



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, September 19, 2018

I. Call to Order/Pledge of Allegiance

Acting Chairman Annette Bosley-Boyce called the rescheduled 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 7:07 p.m. with the Pledge of Allegiance.

Trustees present: Acting Chairwoman Annette Bosley-Boyce, Secretary/Treasurer pro tem Randi Bellemare, Marissa Correia, Gina Galullo

Absent: Donna Taylor, Stacey Betkoski

II. Review of the Agenda- reviewed

III. Approval of Minutes- tabled

IV. Correspondence

- A. New Trustee- Gina Galullo Introduction
- B. ACLB Training

V. Public Comment- A. Bosley-Boyce made three calls for public comment.

VI. Friends' Report

- a. November 3rd Vendor Fair/Book Sale is coming up
- b. Memberships now due (forms distributed to Library Board)
- c. Will host the annual Pumpkin Painting on 10/27
- d. FOL paying for ½ cost of Universal Class Subscription

VII. Building Committee Report

- a. T. Greber and town grant writer attended an information session on the LSTA planning grant, hope to get application in before the end of the year (rolling deadline), and use it to pay for long-range planning and consultant
- b. Dawn LaValle from the state library will help to facilitate focus groups
- c. some members of the committee will be visiting Oxford's new Library and Torrington's remodel for ideas/questions
- d. T. Greber will attend the LB meeting next month to touch base with the board, since he is their representative on the committee

VIII. Board of Selectmen Report

IX. Library Director's Report

A. Service Reports

1. June/FY2018: Sue could not access from home, but will review the FY 2018 Service Report at the October Meeting
2. July/August Service Reports
 - a. Summer Reading went well. Super Reader signs purchased by the FOL were a hit (earned after reading 10 hours). 35-40 were given out.
 - b. Attendance at children's programs showed slight decline. Next year will offer at least one evening program. Many children are in camp during the day.
 - c. This past summer included adult programs (4) which helped. There were no adult programs during summer last year.
 - d. Circulation showed 3.4% increase overall. Downloadable audiobooks still strong. Hoopla gaining usage.

B. Financial Reports/Bills Paid

1. June 2018: Again will review in October but we were under budget in most areas, except FT salary due to benefit payouts, which is usual
2. July/August
 - a. 16% of year past- as usual computer line is very high due to beginning of year expenses, rest is as expected
 - b. Note reserved funds for checking account. Balance in Aug was slightly less than money reserved due to full year plan vs. actual funds. It should even out this month.
 - c. STEM donations due to Harry Potter Escape Room donations. Next Escape room is the end of October.
 - d. There will also be another Trivia Night to help raise funds for BFYTG, which currently has 31 kids.
 - e. Impact of Sue's Injury- Sept financial will show much more expended in the PT line item. Sue expects to return October 9th. Liz Setaro is doing a great job covering schedule changes. The library had to close 9/15 and early 9/19 but Mary Ellen Gill has been rehired to help fill in future gaps.

C. Approval for any Bills to be Paid

Motion to approve the payment of bills already submitted for June, July and August 2018:
Bellemare/Correia; no discussion; all aye.

D. Other Library related news

- Elections should have taken place in the Spring. Will be added to next month's agenda.
- Carpeting/Flooring has been approved. Sue will move forward with that when she returns.
- Working on a new copier lease since ours is up in March.

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

XI. New Business- none

XII. Executive Session (if needed)

XIII. Announcements/adjournment

Motion to adjourn the meeting at 7:48pm: **Bellemare/Correia**; *no discussion*; all aye.

The next regularly scheduled monthly meeting is set for October 10, 2018 at 7:00pm in the Library.

Respectfully submitted,
Kerri Vardon
Clerk, Library Board