Gloversville Public Library
Meeting of the Board of Trustees
July 17, 2017
6:30 pm
Gloversville Public Library
34 WEST Fulton St

Organization Meeting Agenda

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

1. Oath of Office to New Trustees
   • Christine Pesses – 5 year term
   • Frank Carangelo – 5 year term
   Craig Clark – 3 year term
   Brian Mazza – 1 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 2017-2018 fiscal year.
   • Motion to set compensation for Ms. Barbara Madonna at $64,000 for the 2017-2018 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 2017-2018 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, 2018 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, 1pm closing for Thanksgiving. **Christmas and New Year’s Eve are on Sundays in 2017)
• 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