



BETHEL PUBLIC LIBRARY

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www.bethellibrary.org

MINUTES OF SPECIAL MEETING

Bethel Public Library Board of Directors

Facilities Committee

Monday, November 9, 2015

3:00 p.m.

Present: Mary Spain, Terri Rotella, Gary Passineau, Chair, Lynn Rosato, Library Director.

Absent with Notice: None.

Call to Order: The Committee met at 3:02 p.m. and proceeded to tour the exterior and interior of the building. Developed a list of items that require repairs and/or replacement.

The Committee proceeded to the Keeler Room following the inspection tour. Terry Rotella moved to approve the minutes of the October 15, 2014 meeting as submitted, seconded by Mary Spain. Motion was passed unanimously.

The Committee discussed the observations and notes from the tour and developed a list of items that require repairs and/or replacement. Per the suggestion of the Town Comptroller, the list will identify items as capital items versus items requiring ongoing maintenance. It was also agreed that the suggestion of an annual maintenance plan be developed.

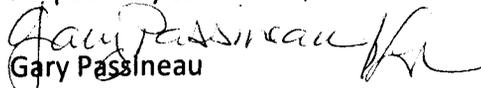
Terri Rotella volunteered to contact Hollandia Nursery and solicit a donation of poinsettias for decorating the library during the upcoming holidays.

Plans for the staff holiday party were also discussed and Loree's Kitchen will be approached about providing items for the party.

The Committee will meet next as needed.

Terry Rotella moved to adjourn the meeting, seconded by Mary Spain. The motion passed unanimously. The meeting was adjourned at 4:52 p.m.

Respectfully submitted,


Gary Passineau
Committee Chair

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