



The Beacon Falls Public Library

Library Board of Trustees

10 Maple Avenue, Beacon Falls, Connecticut 06403

(203) 729 -1441 • fax: (203) 729 - 4927

beaconfallslibrary@yahoo.com

March 14, 2018 Monthly Meeting Minutes (Draft Copy – Subject to Revision)

I. Call to Order/Pledge of Allegiance

Chair pro tem Denzell Smith called the monthly 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 7:02 p.m. with the Pledge of Allegiance to the flag.

Trustees present: Chairman Denzell Smith, Vice Chair Annette Bosley-Boyce, Secretary/Treasurer pro tem Randi Bellemare, Donna Taylor, Stacey Betkoski

Absent: Marissa Correia

Others present: Susan Dowdell, Library Director

II. Review of the Agenda

Agenda Reviewed

III. Approval of Minutes: February 21, 2018

Motion to accept the February 21, 2018 Meeting Minutes as presented:
Bellemare/Taylor; no discussion, all aye.

IV. Correspondence

A. Thomas Greber- Building Committee Letter

Motion to endorse Thomas Greber's appointment to the Building Committee:
Taylor/Betkowski; no discussion, all aye.

B. ACLB Newsletter

V. Public Comment

No Public Comment

VI. Friends' Report - S. Dowdell

No report- Friends did not meet due to the storm.

VII. Building Committee Report

- a. Committee met on 2/26. Next meeting will be a visit to Seymour Community Center on March 28th. They are not holding their regular meeting on March 26th.
- b. Committee requested 60K in the FY19 Budget.

- c. Committee discussed the survey. S. Dowdell suggested that the Library Board join forces with the Committee to create one since the Strategic Plan calls for a survey in 2018.

VIII. Board of Selectmen Report – Discussion

- a. The minutes for the 3/12 meeting are not yet available.
- b. The joint Board of Selectmen/Board of Finance budget meeting was held on 2/28. The boards eliminated the technology librarian from the library's budget request. As it stands as of now, the rest of the budget request is intact.

IX. Library Director's Report: Sue Dowdell

A. Service Reports

- 1) S. Dowdell reported excellent attendance at two adult programs held in the assembly room: Korean Lotus Flowers (30) and Amber Bracelets (20)
- 2) Very good attendance at two adult programs held in the Children's Room: Pysanky Eggs (13) and CPR Dogs (11). Lower numbers were due to having to hold the programs in the library proper. Also, there would have been more attending the dog fostering/adoption presentation but some patrons were confused by the Region's announcement that their PM activities were cancelled.
- 3) Beacon Falls Youth Theater Group continues to rehearse two to three times per week. They are seeking sponsorships/ads for their program book. A successful Paint Night fundraiser was held at Kokopelli's in Seymour.
- 4) Library staff is having difficulty finding another adult to help with the Robotics program. A request will go out on social media and in the newspapers.
- 5) A. Bosley-Boyce suggested waitlists be kept for full adult programs to help document demand.

B. Financial Report - S. Dowdell reported that all line items are within spending limits.

C. Approval for any Bills to be Paid

D. Other Library related news – S. Dowdell reported that storage is a continuing issue. The next staff meeting will be held for the purpose of cleaning and organizing the two closets across the hall. When the issue was discussed with C. Bielik, he suggested looking into the space under the first floor stairs going out into the fire escape.

E. Passport to Connecticut Libraries- CLA holding a "library trail" event where patrons can get a passport-style booked stamped by visiting participating libraries, and involving prize giveaways. As a token gift, the Beacon Falls library will be giving out pens.

F. Website was updated to make it more user-friendly on smartphones and mobile devices.

G. Tuesday March 20, 2018 the United Valley Libraries meeting will be held in Beacon Falls. It's an opportunity to share information between directors and explore joint programs.

X. Old Business

- A. CT State Library Board of Trustees listserv - S. Dowdell
Nothing to report from the listserv

B. Library Strategic Plan - Discussion and Possible Change(s)

- a. Challenged Materials Policy- S. Dowdell presented information regarding the topic. Board will review and revisit at the next meeting.
- b. Gift/Donation Policy- Current policy is on the website under Unsolicited Gifts. Example of updated policies from other libraries were shared, and the Board will review and revisit at the next meeting.

XI. New Business

No new business.

XII. Executive Session (if needed)

XIII. Announcements/adjournment

The next regular monthly meeting will be held **Wednesday, April 11, 2018 at 7:00 p.m.** in the library.

Motion to adjourn the meeting at 7:42 p.m.: Bellemare/Taylor; no discussion, all aye.

Respectfully Submitted,

Kerri Vardon
Library Board Clerk

//