

Goshen Public Library Board of Directors
Monthly Meeting Wednesday, January 15, 2025
Minutes

1. Chairwoman Henrietta Horvay called the meeting to order at 4:05pm.
2. **Attendance:** Henrietta Horvay, Chairwoman; Josephine Jones; Patricia Sanders; Anne Green; Lynette Miller; Johanna Kimball and Linda Senkus Benedict, Library Director.
3. Josephine Jones moved to accept the Regular Meeting Minutes of December 18, 2024. Lynette Miller seconded. All in favor. Johanna Kimball moved to accept the Special Meeting Minutes of December 20, 2024. Anne Green seconded. All in favor.
4. **Matters Arising from Minutes:** Henrietta Horvay stated that documents received during meetings need to be attached to submitted meeting Minutes. Given documents during last months meeting need to be attached to meeting Minutes with a cover letter labeled "Amendments to Decemeber 18, 2024 Meeting Minutes."

Todd Carusillo, First Selectman, publicly introduced and welcomed the new Library Director, Linda Senkus Benedict. Linda Senkus Benedict asked the board to let her know any information they would like her to provide during meetings. She also stated that she may like to submit pertinent information using graphs and she would like to fine tune how the monthly comparisons are made. The board members agreed to meet with Linda Senkus Benedict to discuss.

5. **Directors Report:** (See attached). The report was looked over. Lynette Miller made a motion to receive the Directors Report. Seconded by Patricia Sanders. All in favor.
6. **Treasurer's Report:** Lynette Miller reviewed the Treasurer's Report, (see attached). Johanna Kimball made a motion to receive the Treasurer's Report. Anne Green seconded. All in favor.
7. **Presidents Report:** Henrietta Horvay stated there is no new Presidents Report.
8. **Old Business:** Henrietta Horvay stated that the budget for the 2025-2026 Capital discussion will be moved to a later date. Lynette Miller stated she sent the board a video about Library privacy. Henrietta Horvay stated copies will be made of the videos information and handed out to each board member.
9. **New Business:** Linda Senkus Benedict was welcomed by the board.
10. **Correspondence:** None.
11. **Public Comment:**
 - Kathy Kelly
 - Lynette Miller
 - Linda Senkus Benedict
 - Cindy Barrett
 - Susan Wheeler
 - Scott Olson
12. Henrietta Horvay made a motion to adjourn meeting at 4:48pm. Lynette Miller seconded. All in favor.
13. **Executive Session:** Motion to go into executive session to discuss computer security matters by Lynette Miller and seconded by Patricia Sanders at 4:48pm. All in favor.
14. Josephine Jones made a motion to come out of executive session at 5:46pm. Lynette Miller seconded. All in favor.

15. Meeting called back to order at 5:47pm. with a motion by Patricia Sanders and seconded by Anne Green.

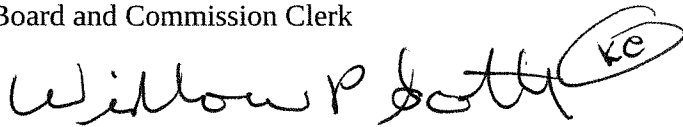
16. Henrietta Horvay stated that approval of the Capital Budget for 2025 -2026 will be tabled to a future meeting. Motion made by Lynette Miller and seconded by Johanna Kimball to table approval of the Capital Budget for 2025-2026. All in Favor.

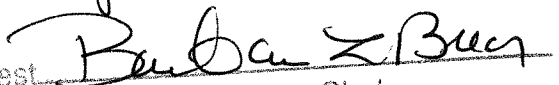
17. **Any other business rightly before the board:** None.

18. **Adjournment:** Anne Green made a motion to adjourn the meeting at 5:53pm. Patricia Sanders seconded. All in favor.

Respectfully Submitted,

Willow P. Scott
Board and Commission Clerk

A handwritten signature in cursive script that reads "Willow P. Scott". The signature is written in dark ink and is positioned to the left of a small, hand-drawn oval containing the letters "ke".

Received Jan 21, 2025 @ 9:15 A.M
Attest 
Goshen Town Clerk

Monthly Report to the Board of Directors For December, 2024

Submitted January 15, 2025

by

Linda Senkus Benedict, Library Director

Thank you for hiring me as Library Director. I am excited about taking on this role and look forward to working with the people of Goshen!

Programs			
Date	Program	Attendance	Notes
12/03/24	Storytime	00	
12/04/24	Storytime	00	
12/07/24	Evening w Edgar Allen Poe	20	
12/09/24	Page Turning Talks	07	
12/09/24	History Club	06	
12/10/24	Storytime	02	
12/11/24	Storytime	00	
12/11/24	Mitten Craft	06	
12/13/24	Decorate ugly sweater cookies	03	
12/13/24	Dungeons & Dragons	07	
12/16/24	Breakfast Book Club	07	
12/16/24	History Club	05	
12/17/24	Storytime	00	
12/19/24	Freedom to Read Book Club	16	
12/20/24	Guess Candy Jar Pieces	37	
12/24/24	Story Time	00	
12/30/24	History Club	08	
12/31/24	Storytime	03	

Total Program Attendance 127

123 elementary school students visited the library on 12/18/2024.

Find Holly hidden in books around the library 128 located during Dec.!

Statistics for December 2024

Patron Visits	523
Website Visits	1,444
Computer & WiFi	36

Circ Activity by Patron Category Report for December 2024
Goshen Public Library (GPL)

Library ID	Home Location	Patron Category	Checkouts	Renewals	Totals
GPL	not defined				
		ADULT	421	43	464
		ELEMENTARY GRADE K-6	146	8	154
		INTERLIBRARY LOANS	40	2	42
		OUT OF TOWN PATRONS	40	2	42
		PRE-SCHOOL	12	0	12
		STAFF	31	7	38
		TEACHER	21	1	22
		YOUNG ADULT	32	0	32
	SubTotal		743	63	806
	Total - GPL		743	63	806

Circ Activity by Item Material Types Report for December 2024

Goshen Public Library (GPL)

Library Home REGULAR BIB ITEMS

ID	Location	Material Type	Check Out	Renewal	Check Out and Renewal Total	In-House Use	Check Out, Renewal and In-House Total	Check-in	Check Out, Renewal, In-House, and Check-in Total
GPL									
	not defined								
		GPL							
		AUD. BOOKS	10	0	10	0	10	9	19
		AUD. BOOKS-JF	4	0	4	0	4	3	7
		BOOK	339	32	371	17	388	365	753
		BOOK AND CD - J	2	0	2	0	2	2	4
		BOOK-J	223	7	230	18	248	231	479
		BOOK-YA	15	0	15	0	15	10	25
		GRAPHIC NOVEL	30	1	31	0	31	28	59
		INTERLIBRARY LOAN	0	5	5	0	5	0	5
		INTERLIBRARY LOAN-J	0	1	1	0	1	0	1
		MUSEUM PASSES	4	1	5	1	6	5	11
		PARENTING	1	0	1	0	1	1	2
		PERIODICALS	17	0	17	0	17	8	25
		PERIODICALS-J	2	0	2	0	2	0	2
		VISUAL MATERIAL	25	11	36	1	37	26	63
		VISUAL MATERIALS-J	12	5	17	0	17	10	27
		SubTotal	684	63	747	37	784	698	1482
		Total	684	63	747	37	784	698	1482

Library Home BREIF BIB ITEMS

ID	Location	Material Type	Check Out	Renewal	Check Out and Renewal Total	In-House Use	Check Out, Renewal and Check-in Total	Check-in	Check Out, Renewal, In-House and Check-in Total
GPL									
	not defined								
		GPL							
		AUD. BOOKS	0	0	0	0	0	1	1
		BOOK	14	0	14	1	15	10	25

BOOK-FA	1	0	1	0	1	1	
BREAKFAST BOOK CLUB	7	0	7	0	7	4	11
FREEDOM TO READ	17	0	17	0	17	16	33
GOSHEN BOOKWORMS	1	0	1	0	1	2	3
INTERLIBRARY LOAN	13	0	13	3	16	12	28
INTERLIBRARY LOAN-YA	0	0	0	0	0	1	1
MUSEUM PASSES	1	0	1	0	1	1	2
PAGE TURNING TALKS	4	0	4	0	4	4	8
SERVICE CENTER	1	0	1	0	1	7	8

Sub Total	59	0	59	4	63	59	122
Total	59	0	59	4	63	59	122

Library Home GRAND TOTAL

ID	Location	Material Type	Check Out	Renewal	Check Out and Renewal Total	In-House Use	Check Out, Renewal and Check-in Total	Check-in	Check Out, Renewal, Check-in and In-House Total
GPL									
not defined									
		AUD. BOOKS	10	0	10	0	10	10	20
		AUD. BOOKS-JF	4	0	4	0	4	3	7
		BOOK	353	32	385	18	403	375	778
		BOOK AND CD - J	2	0	2	0	2	2	4
		BOOK-J	223	7	230	18	248	231	479
		BOOK-YA	16	0	16	0	16	11	27
		BREAKFAST BOOK CLUB	7	0	7	0	7	4	11
		FREEDOM TO READ	17	0	17	0	17	16	33
		GOSHEN BOOKWORMS	1	0	1	0	1	2	3
		GRAPHIC NOVEL	30	1	31	0	31	28	59
		INTERLIBRARY LOAN	13	5	18	3	21	12	33
		INTERLIBRARY LOAN-J	0	1	1	0	1	0	1
		INTERLIBRARY LOAN-YA	0	0	0	0	0	1	1
		MUSEUM PASSES	5	1	6	1	7	6	13
		PAGE TURNING TALKS	4	0	4	0	4	4	8
		PARENTING	1	0	1	0	1	1	2
		PERIODICALS	17	0	17	0	17	8	25
		PERIODICALS-J	2	0	2	0	2	0	2
		SERVICE CENTER	1	0	1	0	1	7	8
		VISUAL MATERIAL	25	11	36	1	37	26	63
		VISUAL MATERIALS-J	12	5	17	0	17	10	27
		Total - not defined	743	63	806	41	847	757	1604
		Total - GPL	743	63	806	41	847	757	1604

10:13 AM

1/13/25

Accrual Basis

Town of Goshen
Profit & Loss Budget vs. Actual
 July 2024 through June 2025

	<u>Jul '24 - J...</u>	<u>Budget</u>	<u>\$ Over Bu...</u>	<u>% of Bud...</u>
Ordinary Income/Expense				
Expense				
LIBRARY				
5003-21 · Clerical Wages - Library	255.10	668.00	-412.90	38.2%
5810-21 · Books Purchased	6,371.77	17,500.00	-11,128.23	36.4%
5237-21 · Computer Supplies	0.00	1,750.00	-1,750.00	0.0%
5238-21 · Computer Support	6,219.26	7,200.00	-980.74	86.4%
5232-21 · Equipment Repair	0.00	250.00	-250.00	0.0%
5220-21 · Legal Notices	0.00	25.00	-25.00	0.0%
5001-21 · Library Director	27,260.17	45,000.00	-17,739.83	60.6%
5002-21 · Library Staff Wages	32,435.04	72,091.00	-39,655.96	45.0%
5223-21 · Meetings & Dues	404.50	800.00	-395.50	50.6%
5215-21 · Mileage Reimbursements	62.38	750.00	-687.62	8.3%
5250-21 · Miscellaneous	0.00	75.00	-75.00	0.0%
5211-21 · Office Supplies	270.15	900.00	-629.85	30.0%
5813-21 · Other Media Purchases	2,441.06	3,000.00	-558.94	81.4%
5811-21 · Periodicals Purchased	1,423.86	2,100.00	-676.14	67.8%
5214-21 · Postage	10.12	1,300.00	-1,289.88	0.8%
5235-21 · Professional Development	0.00	400.00	-400.00	0.0%
5850-21 · Programming	0.00	300.00	-300.00	0.0%
5217-21 · Supplies	56.57	300.00	-243.43	18.9%
5812-21 · Videos Purchased	933.24	2,300.00	-1,366.76	40.6%
Total LIBRARY	<u>78,143.22</u>	<u>156,709.00</u>	<u>-78,565.78</u>	<u>49.9%</u>
Total Expense	<u>78,143.22</u>	<u>156,709.00</u>	<u>-78,565.78</u>	<u>49.9%</u>
Net Ordinary Income	<u>-78,143.22</u>	<u>-156,709.00</u>	<u>78,565.78</u>	<u>49.9%</u>
Net Income	<u><u>-78,143.22</u></u>	<u><u>-156,709.00</u></u>	<u><u>78,565.78</u></u>	<u><u>49.9%</u></u>

**GOSHEN PUBLIC LIBRARY BOARD OF DIRECTORS
TREASURER'S REPORT
Wednesday, December 18, 2024**

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

1. Harmon Fund:

The Harmon Fund is held in a Certificate of Deposit and a Money Market account, both at Torrington Savings Bank (TSB). The CD principal is \$35,000. This CD matures on 3/07/2025 and will earn 0.25% interest.

Beginning Balance:	\$ 5,176.61
Deposit Interest Dec 2	6.93
Credit interest	.45
Deposit Interest 12/31	7.65
The ending balance November 29, 2024	\$5,191.64

No withdrawals were made from the Money Market account in December.

2. The Library Fund:

The balance of the due/to fund remains at \$8,928.87 as per the last report.

GOSHEN PUBLIC LIBRARY
MONIES RECEIVED:

	Replaced/books	Fines	Copy/Printer	Fax	TOTAL
July 2024	30.00	4.50	24.80	7.00	\$ 66.30
August 2024	35.00	21.75	30.90	-0-	\$ 87.65
September 2024	-0-	17.25	50.15	10.00	\$ 77.40
October 2024	-0-	10.25	13.30	-0-	\$ 23.55
November 2024	5.00	5.25	21.90	6.00	\$ 38.15
December 2024	-0-	-0-	17.75	8.00	\$ 25.75

Addendum to Library Director's Report for 1/15/2025 Submitted 1/14/2025

Future Programs

Ongoing	Reading Challenge 2025 Open to Grade 9 – Adult To participate, pick up a monthly calendar listing of author's birthdays. Select one book written by the author in the month of their birth. Pick a game card for that month and finish it. Return the completed game card to the Front Desk. Find Frosty Before He Melts Hunt for pictures of Frosty hidden around the library and return them to a library staff member by January 31. Prizes given to 5 people who find Frosty.
01/18/25	World of the Harmonica with Bob Hennessy Saturday at 10 a.m.
01/20/25	History Club Monday 4 p.m. (Zoom)
01/27/25	Breakfast Book Club Monday at 9:30 a.m. (This book club will move to 10 a.m. in future dates) <i>Before the Coffee Gets Cold</i> by Toskikaya Kawaguchi
01/27/25	Great Decisions Monday 4 p.m. (Zoom) (Tentative Start Date)
02/03/25 East	History Club Monday 4 p.m. Mark Albertson <i>Current Event Update: The Middle East</i>
02/10/25	Page Turning Talks Monday 10:30 a.m. (nonfiction book club) <i>Fever in the Heartland</i> by Timothy Egan
02/11/25	Goshen Bookworms Tuesday 10:30 a.m. (Zoom) <i>The Spy Coast</i> by Tess Gerritsen.
02/15/2025	Geneology with Lauren Green Saturday 11 a.m. Learn how to research your family tree.