



# The Beacon Falls Public Library

## Library Board of Trustees

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### **The Library Board of Trustees Special Meeting - Draft Copy (subject to revision) Wednesday, October 10, 2018**

#### I. Call to Order/Pledge of Allegiance

R. Bellemare called the meeting of the Beacon Falls Public Library Board of Trustees to order in the Connie Christensen Children's Room of the Beacon Falls Public Library at 7:01 p.m. with the Pledge of Allegiance.

Trustees present: Secretary/Treasurer pro tem Randi Bellemare, Marissa Correia, Gina Galullo, Stacey Betkoski, Donna Taylor

Others Present: Sue Dowdell, Library Director

#### II. Review of the Agenda- reviewed

#### III. Approval of Minutes

Motion to approve the September 2018 minutes as submitted: **Betkowski/Taylor; no discussion**; all aye.

#### IV. Correspondence

A. ACLB Training

#### V. Public Comment- R. Bellemare made three calls for public comment.

#### VI. Friends' Report- S. Dowdell

- a. October meeting had 9 in addition to S. Dowdell, as theater group parents become more involved.
- b. Need a Library Board liaison to attend meetings on the 2nd Tuesday of each month (tabled until next meeting)
- c. Books are coming in for the November 3rd vendor and book fair. Laura has been sorting the book donations.
- d. FOL paying for ½ cost of Universal Class Subscription

#### VII. Building Committee Report

- a. Dawn LaValle from the state library will help to facilitate focus groups
- b. some members of the committee will be visiting Oxford's new Library and Torrington's remodel for ideas/questions before the next meeting

VIII. Board of Selectmen Report

- a. M. Krenesky attended the BOF meeting on behalf of the Building Committee to get feedback as to what constitutes community support

IX. Library Director's Report- S. Dowdell

A. Service Reports- September 2018

1. Strong month for programming numbers. Around 200 children attended the Unicorn Party- had 5 stations with mini horses, PTO involvement, face painting, button making. In total, 397 kids at programs.
2. Adult programs were also strong- 80's Trivia Night to raise money for STEAM programs, and the Harry Potter Alliance had their first meeting (7 teens)
3. Audiobooks are strong, increase in Hoopla use (ebooks); Games and Magazines contributing to Other category.

B. Financial Reports/Bills Paid

1. September Report- 25% of the fiscal year has gone by
  - a. Part-Time item is of concern, \$1K over last year but will now conserve part-time employee usage so the hours will be available to cover vacations
  - b. Peter Pan scripts have been paid for and arrived

C. Approval for any Bills to be Paid

Motion to approve the bills already submitted for payment for September 2018: **Betkoski/Correia**; no discussion; all aye.

D. Other Library related news

June 2018 information reviewed briefly: Minor decrease in programming, 1%, almost the same overall. There were fewer adult programs, but more at the programs. PC usage stable. Need to start capturing mobile visits. Similar decreases seen at other libraries. Downloadables have gone up. The financial report for June showed over in the FT line item from payouts for sick time and vacation time, which was expected.

X. Old Business

- A. CT State Library Board of Trustees listserv- M. Correia- nothing relevant to report
- B. Challenged Materials Policy- continuation of discussion- tabled until December
- C. Election of Officers- Tabled until November

XI. New Business- none

XII. Executive Session (if needed)

XIII. Announcements/adjournment

Motion to adjourn the meeting at 7:22pm: **Betkoski/Correia**; *no discussion*; all aye.

The next regularly scheduled monthly meeting is set for November 14, 2018 at 7:00pm in the Library.

Respectfully submitted,  
Kerri Vardon  
Clerk, Library Board