

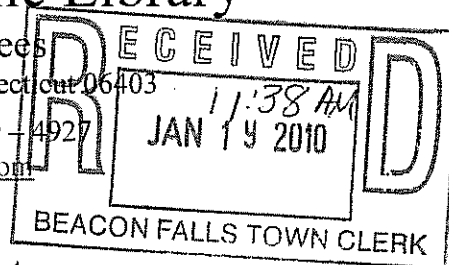
The Beacon Falls Public Library

Library Board of Trustees
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January 13, 2010 Meeting Minutes

- I. Call to Order: Chairman pro tem Lurana Siemenski called the meeting to order at 7:12p.m. in the Connie Christensen Children's Room of the Beacon Falls Public Library.

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

Members absent: Julie Fitzpatrick

Staff present: Marsha Durley, Library Director

- II. Review of Agenda: The agenda was reviewed. Marsha Durley adds under New Business, a. Request from Meg Gill to pay for Daisy the Pig visit during February school vacation, using money from Lorna Baldwin memorial donations. Motion to approve amended agenda: L Chamenko/Schwarz; all approved.
- III. Approval of Minutes: The November 18, 2009 meeting minutes were reviewed. Changes noted: VII. 35 Wolfe Avenue paragraph, grammatical changes; IX. Library Director's Report: last line should be Durley not Curley. Motion to accept November 18 minutes with changes: Schwarz/A Chamenko; all approved. Ken Priestley abstained as he was not on the Library Board in November.

Correspondence:

Memo from the First Selectman dated December 16, 2009 that at the December 14 Board of Selectmen's meeting, Ken Priestley was appointed to serve on the Library Board for a 6-year term expiring on November 3, 2015.

Interoffice Memo from the First Selectman dated December 14, 2009 for a course offering at NVCC, "Conducting Effective Municipal Meetings" on Mondays February 1 and 8 for boards and committee chairs and vice chairs, the Town of Beacon Falls will pay for this course; contact Karen Wilson ASAP if interested.

- IV. Public Comment:
NTR

- V. Friends' Report: Martha Melville & Marsha Durley
Approved purchase of additional Wii equipment (controllers and battery packs); Scrabble tournament kick off meeting on January 26; rebarcoding help; looking into purchasing

media return for DVDs and videos; Wanda Mulinski attended Monday's Board of Selectmen meeting and got approval to install it on the other side of the back door, opposite the book return.

- VI. 35 Wolfe Avenue 'Lewis House' Exploratory/Library Building Committee: Martha Melville
Met on December 3, January 4, 7, and 11 prepared for and heard presentations from six architectural firms; forwarded their recommendations to First Selectman, Susan Cable.
- VII. Long Range Planning Goals Task Force Update/Library video: Erin Schwarz
Erin Schwarz talked to Jim Bucciferro in December and sent him the current PowerPoint presentation developed by Sue Dowdell; she got permission to film at several local libraries and lined up library patrons to interview. Erin Schwarz drafted a list of points to cover in the 10-15 minute video: goals, patrons, following LRP brochure; big obstacle is space. The goal is to present it to local groups to garner support for a new library. Also to include a potential library wish list of amenities, after seeing what other libraries offer; staff perspective, town perspective; some information on the Wolfe Ave property potential; monies available through different grants meaning that the cost of building a library won't rest solely on the Beacon Falls taxpayer. Video goal: to support any library referendum brought to the voters.
ACTION: Erin Schwarz will invite Jim Bucciferro to the February 10 Library Board meeting.
- VIII. Library Director's Report: Marsha Durley
November and December reports sent to Library Board members in advance; circulation was 15.6% above same as last year; program attendance up 20%; web site visits down probably because URL changed; getting positive feedback on new web site; **ACTION:** Marsha Durley to check on link from Town web site to library site; volunteer hours increased for rebarcoding project; FOL member Doug Burke rebarcoded thousands of books. Children's registrations are flat; computer usage hours are down which could be because the computers are faster now.
- IX. Old Business
- a. Joining an Integrated Library System (ILS)/consortium – Bibliomation update
Marsha Durley
Payment of \$3,875 made; On November 22 Bibliomation personnel met w/BFPL staff to create a profile that Bibliomation will use to enter BFPL into the Evergreen system. One of the changes is many more codes (42) now available. There is a greater learning curve for BFPL staff. The timeline for migration to go live on the web is March 3. The new bar codes can't be scanned with the current scanner, some manual work needed to get the bar codes to read by the computer; bar codes changed with vendor Baker & Taylor. BFPL has 3,000 new symbology bar codes to use for new purchases through other vendors not Baker & Taylor. Purchased new computers through Bob Desrochers as the quote from Bibliomation was higher. He was able to get better computers with Windows 7 and XP for less than \$800 each; two desktop computers and one monitor delivered for \$1730.52.

- b. Wall mural for young adult area – Marsha Durley - NTR
Linda Chamenko reported that two WRHS students are interested in doing this for their senior project, but they wouldn't be able to start it until August.
- c. 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
Linda Chamenko talked to Julie Fitzpatrick about online research, hard to find the policies online, Woodbridge, Seymour didn't have policies their web sites.
Marsha Durley suggested checking on webjunction, the CT state web site and also that they should follow the directive of the long range plan to determine what's appropriate to have on the mybflib.org web site, possibly informational links of interest to the community
ACTION: Linda & Alex Chamenko to gather sample policies from webjunction, and email links out to trustees
- d. Trustees listserv – Erin Schwarz to monitor
NTR
- e. 2010-2011 budget – Marsha Durley
Presented budget draft as the deadline falls before the next Library Board meeting; same as what she presented in November. The Board suggested keeping the \$10,000 in library study line item. Motion to approve the Library Director's proposed budget:
L Chamenko/Siemenski; all approved.

X. New Business

- a. Request from Meg Gill to pay for Daisy the Pig visit during February school vacation, using money from Lorna Baldwin donations; Motion to use \$250 from memorial fund in Lorna Baldwin's name to fund the "Pig Put on Reading" program with Farmer Minor on Wednesday February 17 at 1:30 in the lyceum: **Schwarz/A Chamenko;** all approved.

XI. Announcements/Adjournment:

The next meeting will be held on February 10, 2010 at 7 p.m.

Motion to adjourn the meeting at 8:40: **Priestley/Siemenski;** all approved.

Respectfully Submitted,

Martha Melville
Library Board Clerk

JAN 19 2010