

**GOSHEN PUBLIC LIBRARY**  
**Minutes of Board of Directors Regular Meeting**  
**October 21, 2020**

**1. CALL TO ORDER:** Meeting called to order at 4:04 p.m. by Board President Henrietta C. Horvay.

**2. ATTENDANCE:** Via teleconference – Darlene M. Demetri, Lynette A. Miller, Henrietta C. Horvay, Lynn Steinmayer, Josephine Jones, Lucia L. Miller. Diana Y. Bernard entered the Zoom meeting at 4:25 p.m. Guest: First Selectman Bob Valentine.

**3. MINUTES OF: Regular Meeting of September 16, 2020:** Motion to accept the Meeting Minutes made by Lynette Miller and seconded by Josephine Jones. Motion passed by all present.

**4. MATTERS ARISING FROM MINUTES:** See Public Comment.

**5. PUBLIC COMMENTS:** First Selectman – Bob Valentine. Bob addressed the Library Board's discussions around opening protocol and issues for the library as it relates to the Fire Marshal, capacity limits, and the percentage of capacity that are under current Executive Order of the Governor. Bob spoke with Fire Marshal Bill Baldwin and then with Lynn's help, measured the spaces in the library to determine capacity limits. Bob noted that the Governor's Executive Order has given the Department of Economic and Community Development Commissioner the ability to put together sector rules that include capacity limits and that set out protocol for opening and phases that includes libraries. He recommended allowing the library staff to open up to the maximum allowed within the current sector rules per the Governor's Executive Orders. Lynn reported the pre-pandemic maximum capacity is 31 including staff and with people in different sections of the library, so 50% would be 15. Discussion ensued. All COVID-19 safety protocols will continue. Staff will track how many people are in the library in the various areas. Motion for library staff to reopen the library in accordance with current sector rules of the Department of Economic and Community Development per the Governor's Executive Order with staff discretion on numbers admitted at one time up to the maximum made by Josephine Jones and seconded by Lucia Miller. Motion passed by all present. Bob left the meeting at 4:30. Additional discussion ensued.

**6. CORRESPONDENCE:** Respond of letter to Fire Marshall Mr. Baldwin. See Public Comments. Lynn reported that two people stopped her at Camp Cochipianee to see if the library had anything to do with The Story Walk at the camp. See Director's Report.

**7. DIRECTOR'S REPORT:** Library Director Lynn Steinmayer reviewed the September 2020 report. She discussed programming. Story Walk at Camp Cochipianee is doing well as Lynn received positive feedback from two people. Discussion ensued about Food for Fines. Motion to continue Food for Fines effective November 1 and for library staff to remind donors that the canned food should not be expired made by Lucia Miller and seconded by Diana Bernard. Motion passed by all present. Discussion ensued. Staff

will sanitize/wipe down the canned items. Hoopla, streaming, RBDigital, eBooks, and Audio Books circulation are slowly growing. The October 2020-2021 Profit & Loss was not included with the Agenda. Motion to table review of the P&L to the November meeting made by Lynette Miller and seconded by Josephine Jones. Motion passed by all present. Motion to accept the Director's Report made by Darlene Demetri and seconded by Lucia Miller. Motion passed by all present. (Director's Report filed with Town Clerk)

**8. TREASURER'S REPORT:** Treasurer Lucia Miller reviewed the October 21, 2020 report. Please see attached report. Motion to accept the Treasurer's Report made by Lynette Miller and seconded by Josephine Jones. Motion passed by all present. (Treasurer's Report Filed with Town Clerk)

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

**10. OLD BUSINESS:**

- A. Phase 3 Library continued from September meeting. Discussed under Public Comment: First Selectman – Bob Valentine.

**11. NEW BUSINESS:**

- A. Review of the Goshen Public Library, Board of Directors, By-Laws—Additions or Suggested charges due by October meeting to discuss or Special Meeting to discuss? Discussion ensued. Motion to table to the November meeting to devote solely to discussing and updating the bylaws made by Darlene Demetri and seconded by Lynette Miller. Motion passed by all present.
- B. Set 2021 Board Meetings – Motion to set the 2021 board meetings for the third Wednesday of each month at 4:00 p.m. except there will be no meeting in August made by Josephine Jones and seconded by Diana Bernard. Lucia Miller left the meeting at 5:05 p.m. Motion passed by all present.

**12. ANY OTHER BUSINESS RIGHTLY BEFORE THE BOARD:** Diana will book the Wine Social for May 2021 if the vineyards permit and will report back to the Board.

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

**Next Meeting on WEDNESDAY November 18, 2020 at 4:00 p.m.**

Respectfully submitted,

*Darlene M. Demetri*  
KEM

Darlene M. Demetri  
Library Board Secretary

Received *Oct. 26, 2020 @ 11:49 AM*

Attest *Brian Z. Beem*  
Goshen Town Clerk