



The Beacon Falls Public Library

Library Board of Trustees

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April 10, 2019 Meeting Minutes (Draft Copy – Subject to Revision)

I. Call to Order/Pledge of Allegiance

Acting Chairman Annette Bosley-Boyce 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 7:04 p.m. with the Pledge of Allegiance to the flag.

Trustees present: Annette Bosley-Boyce, Stacey Betkoski, Marissa Correia, Gina Galullo

Absent: Donna Taylor, Randi Bellamare

Others present: Susan Dowdell, Library Director

II. Review of the Agenda

Agenda Reviewed

III. Approval of Minutes:

Motion to approve the March 2019 minutes as submitted: Gallulo/Correia; no discussion; all aye.

IV. Correspondence

1. Association of CT Library Boards- Winter/Spring Newsletter

V. Public Comment

Acting Chairwoman Bosley- Boyce made three calls for Public Comment.

No Public Comment

VI. Friends' Report - S. Dowdell

- a. Met 4/9/19- some new members took over some responsibilities from W. Mulinski in order to assist her
- b. Upcoming Book Sale on 6/7/19 and 6/8/19, donations accepted starting 5/1/19
- c. Held Office Trivia at River's Edge and the Escape Room fundraiser to raise money towards the new chairs in the Hallways

- d. Upcoming Give Local campaign- LB can set up a personal page and send out to help network/raise goal of \$2000. Towards hallway renovation (chairs) and continuing cabinets about the bookcases

VII. Building Committee Report- S. Dowdell

The committee did not meet in March. Still needs to meet with Dawn LaValle from the state library. The BOS did not vote to disband the committee and the proposed draft of the budget does include funds to continue. Have not set a date for the next meeting. M. Krenesky has resigned from the committee, and it will likely not meet again until the budget has passed.

VIII. Board of Selectmen Report - S. Dowdell

Did attend the March meeting. The BOS did accept a proposal from a salvage company for the Wolfe Ave. house fixtures for \$3000. Funds go to the general fund. P. Betkoski did suggest an unexpected conveyance fee could go to fund taking the house down. No action taken on that yet.

IX. Library Director's Report: S. Dowdell

A. Service Reports

- 1) Circulation is up in the "Other" category due to the seed library's success. Over 43 people in the first weeks used the program. All seeds donated by Burpee, patrons and staff.
- 2) Strong program performance. Up over last year. Had watercolor in March, and Author visit (Mary Donnarumma Sharnick) that was well attended, two art explorations for kids
- 3) 33% increase in notary services, so word is getting out about that service
- 4) The Youth Theater Group has their play May 31st and June 1st at Woodland High School.

B. Financial Reports/Bills Paid – 75% of the year gone. PT line item will need a transfer, will wait until next month to request. PC line item doing okay. Part of transfer might get moved from copier lease line into the computer line since there are savings now in this line item

C. Approval for any Bills to be Paid –

S. Dowdell discussed the past practice of having the Library Board chairperson sign off on bills.

Motion to approve the payment of the bills submitted (including clerking invoice: Galullo/Betkoski; no discussion; all aye.

Theater Group will be using part of their money to be purchasing a sound system, plus funds from the Mattheis Foundation. 4 Microphones, amplifiers, box, soundboard/mixer. Will be able to be taken to events like the carnival, so the equipment price is higher but has long term sustainability.

Professional Development line will go down as two members of the staff will be attending the CLA conference for two days.

D. Other Library related news

1) Upcoming programs

- A. Theater tickets will be \$5 each. Last year asked for donations but people did not donate, so a small price.
- B. Theater group will also hold a bake sale at Walmart and sell tickets.
- C. VHS to DVD conversion starting in May. Need to train for this service but have the materials for it.
- D. Library BINGO for Library month, some prizes for those who enter, as well as fine forgiveness during the month for those who ask for it
- E. Newsletter due May 17th
- F. Harry Potter Alliance has an upcoming succulent garden program
- G. Free Comic Book Day on May 4th with small prizes, crafts and face painting

X. Old Business

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

XI. New Business

No New Business

XII. Executive Session

No Executive Session

XIII. Announcements/adjournment

The next regular monthly meeting will be held **Wednesday, May 8, 2018 at 7:00 p.m.** in the library.

Motion to adjourn the meeting at 7:36 pm: Galullo/Betkoski; no discussion; all aye.

Respectfully submitted,
Kerri Vardon
Clerk, Library Board