

GOSHEN PUBLIC LIBRARY

Minutes of Board of Directors Special Meeting

Friday April 28, 2023

1. CALL TO ORDER: Meeting called to order at 10:34 AM by President Henrietta Horvay.
2. ATTENDANCE: Present in the conference room board members Henrietta Horvay, Josephine Jones, Patricia Sanders, Lynette Miller, Johanna Kimball. Library Director Lynn Steinmayer.
3. MINUTES OF SPECIAL MEETING APRIL 24, 2023: Motion to accept the minutes made by Henrietta Horvay. Second Patricia Sanders. Vote unanimous.
4. MATTERS ARISING FROM MINUTES: None
5. REVIEW OF LIBRARY DIRECTOR'S JOB DESCRIPTION: Discussion of required qualifications.

Motion by Henrietta Horvay. Second Lynette Miller to get information from COG regarding salaries and hours of neighboring towns. Vote unanimous.

- Education, Training and Experience: A master's degree in Library and Information Sciences (MLIS) from an ALA-accredited college. Minimum of two years working experience in a library. Preferably one year of supervisory experience. Motion to accept Lynette Miller. Second Josephine Jones. Vote unanimous.
- Essential Job Functions/Primary Responsibilities: Assist in the development of short and long-range plans for the

library; assist with grant writing. Motion to accept Lynette Miller. Second Josephine Jones. Vote unanimous.

Ensure safe working conditions for employees and patrons of the library. Motion to accept Josephine Jones. Second Patricia Sanders. Vote unanimous.

6. Executive Session: Motion at 11:32 am to go into executive session made by Josephine Jones. Second Lynette Miller. Vote unanimous. Present for executive session. First Selectman Todd Carusillo. Motion to close executive session at 11:36 made by Henritta Horvay. Second Patricia Sanders. Vote unanimous.

11:37 motion by Henrietta Horvay to resume regular session. Second Lynette Miller. Vote unanimous.


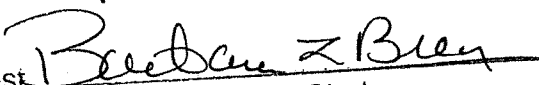
7. Adjournment: Motion to adjourn at 11:48 am made by Lynette Miller. Second Patricia Sanders. Vote unanimous.

NEXT REGULARLY SCHEDULED MEETING WEDNESDAY MAY 17, 2023 AT 4PM

Respectfully submitted,


Johanna Kimball

Library Board Secretary

Received  May 1, 2023 @ 9:19 AM
Attest 
Goshen Town Clerk