



BETHEL PUBLIC LIBRARY

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www.bethellibrary.org

MINUTES OF REGULAR MEETING

BETHEL PUBLIC LIBRARY BOARD OF DIRECTORS

September 24, 2012—7:00 p.m.

Clifford J. Hurgin Municipal Center, Meeting Room B, Bethel CT

RECEIVED

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**TOWN OF BETHEL
TOWN CLERK**

PRESENT: Trisha Lewis, Chairman; Jane Bickford, Linda Curtis, Robin Kahn [entered 7:09 p.m.], Carol Lawlor, Richard Merritt, Tia Murphy, Mary O'Leary, Gary Passineau, Mary Spain, Directors.

Lynn Rosato, Library Director.

ABSENT WITH NOTICE: Terri Rotella, Elisa Volpati, Directors.

VISITORS: Jennifer Lombardi.

Chairman Lewis called the meeting to order at 7:06 p.m. and led all in the Pledge of Allegiance.

[Robin Kahn entered the meeting.]

PUBLIC INPUT: Jennifer Lombardi described an incident involving her child and the Children's Department staff, and distributed copies of correspondence regarding the incident. She asked the Board for its consideration and review.

CORRESPONDENCE & ANNOUNCEMENTS: None.

APPROVAL OF AUGUST 27, 2012, MEETING MINUTES: Linda Curtis noted a correction to page one of the minutes—"Bonnie Brown" should be "Bonnie Miller." Robin Kahn moved to accept the minutes of the August 27, 2012 meeting as corrected. Motion seconded by Tia Murphy. Voting "yes": Jane Bickford, Linda Curtis, Robin Kahn, Carol Lawlor, Richard Merritt, Tia Murphy, Mary O'Leary. Abstain: Gary Passineau, Mary Spain.

TREASURER'S REPORT: Jane Bickford presented an oral report this month. The Board Scholarship account has been changed from a CD to a money market account.

LIBRARY DIRECTOR'S REPORT: Library Director Rosato distributed copies of the report prior to the meeting. Library Director Rosato requested a motion be made to go into Executive Session to discuss a personnel issue. Robin Kahn moved to go into Executive Session. Motion seconded by Mary O'Leary. Motion passed unanimously. The meeting went into Executive Session at 7:11 p.m. The meeting came out of Executive Session at 8:20 p.m.

FRIENDS OF THE LIBRARY: Linda Curtis reported that the annual book sale had a gross take of \$12,218. Discussion of future plans for book sale(s), possible FOL book store in the renovated building.

UNFINISHED BUSINESS: Mary O'Leary made a motion that the Board direct Chairman Lewis to respond to correspondence received from Jennifer Lombardi. Motion seconded by Robin Kahn. Motion passed unanimously.

NEW BUSINESS:

Committee Reports:

Development Committee: Tia Murphy reported that the Wine Tasting event went well, despite bad weather. Preliminary net is \$6,700. Discussion. Chairman Lewis thanked Tia Murphy and the Development Committee for doing an outstanding job.

Personnel Committee: Mary O'Leary asked Board members to submit their comments for the upcoming evaluation of the Library Director.

Policy Committee: Robin Kahn made a motion to approve the Seelye Family Local History Room policies as presented. Motion passed unanimously.

Robin Kahn made a motion to endorse procedures for the Seelye Family Local History Room as presented. Motion passed unanimously.

Robin Kahn reported that the Committee reviewed the Financial and Fund Raising Policy regarding the credit card usage and security compliance policies, as well as the scholarship amount as recommended by the Scholarship Committee. Discussion. The Board will be asked to approve the revised policy at the October meeting.

Budget FY 2013-14: Library Director Rosato reviewed the timeline for developing the budget and requested Board guidance in establishing budget guidelines and priorities. Discussion.

Building Project Update: Library Director Rosato distributed a revised chart of money available at this time, and reviewed "deduct alternates" as suggested by Morganti. Discussion. Jane Bickford reported on the status of the State Historic Preservation Office grant regarding bid requirements.

Gary Passineau moved to adjourn the meeting. Motion seconded by Richard Merritt. Motion passed unanimously. The meeting was adjourned at 9:19 p.m.

Respectfully submitted,



Andrea Forsyth
Recording Secretary

Reports referred to in the minutes are on file at the Bethel Public Library.