Gloversville Public Library
Meeting of the Board of Trustees
July 15, 2014
6:30 pm
Gloversville Public Library

Organization Meeting Agenda

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

• Oath of Office to New Trustees
  • James McGuire – 5 year term

• 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?

• Contract with Library Director
  • Motion to renew the contract with Barbara Madonna for the position as library
director for the 2014-2015 fiscal year.
  • Motion to set compensation for Ms. Barbara Madonna at $56,000 for the 2014-
2015 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 $8,200 for the 2014-2015 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 & 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.

• 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, 2015 as the date for the Gloversville Public Library Vote.

• Elect 2 Representatives to the Gloversville Library Foundation Board.
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• Establish Standing Committees
  • Executive Committee
    • Pres._______________________________
    • Vice-Pres._________________________
    • VP of Finance______________________________
    • Sec.________________________________

  • Budget and Finance
    • Chair:

  • Audit Committee
    Chair:

  • Buildings and Grounds
    • Jay Ephraim, Chair
• Personnel
  Chair:

• Public Relations
  Chair:

• Program
  Jay Ephraim, Chair

• Policy
  Chair

13. Miscellaneous
  • Calendar: Holiday Observances
  • Motion to designate the Library Director to be the appointing authority for Civil Service employment actions.

• Adjourn