

The Beacon Falls Public Library
Library Board of Trustees
10 Maple Avenue, Beacon Falls, Connecticut 06403
(203) 729 –1441 • fax: (203) 729 – 4927
beaconfallslibrary@yahoo.com
www.mybflib.org

Minutes April 21, 2020 (Subject to Revision)

April 25, 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 regular monthly meeting on the third April 21, 2020 at 7:00 p.m., in the Beacon Falls Public Library.

Please be advised that the **Library Board of Trustees** has scheduled a **Virtual Regular Monthly Meeting** for the third **Tuesday, April 21, 2020**. The Meeting will begin at **7:00 P.M.**

One Tap Mobile

+16468769923, 974530292455# US (New York)

Dial By Your Location

+1 646 876 9923 US (New York)

Meeting ID: 974-5309-2455

Password: BF2020

Disclaimer: Due to technical limitations, public comments should be submitted via email to amoffat@tobfct.com by noon on Wednesday, April 22, 2020. Public comment will then be added to the meeting minutes. Residents will be able to listen by phone with the dial in information provided.

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

AGENDA

I. Call to Order/Pledge of Allegiance- Elizabeth Setaro called the meeting to order with a Pledge of Allegiance at 7:03 pm.

II. Review of the Agenda- The members reviewed the agenda.

III. Approval of Minutes from January meeting- **Motion to approve Minutes were approved by Gina, Second by Marissa**

March meeting- There was no quorum.

IV. Correspondence- Nothing to report

V. Public Comment- There was no public comment, nor was there any emailed up until April 22, 2020.

VI. Friends' Report-

- Library Art Show was closed due to Covid-19 Pandemic.
- Due to Pandemic, did not seek monies from Give Local for a Mac computer.
- Member Friends of the Library, Ken Priestley, decided to donate a Mac computer to the library
- Friends of the Library paid for signs Love Your Library and Bob Posick put them up all around town for April Library Month.

VII. Building Committee Report- There was no report to report.

VIII. Board of Selectmen Report

- Computers- Still have problems with them, still spending 85% of the budget line item
- April- Notification of only purchase of essential supplies
 - Purchasing downloadable materials on overdrive instead of printable books.
 - Using Zoom and Facebook Live for different performers
 - No Part Time employees working at this time due to the Covid-19 Pandemic.

IX. Library Director's Report- Attached

Feb: Popular Programs-

- Allocating Assets
- Bullet Journaling
- Crafting

March: Popular Programs-

- Seed Library – Current No access to the Library, however, been mailing them out as members want them. The Burpee Seeds were donated.
- March NYC Trip- Keri ran that trip
- Read Across America-Liz participated at the Elementary School
- UDS- Keri participated in making Leprechaun traps with UDS students and staff.

A. Service Reports- Attached

B. Financial Reports/Bills Paid

Feb: Put a request in for a rug replacement amount was \$1,800 to use capital fund, but it is currently pending until the Pandemic is over and it can be reviewed again.

March: The closure of the Library has effected the part time employees who are currently not working

- No Book Expo this June
- All In-house activities are cancelled
- Zoom- Purchased and Keri and Liz have been using it for book talks and story time to engage with the community.

- According to First Selectmen, the Library is alternating Mon and Wednesdays' to work from home, the 3 full time employees take turns and work from home. Liz has her own lap top team to use team viewer.
- The full timers are running programs from home.

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

Invoice for Minutes on January's meeting- **Motion to approve to pay invoice by Marissa. Gina seconded.**

D. Other Library related news- Summer Reading Program is pending at the moment.

X. Old Business

A. CT State Library Board of Trustees listserv- nothing to report

XI. New Business-

- A. Partnership with Conservation Commission on Activities
 - A nature walk is being discussed with the Conservation Committee.
- B. Seed Exchange at the Library- currently out of seeds, all that were donated were mailed out instead of handed out.
- C. Library Sponsorships for Programs- Lioness donated funds to sponsor the Marvelous Mutts program, currently postponed.
- D. Covid-19 etc.-
 - All Summer programs are currently postponed due the Pandemic
 - Library Staff are continuing to be creative to engage with the Patrons.
 - Overdrive- Downloadable books on Overdrive
 - Hoopla-Increased the –e-books on Hoopla from 2-3 to rent at a time
 - Seeds- Liz- mailed out seeds to Patrons. Suggested to have the Patrons send in pictures of the vegetables after they grow.
 - Library Cards- Patrons can register their cards over the telephone
 - Limiting Contact with Patrons- limiting drop offs to no contact to the door step.
 - Facebook and Zoom- serving community
 - Instagram- Library is also on Instagram
 - Employees down to 3 full timers, part timers are currently not being paid
- E. Other:
 - French Fry, the Mascot- Marisa asked who was taking care of him with the Library being closed. Liz said that he was home with Keri and he was ok. Keri has some ideas for Facebook live with French Fry and keeping the messages light and fun.
 - Book Club- Gina asked if Book Club would restart again. Liz suggested that maybe using Zoom Chat after they choose a book on Hoopla and then a discussion on Zoom Chat to discuss book.
- F. Any questions:
 - Marisa asked about pre-recording stories? Liz thought that was a great idea.
 - Mary asked about loaning books out, that years ago she went through a program with Ferguson Stamford library. Liz said she could drop off books if she asked.
 - Members asked if there were programs that the part time could do as virtual programs

- Liz said currently they are not working and they are missed.
- Annette asked if the part timers could collect unemployment temporarily. Liz would follow up.

XII. Executive Session (if needed) - none needed.

XIII. Announcements/adjournment- **Motion to adjourn at 7:32 pm was made by Gina. Marissa Seconded it.**

The next regular monthly meeting is the third Tuesday of the month, May 19, 2020 virtual meeting at 7pm.

Respectfully submitted,

Angela Moffat

Clerk, Library Board