



The Beacon Falls Public Library

Library Board of Directors

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June 11, 2008

- I. Call to Order: Chairman Susan Levine called the meeting to order at 7:06 PM in the Connie Christensen Children's Room.

Members Present: Susan Levine, Lurana Siemenski, Maryann Smith, Julie Fitzpatrick, Anna Marie Altieri, Linda Chamenko

Staff Present: Marsha Durley, Head Librarian

Affiliates Present: Sue Dowdell, Susan Cable

- II. Review of Agenda: The agenda was reviewed. Marsha Durley adds under New Business c.) Staff Update Motion to approve amended agenda: **Smith/Fitzpatrick**; all approved.

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

Correspondence:

A book, Heartsongs by Mattie J.T. Stepanek, given to Library Board from BFJWC; **ACTION: Library Board (Julie Fitzpatrick) will send thank you note to the BFJWC Kathy Kersten, new president, for \$400 donation towards library expansion.**

Thank you gifts given to Library Board members from Selectman's office.

Received letter from Peter Gisolfi Associates, architects in Hastings on Hudson, NY, passed on to Building Committee.

Letter of resignation received from Lorna Baldwin.

- IV. Public Comment: **Susan Cable**

Update on properties: Board of Selectman voted to pursue bond packages.

Dialogue going between town/Joe Rodorigo and Wolfe Ave property sellers with price negotiation, town needs 120 days to secure funds.

Piowanski property, town interested in buying entire piece

Two good investments for the community, bond monies have already been approved.

Town can pursue historic registry to get potentially more funding for Wolfe Ave property.

Grange to be discussed at a future town meeting, whether to sell or not.

Renovations: move on Tuesday didn't happen, the doors to be installed were damaged and had to be reordered; construction must be completed by June 30.

- V. Friends' Report: Julie Fitzpatrick:
Book Sale this Saturday; sorting and set up on Friday 6/13 after 1 PM
Family Night July 5, FOL may have booth selling food.
Matthies grant paperwork submitted.
Sold refreshments at kayak/canoe river race.
Incorporation paperwork filed.
Newsletter distributed in Citizen News last week; Anna Marie Altieri volunteered to help Marsha Durley with creating newsletter and may increase the frequency of publication from three times per year; Mrs. Durley commented that activity at the library always increases right after a newsletter comes out.
- VI. Building Committee: have not had meetings during Long Range Plan process.
- VII. United Valley Library Report: Marsha Durley
No meetings
- VIII. Long Range Planning Committee Report: Sue Dowdell
Changes emailed last night, Mr. Perry incorporated suggestions.
Wednesday June 18 final presentation at 6:30; 5:30 for supper, at senior center.
- IX. Librarian's Report: Marsha Durley
- a. Circulation and Programming Reports –
Circulation up in May but still down for the year, adult circulation up 25% last month; ILL borrowed and lent up for May; registration up in May.
Program attendance steady despite substitutes filling in for Lorna Baldwin.
Internet usage down 23%; more users spending less time online; a healthier use of computer time.
3 new laptops arrived (refurbished Dell's with original warranty)
Volunteer hours up in May
 - b. Financial Summary – end of budget year June 30
Computer balance \$107.63 after purchase of 3 refurbished Dell laptops.
Library materials balance of \$3,518.01 and supplies \$175.46 will be spent on purchases by the end of June.
Dues and fees balance down to \$190 after video/circuit fees of \$1,000.00 paid.
Programming balance of \$20.74 after paying for two summer programs.
Mrs. Durley received approval to send third and final invoice to pay Mr. Rodney Perry, library consultant, in full for his services.
 - c. Review of Paid Bills – total \$3,613.38 (excluding salaries and library study grant expenditures)
Motion to pay Library Board Clerk bill for May meeting: Fitzpatrick/Altieri;
all approved.
- X. Old Business:
- a. Registrar's Space: See Susan Cable's update above

Marsha Durley reports: New books logged in at library, but no shelf space to display them.

Chris McLean received preliminary approval for his Eagle Scout project. Possibility of converting hallway space under window into an area for teens.

Marsha Durley requested that carpeting and painting be done in former registrar's office first, and then move adult room into that area. Then carpet and paint the existing adult room then move materials in there. She requested that this work be done on the weekends.

XI. New Business:

- a. Approval of Long Range Plan – per Mr. Perry, the Library Board accepts the Long Range Plan with formal adoption later; Motion to accept Long Range Plan now, review and adopt later: Altieri/Chamenko; all approved.
- b. Summer Bills – Motion to have Maryann Smith, Library Board Treasurer sign any bills that are due over the summer; Fitzpatrick/Chamenko; all approved.
- c. Staff Update – 20 hour union part-time position advertised; Marsha Durley interviewed two candidates; received 13 applications to temporary part-time position; 2 applications from as in Republican-American newspaper; Mary Ellen Gill from Naugatuck was hired; she will start work June 12.

XII. Announcements/Adjournment:

Evaluation of Head Librarian; Susan Levine to mail out copy to Library Board members and Board will meet after the June 18 Long Range Plan presentation.

In LSTA report Mrs. Durley committed to send out notice about Long Range Plan, she suggested publishing a special edition of newsletter this summer; Motion for Library Board to pay Citizen News to print and distribute a newsletter issue of Long Range Plan highlights; Fitzpatrick/Chamenko; all approved.

The next meeting will be held on September 10, 2008 at 7 PM. Motion to adjourn the meeting at 8:44 pm: Fitzpatrick/Smith; all approved.

Respectfully Submitted,

Martha Melville
Board Clerk