



**Goshen Public Library and Historical Society Board of Trustees**

Regular Meeting of November 10, 2025 7:00 PM

(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.

a. [Action item] RESOLVED that the Board approve the Minutes of the October 13, 2025 Board Meeting.

b. [Action item] RESOLVED that the Board approve the Minutes of the October 23, 2025 Special Board Meeting.

VI. Personnel

VII. Finances

a. Financial report – Jack Denman

[Action item] RESOLVED to approve the Financial Report for October 2025.

b. Warrant Schedule for October 2025

[Action item] RESOLVED to approve the October 2025 warrant schedule as presented.

VIII. Director's Report – Rose Chiocchi, Library Director

IX. Committee Reports

- a. Standing Committees
  - i. Physical Resources Committee
  - ii. Community Resources Committee
  - iii. Human Resources Committee
  - iv. Sunshine Committee
- b. Ad hoc Committees
  - i. Historical Society Committee

#### X. Reports from Partner Groups

- a. Friends
- b. Junior Friends

#### XI. New Business

- a. 2026 Holiday Schedule

#### XII. Privilege of the floor

#### XIII. Executive Session

[Action item] RESOLVED that the Board enter Executive Session

#### XIV. Report of Trustee Continuing Education Credits

#### XV. Adjournment

[Action item] RESOLVED that the monthly meeting of the Board of Trustees adjourn.

Next Regular Meeting: December 8, 2025 at 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 October 13, 2025**

**Draft Minutes**

- I. Call to order  
A regular meeting of the Board of Trustees of the Goshen Public Library and Historical Society (GPLHS) was called to order by President Emily Collado at 7:00 PM on October 13, 2025.  
Attendance:  
Board members present: Emily Collado, Tina Fortugno, Alison Newman, Michael Panzer (arrived after agenda item VI. Personnel), and Lynn Tabbott. Also in attendance: Library Director Rose Chiocchi, Principal Account Clerk Jack Denman and Clerk of the Board Meghan Boroden. Absent: Heather LaBruna and Julie Markey.
- II. Pledge of Allegiance
- III. Review and Approve Agenda  
[Action item] RESOLVED that the Board approve the Agenda.  
Motion: Trustee Fortugno. Seconded by: Trustee Newman. (Approved 4-0-0)
- IV. Privilege of the floor  
Goshen resident Barry Popick, a historian and researcher specializing in the origins of American words and names, informed the Board that the microfilm copier in the Local History Room is not working and interfering with his research. When it did work it took poor quality copies. Board President Emily Collado and Director Chiocchi assured Mr. Popik that the issue would be addressed.
- V. Approval of the Minutes.  
a. [Action item] RESOLVED that the Board approve the Minutes of the Regular Meeting on September 8, 2025 as amended.\*  
\*Date on Minutes amended to September 8, 2025 and vote results - (7-0-0) - added to item XI. New Business.  
b. Review RCLS Annual Budget.  
Motion: Trustee Tabbott. Seconded by: Trustee Newman. (Approved 4-0-0)
- VI. Personnel – None

VII. Finances

- a. Jack Denman presented the Financial Report for September 2025, reporting that the first 50 percent of the tax levy was expected during the coming week from the Goshen Central School District. Director Chiocchi informed the Board that book distributor Baker & Taylor, a vendor utilized by the Library, is going out of business. An alternative supplier(s) will be utilized, but is yet to be determined. [Action item] RESOLVED that the Board approve the Financial Report for September 2025 as presented. Motion: Trustee Fortugno. Seconded by: Trustee Panzer. (Approved 5-0-0)
- b. [Action item] RESOLVED that the Board approve the warrant schedule for September 2025 as presented. Motion: Trustee Newman. Seconded by: Trustee Fortugno. (Approved 5-0-0)

VIII. Director's Report – In her report, Director Chiocchi reported that while September is historically a slower month for libraries as patrons adjust to new schedules with the start of the school year, Goshen Library's patron visits and circulation statistics were up in comparison to the prior year. Use of the newly opened Libratory is steadily growing. Director Chiocchi is attending RCLS events, including the RCLS annual meeting and an RCLS Service Plan focus group. In addition to staff and department meetings, Chiocchi has met with the Historical Society Committee and Friends of the Library. The Friends group was asked to match a Bullet Aid grant from Sentator Skoufis for a proposed outdoor musical collection. The request is under consideration.

There was another leak from a blocked pump, but it has been replaced with a bigger pump to hopefully prevent this issue in the future. The annual snow-plowing contract with Billco has been signed. A quote from Grey's Woodworks for purchase and installation of a storage shed has been received. Director Chiocchi reintroduced the discussion about movement of the Battle of Minisink monument, after its cleaning and placement in a glass case. A final location was not agreed upon.

Director Chiocchi has attended a seminar on AI and web accessibility. She is presently working on an AI policy for the Library that will create guardrails on its use by staff. The website is in compliance with new laws on accessibility.

Director Chiocchi shared that 20 staff members are participating in the Making Strides of Hudson Valley walk on October 19<sup>th</sup>. Erica Gati, has been spearheading fundraising efforts with more than \$1,400 raised. A pajama drive is also underway at the Library for non-profit Beyond Bedtime. A part-time Library Assistant position is presently open.

IX. Committee Reports

a. Standing Committees

- i. Physical Resources Committee – Review of the proposed shed.

[Action item] RESOLVED that the Board approve the purchase and installation of a shed, to be placed on Library property for storage purposes, with the use of funds from the Goshen Library Foundation, through CFOS. Motion, Trustee Panzer.

Seconded by: Trustee Newman. (Approved 5-0-0)

- ii. Community Resources Committee – None.

- iii. Human Resources – None.

- iv. Sunshine Committee – None.

b. Ad Hoc Committees

i. Historical Society Committee – Committee representative Bob Quinn reported committee members hope to have the second edition of the journal completed later this year. Copies of the journal will be supplied to trustees before it goes to print. The Friends of the Library will be putting up the funds for printing of the journal. Quinn also reported that with the help of committee members Hilde Quinn and Mary Kay Jankowski, staff member Charles DeYoe and technology in the Library and Orange County, historic maps have been copied and digitized. Artifact Day is scheduled for November 15<sup>th</sup> at which 40 items from the Library's Local History collection will be displayed in the Pomares Community Room.

X. Reports from Partner Groups

- a. Friends of the GPL&HS held another successful book sale raising \$1,100. Goshen teacher Chrissy Pahucki will be speaking about the history of Goshen schools from one-room schoolhouses to present day on Saturday, October 18.
- b. Junior Friends held its October meeting and will host a viewing of 'Winter of the Witch', a 1969 film made in Goshen, on October 17<sup>th</sup>.

XI. New Business - None

XII. Privilege of the Floor

Trustee Panzer thanked staff member Harlene Kresse for printed copies of the first union contract. Kresse said she has supplied a copy to the Local History room for its collection.

XIII. Executive Session

[Action item] RESOLVED that the Board enter Executive Session at 8:13 PM for the purpose of discussing the employment history of particular individuals. Motion:

Trustee Tabbott. Seconded by: Trustee Fortugno. (Approved 5-0-0)

No action was taken.

[Action item] RESOLVED that the Board exit Executive Session at 9:55 PM. Motion, Trustee Newman. Seconded by: Trustee Fortugno. (Approved 5-0-0)

XIV. Report of Trustee Continuing Education Credits

XV. Adjournment

[Action item] RESOLVED that the Board adjourn at 9:56 PM. Motion: Trustee Tabbott. Seconded by: Trustee Newman. (Approved 5-0-0)

Next Regular Meeting: November 10, 2025 at 7:00 pm.

Submitted by: Meghan Boroden, Clerk of the Board

DRAFT



**Goshen Public Library and Historical Society Board of Trustees  
Special Meeting of October 23, 2025**

**Draft Minutes**

- 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 President Emily Collado at 7:04 PM. on October 23, 2025.  
Attendance:  
Board members present: Emily Collado (departed before exit of Executive Session), Tina Fortugno, Heather LaBruna, Julie Markey, Alison Newman, Michael Panzer, and Lynn Tabbott. Also in attendance: Library Director Rose Chiocchi and Clerk of the Board Meghan Boroden.
- II. Review and Approve Agenda  
[Action item] RESOLVED that the Board approve the Agenda. Motion: Trustee Tabbott. Seconded by: Trustee Fortugno. (Approved 7-0-0)
- III. Executive Session  
[Action item] RESOLVED that the Board enter Executive Session at 7:05 PM for the purpose of discussing the employment history of particular individuals. Motion: Trustee LaBruna. Seconded by: Trustee Newman. (Approved 7-0-0).  
No action was taken.  
[Action item] RESOLVED that the Board exit Executive Session at 8:34 PM. Motion, Trustee Newman. Seconded by: Trustee LaBruna. (Approved 6-0-0)
- IV. Adjournment.  
[Action item] RESOLVED that the Board adjourn at 8:35 PM. Motion: Trustee Tabbott. Seconded by: Trustee Panzer. (Approved 6-0-0)

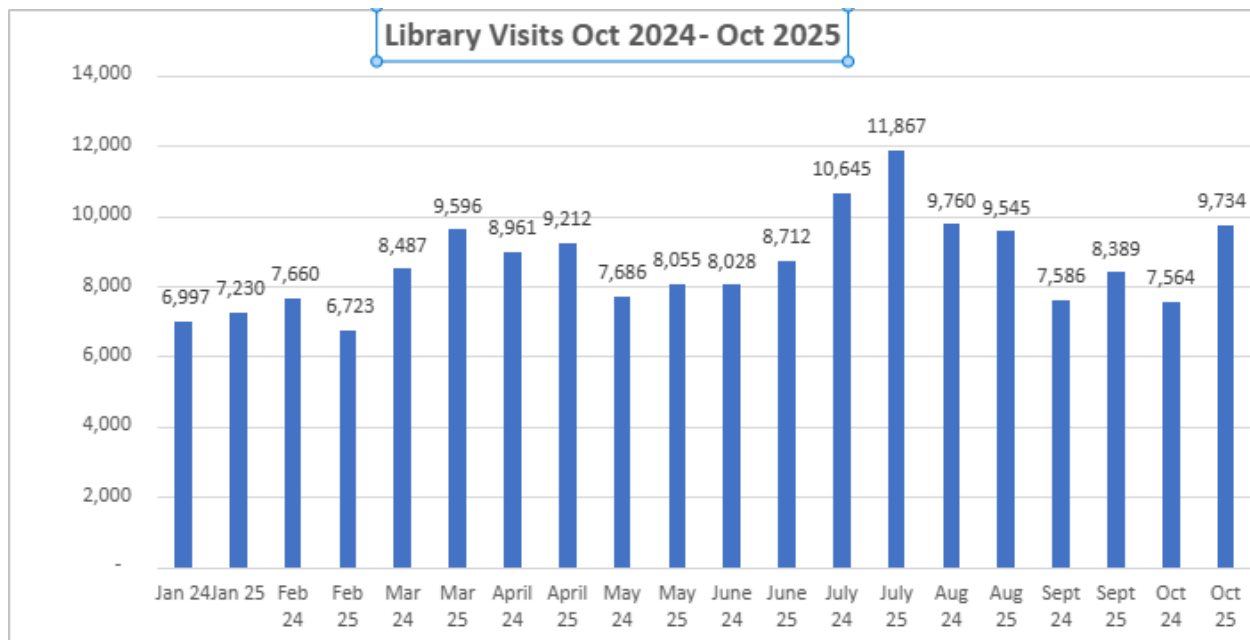
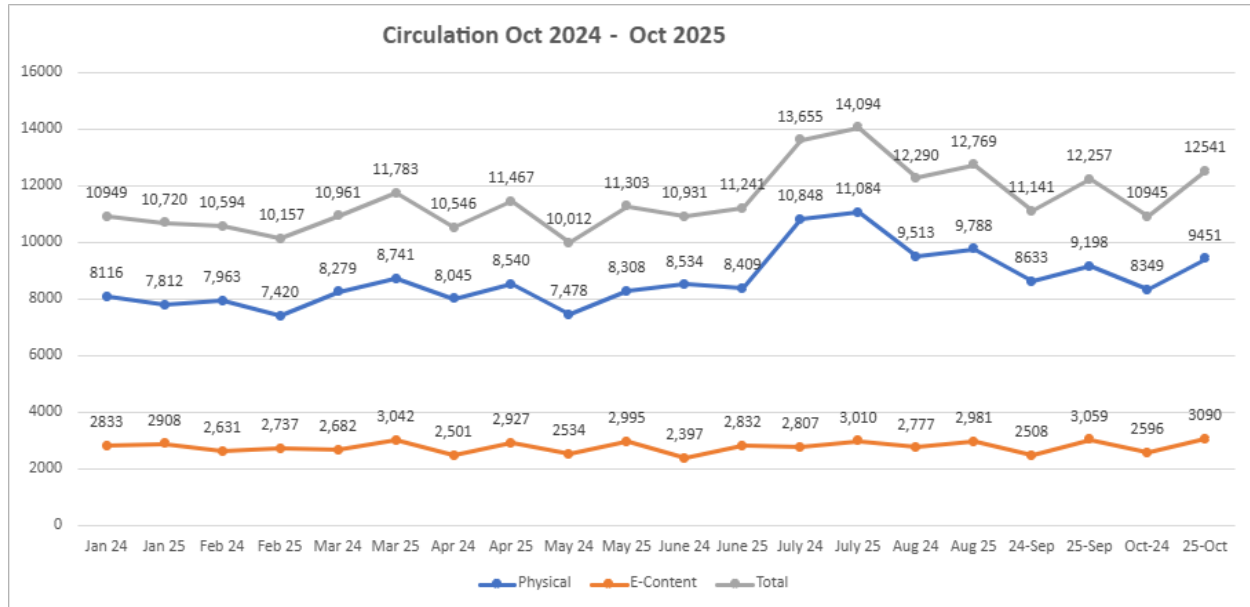
Next Regular Meeting: November 10, 2025 at 7:00 PM.

Submitted by: Meghan Boroden, Clerk of the Board

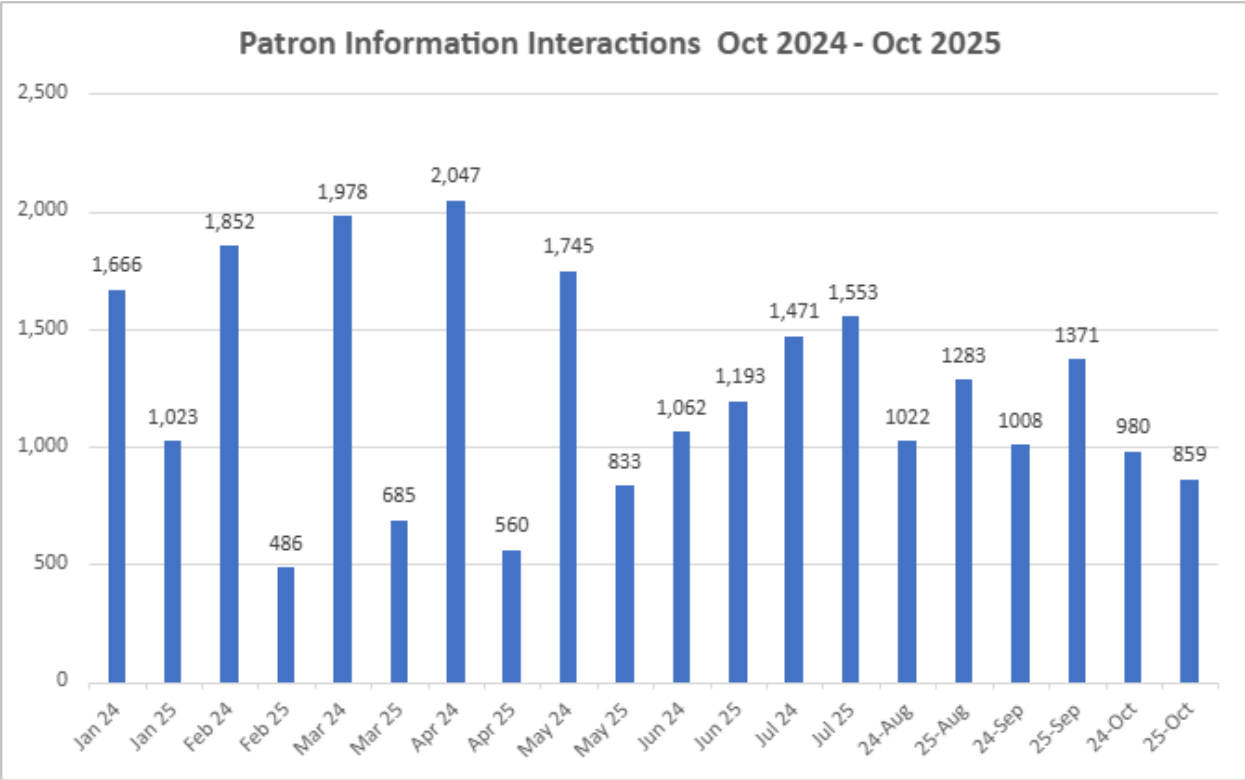
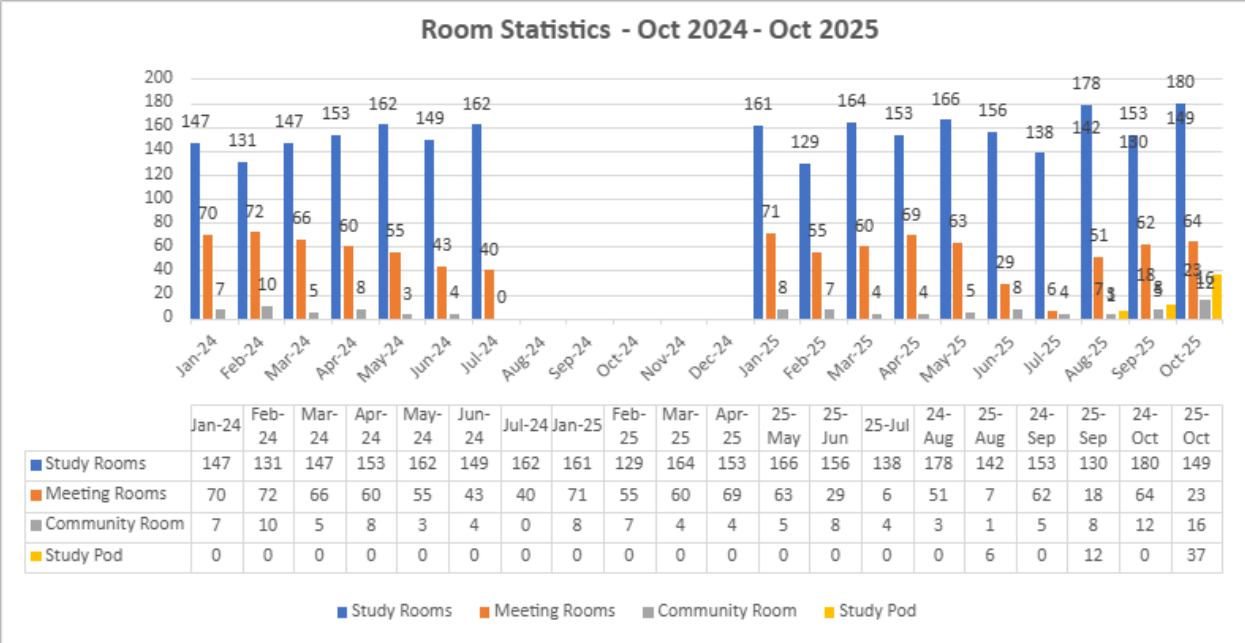


Director's Report  
November 10, 2025

General Statistics









## **Building**

With Emily Collado and Gustavo Lopez's help, we were able to select a storage shed for the library. It will be delivered on November 21<sup>st</sup> and we will clean out the off-site storage space the following week. The shed will match the building and roof. Thank you to Grey's Woodworks for their help and quick turnaround time.

The Albert Windsor Public Library in Warwick was giving away a microfilm reader and printer which is almost the same as the one we currently have. It works well and was installed last week. Thank you, Warwick!

## **Collection**

Now that Baker and Taylor is closing, I am working with Karen Golding and Ruth Mallard to find a new solution. We have met with a few book vendors and set up accounts to find which works best. In the meantime, we are ordering from Amazon and processing the items ourselves. It's more time-consuming and just a stopgap for now, but hopefully the new vendors will adjust to all their new clients sooner rather than later.

## **Community Outreach**

On October 19<sup>th</sup>, 20 staff members and friends walked in the American Cancer Society's Making Strides of Hudson Valley event. As a group, we raised almost \$1,800. Thank you to team leader Erica Gati for being so creative in coming up with ways to raise money. We also want to thank our donors and everyone who walked that morning. It was a great event and a beautiful morning!

I attended the Goshen Central School District interim superintendent's meet and greet at the Diplomat Café in October. Mr. Bongiovi and I had an opportunity to discuss what the library has to offer the school district and how we can get more kids to read. I also met with the chief of police, Ryan Rich; the mayor, Molly O'Donnell, and County Executive, Steve Neuhaus. Mr. Bongiovi also stopped by the library for a tour last week.

I met with the Executive Director of RCLS, Grace Riario, to discuss my first six months in this position and set priorities moving forward. I also met with Executive Director of the Monroe Free Library, Amanda Primiano, to introduce myself and talk about our libraries and any issues that we are both facing.

## **Grants**

I want to send my sincere thank you to the Friends of the Library for agreeing to fund \$8,000 for the outdoor musical instrument project. Between this funding and the grant from Senator Skoufis, we have \$16,000 to purchase and install at least 6 musical instruments. We will finalize which items to purchase soon, and they will be installed in the Spring.



The amendment to the Generator Grant has been approved. Many thanks to Stephen Hoefer and Joanna Goldfarb for all their help in finalizing this grant.

### **Personnel**

We have one part-time Library Assistant position currently open.

Sandra Delgado was promoted to Library Clerk and is now specifically working in the Human Resources department to assist Erica Gati and myself in accordance with the Civil Service job description. We were able to promote Sandra through the New York Hiring for Emergency Limited Placement Statewide (NY HELPS) program.

All job descriptions for department heads are complete.

### **Misc.**

With Erica's help, staff and patrons celebrated a fun week of Halloween in the library. We held a Halloween bake off and costume contest on the day of and were sufficiently stuffed with sweet treats and laughs. Congratulations to Karen for winning the bake-off and thank you to Lynn Tabbott for volunteering to help us judge the baked goods.

I received two notes from patrons praising Krystal Coleman's work at the Reference Desk and a lovely email about a Libratory experience with Charles DeYoe and Anne Tichy. Thank you all for your dedication to the library and our patrons.

Respectfully Submitted,

*Rose Chiocchi*

**Goshen Public Library and Historical Society**  
**Statement of Activities** October 1 - 31, 2025  
and YTD Jul 1, 2025- June 30, 2026

	A	B	C	D	E	F	G	H	I	J	K	L	Q	R
1				<b>MONTH</b>			<b>YEAR TO DATE</b>			<b>FULL YEAR</b>			<b>FULL YEAR</b>	
2				October 25/26	Budget	Over/(Under) Bud	25/26 Act YTD	YTD Bud	Over/(Under) Bud	% of Budget	Budget 25/26	Debt 25/26		
3	<b>Income</b>													
4	Real Property Taxes			1,016,090	1,016,090	-	1,016,090	1,016,090	-	100%	2,032,180	493,394		
5	Real Property Taxes-Bond			124,197	124,197	-	124,197	124,197	-	100%	-			
6	PILOT Revenue			-	5,000	(5,000)	-	20,000	(20,000)	0%	60,000			
7	RCLS Grants			-	417	(417)	5,477	1,667	3,810	329%	5,000			
8	Other Grants			-	83	(83)	-	333	(333)	0%	1,000			
9	Library Charges			592	458	134	3,303	1,833	1,470	180%	5,500			
10	Tech Lab			21	-	21	82	-	82	0%				
11	Appropriated Reserve			-	-	-	-	-	-	0%	50,000			
12	Friends of the GPLHS			-	208	(208)	1,780	833	947	214%	2,500			
13	Donations			620	-	620	1,995	-	1,995	0%	-			
14	Interest Income			2,017	2,917	(900)	7,447	11,667	(4,220)	64%	35,000			
15	Total Income			1,143,537	1,149,370	(5,833)	1,160,371	1,176,620	(16,249)	99%	2,191,180	493,394		
16	<b>Expense</b>													
17				<b>(Over)/Under Bud</b>			<b>(Over)/Under Bud</b>							
18	Total Employee Benefits			167,984	166,538	(1,446)	510,798	520,109	9,311	98%	1,684,640	-		
19	Library Materials/Services													
20	Books - Adult			964	3,500	2,536	7,953	14,000	6,047	57%	42,000			
21	Books - Teen			-	583	583	456	2,332	1,876	20%	7,000			
22	Books - Juvenile			-	1,417	1,417	2,162	5,668	3,506	38%	17,000			
23	Reference Databases			-	375	375	-	1,500	1,500	0%	4,500			
24	Serials			339	667	328	5,061	2,667	(2,394)	190%	8,000			
25	AV			97	333	236	1,067	1,333	266	80%	4,000			
26	AV - Audio Books			22	333	311	492	1,333	841	37%	4,000			
27	AV - Audio Music			-	42	42	-	168	168	0%	500			
28	Museum Passes			-	167	167	225	668	443	34%	2,000			
29	E Content			-	1,667	1,667	3,169	6,668	3,499	48%	20,000			
30	Total Library Materials/Services			1,422	9,084	7,662	20,585	36,337	15,752	57%	109,000	-		
31	Building Equipment			3,800	200	(3,600)	3,991	800	(3,191)	499%	2,400			
32	Building Repairs/Improvement			-	833	833	18,410	3,333	(15,077)	552%	10,000			
33	Utilities			3,723	4,167	444	17,835	16,667	(1,168)	107%	50,000			
34	Insurance			34,768	34,768	-	41,120	42,000	880	0%	42,000			
35	Building Services			539	4,000	3,461	15,835	16,000	165	99%	48,000			
36	Custodial Services			366	833	467	1,885	3,332	1,447	57%	10,000			
37	Total Building			43,196	44,801	1,605	99,076	82,132	(16,944)	121%	162,400	-		
38	Total Technology			533	6,708	6,175	19,835	20,124	289	99%	80,500	-		
39	Programs/Public Relations													
40	Newsletter/Marketing			193	333	140	2,227	1,333	(894)	167%	4,000			
41	Programs - Adult			1,398	1,500	102	8,449	6,000	(2,449)	141%	18,000			
42	Programs-Community Dev			-	958	958	-	3,832	3,832	0%	11,500			
43	Local History			735	417	(318)	4,895	1,667	(3,228)	294%	5,000			
44	Programs - Juvenile			2,051	1,500	(551)	6,731	6,000	(731)	112%	18,000			
45	Programs - Teen			-	417	417	695	1,667	972	42%	5,000			
46	Total Programs/Public Relations			4,377	5,125	748	22,997	20,499	(2,498)	112%	61,500	-		

**Goshen Public Library and Historical Society**  
**Statement of Activities** October 1 - 31, 2025  
and YTD Jul 1, 2025- June 30, 2026

	A	B	C	D	E	F	G	H	I	J	K	L	Q	R
2				October 25/26	Budget	Over/(Under) Bud	25/26 Act YTD	YTD Bud	Over/(Under) Bud	% of Budget	Budget 25/26	Debt 25/26		
47	Administrative Expenses			(Over)/Under Bud			(Over)/Under Bud							
48	Telephone			848	833	(15)	4,825	3,333	(1,492)	145%	10,000			
49	Printing			-	500	500	333	2,000	1,667	17%	6,000			
50	Postage			-	208	208	709	833	124	85%	2,500			
51	Office Equipment Maintenance			-	83	83	-	333	333	0%	1,000			
52	Human Resources			99	250	151	(214)	1,000	1,214	-21%	3,000			
53	Legal			-	1,000	1,000	-	4,000	4,000	0%	12,000			
54	CSEA Matters			-	1,667	1,667	2,804	6,667	3,863	42%	20,000			
55	Other Prof Services			308	208	(100)	539	833	294	65%	2,500			
56	Accounting			715	750	35	3,810	3,000	(810)	127%	9,000			
57	Library Supplies			317	945	628	2,425	3,780	1,355	64%	11,340			
58	Copier Lease			582	275	(307)	2,320	1,100	(1,220)	211%	3,300			
59	Continuing Education			242	417	175	1,752	1,667	(85)	105%	5,000			
60	Election			-	-	-	-	-	-	0%	3,000			
61	Membership Dues			-	208	208	3,258	833	(2,425)	391%	2,500			
62	Miscellaneous Expense			-	167	167	-	668	668	0%	2,000			
63	Total Admin Expenses			3,111	7,512	4,401	22,561	30,048	7,487	75%	93,140	-		
64	Other Interest Exp						-	-	-		-			
65	Bond Interest Exp			124,197	124,197	-	124,197	124,197	-	100%		248,394		
66	Bond Principal						-	-	-			245,000		
67	Total Expense			344,820	363,965	19,145	820,049	833,446	13,397	98%	2,191,180	493,394		
68	Total Income			1,143,537	1,149,370	(5,833)	1,160,371	1,176,620	(16,249)		2,191,180	493,394		
69	Net Ordinary Income			798,717	785,405	13,312	340,322	343,174	(2,852)		-	-		

**Goshen Public Library and Historical Society**  
**Balance Sheet**  
**General Fund**  
**As of October 31, 2025**

[illegible]

Goshen Public Library & Historical Society  
Statement of Cash Position  
Capital Fund at 10/31/25

Cash accounts	Balance
Community Foundation of Orange & Sullivan (CFOS)	64,410.41
Total cash available	\$ 64,410.41

**NO CAPITAL ACTIVITY**

**Goshen Public Library and Historical Society**

**Board Warrant Schedule**

**November 5, 2025**

Date	Chk #	Payee	Account	Amount
10/08/2025	19703	M & T Bank	Credit Card	1,831.49
10/10/2025	19704	Cintas Corp	Building-Custodial Services	571.78
10/10/2025	19705	Devine Design	Electronic Resources-Computer Software	540.00
10/10/2025	19706	Frontier Communications-NY	Administrative Expenses-Telephone	190.54
10/10/2025	19707	Gaylord Bros., Inc.	Programs-Local History	1,687.52
10/10/2025	19708	Midwest Tape	Library Materials-AV	39.72
10/10/2025	19709	NYSEG	Building-Utilities	99.01
10/10/2025	19710	RCLS General	Electronic Resources-ILS / Computer Software	5,086.42
10/10/2025	19711	Robert W. Schultz, CPA	Administrative Expenses-Professional Services Acct	715.00
10/10/2025	19712	Southeastern NY Lib Res Council	Library Materials-Memberships	415.00
10/10/2025	19713	SRS Inc.	Programs-Adult / Juvenile Programs	100.83
10/13/2025	19719	Andrew P Donnelly	Programs-Adult Programs	350.00
10/13/2025	19720	Bright Star	Programs-Juvenile Programs	545.00
10/13/2025	19721	Christine Adams	Programs-Adult Programs	300.00
10/13/2025	19722	Deer Guys	Building-Building Services	105.00
10/13/2025	19723	Janice Vilardo	Programs-Adult Programs	190.00
10/13/2025	19724	Norma Fives	Employee Benefits-Health Insurance	700.43
10/13/2025	19725	ShelterPoint life	Employee Benefits-Vision	118.59
10/13/2025	19726	Todd Cutler	Programs-Local History	1,500.00
10/16/2025	19727	CSEA, Inc.	Employee Benefits-Union Dues	572.16
10/16/2025	19728	CSEA, Inc.	Employee Benefits-Union Dues	572.16
10/16/2025	19729	Orange & Rockland	Building-Utilities	3,624.13
10/17/2025	19730	Grey's Woodworks	Building-Equipment	3,800.00
10/28/2025	19731	Anthony Largar	Programs-Juvenile Programs	200.00
10/28/2025	19732	Ludmila Smirnova	Programs-Adult Programs	200.00
10/28/2025	19733	Patsy Williams	Programs-Adult Programs	190.00
10/29/2025	19734	CSEA, Inc.	Employee Benefits-Union Dues	570.66
10/29/2025	19736	Carol Pouliot	Programs-Adult Programs	200.00
10/29/2025	19737	Cengage Group	Library Materials-Books-Adult	1,301.20
10/29/2025	19738	Gaylord Bros., Inc.	Programs-Local History	714.60
10/29/2025	19739	John Lupinski Farms	Programs-Juvenile Programs	70.00
10/29/2025	19740	Meghan Boroden	Administrative Expenses-Professional Services	308.00
10/29/2025	19741	Midwest Tape	Library Materials-AV	119.19
10/29/2025	19742	Baker & Taylor Books	Library Materials-Books-Adult/Juvenile/Teen	1,560.76
10/29/2025	19743	Book Page	Library Materials-Serials	420.00
10/29/2025	19744	Clarisa Rosario-DeGroat	Administrative Expenses-Continuing Education	67.90
10/29/2025	19745	Erica Gati	Administrative Expenses-HR	29.25
10/29/2025	19746	Karen Golding	Administrative Expenses-Continuing Education	62.30
10/29/2025	19747	Lynn Banghart	Administrative Expenses-Continuing Education	70.00
10/29/2025	19748	Rose Chiocchi	Administrative Expenses-Telephone	107.53
10/29/2025	19749	SRS Inc.	Programs-Adult / Juvenile Programs	105.97
10/29/2025	19750	Toshiba Financial Services	Administrative Expenses-Copier Lease	582.80
10/29/2025	19751	Virginia Nasser	Administrative Expenses-Continuing Education	41.44
10/29/2025	19752	American Express	Credit Card	2,300.02
10/29/2025	19753	M & T Bank	Credit Card	3,634.41
10/05/2025	ACH DR	Oxford Health Plans	Employee Benefits-Health Insurance	18,405.50
10/15/2025	ACH DR	IRS	Employee Benefits-FICA/Medicare/Federal Taxes	10,882.40
10/15/2025	ACH DR	New York State Tax Department	Employee Benefits-New York Taxes	1,768.03
10/15/2025	ACH DR	TIAA-CREF	Employee Benefits-403b withholding	1,840.00
10/15/2025	ACH DR	Toshiba Financial Services	Administrative Expenses-Copier Lease/Printing	905.38
10/21/2025	ACH DR	Sam's Club	Credit Card	341.54
10/29/2025	ACH DR	IRS	Employee Benefits-FICA/Medicare/Federal Taxes	11,355.28
10/29/2025	ACH DR	New York State Tax Department	Employee Benefits-New York Taxes	1,856.56
10/29/2025	ACH DR	TIAA-CREF	Employee Benefits-403b withholding	1,940.00
Total				85,805.50





Meeting Date: 11/10/25  
Submitted by: Ruth Mallard

Reporting Month: October 2025  
Department: Adult Services

#### Accomplishments/Current Activities:

- Collection maintenance of Large Print
- Displays: Books translated from the Spanish; Memento Mori
- Professional Development/Continuing Education:
  - Webinar- Real World Resiliency: Constructive Customer Service
- With the downfall of Baker & Taylor, pivoted to find other options for getting new materials. A large number of previously ordered books that orders were cancelled had/have to be reordered. This has been and will continue to be a time-consuming task to track what needs to be reordered and where to get what patrons have been waiting for. Reordering will have to be gradual to not overwhelm for staff or shelves and maintain normal workflow processes.

#### Financials:

- Books (\$42000) [*does not include vendor discounts or processing charges*]:
  - ~\$17000 of orders with publication dates going out into next year were cancelled from Baker & Taylor. Much of what was ordered in October were re-orders of cancelled titles.
  - \$5227
  - 62% remaining
- Ebooks (\$20000):
  - Hoopla: \$1708
  - 65% remaining
- Audiobooks (\$4000):
  - 89% remaining
- A/V Materials (\$4000):
  - 58% remaining
- Music (\$1000):
  - \$43
  - 60% remaining

#### Statistics:

- Reference/ Readers' Advisory interactions: 859
- Study Rooms:
  - unique users: 107
  - bookings: 186

Select Adult Collections Circulation	2025	2024
New Fiction	619	656
New Nonfiction	202	194
Fiction	916	1,017
Nonfiction	791	710
Large Print	420	361
Audiobook	97	88
DVDs	336	376
Videogames	127	50
Puzzles & Board Games	30	30
Museum Passes	19	24

Digital Circulation	2025	2024
Libby (Overdrive)	2346	1999
<i>e-book</i>	966	778
<i>audio</i>	1050	847
Hoopla	744	597
<i>e-book</i>	178	150
<i>audio</i>	462	361
<b>Total</b>	<b>3090</b>	<b>2596</b>



Meeting Date: November 10, 2025

Reporting Month: October 2025

Submitted by: Kitty Ruberte-Smith

Department: Marketing & Communications

### **Department Summary:**

Marketing and Communications efforts in October focused on promoting "TeenTober" activities, community outreach initiatives, and seasonal programming opportunities.

### **Accomplishments & Current Activities:**

- Promoted "TeenTober" events, including *Challenges*, *Blind Date with a Spooky Book*, and *Bingo*.
- Coordinated and publicized the library's participation and campaigning for the Making Strides Against Breast Cancer Walk, highlighting community involvement and staff support.
- Promoted the "Beyond Bedtime" Pajama and Storybook Drive, encouraging community donations through social media and library displays.
- Featured new library card holders through photo booth posts, celebrating and welcoming our newest members.

### **Upcoming Events / Promotions**

- Preparing for the November "Garden of Gratitude" campaign, focused on community appreciation and giving thanks.
- Planning and promoting the "Books for the Burgh and Friends" event on November 13, supporting the collection of children's books for the library.

### **Financial Impact:**

\$57.38 was spent in October to support "TeenTober" activities and program materials.

**Statistics:** Facebook Analysis; October 2025



- **3,221 followers**
- **36.3k views**
- **628 content interaction**
- **1.8k Visits**
- **8.6k Reach**
- **46 Follows**

**Statistics:** Instagram Analysis; October 2025

- **1,492 followers**
- **18.5k views**
- **523 content interaction**
- **148 Visits**
- **1.5k Reach**
- **28 Follows**

**Notes:**

October was a strong month for community connection. The library's participation at the Making Strides Walk reinforced our commitment to our community. With November's gratitude focused campaign, outreach and engagement are expected to continue.





**Meeting Date:** 11/10/2025

**Reporting Month:** October

**Submitted by:** Charles DeYoe

**Department:** IT/Adult Services

**Department Summary:** The highlight for October in the Libratory is the long-awaited acquisition of a video processor to allow us to capture footage from VHS. We are now capable of transferring video into either an easily viewed, modern HD format or a more archival 480i capture. We had Libratory appointments every week with patron use mostly split between cutting vinyl with the Cricut and using our 3D printer. I have observed patron interest in having more availability on evenings or weekends, but our current level of staffing prevents this.

**Accomplishments/Current Activities:** Finally managed to transfer the updates to our obituary database that were done in-house to the version hosted online and brought full functionality for our Local History department to update going forward. Training our library assistants in using the Libratory equipment remains an ongoing focus, though since they all have obligations in other departments, progress has been slower than I would like.

**Upcoming Events:** 11/13/25 Horror Book Club (*The Only Good Indians* by Stephen Graham-Jones)

**Financial Impact:**

Amazon Libratory supplies purchase: \$64.94 (approximately \$1,777 remaining in budget)

[September Libratory revenue from materials: \$20.75]

[Total Libratory revenue to date: \$53.30]

**Statistics:**

- Libratory appointments: 6
- 1-on-1 tech help sessions: 3
- Total public PC users: 470
- Total time spent on public PCs: 320 hours, 35 minutes
- Average PC session length: 40.926 hours
- Total monthly Wi-Fi users: 7954
- Average Wi-Fi users per day: 256.58

**Notes:** It has recently come to my attention that our Envisionware self-checkout kiosks will reach their end of service life after September 30, 2026. However, they should remain useable after this date.



Meeting Date: November 10, 2025

Reporting Month: October, 2025

Submitted by: Ann M. Roche

Department: Local History

Department Summary:

Genealogy, house and land history, Cemetery records, yearbooks.

Accomplishments/Current Activities:

Shelf reading, obituary indexing, accessioning artifact. (total to date 412). The storeroom is being rearranged. The map drawer has been completed. Maps are being encased in archival folders. display case- postcards, Veterans Day.

The microfilm reader printer has been used many times this month.

The "History Journal" is now in the hands of the editor. We have six (6) article.

The room was open on Saturday October 18<sup>th</sup> during the Friends of the Library lecture.

Upcoming Events:

"Artifact Day". November 15, 2025.

"History Journal" is scheduled for end of November with a proof first going to the Library Board for approval.

Financial Impact:

Supplies have been ordered and received. The Friends of the Library have donated \$1400 towards the purchase of the supplies for the map collection.

Statistics: Phone calls 5; Emails 1; Visitors 25 (New Jersey, Ohio and around the area.)

Notes:

Thank you to my faithful volunteers Don, Liz, MaryKay and Hildi.



Meeting Date: November 10, 2025

Reporting Month: October 2025

Submitted by: Amber Kirkwood

Department: Head of Programming

**Department Summary:** Spooky Ooky Fun!

**Accomplishments/Current Activities:**

October is my favorite time of year, and we had a lot of popular spooky related programs for kids and adults this month. I collaborated with several Goshen icons, Pixie Pop the Clown for a Storytime/facepainting program, and John and Diane from Lupinski Farms who provided children and staff) with pumpkins for an indoor pumpkin patch. Clarisa and Krystal helped me put together a Halloween Party for kids. Clarisa provided a tealight portrait craft and Krystal came up with a Scavenger Hunt that the kids enjoyed so much; we plan on having another next season as a special. Lynn is doing incredibly well with her Monday Munchies program where kids get to make their own snacks like Apple Donuts and Monster Sandwiches. For adult programming, Ghoulish Gourds, a pumpkin felting workshop, and Terrifying Trivia with horror themed questions were some of the highlights. For The Great Give Back and collaboration with Beyond Bedtime, we received 76 donations of pajamas and storybooks for kids from the community. Clarisa attended Spooky Fun, an event held by Little Hudson Valley that had close to 200 in attendance. She had a storytime and made creepy bookmarks with the kids. Overall, an amazing month!

**Upcoming Events:**

November is the month for being thankful and I'm thankful for Erica! We're working together on a holiday party in December called Confection Connection. There will be fun crafts like card making and gingerbread man decorating and games, all including candy of course! We are having a Gingerbread House Competition that is currently accepting entries and winners will be announced at this event (December 16<sup>th</sup>). Garden of Gratitude is right around the corner, and headliner events are filling up. I've had several adults come up to me in the past week asking about it, sharing their excitement and a sweet email from a patron saying that she was impressed with what I've been offering to the community. Several coworkers said patrons expressed interest in a Defensive Driving course, and we have one lined up for January!

**Financial Impact:**

We have used 50% of the children's programming budget and 32% of adult programming budget thus far.





### **Children's Programming:**

#### **Storytimes:**

<b><u>Program</u></b>	<b><u>Sessions</u></b>	<b><u>Total # of Patrons</u></b>
Fetching Reads	8	34
Wee Read	8	120
Circletime	4	12
Snuggle Up Storytime	4	25
ABC Book Start	4	98
Fun Friday	5	76
Toddletime	5	129
Bilingual Storytime	5	21

#### **Specials :**

<b><u>Program</u></b>	<b><u>Sessions</u></b>	<b><u>Total # of Patrons</u></b>
Chess Club	1	4
Homeschool Hub	6	154
Pokemon Club	4	33
The Grinning Hour	1	12
Boo Buddies	1	30
FrakenBully	1	55
Great Pumpkin Patch	1	45
Frightfully Fun Fest	1	55
Boredom Busters	5	26
Monday Munchies	3	37
Pizza and Picture Books	1	7
Creepy Campfire	1	8

#### **Asynchronous :**

<b><u>Program</u></b>	<b><u>Sessions</u></b>	<b><u>Total # of Patrons</u></b>
Scavenger Hunt	1	76
Book Character Pumpkins	1	80
Words are Spooktacular	1	77

#### **Outreach:**

<b><u>Program</u></b>	<b><u>Sessions</u></b>	<b><u>Total # of Patrons</u></b>
Spooky Fun	1	184



<b>1st Grade Library Card</b>	<b>1</b>	<b>92 (120 including Sept)</b>
<b>Market Tales</b>	<b>1</b>	<b>8</b>
<b>Beyond Bedtime Donations - GGB</b>	<b>1</b>	<b>76 Donations</b>

**Adult Programming :**

**Clubs:**

<b><u>Program</u></b>	<b><u>Sessions</u></b>	<b><u>Total # of Patrons</u></b>
<b>Cookbook Club</b>	<b>1</b>	
<b>Midnight Society</b>	<b>1</b>	<b>11</b>
<b>Second Helpings</b>	<b>1</b>	<b>9</b>
<b>Romance Book Club</b>	<b>1</b>	<b>3</b>
<b>Murderous Mondays</b>	<b>1</b>	<b>15</b>
<b>Saturday Book Club</b>	<b>1</b>	<b>10</b>
<b>Herbal Hour</b>	<b>1</b>	<b>7</b>
<b>Gentle Yoga</b>	<b>2</b>	<b>14</b>
<b>Gentle Zumba</b>	<b>2</b>	<b>10</b>
<b>Salute and Sip</b>	<b>2</b>	<b>6</b>
<b>Video Games Club</b>	<b>1</b>	<b>5</b>
<b>Chess Club</b>	<b>1</b>	<b>5</b>

**Specials :**

<b><u>Program</u></b>	<b><u>Sessions</u></b>	<b><u>Total # of Patrons</u></b>
<b>Wicked Welcome</b>	<b>1</b>	<b>12</b>
<b>Ghoulish Gourds</b>	<b>1</b>	<b>14</b>
<b>Magik of Runes</b>	<b>1</b>	<b>14</b>
<b>MFH - Judith Tulloch</b>	<b>1</b>	<b>26</b>
<b>Terrifying Trivia</b>	<b>1</b>	<b>23</b>
<b>The Reading Room</b>	<b>1</b>	<b>62</b>

**Asynchronous :**

<b><u>Program</u></b>	<b><u>Sessions</u></b>	<b><u>Total # of Patrons</u></b>
<b>Spice of the Month</b>	<b>1</b>	<b>5</b>

**Outreach :**

<b><u>Program</u></b>	<b><u>Sessions</u></b>	<b><u>Total # of Patrons</u></b>
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<b>Inspire - Doodle Lab</b>	<b>3</b>	<b>59</b>
<b>Inspire - Move and Groove</b>	<b>2</b>	<b>37</b>



Meeting Date: November 10, 2025

Reporting Month: October 2025

Submitted by: Karen Golding

Department: Children's and Teen Services

Department Summary: Fall programming was in full swing this month, ranging from our regular weekly programs and storytimes to our passive activities which include monthly scavenger hunts and reading challenges.

Accomplishments/Current Activities:

- We welcomed many new first grade card holders to the library this month as the new first grade cards were distributed to Scotchtown Elementary School. The kids were eager to check out books with their own cards and pick up their special goody bag. They were also able to get their picture taken at our photo booth and have a printed copy to remember this special first visit.
- Storytime has been very well attended this month, especially our baby and toddler storytimes. We have especially found that our baby storytime is popular with parents looking for socialization opportunities for their babies. Each group spends time during the storytime engaged in interactive play with the babies and toddlers. This time helps to build necessary skills related to literacy such as language development, vocabulary building, focus and learning social/emotional cues.
- Our other regular weekly programs, including STEM sessions, Pokemon, Trivia and Amber's Wednesday specials are also doing well. We have a variety of programming to appeal to different ages and different interests.
- Anne Tichy's Homeschool Hub programs are very popular and our homeschool families are very happy to have programming for them. Ann is doing a great job facilitating them and we are fortunate to have her as a resource for our growing homeschool population in Goshen.
- Lynn Banghart, Clarisa Rosario-DeGroate, Virginia Nasser and I attended the Fall Into Books Conference organized by RCLS and other area library systems this month. Fall Into Books is a full day of book discussions, networking and speakers aimed at providing an opportunity for area youth librarians to meet and discuss literature for children and teens and gain new perspectives on how to use that literature in programming. We are fortunate to have this opportunity to collaborate with our peers from all over the Hudson Valley.
- Our Children's Library of Things is growing rapidly and now includes kits that teach abc's, numbers, colors and shapes, coding kits, baking kits, sensory kits, music kits, papercrafting kits and other fun activity kits for kids of all ages. We are excited to offer these new resources to our patrons.



#### Upcoming Events:

- November is all about gratitude and we have a new book challenge highlighting the importance of kindness and gratitude.
- We will also be celebrating Children's Book Week with a giveaway.
- We will be participating in the Newburgh Brewery's event; Books for the 'Burgh and Friends on November 13. This is a book fair event that allows attendees to donate children's books to local libraries.

#### Financial Impact:

- Due to the recent closure of Baker & Taylor we have paused book orders briefly while we research different vendors and allow our tech services staff time to do the extra processing that is now required for our purchases. We expect to resume our regular orders in November.

#### Statistics:

- Chess Club: 1 session, 2 teen attendees
- Homeschool Hub: 3 sessions, 31 teen attendees
- Herbal Hour: 1 session, 2 teen attendees
- Spooky Crafts: 1 session, 6 teen attendees
- Volunteers: 7 kids, 13 hours given

#### Notes:

- Thank you to Lynn, Clarisa, Krystal, Kathy, and Virginia for all of their hard work this month in programming and covering the desk! A big thank you also to Anne and Amber for all of the creative programming they offered this month, we are lucky to have them all!