



BETHEL PUBLIC LIBRARY

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MINUTES OF REGULAR MEETING BETHEL PUBLIC LIBRARY BOARD OF DIRECTORS

**August 26, 2013 – 7:00 p.m.
Maria Parloa Community Room - Bethel Public Library**

RECEIVED

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**TOWN OF BETHEL
TOWN CLERK**

PRESENT: Jane Bickford, Chairman, Robin Kahn, Terri Rotella, Mary Spain
Robert Zupperoli, Carol Lawlor, Tia Murphy, Lisa Johnson, Gary Passineau, Linda Curtis,
Richard Merritt and Mary O'Leary.

Lynn Rosato, Library Director

VISITORS: Tom Carruthers

Chairman Bickford called the meeting to order at 7:06 p.m.

There being no flag in the room, the Pledge of Allegiance was not recited.

PUBLIC INPUT: None.

CORRESPONDENCE AND ANNOUNCEMENTS: None

APPROVAL OF JULY 22, 2013 MEETING MINUTES: Tia Murphy moved to approve the minutes. Carol Lawlor seconded the motion. The motion passed, with Gary Passineau, Linda Curtis, Richard Merritt and Mary O'Leary abstaining.

TREASURER'S REPORT: Robin Kahn moved to accept the Treasurer's report for July as presented. Robert Zupperoli seconded the motion. The motion passed unanimously.

LIBRARY DIRECTOR'S REPORT: Director Rosato reported that, as of August 23rd, the Library is fully staffed.

FRIENDS OF THE LIBRARY: Linda Curtis estimated that the net proceeds of the book sale will be \$7,500.00. She asked that the minutes reflect her thanks to the ROTC Cadet volunteers who helped to set up and tear down the sale. Linda received a round of applause for all of her hard work on the book sale. The next Friend's sale will be held on the day after Thanksgiving.

UNFINISHED BUSINESS: None

NEW BUSINESS:

COMMITTEE REPORTS:

Development Committee: Tia Murphy reported that she has received the temporary liquor permit for the wine tasting event. A discussion ensued regarding details of the event.

Personnel Committee: Carol Lawlor reported that the Committee will be using the existing evaluation form for this year's Library Director evaluation process, but that it plans to revise the form after the process has been completed. The timing and mechanics of the process were reviewed. The Board will complete its review of the results of the evaluation process at its October meeting. The Committee is working on a draft of the job description for the Library Assistant which will be presented to the Board for discussion and approval at the September meeting.

FOUNDERS DAY:

Director Rosato outlined the events that will occur during the week-long celebration of Founders Day. Robert Zupperoli moved to approve the expenditure of \$210.00 for prizes for the flower arranging contest. Terri Rotella seconded the motion. The motion passed unanimously. Mr. Zupperoli agreed to be one of the judges for the contest.

AT THIS POINT THE MEETING WAS TEMPORARILY ADJOURNED DUE TO AN EMERGENCY ALARM.

Robert Zupperoli left the meeting at 8:00 p.m.

GRAND REOPENING:

The Board discussed the Grand Reopening event that will take place on September 29, 2013 at 1:00 p.m. Chairman Bickford moved to approve the expenditure of up to \$250.00 for refreshments to be served at the Grand Reopening. Robin Kahn seconded the motion. The motion passed unanimously.

CONNECTICUT FILM FESTIVAL:

Tom Carruthers made a presentation to the Board in support of his request for permission to use the Library facilities for various film festival events. He requested that his organization be permitted to utilize the facilities free of charge in exchange for the public promotion of the Library. Discussion ensued. In order to facilitate a vote on the question Robin Kahn moved to permit the Connecticut Film Festival to utilize Library facilities. Richard Merritt seconded the motion. The motion failed, with Chairman Bickford voting in favor of the motion and the balance of the Board voting against the motion.

CHESS/CHECKERS TABLE:

Director Rosato reported that she has acquired a card table size chess/checkers table that she would like to place in the library. The table needs to be refinished and Jerry Shike, who refinished the Vaghi desk, offered to do the work at a discounted price. Robin Kahn moved to expend up to \$500.00 to refinish the table. Terri Rotella seconded the motion. The motion passed unanimously.

BUILDING PROJECT UPDATE:

Director Rosato reported that the DECD grant for the Seelye House has been received in full. However, the grant cannot be closed out until the final documents required by DECD have been submitted. Director Rosato reported that, the first installment of the State Library Construction Grant (90%) was received and used to pay the Town nearly all of the money that it was owed. Punch list items are still outstanding and must be completed before the balance of the State Library Grant money will be received and the grant closed out. Discussion ensued.

ADJOURNMENT

Carol Lawlor moved to adjourn the meeting. Lisa Johnson seconded the motion. The motion passed unanimously and the meeting was adjourned at 9:40 p.m.

Respectfully submitted,


Robin A. Kahn, Secretary