The Beacon Falls Public Library
Library Board of Trustees
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September 18, 2019 Meeting Minutes
Revised 10/17/19 (Subject to Revision)

Members Present: Randi Bellemare, Elizabeth Setaro, Stacey Betkoski, Marissa Correia, and Gina Galullo, Absent: Annette Bosley-Boyce

I. Call to Order/Pledge of Allegiance
Elizabeth Setaro called the monthly meeting of the Beacon Falls Public Library Board of Trustees to order in the Connie Christensen Children's Room of the Beacon Falls Public Library at 7:01 p.m. with the Pledge of Allegiance to the flag.

II. Review of Agenda-

III. Approval of Minutes June meeting minutes
Motion to approve the minutes as presented
Bellemare/Correira, all ayes

IV. Correspondence- Letter of resignation received from Kerri Vardon for the library board clerk position. Discussion with Angela Moffat as interested in the clerk position

V. Public Comment- Three calls for public comment: No public comment

VI. Friend's Report- The FOBFL agreed to gift the equipment purchased with the help of a FOBFL donation to the BFYTG. The FOBFL book and vendor sale will be held on Saturday November 16th in the St. Michael's Church lyceum. The cupcake contest will be changed to a cake decorating contest due to the new kitchen rules of the church. The FOBFL has purchased legos for the robotics program in the library. A lending agreement needs to be drafted for patrons (to borrow Lego robotics for home use). Gina will draft a lending agreement. Gina will get in touch with Kerri.

VII. Building Committee Report: No meeting was held in August. The committee is currently in limbo and Doug Bousquet is the point person for the committee.

VIII. Board of Selectman Report- Elizabeth Setaro hired as new director, Amy Enquist hired as Assistant Director and Kerri Vardon hired as Program Librarian
Board says congratulations to all.

IX. Library Director's Report

A. Service Reports

1) In June: Summer reading kicked off the summer. The opening program was "Mr. Magic" and was well attended. The library collaborated with the Beardsley Zoo. Books about Monkeys were circulated to children and golden tickets were placed in these books for

children to win admission or prizes at the zoo. Miss Amy had an adult string art program was held and well attended.

2) July: Science Tellers performed a program as part of the summer reading program. Critter caravan also presented. Both were well liked by the children and families. Miss Amy offered a Welcome mat craft for adults. Miss Amy also worked with United Day Preschool offering crafts at the library on a weekly basis.
3) August: Summer reading ended. The closing program was the Yo Yo guy. He was very well received. Kerri also hosted a STEM family night. For the summer reading, In total 84 children registered for the summer reading program. There were 407 hours of reading logged by the children.
4) BFPL also supplied copies of summer reading books required by the schools by borrowing multiple copies through interlibrary loan.
5) Kerri Vardon has become a notary. Notary services are up.

B. Financial Reports/Bills Paid: FY 18-19 finished with 99% of the budget used. Currently the library is in good shape financially for FY 19-20.
C. Approval for any bills to be paid/clerking invoice-none for tonight
D. Other Library related news- Elizabeth Setaro is the new Director; Amy Enquist is the Assistant Director & Kerri Vardon is the Programming Librarian.
BFYTG has become a 501c3. $5,697.09 from the Library Board Checking Account was paid out to the Youth Theater for funds that were donated and collected by BFYTG. No longer using our checking account, they were given their money. Equipment purchased with the Matthies Grant that Sue applied for, has been gifted to the Beacon Falls Youth Theater because they were named by the grant. Liz will have to fill out a report for the grant.
The Library is in the process of hiring a part time library assistant. Last interview will be by Friday and then will be making a decision.
The library has new hours. It was posted on social media and will be on the new newsletter. Monday & Wednesday 9am-5pm, Tuesday& Thursday 12-8pm, Friday 9am-2:30pm and Saturdays 9am-1pm (closed Saturdays July-Labor Day). We are opening earlier and closing earlier Monday, Wednesday and Friday.
Randi Bellemare's term is up. Ballots are already made. Liz is a little concerned, about the quorum. Gina was sworn in, replaced Denzel Smith. Whoever runs, Gina says once Randi's term is up, need to replace that position.
A book will be added in Randi's name. Still Alice was her request.

X. Old Business

A. CT State Library Board of Trustees listserv- nothing to report
Marissa said she is on the mailings and she forwarded something from the Summer, Elizabeth is checking that she had something. Gina read the correspondence. It is a Trustee Leadership conference on a week day. If there is anyone interested then they can go. It is open to the Board.

XI. New Business

A. Appropriations for Library Board Checking Account-

Finance Dept. suggested to appropriate funds to the checking account.

1. Building Fund- 6,000 appropriated, leave it? yes
2. Crystal Rock Water- 216 appropriated, it is has been running on the high hand, 13 dollars a month, appropriate $200, yes
3. Citizens News newsletter-$1,400 stays the same
4. ACLB dues- membership $100
5. Marketing costs-$100

B. Possible meeting date changed to 3rd Tuesday of the month at 7pm.- If possible. No changes. Meetings will remain the same.

C. Approval to close the library the Saturday after Thanksgiving.- Town hall is closed the Friday after and the Saturday, but library is open, but not much activity, want to be more consistent with the town hall, it is a holiday for them.
Motion to close the Saturday after Thanksgiving.
Bellemare/Betkoski, all ayes

XII. Executive Session (if needed)- not required

XIII. Announcements/Adjournment:
Motion to adjourn 7:21pm
Betkoski/Correira, all ayes

Respectfully Submitted,

Angela Moffat
Meeting Clerk