

GOSHEN PUBLIC LIBRARY
Minutes of Board of Directors Regular Meeting
February 19, 2020

1. CALL TO ORDER: Meeting called to order at 4:09 p.m. by Board President Henrietta C. Horvay.

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

3. MINUTES OF PREVIOUS MEETING: Review of January 15, 2020 Meeting Minutes. Motion to accept the Minutes made by Lucia Miller and seconded by Diana Bernard. Lynette Miller abstained. Motion passed.

4. MATTERS ARISING FROM MINUTES: None.

5. CORRESPONDENCE: Henrietta received correspondence from Erin A. O'Neil on January 5 & 7, 2020. Henrietta forwarded said correspondence to all Board members on January 13, 2020. (Correspondence filed with Town Clerk)

6. DIRECTOR'S REPORT: Library Director Lynn Steinmayer reviewed the January 2020 report. She discussed programming. Goshen Center School classes came in with 98 students one day and 32 students another day. They will be adding a Pajama Story Hour. Great Decisions has started. There were 853 patron visits and 1,479 physical materials checked out. Discussion ensued about OverDrive holds. Lynn reviewed the January 2020 Profit & Loss. Brief discussion ensued. Motion to accept the January 2020 Director's Report made by Darlene Demetri and seconded by Lucia Miller. Motion passed by all present. (Reports filed with Town Clerk)

7. TREASURER'S REPORT: Treasurer Lucia Miller reviewed the report for February 19, 2020. The Harmon Fund CD total remains **\$35,000.00** to mature on 3/5/2020. Interest earned on the CD in January 2020 was **\$76.18**. Total interest earned on the TSB Money Market Account in January 2020 was **\$0.74**. The TSB Money Market Account #1702451450 previous balance as of the last report dated January 15, 2020 was **\$5,844.93**. The new balance as of January 31, 2020 is **\$5,921.85**. The Library Fund balance remains unchanged at **\$13,754.06**. The Library Endowment Fund's total value at the close of the 4th quarter, December 31, 2019, is **\$32,277.17**. This represents a gain of **\$2,137.94** from the close of the 3rd quarter 2019. The Library Advised Fund's total value at the close of the 4th quarter, December 31, 2019, is **\$30,234.68**. This represents a gain of **\$1,622.98** from the close of the 3rd quarter 2019. The **January 2020 Ledger** shows a total of **\$73.55** collected in fines, copies, printer, fax, and disks, with **\$0** for replaced books and **73.55** going to the town General Fund. The totals for the FY2019-20 (July through January) so far are **\$518.55** in fines, copies, printer, fax, and disks going to the Town General Fund and Book replacements 581021 is at **\$70.00**. Motion to accept the

Treasurer's Report made by Lynette Miller and seconded by Diana Bernard. Motion passed by all present. (Filed with Town Clerk)

8. PRESIDENT'S REPORT: Patrick Reilly will be attending the Executive Session.

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 tabled to April.—Motion to table invitation from April to May made by Lucia Miller and seconded by Lynette Miller. Motion passed by all present.
- B. Board member to reach out to the Guidance Department and Administration of Wamogo High School, Wamogo Middle School to get student volunteers to help with Community outreach and report.—Motion to table to July made by Darlene Demetri and seconded by Lucia Miller. Motion passed by all present.
- C. Budget Committee status – Lucia reported. Discussion ensued. Motion to accept proposed 2020-2021 budget at 0% increase to remain at \$37,700 for operations (does not include salaries or clerical wages) made by Lucia Miller and seconded by Darlene Demetri. Motion passed by all present.
- D. Discussion of Changing Meetings date and time? Motion to affirm to maintain the previously approved 2020 schedule of Regular Meetings dates and time with regard to correspondence from Erin A. O'Neil made by Lynette Miller and seconded by Lucia Miller. Motion passed by all present. Motion to vote on a request for Erin A. O'Neil to resign from the Board under the BY-LAWS ARTICLE V ATTENDANCE due to her absence of three consecutive regular meetings and because of the Board's need for a quorum made by Lynette Miller and seconded by Lucia Miller. Motion passed by all present. Vote to request Erin A. O'Neil's resignation: Henrietta Horvay – Yea, Lucia Miller – Yea, Diana Bernard – Yea, Lynette Miller – Yea, Darlene Demetri – Yea.
- E. Date of Social Gathering at Sunset Meadows Vineyards – Diana reported that the date is May 15, 2020, which is a Friday evening, from 6:30 – 8:30 p.m. Donation for admittance will be \$20. Lynn will draft the sponsorship/501c3 letter for review at the March meeting.
- F. Executive Session: Board to discuss evaluation of Library Director – Motion to go into Executive Session made by Lucia Miller at 5:11 p.m. and seconded by Diana Bernard. Motion passed by all present. Lynn Steinmayer left the room. Patrick Reilly entered the room. Patrick Reilly left the room at 5:30 p.m. Motion to come out of Executive Session made by Lynette Miller at 5:50 p.m. and seconded by Darlene Demetri. Motion passed by all present.

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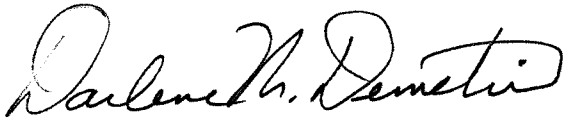
10. NEW BUSINESS: None.

11. ANY OTHER BUSINESS RIGHTLY BEFORE THE BOARD: Motion to correct the Agenda noting the next meeting date to March 18, 2020 made by Darlene Demetri and seconded by Diana Bernard. Motion passed by all present.

12. AJOURNMENT: Motion to adjourn at 5:53 p.m. made by Lucia Miller and seconded by Lynette Miller. Motion passed by all present.

Next Regular Meeting on WEDNESDAY March 18, 2020 at 4:00 p.m.

Respectfully submitted,



Darlene M. Demetri
Library Board Secretary

Received February 21, 2020 11:46AM

Attest Megan Scanlon
Goshen Town Clerk