



Goshen Public Library and Historical Society Board of Trustees
Regular Meeting of April 10, 2023
(DRAFT until Accepted in meeting)

AGENDA

- I. Call to order - 7:00 PM
- II. Pledge of Allegiance
- III. Review and Approve Agenda (Action Item)
- IV. Privilege of the floor
- V. Approval of Minutes (Action Item)
 1. March 13th (Regular Board meeting)
 2. March 29th (Special Board meeting)
- VI. Personnel Appointments - None
- VII. Finances
 1. Financial report (Action item)
 2. Warrant Schedule for March 2023 (Action item)
- VIII. Director's Report – Catherine Lemmer
- IX. Committees Reports
 1. Standing Committees
 - A. Physical Resources Committee
 - B. Community Resources Committee
 - C. Human Resources
 - D. Sunshine Committee
 2. Ad-hoc Committees
 - A. Historical Society
 - B. Bylaws/Policies

X. Reports from Partner Groups

1. Friends liaison – Bill Troy
2. Junior Friends liaison – Jim Tarvin

XI. New Business

1. Acknowledgement of Catherine Gardner's last meeting.

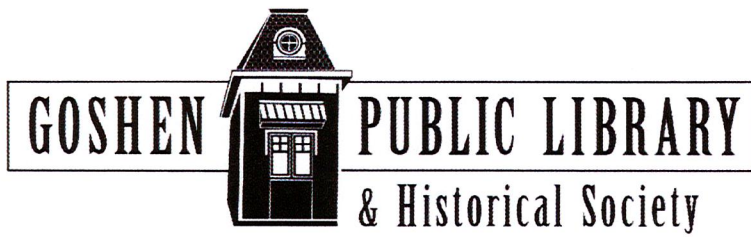
XII. Old Business

1. Strategic Plan – In progress
2. Personnel Policies – In committee review

XIII. Privilege of the floor

XIV. Adjournment (Action Item)

Next Regular Meeting: May 8, 2023 @ 7:00 PM



**Board of Trustees
April 10, 2023 Board Meeting**

March 2023 Library Report to the Board of Trustees

Select Statistics

In March, an estimated 5,018 patrons visited the Library in person, and hundreds more patrons visited virtually and found information and resources through the Library's website and electronic resources. The Library issued 60 new library cards, bringing the total number of cardholders to 6,828.

Programs

In March 2023, Library programs drew over 1,000 participants. The 70 Library in-person programs drew 944 participants and three asynchronous programs had 76 participants. These programs ranged from early childhood development and literacy, YA activities, to book clubs and lectures, to movement classes, to art and educational programs. The attached Department Reports from Adult Services, YA, and Youth Services detail the offerings.

A History Lover's bookmark has been created that lists the Friends 2023 Lecture Series on one side and three upcoming Library history programs on the other side. These bookmarks are in the History Room, the Friends Book Store, and at the service desks. Copies will also be at the events.

The Library submitted a press release/article to the *Goshen Independent* which promotes the Library's local museum and attractions pass program. The article is called *Stretch Your Vacation & Stay-cation Dollars!*

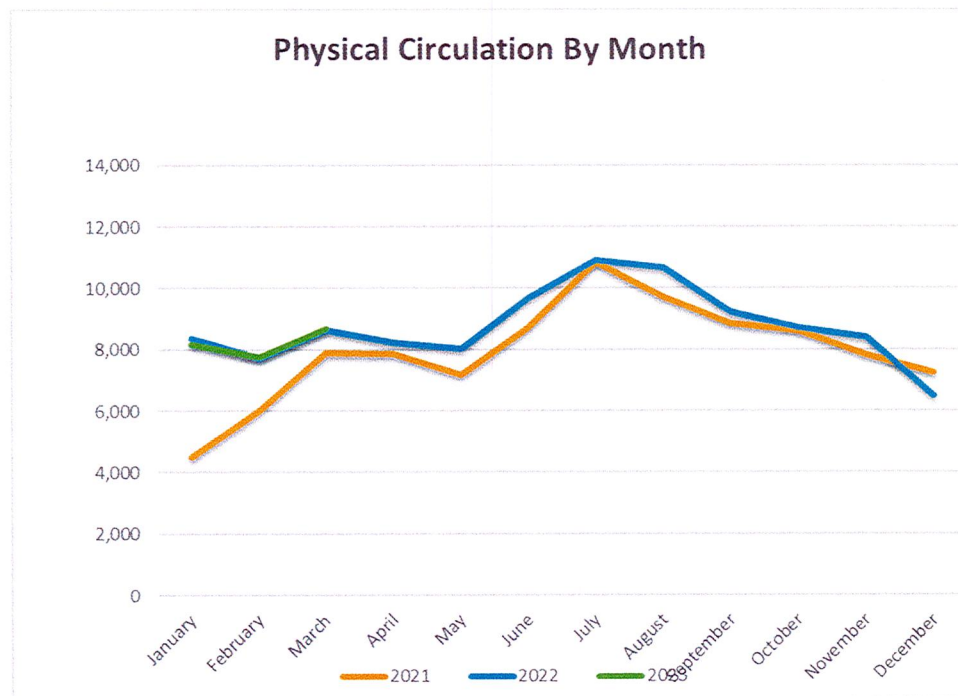
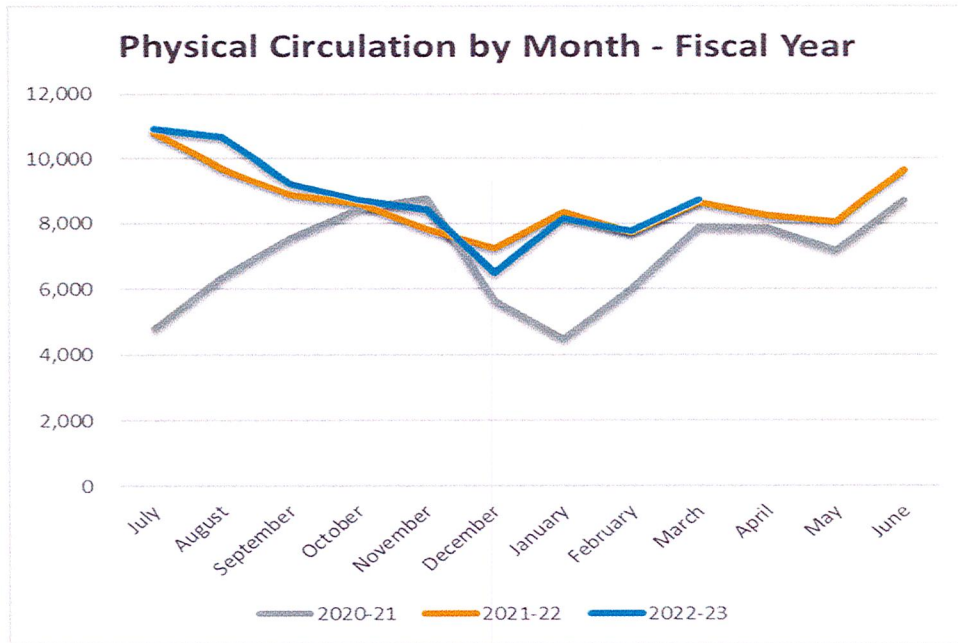
[Episode 4 of the FloGos Podcast](#) a joint production of the Florida Public Library and the Library is now available for your listening pleasure. This episode covers upcoming programs and the annual trustee election and budget vote.

Circulation

Library cardholders have access to nearly 400,000 print, physical resources such as dvds, cds, games, and e-resources in our Library alone, and hundreds of thousands more through the consortium. In March 2023, 10,760 items (8,688 physical and 2072 digital) were checked out by Library users. Goshen card holders borrowed 1,834 items from the other 46 RCLS consortium libraries. Year to date, 82 museum passes, providing free or reduced access to ten different

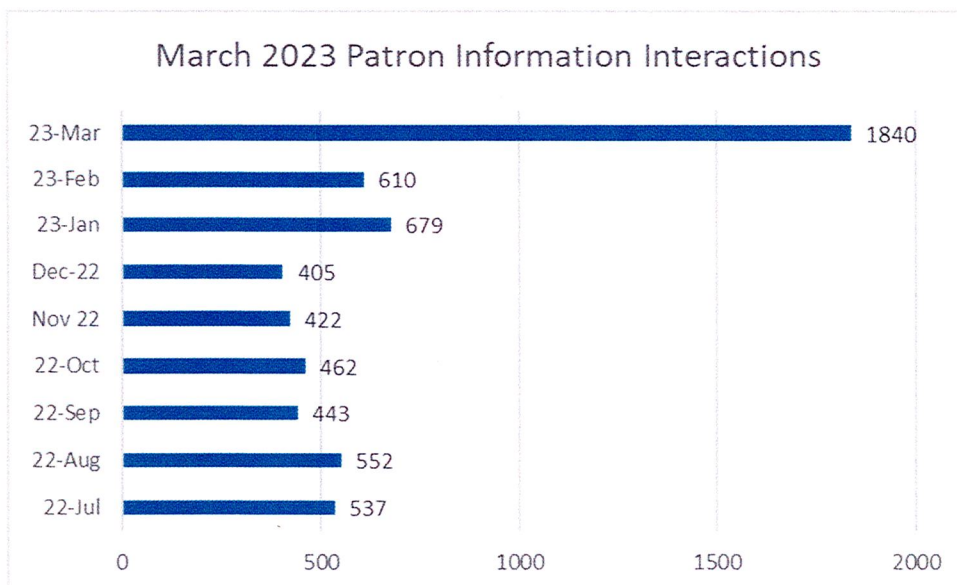
museums attractions, and 61 items from the Library's growing Library of Things have been checked out. The Library of Things includes such things as Roku sticks and yard games.

The following charts reflect the seasonal nature of circulation of physical matters, with the highest numbers around summer reading program efforts.



Reference/Information Patron Interactions

Starting March 2023, all service desks began reporting patron information interactions. In March 2023, there were 1,840 patron reference, readers advisory, technology, and library resources and services questions (excludes directional questions). The History Room fielded 64 historical research inquires. Questions are responded to via telephone, email, and in-person.



Digital Resources

In addition to Hoopla and Overdrive (Libby), the Library provides access to 81 database resources on its website. These databases range from research to K-12 educational resources, to self-paced skills training and learn a language, to support for job seekers, entrepreneurs, and small businesses. We now have access to monthly statistics for each database which will enable us to evaluate each resource. Here are the usage metrics for the two most popular databases, Ancestry and Mango (language learning):

Database	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total
Mango	52	51	28	20	7	7	30	33	12	240
Ancestry	218	265	79	272	303	18	38	59	73	1325

On February 23, 2023, the Library installed a web analytics tool on its website. In March, there were just over 2,500 visitors to the website. The tool also provides data on elements such as users, new users, and views by page.

Digital Access Services

The Library engaged and is now monitoring the Envisionware and Sonic Wi-Fi counters to report on Patron Desktop and Wi-Fi Usage.

- In March 2023, there were 5,076 Wi-Fi sessions, or an average of 164 per day. The highest usage was March 21 with 228 sessions.
- In March 2023, there was a total of 3,414 Patron Desktop sessions. This includes the computers in Adult, YA/Teen, and Youth. There is no charge to use the computers and guest passes are available to individuals without library cards.

Community Spaces

The Library’s community spaces are an important asset used by community groups, tutors, job seekers, entrepreneurs, remote workers, support services organizations, and civic and community non-profits. In March, the Library’s two study rooms were used 183 times, the meeting rooms 21 times, and the Pomares Community Room 15 times. Overflow into other spaces is not always tracked.

The following shows the use over the current fiscal year:

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Study Rooms	114	137	130	134	130	121	154	143	183
Meeting Rooms	3	12	6	5	12	6	11	15	21
Community Room	4	2	5	7	3	5	7	12	15

Outreach Efforts

- Catherine Lemmer, Director, and Melissa Tidd, Adult Services Librarian, held a Library information session and information gathering session at the Goshen Senior Center on April 4, 2023. The session covered e-resources, programs, museum passes, and general library information. The attendees provided sound and helpful programming feedback.
- On May 3, 2023, the Director is speaking about the Library at the Lions Club International luncheon meeting.

Community Partnerships and Projects

- The performances of “Two Across” produced by Cornerstone Arts with support from the Library has been scheduled for the following three weekends: April 29-30, May 5-7, and May 12-14. The performances are at 7:00 pm on Friday and Saturday, and 2:00 pm on Sunday. Admission is free. The dates and times are on the Library calendar and in the April program brochure.
- In March, 45 clients received tax assistance through the AARP Tax Aide that is being hosted in the Community Room through mid-April (Hudson Valley CASH Coalition).
- During March the Library supported the [Child Care Council of Orange County](#) children’s used book drive.
- The Library’s application for a booth at the Great American Weekend has been approved.

- Catherine Lemmer, Director, met with Mayor Scott Wohl on March 11, 2023 to discuss general library matters and the potential for the Library, once the generator is installed, to be listed as an emergency center if all the details are agreeable to the Library.
- The Orange County Board of Elections toured the Library on March 16 and determined the facility to be a satisfactory poll site for the June 27, 2023 primary election and November 7, 2023 general election.

General Operations

- Catherine Lemmer, Director, met with Bill Fioravanti, CEO, IDA for additional conversation on pilots and the status of the Glen Arden pilot. There is no update on the Glen Arden situation.
- The first internal staff focus group work on the new service plan/strategic plan will start with staff meetings on April 14 and April 21. Staff will consider such questions as:
 - What are we doing? Do we do something that we no longer need to do?
 - What are we doing well? What could we/should we tweak?
 - What are we not doing that we should be? What our colleagues in the county, state, or US doing that we should be working toward?
 - What does our community need us to be doing? What are the problems facing our community?
 - How could we better communicate our story? What is our story?

Additional meetings will follow these introductory conversations.

Personnel Matters

- Comments from the Library's lawyer and comments on the first revision of the Library Personnel Policy/Employee Handbook have been received from Michelle Muller, Youth Services, Erica Gati, Human Resources, Trustee Troy, and Trustee Quinn. The goal is to finalize the document for final review and adoption by the full Library Board in May. Once the Personnel Policy/Employee Handbook is in place, work can begin on the follow-up personnel pieces (e.g., job descriptions and performance evaluations, orientation manual) and overall operational policies.

RCLS/Consortium Matters

- On March 23, the ILS/ANSER Committee unanimously approved the Library's request for new wording for the library value information provided on each check-out receipt. The new language is: "It pays to borrow! You would have paid \$____ to buy these items. Thank you for using your library!" The Executive Committee approved the language on April 5. The last step is approval by the Director's Association at its next meeting on April 12, 2023.
- Catherine Lemmer, Director, has agreed to serve on the RCLS Censorship Committee. The Committee will work to develop a tool kit for libraries facing book and program challenges. She also agreed to serve a three-year term on the Director's Association's bylaws committee.

Building and Facilities Issues

- The Library was closed on March 14, 2023 for inclement weather.
- Open Systems Metro NY, Inc. was onsite on March 16, 2023 to complete an annual fire alarm inspection which included inspecting all pulls, alarms, smoke detectors, fire drill horns/strobes, and elevator functions. The system is all in working order.
- The new visitor counter has arrived from SenSource and is being installed. This system includes the VEA Analytics cloud-based platform that provides real time visitor information. In addition to providing an important accurate visitor count, the granularity of the available data will provide important input into staffing.
- Kathleen Welshoff, Business Affairs, coordinated the next phase of the SAM grants. The Grant Disbursement Agreement has been executed and the final legal opinion obtained and uploaded. She has the documentation ready for the next phase which is the submission of all the expenses along with evidence of payment. This is in reference to the SAM reimbursement grants: #13151 for new construction plumbing in the amount of \$125,000; and #15622 for general construction of new building in the amount of \$50,000.
- The Library has finished the Security, Emergency Preparedness, and Disaster Recovery manual. The manual provides all the information needed to continue operations in the event of an emergency. The manual also provides steps to take to prepare for and prevent emergencies and general security matters (e.g., inappropriate behavior by patrons). This second part brings the Library into compliance with NY CLS Labor §27-b., Duty of Public Employers to Develop and Implement Programs to Prevent Workplace Violence. Section 27-b requires the Library to assess risk factors (such as working in public settings, working late night or early morning shifts, working alone or in small numbers, access to the workplace, and general security matters) and develop safety strategies. The Library will begin training and use of the manual in the coming weeks.
- Generator install still on schedule for July 2023.

Correspondence

Monthly correspondence attached.



COPY

March 27, 2023

Yvonne Mirro, President
Friends of Goshen Public Library & Historical Society
366 Main Street
Goshen, NY 10924

Dear Friends,

Thank you for your generous gift of \$4,466.09 to the Library in support of the 2023 Summer Reading Programs for Children, Teens, and Adults and the Ancestry.com database. In Summer 2022, the Library with your support hosted 63 Children's Programs, 47 Teen Programs, and 44 Adult Programs. Nearly 4,000 community residents participated in these programs! Ancestry.com is a highly used and valued Library resource and we are so pleased to learn you will continue to fund this wonderful resource.

Planning for Summer 2023 around the theme "All Together Now" is in full swing! We hope to see many Friends at the events and participating in the reading challenges. Your financial support and love for the Library ensures the Library continues to be a vibrant and innovative community resource.

Your hard work and generosity enable the Library to continue to provide outstanding Library resources, services, and materials. Your continued support is greatly appreciated by the Library Board, staff and our community. Thank you again.

Regards,

Catherine A. Lemmer, Director

cc: Board of Trustees

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

Adult Services Monthly Report

March 2023

Programs

Programs

The 34 adult programs in March saw 333 visitors. Patrons enjoyed learning about orchids at a hands-on workshop by Peter Lai. Some attendees brought their own plants for troubleshooting, and some fortunate ones were able to go home with a new orchid. Noble Pies was back with their corned beef and cabbage pie. Attendance was reduced, but still well-attended, due to a weather-related rescheduling.

Staff met with an enthusiastic group of fourteen at the Goshen Senior Center to discuss the programs and services the Library offers and listen to what they would like to see in library programming. The conversation will help us continue to shape our programming to better connect with our patrons and their needs and interests.

Coming Soon

April 26 sees our first ever *Edible Book Fest*, a celebration of books, literature, and food. Participants are encouraged to make a creative food project inspired by a book to be displayed, voted on, and tasted, with awards for several categories. It is open to all ages and group entries are welcome.

Author and historian Carolyn Ivanoff will finally be able to visit, after initially trying to schedule her in 2020, for two presentations. On April 13 she will present *Every Man (and Woman) His Own Doctor*, an interesting look at American medicine and health in the 1800s. On June 22 she will return to present *The Vote!*, a deep dive into the suffrage movement.

These programs, along with the program on Women Air Force Service Pilots of WWII on May 11, 2023 are part of the history lover's oversized bookmark that details the Friends Lecture Series and the Library's history programs.

Reference

770 inquiries were answered in March. Over 40% were Reference and Readers' Advisory related. Patrons also asked 131 questions about our programs.

Submitted,

Ruth Mallard, Head of Adult Services & Technical Services

LOCAL HISTORY ROOM

STATISTICS FOR THE MONTH OF MARCH 2023

Emails - 4

Phone - 22

In-House - 31 + Junior Friends(10 + 2 adults).

We have started Past Perfect. Don Aitcheson has been doing most of the in-put with the help of Hilde Quinn who introduced us to the program. It will be an on-going project for many years, along with indexing the obituaries and deeds.

Patron have been in house and on-line researching their genealogy, houses, histories of the town and village and Goshen sports.

The room was opened on Sunday March 5 for the Junior Friends. They are doing a project on local citizens.

The room was also opened on March 18 after Ed Connor's lecture on "Goshen".

A meeting was held to discuss the idea about publishing a book about Goshen (Goshen School District). In attendance were Catherine Leemer, Jim Kuroski, Bob and Hilde Quinn, Don Aitcheson and myself.

A meeting was held to discuss writing a new policy and procedure manual for the Local History Room. In attendance were Catherine Leemer, Hilde Quinn, Don Aitcheson and myself.

The surveyor compass is ready to be send to the Morven Museum. The Certificate of Insurance and Loan Agreement 4/3/2023-3/1/2024) are in our files.

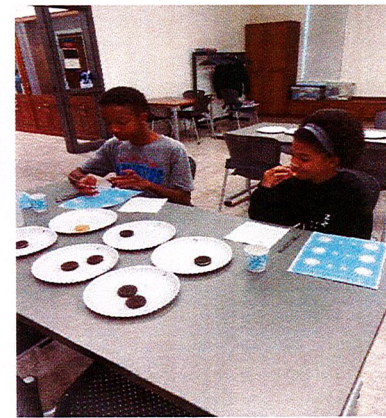
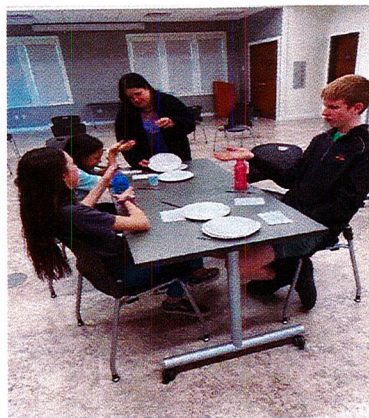
Ann M. Roche
Local History Room

YA Programming Report March 2023

March was a busy month for Young Adult programming. Our very successful new Chess Club met 3 times this month (we missed one week because of snow) and is averaging 30 people per week. We have a great mix of people who all love to play chess. It is so amazing to see people of all ages playing together and having fun. Our instructor, Mr. Dubin, makes sure to check in with everyone during the program and offer instruction where it's needed and we also have several members of the Goshen High School Chess Club who attend each week and help out where they are needed. We look forward to continuing to meet weekly through the spring and summer.

We also held a fun and successful Oreo tasting which was well attended. Our teen tasters agreed that the original Oreo flavor is still the best, with Lemon and Mint coming in a close second and third. We also discovered that the gluten free Oreos taste just as good as regular Oreos and that generic Oreos are good but not quite as good as the name brand. We included some fun trivia, learning that there are over 85 flavors of Oreos and everyone agreed that the most interesting flavor was Hot Chicken Wing and Wasabi (only available in China) but only one teen wanted to try that flavor out!

We wrapped up our programming this month with a Friday movie, some animal education about the goat farm we've been livestreaming on our TV and Sandra continues to offer crochet instruction on a one on one basis. Our volunteers have also been busy this month during our open volunteer hours assisting children's staff with program prep.



Respectively Submitted
Karen Golding, Young Adult Librarian

Youth Services Monthly Report

March 2023

March is usually a busy month for us here in the Just for Kids Area. We answered 708 questions including reference/reader's advisory/programming inquiries and 53 no less important "Where's the Bathroom" directional questions. We have had many kids coming in to use our Activity Room during free play hours as well as attending the last of our Winter session storytimes and programs. We had a very fun Lucky Day at the Library on March 17th and have had several fantastic stories turned in from our young writers in our Story Potion program. We ended with a weeklong celebration of the crayon for National Crayon Day that brightened up everyone's palette.

Program Attendance:

Wee Read Monday at 10am

3/6 20 attendees

Maker Mondays: Fantasy Worlds at 4:30pm

3/6 6 attendees

3/13 6 attendees

3/20 6 attendees

Circletime: Mondays at 11am

3/6 6 attendees

3/13 3 attendees

3/20 2 attendees

Toddletime: Tuesday & Wednesdays at 10am

3/07 & 3/08: 29 attendees

3/14 & 3/15: 17 attendees

3/21 Snow day makeup: 8 attendees

Mag-ART-ical Wednesdays at 5pm

3/08 11 attendees

Preschool Playdates: Thursdays at 10:30am

3/02: 12 attendees

3/09 10 attendees

3/16 8 attendees

Happily Ever After Thursday at 5pm

3/03 12 attendees

3/10 12 attendees

Love My Library Storytime: Fridays at 11am

3/03 18 attendees

3/10 23 attendees

3/17 26 attendees

3/24 27 attendees

Specials:

Lunar New Year Reading Challenge (Jan-March): 125 prizes redeemed

Eye of Zeus Reading Club (Jan-March): 11 participants/ 7 completed

Lucky Days at the Library: 3/17: 63 participants

Hocus Pocus Cooking Videos: 16 views on Youtube

Story Potion Program: 6 stories turned in

National Crayon Week 3/27-3/31: 93 participants over the week

March Madness Beanstack Challenge: 21 participants with 10 completions

Take and Makes

LOL : 25 kits each week

Program Extras each week plus worksheets

Databases:

AWE Stations: 2,948

National Geographic Kids: Feb. numbers 10

Future Plans and Ideas:

We are ready to grow into Spring! This season's theme is focusing on gardening, but also growing friendships and personally. We have added an Adaptive Storytime with the coordination of the Director of Early Intervention. This program will precede our traditional Preschool Playdate program which will allow for an tailored program followed by an inclusive experience if parents or caregivers want that. We are also looking forward to our first transformative program in this new building. Our Secret Garden Tour will take place on budget vote day April 19th and will hopefully accommodate 50 Goshen School District kids and their caregivers. This immersive program will be full of over the top garden fun and Earth facts and trivia. Kids will be making terrariums as well as their own bird and butterfly crafts and some seed packet poetry.

As we look even further ahead, summer reading is coming together! We have two author visits scheduled to kick off July as well as a theater production. We will be meeting at the end of the month to plan the rest of our regular weekly programming. We are in the process of creating the Beanstack challenges and coming up with a fun presentation to get the kids excited when we visit in June.

Michelle Muller, Head of Youth Services

Goshen Public Library and Historical Society

Statement of Activities

Mar 1 - 31, 2023 and YTD Jul 1, 2022 - Mar 31, 2023

A	B	C	D	E	F	G	H	I	J	K	L	M	Q	R	S
			MONTH			YEAR TO DATE				FULL YEAR		FULL YEAR			
			Mar 22/23	Budget	Over/(Under) Bud	22/23 Act YTD	YTD Bud	Over/(Under) Bud	% of Budget	Budget 22/23	Debt 22/23	% of Budget			
3		Income													
4		Real Property Taxes	229,305	229,305	-	1,798,205	1,798,205	-		1,798,205					
5		Real Property Taxes-Bond				494,844	494,844	-		-	494,844	100%	Bond amount		
6		PILOT Revenue	92	2,861	(2,769)	46,563	25,746	20,817	181%	34,328					
7		RCLS Grants	-	-	-	5,727	-	5,727		-					
8		Other Grants	-	-	-	41,032	-	41,032		-					
9		Library Charges	539	-	539	3,380	-	3,380		-					
10		Appropriated Reserve	-	-	-	61,502	61,502			153,908		40%	Appropriated		
11		Interest Income	-	8	(8)	1	75	(74)	1%	100			for Generator		
12		Friends of the GPLHS	4,634	-	-	7,704	-	-		-					
13		Donations	-	-	-	150	-	150		-					
14		Miscellaneous Income	-	-	-	1,429	-	1,429		-					
15		Total Income	234,570	232,174	(2,238)	2,460,537	2,380,372	80,165	103%	1,986,541	494,844	124%			
16		Expense													
17		Total Salaries & Wages	78,627	77,972	655	707,044	740,738	(33,694)	95%	1,013,640	-	70%			
18		Employee Benefits													
19		FICA	4,771	4,791	(20)	41,558	45,518	(3,960)	91%	62,288					
20		Medicare	1,116	1,120	(4)	10,025	10,640	(615)	94%	14,560					
21		Worker's Compensation	-	1,114	(1,114)	6,061	10,022	(3,961)	60%	13,362					
22		Unemployment Insurance	1,222	841	381	6,533	7,567	(1,034)	86%	10,089					
23		Disability Insurance	(76)	787	(863)	(743)	7,083	(7,826)	-10%	9,444					
24		Health Insurance	8,117	12,083	(3,966)	99,232	103,540	(4,308)	101%	145,000					
25		Retiree Health Insurance				5,210	5,210	-		-					
26		Vision Care	71	-	71	476	-	476		-					
27		State Retirement	-	-	-	86,268	108,250	(21,982)	81%	108,250					
28		Direct Deposit Fees	114	-	114	1,160	-	1,160		-					
29		Total Employee Benefits	15,335	20,736	(5,401)	255,780	297,830	(42,050)	86%	362,993	-	70%			
30		Library Materials/Services													
31		Books - Adult	365	3,417	(3,052)	19,419	30,750	(11,331)	63%	41,000					
32		Books - Teen	-	500	(500)	1,737	4,500	(2,763)	39%	6,000					
33		Books - Juvenile	350	1,250	(900)	12,323	11,250	1,073	110%	15,000					
34		Books - Reference	-	250	(250)	1,676	2,250	(574)	74%	3,000					
35		Serials	241	375	(134)	5,012	3,375	1,637	149%	4,500					
36		AV - Audio Books	126	1,000	(874)	2,511	9,000	(6,489)	28%	12,000					
37		AV - Audio Music		83	(83)		750	(750)	0%	1,000					
38		Lib Materials-Memberships	-	-	-	2,157	-	2,157		-					
39		E Content	1,292	-	1,292	9,364	-	9,364		3,200					
40		AV	415	1,000	(585)	3,085	9,000	(5,915)	34%	12,000					
41		Total Library Materials/Services	2,789	7,875	(5,086)	57,284	70,875	(13,591)	81%	97,700	-	59%			
42		Building													
43		Equipment	-	1,000	(1,000)	819	9,000	(8,181)	9%	12,000					
44		Building Repairs/Improvements	-	1,333	(1,333)	12,420	12,000	420	104%	16,000					
45		Utilities	4,620	2,667	1,953	28,175	24,000	4,175	117%	32,000					

**Goshen Public Library and Historical Society
Statement of Activities**

Mar 1 - 31, 2023 and YTD Jul 1, 2022 - Mar 31, 2023

A	B	C	D	E	F	G	H	I	J	K	L	M	Q	R	S
			Mar 22/23	Budget	Over/(Under) Bud	22/23 Act YTD	YTD Bud	Over/(Under) Bud	% of Budget	Budget 22/23	Debt 22/23	% of Budget			
2															
46		Insurance	-	3,833	(3,833)	34,892	34,500	392	101%	46,000					
47		New Building- Generator	-	-	-	61,502	61,502	-	100%	153,908					
48		Building Services	9,127	2,250	6,877	31,500	20,250	11,250	156%	27,000					
49		Custodial Services	-	333	(333)	2,741	3,000	(259)	91%	4,000					
50		Total Building	13,747	11,416	2,331	172,049	164,252	7,797	105%	290,908	-	59%			
51		Technology													
52		IT Services	-	-	-	27,200	-	27,200	0%	-					
53		Reference Databases	-	458	(458)	8,130	4,125	4,005	197%	5,500					
54		Computer Hardware	-	625	(625)	790	5,625	(4,835)	14%	7,500					
55		Computer Software	-	208	(208)	5,366	1,875	3,491	286%	2,500					
56		ILS	-	4,167	(4,167)	35,720	39,900	(4,180)	90%	50,000					
57		Total Electronic Resources	-	5,458	(5,458)	77,206	51,525	25,681	150%	65,500	-	118%			
58		Programs/Public Relations													
59		Newsletter, Program Flyers	115	917	(802)	916	8,250	(7,334)	11%	11,000					
60		Programs - Adult	1,552	1,292	260	12,790	11,625	1,165	110%	15,500					
61		Programs-Community Dev	-	-	-	10,015	10,000	15	100%	10,000					
62		Local History	161	433	(272)	2,047	3,900	(1,853)	52%	5,200					
63		Programs - Juvenile	292	1,333	(1,041)	7,715	12,000	(4,285)	64%	16,000					
64		Programs - Teen	253	250	3	1,861	2,250	(389)	83%	3,000					
65		Total Programs/Public Relations	2,373	4,225	(1,852)	35,344	48,025	(12,681)	74%	60,700	-	58%			
66		Administrative Expenses													
67		Telephone	624	858	(234)	9,945	7,725	2,220	129%	10,300					
68		Printing	2,719	500	2,219	7,418	4,500	2,918	165%	6,000					
69		Postage	-	250	(250)	1,215	2,250	(1,035)	54%	3,000					
70		Covid Supplies	-	417	(417)	26	3,750	(3,724)	0%	5,000					
71		Professional Services	-	2,917	(2,917)	25,655	26,250	(595)	98%	35,000					
72		Library Supplies	894	1,083	(189)	7,874	9,750	(1,876)	81%	13,000					
73		Toshiba Lease	250	183	67	1,750	1,650	100	106%	2,200					
74		Continuing Education	25	517	(492)	1,117	4,650	(3,533)	24%	6,200					
75		Election	-	-	-	870	-	870	15%	5,800					
76		Library Passes / Membership	-	175	(175)	1,030	1,575	(545)	65%	2,100					
77		Miscellaneous Expense	681	458	223	3,677	4,125	(448)	89%	5,500					
78		Total Other Expenses	5,193	7,358	(2,165)	60,577	66,225	(5,648)	91%	94,100	-	64%			
79		Other Interest Exp				1,263		1,263							
80		Bond Interest Exp	-	-	-	269,844	269,844	-		-	269,844				
81		Bond Principal				225,000	225,000	-			225,000				
82		Total Expense	118,064	135,040	(16,976)	1,861,391	1,934,313	(72,922)	96%	1,986,541	494,844	75%			
83		Total Income	234,570	232,174	(2,238)	2,460,537	2,380,372	80,165		1,986,541	494,844	99.16%			
84		Net Ordinary Income	116,506	97,134	14,738	599,146	446,059	153,087		-	-				
85															
86		NO CAPITAL ACTIVITY													
87															
88															
89															

Narrative:
 Operating budget is \$72,922 under budget.
 Operating Revenue is \$1,965,693, 99% of annual budget
 Operating Expenses is \$1,366,547, 69% of annual budget
 Last Tax levy check for \$229,305 received in March.

Goshen Public Library and Historical Society
Board Warrant Schedule March 2023

Date	Chk #	Payee	Description	Amount
03/01/2023	18273	Catherine Lemmer	Administrative Expenses-Continuing Education	(14.41)
03/01/2023	18274	Lowe's Business Account	Building-Building Services	(50.26)
03/01/2023	18275	Spectrum Business	Administrative Expenses-Telephone	(209.97)
03/01/2023	18276	TQM Orchids	Programs-Adult	(85.00)
03/06/2023	18277	Baker & Taylor Books	Library Materials-Books-Adult/Juvenile	(2,031.75)
03/06/2023	18278	Blackstone Audiobooks	Library Materials-Audio Books	(200.39)
03/06/2023	18279	Cengage Learning	Library Materials-Books Adult	(191.13)
03/06/2023	18280	Void		-
03/06/2023	18281	Demco, Inc.	Administrative Expenses-Library Supplies	(147.65)
03/06/2023	18282	Envisionware inc	Electronic Resources-Computer Software	(725.00)
03/06/2023	18283	Frontier Communications-NY	Administrative Expenses-Telephone	(87.68)
03/06/2023	18284	Gaylord Bros., Inc.	Programs/Public Relations-Local History	(20.85)
03/06/2023	18285	Gustavo Lopez	Administrative Expenses-Telephone	(30.00)
03/07/2023	18286	Hoopla	Library Materials-E Content	(750.57)
03/06/2023	18287	Void		-
03/06/2023	18288	Kathy J. La Rocca	Programs-Juvenile	(38.84)
03/06/2023	18289	M & T Bank	Credit Card-Various expenses	(1,200.77)
03/06/2023	18290	Midwest Tape	Library Materials-AV Materials	(113.45)
03/06/2023	18291	Norma Fives	Administrative Expenses-Miscellaneous	(60.00)
03/06/2023	18292	Quill Corporation	Administrative Expenses-Library Supplies	(36.03)
03/06/2023	18293	Robert W. Schultz, CPA	Administrative Expenses-Professional Services	(650.00)
03/06/2023	18294	Toshiba Financial Services	Administrative Expenses-Printing	(1,327.96)
03/06/2023	18295	Village of Goshen	Building-Utilities	(311.85)
03/06/2023	18296	MJ Hanley-Goff	Programs-Adult	(300.00)
03/09/2023	18297	Payroll		(51.90)
03/09/2023	18298	Payroll		(80.44)
03/07/2023	18299	InfoUS Marketing, Inc	Library Materials-Books-Reference	(340.00)
03/15/2023	18300	Sam's Club	Administrative Expenses-Library Supplies	(526.76)
03/23/2023	18301	Payroll		(51.92)
03/23/2023	18302	Payroll		(160.84)
03/21/2023	18303	Baker & Taylor Books	Library Materials-Books-Adult/Juvenile	(1,486.79)
03/21/2023	18304	C. R. Wolfe Heating Corp.	Building-Building Repairs	(419.97)
03/21/2023	18305	Cengage Learning	Library Materials-Adult Books	(115.96)
03/21/2023	18306	Fox Ledge Inc.	Building-Building Services-Utilities	(63.00)
03/21/2023	18307	Void		-
03/21/2023	18308	Kathleen A Welshoff	Administrative Expenses-Continuing Education	(24.89)
03/21/2023	18309	Midwest Tape	Library Materials-AV	(301.63)
03/21/2023	18310	NEC Cloud Communications America Inc.	Administrative Expenses-Telephone	(536.79)
03/21/2023	18311	Norma Fives	Employee Benefits-Health Insurance	(607.95)
03/21/2023	18312	NYSEG	Building-Utilities	(50.28)
03/21/2023	18313	OverDrive	Library Materials-E Content	(395.23)
03/21/2023	18314	Patsy Williams	Programs-Adult	(190.00)
03/21/2023	18315	Pitney Bowes - Quarterly	Administrative Expenses-Postage	(197.70)
03/21/2023	18316	Quill Corporation	Administrative Expenses-Library Supplies	(146.97)
03/21/2023	18317	ShelterPoint	Employee Benefits-Vision care	(89.46)
03/21/2023	18318	W.B. Mason Co., Inc.	Administrative Expenses-Election	(65.66)
03/29/2023	18319	Janice Vilardo	Programs-Adult	(190.00)
04/05/2023	18320	Janice Vilardo	Programs-Adult	(95.00)
03/29/2023	18321	Billco Landscape Contractors	Building-Building Services	(6,000.00)
03/29/2023	18322	M & T Bank	Credit Card-Various expenses	(1,881.61)
03/29/2023	18323	Orange & Rockland	Building-Utilities	(4,569.59)
03/01/2023	ACH DR	Orange & Rockland	Building-Utilities	(4,620.87)
			Total	(31,844.77)

Goshen Public Library and Historical Society
Board Warrant Schedule April 1-6, 2023

Date	Chk #	Payee	Description	Amount
04/06/2023	18324	Payroll		(129.78)
04/06/2023	18325	Payroll		(226.31)
04/04/2023	18326	Blackstone Audiobooks	Library Materials-AV Audio Books	(125.53)
04/04/2023	18327	Cengage Learning	Library Materials-Books Adult	(216.75)
04/04/2023	18328	Daily News, L.P.	Library Materials-Serials	(240.50)
04/04/2023	18329	Dutchess ProPrint	Administrative Expenses-Printing	(2,719.09)
04/04/2023	18330	Frontier Communications-NY	Administrative Expenses-Telephone	(87.68)
04/04/2023	18331	Gaylord Bros., Inc.	Programs/Public Relations-Local History	(161.35)
04/04/2023	18332	Hoopla	Library Materials-E Content	(896.96)
04/04/2023	18333	Karen Golding	Programs-Teen	(29.73)
04/04/2023	18334	Midwest Tape	Library Materials-AV	(72.71)
04/04/2023	18335	New York Deer Control, LLC		(105.00)
04/04/2023	18336	Open Systems	Building-Building Services	(1,204.00)
04/04/2023	18337	Phyllis L. Hunter	Employee Benefits-Retiree Health Insurance	(595.45)
04/04/2023	18338	Quill Corporation	Administrative Expenses-Library Supplies	(142.87)
04/04/2023	18339	SenSource	Building-Building Services	(1,284.95)
04/04/2023	18340	The Davey Tree Expert Company	Building-Building Services	(247.00)
04/04/2023	18341	Toshiba America Business Solutions	Administrative Expenses-Toshiba Lease	(250.00)
04/04/2023	18342	Zoobean Inc.	Programs-Adult/Juvenile/Teen	(895.00)
			Total	(9,630.66)

Goshen Public Library & Historical Society
Statement of Cash Position
Capital Fund at 03/31/23

Cash accounts	Balance
Orange Bank & Trust	9,252.53
Community Foundation of Orange & Sullivan (CFOS)	53,841.41
Total cash available	63,093.94

NO CAPITAL ACTIVITY this month