



Goshen Public Library and Historical Society Board of Trustees

Regular Meeting of January 12, 2026, 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 December 8, 2025, Board Meeting.

VI. Personnel

- a. [Action item] RESOLVED that the Board approve the appointment of Aaron Banse as a part-time library clerk.

VII. Finances

- a. Financial report – Jack Denman
[Action item] RESOLVED to approve the Financial Report for December 2025.
- b. Warrant Schedule for December 2025
[Action item] RESOLVED to approve the December 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: February 9, 2026 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 December 8, 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 December 8, 2025.
Attendance:
Board members present: Emily Collado, Tina Fortugno, Heather LaBruna, Julie Markey, Alison Newman, Michael Panzer, and Lynn Tabbott. Also in attendance: Library Director Rose Chiocchi, Principal Account Clerk Jack Denman, Clerk of the Board Meghan Boroden and attorneys Ben Gailey and Maria Donovan.
- II. Pledge of Allegiance
- III. Review and Approve Agenda
[Action item] RESOLVED that the Board approve the Agenda as amended.*
*Executive Session moved from item XIII to item IX, after the Director's Report.
Motion: Trustee Fortugno. Seconded by: Trustee Panzer. (Approved 7-0-0)
- IV. Privilege of the floor
Goshen resident Elizabeth Tarvin expressed gratitude for the added ability to reserve study rooms on the Library's website. She requested a tour of the new Libratory for the Junior Friends group and expanded hours of both the Libratory and Local History Room for patrons who can only make it to the Library during the evening hours or on weekends.
Director Chiocchi responded that she would be happy to facilitate a tour of the Libratory and expanding hours of the Libratory and Local History Room are goals.
- V. Approval of the Minutes.
[Action item] RESOLVED that the Board approve the Minutes of the Regular Meeting on November 10, 2025 as amended.*

*Under the Financial Report, 'Interest income is now growing since the arrival of the first 50 percent of the tax levy.' The draft Minutes previously used the word 'in' instead of 'is.'

Motion: Trustee LaBruna. Seconded by: Trustee Markey. (Approved 7-0-0)

VI. Personnel – No action taken.

VII. Finances

a. Jack Denman presented the Financial Report for November 2025, the fifth month of the fiscal year. He reported that the next 40 percent of the tax levy was received from the Goshen Central School District. Additionally, the PILOT revenue was received in one lump sum from the District and was \$21,642 more than anticipated. The Friends also donated \$3,318, which will fund resources and materials for the Local History Room. The NYS retirement bill has been paid. The expense is over budget due to an arrears situation dating back many years. The library materials budget lines will remain lower than planned as staff members continue to work with alternative book distributors since the sudden closure of Baker & Taylor.

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

Motion: Trustee Fortugno. Seconded by: Trustee Newman. (Approved 7-0-0)

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

Motion: Trustee Panzer. Seconded by: Trustee Markey. (Approved 7-0-0)

VIII. Director's Report – In her report, Director Chiocchi reported that visits to the Library were up significantly compared to last year at this time. The new study pod and other meeting spaces are receiving a lot of use from patrons.

Grey's Woodworks delivered the shed on November 21st. Staff emptied an offsite storage unit and canceled use of it. Items from the unit were moved to the onsite shed.

There is a part-time library clerk position open.

Chiocchi reported that the Library participated in the Books for the 'Burgh event for the first time with tremendous success. The Library received donations of dozens of books and won a staff party at the Newburgh Brewing Company, as well as a piece of artwork by artist Rob Mounier. The Library will be closed January 11th to allow staff to celebrate at the party that was earned. Chiocchi thanked the staff and trustees who attended the event and helped to reach the goal, as well as the team at Newburgh Brewing Company for hosting.

The Library hosted a Garden of Gratitude event for patrons, which was supported by a bullet aid grant from Senator James Skoufis. Multiple departments contributed to this program with activities targeted at all age groups.

Erica Gati of Human Resources has planned festive activities, games and prizes during the holidays.

IX. Executive Session

[Action item] RESOLVED that the Board enter Executive Session at 7:41 PM for the advice of counsel, attorneys Ben Gailey and Maria Donovan of J&G Law.

Motion: Trustee Panzer. Seconded by: Trustee Tabbott. (Approved 7-0-0)

No action was taken.

[Action item] RESOLVED that the Board exit Executive Session at 9:19 PM.

Motion, Trustee LaBruna. Seconded by: Trustee Fortugno. (Approved 7-0-0)

X. Committee Reports

a. Standing Committees

i. Physical Resources Committee - None.

ii. Community Resources Committee – Meet the Director event after the New Year.

iii. Human Resources – None.

iv. Sunshine Committee – None.

b. Ad Hoc Committees

i. Historical Society Committee – Local History Journal remains under review.

XI. Reports from Partner Groups

a. Friends of the GPL&HS will continue its lecture series after the New Year.

b. Junior Friends transported and distributed books at the Goshen Tree Lighting ceremony. At the last meeting the teens brainstormed potential future endeavors.

XII. New Business - None.

XIII. Privilege of the Floor – None.

XIV. Report of Continuing Education Credits – Trustees continue to participate in classes as required by NYS law.

XV. Adjournment

[Action item] RESOLVED that the Board adjourn at 10:03 PM.

Motion: Trustee Panzer. Seconded by: Trustee Tabbott. (Approved 7-0-0)

Next Regular Meeting: January 12, 2026 at 7:00 PM.

Submitted by: Meghan Boroden, Clerk of the Board

Goshen Public Library and Historical Society

Statement of Activities

December 1 - 31, 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				Dec 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			-	-	-	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			-	5,000	(5,000)	81,642	60,000	21,642	0%	60,000	
7	RCLS Grants			8,929	417	8,512	14,406	2,500	11,906	576%	5,000	
8	Other Grants			-	83	(83)	-	500	(500)	0%	1,000	
9	Library Charges			879	458	421	5,372	2,750	2,622	195%	5,500	
10	Tech Lab			15	-	15	97	-	97	0%		
11	Appropriated Reserve			-	-	-	-	-	-	0%	50,000	
12	Friends of the GPLHS			-	208	(208)	1,780	1,250	530	142%	2,500	
13	Donations			425	-	425	2,420	-	2,420	0%	-	
14	Interest Income			4,371	2,917	1,454	15,046	17,500	(2,454)	86%	35,000	
15	Total Income			14,619	9,083	5,536	2,073,922	2,037,659	36,263	102%	2,191,180	493,394
16	Expense											
17				(Over)/Under Bud			(Over)/Under Bud					
18	Total Employee Benefits			119,601	117,856	(1,745)	965,266	928,821	(36,445)	104%	1,684,640	-
19	Library Materials/Services											
20	Books - Adult			965	3,500	2,535	15,188	21,000	5,812	72%	42,000	
21	Books - Teen			120	583	463	1,052	3,498	2,446	30%	7,000	
22	Books - Juvenile			-	1,417	1,417	3,158	8,502	5,344	37%	17,000	
23	Reference Databases			-	375	375	-	2,250	2,250	0%	4,500	
24	Serials			-	667	667	5,984	4,000	(1,984)	150%	8,000	
25	AV			216	333	117	2,041	2,000	(41)	102%	4,000	
26	AV - Audio Books			-	333	333	547	2,000	1,453	27%	4,000	
27	AV - Audio Music			-	42	42	-	252	252	0%	500	
28	Museum Passes			275	167	(108)	1,000	1,002	2	100%	2,000	
29	E Content			-	1,667	1,667	11,254	10,002	(1,252)	113%	20,000	
30	Total Library Materials/Services			1,576	9,084	7,508	40,224	54,506	14,282	74%	109,000	-
31	Building Equipment			-	200	200	15,848	1,200	(14,648)	1321%	2,400	
32	Building Repairs/Improvement			-	833	833	18,410	5,000	(13,410)	368%	10,000	
33	Utilities			6,175	4,167	(2,008)	27,640	25,000	(2,640)	111%	50,000	
34	Insurance			-	-	-	41,120	42,000	880	0%	42,000	
35	Building Services			3,471	4,000	529	29,995	24,000	(5,995)	125%	48,000	
36	Custodial Services			599	833	234	2,870	4,998	2,128	57%	10,000	
37	Total Building			10,245	10,033	(212)	135,883	102,198	(33,685)	133%	162,400	-
38	Total Technology			79	6,708	6,629	41,364	40,248	(1,116)	103%	80,500	-
39	Programs/Public Relations											
40	Newsletter/Marketing			136	333	197	2,499	2,000	(499)	125%	4,000	
41	Programs - Adult			650	1,500	850	10,558	9,000	(1,558)	117%	18,000	
42	Programs-Community Dev			2,500	958	(1,542)	5,000	5,748	748	87%	11,500	
43	Local History			(59)	417	476	4,127	2,500	(1,627)	165%	5,000	
44	Programs - Juvenile			74	1,500	1,426	9,652	9,000	(652)	107%	18,000	

Goshen Public Library and Historical Society

Statement of Activities

December 1 - 31, 2025

and YTD Jul 1, 2025- June 30, 2026

	A	B	C	D	E	F	G	H	I	J	K	L
2				Dec 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	831	2,500	1,669	33%	5,000	
46			Total Programs/Public Relations	3,301	5,125	1,824	32,667	30,748	(1,919)	106%	61,500	-
47			Administrative Expenses			(Over)/Under Bud			(Over)/Under Bud			
48			Telephone	916	833	(83)	7,026	5,000	(2,026)	141%	10,000	
49			Printing	-	500	500	646	3,000	2,354	22%	6,000	
50			Postage	-	208	208	966	1,250	284	77%	2,500	
51			Office Equipment Maintenance	-	83	83	-	500	500	0%	1,000	
52			Human Resources	(240)	250	490	525	1,500	975	35%	3,000	
53			Legal	3,351	1,000	(2,351)	6,153	6,000	(153)	103%	12,000	
54			CSEA Matters	-	1,667	1,667	2,638	10,000	7,362	26%	20,000	
55			Other Prof Services	264	208	(56)	803	1,250	447	64%	2,500	
56			Accounting	715	750	35	5,240	4,500	(740)	116%	9,000	
57			Library Supplies	306	945	639	4,503	5,670	1,167	79%	11,340	
58			Copier Lease	582	275	(307)	3,484	1,650	(1,834)	211%	3,300	
59			Continuing Education	-	417	417	2,343	2,500	157	94%	5,000	
60			Election	-	-	-	-	-	-	0%	3,000	
61			Membership Dues	-	208	208	3,931	1,250	(2,681)	314%	2,500	
62			Miscellaneous Expense	-	167	167	-	1,002	1,002	0%	2,000	
63			Total Admin Expenses	5,894	7,512	1,618	38,258	45,072	6,814	85%	93,140	-
64			Other Interest Exp				-	-	-		-	
65			Bond Interest Exp	-	-	-	124,197	124,197	-	100%		248,394
66			Bond Principal				-	-	-			245,000
67			Total Expense	140,696	156,318	15,622	1,377,859	1,325,790	(52,069)	104%	2,191,180	493,394
68			Total Income	14,619	9,083	5,536	2,073,922	2,037,659	36,263		2,191,180	493,394
69			Net Ordinary Income	(126,077)	(147,235)	21,158	696,063	711,869	(15,806)		-	-

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

	A	B	C	D	E	F	G	K	L
1									
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4						31-Dec-25			
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31-Dec-25

ASSETS

Current Assets

Checking/Savings

Cash - Key - Current year funds

79,215.25

Total Key Balance

79,215.25

NYCLASS

1,429,408.47

Cash - Orange County Trust

5,439.42

Petty Cash

99.25

Total Checking/Savings

1,514,162.39

Total Current Assets

1,514,162.39

TOTAL ASSETS

\$ 1,514,162.39

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

6,296.31

Accrued Expenses

-

Real Property Tax Advance

.

Payroll Liabilities

-

Total Other Current Liabilities

6,296.31

Total Liabilities

6,296.31

Equity (Total Assets less Total Liabilities)

1,507,866.08

TOTAL LIABILITIES & EQUITY

\$ 1,514,162.39

Goshen Public Library & Historical Society
Statement of Cash Position
Capital Fund at 12/31/25

Cash accounts	Balance
Community Foundation of Orange & Sullivan (CFOS)	49,798.25
Total cash available	\$ 49,798.25

Reimbursed for shed in January 2026, \$15,455.00

Goshen Public Library and Historical Society

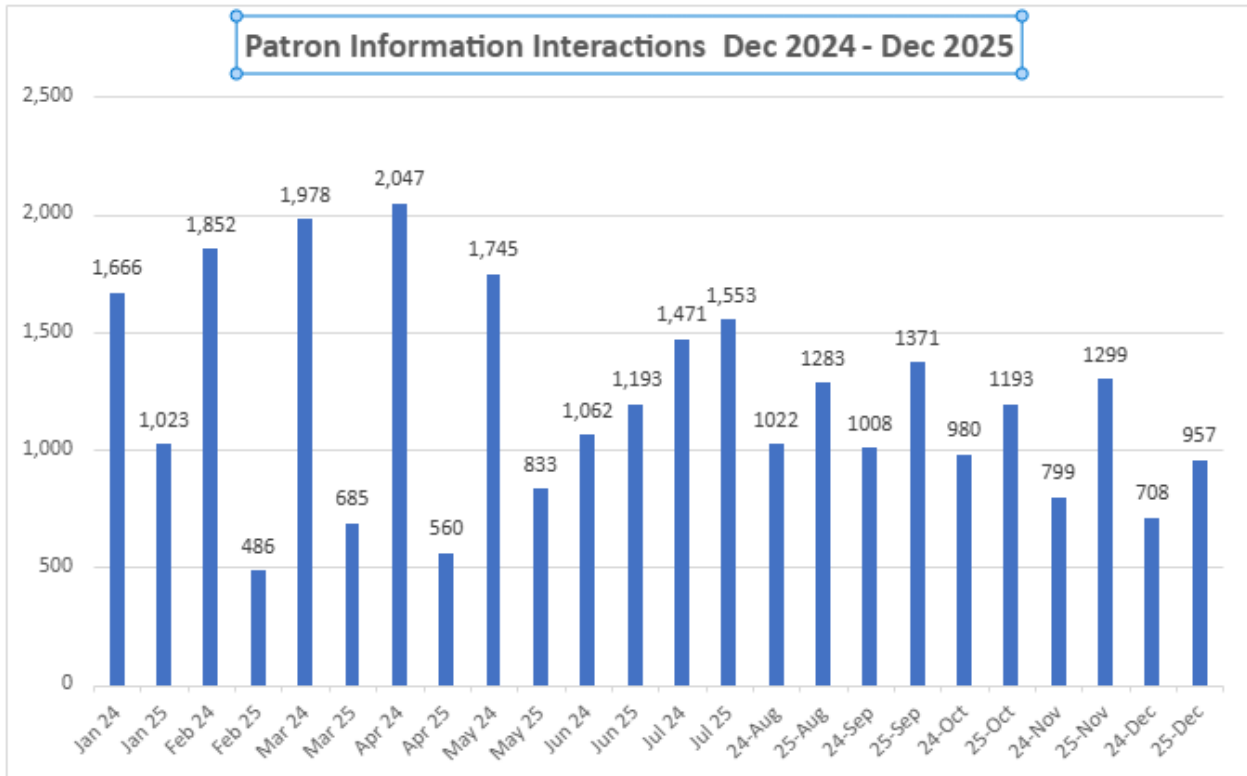
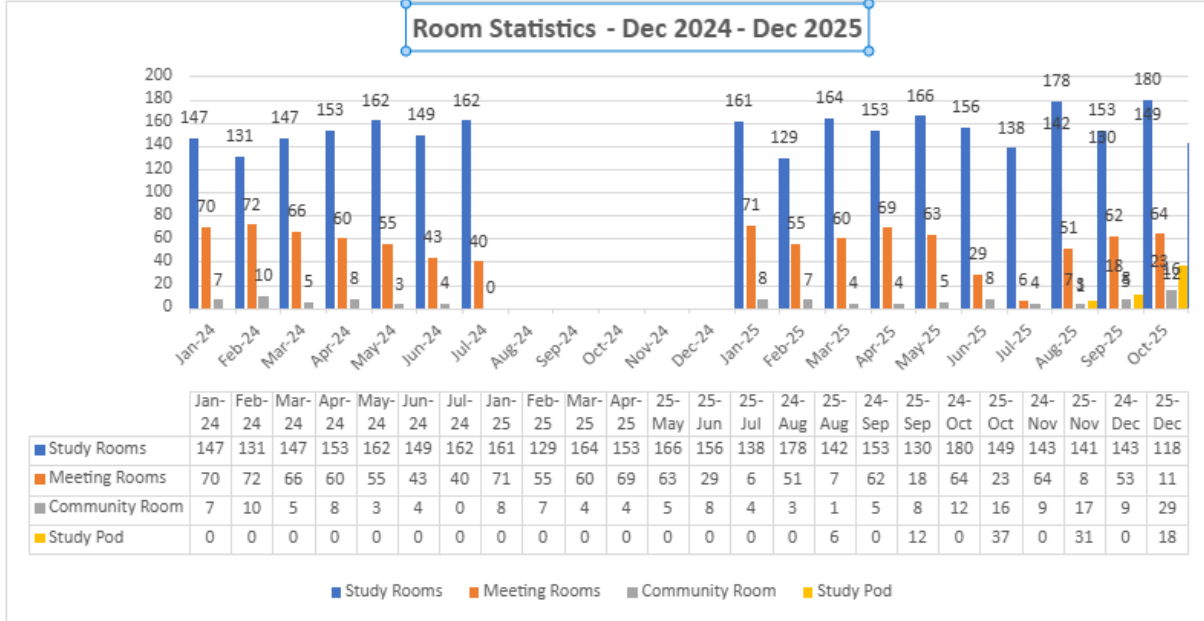
Board Warrant Schedule

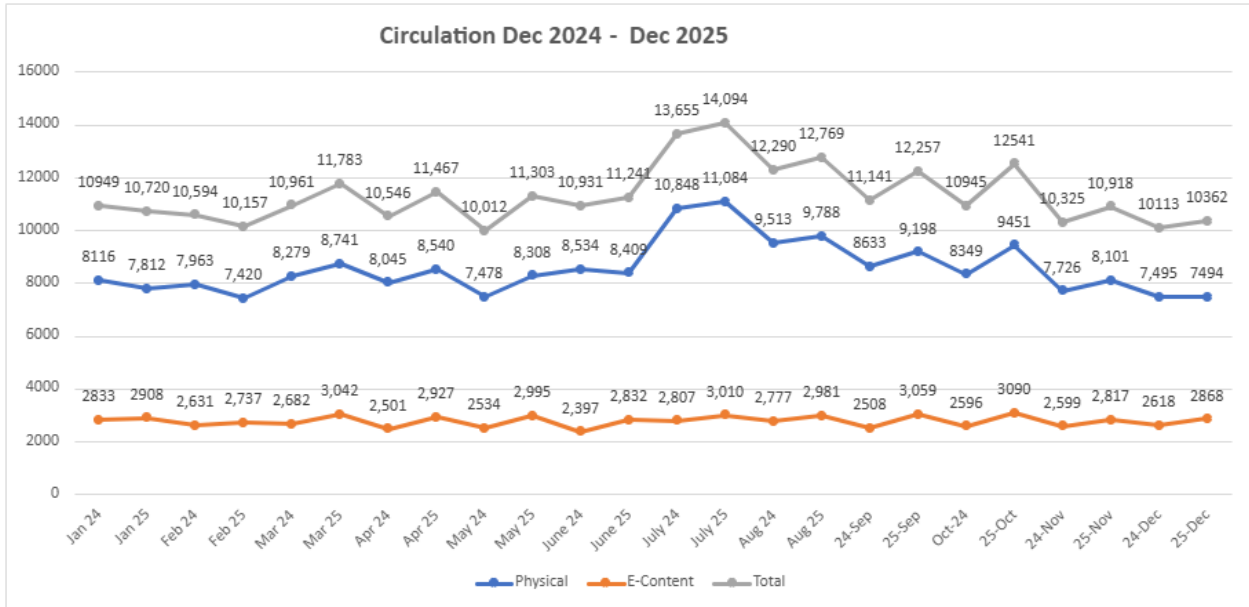
January 6, 2026

Date	Chk #	Payee	Account	Amount
12/08/2025	19803	Armistead Mechanical Services	Building-Building Services	735.00
12/08/2025	19804	Deer Guys	Building-Building Services	105.00
12/08/2025	19805	Fox Ledge Inc.	Administrative Expenses-Library Supplies	70.00
12/08/2025	19806	Frontier Communications-NY	Administrative Expenses-Telephone	195.35
12/08/2025	19807	Janice Vilardo	Programs-Adult Programs	190.00
12/08/2025	19808	Norma Fives	Administrative Expenses-Postage	20.98
12/08/2025	19809	Patsy Williams	Programs-Adult Programs	190.00
12/08/2025	19810	ProQuest LLC	Programs-Local History-Ancestry	1,625.48
12/08/2025	19811	Robert W. Schultz, CPA	Administrative Expenses-Professional Services Acct	715.00
12/08/2025	19812	SRS Inc.	Programs-Adult / Juvenile Programs	77.00
12/08/2025	19813	Toshiba Financial Services	Administrative Expenses-Copier Lease	582.80
12/08/2025	19814	Village of Goshen	Building-Utilities	865.26
12/08/2025	19815	CSEA, Inc.	Employee Benefits-Union Dues	559.55
12/08/2025	19816	CSEA, Inc.	Employee Benefits-Union Dues	570.66
12/08/2025	19817	Cintas Corp	Building-Building Services	279.07
12/08/2025	19818	Cornerstone Theatre Arts	Programs-Community Development	5,000.00
12/08/2025	19819	Envisionware inc	Electronic Resources-Computer Software	984.56
12/08/2025	19821	Norma Fives	Employee Benefits-Health Insurance	700.43
12/08/2025	19822	NYSEG	Building-Utilities	112.68
12/08/2025	19823	SRS Inc.	Programs-Juvenile Programs Admin Exp-HR	94.95
12/08/2025	19824	Ludmila Smirnova	Programs-Adult Programs	100.00
12/29/2025	19825	Bethel Woods Center for the Arts	Library Materials-Memberships	275.00
12/29/2025	19826	Billco Landscape Contractors	Building-Building Services	3,000.00
12/29/2025	19827	Brodart Co.	Library Materials-Books-Adult	2,094.00
12/29/2025	19828	Cengage Group	Library Materials-Books-Adult	600.63
12/29/2025	19829	Cintas Corp	Building-Building Services	406.53
12/29/2025	19830	Elm USA Inc.	Administrative Expenses-Library Supplies	54.20
12/29/2025	19831	Gustavo Lopez	Administrative Expenses-Telephone	60.00
12/29/2025	19832	Hoopla	Library Materials-E Content	3,280.66
12/29/2025	19833	Midwest Tape	Library Materials-AV	209.16
12/29/2025	19835	Pitney Bowes Global Financial Svc	Administrative Expenses-Postage	236.13
12/29/2025	19836	RCLS General	Electronic Resources-IT Services/Reference Databases	14,424.25
12/29/2025	19838	The Davey Tree Expert Company	Building-Building Services	275.00
12/29/2025	19841	CSEA, Inc.	Employee Benefits-Union Dues	559.05
12/29/2025	19842	SRS Inc.	Programs-Juvenile Programs	112.95
01/06/2026	19843	Baker & Taylor Books	Library Materials-Books-Adult/Juvenile/Teen	45.09
01/06/2026	19844	Billco Landscape Contractors	Building-Building Services	3,000.00
01/06/2026	19845	J & G Law, LLP	Administrative Expenses-Professional Services-HR	3,351.04
01/06/2026	19846	Meghan Boroden	Administrative Expenses-Professional Services	264.00
01/06/2026	19847	Midwest Tape	Library Materials-AV	86.97
01/06/2026	19848	RCLS General	Electronic Resources-ILS/Computer Software	4,702.98
01/06/2026	19849	Rose Chiocchi	Administrative Expenses-Telephone	107.53
01/06/2026	19850	TK Elevator Corporation	Building-Building Services	3,333.96
01/06/2026	19851	Toshiba Financial Services	Administrative Expenses-Copier Lease/Printing	895.01
01/06/2026	19852	CSEA, Inc.	Employee Benefits-Union Dues	548.93
01/06/2026	19853	M & T Bank	Credit Card	602.16
12/29/2025	ACH DR	ShelterPoint life	Employee Benefits-Vision	118.59
12/29/2025	ACH DR	Orange & Rockland	Building-Utilities	5,197.27
12/22/2025	ACH DR	Sam's Club	Administrative Expenses-Library Supplies / Cust Svc	422.76
12/09/2025	ACH DR	IRS	Employee Benefits-FICA/Medicare/Federal Taxes	11,419.38
12/09/2025	ACH DR	New York State Tax Department	Employee Benefits-New York Taxes	1,789.42
12/09/2025	ACH DR	TIAA-CREF	Employee Benefits-403b withholding	2,040.00
12/23/2025	ACH DR	IRS	Employee Benefits-FICA/Medicare/Federal Taxes	11,573.36
12/23/2025	ACH DR	New York State Tax Department	Employee Benefits-New York Taxes	1,743.99
12/23/2025	ACH DR	TIAA-CREF	Employee Benefits-403b withholding	2,840.00
			Total	93,443.77

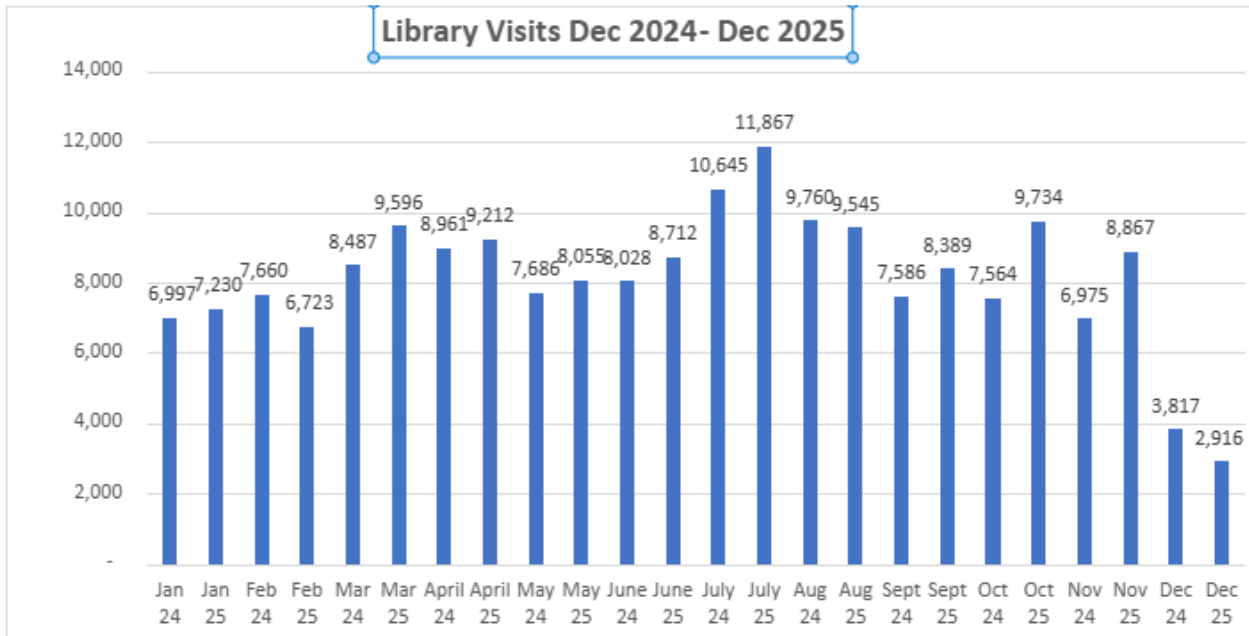


Director's Report January 12, 2026





**There is not an accurate patron count for the month of December because the door counter is currently broken. This data only includes 14 days from the entire month.



Building



The door counter sensor is currently broken. It will be repaired as soon as possible.

Personnel

All evaluations for staff who directly report to me have been completed. Department Heads will complete evaluations within the next month or two.

I hired Aaron Banse to fill the vacant part-time library clerk position. He began training last week.

Programs & Outreach

Staff members from the Nanuet Library came to tour our building in preparation for renovations of their own building.

Erica Gati held a staff decorating contest, and the top three departments were Tech Services, the Admin office, and the Children's Department. Congratulations to the winning staff members!

Erica also spearheaded our annual collaboration with the Goshen Ecumenical Food Pantry to collect electric tea kettles and coffee pots, resulting in the donation of 70 tea kettles and 32 coffee pots for members of the community. Erica and I assisted with distributing the items on Saturday, January 10. Thank you to all our generous donors, and special thanks to Erica and Susan Armistad from the Food Pantry for helping make another successful year possible.

Misc.

We received a donation from a former Goshen resident, Linda Barbero, of a John F. Gould painting of the Harriman Fountain. The painting currently lives in the Local History Room. Thank you to Linda and her brother Mark for delivering the painting!

We received almost \$9,000 in Bullet Aid from Senator Skoufis to be used for how we see fit. Thank you again, Senator Skoufis!

Thank you again to the Newburgh Brewing Company for hosting our holiday party this past weekend.

Respectfully submitted,

Rose Chiocchi



Meeting Date: 1/12/2025

Reporting Month: December 2025

Submitted by: Charles DeYoe

Department: IT/Adult Services

Department Summary: December was mostly a month of maintenance

Accomplishments/Current Activities: For the majority of December, my primary focus was on helping patrons at the reference desk and fixing minor tech issues (eg replacing toner cartridges). One significant thing that happened in the Libratory, was our first equipment failure, in which the 3D printer nozzle became completely clogged. I was able to repair the issue and perform the necessary maintenance to keep the 3D printer working smoothly. Libratory appointments were split between 3D printing, vinyl cutting/transfer, and VHS transfer. I also coordinated with our local AARP tax preparation coordinator to ensure that they will be able to securely transfer data from our public WiFi network as tax season approaches.

Upcoming Events: 2/12- The Midnight Society horror book club (*My Sister, the Serial Killer* by Oyinkan Braithwaite)

Financial Impact:

Amazon Libratory supplies purchase: \$56.41 (approximately \$1,720 remaining in budget)

December Libratory revenue from materials: \$13

[Total Libratory revenue to date: \$78.10]

Statistics:

- Libratory appointments: 3
- 1-on-1 tech help sessions: 1
- Total public PC users: 369
- Total time spent on public PCs: 280 hours, 7 minutes
- Average PC session length: 45.547 minutes
- Total monthly Wi-Fi users: 7009
- Average Wi-Fi users per day: 220.733

Notes:



Meeting Date: Jan 12, 2026

Reporting Month: December 2025

Submitted by: Amber Kirkwood

Department: Head of Programming

Department Summary: Holiday Fun

Accomplishments/Current Activities:

December programming was very festive and fun. We started off with our 2nd Annual Elf Sleigh In, a collaboration with The Goshen Chamber and Olivero Team at Keller Williams Realty with 44 participants. Lynn had her Annual Cocoa Party on the 8th with 100 participants! Erica and I planned a Holiday Party called Confection Connection that had a little over 60 participants during which the Gingerbread House Contest winners were announced. We had 5 Family entrants and 4 Adult entrants, and the Mercado family demolished both categories! We're excited to have the contest again in years to come. We officially had our first GOCON meeting in mid-December and are excited to get the ball rolling on the big event coming in the Fall.

Upcoming Events:

On January 17th, we will have our first Defensive Driving course here at the library. It's been a pleasure planning with Ian Prastien who is the RCLS go to guy for these courses. I plan on having this be a yearly program as its one that patrons asked for specifically. Specials officially start at the end of January with a Hopper Bot program with 4H for kids and a Manifestation program for adults. There are 6 weeks of children's programs and 10 weeks for adults. The Children and Adult Departments really stepped up their game with programming thanks to additional leads, and it should be an exciting season for all.

Financial Impact:

We have used 55% of the children's programming budget (53% last month) and 43% of adult programming budget (39% last month) thus far.



Children's Programming:

Storytimes:

Program	Sessions	Total # of Patrons
Fetching Reads	8	31
Fun with Palabras	1	4

Specials :

Program	Sessions	Total # of Patrons
Chess Club	1	4
Homeschool Hub	3	80
Elf Sleigh In	1	44
Cocoa Party	1	100
Homeschool Hub Party	1	35
Confection Connection	1	63

Asynchronous :

Program	Sessions	Total # of Patrons
Scavenger Hunt	1	60
Words of Kindness	1	79

Outreach:

Program	Sessions	Total # of Patrons
Operation Toy Train Donations	1	72 Donations
Gingerbread Comp	1	5

Adult Programming

Clubs:

Program	Sessions	Total # of Patrons
Cookbook Club/Second Helpings	1	18
Midnight Society	1	7
Romance Book Club	1	2
Murderous Mondays	1	14
Saturday Book Club	1	12
Herbal Hour	1	12



Gentle Yoga	2	14
Gentle Zumba	2	18
Salute and Sip	2	6
Chess Club	1	9
Video Game Club	1	3

Specials :

Program	Sessions	Total # of Patrons
World Premiere MFH	1	7

Asynchronous :

Program	Sessions	Total # of Patrons
Spice of the Month	1	4

Outreach :

Program	Sessions	Total # of Patrons
Inspire - Doodle Lab	1	20
Inspire - Move and Groove	1	20
Gingerbread Comp	1	4



Financial Impact:

- J book purchases: \$823.55
- YA programming purchases: \$70.77

Statistics:

- Chess Club: 1 session, 2 teen attendees
- Homeschool Hub Holiday Gathering: 1 sessions, 10 teen attendees
- Fetching Reads: 1 sessions, 4 teen attendees
- Volunteers: 10 kids, 22 hours given



Meeting Date: January 12, 2025

Reporting Month: December 2025

Submitted by: Kitty Ruberte-Smith

Department: Marketing & Communications

Department Summary:

December focused on promoting seasonal and holiday programming, special events, and community celebrations.

Accomplishments & Current Activities:

Promotions for holiday and seasonal programs including the Annual Cocoa Party, Elf Sleigh-In, Gingerbread House Contest to name a few. The Very Hallmark Holiday celebration, featuring a Blind Date with a Hallmark Holiday Book, saw excellent participation and positive response.

Upcoming Events / Promotions

Marketing is currently preparing and scheduling promotional materials for:

- **Children's Winter Program Brochure** – Designing and finalizing materials to promote upcoming winter programming.
- **New Year Campaigns** – Preparations to promote January programs, services, and library offerings for the new year.

Financial Impact:

\$9.96 was spent on A Very Hallmark Holiday program supplies

\$90.40 was spent on department supplies.



Statistics: Facebook Analysis; December 2025

- **3,414 followers**
- **32.9k views**
- **580 content interaction**
- **2.1k Visits**
- **7241k Reach**
- **73 Follows**

Statistics: Instagram Analysis; December 2025

- **1,528 followers**
- **14.8k views**
- **362 content interaction**
- **145 Visits**
- **1.5 k Reach**
- **16 Follows**



Meeting Date: 1/26
Submitted by: Ruth Mallard

Reporting Month: December 2025
Department: Adult Services

Current Activities:

- Displays: Remembering Sophie Kinsella
- Reading Challenges: 9 patrons completed Your Next Chapter, the 2025 year long reading challenge.
- Coming soon:
 - Homeboost Kits: Funded by O&R the kits will help patrons complete an energy assessment of their home through HomeBoost. The kits include an infrared camera to detect heat loss and a blacklight. Getting an official Homeboost Energy Report is not required, but by entering their O&R account number it is free to borrowers.
 - Accessibility Kits: New kits will have a variety of adaptive tools and sensory items for patrons to test out.
- Record Year! Circulation of physical materials (for all ages) had a 4% increase over 2024. E-content circulation jumped by 12% with over 35,000 checkouts. Taken together our overall circulation increased by 6%.

Financials:

- Books (\$42000) [*does not include vendor discounts or processing charges*]:
 - \$930
 - 52% remaining
- Ebooks (\$20000):
 - Hoopla: \$1540
 - 49% remaining
- Audiobooks (\$4000):
 - 84% remaining
- A/V Materials (\$4000)
 - 46% remaining
- Music (\$1000):
 - \$55
 - 55% remaining

Statistics:

- Reference/ Readers' Advisory interactions: 626
- Study Rooms:
 - unique users: 79
 - bookings:
 - Study Room 1: 64
 - Study Room 2: 54
 - The Pod: 18



Select Adult Collections Circulation	2025	2024
New Fiction	525	524
New Nonfiction	221	176
Fiction	757	952
Nonfiction	566	613
Large Print	299	391
Audiobook	51	81
DVDs	308	347
Videogames	114	108
Puzzles & Board Games	38	43
Museum Passes	16	4

Digital Circulation	2025	2024
Libby (Overdrive)	2218	2043
<i>e-book</i>	913	943
<i>audio</i>	1044	817
Hoopla	650	575
<i>e-book</i>	167	151
<i>audio</i>	371	336
Total	2868	2618



Meeting Date: January 12, 2026

Reporting Month: December 2025

Submitted by: Ann M. Roche

Department: Local History

Department Summary:

Genealogy, house and land history, Cemetery records, yearbooks,
Indian Treaty of Goshen 1745,

Accomplishments/Current Activities:

Shelf reading, obituary indexing, accessioning artifact. (Total to date 428).

Map drawer is finally completed by our volunteers Hilde Quinn & Mary Kay Jankowski. 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.

Showcases: a combination of artifacts from the Worlds Fair; a tribute to NYC; and collection of Joan Walsh Anglund books and ornaments. (Joey & Diane Vento)

A collection of Lenox Christmas plates from around the world. (McClung Family)

\$50 donation from patron.

Ancestry was paid for another year.

Financial Impact: Balance \$1,000.

Statistics: Phone calls 2; Emails 1; Visitors 6

Notes: Very quiet December.

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



Meeting Date: January 12, 2026

Reporting Month: December 2025

Submitted by: Karen Golding

Department: Children's and Teen Services

Department Summary: Our winter program schedule was finalized and our brochure was printed and made available to the public.

Accomplishments/Current Activities:

- The children's room was bustling this month with children and families looking to escape the cold and stock up on books for the holidays. Thanks to Lynn, Kathy, Clarisa and Krystal we were festively decorated as Whoville and encouraged the kids to share a kind word to help the Grinch's heart grow.
- We began an intensive weeding project that is expected to continue throughout January. Each department member has taken responsibility for a different section of books and is going through that section looking for books that can be removed from the collection. Books might be removed because of low circulation numbers, poor condition or outdated information. Each book that is recommended for removal will be reviewed by a librarian and Lynn and I will make the final decisions. This is a big job but everyone is pitching in to make it easier and I am very impressed with the progress that we have made so far.
- Anne Tichy wrapped up a very successful homeschool series with a holiday party that was very well attended. Our homeschool families are thrilled with the effort that Anne has put into this programming.
- Our volunteers were very helpful this month, helping with programming and general upkeep in the children's department.

Upcoming Events:

- Weeding will continue until we complete the entire collection.
- Storytime registration begins the week of January 12 with sessions beginning the week of January 26. Regular programming will also begin this week.
- Kathy, Virginia, Lynn and I will attend the Mock Awards program at RCLS to vote on the Mock Caldecott, Mock Newbery and Mock Printz winners. This will be a day of discussion around the best books of the year for children and teens. It is an excellent opportunity to come together as a group with other professionals and discuss the best books of the year and how to use them in programming and promote them to patrons.
- Lynn will be participating in a course on sign language beginning in January.