

**Beacon Falls Public Library Board of Trustees
10 Maple Avenue
Beacon Falls, CT 06403**



**Library Board of Trustees
Monthly Meeting
March 16, 2021
Draft- MINUTES**

Dear Mr. Greene:

Please be advised that the **Library Board of Trustees** held a scheduled **Virtual Regular Monthly Meeting** on the third **Tuesday, March 16, 2021**. The Zoom information was:

Join Zoom Meeting

<https://zoom.us/j/98011254172?pwd=QTU2YldBSEo4TlV1eXVrZ2dxUkJxdz09>

Meeting ID: 980 1125 4172

Passcode: 332820

One tap mobile

+16468769923,,98011254172#,,, *332820# US (New York)

+13017158592,,98011254172#,,, *332820# US (Washington DC)

Dial by your location

+1 646 876 9923 US (New York)

Due to technical limitations, public comments were asked to be submitted via email to kvardon@biblio.org by **noon on Monday March 15, 2021**. Public comment would then be added to the meeting minutes. Residents would be able to listen by phone with the dial in information provided.

1. Call to Order / Pledge of Allegiance

Gina Galullo called the meeting to order at 7:01 P.M.

Present: David Dlugos, Marissa Correia, Mary MacEachern

Absent: Jill Goodman, Annette Bosley-Boyce

Others: Elizabeth Setaro (Library Director)

2. Read & Approval Minutes from Previous Meetings & Agenda

Motion made to approve the February minutes as presented and accept the March Agenda: Dlugos/Correia; approved, all aye.

3. Comments from the Public/ Correspondence

No Correspondence.

No Public Comment.

4. Reports- Elizabeth Setaro

A. Friends of the Library- Met last Tuesday. Will continue to meet virtually with Google Meets. Planning a tentative Spring Vendor Fair and Art Show. Bread fundraiser has been getting a good response. Ordered K-9 Arty books and delivered them to Laurel Ledge Elementary for every classroom, as well as two daycares in town. Will support \$425 of the Beardsley Zoomobile if it is possible to book for the Summer Reading kickoff program. Set up Give Local page with a \$1,000 goal, not asking for a specific item but keeping fundraising general to programming and summer reading.

B. Building Committee- Nothing to Report.

C. Board of Selectman- The Town Hall and Library are reopening March 22nd with masking and social distancing.

D. Library Service Reports-

a. Service Report- Homebound deliveries are up, as well as ebooks. There was a 540% increase in digital music borrowing as well so its nice to see that service being utilized. Take and make programing is successful and will continue. The "other" category reflects the seed packets that were given out. Story Time has been a choice of physical packets to go or digital downloads to use with ebooks (75 children, 25 adults each week), teen baking program had 36 teens baking Valentine's Day cookies, the Spice Club reached 48 adults, 14 children and 2 teens, children's origami craft reached 24, and we gave out 95 seed packets. This was the second year of this program.

b. Financial Report/Bills Paid- 94% of the computer line item was expended. Only 4% of the Part-Time line item has been spent- it has been a year since the part-time employees have worked but they will be returning when we reopen the week of 3/22/21. When wooden chairs got replaced, they were taken by Sprague Library, who gave a \$100 donation for the Friends of the Library. Seymour took the remaining older shelving.

c. No bills to approve.

5. Old Business

Nothing to Report from ListServe

6. New Business

A. Reopening/Policies: ES: As previously stated, the library and town hall will be reopening to the public on March 22nd. I have sent out a proposed policy plan for your review that will need to be approved. We will temporarily match the hours of town hall. Do you propose and changes or any additions? MC: You could add to the section on returns that it for the purposes of quarantine. It would be good to let people know that that has not changed and those safety precautions are still being taken. ES: We will also have any materials being touched when browsed but not borrowed placed on carts in each room.

Motion to approve the Temporary COVID Policies with changes:
MacEachern/Dlugos; approved, all aye.

B. Change in Meeting Venue and Time: Meetings are now being called to meet in person and the town's Zoom subscription being cancelled. The clerk asked how many board members would feel comfortable about meeting in person, which would also require a day change to the third Wednesday of the month based on Senior Center availability. It was determined that the board was not yet comfortable with in person meetings and the clerk would reach out to the Town Clerk's office about continuing to meet on Zoom temporarily, or cancelling the next scheduled meeting with hopes that more members would be vaccinated and comfortable to meet in May.

7. Adjournment

Motion to adjourn at 7:43 PM: Galullo/Correia; approved, all aye.

Respectfully submitted,
Kerri Vardon
Clerk, Library Board of Trustees