

The Beacon Falls Public Library

Library Board of Trustees

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December 12, 2018 Meeting Minutes

(Draft Copy – Subject to Revision)

I. Call to Order/Pledge of Allegiance

Vice-Chair Gina Galullo 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 7:01 p.m. with the Pledge of Allegiance to the flag.

Trustees present: Chairwoman Annette Bosley-Boyce, Treasurer Randi Bellemare, Stacey Betkoski, Marissa Correia

Others present: Susan Dowdell, Library Director

II. Review of the Agenda – add to new business FY20 Budget

III. Approval of Minutes

Motion to accept the minutes for November 2018 with the following addition: Gina Gallulo to be added to list of members present: Correia/Gallulo; passed with 3 ayes, one abstention (Bellemare- not present for that meeting)

IV. Correspondence- none

V. Public Comment- none

VI. Friends' Report – S. Dowdell reported:

1. The group was extremely helpful in putting the library back together after the painting and flooring installations. They will be fundraising this year for improve upon the

hallway seating and for additional cabinets in the children's room. Two staff members will work with two Friends members to develop plans. S. Dowdell will be attending a Give Local meeting in Southbury on 12/13 to learn more about how to better publicize the April Fundraising event. K. Vardon and Dowdell will work with Friends on the next Trivia event to also raise funds for the hallway and cabinets.

2. S. Dowdell will co-chair Friends committee with W. Mulinski to promote the library during April. More information will be available after the committee meets.
3. Friends are still seeking a Board member to serve as a liaison.
4. A draft memorandum of understanding was given to the group for discussion next meeting.

VII. Building Committee Report- There was no meeting last month and will not be one this month. The next meeting will be on Wednesday, January 26th. Changing to the fourth Wednesday of the month for 2019.

VIII. Board of Selectmen Report- nothing to report

IX. Library Director's Report

A. Service Reports - The library collaborated with the historical society to present Connecticut 169 author talk. The library's robotics team competed at Wolcott High School. Another successful Watercolor class also took place.

B. Financial Reports/Bills Paid: 42% of the fiscal year finished. The computer line item is 78% expended since most of our yearly fees come at the beginning of the fiscal year. All other line items are as expected at this time.

C. Approval for any Bills to be Paid/ Clerking Invoice

Motion to approve the bills already paid in November as presented: **Bellemare/Gallulo**; no discussion, all aye.

Motion to accept the clerking invoice as presented: **Bellemare/Gallulo**; no discussion, all aye.

D. Other Library related news

1. Library renovations – hallway has been painted and flooring replaced. Carpeting in main room replaced. Copier moved to main room. Dowdell's desk will be moving to the nonfiction/computer room.

2. The library was awarded a \$5000 Katharine Matthies grant to fund additional microphones for the theater program.

3. S. Dowdell reported that she attended a United Valley Libraries meeting on 12/11 in Oxford.

4. S. Dowdell reported that she is working with the finance office to negotiate new five-year copier leases for all copiers in the building.

X. Old Business

A. CT State Library Board of Trustees listserv- M. Correia, nothing to report.

B. Appoint Liaison to Friends of the Beacon Falls Library- tabled until the next meeting.
Friends meet the 2nd Tuesday of each month.

XI. New Business

A. Holiday Library Closures – S. Dowdell presented a list of proposed library closures for the 2019 calendar year. M. Correia proposed the following change: list December 24th and January 31st as closing when the town hall closes.

Motion to approve the 2019 calendar year with the proposed change: **Gallulo/Betkoski**; no further discussion, all aye.

B. FY 20 Budget – S. Dowdell discussed preliminary ideas regarding the proposed budget.

XII. Executive Session (if needed)

XIII. Announcements/adjournment

The next regularly scheduled meeting will be held January 09, 2019, at 7pm in the Library.

Motion to adjourn the meeting at 7:33pm: **Gallulo/Betkoski**; no discussion, all aye.