



# The Beacon Falls Public Library

## Library Board of Directors

10 Maple Avenue, Beacon Falls, Connecticut 06403

(203) 729-1441 ■ fax: (203) 729-4927

beaconfallslibrary@yahoo.com

www.bflib.org

**November 14, 2007**

- I. Call to Order: Chairman Mary MacEachern called the meeting to order at 7:02 PM in the Connie Christensen Children's Room.

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

\*Newly elected members not yet sworn in

Members Absent: Peter Christensen

Staff Present: Marsha Durley, Head Librarian

- II. Review of Agenda: The agenda was reviewed. Marsha Durley asked to add under New Business b. 2008-2009 budget; Motion to approve amended agenda as submitted: Fitzpatrick/Siemenski all approved.

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

Correspondence: Mary read a statement from Peter Christensen thanking the board for their support during his 6 years on the Library Board.

- IV. Public Comment: NTR

- V. Friends' Report: Marsha Durley reported on the following:

Book sale a success, marked books down all day, boxes of leftover books were bought, some children's books to go to a social worker for local clients; net profit \$571.46; Ballet over, was a success; positive feedback on the event; requests for future events like this; 77 free tickets were given to Region 16 and food pantry families; Laurel Ledge PTO playground committee sold refreshments and were happy with result; Valley Photo Club present with photo display and selling calendars; one outstanding expense – Region 16 custodial services; FOL expects to add \$6K to building fund; November 30 Laurel Ledge Holiday program FOL will sell popcorn; December meeting will discuss by-laws, incorporating, and direction of the FOL.

- VI. Building Committee: – Marsha Durley reports:

Met last Thursday at library; 4 members, including Sue Dowdell; Piwonski property has been withdrawal; committee wants to conduct a survey to see where folks in town want to see a library; Mathies Park to be considered; online survey "SurveyMonkey.com" to be

conducted online; use touch screen version, make machines available around town; next meeting in December, no date; would like to do survey in January; forming survey questions right now; send any suggestions to Marsha; need 2 acres of land for library and parking;

- VII. United Valley Library Report: Marsha Durley reports:  
Met in Ansonia last Wednesday; Researching options on purchasing bilingual materials, each member to identify 10 items to purchase to use \$3,000 grant; items will circulate between the Valley Libraries; January 9 next meeting; received \$775 from class action suit from music industry to purchase CDs, written music, or things to play music on, must be spent within 6 months
- VIII. Five Year Plan: – Sue Dowdell presented a draft Request for Proposal long-range planning (now posted on [www.bflib.org](http://www.bflib.org))  
Motion to elect Sue Dowdell as temporary chair of this committee: Fitzpatrick/Levine all approved; Sue Dowdell seeks feedback and authority to send out the RFP on behalf of the Library Board; Motion to give Sue Dowdell authority to send out the RFP on behalf of the Library Board: Fitzpatrick/Smith all approved.
- IX. Librarian's Report:
- a. Circulation and Programming Reports – circulation is about 10% down from last year;
  - b. Financial Summary – using computer and programming funds quickly
  - c. Review of Paid Bills – total \$1,513.32 (not including salaries)  
Included \$597.46 for bar code cards for computer use, books, telephone, video, training and a speaker
- Julie Fitzpatrick to follow up on an ordinance to rename the Library Board of Directors to Library Board of Trustees; Marsha Durley is Library Director, not Head Librarian
- X. Old Business:
- a. Registrar's Space: Out for bid, November 30 at 3 PM bids will be opened in town hall assembly room; need a Library Board member on the Land Use Board forming; Julie Fitzpatrick to find out more info on meeting schedule, members, etc.
- XI. New Business:
- a. Election of new Chair and related change to authorized signers on the bank account – Two new members cannot be sworn in until Monday 19 November;  
Motion to elect Maryann Smith as temporary treasurer/secretary and Susan Levine as temporary Chairman until the Board elects a new one during regular elections in May 2008: Fitzpatrick/Siemenski all approved.
  - b. 2008-2009 budget – Marsha Durley added to agenda as a reminder; would like to add a staff position to allow the library to be open 45 hours per week, currently it's open 41.5 hours/week; increase computer and programming line items; need new computers, but probably need to seek grants; increase clerk line item; library materials increase 5% per year; Marsha requests any other input from Library Board

XII. Announcements/Adjournment:

Adjournment- The next meeting will be held on December 12, 2007 at 7 PM. Motion to adjourn the meeting at 8:43 pm: Levine/Siemenski all approved.

Respectfully Submitted,

Martha Melville  
Board Clerk