



## **BETHEL PUBLIC LIBRARY**

189 Greenwood Avenue, Bethel, CT 06801

203-794-8756 Fax 203-794-8761

www.bethellibrary.org

### **MINUTES OF REGULAR MEETING**

Bethel Public Library Board of Directors

Monday, March 28, 2016 at 6:00 p.m.

Morse Conference Room, 2<sup>nd</sup> Floor

**PRESENT:** Chairman Ted Stevenson, Robin Kahn, Linda Curtis, Richard Merritt, Mary O'Leary, Mary Spain, Judy Schlemmer, Tia Murphy (arrived 6:20), Lisa Johnson, Robin Grubard and Library Director Lynn Rosato

**ABSENT WITH NOTICE:** Terri Rotella, Robert Zupperoli.

**ABSENT WITHOUT NOTICE:** None.

**VISITOR:** Sara Eisenman, Library staff member

Chairman Stevenson called the meeting to order at 6:03 p.m.

**PUBLIC INPUT:** None.

**CORRESPONDENCE AND ANNOUNCEMENTS:** None.

**APPROVAL OF JANUARY 25, 2016 MEETING MINUTES:** Richard Merritt moved to approve the minutes as revised. Mary O'Leary seconded the motion. The motion passed, with Robin Kahn abstaining.

**APPROVAL OF FEBRUARY 22, 2016 MEETING MINUTES:** Mary Spain moved to approve the minutes. Judy Schlemmer seconded the motion. The motion passed, with Lisa Johnson abstaining.

**TREASURER'S REPORT:** Robin Kahn moved to table consideration of the Treasurer's Report until Treasurer Murphy's arrival. Linda Curtis seconded the motion. The motion passed unanimously.

**LIBRARY DIRECTOR'S REPORT:** Director Rosato thanked the Bethel Democratic Town Committee which has offered to weed and plant flowers in the parking lot gardens in May. Director Rosato identified the locations in which sculptures will be placed on Library grounds as part of the Bethel Arts sculpture exhibition. An opening night reception will be held at the Library on May 7<sup>th</sup>.

**FRIENDS OF THE LIBRARY:** Linda Curtis reported that the Friends' general meeting and special crafts program will be held on April 21<sup>st</sup> from 6:00 p.m. to 8:00 p.m. featuring adult coloring, cookie decorating and make-your-own stress balls. Registration is required.

**LIBRARY STAFF MEMBER PRESENTATION:** Sara Eisenman addressed the Board. She is a part time library assistant in the Technical Services Department. Sara's primary responsibility is processing new books that come in to the Library. She has been working on the Local History Room digitization project. To date, approximately 800 pages of historical documents have been scanned. These

2016 MAR 29 P 2:07

TOWN OF BETHEL  
TOWN CLERK

documents will be cataloged and uploaded to the CT Digital Archives website, through a project coordinated by Bibliomation.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

**COMMITTEE REPORTS:**

**Development Committee:** Chairman Stevenson presented the report. The Committee met on March 10<sup>th</sup>. A task list has been created for the wine tasting event which will be held on September 20<sup>th</sup> and volunteers will be solicited from among Board members to assist with preparing for the event. The entire Board should be involved in the event, not just the Development Committee.

Treasurer Tia Murphy entered the meeting at 6:20.

**TREASURER'S REPORT:** At this point in the meeting, Richard Merritt moved to approve the Treasurer's report for February. Linda Curtis seconded the motion. The motion passed unanimously.

**NEW BUSINESS:**

**COMMITTEE REPORTS (cont'd.):**

**Policy Committee:** Committee Chair Lisa Johnson reported that the Policy Committee met to develop a 3D Printer Policy and a 3D Printer User Agreement. Town Attorney Lawlor drafted a Liability Waiver. Editorial corrections for the documents were suggested. The Board will vote on whether or not to adopt the documents at the April meeting of the Board. The Committee recommended no revisions to the By-Laws. The Board will vote on the By-Laws at the April meeting as well.

**ADVOCACY PROGRAM:** Chairman Stevenson said that the Town Meeting on the proposed budget will be held on April 4<sup>th</sup> at 7:30 p.m. Board members are encouraged to attend and to support the budget.

**STAFF RECOGNITION PROGRAM:** Chairman Stevenson proposed that Olivia Von Kohorn and Amy Schunman be recognized for their outstanding accomplishments on behalf of the Library. Discussion ensued. Robin Kahn moved to recognize Olivia Von Kohorn for her role in making Fairfield County Giving Day a success and to recognize Amy Schuman for writing and receiving a \$7,500 grant for programs for young adults, and for successfully implementing the programs for which the grant was written. Robin Grubard seconded the motion. The motion passed unanimously.

**BOARD OF DIRECTORS' BUDGET:** Treasurer Murphy reviewed the proposed 2016 (calendar year) budget for unencumbered Board funds. Discussion ensued. Robin Kahn moved that the budget as revised be approved. Robin Grubard seconded the motion. The motion passed unanimously.

**LIBRARY BUDGET FY 2016-2017:** Director Rosato reported that the operating budget for next year was reduced by \$1,100. One capital item, installation of the storm windows and basement windows in the Seeley House, was approved to be completed during the current fiscal year.

**ADJOURNMENT:** Robin Kahn moved to adjourn the meeting. Lisa Johnson seconded the motion. The motion passed unanimously. The meeting was adjourned at 7:36 p.m.

Respectfully submitted,

*Robin A. Kahn*  
Robin A. Kahn, Secretary