



**Town of Beacon Falls
Library Board of Trustees
Special Meeting Minutes
Date 10/23/23
10 Maple Avenue
Beacon Falls, CT 06403
C/O Town Clerk
(Subject to Revision)**

Members Present: Annette Bosley-Boyce (ABB), Rebecca Rubino (RR), David Dlugos (DD), Mary MacEachern (MM), Matthew Yanarella (MY)

Others Present: Library Director, Elizabeth Setaro-Posick (ESP)

Not Present: Marion Zollo (MZ)

1. **Call to Order /Pledge of Allegiance:** The meeting was called to order at 7:02 p.m. by ESP followed by the Pledge of Allegiance.
2. **Review of the Agenda-** DD made a motion to approve the agenda, seconded by MM. Approved, all aye.
3. **Approval of Minutes** MY made a motion to approve the minutes, seconded by DD. Approved, all aye.
4. **Correspondence-**None
5. **Public Comment-**None
6. **Friends Report**
 - a. Friends are currently brainstorming fundraising ideas.
7. **Board of Selectman Report**
 - a. Nothing to report.
8. **Library Directors Report**
 - a. The library's September programs reflect a commitment to serving a diverse audience, with strong participation from various age groups. The Library Director highlighted programs with high attendance to show the library's success in engaging the community, particularly in the adult, teen, and child segments. There was an increase in website visits. The volunteer hours recently recorded further demonstrate the library's role as a valuable resource and community hub.
 - b. Financial Reports/Bills to be Paid-The library has expended 25.04% of the total budget.
 - c. Approval for any Bills to be Paid-None.
 - d. Other Library-Related News- The review team from the CT State Library has determined that the collection management policy and book challenge reconsideration form are in compliance and approved for use. They are now posted on the town website.



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9. **Old Business-** The Library has recently received a turndown notice from DECD CIF (Connecticut Department of Economic and Community Development - Competitive Investment Fund) regarding their application for the Community/Senior/Library Center project. While their application strengths were acknowledged and commended, the project will not be moving forward immediately.

The library is exploring the possibility of securing another state library grant for the library portion of the project. The plan is to apply for DECD Round 4 (due 12/15/23) and move forward with grant applications.

10. **New Business**

a. State report

- It serves as a comprehensive source of data about public libraries in the state and is essential for various research and planning purposes. Beacon Falls Public Library's report was submitted and received on 10/18/23.

b. Citizenship handbook

- All employees were recently required to sign this handbook. It's a document that outlines the town's HR policies, procedures, and employee responsibilities. All employees had to sign an Acknowledgement of Receipt.

c. Schedule of regular meetings to be held in 2024.

- ABB made a motion to approve the 2024 meeting dates, seconded by RR.
Approved, all aye.

11. **Executive Session (if needed)**

12. **Announcements-None**

MY made a motion to adjourn the meeting at 7:20 p.m. seconded by ABB. Approved, all aye.

Respectfully submitted,

Erin K. Moffat

Erin K. Moffat
Clerk, Library Board of Trustees