



# The Beacon Falls Public Library

## Library Board of Directors

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**May 7, 2008**

- I. Call to Order: Chairman Susan Levine called the meeting to order at 7:07 PM in the Connie Christensen Children's Room.

Members Present: Susan Levine, Lurana Siemensi, Linda Chamenko, Maryann Smith, Julie Fitzpatrick (arrived at 7:20), Anna Marie Altieri (arrived at 7:40)

Staff Present: Marsha Durley, Head Librarian

Affiliates Present: Sue Dowdell, Long Range Planning Chair

- II. Review of Agenda: The agenda was reviewed. Add a.) Properties under Building Committee Report. Motion to approve amended agenda: **Smith/Chamenko**; all approved.

- III. Approval of Minutes: The April minutes were reviewed. Motion to accept minutes: **Chamenko/Siemensi**; all approved.

Correspondence: Received check for \$83.13 from Connecticard.

- IV. Public Comment: NTR

- V. Friends' Report: Julie Fitzpatrick reported on the following:

FOL ready to file incorporation paperwork

Will sell refreshments at Veteran's Park after the Kayak & Canoe Race on Saturday, May 10

June 14 book sale in meeting room

CDs to be rolled over

Possible FOL presence at Family Fireworks Night on July 5

Final report submitted for Matthies grant (furniture was delivered May 7, 2008)

- VI. Building Committee: Marsha Durley reports

Building committee on hiatus until the LRP is finished

- a. Properties: 2 properties under consideration: grants being submitted for purchasing both Wolfe Ave & Piwonski properties; will use grant monies and bonds for properties. Special visit by Sue Cable to FOL meeting: she met with financial director, bond counsel and grant person; property purchases will go to town meeting for approval. Enough grants have been secured for Depot St. bridge, will change bonds over at a town meeting; possibility in selling the grange, asked Joe Rodrigo to take John

Peterson into house to inspect; can put deposit down and put property on hold for 60 days; considering the entire Piwonski property

VII. United Valley Library Report: Marsha Durley reports:

No meeting

VIII. Long Range Planning Committee Report: – Sue Dowdell

Mr. Perry, library consultant, requested to change dates of next visit, pushing it back one week. Mr. Perry will work with Laura Marcella on mission statement. Mr. Perry expects to go to Libratechs workshop on May 21st in Willington about their library building project.

Willington is a town comparable to Beacon Falls;

Tuesday May 20 @ 8 Library Board to meet with Mr. Perry;

Wednesday May 21 @ 7 he will meet with the Long Range Planning committee

IX. Librarian's Report:

a. Circulation and Programming Reports –

Circulation down about 10% last month; videos down about 7%; everything is dropping. For the year circulation is down 10%.

ILL borrowed down 40%; ILL lent almost doubled compared to a year ago.

Connecticard almost doubled in April; program attendance pitiful. Kudos to Linda Chamenko and Julie Fitzpatrick for story time. Drop in attendance could be related to Lorna Baldwin's absence. Suggestion made to send flyers to day care centers and post in various locations that library offers story hour.

Lorna Baldwin update – uncertain of status. Sue Dowdell was hired as a temporary employee to fill in part-time for Lorna. Marsha Durley needed permission from town union leaders for this personnel action. Mrs. Dowdell started working on May 6, 2008, and may work up to 19 hours/week.

Internet hours down by 50%, users down, but laptops still in continued use  
Volunteer hours steady.

b. Financial Summary –

Transfers in budget \$760 from clerk, telephone and professional development line items into computer line item

Programming budget will cover summer reading program and prizes.

Summer school reading: Woodland will use same books as last year but will have different assignments for the students; Laurel Ledge reading list won't change.

Looking to buy 3-volume comprehensive medical reference books, comes with free online data base.

Tumblebooks for adults \$99/year, access through the bflib.org web site; good source for unabridged classics.

Mrs. Durley expects to spend all library materials budget.

c. Review of Paid Bills – total \$1,558.34 (excluding salaries and library study grant expenditures)

Motion to pay Library Board Clerk bill for March/April meetings:

**Fitzpatrick/Smith**; all approved.

X. Old Business:

a. Registrar's Space:

Downstairs town garage renovation: no activity in 2-3 weeks; John Peterson called special meeting with general contractor, DeCarlo & Doll, registrars, Sue Cable & Marsha Durley to go over progress; work picked up just before meeting.

Architects assessed lighting upstairs; a wall is to go up between 2 lights, will have change some of them.

Closet shelving: movable or fixed? Fixed

Head librarian instructed to empty and move book shelves so new carpet can be installed in the current adult room and the current registrar's office.

Chris McLean proposed an Eagle Scout project for moving into the registrar's space; installing furniture, painting mural, organizing shelving, putting books on shelves. Mrs. Durley to pursue.

XI. New Business:

Marsha Durley requested permission to toss out a box of obsolete software and manuals.

Motion made to permit Marsha Durley to dispose of obsolete materials:

**Chamenko/Smith**; all approved.

LSTA mid-term evaluation and expenditure reports: Mrs. Durley has completed the reports but requested an extension for submission, they will go out the end of this week.

Application for release of funds has been approved. Funds have not been processed yet.

Video project: Linda Chamenko reported that 3 people met on April 21; next meeting will be May 19 @ 7 @ library

XII. Announcements/Adjournment:

Borders Book Fair at WRHS; cash only, no tax on books, to be advertised in Citizen News, some type of school fund raiser.

Library Board members will have a Special meeting with Mr. Perry on May 20 @ 8 p.m. to discuss the Long Range Plan.

Adjournment- The next regular meeting will be held on June 11, 2008 at 7 PM. Motion to adjourn the meeting at 8:15 pm: **Chamenko/Smith**; all approved.

Respectfully Submitted,

Martha Melville  
Board Clerk