



The Beacon Falls Public Library

Library Board of Trustees

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October 12, 2011 Meeting Minutes

- I. Call to Order: Chairman Lurana Siemenski called the meeting to order at 7:03 p.m. in the Connie Christensen Children's Room of the Beacon Falls Public Library.

Members present: Lurana Siemenski, Julie Fitzpatrick, Ken Priestley, Alex Chamenko, Linda Chamenko

Members absent: Erin Schwarz

Staff present: Marsha Durley, Library Director

Public present: none

- II. Review of Agenda: The agenda was reviewed. Motion to approve agenda: L Chamenko/Fitzpatrick; all approved.

- III. Approval of Minutes: The September 14, 2011 meeting minutes were reviewed. Motion to accept September 14, 2011 minutes: A Chamenko/Priestley; Julie Fitzpatrick abstained as she was not present at the September 14 meeting, all others approved.

Correspondence: received memo dated 10/12/11 from Mary Ellen Gill announcing her pregnancy and anticipated leave. Her due date is April 11, 2012 and she expects to work until March 30, 2012. She will plan events ahead especially the summer reading program. In January 2012, the Library Board will start searching for a replacement.

- IV. Public Comment: none

- V. Friends' Report: Ken Priestley

- Friends' treasurer distributed the Oct 1, 2010 – Sep 30, 2011 budget with estimated and actual amounts.
- FOL checkbook balance as of 9/30/11 was \$1,835.07
- CMC committee is working on preliminary specifications for a 22,000 sq ft building to include storage and sale areas for the Friends, voting booth storage, kitchen, art room, computer training center, meeting rooms, small office/home office space with copiers, and a common room that can be divided.
- CMC committee is writing the Request for Proposal/Request for Qualifications for preliminary design for the architect, and awaiting funding to pursue.

- 228 Facebook fans
- Adding dates to the town calendar on town web site.
- Calendar sales, 14 sold so far.
- Paint-a-Duck netted \$292.93 profit.
- May amend by-laws to increase executive board to 6 members, which may help in getting fundraising grants.
- Sue Dowdell shared info on the Nonprofit Assistance Initiative including their workshops and other support offered.
- Book Sale/Pumpkin Painting will be October 21-22.
- Election of Officers: President – Wanda Mulinski, VP – Paula Pelletier, Treasurer – Isabelle Culotta, Secretary – Martha Melville
- Received a request from BF Park & Rec to offer refreshments at their pumpkin carving event on October 29. The Friends declined their invitation.

VI. Community/Media Center Committee Report/Long Range Plan: Linda Chamenko

Linda Chamenko presented the article that was in the October 7, 2011 Citizen's News. The committee is awaiting funding for the RFP/RFQ to move forward.

VII. Library Director's Report: Marsha Durley

In September, circulation continued to drop despite a strong circulation of adult materials; e-books circulation tripled over same month last year; Received a call from the Salem Library asking if BFPL was experiencing a drop in circulation as they were as well.

ILL borrowed down, ILL lents have doubled because now the BFPL is part of a larger Bibliomation consortium.

Program attendance was up in September 2011 compared to a year ago. BFPL had a request from LRMS to assist 6th graders with getting library cards. Meg Gill spent almost a full day there.

Computer usage was down from the same time last year; volunteer hours were higher than in 2010 as Ted Durley continues to volunteer 30 hours per week.

ACTION: Marsha Durley will check on the library phone bill as Comcast hasn't billed library yet after the phone system problems over the summer.

VIII. Old Business

a. Bibliomation update: Marsha Durley

Bibliomation will have a circulation meeting on November 15. Member libraries will attend. It will be held in the Assembly Room, BFPL will sponsor. The FOL will provide refreshments.

KINDLE owners can now use OverDrive to download e-books.

As of 12 October 2011, 45 patrons have created accounts and are using this service.

Currently, BFPL owns 89 e-books/audio books. E-books cost more than a print book.

M Durley explained that there are excellent reports available through OverDrive to help determine what to purchase based on the holds requested for materials.

b. Trustees listserv: Erin Schwarz - No report

- c. Praxair Grant discussion – Erin Schwarz - No report
- d. DVD cleaner – Marsha Durley
She researched several models ranging in price from \$1,300 – \$7,500. She will look into any possible discounts through CLC and inquire what other libraries are using.
- e. NYC bus trip bad check resolution: The \$153 was recouped in the form of a money order. Linda Chamenko worked with BFPD Officer Blakeman to help get this resolved.

IX. New Business

- a. Nomination(s) for Chairman pro tem to start at November’s meeting
Julie Fitzpatrick nominated Ken Priestley who accepted the Chairman pro tem position to start in November 2011 until elections are held in April 2012.
- b. Suggestions for book purchases in honor of outgoing Trustees (Siemensi & Fitzpatrick)
Julie Fitzpatrick requested Pumpkin Jack.
Lurana Siemensi requested a psychology book for the Nicholas A. Bielik Reference Center.
- c. Trustee Leadership conference – November 10 in Hartford
Ken Priestley and Linda Chamenko are interested in attending. They will check their schedules and contact Erin Schwarz about attending.
- d. Gingerbread decorating workshop: assistance with supplies
To avoid a deficit on the gingerbread workshop, Library Board Trustees agreed to bring candy to the next meeting from a shopping list provided by Program Librarian, Meg Gill. Kits will be from the Beacon Falls Bakery & Deli, same as last year. M Durley will ask the participants to bring a non-perishable food item for the food pantry on the day of the workshop.

X. Announcements/Adjournment:

The next meeting will be held on November 9, 2011 at 7 p.m.

Motion to adjourn the meeting at 8:10: Fitzpatrick/A Chamenko; all approved.

Respectfully Submitted,

Martha Melville
Library Board Clerk