



Valerie Acklin
Library Director

2020-2021
Board of Trustees

Merry Dunn Brown

Richard Carlson

John Mazur

Greg Niforos

Caren Pepper

Christine Pesses

Charles Reed

Christian Rohrs

Susan Schrader

Minutes of the Gloversville Public Library Board of Trustees Organizational Meeting July 21, 2020

The Gloversville Public Library Board of Trustees held an Organizational Meeting July 21, 2020 at 6:30 PM via Zoom Video Conferencing. The meeting was presided by treasurer and recording secretary Michael Frank. Present were President Charles “Ren” Reed, Vice President Merry Dunn-Brown, Treasurer Mike Frank, Secretary Christian W. Rohrs, Library Director Valerie Acklin, Christine Pesses, Craig Clark, Richard Carlson, Sue Shrader, Gregory Niforos, and *Leader Herald* reporter Ashsley Onyon.

Mr. Frank called the meeting to order at 6:30 PM.

The following trustees were sworn into office for one-year terms: Merry Dunn-Brown, Richard Carlson, Gregory Niforos, and Craig Clark. Mr. Frank was sworn in as Treasurer, and Valerie Acklin was sworn in as Library Director and Library Election Clerk. Nicole Hauser was sworn in as Deputy Election Clerk.

Mr. Frank then asked for motions to elect Charles “Ren” Reed as president of the board. Ms. Dunn-Brown made a motion, with a second motion made by Mr. Clark. The board approved with “aye.” At this point, Mr. Reed presided over the remainder of the organizational meeting.

Mr. Reed asked for a motion to elect Ms. Dunn-Brown as vice president of the board. Mrs. Pesses made a motion, with a second motion made by Mr. Carlson. The board approved with “aye.”

Mr. Reed asked for a motion to elect Mr. Niforos as vice president of finance. Mr. Carlson made a motion, with a second motion made by Mr. Rohrs. The board approved with “aye.”

Mr. Reed asked for a motion to elect Mr. Rohrs as Secretary. Mrs. Pesses made a motion, with a second motion made by Ms. Dunn-Brown. The board approved with “aye.”

Mr. Reed then asked for a motion to approve the following items on the agenda. Mr. Clark made a motion, with a second motion made by Mrs. Pesses. The following items include:

- Contract with Library Director
 - ◊ Motion to approve Valerie Acklin to the position as Library Director for the 2020-2021 fiscal year.
 - ◊ Motion to set compensation for Valerie Acklin at \$65,000 for the 2020-2021 fiscal year.
- 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 \$8,800 for the 2020-2021 fiscal year.
- 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.

- 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.
- 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*.
- 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 and 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-Profits 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.
- 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.
- Set Date of Gloversville Public Library Vote
 - ◊ Motion to declare the 1st Tuesday in May, 2021 as the date for the Gloversville Public Library Vote (May 4th, 2021)

The board approved the above listed items with a vote of "aye."

Mr. Reed then asked for a motion to elect two representatives to the Gloversville Public Library Foundation. When asked to elect Mrs. Pesses, Mr. Rohrs made a motion, with a second motion made by Mr. Niforos. When asked to elect Mr. Niforos, Mr. Rohrs made a motion, with a second motion made by Mr. Reed. The board approved with "aye."

Mr. Reed moved to appoint chairpersons to the following committees:

- Budget and Finance: Gregory Niforos
- Buildings and Grounds: Richard Carlson
- Outreach: Merry Dunn-Brown
- Personnel: Sue Shrader
- Public Relations: Christian W. Rohrs
- Program: Charles "Ren" Reed
- Policy: Christine Pesses

Mr. Reed asked for a motion to the following items:

- Closure of the library for Federal Holiday Observances and a 1:00 PM closing for Thanksgiving, Christmas Eve, and New Year's Eve.
- Designation of the Library Director to be the appointing authority for Civil Service employment actions.
- Appointment of Mr. John Blackmon as claims auditor.

Mrs. Pesses made a motion to approve these items, with a second motion made by Mr. Rohrs.

At 6:48 PM, Mr. Reed asked for a motion to adjourn. Mrs. Pesses made a motion, with a second motion made by Mr. Carlson. The board approved with "aye."

Respectfully submitted,

Christian Rohr, Secretary