



Goshen Public Library and Historical Society Board of Trustees
Regular Meeting of July 8, 2024
(DRAFT until Accepted in meeting)

AGENDA

- I. Call to order - 7:00 pm
- II. Pledge of Allegiance
- III. Review and Approve Agenda
[Action item] RESOLVED that the Board approve the Agenda as presented.
- IV. Privilege of the floor
- V. Approval of the minutes of the June 10, 2024, regular Board meeting and minutes of the June 17, 2024, special Board meeting.
[Action item] RESOLVED that the Board approve the minutes of June 10, 2024, regular Board meeting, and June 17, 2024, special Board meeting.
- VI. Finances
 - a. Financial report for June 2024 – Jack Denman, Finance
[Action item] RESOLVED to approve the financial report for June 2024 as presented.
 - b. Warrant Schedule for June 2024
[Action item] RESOLVED to approve the June 2024 warrant schedule as presented.
- VII. Formal adoption of 2% raise for all staff for Fiscal Year 2024-2025 with the understanding that any additional raise negotiated as part of the Collective Bargaining Agreement with CSEA would be retroactively applied to the beginning of the fiscal year.
[Action item] RESOLVED that the Board formally adopt 2% raise for all staff for Fiscal Year 2024-2025 with the understanding that any additional raise negotiated as part of the Collective Bargaining Agreement with CSEA would be retroactively applied to the beginning of the fiscal year.
- VIII. Executive Session for the Purpose of Discussing Personnel Matters
[Action item] RESOLVED that the Board enter executive session
- IX. New Business
 - a. Proposal to reappoint Linda Hannigan as Library Treasurer
[Action item] RESOLVED that the Board appoint Linda Hannigan as Library Treasurer.
 - b. Proposal to enter into contract with RW Schultz CPA for accounting services for fiscal year 2024-2025
[Action item] RESOLVED that the Board enter into contract with RW Schultz CPA for accounting services for fiscal year 2024-2025.

- X. Personnel Appointments—None.
- XI. Reorganization of Board Governance.
- XII. Committee Assignments
 - a. Standing Committees
 - i. Physical Resources Committee
 - ii. Community Resources Committee
 - iii. Human Resources
 - iv. Sunshine Committee
 - b. Ad Hoc Committee
 - i. Historical Society Committee
 - ii. Bylaws Committee
- XIII. Proposal to Amend Bylaws Regarding Residency of Clerk of the Board/Vote
[Action item] RESOLVED that the Board will vote on amending the Bylaws at the next regular Board meeting on August 12, 2024.
- XIV. Privilege of the floor
- XV. Report of Trustee Continuing Education Credits

Next Regular Meeting: August 12, 2024 @ 7:00 pm.

Privilege of the Floor

Pursuant to Article II, Section 6 of the bylaws of the Goshen Public Library and Historical Society, any member of the public, present at the meeting, may speak during privilege of the floor. The Chair of the meeting shall designate a maximum amount of time for privilege of the floor in order to run the meeting in an efficient manner. Comments may not personally denigrate staff or Board members. Attendees' behavior shall be held to the Library Rules of Conduct.

Members of the public wishing to speak will be recognized by the Chair and be asked to stand, state their name and address for the record, and face the Board when making their comments.

Goshen Public Library and Historical Society Board of Trustees

Regular Meeting of June 10, 2024

Draft

I. Call to order

A meeting of the Board of Trustees of the Goshen Public Library and Historical Society (GPLHS) was called to order by President Norma Nunez-Langlois at 7:02 p.m. on June 10, 2024.

Attendance:

Board members present: Norma Nunez-Langlois, Tina Fortugno, Michael Panzer, Bob Quinn, Heather LaBruna, Emily Collado

Also in attendance: Jack Denman, finance manager; Jerome Tatrabor, director of IT

II. Pledge of Allegiance

III. Review and approve agenda

[Action item] RESOLVED that the Board approve the June 10, 2024, agenda as amended.

- a. Adding special announcement as item XIV to agenda
- b. Adding the word "meeting" to item V as follows:

"Approval of the **meeting** minutes of the May 13, 2024, regular board meeting and **meeting** minutes of the May 20, 2024, and June 3, 2024, special Board meetings.

"[Action item] RESOLVED that the Board approve the **meeting** minutes of the May 13, 2024, regular Board meeting, and May 20, 2024, and June 3, 2024, special Board meetings."

Motion: Trustee Collado. Seconded by: Trustee Panzer. (Approved 6-0-0)

IV. Privilege of the floor - none

V. [Action item] RESOLVED that the Board approve the meeting minutes of May 13, 2024, regular Board meeting, and May 20, 2024, and June 3, 2024, special board meetings, as amended or presented:

- a. May 13, 2024, regular meeting agenda draft amended:
 - Adding word "meeting" to item 5:
"Approval of the **meeting** minutes of the April 30, 2024, special board meeting."
 - Correcting name spelling in item 10 (a):

“ Friends liaison – Trustee Bill Troy reported a final lecture is June 8 by Professor Barry **Kass** of SUNY Orange...”

- Correction of name spelling in item 10 (b):

“Junior Friends liaison – Trustee Bill Troy reporter he has been notified by **Jim** Tarvin of the Juniors having a film festival...”

- Adding to item 11:

“**No action taken**”

Motion: Trustee Fortugno. Seconded by Trustee Panzer. (Approved 6-0-0)

- b. May 20, 2024, special meeting agenda draft

Motion: Trustee Fortugno. Seconded by Trustee Quinn. (Approved 6-0-0)

- c. June 3, 2024, special meeting agenda draft

Motion: Trustee Quinn. Seconded by Trustee Collado. (Approved 6-0-0)

VI. Personnel appointments

[Action Item] RESOLVED that the Board approved the following appointments as presented:
Appoint Jessica Bower to substitute Librarian I, Orange County Civil Service Title #1383, effective May 31, 2024

Appoint Lara Sibley to temporary full-time Librarian I, Orange County Civil Service Title #1383 effective June 21, 2024.

Erica Gati of Human Resources has clarified that Sibley’s appointment is temporary per Civil Service, which allows for a 90-day hire when no list is available at the time when interviews are conducted. Sibley will need to meet Civil Service requirements and get on the list, which are required before transitioning to a permanent full-time position.

Motion: Trustee Collado. Seconded by Trustee Panzer. (Approved 6-0-0)

VII. Finances

- In addition to financial report, Finance Manager Jack Denman mentioned that the Board will need to decide at a future meeting if it will be taking TAN. Denman mentioned that the GPLHS has done well with interest earned with NYLAF.

- a. [Action item] RESOLVED that the Board approve the financial report for May 2024 as presented.

Motion: Trustee Fortugno. Seconded by: Trustee Quinn. (Approved 6-0-0)

- b. [Action item] RESOLVED that the Board approve the May 2024 warrant schedule as presented.

Motion: Trustee Collado. Seconded by Trustee Panzer. (Approved 6-0-0)

VIII. Committee reports

a. Standing committees

- i. Physical Resources Committee – None
- ii. Community Resources Committee – None
- iii. Human Resources Committee – None
- iv. Sunshine Committee – None

b. Ad hoc committee reports

- i. Historical Society Committee – Trustee Quinn reports the history journal project is moving along, with most articles in. No plans as of yet for journal kickoff. Also of note: All books in the history room have been inventoried. Maps continue to be inventoried.
- ii. Bylaws Committee - None

New committee appointments were tabled for the July meeting.

IX. Reports from partner groups

- a. Friends of the Library – A lecture given by Barry Kass on the Dutchess Quarry caves and a reading by Cornerstone Arts were well attended, with attendance estimated at more than 100 people at each event.
- b. Junior Friends of the Library – a film festival planned for June has been postponed till September.

X. New business

- a. Jerome Tatrabor, director of IT for the GPLHS, presented a demo of the new website, noting the previous site was very difficult to browse. New website features clean design and easier navigability. Site is anticipated to go live by the end of June. Also in the works is the creation of a multimedia lab.
- b. Koha migration – Migration will begin in August. Recommendations include publicizing to patrons any potential disruption to service and making arrangements to handle returns/checkouts.
- c. New director search:
 - Adding to existing Director job description:
“Develop succession plan within six months to one year of appointment.”
 - Verify information highlighted in job description, such as number of employees, etc.
 - Further discussion at the regular July meeting.

XI. Executive session

[Action item] RESOLVED that the Board enter executive session at 8:54 p.m. for the purpose of discussing personnel matters.

Motion: Trustee LaBruna. Seconded by Trustee Collado. (Approved 6-0-0)

[Action item] RESOLVED that the Board exit executive session at 10:01 p.m. No action was taken.

Motion: Trustee Fortugno. Seconded by Trustee Collado. (Approved 6-0-0)

XII. Privilege of the floor

Lisa Taylor of Circleville, GPLHS employee, stated that it's been two months since the Board of Trustees received employee union CSEA's initial contract proposal, that there have been two cancelled negotiation meetings, and the union is waiting for the GPLHS's counter-proposals. Taylor also stated that she would like to see Board meetings live-streamed. Taylor also stated that 3-D printers, which were mentioned in the IT update, might cause concern for some people in regards to potential toxicity. Taylor pointed out that the handle of the fire extinguisher outside the GPLHS's meeting room appears to be broken.

XIII. Report of trustee continuing education credits

Trustees are advised to check with Erica Gati of HR for course offerings.

XIV. Special announcement

The Board accepted the resignations of Trustees Nunez-Langlois and Bill Troy, both effective June 10, 2024.

Motion: Trustee Panzer. Seconded by Trustee LaBruna. (Approved 5-0-0)

XV. Adjournment

[Action item] RESOLVED that the regular meeting of the Board of Trustees is adjourned at 10:05 p.m .

Motion: Trustee Collado. Seconded by: Trustee LaBruna. (Approved 6-0-0)

Next regular meeting: July 8, 2024, at 7 p.m.

Submitted by: Heather LaBruna, secretary of the Board of Trustees

Goshen Public Library and Historical Society Board of Trustees

Special Meeting of June 17, 2024

Draft

I. Call to order

A special meeting of the Board of Trustees of the Goshen Public Library and Historical Society (GPLHS) was called to order by Acting President Tina Fortugno at 7:04 p.m. on June 17, 2024.

Attendance:

Board members present: Tina Fortugno, Michael Panzer, Bob Quinn, Heather LaBruna, Emily Collado, Jim Langlois

II. Pledge of Allegiance

III. Review and approve agenda

[Action item] RESOLVED that the Board approve the agenda as presented. Motion: Trustee Panzer. Seconded by Trustee Collado. (Approved 5-0-0)

IV. Swearing in of new member of the GPLHS Board of Trustees

[Action item] RESOLVED that the GPLHS Board of Trustees appoint Jim Langlois to fill a vacancy on the Board created by the departure of Bill Troy.

Motion: Trustee Collado. Seconded by Trustee Panzer. (Approved 5-0-0)

V. Discussion of time-critical tasks

- a. Grant from Assemblyman Brian Maher: Trustee Panzer will reach out to Jerome Tatrabor from IT for more details on the mobile tech lab and expenditures for this project, which will be funded by the grant Assemblyman Maher got for the library (\$27,500). There is a June 30, 2024 deadline for the money to be spent, and the Board authorizes Tatrabor to use these funds to outfit the lab. If these funds aren't spent by that date, a reserve can be created to carry over the funds to the 2025 fiscal year. The Board discussed delaying the lab project by a month or two so Tatrabor could focus on getting the GPLHS' new website up and running following a site crash. An update will need to be given to Maher's office.
- b. Technology contract with RCLS: Given Tatrabor's workload, and in absence of a library director, the Board suggests renewing the technology contract with RCLS for year three

of the five-year contract. The discussion of moving from full service to partial service will be revisited next year. Trustee Panzer will discuss particulars with Tatrabor and whether the new tech lab equipment will fall under the RCLS contract. Discussions will also need to occur with Jack Denman from Finance to find out if the budget already accounted for a 50 percent reduction in RCLS technology fees.

- c. HVAC contracts: Acting President Fortugno will reach out to Erica Gati of Human Resources to find out more particulars of the Automated Logic and Armistead Mechanical contracts, and when a decision needs to be made about whether to renew.
- d. SAMS grant: Acting President Fortugno will reach out to Gati about contacting Catherine for information about the grant, including clarifying steps in affidavit process.
- e. Landscaping: Trustee Quinn will find out what's currently budgeted for landscaping and the scope of work.
- f. CubeSmart Storage Unit: As this is not a pressing matter, the Board tabled discussion. In the future, one or two people familiar with the storage unit's contents will need to go over the items to decide what needs to be kept and what needs to be disposed of.

VI. Discussion of Koha migration

The Board discussion centered around whether the GPLHS should close or remain open during the migration to RCLS' new cataloging system, occurring Aug. 1-4, 2024. Because the migration limits book checkouts to one computer, and based on concerns of department heads about limitations to library functionality during this time, the Board suggested pausing all book check-ins. This would leave the library open as an air-conditioned option for patrons but with no book checkouts/check-ins. An announcement of this interruption in service would be posted throughout the library and on the website. The Board will investigate whether computer terminals will be operational during migration. Discussions on this matter will continue.

VII. Enter executive session

[Action item] RESOLVED that the Board enter executive session at 8:28 for the purpose of discussing personnel matters.

Motion: Trustee Collado. Seconded by Trustee Panzer. (Approved 6-0-0)

VIII. Exit executive session

[Action item] RESOLVED that the Board exit executive session at 9:43. No actions taken.
Motion: Trustee LaBruna. Seconded by Trustee Panzer. (Approved 6-0-0)

IX. Privilege of the floor

Lisa Taylor of Circleville, GPLHS staff member, read from a statement expressing that she hoped the Board would consider setting a date to begin CSEA contract negotiations to be one of their “time-critical tasks.” She also stated the importance of establishing a library chain of command in the absence of a director. She said staff is fielding questions from patrons about whom to contact with any questions or concerns. Taylor also mentioned safety concerns surrounding foliage overgrowth in the library parking lot’s median, near the front entrance of the library and staff/patron parking. She cited limited visibility for pedestrians as a concern.

X. Adjournment

[Action item] RESOLVED that the special meeting of the Board of Trustees is adjourned at 9:58.

Motion: Trustee Collado. Seconded by Trustee Quinn. (Approved 6-0-0)

Next regular meeting: July 8, 2024, at 7 p.m.

Submitted by: Heather LaBruna, secretary of the Board of Trustees

Goshen Public Library and Historical Society
Statement of Activities
June 1 - 30, 2024 and YTD Jul 1, 2023 - June 30, 2024

	A	B	C	D	E	F	G	H	I	J	K	L	M	P	
1				MONTH				YEAR TO DATE				FULL YEAR		FULL YEAR	
2				June 23/24	Budget	(Over) /Under Bud	23/24 Act YTD	YTD Bud	(Over) /Under Bud	% of Budget	Budget 23/24	Debt 23/24	% of Budget		
3	Income														
4	Real Property Taxes			-	-	-	1,897,106	1,897,106	-		1,897,106				
5	Real Property Taxes-Bond			-	-	-	493,094	493,094	-		-	493,094	100%	Bond amount	
6	PILOT Revenue			-	5,000	5,000	49,925	60,000	10,075	83%	60,000				
7	RCLS Grants			-	-	-	5,136	-	(5,136)		-				
8	Other Grants			3,382	667	(2,715)	210,435	8,000	(202,435)		8,000				
9	Library Charges			470	250	(220)	7,229	3,000	(4,229)		3,000				
10	Appropriated Reserve			-	-	-	-	56,720	56,720		56,720		0%	Appropriated for Gen	
11	Friends of the GPLHS			500	42	(458)	5,915	500	(5,415)		500				
12	Interest Income			3,422	-	(3,422)	23,541	-	(23,541)		-				
13	Donations			-	-	-	710	-	(710)		-				
14	Miscellaneous Income			-	498	498	-	5,982	5,982		5,982				
15	Total Income			7,774	6,457	(1,317)	2,693,091	2,524,402	(168,689)	107%	2,031,308	493,094	107%		
16	Expense														
17	Total Salaries & Wages			74,819	82,127	7,308	966,167	1,067,653	101,486	90%	1,067,653	-	90%		
18	Employee Benefits														
19	FICA			4,671	5,283	612	59,275	68,674	9,399	86%	68,674				
20	Medicare			1,092	1,235	143	13,863	16,061	2,198	86%	16,061				
21	Worker's Compensation			-	667	667	11,205	8,000	(3,205)	140%	8,000				
22	Unemployment Insurance			399	833	434	8,156	10,000	1,844	82%	10,000				
23	Disability Insurance			(69)	583	652	6,065	7,000	935	87%	7,000				
24	Health Insurance			19,129	14,167	(4,962)	152,774	163,037	10,263	94%	170,000				
25	Retiree Health Insurance			-	-	-	6,963	6,963	-	100%					
26	Vision Care			112	83	(29)	984	1,000	16		1,000				
27	State Retirement			-	-	-	95,628	100,000	4,372	96%	100,000				
28	State Retiree-employee accrual			-	-	-	-	40,000	-		40,000				
29	Direct Deposit Fees			240	83	(157)	1,964	1,000	(964)	196%	1,000				
30	Total Employee Benefits			25,574	22,934	(2,640)	356,877	421,735	24,858	85%	421,735	-	85%		
31	Library Materials/Services														
32	Books - Adult			625	3,500	2,875	28,129	42,000	13,871	67%	42,000				
33	Books - Teen			99	667	568	2,136	8,000	5,864	27%	8,000				
34	Books - Juvenile			258	1,333	1,075	15,424	16,000	576	96%	16,000				
35	Books - Reference			-	250	250	669	3,000	2,331	22%	3,000				
36	Reference Databases			-	333	333	2,894	4,000	1,106	72%	4,000				
37	Serials			-	667	667	6,481	8,000	1,519	81%	8,000				
38	AV			57	333	276	4,093	4,000	(93)	102%	4,000				
39	AV - Audio Books			36	333	297	2,229	4,000	1,771	56%	4,000				
40	AV - Audio Music			-	83	83	308	1,000	692	31%	1,000				
41	Museum Passes			-	83	83	1,550	1,000	(550)	155%	1,000				
42	E Content			-	917	917	19,365	11,000	(8,365)	176%	11,000				
43	Total Library Materials/Services			1,075	8,500	7,425	83,278	102,000	18,722	82%	102,000	-	82%		

Goshen Public Library and Historical Society

Statement of Activities

June 1 - 30, 2024 and YTD Jul 1, 2023 - June 30, 2024

	A	B	C	D	E	F	G	H	I	J	K	L	M	P	
2				June 23/24	Budget	(Over) /Under Bud	23/24 Act YTD	YTD Bud	(Over) /Under Bud	% of Budget	Budget 23/24	Debt 23/24	% of Budget		
44	Building														
45			Equipment	-	300	300	130	3,600	3,470	4%	3,600				
46			Building Repairs/Improvements	-	2,500	2,500	9,678	30,000	20,322	32%	30,000				
47			Utilities	4,080	3,000	(1,080)	50,072	36,000	(14,072)	139%	36,000				
48			Insurance	-	-	-	38,570	40,000	1,430	96%	40,000				
49			New Building-Generator	-	-	-	77,532	56,720	(20,812)	137%	56,720			Appropriated for Generator	
50			Building Services	780	3,333	2,553	64,964	40,000	(24,964)	162%	40,000				
51			Custodial Services	94	500	406	2,724	6,000	3,276	45%	6,000				
52			Total Building	4,954	9,633	4,679	243,670	212,320	(31,350)	115%	212,320	-	115%		
53	Technology														
54			IT Services	-	3,500	3,500	44,231	42,000	(2,231)	105%	42,000				
55			Computer Hardware	377	292	(85)	331	3,500	3,169	9%	3,500				
56			Computer Software	-	208	208	7,869	2,500	(5,369)	315%	2,500				
57			ILS	-	1,500	1,500	12,688	18,000	5,312	70%	18,000				
58			Total Technology	377	5,500	5,123	65,119	66,000	881	99%	66,000	-	99%		
59	Programs/Public Relations														
60			Strategic Plan	-	417	417	-	5,000	5,000	0%	5,000				
61			Newsletter, Program Flyers	264	417	153	2,388	5,000	2,612	48%	5,000				
62			Programs - Adult	1,591	1,500	(91)	13,689	18,000	4,311	76%	18,000				
63			Programs-Community Dev	-	1,500	1,500	10,890	18,000	7,110	61%	18,000				
64			Local History	108	417	309	2,225	5,000	2,775	45%	5,000				
65			Programs - Juvenile	-	1,667	1,667	10,698	20,000	9,302	53%	20,000				
66			Programs - Teen	55	583	528	2,086	7,000	4,914	30%	7,000				
67			Total Programs/Public Relations	2,018	6,501	4,483	41,976	78,000	36,024	54%	78,000	-	54%		
68	Administrative Expenses														
69			Telephone	733	833	100	10,103	10,000	(103)	101%	10,000				
70			Printing	1,388	500	(888)	8,189	6,000	(2,189)	136%	6,000				
71			Postage	-	208	208	1,805	2,500	695	72%	2,500				
72			Office Equipment Maintenance	-	167	167	-	2,000	2,000	0%	2,000				
73	Professional Services														
74			Accounting	675	750		6,175	9,000	2,825	69%	9,000				
75			Legal	3,787	1,000	(2,787)	8,354	12,000	3,646	70%	12,000				
76			CSEA Matters	283	-	(283)	36,858	-	(36,858)		-				
77			Other Prof. Services	158	250	92	4,041	3,000	(1,041)	135%	3,000				
78			Library Supplies	39	1,358	1,319	10,167	16,300	6,133	62%	16,300				
79			Copier Lease	250	250	-	3,000	3,000	-	0%	3,000				
80			Continuing Education	-	583	583	2,871	7,000	4,129	41%	7,000				
81			Election	-	-	-	5,971	3,500	(2,471)	171%	3,500				
82			Membership Dues	-	208	208	2,400	2,500	100	96%	2,500				
83			Miscellaneous Expense	300	458	158	986	5,500	4,514	18%	5,500				
84			Total Admin Expenses	7,613	6,565	(1,123)	100,920	82,300	(18,620)	123%	82,300	-	123%		
85			Other Interest Exp	-	108	108	3,963	1,300	(2,663)		1,300				
86			Bond Interest Exp	-	-	-	263,094	263,094	-	100%		263,094			
87			Bond Principal	-	-	-	230,000	230,000	-	100%		230,000			
88			Total Expense	116,430	141,868	25,438	2,355,064	2,524,402	169,338	93%	2,031,308	493,094	93%		
89			Total Income	7,774	6,457	(1,317)	2,693,091	2,524,402	(168,689)		2,031,308	493,094	107%		
90			Net Ordinary Income	(108,656)	(135,411)	26,755	338,027	-	338,027		-	-			

Goshen Public Library & Historical Society
Statement of Cash Position
Capital Fund at 06/30/24

Cash accounts	Balance
Community Foundation of Orange & Sullivan (CFOS)	60,785.05
Total cash available	\$ 60,785.05

NO CAPITAL ACTIVITY

Goshen Public Library and Historical Society

Board Warrant Schedule

July 2, 2024

06/07/2024	18963	Norma Fives	Employee Benefits-Health Insurance	1,288.95
06/13/2024	18964	Payroll	Salaries & Wages	590.17
06/25/2024	18965	Angela Piranio	Administrative Expenses-Continuing Education	13.40
06/25/2024	18966	Cengage Learning	Library Materials-Books-Adult	24.80
06/25/2024	18967	Cheryl Tully	Administrative Expenses-Continuing Education	13.40
06/25/2024	18968	G Oliver King	Programs-Adult Programs	350.00
06/25/2024	18969	Greenwald & Doherty LLP	Administrative Expenses-Professional Services-CSEA	270.00
06/25/2024	18970	Harlene Kresse	Administrative Expenses-Continuing Education	13.40
06/25/2024	18971	Void		-
06/25/2024	18972	Janice Vilardo	Programs-Adult Programs	95.00
06/25/2024	18973	Jennifer Condon	Administrative Expenses-Continuing Education	13.40
06/25/2024	18974	J & G Law, LLP	Administrative Expenses-Professional Services	10,972.37
06/25/2024	18975	Karen Golding	Programs-Teen Programs	71.02
06/25/2024	18976	Lisa Taylor	Administrative Expenses-Continuing Education	13.40
06/25/2024	18977	Lynn Banghart	Administrative Expenses-Continuing Education	100.00
06/25/2024	18978	Norma Fives	Administrative Expenses-Continuing Education	13.40
06/25/2024	18979	OverDrive	Library Materials-E Content	191.00
06/25/2024	18980	Phyllis L. Hunter	Employee Benefits-Retiree Health Insurance	642.98
06/25/2024	18981	Quill Corporation	Administrative Expenses-Library Supplies	36.99
06/25/2024	18982	Robert W. Schultz, CPA	Administrative Expenses-Professional Services	675.00
06/25/2024	18983	The Davey Tree Expert Company	Building-Building Services	262.00
06/25/2024	18984	Village of Goshen	Building-Building Services	727.37
06/13/2024	18985	CSEA, Inc.	Employee Benefits-Union Dues	423.63
06/26/2024	18986	CSEA, Inc.	Employee Benefits-Union Dues	423.63
06/26/2024	18987	M & T Bank	Credit Card	2,500.00
06/28/2024	18988	M & T Bank	Credit Card	2,500.00
07/02/2024	18989	Baker & Taylor Books	Library Materials-Books-Adult/Juvenile/Teen	1,798.87
07/02/2024	18990	CR Wolfe Heating Corp	Building-Building Services	700.00
07/02/2024	18991	Cengage Learning	Library Materials-Books-Adult	339.14
07/02/2024	18992	Goshen Independent	Administrative Expenses-Miscellaneous Expense	50.00
07/02/2024	18993	Karen Golding	Programs-Teen Programs	277.31
07/02/2024	18994	Midwest Tape	Library Materials-AV	161.93
07/02/2024	18995	PN Fire & Burglar Alarm	Building-Building Services	993.00
07/02/2024	18996	Spectrum Business	Administrative Expenses-Telephone	209.97
07/02/2024	18997	Springshare LLC	Electronic Resources-Computer Software	1,099.00
07/02/2024	18998	The Davey Tree Expert Company	Building-Building Services	262.00
07/02/2024	18999	Toshiba Financial Services	Administrative Expenses-Copier Lease/ Printing	1,638.25
06/06/2024	ACH DR	Oxford Health Plans	Employee Benefits-Health Insurance	18,831.50
06/30/2024	ACH DR	Orange & Rockland	Building-Utilities	3,352.55
06/13/2024	ACH DR	IRS	Employee Benefits-FICA/Medicare/Federal Taxes	8,834.46
06/13/2024	ACH DR	New York State Tax Department	Employee Benefits-New York Taxes	1,434.48
06/13/2024	ACH DR	TIAA-CREF	Employee Benefits-403b withholding	1,198.84
6/15/2024	ACH DR	AFLAC New York	Employee Benefits-Health Insurance	236.71
06/27/2024	ACH DR	IRS	Employee Benefits-FICA/Medicare/Federal Taxes	8,951.24
06/27/2024	ACH DR	New York State Tax Department	Employee Benefits-New York Taxes	1,446.43
06/27/2024	ACH DR	TIAA-CREF	Employee Benefits-403b withholding	1,148.84
			Total	75,189.83

GPLHS
GCSD loan versus NYLAF funding

Loan option

NYLAF option

Breakout of interest charged by GCSD

Breakout of interest earned on NYLAF account

Last year loan interest rate 5.34%

NYLAF current interest rate 5.236%

Last Year interest charged 3,963.44

\$450,000 borrowed for 60 days

\$450,000 invested for 60 days

interest paid per day \$ 66.06

interest earned per day \$ 64.73

Slightly better off using NYLAF funds

Proposal:

Transfer \$150,000 from NYLAF to Key checking on July 9, 2024
and additional \$150,000 after August board meeting.

NYLAF current balance \$798,539.62

Memorandum

To: Board of Trustees

From: Ruth Mallard, Adult Services

Date: July 2 2024

Re: Adult Services Department June 2024 report

HIGHLIGHTED PROGRAMS

The last Staged Reading of the fiscal year with Cornerstone Theatre Arts was *Pride and Prejudice* with a full registration and waiting list. Next year they will do four staged readings and the annual Shakespeare in the Park performance. Local actor G. Oliver King did an outstanding performance as Frederick Douglass, presenting one of the abolitionists famous speeches. Film screenings are back with monthly Five Star Films, where a highly regarded film is watch with a discussion after.

LOOKING AHEAD

July brings us into Summer Reading. Adults can earn tickets for prize raffles by logging every 100 pages read and by completing activity challenges. The preferred method for participation is through Beanstack, but there is a paper option for those who need one. New this year is logging by pages read, rather than books. Adults are busy and the length of some books can be intimidating, so this new way of logging should be more equitable to all participants. People who read one 1000-page book and those who read 5 200-page books will be on an equal level. This year Joe Fix Its, Goshen Hardware and Trailside Treats have all generously donated gift cards as prizes.

There are a number of exciting programs on the schedule for the summer. As an all-ages program, we are hosting an Oregon Trail game on the 18th to both experience history and nostalgia for the classic educational game. Our third Craft Supply Swap will be on the 31st, and donation are being collected throughout the month. Following that will be a Bad Art Night, where people can come and create, without the pressure of making anything that looks "good".

Monthly Stats Snapshot -June 2024

	June 2024	May 2024	June 2023
Circulation	10931	10012	10972
Physical	8534	7478	8912
Digital	2397	2534	2060
Overdrive	2040	1959	1676
Hoopla	537	575	384
ILL Borrows	1497	1487	1617
ILL Loans	1182	1308	1294
New Library Cards	65	49	71
Programs			
Adult Programs	15	18	29
Adult Program Attendance	159	113	594
YA Programs	9	12	13
YA Program Attendance	166	113	300
Children's Programs		64	2
Children's Program Attendance		941	103
Community Programs		1 (Bee Day)	
Community Program Attendance			
<i>Total Programs</i>		95	44
<i>Total Attendance</i>			997
Reference Questions		1220*	2144
Study Rooms	149	162	142
Meeting/Community Rooms	43	55	60

*missing Children's count

To: Board of Trustees
From: Ann M. Roche Local History Clerk
Date: June, 2024

Emails: 3
Phone: 7
Visitors: 15

Visitors were here from England, Arizona, Florida.

Searches – Local families (Marriages, births and deaths); houses; churches; cemeteries; slaves

Past Perfect cataloguing is going well. So far 273 objects have been added.

Hilde Quinn and Mary Kay Jankowski are in the process of accessioning our map collection.

These will eventually be catalogued in Past Perfect.

The obituaries are up to date. Our IT person Jerome is working on putting it on our website again..

The “History Journal” is at a stage nearing completion of it’s first issue which is expected to be ready
In January 2025.

Submitted by:

Ann M. Roche

Memorandum

To: Board of Trustees

From: Karen Golding, Head of Young Adult Services

Date: July 1, 2024

Re: Young Adult Department July 2024 report and KOHA migration weekend plans

We finished our spring programming this month and our very popular Pokemon Trading Card Club came to an end. Tyler Kwong, the volunteer who planned and executed the program for us, is taking the summer off to travel with his family. He indicated that he might be interested in helping to plan more programs in the fall depending on his schedule. The kids who attended the Pokemon Club had a great time at the final party which included games, food and fun for all. Tyler was joined by his family and also enlisted the help of 2 other teen volunteers, Gianna Peters and Amitesh Kundu. They have also been very helpful in running the program.

This month we also held 4 volunteer training sessions for new and returning summer volunteers. Our summer volunteers are a vital part of our children's summer reading club program and our training covers the registration process and what they will be doing as volunteers. We have a very robust team of teen volunteers and we are happy to be able to offer them scheduled hours to help during the summer. We kicked off our volunteer registration at the end of June and have over 60 volunteers registered already. Registration will continue until July 8 or until all of the time slots are filled.

Finally this month we had our first meeting of our brand new Battle of the Books Team. Goshen will be hosting a team at the Battle for the first time at the end of August. The Battle of the Books is a quiz show style trivia contest hosted by RCLS. Libraries from around the system are invited to host teams of up to 10 kids at the Battle. Our 10 team members are already reading the books selected for the Battle and are eager to compete on August 25.

The system-wide migration to KOHA will take place from August 1 at 4pm-August 5 at 9am. During this time the catalog will be inactive, circulation will be unavailable, and patron accounts will be inaccessible. During this time we will remain open with no circulation so we will be highlighting other activities available in the library. In the YA room I will put a puzzle out on one of my tables and I will have a take and make craft available on the other table. Patrons can choose to do the craft in the library or take it with them for later. I will also have a selection of giveaway books on the shelf with the computers that are free to take. We have flyers available at all public desks detailing the fact that circulation and accounts will be unavailable for those days to ensure that patrons are aware of the coming disruption. Thank you to Sandra and Harlene for creating the flyers for us.

June 2024 Stats

Memorandum

To: Board of Trustees

From: Amber Kirkwood, Director of Youth Programming and Community Engagement

Re: Youth Services Monthly Report June 24

June was a very exciting month as we put all of our final touches on Summer Reading! Kathy LaRocca, Kitty Ruberte Smith, Lynn Banghart and I went to Scotchtown Elementary and Goshen Intermediate to get the kids excited to read this Summer. We explained how logging books on Beanstack works. We spoke about our amazing programs and activities and how they could win prizes. The kids in this community seem very excited and to be honest, I'm not surprised since the Children's Department is always busy. Our Summer Kick off is July 1st and we've already got around 40 kids signed up. The Trading Post store where kids can shop for their prizes is full and ready for pickings. Its bound to be a great summer!

269 non-program questions and 213 program related questions were answered as well as 24 directional questions.

Program Attendance:

Goshen School Visits:

Scotchtown - 500

Goshen Intermediate - 620

Reading Programs:

Smokey Bear Reading Challenge – 7

1,000 Books Before Kindergarten - Fairy Tale Theme Challenge -6

Book Buzz Challenge – 37 (99 TOTAL INCLUDING MAY)

Summer Reading Registrations - 178

Take and Makes:

June Scavenger Hunt – 41

Future Plans and Ideas:

We are very excited about Summer Reading this year and we have lots of kids signed up. As of June 30th we have 178 registrations from babies to children going into the 6th grade in the Fall. July 1st is our Kick Off Event and the following week after the 4th of July, our weekly programming officially starts. Our first special is in collaboration with O&R called Feathers Forever on July 10th, where kids will walk the outdoor premises of the library and learn about local birds. There is also a crafting portion where the kids will make bird feeders to take home. We have two other specials with O&R during the month of July and we are very fortunate to have this opportunity with them (and they have already expressed interest in working together in the Fall as well). Speaking of Fall, the Children's Department is in discussion about centering out theme around Building Friendship & Building Character. We will start planning our programming once Summer fever slows down.

Submitted by Amber R Kirkwood – Director of Children's Programming and Community Engagement



ATTENTION PLEASE! We are upgrading our system to serve you better!

Please note that from Thursday, August 1, beginning at 4pm, through Sunday, August 4, you will not be able to access your account. Certain services will not be available. This includes: searching for materials online, placing holds, checking out materials, checking in materials, checking your account status and issuing Library cards.

There will be limited services at the Circulation and Reference departments.

Libby and Hoopla will be available for digital content during this time.

Here's what you can do while visiting the Library...

- Public Computers Available
- Printing/Copying/Faxing
- Study Rooms (as available)
- Checkers & Puzzles
- Read at the Library



See a family friendly movie in our Community Room!
(All Day Showings!)

Children's Services:

Thursday, August 1- Aventuras en Español (con Sra. Rosa)

Friday, August 2- Patio Tales 11-11:30am & Expedition Read 4-5:30pm

Children can come into The Trading Post to get their prizes too!

Please come in to stock up on reading materials before August 1.

The system upgrade is taking place throughout the RCLS. Many libraries may be closed or partially open during the upgrade. Please call or check online before you go. We apologize for any inconvenience.



ATENCIÓN POR FAVOR ¡Estamos actualizando nuestro sistema para brindarle un mejor servicio!

Tenga en cuenta que desde el jueves 1 de agosto, a partir de las 4 p. m., hasta el domingo 4 de agosto, no podrá acceder a su cuenta. Ciertos servicios no estarán disponibles. Esto incluye: búsqueda de materiales en-línea, hacer retenciones, sacar materiales, registrar materiales, verificar el estado de su cuenta y emitir tarjetas de la biblioteca.

Habrà servicios limitados en los departamentos de Circulación y Referencia.

Durante este tiempo, Libby y Hoopla estarán disponibles para contenido digital.

Esto es lo que puede hacer mientras visita la biblioteca...

- Computadoras públicas disponibles
- Impresión/copia/envío por fax
- Salas de estudio (según disponibilidad)
- Juego de Damas y Rompecabezas
- Leer en la biblioteca



¡Vea una película familiar en nuestra sala comunitaria!
(¡Proyecciones todo el día!)

Servicios para niños:

Jueves 1 de agosto- Aventuras en Español (con Sra. Rosa)

Viernes, 2 de agosto- Patio Tales 11-11:30am & Expedition Read 4-5:30pm

¡Los niños también pueden venir a The Trading Post para recibir sus premios!

Venga para abastecerse de materiales de lectura antes del 1 de agosto. La actualización del sistema se está llevando a cabo en todo el RCLS. Es posible que muchas bibliotecas estén cerradas o parcialmente abiertas durante la actualización. Llame o consulte en línea antes de ir. Nos disculpamos por cualquier inconveniente.



Orange & Rockland
a conEdison, inc. company

Janette Espino
Vice President
Customer Service

June 17, 2024

Norma Nunez-Langlois, Board President
Goshen Public Library & Historical Society
366 Main Street
Goshen, NY 10924

Re: Goshen Public Library & Historical Society's Outdoor Biodiversity Enhancement Area

Dear Ms. Nunez- Langlois,

Thank you for taking the time to write Orange & Rockland Utilities' former CEO and President, Robert Sanchez. Your correspondence was referred to me, Janette Espino, as Vice President of Customer Service for response. I am pleased to hear that the project at the Goshen Public Library was handled promptly and professionally.

Your kind words recognizing the efforts of our team are greatly appreciated. We remain committed to providing a positive customer experience, and our efforts reflect that commitment. I am truly delighted to hear that we exceeded your expectations in support of the new Outdoor Biodiversity Enhancement Area. We have shared your comments and thanks with the Orange and Rockland employees mentioned in your letter and have forwarded a copy of your correspondence for insertion into their files.

Thank you, again, for taking the time to write to us. It is always a pleasure to receive a letter acknowledging the diligent efforts of our employees. We take pride in the relationships that we build with our customers and the communities that we serve.

Sincerely,



June 20, 2024

Commissioner Alan Sorenson
Orange County Government Center
255 Main Street
Goshen, NY 10924

Re: Thank you!

Dear Commissioner Sorenson,

On behalf of the Goshen Public Library & Historical Society, Goshen, New York, and the communities we serve, I write to thank you for your continued support of public libraries. Your generous support of Orange County Libraries through the 2024 Orange County Grant Funds is greatly appreciated. Your continued commitment to community libraries is essential to sustain the vital life-long education, employment assistance, and information and digital literary services and resources we provide to those we serve.

Your financial support helps ensure our Library continues to be a vibrant and innovative community resource. In 2023:

- There were 89,000 visitors to the Library who used the Library for materials, resources, or programs, or as a place to study, attend a meeting, or join a community conversation.
- Nearly 13,000 residents joined family, friends, and neighbors to enjoy one of over 750 programs offered by the Library.
- Our meeting rooms and study rooms were used over 2,500 times by community partners and residents.
- Over 7,600 individuals used the Library's public computers to access the internet and other electronic resources, including employment and educational support databases.
- Our Wi-Fi network was accessed on average, by nearly 200 individuals a day. The Library's Wi-Fi network is accessible from the parking lot enabling access to the critical resource even when the building is closed.

Thank you again for your continued support of libraries and library systems. We cordially invite you to visit Goshen Public Library & Historical Society when you are next in the area.

Regards,

Tina Fortugno

Vice President

Board of Trustees

Goshen Public Library & Historical Society

cc: Board of Trustees, Goshen Public Library & Historical Society

366 Main Street, Goshen, NY, 10924 • 845-294-6606