

Goshen Public Library
December 18, 2019

GOSHEN PUBLIC LIBRARY
Minutes of Board of Directors Regular Meeting
December 18, 2019

1. CALL TO ORDER: Meeting called to order at 4:17 p.m. by Acting Board President Diana Y. Bernard.

2. ATTENDANCE/PRESENT: Diana Y. Bernard, Lynn Steinmayer, Lucia L. Miller, Darlene M. Demetri present by means of electronic device, Lynette A. Miller, and Henrietta C. Horvay present by means of electronic device. Erin A. O'Neil – Excused. Terri A. Truczinskas – Resigned. First Selectman Robert P. Valentine and Patrick J. Reilly, Sr. in attendance as guests.

Bob Valentine discussed his Memo to All Departments, Boards and Commissions of 12/02/2019, asking board members to keep it in mind when drafting the library's FY2020-2021 budget. The capital budget is to be forwarded at the same time as the operating budget. Pay matrix and employee evaluations are due in January 2020.

3. SECRETARY'S MINUTES OF PREVIOUS MEETING: Review of October 16, 2019 meeting minutes. Motion to Accept the Minutes made by Lucia Miller and seconded by Lynette Miller. Motion passed.

4. MATTERS ARISING FROM MINUTES: On Motion to Invite Jeff Johnson, Henrietta Horvay, and Patrick Reilly to Come Speak with the Board at the Next Scheduled Meeting, or at Their Earliest Convenience, to Formalize Board Members' Understanding of the History of the Library Funds – Motion to Table until the January 15, 2020 meeting made by Lynette Miller and seconded by Lucia Miller.

On Motion for a Board Member to Reach Out to the Guidance Department and Administration of Wamogo High School and Wamogo Middle School to Get Student Volunteers to Help with Community Outreach and Report – Motion to Table until the January 15, 2020 meeting made by Henrietta Horvay and seconded by Lucia Miller.

5. CORRESPONDENCE: None.

6. DIRECTOR'S REPORT: Library Director Lynn Steinmayer reviewed the October and November 2019 reports. She discussed programming. The library will return to the 2 to 5-year-olds program at 11:45 a.m. beginning January 2020 and will reach out and try Story Hour and Lil Tots again due to low attendance. Jeff Belanger was a popular program. Lynn reviewed the October Profit & Loss. Discussion ensued. Motion to Accept the October and November 2019 Director's Reports made by Lynette Miller and seconded by Lucia Miller. Motion passed by all present. (Reports filed with Town Clerk)

7. TREASURER'S REPORT: Treasurer Lucia Miller reviewed the reports for November 20 and December 18, 2019. The **Harmon Fund** CD total is **\$35,000.00**. This CD will mature on 3/5/2020. The interest earned on the CD for October was **\$76.38** and

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for November was **\$71.45**. Total interest earned on the TSB Money Market Account for October was **\$0.95** and for November was **\$0.87**. For the TSB Money Market Account #1702451450, the previous balance as of November 20, 2019 was **\$5,692.99**. The new balance as of November 30, 2019 is **\$5,693.86**. The Library Fund balance remains unchanged at **\$13,754.06**. The Library Endowment Fund's total value at the close of the 3rd quarter, September 30, 2019, is **\$30,139.23**. This represents a loss of **(\$286.28)** from the close of the 2nd quarter 2019. The Library Advised Fund's total value at the close of the 3rd quarter, September 30, 2019, is **\$28,611.70**. This represents a gain of **\$36.90** from the close of the 2nd quarter 2019. The ledgers will be reviewed at the next meeting. Motion to Accept the Treasurer's Report made by Henrietta Horvay and seconded by Lynette Miller. Motion passed by all present. (Filed with Town Clerk)

8. PRESIDENT'S REPORT: None.

9. OLD BUSINESS: Former Library Board President and Member Patrick Reilly said he enjoyed working with all of us and he will miss us. We will miss him as well.

10. NEW BUSINESS:

- A. Election of Officers - SLATE: Board President: Henrietta C. Horvay, Vice President: Diana Y. Bernard, Secretary: Darlene M. Demetri, Treasurer: Lucia L. Miller. Motion to Accept the SLATE made by Lynette Miller and seconded by Lucia Miller.
- B. Discussion: 2019-2020 Budget & Appoint a Budget Committee – Motion to Table until January 2020 made by Lynette Miller and seconded by Henrietta Horvay.
- C. Discussion regarding New Meeting Time. Motion to Table until February 2020 made by Lynette Miller and seconded by Lucia Miller. CORRECTION to the Agenda wherein the Next Regular Meeting is not TBD but is January 15, 2020.
- D. Hand out Evaluation of Library Director Sheets. Lynn's job description will accompany the evaluation. Board Secretary Darlene Demetri will be evaluated. Pat Reilly's input will be requested by Henrietta.

11. ANY OTHER BUSINESS RIGHTLY BEFORE THE BOARD: None.

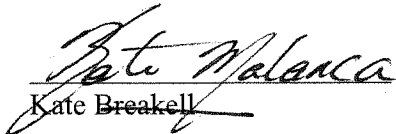
12. AJOURNMENT: Motion to adjourn at 5:24 p.m. made by Lucia Miller and seconded by Diana Bernard. Motion passed by all present.

Next Regular Meeting on WEDNESDAY January 15, 2020 at 4:00 p.m.


Respectfully submitted,

Darlene M. Demetri

Darlene M. Demetri
Library Board Secretary


Kate Breakell

Received December 20, 2019 12:51 PM

Attest 
Jeegan Scanlon
Asst. Goshen Town Clerk