

Goshen Public Library
January 15, 2020

GOSHEN PUBLIC LIBRARY
Minutes of Board of Directors Regular Meeting
January 15, 2020

1. CALL TO ORDER: Meeting called to order at 4:21 p.m. by Board President Henrietta C. Horvay.

2. ATTENDANCE/PRESENT: Henrietta C. Horvay present by means of electronic device, Diana Y. Bernard, Lynn Steinmayer, Lucia L. Miller, and Darlene M. Demetri. Lynette A. Miller and Erin A. O'Neil – Excused.

3. MINUTES OF PREVIOUS MEETING: Review of December 18, 2019 Meeting Minutes. CORRECTION, as noted by Lucia Miller: Kate Breakell is now Kate Malanca. Motion to Accept the Minutes made by Lucia Miller and seconded by Diana Bernard. Motion passed by all present.

4. MATTERS ARISING FROM MINUTES: None.

5. CORRESPONDENCE: None.

6. DIRECTOR'S REPORT: Library Director Lynn Steinmayer reviewed the December 2019 report. She discussed programming. Ice storms inhibited some programs. Food for Fines was down from prior years. The Writers Group is going strong and Trivia Night attracted 35 patrons. School groups are coming over regularly. OverDrive is building. In 2019, 39 items circulated via Hoopla and 22 movies were watched on Kanopy. Lynn reviewed the December 2019 Profit & Loss. Discussion ensued. Motion to Accept the December 2019 Director's Report made by Lucia Miller and seconded by Diana Bernard. Motion passed by all present. (Reports filed with Town Clerk)

7. TREASURER'S REPORT: Treasurer Lucia Miller reviewed the report for January 15, 2020. The **Harmon Fund** CD total and maturity date remain unchanged since the December 2019 report. The interest earned on the CD in November 2019 was **\$71.45**; however, this amount was not posted by the bank in November 2019. This amount will be noted *in this report* along with the interest from December 2019 of **\$78.86**. The total interest earned on the **TSB Money Market Account** in December 2019 was **\$0.76**. So, the **TSB Money Market Account #1702451450** previous balance as of the last report dated December 18, 2019 was **\$5,693.86**. The new balance as of December 31, 2019 is **\$5,844.93**. The **Library Fund** balance remains unchanged since the last report. ***NOTE** – The 4th quarter results for the following funds are not available as of the date this report was written: **The Library Endowment Fund** total value at the close of the 3rd quarter, September 30, 2019, is **\$30,139.23**. **The Library Advised Fund** total value at the close of the 3rd quarter, September 30, 2019, is **\$28,611.70**. The totals for the July through December FY2019-20 **Moneys Received Ledgers** are **\$445.00** in fines, copies, printer, fax, and disks going to the Town General Fund and **\$70.00** for book replacements (Line Item 5810-21). Motion to Accept the Treasurer's Report made by Darlene Demetri and seconded by Diana Bernard. Motion passed by all present. (Filed with Town Clerk)

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8. PRESIDENT'S REPORT: Henrietta reported that she had contacted former Library Board President Patrick Reilly in reference to Lynn's performance evaluation. Henrietta also contacted Erin O'Neil about her inability to attend board meetings due to her work schedule. Per Erin's approval in her email that its contents could be shared, Darlene read the email aloud for members that did not see the email, which Henrietta had forwarded. The board will revisit in February pursuant to the motion made last month.

9. OLD BUSINESS:

- A. Invite Jeff Johnson, Henrietta Horvay, and Patrick Reilly to come speak with the Board in reference to formalize Board Members' understanding of the history of the Library Funds. - Motion to Table Invitation until May made by Darlene Demetri and seconded by Lucia Miller. Motion passed by all present.
- B. Board member to reach out to the Guidance Department and Administration of WAMOGO High School and WAMOGO Middle School to get student volunteers to help with Community outreach and report. - Motion to Table until the next meeting made by Darlene Demetri and seconded by Diana Bernard. Motion passed by all present.
- C. Discussion 2020-2021 Budget & Appoint a Budget Committee – Discussion ensued. Henrietta appointed Board Treasurer Lucia Miller to work on the budget with Library Director Lynn Steinmayer. Approved by unanimous consent of all present.
- D. Board to discuss evaluation of Library Director in Executive Session – Lynn left the room. Motion to go into Executive Session made by Lucia Miller at 4:48 p.m. and seconded by Diana Bernard. Motion passed by all present. Motion to come out of Executive Session made by Lucia Miller at 5:14 p.m. and seconded by Darlene Demetri. Motion passed by all present. Lynn returned to the meeting.

10. NEW BUSINESS: Diana will confirm on the 2020 community wine social date.

11. ANY OTHER BUSINESS RIGHTLY BEFORE THE BOARD: None.


12. AJOURNMENT: Motion to adjourn at 5:21 p.m. made by Lucia Miller and seconded by Diana Bernard. Motion passed by all present.

Next Regular Meeting on WEDNESDAY February 19, 2020 at 4:00 p.m.

Respectfully submitted,

Darlene M. Demetri

Darlene M. Demetri
Library Board Secretary


Kate Malanca

Received January 17, 2020 12:24AM

Attest Megan Scanlon
ASST Goshen Town Clerk