



Gloversville Public Library
Organization Meeting of the Board of Trustees
58 East Fulton Street
July 19, 2024 at 6 PM

Meeting presided by: Treasurer Michael Frank

Pledge of Allegiance

Call to Order/Attendance

1. Oaths of Office

- Greg Niforos – 5 years
- Merry Dunn Brown – 5 years
- Caren Pepper – 5 years
- Russell Eber – 1 year
- 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 – Richard Carlson

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 2025-2026 fiscal year.

4. Set Meeting Date and Time

- Motion to set the third Wednesday 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

- Cyber Liability 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 third Tuesday in May (May 19, 2026) as the date for the Gloversville Public Library Vote.

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

- Charles "Ren" Reed
- Merry Dunn-Brown

11. President Appoints Standing Committee Chairs:

- Budget and Finance
Chair: Richard Carlson
- Buildings and Grounds
Chair: Richard Carlson
- Outreach
Co-Chairs: Merry Dunn-Brown & Charlotte Will
- Personnel
Chair: Sue Shrader
- Policy
Chair: Sue Shrader
- Program
Chair: Caren Pepper
- Sustainable Growth
Chair: Jonathan Federman
- Trustee Development
Co-Chairs: Merry Dunn Brown & Dick Carlson

12. Vote to Appoint Claims Auditor *

- John Blackmon

13. Set Holiday Observances (Federal and Religious, as stated in the Employee Handbook, plus 1PM 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*