



The Beacon Falls Public Library

Library Board of Directors

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October 10, 2007

- I. Call to Order: Chairman Mary MacEachern called the meeting to order at 7:04 PM in the Connie Christensen Children's Room.

Members Present: Mary MacEachern, Julie Fitzpatrick, Susan Levine, Lurana Siemenski, Peter Christensen

Members Absent: Maryann Smith

Staff Present: Marsha Durley, Head Librarian

- II. Review of Agenda: The agenda was reviewed. Motion to approve agenda as submitted: Christensen/Siemenski all approved.
- III. Approval of Minutes: The September minutes were reviewed. Motion to accept minutes: Siemenski/Levine all approved.
- IV. Public Comment: Susan Dowdell: Friends of Beacon Falls Library mailed invitations for ballet and reception to VIPs and Chairmen, including Mary MacEachern, who declined the reception invitation. Susan Levine volunteered to attend the reception and 5:00 performance, Sue asked her to say something during the reception as the Library Board representative.
- V. Friends' Report: Julie Fitzpatrick reported on the following:
- October 20 book sale
 - October 28 ballet -- need bakers for intermission refreshments, put in \$1.00 bags (pre-packaged). Drop off at library on Friday, or bring to ballet on Sunday.
 - FOL selling Entertainment books for \$25.00 local books and books available to order for the rest of the US
 - October 20 pumpkin painting, pumpkins donated by Joe's Farm in Beacon Falls
 - Election of officers took place, slate of officers to stand:
President Wanda Mulinski
Vice President Joan Morris
Secretary Martha Melville
Treasurer Isabelle Culotta
Liaison to Library Board Julie Fitzpatrick

- VI. Building Committee: – Pete trying to set a meeting date, probably next Tuesday October 16 at 7 PM
- VII. United Valley Library Report: Marsha : UVL did not meet this month
- VIII. Five Year Plan: – Marsha NTR, at last board of selectmen’s meeting some funds were transferred to a new temporary line item in library budget of \$11,535.00 (\$10,000 was grant) for top floor renovation per meeting minutes
- IX. Librarian’s Report:
 - a. Circulation and Programming Reports – September circulation dropped, mainly in juvenile, not sure if it’s because of using school library instead; video circulation increased, which increased traffic into the library; registrations down for month and year; program attendance down; Pete suggested sending a catchy brochure to the Laurel Ledge students; Marsha thinks the long-range plan will address this lull and perhaps identify what changed; computer usage went down; volunteer help has been sporadic.
 - b. Financial Summary – computers starting to show age as they are 5 years old. Library needed to purchase computer bar coded user cards, last buy was 29 cents/each now they are 59 cents/each. Funds for professional development not used as it’s difficult for library staff to take time off for training. Library programs are becoming expensive – more professional offerings are more costly. \$278.94 petty cash turned over to Treasurer, Peter Christensen.
 - c. Review of Paid Bills – handout attached from Marsha; no bill from Jessica Christensen. TumbleBooks bill for eBooks for children, online in English, French and Spanish
- X. Old Business:
 - a. Registrar’s Space: Marsha reports that nothing will happen until after elections; jobs have to go out for bids, may be by the end of October. Expected completion time is 45 days after acceptance of bid; town crews are to do demolition in town garage and painting garage and new space.
- XI. New Business:
 - a. 2008 meeting schedule
January 9, February 13, March 12, April 9, May 14, June 11, September 10, October 8, November 12, December 10
Library Board Clerk to write letter to Town Clerk, Kurt Novak with meeting schedule.

XII. Announcements/Adjournment:

Marsha received bill from Citizen News for September newsletter, it was mailed to the library this time. There was an error in newsletter, 2006 calendar was printed, and corrected copies were handed out at Duck Race and sent to schools as well as available in the library.

Ryan Smith submitted a bill for new bookcase (materials only, not labor) to be paid from Hurley donation, balance to come from Girl Scout money.

State library report due in November, will work long-range plan after that

Adjournment- The next meeting will be held on November 14, 2007 at 7 PM. Motion to adjourn the meeting at 7:52 pm: Fitzpatrick/Siemenski all approved.

Respectfully Submitted,

Martha Melville
Board Clerk