

The Beacon Falls Public Library
Library Board of Trustees
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November 13, 2019 Minutes (Subject to Revision)

11/15/2019

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 regular scheduled meeting on Wednesday November 13, 2019 at 7:00 p.m., in the Beacon Falls Public Library.

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

Members Present: Elizabeth Setaro (ES), Annette Bosley-Boyce (AB), Gina Galullo (GG), Marissa Correia (MC), Stacy Betkoski (SB)

I. Call to Order/Pledge of Allegiance: Elizabeth Setaro called the meeting to order with the pledge of allegiance at 7:10pm.

II. Review of the Agenda

Marissa suggested add under new business discussion of upcoming meeting schedule

Motion to approve the addition to new business: meeting schedule

MC/GC, all ayes

III. Approval of Minutes

Motion to approve previous months minutes.

GC/MC, all ayes

IV. Correspondence - none

V. Public Comment- none

VI. Friends' Report

Elizabeth noted that the FOBFL are still accepting book donations for their book sale and vendor fair being held on Saturday 11/16/19. The cupcake contest will also take place with cupcakes being purchased by donation. The Friends group was asked to purchase coffee mugs with the library logo on them as prizes for a winter reading challenge that Kerri is organizing.

AB: For adults?

MC: For kids or adults?

ES: It is for Adults but the challenge isn't only for reading it is if any of our programs are used, such as database or attending programs, it is a way to publicize and get more involvement. They will gain a prize if they meet 5 out of the 10 challenges.

VII. Building Committee Report- No meeting to report

Elizabeth noted that Doug Bousquet will be leading this but hadn't heard if he set up a meeting yet.

VIII. Board of Selectmen Report- Elizabeth noted that overall library material circulation is up slightly from last month.

IX. Library Director's Report-

a. Service Reports:

1. Program attendance is down due the decreased number of children and adult participation. This is most likely due the Beacon Falls Youth Theater Group breaking off from the library and becoming own 501c3 nonprofit. The library programs numbers were higher last year due to their participation.

2. The library hosted great programs for the month of October which included "Tales of New England" and a talk about the paranormal. Elizabeth noted that it was a full house.

3. The library hosted a bus trip to Salem Massachusetts.

4. Flanders Nature Center hosted an owl investigation program for the elementary school children.

5. Pumpkin carving for elementary school children and teens took place in the library. The pumpkins were purchased by the Friends of Beacon Falls Library.

6. Local preschool children and children from United Day School enjoyed a Halloween themed story and party. They trick or treated through the town hall departments.

7. The library passed out candy to children on Halloween evening in the Town Hall Assembly Room for the first time. Elizabeth noted that it will become a yearly thing.

b. Financial report: Elizabeth noted the computer line item is 81% expended. We are having difficulty with our computers. We do not know what is going on with them and have had Don Ferretti trouble shoot and analyze our system. All other line items are as expected. He is a little more expensive, higher than Sue's son.

AB: Did Sue's son move away?

ES: No, he did not. The difficulty that we are having, we decided that it is best because Don is working with the town hall.

Going back to this, December 2nd, need to have someone be then to get appointed at the Board of Selectmen meeting

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

ES: I have an invoice from last month from the meeting clerk.

Motion to approve and pay

MC/GC, all ayes

D. Other Library related news-

As discussed briefly before, Elizabeth noted that Kerri will be hosting a winter reading challenge for patrons, which has not been done before. Friends of the library ordered 70 mugs and will use these for their events. There will be 10 different challenges listed on a book mark which also include using some of the library's other services such as news bank. The challenge will take place in December and January. Patrons who complete at least 5 challenges listed will receive a Beacon Falls Public Library mug.

Elizabeth noted that she was going to mention having Steve Moffat as a new member, however, he declined the opportunity. We are still in need of Library members to join. We need to replace a republican but also any person who is interested to please contact the Library to join.

Stacy mentioned that a letter of intent would need to be written to the Board of Selectmen.

ES: I do have an email that a person was interested in the Building committee but I'll reach out to see if they would be interested in joining the Library Board of Trustees.

X. Old Business-

A. CT State Library Board of Trustees listserv-none to report

XI. New Business-

a. We are asking all library board members to donate candy items or make a monetary donation to the library for the Gingerbread House Workshop taking place on Saturday December 7th. We are asking for donations by November 27th. Donations can be dropped off at the library. A list was provided by Kerri.

b. Meeting Schedule

Marissa brought up that her work schedule will change starting January 1st. And if anyone is interested in changing the meeting times to a Tuesday evening, if not, then she won't be able to attend any more meetings starting January.

Elizabeth noted that the Friends of the Library meet on the second Tuesday of the month, but we could meet the third Tuesday of the month starting with January. She would be good with that.

Gina asked if they could start the schedule in December. Marissa wouldn't be able to do that until January, but Elizabeth will work on getting a member to start in December.

AB: I have a different schedule, but will work around it.

Everyone agreed that the meeting time would remain at 7pm.

Motion to approve the motion to meet every third Tuesday at 7pm

MC/GC, all ayes

Library Pet:

ES: We will have to start over with waiting, need to discuss with the new First Selectmen.

ES: Chris's last day as First Selectmen on Friday, but will continue as Selectmen.

AB: Have an office here?

ES: No, he won't have an office here, but we are glad he is still doing that.

Lastly the members discussed coming out to their Library Sale event, November 15th, from 10-3:30 held in the Church Lyceum. The new president of the Friends of the Library has over 20 vendors coming. Not all vendors are book vendors.

XII. Executive Session (if needed)

XIII. Announcements/adjournment

Motion to adjourn 7:27 pm

GC/SB, all ayes

Respectfully submitted,

Angela Moffat
Clerk, Library Board