

GOSHEN PUBLIC LIBRARY
Minutes of Board of Directors Regular Meeting
January 20, 2021

1. CALL TO ORDER: Meeting called to order at 4:02 p.m. by Board President Henrietta C. Horvay.

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

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

4. MATTERS ARISING FROM MINUTES: None.

5. PUBLIC COMMENTS: None.

6. CORRESPONDENCE: Lynn discussed correspondence she received from a patron complimenting the Town Topics and the library's website and online/digital offerings.

7. DIRECTOR'S REPORT: Library Director Lynn Steinmayer reviewed the December 2020 report. She discussed programming. She noted that the Maria Hogan talk was well received with twenty patrons in attendance via Zoom. She reviewed a written report on the 2020 Reading Challenge. Discussion ensued around doing live readings through social media. Lynn reported that they will be participating in the Recreation Department's and Community Care and Hospice's Gift Bags by inserting information about library services. Circulation did well with 1081 physical items circulated. OverDrive, Hoopla, RBDigital, and Kanopy remain consistent. Lynn reviewed the P&L dated January 19, 2021. Discussion ensued. Motion to accept the December 2020 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: November & December Treasurer Lucia Miller reviewed the January 20, 2021 dated report that includes both the November and December totals. Please refer to the attached Treasurer's Report. Brief discussion ensued. Lucia requested that Lynn provide her with updated Monies Ledger totals in time for the next meeting. Motion to accept the Treasurer's Report made by Josephine Jones and seconded by Darlene Demetri. Motion passed by all present. (Treasurer's Report Filed with Town Clerk)

9. PRESIDENT'S REPORT: None. Motion to add to the Agenda regarding discussion of the upcoming budget preparation made by Henrietta Horvay and seconded by Josephine Jones. Motion passed by all present. Brief discussion ensued.

10. NEW BUSINESS:

1. Discussion of Secretary charges of time for ZOOM help. Discussion ensued. Motion for secretary to charge for her time to a maximum of ten minutes per board member for Zoom help upon request and for board member to request additional help from Lynn Steinmayer beyond the ten minutes made by Josephine Jones and seconded by Henrietta Horvay. Motion passed. Lucia Miller abstained.

2. Approval to have Secretary do revision of updated By-laws. Brief discussion ensued. Motion to approve to have secretary be compensated to do revision of updated By-Laws made by Josephine Jones and seconded by Lucia Miller. Motion passed by all present.

11. OLD BUSINESS: Continue Review of the Goshen Public Library, Board of Directors, By-Laws—Additions or Suggested charges. Motion to table review of Articles V through XI inclusive of the By-Laws to the February 17, 2021 meeting made by Darlene Demetri and seconded by Josephine Jones. Motion passed by all present.

12. EXECUTED SESSION TO DISCUSS LIBRARY DIRECTORS JOB REVIEW. Discussion ensued. Motion to table until the February 17, 2021 meeting made by Darlene Demetri and seconded by Lucia Miller. Motion passed by all present. Lynn to send board members the clerk job review/evaluation form to complete on Darlene as well. All board members to send their comments to Henrietta to compile for the February 17 meeting.

13. ANY OTHER BUSINESS RIGHTLY BEFORE THE BOARD: Discussion on various items for follow up by Henrietta, including with First Selectman Bob Valentine on the 2021-2022 budget preparation process.

14. AJOURNMENT: Motion to adjourn at 4:54 p.m. made by Darlene Demetri and seconded by Josephine Jones. Motion passed by all present.

Next Meeting WEDNESDAY February 17, 2021 at 4:00 p.m.

Respectfully submitted,

Darlene M. Demetri
Library Board Secretary

Darlene Demetri
LBS

Received *January 25, 2021* *9* *4:56 p.m.*
Attest *Barbara Z Bus*
Goshen Town Clerk