



## **BETHEL PUBLIC LIBRARY**

189 Greenwood Avenue, Bethel, CT 06801

203-794-8756 Fax 203-794-8761

www.bethellibrary.org

### **MINUTES OF SPECIAL MEETING**

Bethel Public Library Board of Directors Technology Committee

Monday, July 18, 2011@6:00 p.m.

Seeley House, Bethel Public Library

**Present:** Jane Bickford, Library Board Chair; Trisha Lewis, Library Board Vice Chair; Richard Merritt Technology Committee Chair; Terri Rotella; Robin Kahn, Committee Chair; and Lynn Rosato, Library Director.

#### **CALL TO ORDER:**

Richard Merritt called the meeting to order at 6:10 p.m.

#### **ACCEPTANCE OF MINUTES:**

Richard Merritt moved to accept the minutes of the August 1, 2009 meeting of the Technology Committee for the record as submitted, noting that only Robin Kahn was on the Committee at that time. Terri Rotella seconded the motion. The motion passed unanimously.

**JOINT MEETING:** The Committee met jointly with the Policy and the Planning Committees.

#### **CONSIDERATION OF THE CREATION OF A POLICY FOR USE OF MEETING ROOMS IN THE LIBRARY:**

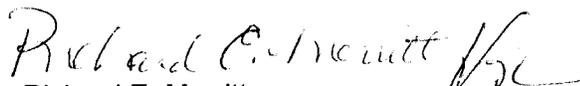
The Committee discussed the creation of a policy for the use of the meeting rooms that will be available when library renovations have been completed. Jane Bickford listed the rooms that will be available for public use. Lynn Rosato presented a list of matters to be considered for inclusion in the policy. Policies of other libraries were reviewed. Preliminary discussions included the amount of fees to be charged for the use of the meeting rooms, security deposits, insurance requirements and room reservations.

Jane Bickford and Lynn Rosato will prepare a draft policy for review by the Committee. The next meeting of the Committee will be scheduled when the draft policy is available.

#### **ADJOURNMENT OF MEETING:**

Richard Merritt moved to adjourn the meeting. Robin Kahn seconded the motion. The motion passed unanimously. Richard Merritt adjourned the meeting at 7:58 p.m.

Respectfully submitted by

  
Richard E. Merritt  
Technology Committee Chairman

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TOWN OF BETHEL  
TOWN CLERK