



The Beacon Falls Public Library

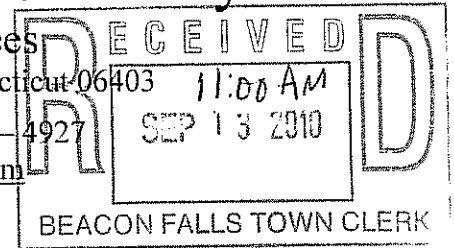
Library Board of Trustees

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September 8, 2010 Meeting Minutes

- I. Call to Order: Chairman Lurana Siemenski called the meeting to order at 7:00 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

First Selectman Susan Cable arrived at 7:36.

- II. Review of Agenda: The agenda was reviewed. Motion to approve amended agenda: Schwarz/A Chamenko; all approved.

- III. Approval of Minutes: The June 9, 2010 meeting minutes were reviewed. Motion to accept June 9, 2010 minutes: Schwarz/A Chamenko; all approved.

Correspondence: NTR

- IV. Public Comment: none

- V. Friends' Report: Sue Dowdell

Received a Letter from Susan Cable, a thank you to the Friends with kudos for support of library specifically noting the bike rack and the media drop, which has been very well received by town residents.

The \$2,400 raised from the Scrabble 2010 event was added to the original Scrabble CD when it came due, then was rolled over at bank.

Made \$931 from book sale in June

The Friends had a presence at Family Fun night.

Purchased passes for the CT zoo, children's museum, and Mystic Seaport.

Paid \$400 to Bibliomation for the start up fee for Overdrive, a program for downloadable books on the library web site

Sue Dowdell worked on the library materials overdue project (600 items checked out, some since 1999) over the summer, patrons were contacted. So far the library has received over \$325 in replacement fees and 400 books are still checked out.

FOL will pay \$100 for a subscription to Rocket Languages - an online language learning tool data base available on the library web site with 9 different languages including sign language.

Nameplates for FOL purchases will be displayed near bike rack and book drops.

Duck Race Oct 2 will have booth for popcorn, face painting, henna tattoos & Entertainment books.

Book sale will be October 22 & October 23, Friday 6-8 & Saturday 9-12

The Friends will promote the sale with bookmark coupons again.

Pumpkins were ordered for pumpkin painting.

The Friends will sponsor the holiday boutique again, but limit it to 4 vendors.

The Friends will buy 4 dozen tote bags from CLC in Middletown; will have them available at book sale.

The Friends will provide refreshments at the Sept 30 baseball rivalry talk to be given by Chris Bielik.

It's dues renewal time for FOL membership.

The Friends approved subsidizing 5-6 seats on the Oct 17 Salem bus trip, in case it doesn't sell out.

- VI. 35 Wolfe Avenue 'Lewis House' Exploratory/Library Building Committee: Sue Dowdell
The Wolfe Avenue 'Lewis House' Exploratory Committee has disbanded. The committee sent a letter to the Board of Selectmen of their recommendations, based on the architect's report, an estimated cost of \$4.2 million for a new library and renovating the house and \$3.9 million for new library and demolition of the house.
Recommendations: tree removal; demolish the carriage house; invite the historical society to be involved in any new construction; also, recommend a building committee be formed to include the current library building committee and members with an interest in a community center. The Board of Selectmen will send these recommendations to planning & zoning board.
Historical grants and defining historical significance of this property continues to be sought by our municipal historian. The Olmsted landscaping plan for the property has historical significance but it was never implemented.
A special Board of Selectmen meeting is scheduled for 2 PM on Thursday September 9 with an historical architect and a representative from the CT Historical Preservation Trust.
- VII. Long Range Planning Goals Task Force Update/Library video:
Erin Schwarz: did a lot of filming over the summer, interviews done, Ken Priestley did the voice over, Jim Bucciferro has everything and is editing now. The goal is to have a 7-minute video to show at group meetings to lead into a discussion about supporting a new library.
- VIII. Library Director's Report: Marsha Durley
June - ended the year very well, circulation broke 32,000 for year
Inter-library loans (ILL) combined (borrowed & lent) way up over last year's numbers.
Registrations about even; program attendance up 5% for the year; volunteer hours doubled over last year and more homebound deliveries than last year.
In July 3,964 items were circulated.
Sue Dowdell transferred the overdue books in the old Follet system to the new Bibliomation.

In July, ILL borrowed doubled; August registrations were up 25%.
Program attendance was down; movie days did not draw kids in; perhaps the summer heat wave kept patrons away.
Newsletter submitted to Citizen's News and will be distributed on September 23 -- 5 pages including a membership form insert which will be an additional \$95 (FOL to pay that portion). The newsletter price will increase to \$325 in January 2011 from \$300.

IX. Old Business

a. Bibliomation update: Marsha Durley

A dozen libraries are online now using Evergreen.

The BFPL staff was invited to ice cream social at the Middlebury Library to gather the member libraries together including ones already on Evergreen. Most libraries in the Bibliomation consortium will migrate over to Evergreen by April 2011 (8 months early). Requests from other libraries within the Bibliomation system are easier to process than requests from the state-wide catalog.

Overdrive product/e-books, audio books (Online and accessible on mybflib.org; new books available to downloading to an e-reader or audio downloads onto MP3 players) went into affect August 1st thru Bibliomation. During the first month of circulation 35 books/audio books were downloaded.

M Durley is very pleased with the support provided by Bibliomation.

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.

Erin Schwarz drafted a policy and emailed it to members; getting approval from the Library Board will add another layer in the process. E Schwarz will merge feedback from Library Board members and the specifications in web section of the Long Range Plan. The Library Board will get involved with the request when there is a questionable link.

ACTION: Erin Schwarz will massage the web site link policy and email a final copy to the other Library Board Trustees before the October 13 meeting when it will be voted on.

c. Trustees listserv – Erin Schwarz to monitor

A workshop will be held on Wednesday, September 22 from 10:00 – 12:30 at the Wethersfield Public Library on planning, fundraising and resources for libraries.

d. DVD loan policy revision

At June meeting, the Library Board approved a trial run of increasing the number of DVDs to loan at one time to 6 with a limit of 3 new ones. Marsha Durley reworked the DVD borrowing policy with the goal of increasing circulation so more DVDs would be out and could then fit more on the shelves. M Durley would like to weed out the children's video tapes so more DVDs can be purchased.

ACTION: M Durley will email this policy to Library Board trustees to review before adopting the revised policy at October 13 meeting.

X. New Business

a. 2011 meeting schedule

Presented by the clerk and approved by the Library Board.

ACTION: Martha Melville will file the 2011 meeting schedule memo with the Town Clerk's office.

b. Create library policy for volunteers

Purpose: To use volunteers more meaningfully and define how volunteers would be utilized for specific duties.

ACTION: Library Board members are to provide suggestions to Marsha Durley, she will note some ideas. Samples of policies on volunteers are available on webjunction.

c. Wall mural for young adult

Jelena Terrill wants to do this as a senior project at WRHS; which would be created on movable canvases. There is no specific theme other than something that will draw the teens to that space. Marsha Durley will approve it before any work is done

d. Request for advance deposit to Dattco for October 17 Salem bus trip

Library Board Treasurer, Linda Chamenko, wrote a check for a 20% deposit, the total cost is \$1400 for the 57 passenger bus.

XI. Announcements/Adjournment:

Susan Cable is trying to reach Tony Messina. The current Library Building committee may be disbanded and a new building committee formed from members of the current Library Building and Wolfe Avenue committees. Susan Cable is seeking volunteers. Any plans for future building would go to a town vote.

The next meeting will be held on October 13, 2010 at 7 p.m.

Motion to adjourn the meeting at 8:31: Siemenski/A Chamenko; all approved.

Respectfully Submitted,



Martha Melville
Library Board Clerk

SEP 13 2010