



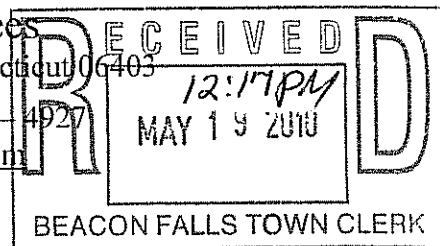
The Beacon Falls Public Library

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

(203) 729-1441 • fax: (203) 729-4927

beaconfallslibrary@yahoo.com

www.mybflib.org



May 12, 2010 Meeting Minutes

- I. Call to Order: Chairman Lurana Siemenski called the meeting to order at 7:02 p.m. in the Connie Christensen Children's Room of the Beacon Falls Public Library.

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

Staff present: Marsha Durley, Library Director

Public present: Sue Dowdell

- II. Review of Agenda: The agenda was reviewed. Lurana Siemenski adds under New Business a.) Setting dates for library staff evaluations, Erin Schwarz adds b.) Region 16 summer reading lists; Motion to approve amended agenda: Siemenski/L Chamenko; all approved.
- III. Approval of Minutes: The April 14, 2010 meeting minutes were reviewed. Motion to accept April 14, 2010 minutes: Schwarz/Priestley; Alex Chamenko abstained as she was not at the April meeting; all approved.

Correspondence: NTR

- IV. Public Comment: Sue Dowdell
Town Meeting was held on May 5, the town budget did not pass.
On Monday May 10, she attended the Board of Selectmen's regular meeting at 5:30; the town meeting at 7; and the Wolfe Avenue Committee meeting @ 7:30.
On Tuesday May 11, the Board of Selectmen met to discuss budget cuts. The Board of Finance also met on Tuesday May 11 with all town department heads to make further cuts, the library budget was only cut \$400.
Voted to have a public hearing on town budget at 7 p.m. at BF firehouse on Wed. May 19
Wed. June 2 referendum from noon – 8 p.m. at Laurel Ledge gym to vote on town budget.
- V. Friends' Report: Sue Dowdell
Sue Dowdell posted a survey on the library web site; asking for suggestions on what to add to the library collection: online program registration was strongly suggested. The library will start online registrations for summer program; downloadable audio books; e-books were also requested in the 73 responses.

The Friends received a few donations to the Nick Bielik memorial account. Rhonda Bielik & Wanda Mulinski attended the April 12 Board of Selectmen meeting and asked about putting a link to the community calendar from the Beacon Falls town web site. Sue Dowdell attended the April 21 Rotary Club meeting to brief them on the library, its services & the Friends, she also handed out information. Chuck Beebe said literacy is one of the Rotary Club's goals.

Facebook: up to 158 fans. The bike rack arrived but is not installed yet. The media return is in use. The Friends opened an American Express account for online purchases. The Friends volunteered at the May 8 kayak race. On June 26 concert at St. Michael's gazebo and summer party at Dowdell's. Sue Dowdell printed bookmark coupons for the Friends' book sale which will be held in the town hall assembly room on Friday June 4 from 6-8 p.m. and Saturday June 5 from 9-12. The library is hosting a Fancy Nancy party on May 22, for little girls and guests, the FOL will provide refreshments. On Saturday, July 10 at Family Day, the FOL will have a booth with food. Sue Dowdell attended a workshop on web widgets. \$300 from the Pampered Chef fundraiser was earmarked for Meg Gill to use for a young adult program.

- VI. 35 Wolfe Avenue 'Lewis House' Exploratory/Library Building Committee: Sue Dowdell
The Wolfe Avenue Committee did not have their regular meeting in May, instead they held a joint special meeting with the Board of Selectmen to hear a presentation from the Paul Bailey firm on the conditions assessment and reuse study for the Tracy Lewis House, 35 Wolfe Avenue.
They recommended that the Carriage house needs to be demolished as it was not practical to restore. The presenters gave a brief history of the Lewis family and the house which was thought to be a former boarding house then was renovated circa 1916 for the Lewis family. Tracy Lewis died in 1921. There are problems with the property: the house slopes toward center; the outside siding is damaged. It would be possible to gut the interior of the house and recreate it to period. The estimated cost to keep and renovate the house in first phase is \$990,926 which could be used for town offices and a local history room providing 3,000 usable office space. Another cost estimate was to add 16,000 sq ft to the back of the house for a new 1 ½ story library for \$3,217,746.
- VII. Long Range Planning Goals Task Force Update/Library video:
Erin Schwarz talked to Jim Bucciferro about conducting "man on the street" interviews. It was suggested to do them at the FOL book sale. E Schwarz will need to schedule interviews with library staff and Susan Cable.
The video is expected to be completed this summer and ready for presentation to groups in the fall.
- VIII. Library Director's Report: Marsha Durley
April program attendance down probably because there was no paid entertainment program during April school vacation.
Circulation up 16% for the year; and up 29% for month of April compared to last year.
New library cards: M Durley ordered 2-part cards with a key tag; staff will have to change the library patron number if reissuing a library card. \$1.00 will be charged to patrons who want to switch to the new cards.
The shelving for the reference section to scheduled to be delivered and installed on Friday May 21.
Meg Gill was approached by the group, TEAM, that runs a readiness program for ages 3-5 at Laurel Ledge which was funded by a grant to the town. They would like Meg Gill to

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deliver a story time once a month to morning and afternoon sessions, including finger play and a craft. M Gill is seeking guidance from the Library Board about not setting a precedent for providing a free craft to a group outside the library.

Library Board recommends that M Gill do the story and song but not a craft unless the group coordinates the project and provides materials.

IX. Old Business

a. Bibliomation update: Marsha Durley

Still some bugs, the BFPL staff continues to send in suggestions. The next library to come online is the Jonathan Trumbull Library in Lebanon on May 18th. As more libraries join, the collection from which patron can borrow expands.

Audio books/e-books: Marsha Durley and Sue Dowdell met with a book sales rep and got an overview of their e-book lending program which is a \$2500 minimum order to start. Bibliomation has a similar program. Their set up fee is \$400 plus \$355 annual fee, total of \$755 for one year which includes unlimited downloads.

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 asked Beth Bucciferro if she was aware of any existing policies for adding links to library web site.

Erin Schwarz presented draft policies to the Library Board of Trustees for lending the Wii gaming system and LCD projector and portable screen. The Library Board of Trustees reviewed these draft policies.

ACTION: E Schwarz will add suggested changes and bring policies to June 9 meeting to adopt.

c. Trustees listserv – Erin Schwarz to monitor – NTR

X. New Business

a. Setting dates for library staff evaluations: Wednesday June 2 at 1:00 there will be a special meeting of the Library Board of Trustees in executive session to meet with library staff individually in the town hall assembly room.

b. Region 16 summer reading lists: Erin Schwarz

E Schwarz talked to Mrs. Murzak, principal at Laurel Ledge about the K-5 summer reading list. She was told that it has not changed. The Laurel Ledge librarian is willing to share books in that library with the BFPL over the summer. The middle and high schools reading lists haven't been published yet. Mr. Agostine will check into the progress of these lists and is interested in having the school libraries share books, if necessary, with the town libraries.

XI. Announcements/Adjournment:

Motion to go into executive session for discussion of staff correspondence at 9:11: L Chamenko/Fitzpatrick; all approved.

Motion to come out of executive session at 9:32: Schwarz/A Chamenko; all approved.

A special meeting will be held on June 2, 2010 at 1 p.m.

The next meeting will be held on June 9, 2010 at 7 p.m.

Motion to adjourn the meeting at 9:33: L Chamenko/K Priestley; all approved.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Martha Melville".

Martha Melville
Library Board Clerk

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