



Gloversville Public Library
Organizational Meeting of the Board of Trustees
58 East Fulton Street
July 16, 2023 6 PM

Meeting presided by: Treasurer Michael Frank

Pledge of Allegiance

Call to Order/Attendance

1. Oaths of Office

- Charlotte Will – 5 years
- Jonathon Federman – 5 years
- Charles “Ren” Reed – 3 years
- Mike Frank – Treasurer
- Valerie Acklin – Library Director
- Valerie Acklin – Library Election Clerk
- Nicole Hauser – Deputy Election Clerk
- Barbara Madonna – Deputy Election Clerk

2. Election of Officers to the Executive Committee *

- President (takes over presiding at the meeting) – Gregory Niforos
- Vice President – Merry Dunn Brown
- VP of Finance – Charles “Ren” Reed
- Secretary – Susan Shrader

Remainder of meeting presided by: Gregory Niforos

Motion to move items 3-10 as set in the agenda: *

3. Contract with Treasurer

- Motion to renew the contract with Michael Frank as Treasurer.
- Motion to set compensation for Michael Frank as Treasurer at \$9000 for the 2023-2024 fiscal year.

4. Set Meeting Date and Time

- Motion to set the third Tuesday of the month at 6 PM as the regular meeting time and date.

5. 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.

6. 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.

7. 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 Marshall & Sterling the administrator for the Library's health insurance.

8. 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.

9. Set Date of Gloversville Public Library Vote

- Motion to declare the first Tuesday in, May 6, 2024, as the date for the Gloversville Public Library Vote.

10. Elect Two (2) Representatives to the Gloversville Library Foundation Board *

- Charles "Ren" Reed
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11. President Appoints Standing Committee Chairs:

- Budget and Finance

Chair: Charles "Ren" Reed

- Buildings and Grounds

Chair: Richard Carlson

- Local History Room

Chair: Charles "Ren" Reed

- Outreach

Chair: Merry Dunn-Brown

- Personnel

Chair: Sue Shrader

- Policy

Chair: Charlotte Will

- Program

Chair: Caren Pepper

- Public Relations

Chair:

12. Vote to Appoint Claims Auditor *

- John Blackmon

13. Set Holiday Observances (Federal and Religious, as stated in the Employee Handbook, plus 1 PM closing for Thanksgiving Eve, Christmas Eve and New Year's Eve)

14. Motion to designate the Library Director to be the appointing authority for Civil Service employment actions *

15. Conflict of Interest Certification Signing

Adjourn *

* *Motion Required*