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 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, 2017 as the date for the Gloversville Public Library Vote.

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

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, 1 pm 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