

GOSHEN PUBLIC LIBRARY BOARD OF DIRECTORS

Monthly Meeting Wednesday, March 18, 2026 4:00 P.M.

This meeting will be held in the Conference Room of the Town Hall
and via ZOOM Video or Conference call

ZOOM Conference Link : <https://us02web.zoom.us/j/82135069510>

Meeting ID: 821 3506 9510
Dial-In Number: 1-929-205-6099

1. Call To Order
2. Attendance
3. Acceptance of Minutes of February 18, 2026 Regular Meeting
4. Matters Arising from the Minutes:
5. Library Director's Report:
6. President's Report:
7. Treasurer's Report:
8. Old Business:
9. New Business:
 - a. Plan of Conservation and Development Library Input
10. Correspondence.
11. Public Comment:
12. All Other Business Rightly Before the Board.
13. Adjournment.

NEXT REGULAR MEETING – WEDNESDAY April 15, 2026 AT 4:00 P.M.

Received 03/17/2026 9:42 AM
Attest [Signature]
Goshen Town Clerk
ASST

GOSHEN PUBLIC LIBRARY BOARD OF DIRECTORS
Monthly Meeting Wednesday February 18, 2026 4:00 PM
Goshen Town Hall Conference Room and Zoom

1. Call to Order- Patricia Sanders, President, called the meeting to order at 4:05 PM
2. Attendance: Kristen D'Urso, Henrietta Horvay, Patricia Sanders, Rebecca Prause, Anne Green and Library Director Philip Armentrout.
3. Acceptance of Minutes of January 21, 2026 Meeting: MOTION by Henrietta, seconded by Anne, to accept the minutes as corrected with the note that it was Kristen who reached out to the Lakeview games club teacher, not Lynette. Motion passed.
4. Acceptance of Minutes of February 6th, 2026 Special Meeting: MOTION by Rebecca, seconded by Henrietta, to accept the minutes as presented. Motion passed.
5. Matters Arising from Minutes: Rebecca requested an update on the Computer Obsession quotation. Computer Obsession does not offer a lower priced plan. As we needed Computer Obsession at the moment, we did not cancel and will re-evaluate next year. Computer Obsession has quoted \$1500 for a new website for the library which needs to be updated. We also paid Timely for calendar support which is \$350 for a yearly service. We will be over budget with the computer costs since the money is due in March but the next budget year is July. Seth and Virginia confirmed in a separate meeting that this is OK since there is nothing we can do. Timely was already accounted for in the 2025-2026 budget.
6. Interim Library Director Report: Attached
 - a. The library is trying to increase engagement with patrons. Kate determined that a lot of accounts predated the Buzz newsletter, so the library is in the process of collecting email accounts of patrons. The library is considering changing the wording on the application so that the Buzz is emailed to all library card holders unless they request to opt out.
 - b. The Library Director reported that staff identify themselves when answering the phones.
 - c. The Library Director reached out to Ashely Sullivan at Lakeview regarding the games club and the escape room.
 - i. Transportation is an issue- Philip will work with Erin at Parks and Rec to arrange senior transportation. Kristen will reach out to Lakeview to see how we can use a licensed van/bus driver to transfer the students to the library. The game-club would be held on half days before sports practices.
 - ii. Escape Room kits - This is still being worked out. The superior kit is about \$199. They discussed the possibility of the kids in the game club creating

from scratch. Can the kit be reused or is it a one time event for local families? Further discussion is needed.

d. Additional engagement ideas-

1. As a way to encourage teens to participate at the library, Kristen suggested programs used by other CT libraries such as a teen council, tutoring, and reading programs by teens to younger students learning to read. Teen council can suggest programs and get involved in social media for the library.
2. A local resident is a knitting teacher, and would be happy to offer knitting programs for adults and children and suggested including various types of knitting books into the program. Kristen to discuss further with Philip.
3. Rebecca suggested programs for the 250th anniversary this year. She suggested working with Mark Albertson for programs and coordinating with other communities. We would like to work with the historical society to plan events.

e. A copy of the monthly budget vs actual report should be included in the Director's report every month. Philip will provide this from now on.

f. MOTION by Henrietta, seconded by Rebecca to accept the Director's report. Motion passed.

7. Treasurer's Report: Anne reviewed the report. Rebecca requested clarification as to whether the money market account is getting the larger interest rate at Torrington Savings Bank since they offer two types of accounts. This will be discussed with Lynette at the next meeting. MOTION by Henrietta, seconded by Rebecca, to receive the treasurer's report. Motion Passed.

8. Old Business: None

9. New Business: None

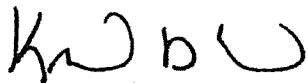
10. Correspondence: None

11. Public Comment: Marianne Stilson thanked the board for all their hard work and then reminded the Library Director that this isn't a children's library and that programs should be considered for adults as well. The board discussed the current adult programs and Philip is working on future programming.

12. All Other Business Rightly Before the Board: None

13. Adjournment: MOTION by Henritta to adjourn, seconded by Anne at 5:01 PM. Motion passed.

Respectfully submitted,



Kristen D'Urso, Library Board Director

Kristen D'Urso v.p.

Received Feb. 24, 2022 @ 9:28 A.M.

Attest Brian Z. Bue
Goshen Town Clerk

Goshen Public Library
Director's Report for December
For March 18, 2026 Meeting

- I am continuing to settle in and am getting more familiar with tasks and expectations. The staff continues to be an invaluable resource.
- We continue to spread the word about the Buzz and Wowbrary newsletters & are "selling" them to anyone we can.
- I spoke further with Ashley Sullivan regarding teen involvement in a library escape room. The kids have already started brainstorming and we are going to purchase the aforementioned higher end escape room kit.

The teens are also prepared to join the seniors for a game day, we just need to arrange the time and travel to get the seniors here. I reached out to Erin and Parks and Rec who informed me that the seniors might not be interested? She said such things have come up in the past and the seniors weren't really interested in playing games with teens. I asked her to plant the seed again so we can get a definitive answer and we will follow up accordingly.

- I attended a small libraries roundtable meeting about teen programming and got some more good ideas. Food programs seem to be very popular, although many people discussed issues with cooking or serving food in their buildings. Courtney is open to the idea of visiting the high school and suggesting a Teen Council or similar committee of interested teens to help with teen engagement.
- I am considering several adult programs for the coming months, and Courtney has some ideas about children's programs to tie into the summer reading program. Ideally we will be solidifying at least a couple of programs very soon, with the help of the Friends.

Programs:

Monday, February 2 – Mark Albertson – 15 patrons

Tuesday, February 3 – Book Buzz (After School) – 4 patrons

Monday, February 9 – Great Decisions – 9 patrons

Tuesday, February 10 – Goshen Bookworms – 6 patrons

Tuesday, February 10 – Book Buzz (After School) – 4 patrons

Thursday, February 12 – Babies & Board Books – 11 patrons

Friday, February 13 – Page Turning Talks – 4 patrons

Friday, February 13 – Valentine Candy Contest – 34 patrons

Monday, February 16 – History Discussion – 6 patrons

Tuesday, February 17 – Book Buzz (After School) – 3 patrons

Thursday, February 19 – Babies & Board Books – 5 patrons

Thursday, February 26 – Babies & Board Books – 10 patrons

Friday, February 27 – Coffee & Chapters Book Club – 5 patrons

2 programs were cancelled due to snow closings. 1 was cancelled due to logistical issues.

Hoopla:

Audio	38
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eBook & Comics	21
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Movie & TV	15
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OverDrive:

eBooks	205 holds	90 check outs
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Audio	138 holds	187 check outs
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Magazines		122 check outs
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More statistics e.g patron visits or yearly circulation statistics available upon request.

GOSHEN PUBLIC LIBRARY BOARD OF DIRECTORS
TREASURER'S REPORT:
FEBRUARY 2026 ACTIVITY – REPORTED MARCH 2026 MEETING

Funds held by the Town of Goshen for the Goshen Public Library purposes only:

- 1) The Harmon fund is held as a Certificate of Deposit (CD) in the amount of \$35,000 and interest realized is held in a Money Market account. Both accounts are held at Torrington Savings Bank (TSB). Library Harmon fund Income statement is attached.

Hometown Money Market:

Current balance as of February 27, 2026: \$6,334.17

*Note: We received our deposit interest transfer for the month of January in the amount \$101.88, credit interest of .49 for the month of February. Our deposit interest transfer for the month February has not been reported. February is a short month, and this is typical.

- 2) The Library Fund:
Currently an available balance of \$8,928.87 remains in this account.
- 3) Money collected February 2026 for replaced books, fines, copy and fax fees, are deposited into the General Fund. We continue to see a slight decrease in receipt amounts this month. Library itemized receipts report is attached and also included in the Library Director's report.

February total cash received: \$65.60

Submitted by
Lynette Miller, Treasurer
Goshen Library Board of Directors



**Torrington
Savings Bank**

P.O. Box 478, Torrington, CT 06790
RETURN SERVICE REQUESTED

Phone
(860) 496-2152
Email
TorrSav@TorringtonSavings.Bank
Website
TorringtonSavings.Bank

Customer Statement

Pg 1 of 2

Account Number: xxxxxxxx1450
Statement Date: Jan 31, 2026 thru Feb 27, 2026

Summary - All Accounts

Product	Account #	Ending Balance
Advantage Money Market	xxxxxxxx1450	\$6,334.54

TOWN OF GOSHEN
BERNICE & MARILYN HARMON FUND INCOME ACT
LIBRARY HARMON FUND INCOME
42 A NORTH STREET
GOSHEN CT 06756-1543

Advantage Money Market - xxxxxxxx1450

Date	Transaction Description	Withdrawal	Deposit	Balance
	BEGINNING BALANCE			\$6,232.17
Feb 02	Eff. 01-31 Deposit Interest - Transfer from *5289 TD		101.88	6,334.05
Feb 27	Credit Interest		0.49	6,334.54
	ENDING BALANCE			\$6,334.54

Interest Summary

Avg. Daily Balance	Min. Balance for Period	Interest Period	Days in Period	Interest Earned	Annual Percentage Yield Earned	Interest Paid YTD
6,334.05	6,232.17	Jan 31, 2026 - Feb 27, 2026	28	0.49	0.10%	1.00

Interest Rate Summary

Date	Rate%	Date	Rate%	Date	Rate%	Date	Rate%
Jun 21	0.10%						

Overdraft/Returned Item Fees

Fee Type	Total For This Period	Total Year-to-Date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

Account Summary

Previous Date	Beginning Balance	Deposits	Interest Paid	Withdrawals	Fees	Ending Balance
Jan 31, 2026	6,232.17	101.88	0.49	0.00	0.00	6,334.54



Finish The Year Strong
Consolidate Your Debt

Apply online for a personal loan
to focus on what matters most.



Explore Personal Loan Benefits

Town of Goshen
Profit & Loss Budget vs. Actual
July 2025 through June 2026

	Jul '25 - Jun 26	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Expense				
LIBRARY				
5003-21 · Clerical Wages - Library	520.62	591.00	-170.38	75.3%
5810-21 · Books Purchased	12,088.44	17,500.00	-5,411.56	69.1%
5237-21 · Computer Supplies	1,125.86	1,750.00	-624.14	64.3%
5238-21 · Computer Support	3,648.47	1,481.00	2,167.47	246.4%
5232-21 · Equipment Repair	57.21	250.00	-192.79	22.9%
5220-21 · Legal Notices	0.00	25.00	-25.00	0.0%
5001-21 · Library Director	13,993.13	47,510.00	-33,616.87	29.4%
5002-21 · Library Staff Wages	55,476.70	70,512.00	-15,135.30	78.6%
5223-21 · Meetings & Dues	389.50	300.00	-410.50	48.7%
5215-21 · Mileage Reimbursements	37.90	500.00	-462.20	7.6%
5250-21 · Miscellaneous	5.96	75.00	-69.04	7.9%
5211-21 · Office Supplies	994.59	1,000.00	-5.41	99.5%
5212-21 · Operational Software	5,014.90	5,719.00	-704.10	87.7%
5813-21 · Streaming Purchases	3,253.90	3,200.00	53.90	101.7%
5811-21 · Periodicals Purchased	1,660.12	2,100.00	-439.88	79.1%
5214-21 · Postage	8.97	900.00	-891.03	1.0%
5235-21 · Professional Development	0.00	400.00	-400.00	0.0%
5850-21 · Programming	61.46	700.00	-638.54	8.8%
5217-21 · Supplies	161.51	200.00	-38.49	80.8%
5812-21 · Videos Purchased	1,678.49	2,300.00	-621.51	73.0%
Total LIBRARY	100,177.63	157,813.00	-57,635.37	63.5%
Total Expense	100,177.63	157,813.00	-57,635.37	63.5%
Net Ordinary Income	-100,177.63	-157,813.00	57,635.37	63.5%
Net Income	-100,177.63	-157,813.00	57,635.37	63.5%

GOSHEN PUBLIC LIBRARY						
Money Received						
	Replaced					
Date	Books	Fines	Copies	Printer	Fax	Daily Total
02/01/26						\$0.00
02/02/26			\$0.80			\$0.80
02/03/26						\$0.00
02/04/26			\$2.00	\$1.40		\$3.40
02/05/26				\$1.00		\$1.00
02/06/26			\$2.60	\$0.20		\$2.80
02/07/26						\$0.00
02/08/26						\$0.00
02/09/26				\$0.60		\$0.60
02/10/26				\$11.80		\$11.80
02/11/26				\$3.50		\$3.50
02/12/26			\$0.80			\$0.80
02/13/26				\$2.00		\$2.00
02/14/26				\$3.00		\$3.00
02/15/26						\$0.00
02/16/26				\$1.40		\$1.40
02/17/26				\$3.30		\$3.30
02/18/26						\$0.00
02/19/26			\$10.00	\$1.00		\$11.00
02/20/26	\$10.00	\$1.00				\$11.00
02/21/26			\$1.00	\$0.20		\$1.20
02/22/26						\$0.00
02/23/26						\$0.00
02/24/26				\$3.60		\$3.60
02/25/26				\$0.60		\$0.60
02/26/26			\$1.80			\$1.80
02/27/26				\$2.00		\$2.00
02/28/26						\$0.00
Totals	\$10.00	\$1.00	\$19.00	\$35.60	\$0.00	\$65.60
General Fund 435198 Fines, Copies, Printer, Fax						

**Communications from Spencer Musselman
Regarding Plan of Conservation and Development**

On Wed, Feb 18, 2026 at 10:18 PM Spencer Musselman <Landuse@goshenct.gov> wrote:

Hi Patty and Philip,

The Planning and Zoning Commission is in the process of finalizing the Municipal Facilities section of the Plan of Conservation and Development.

Please review the following language for the Library and let me know if you have any changes. Thank you!

" The Goshen Public Library is located within the Town Hall Complex at 42B North Street. In 2005 additional space was added by incorporating hallway space into the library. Similarly to the Town Hall, a study should be considered to determine the current and future needs of the library and whether additional space or alternate configurations are necessary; any study for the Town Hall Complex needs to holistically consider the needs of the entire community. Additional community meeting room space has been identified as a need and should be explored in an assessment of the facility."

--

Spencer Musselman
Land Use Official
Town of Goshen
42A North Street
Goshen, CT 06756
860-491-2308 ext. 232

On Sat, Feb 21, 2026 at 6:50 AM Patty Sanders <pslibdir@gmail.com> wrote:

Hi Spencer:

This is the first time I have seen this. To my knowledge, the Library Board was not asked for input on the POCD and has not yet seen this language. Could you tell me who authored this paragraph?

I would like the opportunity to get Phillip's input and for the whole Library Board to consider this language and the actions/needs proposed. Do you have a deadline for when you need our response?

Thank you

Patty

**Communications from Spencer Musselman
Regarding Plan of Conservation and Development**

Spencer Musselman

Feb 23, 2026, 9:42 PM

to me

Hi Patty,

All boards and commissions were reached out to by myself or the former Town Planner over a year ago. There was some turnover in staff and the Planning and Zoning Commission changed direction on how they wanted to update the POCD so we are a bit behind where we'd like to be in the process unfortunately. The Commission just got to the section of the 2016 POCD, Municipal Facilities, that goes into the library and other town properties like Camp Coch.

I modified the language with input from the Commission; it is largely similar to that of the 2016 plan. Please take time to review the language with the board and Phillip. Preferably if you can have it back to us by the beginning of April that would be appreciated as I will be working on putting all of the sections together then.

Let me know if you have any questions.

Have a nice evening!

**Communications from Spencer Musselman
Regarding Plan of Conservation and Development**

Excerpt for the 2016 Plan of Conservation and Development:

Public Library:

Shares space in the Town Hall building. In 2005 additional space was added by incorporating hallway space into the library. No additional room for expansion within Town Hall is available for Library expansion. Options for providing for the future Town Hall and library needs should be considered both together and separately. Additional community meeting room space has been identified as a need. This could be space added to the library or in another building that could be used as a Senior Citizen Center and space for other community groups to use. It has been suggested to have the Friends of the Library research this need and seek input from other Community Organizations. A variety of the Town's Non-profit and Community Groups should explore sharing a building that could offer office and meeting space for community groups and organizations. Camp Cochipianee may be a place to site such a shared space building.

