



Goshen Public Library and Historical Society Board of Trustees

Regular Meeting of December 8, 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.

[Action item] RESOLVED that the Board approve the Minutes of the November 10, 2025 Board Meeting.

VI. Personnel

a. [Action item] RESOLVED to approve the appointment of a part-time Library Assistant

VII. Finances

a. Financial report – Jack Denman

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

b. Warrant Schedule for November 2025

[Action item] RESOLVED to approve the November 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

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: January 12 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 November 10, 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 7:01 PM on November 10, 2025.
Attendance:
Board members present: Emily Collado, Heather LaBruna, Julie Markey, Alison Newman, Michael Panzer, and Lynn Tabbott. Also in attendance: Library Director Rose Chiocchi, Principal Account Clerk Jack Denman and Clerk of the Board Meghan Boroden. Absent: Tina Fortugno.
- II. Pledge of Allegiance
- III. Review and Approve Agenda
[Action item] RESOLVED that the Board approve the Agenda.
Motion: Trustee Panzer. Seconded by: Trustee Tabbott. (Approved 6-0-0)
- IV. Privilege of the floor
Approval of the Minutes.
 - a. [Action item] RESOLVED that the Board approve the Minutes of the Regular Meeting on October 13, 2025 as amended.*
*Spelling of Senator corrected
Motion: Trustee LaBruna. Seconded by: Trustee Newman. (Approved 6-0-0)
 - b. [Action item] RESOLVED that the Board approve the Minutes of the Special Meeting on October 23, 2025.
Motion: Trustee Markey. Seconded by: Trustee Panzer. (Approved 6-0-0)
- V. Personnel – None
- VI. Finances
 - a. Jack Denman presented the Financial Report for October 2025, reporting that the next 40 percent of the tax levy was expected from the Goshen Central School District in the coming weeks. The first installment of the bond payment for this

fiscal year was paid. Interest income is now growing since the arrival of the first 50 percent of the tax levy. Library materials expenditures will temporarily be lower as new distributors are found to replace Baker & Taylor, which is going out of business. Baker & Taylor has been the Library's primary supplier of books. Director Chiocchi informed the Board that libraries everywhere are competing for new book distributors.

[Action item] RESOLVED that the Board approve the Financial Report for October 2025 as presented.

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

- b. [Action item] RESOLVED that the Board approve the warrant schedule for October 2025 as presented.

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

- VII. Director's Report – In her report, Director Chiocchi reported that circulation is up compared to last year at this time. The new study pod is receiving a lot of use from patrons.

A shed, selected to compliment the Library building, has been purchased and is scheduled to arrive later this month. This storage space will eliminate the need for offsite storage saving the Library in the long term. Chiocchi thanked Grey's Woodworks, Trustee Collado and employee Gustavo Lopez for their coordination. The broken microfilm reader and printer in the Local History Room is being replaced by one secured from Albert Wisner Public Library in Warwick.

Out in the community, Library staff and friends successfully participated in the American Cancer Society's Making Strides of Hudson Valley event, raising nearly \$1,800 in donations. Chiocchi attended a Goshen Central School District meet and greet at Diplomat Café in Goshen. Interim Superintendent Mr. Bongiovi discussed with Chiocchi potential future collaborations between the Library and District to increase usage of the Library and improve student performance. Mr. Bongiovi followed up with a tour of the Library building. Chiocchi also met Chief of Police Ryan Rich, Goshen Mayor Molly O'Donnell and County Executive Steve Neuhaus. Chiocchi met with RCLS Executive Director Grace Riario to discuss her first six months in the role of Goshen Library Director and priorities moving forward.

Monroe Free Library's director met with Chiocchi to discuss issues impacting their libraries. Election Day at the Library was successful. Chiocchi thanked staff member Gustavo Lopez for opening the building at 4:30 AM for poll workers.

Chiocchi announced that matching funding in the amount of \$8,000 has been secured from the Friends of the Library for the outdoor musical instrument project.

A grant was previously secured from State Sen. Skoufis in the amount of \$8,000. The plan is to purchase 6 instruments that will be installed in the spring.

The remaining funds from a DLD grant that funded the generator and security cameras are expected soon. Chiocchi thanked Stephen Hoefer and Joanna Goldfarb from RCLS for assisting with finalizing the documents.

One part-time library assistant position remains open. An employee has been promoted to library clerk and will be assisting in Human Resources. All job descriptions for department heads are completed.

Chiocchi shared that the staff enjoyed a festive Halloween, wearing costumes and competing in a Halloween-themed bakeoff. Finally, employees Krystal Coleman, Charles DeYoe and Anne Tichy were praised in notes from patrons.

VIII. Committee Reports

a. Standing Committees

- i. Physical Resources Committee – Shed arrives November 21.
- ii. Community Resources Committee – None.
- iii. Human Resources – None.
- iv. Sunshine Committee – None.

b. Ad Hoc Committees

- i. Historical Society Committee – Discussion of second edition of the Journal.
[Action item] RESOLVED that the Board implement a procedure for editing, reviewing, copyright clearance and publishing of the GPL&HS Local History Journal with final approval of editions by the Board of Trustees.
Motion: Trustee Panzer. Seconded by: Trustee LaBruna (Approved 6-0-0)
- ii. [Action item] RESOLVED that the Board approve the relocation of the Battle of Minisink monument into the lobby to prevent further weathering of the stone.
Motion: Trustee Newman. Seconded by: Trustee Markey. (Approved 6-0-0)

X. Reports from Partner Groups

- a. Friends of the GPL&HS were again thanked for their financial support of the outdoor musical instrument project. The monthly lecture series continues with well-attended audiences.
- b. Junior Friends meets November 16th and will be supplying children's books at the Goshen tree lighting event for attendees to bring home.

XI. New Business

- a. 2026 Library Hours and Holiday Schedule

[Action item] RESOLVED that the Board approve the closure of the Library on Sundays from the Sunday prior to Memorial Day, through the summer, to the Sunday prior to Labor Day. The Board also approves the transition of floating federal holidays as Library openings (Martin Luther King, Jr. Day, Juneteenth Day, Columbus Day and Veterans Day) to Library closures. The Board will meet Tuesday, October 13 for its monthly regular meeting rather than Monday due to the holiday.
Motion: Trustee Newman. Seconded by: Trustee Panzer. (Approved 6-0-0)

XII. Privilege of the Floor – None.

XIII. Executive Session

[Action item] RESOLVED that the Board enter Executive Session at 8:36 PM for the purpose of discussing the employment history of particular individuals.

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

No action was taken.

[Action item] RESOLVED that the Board exit Executive Session at 10:04 PM.

Motion, Trustee Tabbott. Seconded by: Trustee Newman. (Approved 6-0-0)

XIV. Library Director Appointment

[Action item] RESOLVED that the Board terminate probation and appoint Rose Chiocchi as permanent full-time Library Director of the Goshen Public Library & Historical Society.

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

XV. Report of Trustee Continuing Education Credits

XVI. Adjournment

[Action item] RESOLVED that the Board adjourn at 10:06 PM.

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

Next Regular Meeting: December 8, 2025 at 7:00 PM.

Submitted by: Meghan Boroden, Clerk of the Board



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

- 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

Goshen Public Library and Historical Society

Statement of Activities

November 1 - 30, 2025

and YTD Jul 1, 2025- June 30, 2026

	A	B	C	D	E	F	G	H	I	J	K	L
1				MONTH			YEAR TO DATE				FULL YEAR	FULL YEAR
2				November 25/26	Budget	Over/(Under) Bud	25/26 Act YTD	YTD Bud	Over/(Under) Bud	% of Budget	Budget 25/26	Debt 25/26
3	Income											
4	Real Property Taxes			812,872	812,872	-	1,828,962	1,828,962	-	100%	2,032,180	
5	Real Property Taxes-Bond			-	-	-	124,197	124,197	-	100%	-	493,394
6	PILOT Revenue			81,642	5,000	76,642	81,642	60,000	21,642	0%	60,000	
7	RCLS Grants			-	417	(417)	5,477	2,083	3,394	263%	5,000	
8	Other Grants			-	83	(83)	-	417	(417)	0%	1,000	
9	Library Charges			491	458	33	3,303	2,292	1,011	144%	5,500	
10	Tech Lab			-	-	-	82	-	82	0%		
11	Appropriated Reserve			-	-	-	-	-	-	0%	50,000	
12	Friends of the GPLHS			3,318	208	3,110	1,780	1,042	738	171%	2,500	
13	Donations			-	-	-	1,995	-	1,995	0%	-	
14	Interest Income			3,228	2,917	311	10,675	14,583	(3,908)	73%	35,000	
15	Total Income			901,551	821,955	79,596	2,058,113	2,033,576	24,537	101%	2,191,180	493,394
16	Expense											
17				(Over)/Under Bud			(Over)/Under Bud					
18	Total Employee Benefits			334,867	290,856	(44,011)	845,665	810,965	(34,700)	104%	1,684,640	-
19	Library Materials/Services											
20	Books - Adult			425	3,500	3,075	8,166	17,500	9,334	47%	42,000	
21	Books - Teen			-	583	583	456	2,915	2,459	16%	7,000	
22	Books - Juvenile			-	1,417	1,417	2,216	7,085	4,869	31%	17,000	
23	Reference Databases			-	375	375	-	1,875	1,875	0%	4,500	
24	Serials			339	667	328	5,984	3,333	(2,651)	180%	8,000	
25	AV			72	333	261	1,258	1,667	409	75%	4,000	
26	AV - Audio Books			34	333	299	492	1,667	1,175	30%	4,000	
27	AV - Audio Music			-	42	42	-	210	210	0%	500	
28	Museum Passes			500	167	(333)	725	835	110	87%	2,000	
29	E Content			-	1,667	1,667	6,528	8,335	1,807	78%	20,000	
30	Total Library Materials/Services			1,370	9,084	7,714	25,825	45,422	19,597	57%	109,000	-
31	Building Equipment			-	200	200	15,646	1,000	(14,646)	1565%	2,400	
32	Building Repairs/Improvement			-	833	833	18,410	4,167	(14,243)	442%	10,000	
33	Utilities			3,630	4,167	537	21,465	20,833	(632)	103%	50,000	
34	Insurance			-	-	-	41,120	42,000	880	0%	42,000	
35	Building Services			5,825	4,000	(1,825)	24,906	20,000	(4,906)	125%	48,000	
36	Custodial Services			319	833	514	2,204	4,165	1,961	53%	10,000	
37	Total Building			9,774	10,033	259	123,751	92,165	(31,586)	134%	162,400	-
38	Total Technology			425	6,708	6,283	27,688	33,540	5,852	83%	80,500	-
39	Programs/Public Relations											
40	Newsletter/Marketing			175	333	158	2,227	1,667	(560)	134%	4,000	
41	Programs - Adult			1,035	1,500	465	9,732	7,500	(2,232)	130%	18,000	
42	Programs-Community Dev			-	958	958	-	4,790	4,790	0%	11,500	
43	Local History			-	417	417	4,185	2,083	(2,102)	201%	5,000	
44	Programs - Juvenile			1,633	1,500	(133)	8,580	7,500	(1,080)	114%	18,000	

Goshen Public Library and Historical Society

Statement of Activities

November 1 - 30, 2025

and YTD Jul 1, 2025- June 30, 2026

	A	B	C	D	E	F	G	H	I	J	K	L
2				November 25/26	Budget	Over/(Under) Bud	25/26 Act YTD	YTD Bud	Over/(Under) Bud	% of Budget	Budget 25/26	Debt 25/26
45	Programs - Teen			-	417	417	695	2,083	1,388	33%	5,000	
46	Total Programs/Public Relations			2,843	5,125	2,282	25,419	25,623	204	99%	61,500	-
47	Administrative Expenses			(Over)/Under Bud			(Over)/Under Bud					
48	Telephone			842	833	(9)	5,667	4,167	(1,500)	136%	10,000	
49	Printing			-	500	500	333	2,500	2,167	13%	6,000	
50	Postage			-	208	208	709	1,042	333	68%	2,500	
51	Office Equipment Maintenance			-	83	83	-	417	417	0%	1,000	
52	Human Resources			75	250	175	(139)	1,250	1,389	-11%	3,000	
53	Legal			2,802	1,000	(1,802)	4,280	5,000	720	86%	12,000	
54	CSEA Matters			-	1,667	1,667	2,804	8,333	5,529	34%	20,000	
55	Other Prof Services			-	208	208	539	1,042	503	52%	2,500	
56	Accounting			715	750	35	4,525	3,750	(775)	121%	9,000	
57	Library Supplies			624	945	321	3,164	4,725	1,561	67%	11,340	
58	Copier Lease			582	275	(307)	2,902	1,375	(1,527)	211%	3,300	
59	Continuing Education			315	417	102	2,067	2,083	16	99%	5,000	
60	Election			-	-	-	-	-	-	0%	3,000	
61	Membership Dues			673	208	(465)	3,931	1,042	(2,889)	377%	2,500	
62	Miscellaneous Expense			-	167	167	-	835	835	0%	2,000	
63	Total Admin Expenses			6,628	7,512	884	30,782	37,560	6,778	82%	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			480,104	453,515	(26,589)	1,203,327	1,169,472	(33,855)	103%	2,191,180	493,394
68	Total Income			901,551	821,955	79,596	2,058,113	2,033,576	24,537		2,191,180	493,394
69	Net Ordinary Income			421,447	368,440	53,007	854,786	864,104	(9,318)		-	-

Goshen Public Library & Historical Society
Statement of Cash Position
Capital Fund at 11/30/25

Cash accounts	Balance
Community Foundation of Orange & Sullivan (CFOS)	65,253.25
Total cash available	\$ 65,253.25

NO CAPITAL ACTIVITY

Goshen Public Library and Historical Society

Board Warrant Schedule

November 26, 2025

Date	Chk #	Payee	Account	Amount
11/11/2025	19754	Armistead Mechanical Services	Building-Building Services	2,020.51
11/11/2025	19755	Charleen Predmore	Programs-Juvenile Programs	250.00
11/11/2025	19756	Deer Guys	Building-Building Services	105.00
11/11/2025	19757	Fox Ledge Inc.	Administrative Expenses-Library Supplies	96.40
11/11/2025	19758	Frontier Communications-NY	Administrative Expenses-Telephone	192.33
11/11/2025	19759	Gaylord Bros., Inc.	Programs-Local History	168.78
11/11/2025	19760	Janice Vilardo	Programs-Adult Programs	190.00
11/11/2025	19761	Jenni DeLillo	Programs-Juvenile Programs	400.00
11/11/2025	19763	Midwest Tape	Library Materials-AV	101.20
11/11/2025	19764	NYSEG	Building-Utilities	97.01
11/11/2025	19765	Patsy Williams	Programs-Adult Programs	190.00
11/11/2025	19766	Robert W. Schultz, CPA	Administrative Expenses-Professional Services Accountin	715.00
11/11/2025	19767	SRS Inc.	Programs-Adult / Juvenile Programs	97.53
11/11/2025	19768	Stephanie Benson	Programs-Juvenile Programs	350.00
11/11/2025	19769	Carlise Azmitia	Programs-Adult Programs	150.00
11/11/2025	19770	Caroline Hanna	Programs-Adult Programs	250.00
11/11/2025	19771	Sam's Club	Administrative Expenses-Library Supplies	545.63
11/21/2025	19773	Sarah Emmanuel	Programs-Juvenile Programs	400.00
11/21/2025	19774	Stephanie Lock	Programs-Juvenile Programs	100.00
11/21/2025	19775	Ludmila Smirnova	Programs-Adult Programs	100.00
11/21/2025	19776	Grey's Woodworks	Building-Equipment	11,655.00
11/25/2025	19777	Amber R Kirkwood	Employee Benefits-NY Retirement	73.07
11/25/2025	19778	American Library Association	Library Materials-Memberships	173.00
11/25/2025	19779	American Museum of Natural History	Library Materials-Memberships	500.00
11/25/2025	19780	Armistead Mechanical Services	Building-Building Services	3,905.00
11/25/2025	19781	Billco Landscape Contractors	Building-Building Services	2,770.00
11/25/2025	19782	Cengage Group	Library Materials-Books-Adult	212.75
11/25/2025	19783	Charles DeYoe	Employee Benefits-NY Retirement	79.69
11/25/2025	19784	Cintas Corp	Building-Building Services	588.59
11/25/2025	19785	Dave Maloney	Employee Benefits-NY Retirement	1.57
11/25/2025	19786	Gaylord Bros., Inc.	Programs-Local History	121.53
11/25/2025	19787	Intrepid Sea, Air & Space Museum	Library Materials-Memberships	500.00
11/25/2025	19788	J & G Law, LLP	Administrative Expenses-Professional Services-Legal	2,801.80
11/25/2025	19789	Lynn Banghart	Programs-Juvenile Programs	35.00
11/25/2025	19790	Mawunya Tatrabor	Employee Benefits-NY Retirement	33.61
11/25/2025	19791	Midwest Tape	Library Materials-AV	143.95
11/25/2025	19792	Nicole Madsen	Employee Benefits-NY Retirement	33.67
11/25/2025	19793	Norma Fives	Employee Benefits-Health Insurance	700.43
11/25/2025	19794	NYS Employees Retirement System	Employee Benefits-NY Retirement	217,893.00
11/25/2025	19795	RCLS General	Administrative Expenses-Library Supplies	77.95
11/25/2025	19796	Rose Chiocchi	Administrative Expenses-Telephone	107.53
11/25/2025	19797	Ruth L Mallard	Administrative Expenses-Continuing Education	315.20
11/25/2025	19799	Middletown Thrall Library	Miscellaneous Expense-offset with deposit	30.00
11/25/2025	18800	Lara Sibley	Employee Benefits-NY Retirement	19.26
11/01/2025	ACH DR	Utica National Insurance Group	Building-Insurance	24,724.06
11/03/2025	ACH DR	Spectrum Business	Administrative Expenses-Telephone	214.99
11/05/2025	ACH DR	Oxford Health Plans	Employee Benefits-Health Insurance	16,083.04
11/12/2025	ACH DR	IRS	Employee Benefits-FICA/Medicare/Federal Taxes	10,948.42
11/12/2025	ACH DR	New York State Tax Department	Employee Benefits-New York Taxes	1,780.77
11/12/2025	ACH DR	TIAA-CREF	Employee Benefits-403b withholding	1,850.00
11/25/2025	ACH DR	IRS	Employee Benefits-FICA/Medicare/Federal Taxes	11,793.76
11/25/2025	ACH DR	New York State Tax Department	Employee Benefits-New York Taxes	1,835.21
11/25/2025	ACH DR	TIAA-CREF	Employee Benefits-403b withholding	2,340.00
			Total	320,861.24



Building

The new shed was installed on November 21st without any issues. Erica Gati, Gustavo Lopez, and I emptied the storage unit on December 1st and brought everything back to the library to unload the truck. David Maloney also helped to unload the items into the shed. Gustavo was also able to drop off items at the dump that we didn't need. We were able to cancel the storage unit that same day and get a refund for the month.

Personnel

I have decided to not fill the open Library Assistant position at this time.

There is a part-time Library Clerk position open.

Programs and Outreach

The Books for the 'Burgh event was extremely successful. We received a lot of extra book donations on top of the 60 that people donated. Special thank you to Karen Golding, Lynn Banghart, and Erica for helping us win! We won a staff party at the Newburgh Brewing Company, and a piece of artwork was created by Rob Mounier at the event. We will close on January 11 to celebrate! Rob's artwork currently lives in the Community Room but will be permanently installed in the Children's Room in the new year. This was also a great opportunity to network with patrons and other local libraries. Many thanks to the staff and board members who attended and helped us reach our goal, and of course the staff at the Newburgh Brewing Company who made this event happen.

The library hosted a special Garden of Gratitude for the community, and it was very well received. Each department contributed something that allowed us to provide a little bit of everything for all ages groups. Amber Kirkwood lead the way with help from the entire staff. The project was also funded by a Bullet Aid grant from Senator James Skoufis. Please read the programming report for more specific information.

Misc.

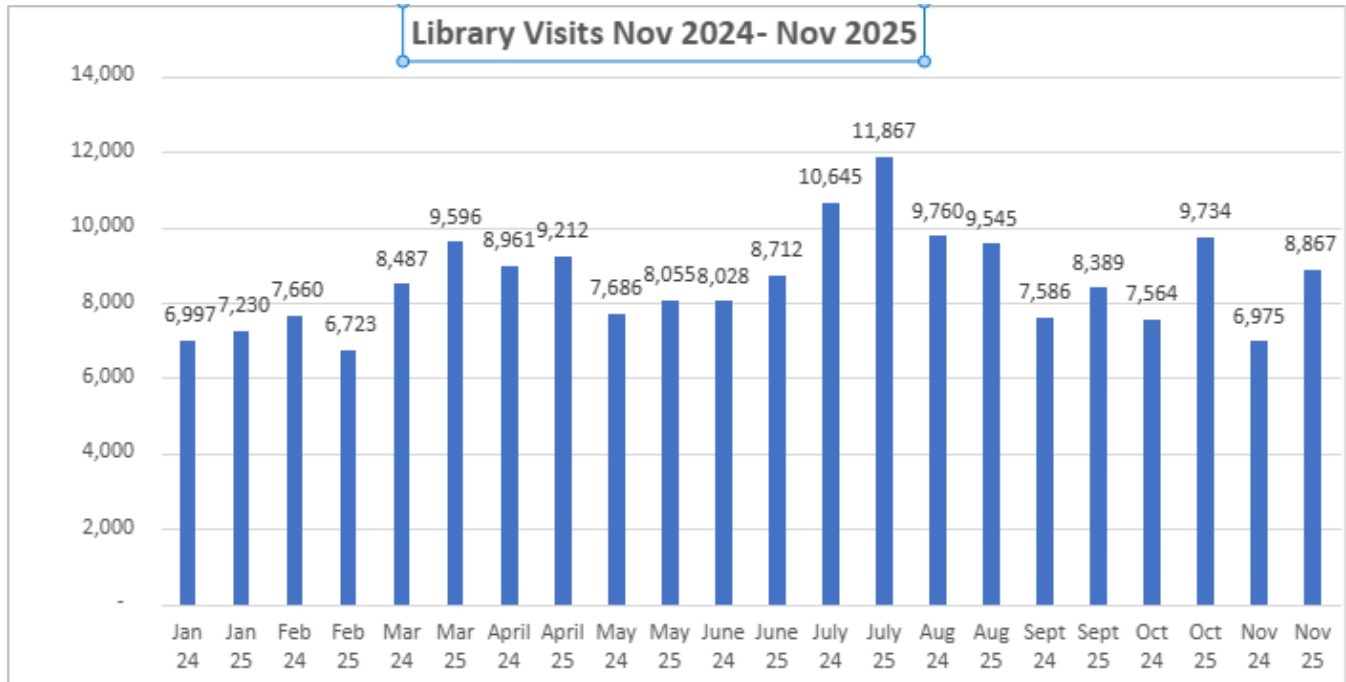
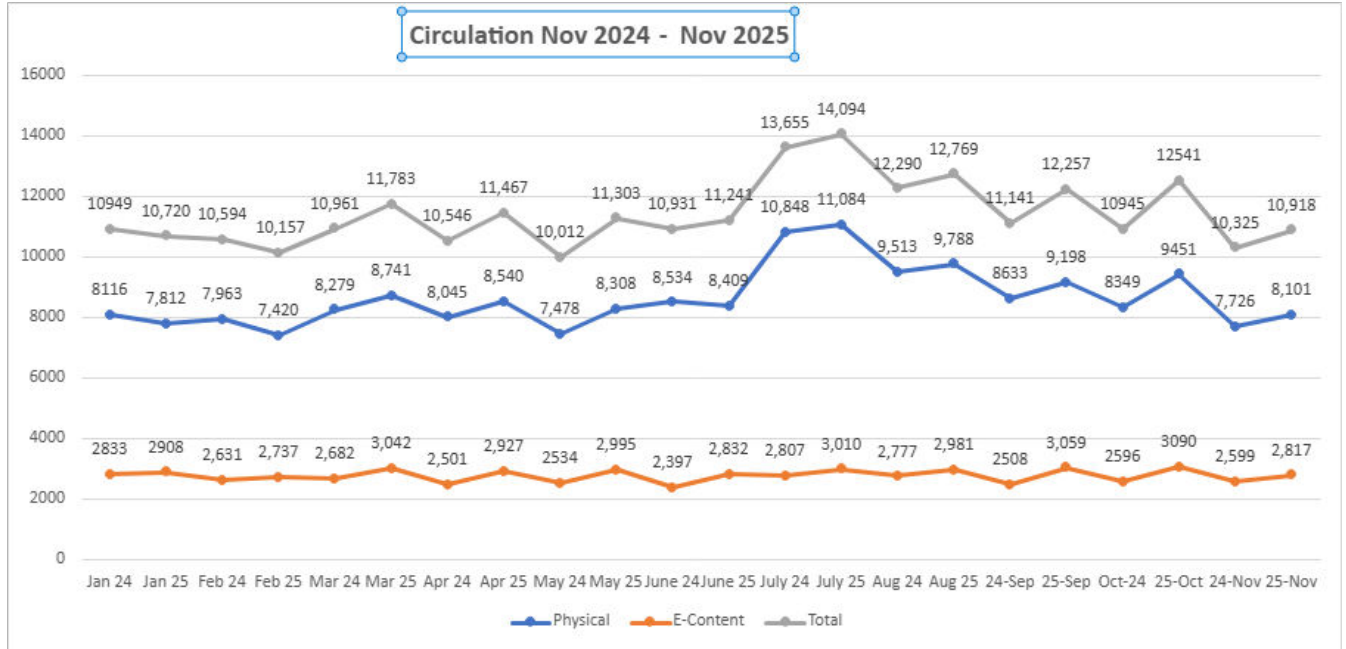
Erica hosted different Thanksgiving themed games and prizes throughout the month and continues to surprise us all with her creativity and generosity.

Respectfully submitted,

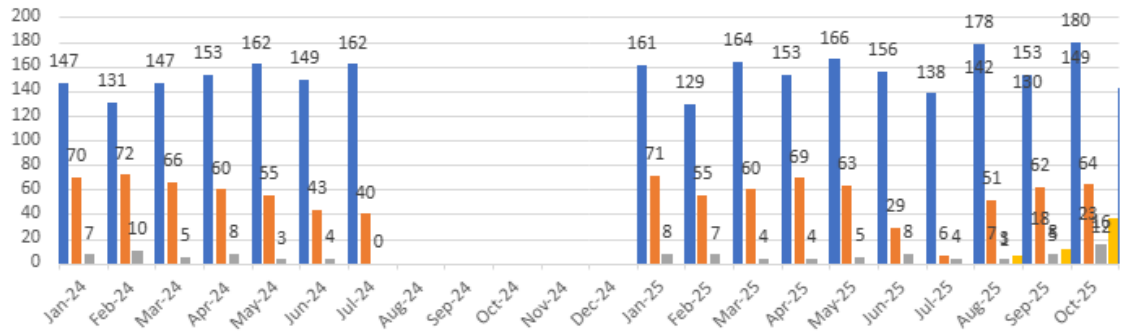
Rose Chiocchi



Director's Report December 8, 2025



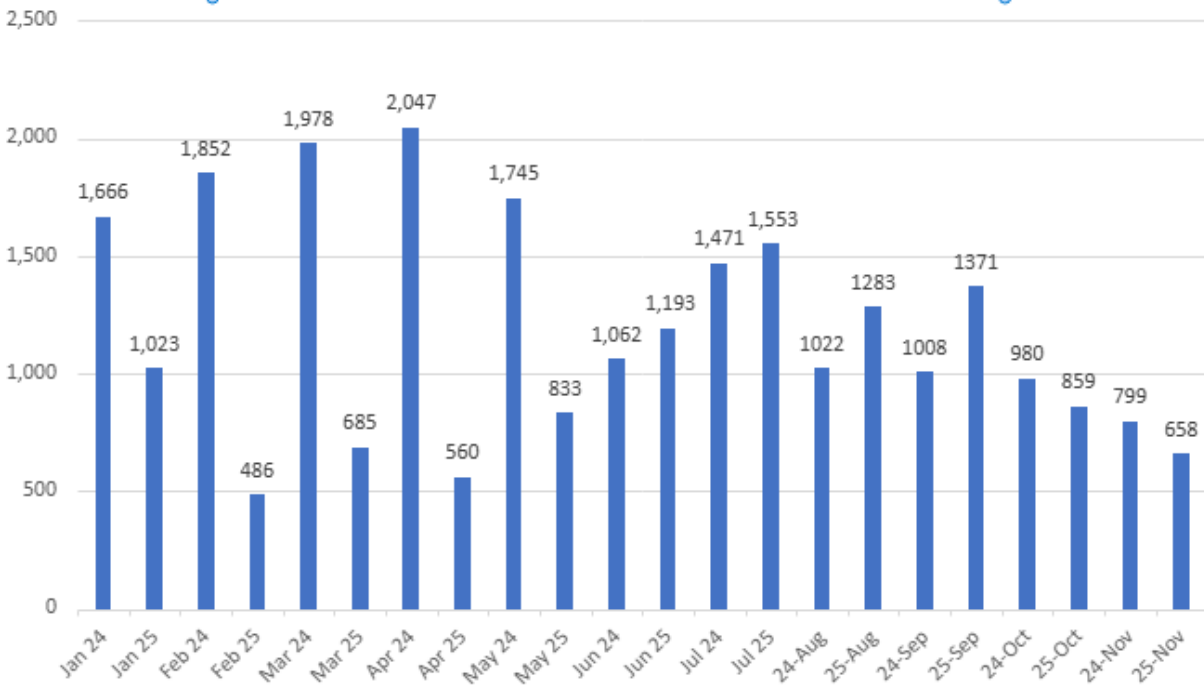
Room Statistics - Oct 2024 - Oct 2025



	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Jan-25	Feb-25	Mar-25	Apr-25	25-May	25-Jun	25-Jul	24-Aug	25-Aug	24-Sep	25-Sep	24-Oct	25-Oct	24-Nov	25-Nov
Study Rooms	147	131	147	153	162	149	162	161	129	164	153	166	156	138	178	142	153	130	180	149	143	141
Meeting Rooms	70	72	66	60	55	43	40	71	55	60	69	63	29	6	51	7	62	18	64	23	64	8
Community Room	7	10	5	8	3	4	0	8	7	4	4	5	8	4	3	1	5	8	12	16	9	17
Study Pod	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6	0	12	0	37	0	31

■ Study Rooms ■ Meeting Rooms ■ Community Room ■ Study Pod

Patron Information Interactions Nov 2024 - Nov 2025





Meeting Date: 12/8/2025

Reporting Month: November

Submitted by: Charles DeYoe
Services

Department: IT/Adult

Department Summary: November was generally a sedate month that included showing some new patrons the Libratory and giving homeschool families a tour of our digital resources.

Accomplishments/Current Activities: November was largely a slow month, largely owing to Thanksgiving, though I still helped some patrons in the Libratory as well as with learning their devices. One of my highlights of the month was showcasing the library's digital resources during a special tour of the library for the home school community, as spearheaded by Anne Tichy. I also feel the need to praise Krystal Coleman and Ruth Mallard for the way they were able to utilize the sewing machines in the Libratory for making heating pads during the Garden of Gratitude event. In preparation for inclement weather, I set up a feature on our website to alert visitors about unexpected library closings -- used for the first time on December 2.

Upcoming Events: 12/11/25 Horror Book Club (*From Hell* by Alan Moore and Eddie Campbell)

Financial Impact:

November Libratory revenue from materials: \$11.80
[Total Libratory revenue to date: \$65.10]

Statistics:

- Libratory appointments: 2
- 1-on-1 tech help sessions: 2
- Total public PC users: 443
- Total time spent on public PCs: 287 hours, 13 minutes
- Average PC session length: 38.901 minutes
- Total monthly Wi-Fi users: 6622
- Average Wi-Fi users per day: 220.733

Notes:



Meeting Date: December 8, 2025

Reporting Month: November 2025

Submitted by: Kitty Ruberte-Smith

Department: Marketing & Communications

Department Summary:

November was a month centered on community engagement, seasonal programming promotion, supporting outreach drives and preparing for the transition into winter and holiday events.

Accomplishments & Current Activities:

Promotions for the Gardens of Gratitude Program resonated strongly during the Thanksgiving season. As well as Children's Book Week, Books for the Burg Event, Holiday Toy Drive Outreach and the Tea Kettle & Coffee Maker Drive. This was our highest performing content of the month. Community response was extremely positive. Additionally, Ann Roach's 90th Birthday Celebration received heavy engagement.

Upcoming Events / Promotions

Marketing is currently preparing and scheduling promotional materials for:

- **Annual Cocoa Party** – A family event that kicks off the holiday season.
- **Goshen High School Holiday Tour** – Welcoming student performers.
- **Children's Winter Programming Flyers** – Finalizing layout and content for December–February events.
- **A Very Hallmark Holiday Event** – A cozy and festive program.

Financial Impact:

\$56.38 was spent in November to support the Garden of Gratitude community event.

\$38.76 was spent on upcoming December promotions for the Hallmark Holiday program.



Statistics: Facebook Analysis; November 2025

- **3,342 followers**
- **37.8k views**
- **728 content interaction**
- **1.6 Visits**
- **13 k Reach**
- **75 Follows**

Statistics: Instagram Analysis; November 2025

- **1,517 followers**
- **15.2 k views**
- **298 content interaction**
- **145 Visits**
- **1.8 k Reach**
- **28 Follows**



Meeting Date: December 9th, 2025

Reporting Month: November 2025

Submitted by: Amber Kirkwood

Department: Head of Programming

Department Summary: Grateful in November

Accomplishments/Current Activities:

I have a lot of things to be grateful for this November, and one is specifically the community here in Goshen. My Garden of Gratitude event was a success, and I couldn't be happier with how it turned out. I'd love to thank Anne, Krystal, and Clarisa for helping lead craft portions for adults and kids, as well as the Orange County Department of Mental Health and the Mental Health Association. Local business' such as Sunstone Sanctuary and Happy Buddha provided fun, educational headliner events that helped quiet down and calm busy minds. We started collecting toy donations for Operation Toy Train and have 41 toys already donated, (donations will be collected on December 11th and the Train will be local on December 14th).

Upcoming Events:

For December, we have lots of fun holiday activities to wind down the end of the year on a sweet note. On December 5th, we have our 2nd annual Elf Sleigh In, a partnership I've started with The Goshen Chamber and Olivero where kids get to decorate their own sleighs to watch the movie, Elf. Anne will be helping with that program as she is also a huge fan of the film. Lynn is having her annual Cocoa Party on December 8th and includes a paint and sip activity this year. And on December 16th, Erica and I are planning a holiday party called Confection Connection, full of games, crafts, and snacks. We are having a Gingerbread House Competition that has 14 applicants, and the winners will be chosen that evening so stop by if you can for a festive time!

Financial Impact:

We have used 53% of the children's programming budget (50% last month) and 39% of adult programming budget (32% last month) thus far.

Children's Programming:

Storytimes:

Program	Sessions	Total # of Patrons
Fetching Reads	2	51
Wee Read	2	26



Circletime	1	2
Snuggle Up Storytime	1	6
Fun Friday	1	20
Bilingual Storytime	1	5

Specials :

Program	Sessions	Total # of Patrons
Chess Club	1	4
Homeschool Hub	3	80
Pokemon Club	1	11
Pop Up Cardmaking	1	12
GOG - Finding Calm	1	31
GOG - Mini & Me Yoga	1	14
GOG - If Goldfish Were Bluebirds	1	29
GOG- Creative Crafts	4	84
Boredom Busters	1	2
Monday Munchies	2	23
Pizza and Picture Books	1	10
Homeschool Tour	1	10

Asynchronous :

Program	Sessions	Total # of Patrons
Scavenger Hunt	1	73
Picture Book Emoji	1	43

Outreach:

Program	Sessions	Total # of Patrons
Operation Toy Train Donations	1	41 Donations
Gingerbread Comp	1	7 Entrants

Adult Programming

Clubs:

Program	Sessions	Total # of Patrons
Cookbook Club	1	11
Midnight Society	1	5
Second Helpings	1	7
Romance Book Club	1	4



Murderous Mondays	1	13
Saturday Book Club	1	12
Herbal Hour	1	9
Gentle Yoga	2	15
Gentle Zumba	2	31
Salute and Sip	2	6
Chess Club	1	4

Specials :

Program	Sessions	Total # of Patrons
Asking What If	1	14
Illuminated Words	1	20
Chunky Pumpkins	1	14
MFH - Marji Zintz	1	27
GOG - Meditation and Sound	1	21
GOG - Calming Candles	1	37
GOG - Zen Zone	1	9
GOG- Creative Crafts	4	32

Asynchronous :

Program	Sessions	Total # of Patrons
Spice of the Month	1	9

Outreach :

Program	Sessions	Total # of Patrons
Inspire - Doodle Lab	2	44
Inspire - Move and Groove	1	20



Meeting Date: 12/25
Submitted by: Ruth Mallard

Reporting Month: November 2025
Department: Adult Services

Current Activities:

- Collection maintenance of Large Print
- Displays: Healing Fiction from Japan and Korea
- Professional Development/Continuing Education:
 - NYLA Conference, sessions attended included:
 - Celebrating the Fabric Arts Through Community
 - Integrating Makerspace Tools into Your Library's Business Model
 - Affordable Home Delivery
 - Advocating For Silent Needs
 - Small Spaces, Big Opportunities: reorganizing to increase circulation
 - Do Digital Readers Make a Sound?

Financials:

- Books (\$42000) [*does not include vendor discounts or processing charges*]:
 - \$3,147.87
 - 55% remaining
- Ebooks (\$20000):
 - Hoopla: \$1572
 - 57% remaining
- Audiobooks (\$4000):
 - \$205
 - 84% remaining
- A/V Materials (\$4000)
 - \$493
 - 46% remaining
- Music (\$1000):
 - 60% remaining

Statistics:

- Reference/ Readers' Advisory interactions: 658
- Study Rooms:
 - unique users: 92
 - bookings: 172
 - Study Room 1: 68
 - Study Room 2: 73
 - The Pod: 31



Select Adult Collections Circulation	2025	2024
New Fiction	559	550
New Nonfiction	189	160
Fiction	907	936
Nonfiction	639	677
Large Print	335	352
Audiobook	103	136
DVDs	382	340
Videogames	130	95
Puzzles & Board Games	41	49
Museum Passes	19	8

Digital Circulation	2025	2024
Libby (Overdrive)	2156	2029
<i>e-book</i>	957	882
<i>audio</i>	967	891
Hoopla	661	570
<i>e-book</i>	152	135
<i>audio</i>	363	331
Total	2817	2599

NYLA 2025

Ruth Mallard, Adult/Technical Services

Celebrating the Fabric Arts Through Community

Presenter: Renee Joseph, Cazenovia Public Library

The library took a thematic approach, using a unifying theme over multiple programs, with a series of programs related to knitting. The thematic approach can be applied to other topics and help enhance engagement by providing multiple opportunities to get involved. Cazenovia did a Crafting Connections series with Learn to Knit programs for both adults and children, drop-in knitting sessions, Take-and-Make blanket square kits where the finished squares were brought back to be made into lap blankets to go to a local nursing home, and a Juried Knit Show. This series brought together multiple generations in teaching and learning, as well as reaching the patrons who prefer more passive programming.

Takeaway:

The thematic approach is widely applicable for a variety of programs. Replicating the knitting programs that Cazenovia did would be a good start and will integrate well with the Tempestry Project RCLS is coordinating.

Integrating Makerspace Tools into Your Library's Business Model

Presenters: Chris DeCristofaro, Half Hollow Hills Community Library; James Hutter, Port Washington Library; Alison Mirabella, Longwood Public Library; James Hartmann, Wantagh Public Library

This panel discussed how to leverage a library's technology to both provide a place to learn to design, create and innovate for patrons, as well as use it for library business. Using a library's own maker tech not only helps staff refine their skills using the tech, but can save the library money by producing things in-house rather than working with a vendor.

Takeaway:

The good news is that we are already doing much of this! The presenters also provided a number of ideas for more ways to use our Library and ways to expand. Some ideas include using audio recording equipment (microphone, laptop and the studypod) to record oral histories (Local History) or narrate promotional videos, crating overhead signs and wayfinding for the various Desks and stacks.

Affordable Home Delivery

Presenters: Wendy Dickens, Sue Hourihan, Jacquie Owens, Sandy Nelepovitz, Baldwinsville Public Library

The presenters gave an overview on how their library runs its Home Delivery Service efficiently and affordably. The Baldwinsville Public Library serves about 30,000 residents total and after a couple years of providing the service, has about two dozen home delivery patrons. Their home delivery goes out on a monthly schedule and staff has designated time to work on the program, maintain patron profiles and author lists, and handle deliveries.

Takeaway:

Home Delivery is a valuable service for residents of our library service area who otherwise would not be able to access the resources they are entitled to. While we have had a home delivery service for a number of years, it is not well utilized and it needs revisiting from policy to patron records. The resources provided by the panel have everything to revamp the service to better serve our vulnerable patrons

Advocating For Silent Needs

Presenter: Sine Rofofsky, SUNY Schenectady

This session was more of a discussion about silent needs, from what they might be to how libraries can find solutions to meet them. Silent needs can come from patrons, staff, physical areas and digital resources. Patrons might be unsure of something and be uncomfortable or embarrassed to ask. Staff might be overwhelmed but feel they can't voice it. Areas may be laid out in an awkward or unwelcoming way and don't get used. Digital resources might not get used because it is confusing to access.

Takeaway:

Uncovering silent needs through observation, empathy and listening and then moving forward to meet those needs helps libraries improve services and build stronger relationships with all their patrons.

Small Spaces, Big Opportunities: reorganizing to increase circulation

Presenters: David Vinjamuri, Thirdway Space/NYU; Sarah Murphy, Greenwich Free Library

This session needed a bigger space to hold everyone who was interested in the topic. All libraries face space challenges. There is never enough space and multiple things are competing for the space there is. Sarah Murphy is director of the Greenwich Free Library and shared how her library applied what it learned from a space audit. David Vinjamuri is a consultant who evaluates library spaces and helps them apply retail marketing strategies to boost circulation. He shared some ways to evaluate spaces, do patron research to assess needs and merchandising tips to encourage use.

Takeaway:

Now that we have been in the new building for over five years, it is time to look at how the space is being used and assess if we are meeting the patrons needs. Using merchandising principles, such as creating 'marketplaces' with freestanding mobile display carts such as those made by Opto, to boost circulation can help alleviate tight shelves.

Do Digital Readers Make a Sound?

Presenters: Caitlin Lenahan, Grace Palmisano, Nicole Scherer, Nassau Library System

In 2024 the Nassau Library System conducted a survey for their 'digital' patrons to hear from these invisible patrons and learn from them what the hard data cannot show. They sent out a short nine question survey asking about non-Libby library habits, their experiences and perceptions using the digital service. With over 10,000 responses, Nassau patrons had something to say, and it allowed the library system to respond to some of the concerns patrons had (long hold lists, etc.), despite loving the service.

Takeaway:

We have seen record usage of our ebook resources over the past year, and that shows no sign of stopping. It would be interesting to hear from the e-readers to understand why the shift to digital and if there is something keeping them from coming into the library for physical materials.



Meeting Date: December 8, 2025

Reporting Month: November, 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 417). Maps are still being encased in archival folders by our great volunteers Hilde Quinn & Mary Kay Jankowski. rans Day. The microfilm reader printer has been used many times this month. We now have a newer model microfilm/microfiche reader/printer which was given away by another library. The "History Journal" is still being edited. Artifacts Day was a success. There were about 35 artifacts exhibited with an explanation for each one, plus staff and volunteers were there to explain the articles. We had many visitors. We hope to do it again in the future.

Upcoming Events:

Financial Impact:

Supplies have been ordered and received. The Local History Room has about \$1500 left in its budget.

Statistics: Phone calls 4; Emails 0; Visitors 35

Notes:

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

A special thanks to you the Board members and the staff for the wonderful birthday party and gifts. I Love My Library. You are all the BEST.



Meeting Date: December 8, 2025

Reporting Month: November 2025

Submitted by: Karen Golding

Department: Children's and Teen Services

Department Summary: We finished our 6-week program sessions in November, which included storytimes and school age programs. We have a few standalone programs in December and will resume our regular school age and storytime schedule in January.

Accomplishments/Current Activities:

- Our monthly scavenger hunt was popular this month, with over 50 children completing it this month. Rosa had been the staff member responsible for creating our monthly scavenger hunts and I am happy to say that Krystal has agreed to take over this responsibility. Krystal is extremely creative so I know that the scavenger hunts will continue to be very popular.
- The kindness book challenge that Lynn created was also very popular, with more than 60 kids registered and completing activities throughout the month. Lynn has a knack for creating fun and educational book challenges that kids and parents both enjoy.
- Lynn completed a multi week Super-Charged Storytime training this month. It focused on how to improve your storytime planning and execution to better meet the needs of this generation of patrons. She came out of the training with several ideas on how to improve storytimes in our next session.
- Clarisa attended the NYLA conference and presented as part of a panel on the topic of Pop Culture Clubs at the Library.
- Krystal attended a training this month on creating escape rooms at RCLS.
- Rose, Erica, Lynn and I all manned at a table at the "Books for the 'Burgh and Friends" event at the Newburgh Brewing Company this month. We were joined by Kitty and Harlene and were also happy to welcome 2 board members, Julie Markey and Alison Newman who came out to support us. We received over 50 donated children's books and we were awarded a wonderful painting that will be displayed upstairs as well as a staff holiday party for our efforts. This was a great event and we are already looking forward to attending next year.
- Our Children's Library of Things is fully stocked with a variety of kits for kids of all ages. We are very grateful to the friends of Linda Stein who generously donated the funds in her memory that allowed us to offer these new resources to our patrons. The kits are proving to be popular with patrons and several of them have already been checked out multiple times.
- Amber's Garden of Gratitude program was extremely popular and well attended and we were happy to be able to support her efforts in offering such an important program to patrons of all ages.



- Our primary programming staff held a programming meeting this month to begin planning for the winter session. We established a common theme and brainstormed ideas for programs. Good progress was made and we are well prepared for the winter session.

Upcoming Events:

- We have our annual cocoa party in December and Clarisa is offering a special edition of her regular bilingual storytime.
- We are beginning to weed the children's collection in December with each staff member being responsible for a section in the collection. This is a big job but by breaking it down into sections it should be easier to manage. This will help us ensure that the collection is up to date and in good repair.

Financial Impact:

- J book purchases: \$907.10
- YA book purchases: \$463.19
- YA programming purchases: \$37.47

Statistics:

- Chess Club: 1 session, 2 teen attendees
- Homeschool Hub: 1 sessions, 11 teen attendees
- Herbal Hour: 1 session, 1 teen attendees
- Teen Try-Its: 1 session, 4 teen attendees
- Fetching Reads: 2 sessions, 2 teen attendees
- Volunteers: 3 kids, 7 hours given

Notes:

- Lynn Banghart received a thank you note from a patron this month in appreciation for her outstanding storytime skills. Clarisa Rosario-DeGroate attended the NYLA conference this month and received a thank you note from a colleague for her outstanding presentation at NYLA. Kudos to both of them for being recognized for their skills and achievements. Copies of both notes are attached to this report.



Outlook

Thank You!

From Amanda Ospina <aospina@ypl.org>
Date Wed 11/12/2025 3:27 PM
To Clarisa Rosario - FPL <crosario@rcls.org>

Dear Clarisa,

I'm a librarian that attended the Gone Clubbing program at NYLA, and I just wanted to say thanks for presenting it! I love how you combine outside programming themes with Pokémon so that what you do is always relevant and fresh. I also really appreciate that you included ideas on making each session welcoming to all - competition really can be stressful for a lot of kids, so giving them another option can make a world of difference.

Thanks again, and have a good one!

Best,
Amanda

--

Amanda Ospina (She/Her)
Children's Librarian, YPL
Riverfront Library
1 Larkin Center, Yonkers, NY 10701

Nov 7, 2025

Dear Ms Lynn,

Thank you for hosting such a wonderful "Wee Read" program, Elizabeth (and Mom!) had a great time. We feel lucky to have such a great library in Goshen - thank you for making it special!

Elizabeth + Deirdre
Duo - Caffrey