

The Beacon Falls Public Library
Library Board of Trustees
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February 21, 2023 Meeting Minutes

I. Call to Order/Pledge of Allegiance The Beacon Falls Public Library Board of Trustees monthly meeting was called to order at 6:31 p.m. by Annette Bosley-Boyce followed by the Pledge of Allegiance.

Trustees present: Annette Bosley-Boyce, Rebecca Rubino, Mary MacEachern, and Matthew Yanarella.

Others: Elizabeth Setaro-Posick (Library Director)

Not in attendance: Marion Zollo and David Dlugos

II. Review of the Agenda

Mary MacEachern made a motion to approve the Agenda, seconded by Matthew Yanarella. Approved, all aye.

III. Approval of Minutes

Rebecca Rubino made a motion to approve the January meeting minutes, seconded by Mary MacEachern. Approved; all aye.

IV. Correspondence

No Correspondence

V. Public Comment

No Public Comment

VI. Friends' Report-The FOBFL met on February 7, 2023. Currently, the Friends are participating in the Ion Bank Cap Program. Individuals with an Ion bank account can vote for their non-profit of choice to receive \$25 per vote. A stuffed bread sale will take place with pick up on April 6, 2023, from 5:30-7:00 p.m. A Venmo account for Friends has been created to make it easier for individuals to make a payment. Antonio's fundraiser was on February 8th with a portion of food sales going to the group. The Friends purchased an upgraded Cricut machine for assisting in preparing crafts.

VII. Board of Selectmen Report- Changes have been made effective immediately to the accessibility of the Town Hall parking lot during Laurel Ledge pick-up. The town is working

with Region 16 to come up with a viable solution. Anyone both picking their child up and attending an afternoon library program may park in the town hall parking lot, but should only park in parking allotted for patrons and visitors to the town hall.

VIII. Library Director's Report

A. Service Reports- Areas of note from the January service report.

- The library offered four adult programs, eleven child programs, and one family program in January.
- The number of adults in the adult programs offered was 54, and 120 children participated in child activities.
- Children's programs included United Day School visits, music, and movement with Miss Maria, suncatcher crafts, art exploration, PSST, more crafts, and a Pirates & Princess Party.
- Adults participated in the True Crime book club, an FBI talk with Greg Dillian, and a wine glass painting craft. Miss Kerri went to the senior center to do crafts with the seniors.
- Families participated in a family game night.
- Overall circulation has increased by 32% from this time last year.
- There has been an increase in patrons using public computers.
- Connecticard Loans are up 85% from this time last year.
- Library card registration is up by 12%.

B. Financial Reports/Bills Paid: Areas of note regarding the January FY (Fiscal Year) 22_23 Financial Report:

50% of the overall library budget has been expended. The budgeted amount for the Library Materials line is getting tight to cover the next five months.

- ### **C. Approval for any Bills to be paid-The Library's materials line item is running low and would like to continue to distribute a bimonthly newsletter. The library is asking the board to cover the cost of one of the newsletter editions which would cost \$260.**

D. Other Library-related news-

IX. Old Business

- Strategic Plan.

Strategic Plan-Motion to adopt the Strategic Plan by Mary MacEachern seconded by Matthew Yanarella. Approved; all aye.

- Confidentiality Policy

The Library would like to adopt a separate Confidentiality Policy in addition to the Privacy and Confidentiality Policy already in place.

Motion to adopt a separate Confidentiality Policy by Matthew Yanarella seconded by Rebecca Rubino. Approved.; all aye.

- Budget Update- The library will meet for the first budget meeting on 2/21/23. This will be a basic overview of the requests for increases. The library is asking for increases in the Part-Time line for an increase in minimum wage taking place, the computer line, departmental supplies, and the copier line.

X. New Business

- New Website Domain Name – the full-time library staff recently agreed that the library domain name should be updated from mybflib to beaconfallslibrary.org. The decision was made to make it easier for people searching for the library website.
 - Review policies on the library website- The library website and town website will need to be reviewed for outdated policies concerning the library board. Over the next few months, the Library Director will make a list of updates that need to be made.
- Statistical Trends in Connecticut Public Libraries- The CT State Library released Statistical Trends in CT Public Libraries, in 2022. There were some interesting findings. In FY 2022, print and e-book use per capita increased. It indicates that during the pandemic and afterward patrons read more books. E-books, audiobooks, and videos represent a strong percentage of total circulation. The highs for FY 2022 included increases in library visits, circulation, and public computer use. In person, programs are coming back. Some things have continued such as virtual programs and curbside pickup. The lows indicated that libraries are still not back to pre-pandemic levels and the percentage of CT residents with library cards continues to shrink.

XII. Announcements/adjournment Motion to adjourn by Mary MacEachern seconded by Annette Bosley-Boyce. Approved; all aye. Meeting adjourned at 7:03 p.m.