



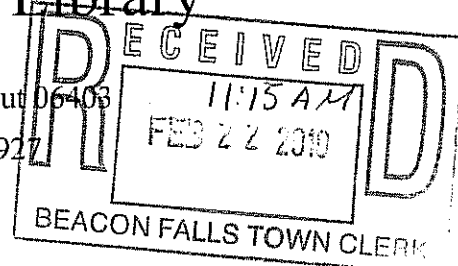
The Beacon Falls Public Library

Library Board of Trustees
10 Maple Avenue, Beacon Falls, Connecticut 06403

(203) 729-1441 • fax: (203) 729-4927

beaconfallslibrary@yahoo.com

www.mybflib.org



February 17, 2010 Special Meeting Minutes

- I. Call to Order: Chairman pro tem Lurana Siemenski called the meeting to order at 7:01p.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

Public present: Sue Dowdell, Jim Bucciferro

Others: Susan Cable (7:50-8:15)

- II. Guest: Jim Bucciferro to discuss the library video
Erin Schwarz researched library data for 2008 & 2009 showing increases in collection and usage in graph form to add to video via animation.
J Bucciferro asks "what is the clear message to convey?"
E Schwarz: We need supporters of a new library, make them understand the need
Suggestions:
Show growth of town compared to growth of library; space is the major obstacle; staff support is superb, quality not quantity
The Town of Willington is similar to Beacon Falls in size and composition; just built a new 19,000 sq ft library, look into filming at that library
J Bucciferro may take more video of current programs and use of library (seniors using computers, photo club meeting, children's craft programs)
Emphasize that this is more than a library – a community center, something for everyone
The video should include facts, wishes, goals, interviews, wrap-up; need detailed script, write down main ideas; video clips shouldn't be more than 3 seconds long each
J Bucciferro said interviews should only be 30-60 seconds long (suggested interviews with: Sara Jane Weinstein (as a parent), Ms. Meg, Marsha, Laura, (library staff) Susan Cable (as a town official)
Voice over: one person to narrate throughout the video – Ken Priestley volunteered
Sections: intro – Beacon Falls is growing, the library needs to grow too; 1st topic – long range plan; 2nd topic – statistics (keep short); 3rd topic – kids' programs and developing readers; 4th topic – this is what we want to see in a new library (community meeting rooms, rooms for tutoring, a separate children's area, study area for young adults,

computer area); 5th topic – lack of space is an obstacle in current facility; 6th topic – financing the project – federal and state grant money is available, someone in the town hall should convey that part (Susan Cable)

Finished video can be posted to mybflib.org web site; have public showings; have task force members present it at local and group organization meetings

L Chamenko: reviews brainstormed list of groups to show video, original list had 18
Total video length should be 8-10 minutes long.

Emphasize that it's more than a building with books, more than just a library, it's a cultural media center that brings people together; there's an economical value to having this facility which may draw future businesses to town if the town services include a top notch library.

Derby Neck and Edith Wheeler in Monroe have given permission to video tape their libraries

ACTION: E Schwarz & K Priestley: to script each section including interviews and story board to put pictures with script

III. Review of Agenda: The agenda was reviewed. Motion to approve agenda: **Schwarz/A Chamenko**; all approved.

IV. Approval of Minutes: The January 13, 2010 meeting minutes were reviewed. Motion to accept January 13 minutes: **Siemanski/Schwarz**; all approved.

Correspondence: NTR

V. Public Comment: NTR

VI. Friends' Report: Ken Priestley

Last met February 3, Book Sale set for June 4 & 5; looking into getting a DVD media drop and a bike rack; got 2 new Wii controllers and sets of rechargeable batteries; researching Matthies grant for a children's production; will get BFPL home delivery bags; Scrabble tournament on March 25; Friends provided refreshments for author presentations in February.

VII. 35 Wolfe Avenue 'Lewis House' Exploratory/Library Building Committee: Sue Dowdell
Next meeting will be March 4 with Paul Bailey firm who was hired by the Board of Selectmen to do the feasibility study of house and carriage house. The Bailey firm will look at using the space for municipal use; renovation and adaptive reuse for library; and, demolition of house; will provide cost estimates for these 3 scenarios

VIII. Library Director's Report: Marsha Durley

Overall circulation for first half of fiscal year is up 15.5% which is above the Long Range Plan goal. M Durley will attend a workshop on March 25 on "Using Connecticut Library Statistics to Make the Case for your Public Library"; she requested a check from the Library Board for \$366. (the sum of overdue fines for DVDs and videos for the first 6 months of the fiscal year). This will go towards additional DVD purchases on amazon.com.

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IX. Old Business

- a. Joining an Integrated Library System (ILS)/consortium – Bibliomation update
Marsha Durley

Moving ahead with Bibliomation, everything is on schedule to go live on March 3. The bibliographic records from Baker & Taylor cannot be used on the Evergreen program. BFPL staff can borrow records from other libraries, which is more labor intensive. Bibliomation added a second DVD loan period of 3 days.

From the last week of February through March 10, BFPL staff will be restricted from performing certain functions.

The Evergreen client was remotely uploaded on all BFPL staff computers last Friday for use in staff training next week (Tues & Thurs 9-12:30 before the library opens). A rep from Bibliomation will be on site for support.

Public workshop: M Durley would like to announce in the next newsletter that on Tuesday evening March 30th in the Beacon Falls Town Hall there will be a community introduction on what patrons can do from their home using the new Bibliomation products including reserving materials and e-book options; M Durley would like staff from Bibliomation to conduct this first workshop.

Bibliomation program loaded on older computer; M Durley would like to put this computer in the hallway and put on a stand for patrons to use to research children's and adult books, only for OPAC. There's a risk that the computer could get vandalized or stolen by putting it out in the hallway outside the library. **ACTION:** M Durley will check into locking the top floor after hours (a push bar on the door, restrict the elevator).

- 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

L Chamenko: checked small libraries, other libraries throughout the country, looking into lending electronics, didn't find much out there. **ACTION:** E Schwarz will post a query on listserv about lending electronic equipment outside the building.

Policy on what will be allowed on the library web site: only as a public service or library-related and/or non-profit.

- c. Trustees listserv – Erin Schwarz to monitor

Last Thursday saw posting on controversial library materials webinar advertised

X. New Business

XI. Announcements/Adjournment:

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

Motion to adjourn the meeting at 9:14: **Schwarz/L Chamenko;** all approved.

Respectfully Submitted,
Martha Melville
Library Board Clerk

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