Gloversville Public Library
Meeting of the Board of Trustees
July 17, 2019
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
   Sue Shrader – 5 years
   Christian Rohrs – 1 year
   Charles Reed – 1 year
   Mike Frank – Treasurer
   Barbara Madonna – Library Election Clerk

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 2018-2019 fiscal year.
   • Motion to set compensation for Ms. Barbara Madonna at $66,000 for the 2018-2019 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 $8,600 for the 2018-2019 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, 2019 as the date for the Gloversville Public Library Vote.

11. Elect 2 Representatives to the Gloversville Library Foundation Board.
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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 plus 1 pm closing for Thanksgiving, Christmas Eve 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