

The Beacon Falls Public Library
Library Board of Trustees
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Minutes January 21, 2020 (Subject to Revision)

1/28/2020

Mr. Leonard Greene
Town Clerk, Town of Beacon Falls
10 Maple Avenue
Beacon Falls, CT 06403

Dear Mr. Greene:

The Library Board of Trustees will hold a special meeting on Tuesday January 21, 2020 at 7:00 p.m., in the Beacon Falls Public Library.

Members Present: Elizabeth Setaro, Annette Bosley-Boyce, Gina Galullo, Marissa Correia, Mary MacEachern, Dave Dlugos.

The following agenda will be addressed at the discretion of the Chair.

I. Call to Order/Pledge of Allegiance- Elizabeth Setaro called the meeting to order at 7:02 pm, with the Pledge of Allegiance.

II. Welcome New members- Elizabeth Setaro introduces the two members: Mary MacEachern and Dave Dlugos.

Gina asked if we have the number of people for quorum.

Elizabeth said, Yes, we need four people for a quorum.

Gina mentions that she won't be there for the February meeting.

Elizabeth says that will be fine. Mary and Dave both mention they will be there for the February meeting.

III. Review of the Agenda- Annette says they will review December's agenda as well as January's since December's meeting had to be cancelled.

Motion to approve the December and January Agenda.

Gina/Marissa

IV. Approval of Minutes

Motion to approve November meeting minutes

Gina/Marissa

V. Correspondence- January: the bill from the Association of Library Board Members service

Elizabeth: I believe that we approved setting aside money to pay for this. It is something we do every year.

VI. Public Comment: No Public comment

VII. Friends' Report

December: Successful book media and holiday event held on 11/16. Friends of the Library are sponsoring a Library Book challenge for the adults.

January: On January 31st, through the Friends of the Library, Big Bang Trivia Night Fundraiser will be held at the River's Edge.

Last day for the Library Book Challenge is January 31st.

Mary: River's Edge, how is this held?

Liz: Teams sign up for that night. 4 people to a team, Keri asks the questions and the team who gets the most points.

VIII. Building Committee Report-

December: None

January: None

IX. Board of Selectmen Report- December:

- Program attendance is down, but that is due to the fact that Youth Theater Group is now separate from the library, for next year should even out with the programs being offered.

Board of Selectmen Report- January:

- Dave Dlugos and Mary MacEachern were sworn in officially today 1/21/2020 as members of the Library Board of Trustees.

X. Library Director's Report- November:

- Hosted a career bus- one on one coaching, 26 adults participated, a bus parked outside and helped with resume building, very discreet service.
- Wood sign craft stencil on the board, water color class, both were subsidized by the Friends of the Library,
- For kids above the 2nd grade and above, after school programs take place After school dismisses 3:15, will walk the kids over and the parents pick up after the event
- Reading challenge with preschool children-
- Circulation of e-books and other material board games, projector and screen out, not book related is other, adult library reg is up 15%
- Computers are still an issue and they are aware of it, but Don Ferretti is on medical.

X. Library Director's Report- December

- Chocolate Truffle presentation was held for the Adults: recipes, and how to make them on their own and samples were brought.
- Two Anime movies for Young adult
- Annual Holiday Story time with snacks provided by Friends of the library

- Ornament workshop was held after school for the elementary school kids grades 2 and above
- Gingerbread house workshop, 35 adults, 6 young adults and 6 kids participating
- Held a bus trip to end of December to Rhode Island

Dave says Salem was pretty full last time.

Elizabeth: More people are asking about the bus trips, they will use the library services

- Computers are being used up by 6% from last year, there was a time when computers were used a lot, and that drifted off, but now they are being used more.
- Notary services are up by 130%.

Elizabeth said there is no charge for a fee for notary, but can make a donation to the Friends of the library but not required.

Dave mentioned that it is expensive to go to another notary.

Annette: They should become members of the library or get library cards.

- A. Service Reports- Program Attendance
 - December
 - January

Annette says they are emailed to the members to review and showed the new members what they look like.

Financial Reports/Bills Paid- December

- Financial reports –computers are at 85% expended, the staff computers are working horribly, Don is out on medical, had to reach out to him, but the computers are not resolved yet

Financial Reports/Bills Paid- January

- Noted a program is running in the background, that Don will address when he gets back
- Association of Library Board Members Service bill

Motion to approve \$100.00 for Association of Library Board Members service

Gina/Marissa

C. Approval for any Bills to be Paid/ Clerking Invoice

Motion to approve clerk invoice for November minutes

Gina/Marissa

D. Other Library related news-book marks with the challenges will end at the end of January.

XI. Old Business-

December: Elizabeth said First Selectmen Jerry Smith approved the library pet, and we have them.

The pet is guinea pig named French Fry- a week ago, he has done very well. The only people that touch him is the staff. He is at the checkout desk. We really enjoy having him.

Mary: What happens over the weekend?

Elizabeth: We work on Saturdays, so it is one day, but for the long weekend, Keri came over the weekend to feed him. Our custodian gave us to him. The Library thanks him.

Annette: You reached out to the libraries about having a library pet. I can't wait to meet him.

January: Winter reading challenge, end of January 31st. 44 adults have signed up for the book challenge, 10 people have completed the challenges and won the mugs. The book mark has all these variety of services that we provide, and they use up to 5 of the challenges. Use one of our services, use newsbank, take out a Dvd, if you complete five of them, get a mug.

Annette: Have you handed out ten mugs?

Elizabeth: Connie Christensen purchased 5 of them for her families. The mugs are also being sold for \$5.00.

Annette: So you can purchase them too?

A. CT State Library Board of Trustees listserv- nothing in server for December or January.

XII. New Business- December: Welcome to Dave and Mary as the new members to our board

XII. New Business-January: Library received a grant from the Connecticut Community Foundation

Elizabeth: Library was awarded \$750.00 for the Grant. The Grounded Good Wife, crystal healing, beginners guide to herbs. And this program will be paid by this grant, very thankful

Also, Keri will be launching a reading challenge for infants to kindergarten to read 1,000 books before kindergarten to promote reading to infants and toddlers. Keri will be in charge of checking off the books they read.

Elizabeth will follow up on how she is promoting this challenge.

Mary mentioned that she enjoys reading the newsletter.

Elizabeth: The newsletter is a lot of work. It is emailed electronically, and then copies are sent out along with extra copies held at the library to hand out.

XIII. Executive Session (if needed)

XIV. Announcements/adjournment 7:28 pm

Motion to adjourn:

Gina/Annette

7:30 pm

Our next scheduled meeting is February 18, 2019, the third Tuesday of the month at 7pm.

Respectfully submitted,

Angela Moffat

Clerk, Library Board