

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

1. CALL TO ORDER: Meeting called to order at 4:04 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, and Lynette A. Miller.

3. MINUTES OF PREVIOUS MEETING: Review of February 19, 2020 meeting minutes. Motion to accept the Minutes made by Lucia Miller and seconded by Diana Bernard. Motion passed by all present.

4. MATTERS ARISING FROM MINUTES: None.

5. PUBLIC COMMENTS: None.

6. CORRESPONDENCE: Henrietta reported that she received a letter from the Town Clerk notifying the library board of Erin O'Neil's letter of resignation, which is on file in the Town Clerk's Office. The Town Clerk will notify the First Selectman and town committees. Brief discussion ensued. Today's Agenda had been filed prior.

7. DIRECTOR'S REPORT: Library Director Lynn Steinmayer reviewed the March 2020 report. She discussed programming. General patron visits were 469 as the library was closed to the public and to class visits on March 16 due to the COVID-19 pandemic. The library started Great Decisions on Zoom. The Writer's Group is meeting every week instead of every other week on Zoom. Lynn was reading to 6th grade students every Thursday. Now she is recording the readings and uploading them to Google Classroom with the author's approval. TumbleBooks for children and the business resource, Reference USA, are new and free of charge for three months. Lynn has reached out to the Goshen Business Circle to see if they would like a tutorial on Reference USA. Digital resources have increased markedly: 30 plays watched on Kanopy and 43 audio, movie, comics, music, and eBooks taken out on Hoopla. OverDrive eBooks and audio holds are moving faster. Discussion ensued on the Library Fund allocation and Friends of the Goshen Public Library contribution for digital downloads. Motion to accept the March 2020 Director's Report made by Lynette Miller and seconded by Lucia Miller. Motion passed by all present. (Report filed with Town Clerk)

8. TREASURER'S REPORT: Treasurer Lucia Miller reviewed the April 15, 2020 report. The **Harmon Fund** CD total is **\$35,000.00**. The CD matured on 3/5/2020. Information on a renewal, maturity date, and percentage yield was unavailable. The new balance as of March 31, 2020 on the TSB Money Market Account #1702451450 is **\$6,023.58**. The Library Fund balance is **\$13,754.06**. The Library Endowment Fund total value at the close of the 4th quarter, December 31, 2019, is **\$32,277.17**. The Library

Advised Fund total value at the close of the 4th quarter, December 31, 2019, is **\$30,234.68**. First quarter reports were unavailable. Motion to accept the Treasurer's Report made by Darlene Demetri and seconded by Lynette Miller. Motion passed by all present. (Report filed with Town Clerk) Totals for July through March of FY2019-20 are **\$619.45** in fines, copies, printer, fax, and disks going to the Town General Fund and Book replacements 5810-21 is **\$80.00**.

9. PRESIDENT'S REPORT: None.

10. OLD BUSINESS:

- A. Vote to cancel Social Gathering of May 15th at Sunset Vineyards – Discussion ensued. Motion to cancel the May 15th Social Gathering and for Diana to check with the vineyard for other available dates and notify board members before the next meeting made by Diana Bernard and seconded by Lucia Miller. Motion passed by all present.
- B. Motion to add to the Agenda \$1000 to be allocated from the Library Fund for additional eBooks (digital downloads) made by Lynette Miller and seconded by Lucia Miller. Motion passed by all present.
- C. Motion to approve the \$1000 Library Fund allocation to cover eBooks for the library made by Lynette Miller and seconded by Diana Bernard. Motion passed by all present.

11. NEW BUSINESS:

- A. Discussion Zoom platform and debate. Lynette Miller. - Discussion ensued. Motion for Lucia Miller to explore what other platforms are available for holding the meetings, then discuss with Henrietta Horvay, and for Henrietta to follow up with First Selectman Bob Valentine made by Lucia Miller and seconded by Lynette Miller. Motion passed by all present.

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

13. AJOURNMENT: Motion to adjourn at 5:02 p.m. made by Darlene Demetri and seconded by Diana Bernard. Motion passed by all present.

Next Regular Meeting on WEDNESDAY May 20, 2020 at 4:00 p.m.

Respectfully submitted,



Darlene M. Demetri
Library Board Secretary

Received April 17, 2020 @ 12:25 P.M.
Attest Barton Z. Bue
Goshen Town Clerk

Goshen Public Library
Director's Report
March 2020
Held April 15, 2020

Monday, March 2 – Great Decisions – 14 patrons

Monday, March 2 – GCS – 2 classes – 16 students and 3 teachers

Tuesday, March 3 – Narcan Training – 10 patrons

Thursday, March 5 – GCS Classes – 117 students

Tuesday, March 10 – Pre-school Story Hour – 3 students

Tuesday, March 10 – Writers Group – 7 patrons

Monday – March 16 – Closed to the public due to COVID-19 Pandemic

While we are closed – we have reached out to the school and our patrons. Though it took a while (I was hoping to a quick return to “normal”) – we are now setting up Zoom meetings for Great Decisions, Writers' Group, and we hosted a Book Discussion Group for one of our local groups. Our patrons have really enjoyed this and though we have had some technical difficulties with passwords and getting cameras and audio, it was a learning curve that most have survived. I had been reading each week to grade 6 – Ruta Sepetys' “Salt to the Sea”. With permission from the author & publisher I have continued reading the book and placed videos on an unlisted YouTube account (only people with the link can open it) and gave the link to the teacher. Upon completion of the school year the publisher & author asks that it be removed from the classroom. We have added inline resources from of charge for 3 months: TumbleBooks and Reference USA. If you have a moment, please look at both of these resources. A spending freeze was put in place on Monday, March 23.

KANOPY

2020 = 30 plays

2019 = 10 plays

2018 = 19 plays

Hoopla =	2020	2019
audio	30	9
movie	3	4
Comics	0	4
music	0	8
eBook	10	3
total	43	28

Statistics for March	2020	2019	2018	2017	2016
General Patron Visits	469	920	1045	1038	883
All Programs	37	102	109	205	145
Total Patron Visits	506	1022	1154	1243	1028
Website Visits	3520 (1152)	1386 (684)			1310
Computer	26	60	90	89	121

Circulation Statistics

	2020	2019	2018	2017	2016
Adult Book Circulation	472	535	573	696	677
YA Book Circulation	27	33	38	35	39
Children's Book Circulation	328	403	408	461	353
Adult Periodicals	28	49	39	41	57
Children's Periodicals	2	4	0	9	2
Realia	0	1	2	5	1
Adult Videos/DVD	100	131	184	182	202
Adult CLC/DVD	18	31	84	120	76
Children's Videos/DVD	29	69	38	165	86
Children's CLC/DVD	3	9	3	10	9
Adult Sound Recordings	13	34	39	49	54
Children's Sound Recordings	2	12	11	16	15
Museum Passes	0	4	3	4	11
ILL's	45	67	77	72	51
Service Center	0	10	7	3	7
Checkout Activity	1128	1435	1556	1891	1684
OverDrive					
eBooks Hold	106	85	76	87	40
eBooks	97	63	78	101	76
Audio Hold	83	71	68	34	22
Audio	97	99	75	82	46

GOSHEN PUBLIC LIBRARY BOARD OF DIRECTORS
TREASURER'S REPORT

April 15, 2020

Status of funds held by the Town of Goshen for Goshen Public Library Purposes only:

Harmon Fund:

The CD total is **\$35,000.00**. This CD matured on 3/5/2020. At this time, there is no information on a renewal, maturity date, or percentage yield.

The interest earned on the CD in February 2020 was **\$68.80** and in March 2020 was **\$31.58**. The total interest earned on the TSB Money Market Account in February 2020 was **\$0.68** and in March 2020 was **\$0.67**.

TSB Money Market Account #1702451450 – the previous balance as of the last report dated February 19, 2020 was **\$5,921.85**. The new balance as of March 31, 2020 is **\$6,023.58**.

The Library Fund:

The Library Fund balance remains unchanged at **\$13,754.06**

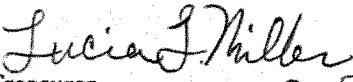
Goshen Public Library Endowment Fund - managed by Northwest Connecticut Community Foundation:

The total value of this fund at the close of the 4th quarter, December 31, 2019, is **\$32,277.17**. First quarter reports were not available as of the date this report was created.

Goshen Public Library Advised Fund - managed by Connecticut Community Foundation:

The total value of this fund at the close of the 4th quarter, December 31, 2019, is **\$30,234.68**. First quarter reports were not available as of the date this report was created.

Respectfully submitted,
Lucia L. Miller


Treasurer 