



The Beacon Falls Public Library
Library Board of Directors
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January 9, 2008

- I. Call to Order: Chairman Susan Levine called the meeting to order at 7:03 PM in the Connie Christensen Children's Room.

Members Present: Susan Levine, Lurana Siemenski, Linda Chamenko, Maryann Smith

Staff Present: Marsha Durley, Head Librarian

Members Absent: Anna Marie Altieri, Julie Fitzpatrick

- II. Review of Agenda: The agenda was reviewed. Motion to approve agenda as submitted: Smith/Chamenko all approved.

- III. Approval of Minutes: The December minutes were reviewed. Motion to accept minutes: Siemenski/Smith all approved.

Correspondence: Received letter from Tom Laput, head of Ethics Board dated May 10, 2007; all Library Board members need to read, sign and return to Karen Wilson.

- IV. Public Comment: Sue Dowdell
Requests the Library Board designate late video money for purchases of more DVDs to keep up with demand.
Requests the Library Board consider matching funds that the Friends of the Library received as a Matthies grant to use towards furniture in the expansion into the registrar's office.

- V. Friends' Report: Sue Dowdell reported on the following:
Met last night, discussion on incorporation and revising by-laws, important for any future grant consideration; there is over \$13,000 in building funds; Joan Morris ill in hospital; 50th anniversary celebrations are done; looking into sponsoring Scrabble tournaments in Spring 2009 and possibly work with another local organization to provide refreshments.

- VI. Building Committee: – Marsha Durley reports:
No meeting

- VII. United Valley Library Report: Marsha Durley reports:
Meeting today, but did not attend; later learned that only two librarians went to this meeting.

VIII. Five Year Plan: – Sue Dowdell

Held 2 committee meetings on 12/28/07 and 1/3/08; received 4 proposals from 4 consultants; reviewed the proposals. Committee recommends that the Library Board interview Patricia Owens of RPA from PA; and Rodney Perry of Britton Consultancy from Rochester, NY;

Request permission to have Marsha Durley arrange interviews with 2 consultants under consideration; expect committee members and as many Library Board members as possible to attend interviews.

Motion made for Marsha Durley to contact Patricia Owens and Rodney Perry to set up interviews with for them each to make a 30 minute presentation with time for discussion:
Smith/Chamenko all approved

Presentation date: Tuesday January 22: 1st interview/presentation at 4:15-5:15; idea of having food available from 5:15-5:45; 2nd interview/presentation at 5:45-6:45; special Library Board meeting following at 7 PM at top floor of town hall to discuss choice.

Linda Chamenko to inform Julie Fitzpatrick and Anna Marie Altieri about January 22 meeting.

IX. Librarian's Report:

a. Circulation and Programming Reports –

Holidays and one bad weather day closing limited business hours in December; Juvenile circulation down 33% from last December; video circulation down as not enough new movies are purchased to keep pace with demand; some borrowers take out 8-10 movies per week; CD-ROM circulation down, probably due to outdated materials; ILL borrowing less than we are lending; Connecticut loans up in December; program attendance down 54% for adults and 57% for children compared to 2006; internet service: internet: hours down, number of users down; volunteer hours down slightly.

b. Financial Summary –

Received two letters from the selectman's office to all departments to watch budget line items and not go over; Library Board advises Head Librarian to continue spending budgeted monies, but not go over; \$78 petty cash turned over to Maryann Smith, Library Board Treasurer;

Proposal to give monthly late video money back to library and let Head Librarian use towards the purchase of more videos; Motion to earmark late video money into purchasing new videos: **Chamenko/Siemenski** all approved;

Marsha Durley will continue to turn over the late video money to treasurer, but will present future video bills to Library Board treasurer for payment.

c. Review of Paid Bills – total \$2,302.39 (not including salaries)

Motion to pay Library Board Clerk bill for December meeting:
Smith/Chamenko all approved

X. Old Business:

- a. Registrar's Space:
New space will house fiction; existing space will continue as a computer and non-fiction room. Demolition not yet started in garage.
- b. 2008-2009 Budget
Marsha Durley provided final copy of budget to go to Board of Selectman
- c. Book purchases for departing Library Board members:
Peter Christensen requested that a children's book on fire engines be purchased for the library collection; Mary MacEachern requested that 1000 Places To See Before You Die, a non-fiction book, be purchased.

XI. New Business:

none

XII. Announcements/Adjournment:

Adjournment- The next meeting will be held on February 13, 2008 at 7 PM. Motion to adjourn the meeting at 8:23 pm: Siemenski /Smith all approved.

Respectfully Submitted,

Martha Melville
Board Clerk