

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

**1. CALL TO ORDER:** Meeting called to order at 4:13 p.m. by Board President Henrietta C. Horvay.

**2. ATTENDANCE/PRESENT:** Via teleconference – Darlene M. Demetri, Lynn Steinmayer, Henrietta C. Horvay, Lucia L. Miller, Diana Y. Bernard, Josephine Jones, and Lynette A. Miller.

**3. MINUTES OF: SPECIAL MEETING of June 15, 2020:** Review of June 15, 2020 Special Meeting Minutes. Motion to accept the Special Meeting Minutes made by Darlene Demetri and seconded by Diana Bernard. Josephine Jones abstained. Motion passed.

**REGULAR MEETING OF JUNE 17, 2020:** Review of June 17, 2020 Regular Meeting Minutes. Motion to accept the Regular Meeting Minutes made by Lucia Miller and seconded by Diana Bernard. Josephine Jones abstained. Motion passed.

**4. MATTERS ARISING FROM MINUTES:** Lynn followed up with Kate Malanca on expenditures from the Library Fund and reported. Brief discussion ensued. Henrietta followed up with First Selectman Bob Valentine on scheduling conflicts with another town board and reported. Brief discussion ensued.

**5. PUBLIC COMMENTS:** None.

**6. CORRESPONDENCE:** None.

**7. DIRECTOR'S REPORT:** Library Director Lynn Steinmayer reviewed the June 2020 report. She discussed programming that is still all done via Zoom. Most consistent programs held via Zoom are the History Club and the Writers Group. Discussion ensued. Mark Albertson is doing a series on Suffrage and Helen Keller was the July topic. He will be doing a four-part series on the Korean War next. Kanopy, Hoopla, and OverDrive have been used regularly. Total Book circulation was 519. RBDigital information was unavailable. Lynn needs help promoting RBDigital. Discussion ensued about OverDrive Holds. Lynn reviewed the January – July 13, 2020 Profit & Loss. Discussion ensued. Motion to accept the June 2020 Director's Report made by Lucia Miller and seconded by Lynette Miller. Motion passed by all present. (Director's Report filed with Town Clerk)

**8. TREASURER'S REPORT:** Treasurer Lucia Miller reviewed the July 20 report. Please refer to attached report. No new reports were received from the town fiscal office. Lucia confirmed The Library Fund balance as indicated in the attached report. There was no Monies Received Ledger as the library is not charging fees due to the pandemic. Final totals for July through June of FY2019-20 are \$627.45 in fines, copies, printer, fax, and disks going to the Town General Fund and Book replacements 581021 is \$80.00. Motion

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

**9. PRESIDENT'S REPORT:** None.

**10. OLD BUSINESS:**

- A. Phase 3 Library? Lynn asked to share her screen to show the document draft for Phase 3. Motion to accept Lynn's computer screen to share her Phase 3 document draft made by Josephine Jones and seconded by Darlene Demetri. Lengthy discussion ensued. Motion to make a formal written request to the Fire Marshal to advise the Board about the Goshen Public Library's pre-COVID-19 capacity/building occupancy made by Lynette Miller and seconded by Diana Bernard. Motion passed by all present.

**11. NEW BUSINESS:**

- A. Review of the Goshen Public Library, Board of Directors, By-Laws – Additions or Suggested charges due by September meeting to discuss. Henrietta asked that Board members send her suggestions in time for the September meeting. Lynn will email everyone a copy of the current By-Laws.

**12. ANY OTHER BUSINESS RIGHTLY BEFORE THE BOARD:** Henrietta reported on the appointment of Josephine Jones to the Library Board.

**13. AJOURNMENT:** Motion to adjourn at 5:31 p.m. made by Darlene Demetri and seconded by Lynette Miller. Motion passed by all present.

Next Regular Meeting on WEDNESDAY September 16, 2020 at 4:00 p.m.

Respectfully submitted,

 

Darlene M. Demetri  
Library Board Secretary

Received July 20, 2020 9:24AM  
Attest Megan Scanlon  
ASST. Goshen Town Clerk