



## **BETHEL PUBLIC LIBRARY**

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www.bethellibrary.org

### **MINUTES OF REGULAR MEETING**

#### **Bethel Public Library Board of Directors**

Monday, October 26, 2015 - 6:30 p.m.

Cady Morse Conference Room – Bethel Library

**PRESENT:** Tia Murphy, Chair, Richard Merritt, Mary Spain, Ted Stevenson, Linda Curtis, Gary Passineau, Mary O'Leary, Terri Rotella, Robin Grubard and Robin Kahn who recorded minutes prior to the arrival of Recording Secretary Valerie Dawson, who joined at 6:40 p.m. Lynn Rosato, Library Director.

**ABSENT WITH NOTICE:** Lisa Johnson.

**ABSENT WITHOUT NOTICE:** Robert Zupperoli.

**VISITORS:** None.

**CALL TO ORDER:** Chair Murphy called the meeting to order at 6:30 p.m.

**PUBLIC INPUT:** None.

**CORRESPONDENCE AND ANNOUNCEMENTS:** Chair Murphy stated there was no correspondence or announcements.

**APPROVAL OF THE MINUTES from Meeting of September 28, 2015:** Chair Murphy asked if there were any changes to the Bethel Public Library Board of Directors Meeting Minutes from September 28, 2015. Changes were requested to the third sentence of The Friends of the Library Report to change the "Three Big Book Sale" to the "Three Day Big Book Sale". In the Planning Committee Report, change the word "represented" to "presented". T. Rotella made a motion to approve the minutes. T. Stevenson seconded. All in favor. R. Kahn and M. O' Leary abstained as neither were present at the September 28, 2015 meeting.

**TREASURER'S REPORT:** R. Kahn made a motion to approve the Treasurer's Report for September 2015 as presented by R. Merritt, Treasurer. R. Grubbard seconded. All in favor.

**LIBRARY DIRECTOR'S REPORT:** L. Rosato, Library Director, updated the statistics with a figure for attendance at children's programs during September. Ms. Rosato also noted there were no statistics for the online databases provided by the State Library through iCONN, due to the transition of the reQuest database. The databases are still available for patrons to use, but statistics will not be available during the transition. The State Library is changing the names from request to FindIT and RequestIT and from Connecticard to MoveIT. A name change for Connecticard is forthcoming.

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TOWN OF BETHEL  
TOWN CLERK

L. Rosato met with Vincent and Maureen Nero to accept their monetary donation to the Bethel Public Library for the purchase of a closed circuit TV/digital information board. Their donation was requested to be used for the benefit of sharing community activities and information with the public and will be matched by a corporate donation from Vincent's employer, Chevron.

L. Rosato said the shutters have been installed on the Seeley House, completing the painting project. Window treatments are to be installed in some areas of the first and second floor addition beginning on November 5, 2015.

Donna Crane has been hired for the position previously held by Trish Lynch. She will begin her orientation on Tuesday, 10/27/15.

L. Rosato indicated she had finished and forwarded the Annual Report to the State Library. Please see L. Rosato for a copy of the Annual Report. G. Passineau commented that he was pleased to see the Bethel Library employees will be wearing name tags sometime soon to assist with more personal interactions between Bethel Library staff and the patrons they serve.

**FRIENDS OF THE LIBRARY REPORT:** L. Curtis reported that the Holiday Sale will take place on Friday, November 27, 2015 from 11:00 a.m. - 4:00 p.m. in the Community Room and the Book Cellar. Holiday themed books, CD's, DVD's will be on sale. There will also be new books on sale from local authors. L. Curtis said special thanks will be extended to those who volunteered throughout the year to support Friends of the Library. They will have first pick of the books at the Holiday Sale. Contact L. Curtis for more information.

**UNFINISHED BUSINESS:** Chair Murphy provided an update on the correspondence shared at the Bethel Public Library Board of Directors Meeting on September 28, 2015, of an alleged violation of the Freedom of Information Act against L. Rosato, Director of the Bethel Public Library and the Bethel Public Library. The ombudsman appointed by the Freedom of Information Commission was unable to reach a settlement with the complainant. A hearing concerning the alleged violation is to be held on November 3, 2015, in Hartford. L. Rosato, T. Murphy, K. Soboleva, Adult Services Librarian, and M. Lawlor will attend the hearing.

**NEW BUSINESS:** Following Election Day and the swearing in of the newly elected officials on December 7, 2015, Chair Murphy asked if the Board would like to invite the Town Selectmen and the Board of Finance to a private reception at the Bethel Public Library, to provide an overview of the Library. All in favor. Chair Murphy called for a committee to organize the event with a tentative date for the first Tuesday in December, December 8. R. Grubard, M. O'Leary and L. Rosato volunteered with Chair Murphy to plan the event.

**COMMITTEE REPORTS:**

**Development Committee:** M. O'Leary reported for L. Johnson on the Wine Tasting Event which took place on Tuesday, September 29, 2015 at the Bethel Public Library. The event brought in over \$8,154.50, with final tally for the event forthcoming. The event was considered a success, though fewer tickets were sold this year. M. O'Leary thanked the Board for their assistance with the event. Suggestions offered for planning next year's wine tasting event include more aggressive ticket selling, music, increasing the quantity of food, and possibly assigning Board members to chair the individual components of the event. As

for the money raised from the Wine Tasting Event, consideration is being given to add an intercom system to the Bethel Public Library. Discussion and more details to follow.

**Nominating Committee:** On behalf of Chairperson, L. Johnson, T. Rotella indicated there was nothing to report at this time.

**Personnel Committee:** G. Passineau, Chair, reported the Committee will meet to discuss the preliminary 2016-2017 Personnel budget on Thursday, October 29, 2015. The results of that meeting will go to the Board at the November board meeting when the entire 2016-2017 budget will be presented and discussed. G. Passineau, Committee Chair, stated that the Board would discuss the Library Director's 2015 evaluation later in the agenda in an executive session.

**Executive Committee:** Chair Murphy reported that the Executive Committee met to discuss the Library Director's annual performance review, which will be discussed in executive session later in the meeting.

**Contents of draft document for possible contractual agreement:** Chair Murphy asked for a vote from the floor to go into Executive Session for discussion of a draft document for possible contractual agreement. T. Stevenson made a motion to go into executive session. M. O'Leary seconded. All in favor. Chair Murphy then called for the Board to make a motion to invite Director Rosato into executive session with the Board. T. Stevenson made a motion to invite Director Rosato into executive session. M. O'Leary seconded. All in favor. At 7:17 p.m. the Board went into executive session, and Recording Secretary Dawson left the meeting. Discussion. At 7:45 pm, R. Kahn made a motion to end the executive session, seconded by T. Rotella. All in favor. Board came out of executive session.

**Library Director's Evaluation:** Chair Murphy asked for a motion to go into executive session to discuss the Director's evaluation. G. Passineau made a motion to go into executive session to discuss the Library Director's annual evaluation. T. Stevenson seconded. All in favor. Director Rosato left the meeting at 7:46 p.m. The Board went into executive session at 7:46 p.m. Discussion. R. Kahn made a motion to come out of executive session. T. Rotella seconded. All in favor. At 8:38 p.m., the Board came out of executive session.

**Adjournment:** Motion was made by T. Rotella to adjourn the meeting, seconded by R. Kahn. All in favor. Meeting was adjourned at 8:39 pm.

Respectfully submitted,

*Valerie Dawson*  
Valerie Dawson

Recording Secretary

*Robin Kahn*  
Robin Kahn  
Board Member