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MINUTES

The Meeting of the **Development Committee** of the Board of Directors of the Bethel Public Library was held at the Library on Wednesday, **November 7, 2007**.

Present: Chair Trisha Lewis, Leslie Mason, Gary Passineau, Jane Bickford, ex officio and Lynn Rosato, Library Director

Absent: Connie Booth and Jane Shannon

Visiting Volunteers: Robin Kahn and Isabelle Zimmerman

Call to order: The meeting was called to order by Chair Trisha Lewis at 6:20 P.M.

Approval of Minutes: On the motion of Gary Passineau and the second of Leslie Mason, the Committee unanimously accepted the Minutes of the October 24, 2007 meeting with the following changes: 1) Because of the generous in-kind donation of \$640, the cost of the sign was reduced to \$910. 2) Trisha Lewis and Jane Bickford met to establish a timeline for the remainder of the capital campaign. 3) Jane Shannon made a motion that the Committee initiate the Capital Campaign by contacting the local banks and have a mailing to the owners of property assessed between \$300,000 and \$1,100,000 from the lists compiled by Connie Booth and Gary Passineau. 4) Jane Bickford will contact

Mr. John Kline of Union Savings Bank this week and also will obtain printing quotes for the mailing.

Capital Campaign:

SUBCOMMITTEE

Isabelle Zimmerman reported the subcommittee is exploring the idea of having a movie series in the General Purpose Room of the Clifford J. Hurgin Municipal Center.

FUND RAISING

The committee discussed having a full town-wide mailing instead of limiting the mailing to the lists compiled by Connie Booth and Gary Passineau, as previously decided. A special Board meeting will be scheduled for Wednesday, November 14, 2008, to review and approve the mailing.

Jane Bickford has contacted Mr. Kline of Union Savings Bank and a letter has been sent.

Mrs. Bickford contacted First Selectman Burke concerning the possible reimbursement to the Library Board of \$9,200 spent for architectural fees associated with the construction grant application. Mrs. Bickford is sending a letter to the Board of Selectmen requesting reimbursement.

Lynn Rosato was contacted by Mary Louise Jensen of the State Library and was told the Bethel Library's grant request can now be raised to \$898,432. Ms. Rosato is sending the revised grant documents requested. In December, Jane Bickford, Trisha Lewis and Lynn Rosato will make a formal request to the Board of Selectmen to increase the application amount from \$500,000 to \$898,432.

Adjournment: On the motion of Gary Passineau and the second of Leslie Mason, the Committee voted unanimously to adjourn at 7:45 P.M.

Respectfully submitted,

A handwritten signature in cursive script that reads "Mrs. Trisha Lewis" followed by a stylized flourish.

Mrs. Trisha Lewis, Chair
Development Committee