



The Beacon Falls Public Library

Library Board of Trustees

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May 21, 2013 Special Meeting Minutes (Draft Copy – Subject to Revision)

- I. Call to Order/ Pledge of Allegiance: Chairman Ken Priestley called the special meeting to order at 7:10 p.m. in the Beacon Falls Selectmen's Conference Room.

Members present: Ken Priestley, Linda Chamenko, Erin Schwarz, Jeanmarie Petrino

Members absent: Erik Dey, Elizabeth Reilly-Edwards

Others present: Marsha Durley, Library Director; Sue Dowdell, Assistant Librarian

Chairman Ken Priestley introduced Jeanmarie Petrino and thanked her for filling a Trustee vacancy.

- II. Review of Agenda: The agenda was reviewed.

- III. Approval of Minutes: The April 10, 2013 meeting minutes were reviewed. A motion to accept the April 10, 2013 meeting minutes cannot formally be made due to lack of quorum of those who actually attended this meeting. Those Trustees who attended the April 10, 2013 meeting reviewed the minutes and deemed them accurate.

Correspondence:

- Resignation letter from Library Trustee James Moffat dated May 3, 2013 effective immediately. Chairman Ken Priestley sent a note of thanks to J. Moffat for his service on the Library Board and accepted his letter of resignation with regrets.
- Chairman Ken Priestley sent a note of thanks to A. Chamenko for her service on the Library Board accepting her letter of resignation with regrets.
- Letter from Beacon Falls Community Garden group seeking a donation.

Discussion:

K. Priestley commented that this was not within the Library Board's mission.

E. Schwarz suggested the Library Board augment funds if the Program Librarian determined more support was needed.

- IV. Public Comment –

Sue Dowdell encouraged everyone to attend the Board of Finance's Public Hearing on May 22, 2013 to support the library's request to fund a library study and keep it in the budget. Preliminary library building plans are required to start any fundraising campaign.

E. Schwarz asked if the library had the support from the other boards for the plan of putting a library in the town-owned Wolfe Avenue house.

K. Priestley mentioned that at preliminary building project meetings, the Beacon Falls

Historical Society was in agreement with this plan.

V. Friends' Report: Ken Priestley

- Met on May 7, meeting minutes were emailed to Library Board of Trustees
- Will use the garage on the Wolfe Avenue property for book storage in between book sales
- Discussion of purchasing an outdoor event sign to go on the town hall corner
- Paula Pelletier has agreed to move up to the president position
- Rhonda Bielik will be the Vice President
- Book sale will be held on May 31-June 1

VI. Long Range Plan subcommittee – update – tabled until new Library Director in place

- a. Grant applications - Sue Dowdell – submitted; no action will be taken until July

VII. Library Director's Report: Marsha Durley

Adult circulation for the year has dropped some for books in print, but eBooks have increased.

Young adult circulation was up 23% over the same month as last year.

Juvenile circulation was up for the month as well.

Audio book circulation was up 45% compared to the same month as last year.

EBook circulation for the month of April was down, however up 20% for the year.

Family passes were down a bit compared to the same month last year; some passes were dropped as the bargain wasn't as good as in the past.

ILL borrowed showed a huge increase over a year ago thanks to an increase in book discussion groups.

ILL lent was up 33% over the same time last year.

Connecticard loan service used by out of town patrons was up 30% compared to the same month last year. The BFPL receives state reimbursement for each of these items circulated.

Registrations were the same as last year.

Program attendance was up 30% compared to the same month as last year with a greater increase in adult attendance.

Computer usage was down for the year.

Financial report: winding down the fiscal year, on target for the budget; the materials line item currently has a balance of about \$2,000.

Summer reading program: no specific reading lists for elementary or middle schools. The students are encouraged to read off the governor's reading list or any CT authors. Only high school freshman have a reading list.

Assistant Librarian S. Dowdell set up the online summer reading programs for participants using the Evanced program sponsored by a state grant. Weekly random drawings for a gift card will be awarded to a random reader who has logged in a book since the last drawing.

A bus trip is planned to the Museum of Natural History in NYC on August 14.

VIII. Old Business

- a. Bibliomation update: Marsha Durley
Bibliomation completed their move to Waterbury with no interruption in service.
- b. CT State Library Board of Trustee's listserv: Erin Schwarz
There is a bill before the State House concerning eBooks. A committee voted to study this issue to push publishers to offer fair pricing to libraries for eBooks.
- c. Library Director replacement – A job announcement was approved by First Selectman Gerry Smith. The position will be posted first in-house from May 22-May 29 then published in the newspaper on May 29 and online via the CT library consortiums. Deadline for applications will be June 12 to the First Selectman's office.

Chairman Ken Priestley will email First Selectman Gerry Smith noting that a resume and letters of reference should also be required when applying for this position and inquire what the process will be for filling the position.

It is expected that Marsha Durley and the Library Board will review the applications, schedule appointments for preliminary interviews, and make a recommendation for hiring to the First Selectman.

IX. New Business

- a. Schedule special meeting in executive session for Library Director evaluation

Chairman Ken Priestley will email the Trustees with possible dates and times on a Wednesday in June to meet with library staff.

- b. Rhode Island bus trip – the bus filled slowly but 55 people went on the trip. The Library Board paid for Program Librarian Shari Garcia's ticket as she was the chaperone. The Friends' subsidized 5 seats which were offered to a family.

Jeanmarie Petrino offered to notify the Pond Spring residents of any future library bus trips.

X. Executive Session (if needed)

Announcements/Adjournment:

The next meeting will be held on Wednesday, June 12, 2013 at 7 p.m.

Motion to adjourn the meeting at 8:03: Chamenko/Petrino; all approved.

Respectfully Submitted,

Martha Melville
Library Board Clerk