

GOSHEN PUBLIC LIBRARY BOARD OF DIRECTORS
Monthly Meeting Wednesday March 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 4:06 PM
2. Attendance: Kristen D'Urso, Henrietta Horvay, Patricia Sanders, Rebecca Prause, Lynette Miller and Library Director Philip Armentrout. Anne Green was absent.
3. Acceptance of Minutes of February 18, 2026 Meeting: MOTION by Rebecca seconded by Henrietta, to accept the minutes as corrected with making note that Lynette's absence from the February 18th meeting was excused and correcting the library director's title in the minutes. Motion passed. One abstention.
4. Matters Arising from Minutes: none presented
5. Library Director Report: Profit & Loss Budget vs Actual Attached
MOTION by Lynette, seconded by Henrietta to table discussion regarding the Lakeview games club and seniors. Philip is still exploring the purchase of a kit for the game room. Motion passed.
Food programming seems to be popular. Camp Coch may be an option for a venue. The Director continues to shop for teen and adult programs. It was proposed to bring in local authors.
MOTION by Lynette, seconded by Henrietta to accept the Director's Report. Motion passed.

MOTION was made by Lynette, seconded by Rebecca to move the President's report no. 9 on the agenda. Motion passed.
6. Treasure's Report: Attached.
Lynette to discuss funds with the town treasurer to ensure we are getting the best rates. MOTION by Rebecca, seconded by Kristen, to receive the report. Motion passed.
7. Old Business: None
8. New Business: None
9. President's Report: Attached.
Regarding Plan of Conservation and Development. Henrietta to check meeting minutes from 2016. Patty to respond by April 1st. MOTION by Lynette, seconded by Rebecca to accept the president's report. Motion passed.

10. Correspondence: None

11. Public Comment: None

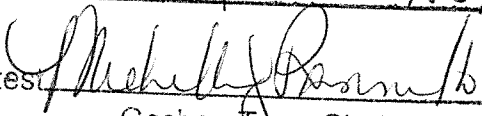
12. All Other Business Rightly Before the Board: Programs mentioned in the BUZZ that are not affiliated with the library should not be advertised due to liability issues and will be removed from the BUZZ. Dungeons and Dragons cannot be run outside of library hours due to liability issues. MOTION made by Kristen, seconded by Lynette, to have parks and rec consider running this program instead. Motion passed.

13. Adjournment: MOTION by Lynette, seconded by Henrietta, to adjourn at 4:58 PM.
Motion passed.

Respectfully submitted,



Kristen D'Urso, Library Board Director, Secretary

Received 03/23/2026 10:57am
Attest 
Goshen Town Clerk
ASST

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

	<u>Jul '25 - Jun...</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Expense				
LIBRARY				
5003-21 · Clerical Wages - Library	520.62	691.00	-170.38	75.3%
5810-21 · Books Purchased	13,012.08	17,500.00	-4,487.92	74.4%
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	16,343.13	47,610.00	-31,266.87	34.3%
5002-21 · Library Staff Wages	58,099.73	70,612.00	-12,512.27	82.3%
5223-21 · Meetings & Dues	619.50	800.00	-180.50	77.4%
5215-21 · Mileage Reimbursements	37.80	500.00	-462.20	7.6%
5250-21 · Miscellaneous	14.90	75.00	-60.10	19.9%
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	1,717.65	2,300.00	-582.35	74.7%
Total LIBRARY	106,352.40	157,813.00	-51,460.60	67.4%
Total Expense	106,352.40	157,813.00	-51,460.60	67.4%
Net Ordinary Income	-106,352.40	-157,813.00	51,460.60	67.4%
Net Income	-106,352.40	-157,813.00	51,460.60	67.4%

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**

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

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

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	Withdrawals	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



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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**

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**

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**

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.

