



The Beacon Falls Public Library

Library Board of Trustees

10 Maple Avenue, Beacon Falls, Connecticut 06403

(203) 729 –1441 ▪ fax: (203) 729 – 4927

beaconfallslibrary@yahoo.com

www.mybflib.org

March 10, 2010 Meeting Minutes

- I. Call to Order: Chairman pro tem Lurana Siemenski called the meeting to order at 7:07 p.m. in the Connie Christensen Children's Room of the Beacon Falls Public Library.

Members present: Lurana Siemenski, Alex Chamenko, Ken Priestley, Erin Schwarz

Members absent: Julie Fitzpatrick, Linda Chamenko

Staff present: Marsha Durley, Library Director

Public present: Sue Dowdell

- II. Review of Agenda: The agenda was reviewed. M Durley adds under New Business c. Contribution to Building Fund from petty cash and XI. Executive Session request, and XI. Announcements/Adjournment becomes XII. Motion to approve agenda with changes: Schwarz/A Chamenko; all approved.

- III. Approval of Minutes: The February 17, 2010 meeting minutes were reviewed. Motion to accept February 17 minutes: Schwarz/Siemenski; all approved.

Correspondence: NTR

- IV. Public Comment: NTR

- V. Friends' Report: Sue Dowdell

Scrabble tournament: 10-12 paid teams, may have a few more. S Dowdell started a FOL Facebook page which so far has 84 fans. Joe Dowdell installed new keyboard drawers for staff use (purchased with Staples Rewards from ink cartridge recycling); lock being put on drawer; bike rack will be purchased, custodian will install got BOS approval; DVD drop on hold until Ken Priestley can check on grade of steel to determine if top coat of paint is necessary (an extra expense); Wanda Mulinski is working with Flash Signs to make a banner/tablecloth for FOL to use at events; they are also making book bags for home deliveries marked with "Property of BFPL"; Pampered Chef fundraiser cooking show, Thursday April 8 at 6 p.m. at Sue's house, 32 Wolfe Ave, all invited; PC consultant, Martha Melville will donate 25% of sales to the Friends. Order deadline is April 15.

- VI. 35 Wolfe Avenue 'Lewis House' Exploratory/Library Building Committee: Sue Dowdell Met on March 4 with Paul Bailey whose firm was hired by the Board of Selectmen to do the feasibility study of house and carriage house. Committee gave him ideas for multi-use building. Their evaluation will be finished by early May, he will come back to committee meeting with ideas on how to use building alone, use with an addition or demolishing house and rebuilding. The Bailey firm is also evaluating the carriage house.
- VII. Long Range Planning Goals Task Force Update/Library video
Ken Priestley and Erin Schwarz have been working on a draft script that is approximately 5 minutes long. Jim Bucciferro reviewed it and approved. They estimate another few weeks to complete the script, then will turn it over to J Bucciferro who will do more filming.
- VIII. Library Director's Report: Marsha Durley
There was some discussion about a possible deficit in the Personnel Line for Program Librarian. M Durley commented that it had been brought to the attention of the Finance Department and was assured it was a simply a bookkeeping thing and no cause for alarm.
- IX. Old Business
- a. Joining an Integrated Library System (ILS)/consortium – Bibliomation update
Marsha Durley
BFPL went live on March 3; this system is very different, the staff has likes and dislikes; it's extremely bar code oriented; patrons are opening accounts online. March 30 public workshop at 6:30 p.m., a Bibliomation rep will be there for Q&A, library staff will facilitate, in assembly room. Douglas Library went online on March 10. Hunt Library in Falls Village is another pilot library.
On Channel 30 news on March 9th, no interview. BFPL is the first library to use open source software for lending. BFPL article was also in the March 9 Republican-American.
Online renewals limited to two times only if no one is waiting for item.
- b. Review and/or create library technology policies to cover solicitations from groups to put a link on the library web site; define what can and cannot go on the mybflib.org site; and, lending of electronics (projector and screen) – research on local library policies
Erin Schwarz posted a query on listserv about lending electronic equipment outside the building. The only response was a policy on renting LCD projector from Oliver Wolcott Library. This policy includes addressing potential damage, who can borrow, pick up/return times, etc. BFPL could loan Wii to community organizations.
ACTION: Erin Schwarz will send this policy example to Linda Chamenko and Julie Fitzpatrick for them to modify the policy for BFPL for LCD projector, screen, and Wii.
Policy about links to mybflib.org, still in the works, may restrict it to non-profits.
- c. Trustees listserv – Erin Schwarz to monitor; nothing else to report.

X. New Business

- a. Nominations of Officers – Chairperson & Treasurer/Secretary
Motion to nominate Linda Chamenko to continue as Treasurer/Secretary; Siemenski/Schwarz; all approved.
Motion to nominate Lurana Siemenski to continue as Chairperson; Priestley/A Chamenko; all approved.
- b. Permission to close library on Saturday April 3, Easter weekend
Motion to close the library Saturday April 3, Easter weekend; Siemenski/Priestley; all approved.
- c. Contribution to building fund from petty cash
FOL manages the building fund, currently approximately \$16,000 in accounts.
Motion to move \$1800 from Library Board checking account into building fund; Priestley/Schwarz; all approved.

- XI. Executive Session: Library Director seeks guidance on employee issue
Motion to commence executive session at 8:17, Schwarz/Siemenski; all approved.
Motion to terminate executive session at 8:47, Priestley/A Chamenko; all approved.

XII. Announcements/Adjournment:

Marsha Durley reported on the action from last month about locking off the top floor. She talked to the elevator man about locking off the top floor when the library is closed. This elevator can be locked but it would cost extra money to alter the elevator. The door is a fire door and would have to be retrofitted by the manufacturer to install a push bar. The extra space in the hallway would be perfect to put books for school summer reading, if it were a secure area.

The next meeting will be held on April 14, 2010 at 7 p.m.

Motion to adjourn the meeting at 8:57: Siemenski/A Chamenko; all approved.

Respectfully Submitted,

Martha Melville
Library Board Clerk