

The Beacon Falls Public Library

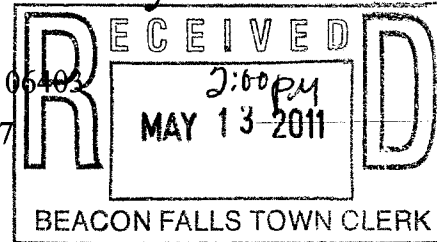
Library Board of Trustees

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May 11, 2011 Meeting Minutes

- I. Call to Order: Chairman Lurana Siemenski called the meeting to order at 7:04 p.m. in the Connie Christensen Children's Room of the Beacon Falls Public Library.

Members present: Ken Priestley, Alex Chamenko, Lurana Siemenski, Linda Chamenko, Erin Schwarz (arrived at 7:26)

Members absent: Julie Fitzpatrick

Staff present: Marsha Durley, Library Director

Public present: Sue Dowdell

- II. Review of Agenda: The agenda was reviewed. L Siemenski adds under New Business b. Set date for BFPL staff evaluations in June. M Durley adds under New Business c. Library Online Survey. Motion to approve amended agenda: Siemenski/A Chamenko; all approved.

- III. Approval of Minutes: The April 13, 2011 meeting minutes were reviewed. Motion to accept April 13, 2011 minutes: L Chamenko/K Priestley; all approved.

Correspondence: none

- IV. Public Comment: Sue Dowdell
There was a posting on the CT state library listserv on May 11 stating that Plan B of the Governor's budget (if Union concessions aren't made) would close the CT state libraries including service centers, C-car; and all state library employees would be laid off. Reminder of June 9 Libritects Workshop and asked if any board member would attend. On May 16 Sue Dowdell will attend a library space planning meeting at the Middletown Library Service Center with Susan Cable and 3 other members of the new Community/Media Center building committee.
On April 18 S Dowdell and M Durley presented the library video to the Rotary Club. S Dowdell noted that many of the goals in the long range plan have been met, asks if the Library Board plans to update the Long Range Plan.
S Dowdell comments that it is not right to use volunteers to cover the absence during BFPL maternity leave.
S Dowdell suggested that the Library Board fund a DVD cleaner on the library wish list.

V. Friends' Report: Ken Priestley

- Wanda Mulinski & Sue Dowdell attended an FOL boot camp on April 9 and got ideas for membership and book sales.
- Membership: currently 48 members, created a new fee structure, membership list will be posted online via wiki for members only to view.
- Nicholas A. Bielik Reference section: M Durley purchased two book series: one on famous people of 20th century and one on composers and musician of the 20th century both of which also have online databases.
- An external hard drive was purchased for library staff use for backing up files.
- Children's theater/Matthies grant: R Bielik has a potential music ensemble to present at the high school level.
- Guessing jar: had first winner in April, May theme is gardening.
- Flowers/bulb fundraiser: will discuss at June meeting, may conduct in the fall.
- By-laws were reviewed, no changes.
- New shirts with FOL logo: the Friends will have NEJ digitize logo for use on shirts.
- Book sale: Friday June 3 from 6-8 PM & Sat. June 4 from 9-noon; FOL members may enter at 5 PM on June 3. FOL membership cards will be ready for pick up at sale.
- Fireman's parade: Saturday June 11 at 6 PM, FOL will march
- Tuesday May 31 Chris Bielik will make a presentation on the Mexican-American War, Friends will provide refreshments.

VI. Community/Media Center Building Committee: Linda Chamenko

This committee will have its first official meeting on Wednesday May 25 and they will tour the 35 Wolfe Avenue house at 6 PM to look for historical items to save for a possible new building. They will make a list of project ideas and elect officers. Committee members are: Doug Bousquet, Bob Spear, Ed Groth, Steve Ruhl, Linda Chamenko, Sue Dowdell, and Kirk Shultz. Alternates: Art Daigle, Allison Sirowich, Ed Micklos.

VII. Long Range Planning: Potential Task Force members/Library site visits:

Two lists of names were reviewed, Erin Schwarz suggests contacting those people to see what local groups they are involved in and ask if they can be a liaison between that group and the library. Visiting various groups to present library video will probably begin this fall.

Library site visits: Erin Schwarz stated that she is still willing to visit libraries, but would like new building committee members to go as well.

ACTION: At the Community/Media Center Building Committee May 25 meeting Linda Chamenko will ask for clarification on what the Library Board role should be and if the Library Board should continue to make library site visits. She will also ask what else the new committee wants from the Library Board.

VIII. Library Director's Report: Marsha Durley

Circulation for April was 4% below last year; e-books, audio books and video circulations were all down for April compared to the same time last year. ILL was way up, and program attendance was strong. Computer usage & users were also down. The BFPL budget is right on target through the end of the fiscal year. Region 16 summer reading lists are not yet available, but the elementary and middle school aren't expected to change from last year.

MAY 13 2011

The BFPL summer reading program is on hold pending approval of the town budget. There will be a reading program, kids will get bags when they sign up, but availability of staff to run programs during the week is questionable. It is unknown at this time if there will be library staffing available to run additional programs.

M Durley acquired several metal, library-quality book shelves offered through the CT FOL listserv to a worthy Friends' group. Ted Durley picked them up in Middletown. These shelves will be installed in the hallway to expand the FOL book sale books and a few will go in the adult room and young adult area for the to enlarge the large print book and adult fiction collections and house books for the high school summer reading program.

IX. Old Business

a. Bibliomation update: Marsha Durley

Bibliomation is still on target to bring the majority of other libraries online over Memorial Day weekend. This will mean more borrowing power for BFPL with the addition of 50+ more libraries in the system.

b. Trustees listserv – Erin Schwarz - NTR

c. Wall mural for young adult area: Linda Chamenko

The mural is complete but not installed.

d. Impact to staffing when Assistant Librarian take maternity leave

Ted Durley has been volunteering 30 hours per week to help out and has been in training for the past month.

ACTION: Erin Schwarz will draft a letter by Friday May 13 and share with other Library Board members for their input to send to the Board of Selectmen, Board of Finance and possibly the union about the Board's staffing concerns and shortages when the Assistant Librarian goes on maternity leave over the summer. The memo will include the list of the Assistant Librarian's duties and the amount of training required to learn these duties to fill in during her absence. The Library Board felt that the union needs to be informed that an unpaid volunteer is temporarily filling in for a 30-hour fulltime employee on leave. The Library Board will request funding to hire temporary staff. This memo will be sent to the Board of Selectmen for consideration at their Monday May 16 meeting and to the Board of Finance for their meeting on May 17.

e. Praxair Grant discussion - NTR

X. New Business

a. Loan policy for sound system purchased by Friends

ACTION: Ken Priestley will amend the Wii gaming system loan policy for loaning the sound system and will present to the board at the June meeting for approval.

b. Set date for special meeting of Library Board for BFPL staff evaluations in June

A special meeting is set for Wednesday June 1 at 1 PM for the Library Board of Trustees to conduct BFPL staff evaluations.

MAY 13 2011

- c. Library online survey – survey about library services compiled by Sue Dowdell, Marsha Durley & Martha Melville
The survey will be available through a link from mybflib.org, the link will be listed on the Friends' Facebook page, and an event brite emailing will go out. The survey will run for one month. A few hard copies will be available at the circulation desk. The Library Board approved conducting this survey.
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XI. Announcements/Adjournment:

The next meeting will be held on June 8, 2011 at 7 p.m.

Motion to adjourn the meeting at 9:05: L Chamenko/Siemenski; all approved.

Respectfully Submitted,

Martha Melville
Library Board Clerk

MAY 13 2011