, as the date for the Gloversville Public Library vote.

Mr. Rohrs made a motion, seconded by Mr. Reed, to approve items 3 through 10 above. This was approved all voting aye.

Mr. Reed made a motion, seconded by Ms. Dunn Brown, to have Mr. Niforos and Mrs. Pesses represent the Library as our liaisons to the Gloversville Library Foundation Board for the fiscal year ending June 30, 2020. This was approved all voting aye.

Mr. Clark appointed the following Trustees to fill the Committee Chair positions:

Executive Committee – The Officers (President, VP, VP of Finance and Secretary)

Budget, Finance and Audit – Mr. Reed

Building and Grounds – Mr. Carangelo

Personnel – Mrs. Shrader

Public Relations – Ms. Dunn Brown

Programming – Mr. Reed

ADHOC Policy Committee – Mrs. Pesses

Ms. Dunn Brown made a motion, seconded by Mr. Rohrs, to close the Library on all Federal Holidays and to close the Library on the day before Thanksgiving, Christmas and New Year's Day at 1:00 PM. This was approved all voting aye.

Mr. Reed made a motion, seconded by Mrs. Pesses, to designate the Library Director to be the appointing authority for Civil Service employment actions. This was approved all voting aye.

Mr. Rohrs made a motion to appoint John Blackmon of Gloversville as the Library's Claims Auditor for the Budget Year 2019-2020. This motion was seconded by Mr. Reed and approved all voting aye.

Mr. Reed made a motion, seconded by Mrs. Shrader to adjourn the meeting at 6:50 P.M. This was approved all voting aye.

Christian Rohrs
Secretary