

The Beacon Falls Public Library
Library Board of Trustees
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November 15, 2022 Meeting Minutes

I. Call to Order/Pledge of Allegiance The Beacon Falls Public Library Board of Trustees monthly meeting was called to order at 7:07 p.m. by E. Setaro-Posick followed by the Pledge of Allegiance.

Trustees present: Mary MacEachern, David Dlugos, Rebecca Rubino and Annette Bosley-Boyce.

Others: Elizabeth Setaro-Posick (Library Director)

Not in attendance: Marion Zollo

II. Review of the Agenda

R. Rubino made a motion to approve the Agenda, second D. Dlugos.
Approved; all aye with Public Comment date error.

III. Approval of Minutes

D. Dlugos made a motion to approve the September meeting minutes, second M. MacEachern.
Approved; all aye.

IV. Correspondence

No Correspondence

V. Public Comment

No Public Comment

VI. Friends' Report-The Friends discussed fundraisers for 2023. The Friends had a pie sale to benefit teen programming. In December they will be selling stuffed bread.

VII. Board of Selectmen Report: A motion was made to appoint Matthew Yanerella to the Library Board of Trustees.

VIII. Library Director's Report A. Service Reports:

- The library offered six adult programs, three teen programs, fifteen child programs, and two-family programs in October. Program attendance has increased by 28% from this time last year.
- The number of adults at the adult programs offered was 169, and 805 children participated in child activities during October.

- Fifty-three children from the Laurel Ledge Kindergarten class received their first library card.
- Overall circulation has remained steady at a 27% increase.
- 10 Book-A-Librarian sessions took place in October
- Children's programs included art exploration crafts, lap sit story times, kindergarten visits, United Day School visits, Preschool Story time, pumpkin painting, and trunk or treat.
- Teens had an RPG night, an Anime Movie, and a murder mystery.
- Adults participated in the true crime book club, a movie night, a presentation about healthy living, a watercolor class, and the CT Paranormal Society gave a talk.
- Families went on a bus trip to Salem, MA, and there was passive coloring and a cat photo contest.

B. Financial Reports/Bills Paid: Thirty-three percent of the overall library budget has been expended. The line items are where they are to be expected.

C. Approval for any Bills to be paid-
None

D. Other Library-related news- The Library received a grant to assess Fiber to the Library. The assessment grant contract has been signed by the State Librarian and is now in force. A floor plan of the building was required but the town did not have one. This past week the Town received an official floor plan done by AEPMI Design & Building Consultants. NOVUS computer IT service team will come and do the assessment on 11/22/22.

Naugatuck Valley Health District reached out about building a small, free library for Beacon Falls residents to enjoy. There is presently one in front of the Town Hall building. Library Director made the suggestion to also have one down at the recreation center pending approval from the Park and Rec Board.

Due to the success of donations from the February Library Amazon Wish list and patrons expressing interest in the library hosting another, the Library Director requested approval from the board.

Annette Bosley-Boyce made a motion to approve the Library Amazon Wish list, second Mary MacEachern, Approved; all aye.

IX. Old Business

- Gingerbread House Event- Gingerbread House decorating has been a yearly event hosted by the library. Last year it was offered as a take-home activity. This year the library wants to offer it in person and has received great news from St. Michael's Parish. If the library writes an official letter to Father Joy giving specific details of the event, he will review it. He approved of the Gingerbread event to take place in the lyceum. The library is extremely excited to have use of the lyceum for this event and potential future events.

- Draft of Strategic Plan- Bloomfield Public Library's Strategic Plan was reviewed. The Library Director attended a construction grant seminar presented by the CT State Library. An updated Strategic Plan is required.
- Community Center/Senior Center & Construction Grant- E. Setaro-Posick does not have much information. The Finance Department had AEPMI Design and Building Consultants include the library on the top floor of the Community Center/Senior Center drawing plans. Setaro-Posick does not have any further information about the status of that grant. The library construction grant should be kept as a potential back up. A building committee will have to be created.

X. New Business

- Approved 2023 Regular Meeting Dates- The 2023 Library Board Regular Meeting Dates have been approved and sent to the Town Clerks office.
- Death of Board Member- Jill Goodman officially resigned from the Library Board of Trustees on October 19, 2022 and passed away October 23, 2022. The Library Board unanimously agreed to send a card and donate a book to the library in her honor.
- New Board Member Applicant- Matt Yanarella applied to serve Jill's remaining term on the Library Board. The BOS approved his appointment. He should be attendance at the Library Boards next meeting pending being officially sworn in by the Town Clerk's Office.
- New Years' Eve-Saturday Closure- This year, New Year's Eve is on a Saturday. Approval needed to be closed.

Motion to approve Saturday December 31, 2022 closure by R. Rubino seconded by Annette Bosley-Boyce. Approved; all aye

Newsletter- The Library Director recently attended The Valley Library Director's meeting, and Derby library had a copy of a newsletter they use. Due to Citizen's News no longer putting flyers in their paper the library would like to see if having a physical copy of events will be helpful. It will be double sided, and printed for two months at a time (6 times a year). After weighing the costs of doing it in house the library felt that outsourcing to the same vendor that Derby uses would be the best course of action. Newsletters will be available for patrons and will provide pertinent information including but not limited to the many amazing library events and programs that are offered.

M. MacEachern suggested to include the hours and telephone number of the library.

XI. Executive Session (if needed)

XII. Announcements/adjournment Motion to adjourn by Annette Bosley-Boyce seconded by David Dlugos. Approved; all aye. Meeting adjourned at 7:43 p.m.