



The Beacon Falls Public Library  
Library Board of Directors  
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**February 13, 2008**

- I. Call to Order: Chairman Susan Levine called the meeting to order at 7:00 PM in the Connie Christensen Children's Room.

Members Present: Susan Levine, Linda Chamenko, Anna Marie Altieri, Julie Fitzpatrick

Staff Present: Marsha Durley, Head Librarian

Affiliates Present: Sue Dowdell, Long Range Planning Chair, Anthony Messina, Building Committee Chair

Members Absent: Lurana Siemenski, Maryann Smith

- II. Review of Agenda: The agenda was reviewed. Motion to approve agenda as submitted: Fitzpatrick/Altieri; all approved.

- III. Approval of Minutes: The January minutes were reviewed. Motion to accept minutes: Chamenko/Altieri; all approved.

Correspondence:

Marsha Durley received a letter from Sheila Mosman, grant administrator in Hartford, that funds (\$10,000) will not be released due to application inaccuracies on the part of Selectman's office, application not complete, non-discrimination certification missing in packet. Needs to be done by town and resubmitted.

Susan Levine sent a letter to Board of Selectmen that Rodney Perry was the Library Board's choice for the long range planning consultant.

- IV. Public Comment:  
None

- V. Friends' Report: Sue Dowdell reported on the following:

Met on February 5, by-law committee formed, Sue Dowdell established an account with a new toner cartridge recycling company; Scrabble tournament tabled until Spring 2009; community calendar on-going; Wanda Mulinski sent letters to town organizations about posting their events on the Beacon Falls community calendar; Sue Dowdell starting business outreach of library services and cartridge recycling; May 10 canoe & kayak race starting in Naugatuck ending at Depot Street Bridge in Beacon Falls. Motion made to permanently change FOL meeting time from 7 PM to 6:30 PM

- VI. Building Committee: – Anthony Messina reports:  
Recommendation done in March 2007 on pros and cons of available properties in Beacon Falls; report forwarded to Rodney Perry, and he was briefed on other organizations that may use property. He doesn't want to duplicate efforts right now so building committee is on hold.
- VII. United Valley Library Report: Marsha Durley reports:  
No meeting this month, next meeting in March
- VIII. Five Year Plan: – Sue Dowdell  
Contract sent to Attorney Brennan; contract issues not resolved.  
Because of the delay in receiving the LSTA funds from Hartford, at the February 4 Board of Selectman's meeting Susan Cable requested the transfer of \$3,400 from the Town's contingency fund to the Library's budget so that a payment could be made to Mr. Perry in the interim. The Board of Finance will have to approve the requested transfer in order for the funds to become available. They will meet next on February 26.
- 1.) Motion to appoint Mike Krenesky and Anthony Messina to Long Range Planning Committee: Chamenko/Fitzpatrick; all approved
- 2.) Motion to appoint Susan Dowdell as permanent chair of the Long Range Planning Committee: Fitzpatrick/Chamenko; all approved
- 3.) Motion to give Long Range Planning Committee authority to appoint rest of committee members: Fitzpatrick/Altieri; all approved
- Library Board Chair, Susan Levine to write letters to consultants who applied but were not hired; Marsha Durley to provide her with consultant information.
- IX. Librarian's Report:
- a. Circulation and Programming Reports –  
Circulation down for January, a drop in children's and video/DVDs circulations; registrations stable; program attendance up from last January; internet usage down possibly attributed to cold weather.  
Programs scheduled for next week – school vacation, flyer went home with Laurel Ledge students; poor sign ups so far
- b. Financial Summary –  
Status quo to 2007; Received \$750 from Connecticut attorney general for library materials from settlement which must be used before March. Marsha Durley used it towards music CDs and how-to-play music books per the terms of the settlement.
- c. Review of Paid Bills – total \$840.85 (not including salaries)  
Motion to pay Library Board Clerk bill for January meeting:  
**Fitzpatrick/Altieri;** all approved
- \$182.99 in petty cash for Library Board treasurer

Motion to pay Sue Dowdell for food and paper goods for long range planning meeting: Fitzpatrick/Chamenko; all approved

Library newsletter will be in this week's *Citizen News*

X. Old Business:

- a. Registrar's Space:  
Renovations ahead of schedule

XI. New Business:

- a. Matching the Matthies grant for furnishings in former registrar's office  
Motion to earmark \$1000 from checking account for furnishings in library expansion: Chamenko/Altieri; all approved

Motion to turn over accumulated late video fees collected to Head Librarian in December and June for purchase of more videos: Altieri/Chamenko; all approved

XII. Announcements/Adjournment:

Adjournment- The next meeting will be held on March 12, 2008 at 7 PM. Motion to adjourn the meeting at 7:45 pm: Altieri/Fitzpatrick; all approved.

Respectfully Submitted,

Martha Melville  
Board Clerk