



BETHEL PUBLIC LIBRARY

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www.bethellibrary.org

MINUTES OF REGULAR MEETING

Bethel Public Library Board of Directors

Monday, October 24, 2016 at 6:00 p.m.

Morse Conference Room

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TOWN OF BETHEL
TOWN CLERK

PRESENT: Chairman Ted Stevenson, Lisa Johnson, Linda Curtis, Richard Merritt, Mary O'Leary, Mary Spain, Robin Grubard, Terri Rotella, Judy Schlemmer, Susan Morton and Library Director Lynn Rosato.

ABSENT WITH NOTICE: Robin Kahn, Tia Murphy

Chairman Stevenson called the meeting to order at 6:00 p.m. and welcomed Susan Morton as a new member of the Board.

PUBLIC INPUT None.

ANNOUNCEMENTS: None.

CORRESPONDENCE: None.

APPROVAL OF MINUTES: Linda Curtis noted the correct spelling of Bethel resident and artist Joe Farris's name for the record. Lisa Johnson moved to approve the corrected minutes of the October 3, 2016 Special Meeting. Linda Curtis seconded the motion. Vote was taken; the motion passed. Richard Merritt abstained.

TREASURER'S REPORT: Chairman Ted Stevenson presented the Treasurer's report for October, covering the month of September. Lisa Johnson moved to approve the Treasurer's report. Linda Curtis seconded the motion. The motion passed unanimously.

LIBRARY DIRECTOR'S REPORT: Director Rosato had nothing to add to the Director's Report. An updated Library Board Member directory was distributed.

FRIENDS OF THE LIBRARY: Linda Curtis reported that the Friends are doing a special October membership drive, and encouraged the Board to join. The Friends are also looking to fill three (3) Board positions, and requested recommendations. The Book Cellar Holiday Sale, offering seasonal gifts, will take place on Black Friday (November 25, 2016).

UNFINISHED BUSINESS: None.

NEW BUSINESS:

COMMITTEE REPORTS:

Policy Committee: Mary O'Leary made a motion to adopt the new Media Relations Policy. Terri Rotella seconded the motion. The motion passed unanimously. Robin Grubard made a motion

to adopt the new Services and Fee Policy. Terri Rotella seconded the motion. The motion passed unanimously.

Development Committee: Director Rosato reported the Wine Tasting event raised \$6,803.62 (net after expenses) for the Library. A Library "wish list" was distributed to the Board, to consider purchasing with funds raised. A lengthy discussion followed.

Terri Rotella made a motion to allocate an estimated \$3,000 from the Wine Tasting fundraiser proceeds to purchase two (2) Mac computers for the Teen Library Room. Richard Merritt seconded the motion. The motion passed unanimously. Robin Grubard made a motion to fund the Library's Priority 1 "wish list" for \$2,059.00, with fundraiser proceeds. Lisa Johnson seconded the motion. The motion passed unanimously.

Director Rosato raised the question of a Wine Tasting fundraiser for 2017. Fairfield County Giving Day 2017, which is a marketing driven event, was presented as a possible alternative, or additional, event for the Board to support. A discussion ensued.

Lisa Johnson made a motion that the Board support the Library's participation in Fairfield County Giving Day 2017. Mary O'Leary seconded the motion. The motion passed unanimously. Friends of the Library agreed to cover the cost of registration for this event.

Facilities Committee: Chairman Stevenson reported that the Committee conducted a site walk on September 29, 2016, of the entire facility. Findings are included in the FY 2017-18 Capital Plan.

Nominating Committee: Director Rosato reviewed the Board regulation from the By-laws (*Article 2, Section 2*) governing the Nominating Committee process. Lisa Johnson, Robin Grubard, Terri Rotella and Susan Morton volunteered as the Nominating Committee for 2017.

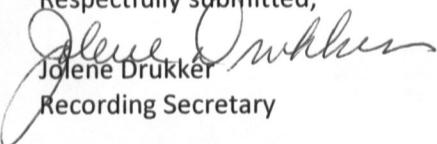
CAPITAL PLAN FY 2017-18: Director Rosato distributed the proposed FY 2017-18 Capital Plan to the Board. A discussion followed. Mary O'Leary recommended parking lot security cameras, currently on the Library "wish list", and additional parking lot lighting, be added to the Capital Plan. The Board is to vote on the FY 2017-18 Capital Plan at the regular November meeting.

LIBRARY DIRECTOR'S EVALUATION: Terri Rotella made a motion to go into Executive Session to discuss the Library Director's evaluation. Lisa Johnson seconded the motion. The motion passed unanimously. The Board went into executive session at 7:16 p.m. Terri Rotella made a motion to have the Board come out of Executive Session at 7:32 p.m. Robin Grubard seconded. Motion passed unanimously.

Robin Grubard made a motion to endorse the goals for the Library Director for the coming year. Mary Spain seconded the motion. Motion passed unanimously. Chairman Ted Stevenson will meet with the Library Director to discuss the evaluation and goals for the coming year.

ADJOURNMENT: Terri Rotella moved to adjourn the meeting. Richard Merritt seconded the motion. The motion passed unanimously. Chairman Stevenson adjourned the meeting at 7:34 p.m.

Respectfully submitted,


Jolene Drukker

Recording Secretary