



BETHEL PUBLIC LIBRARY

189 Greenwood Avenue, Bethel, CT 06801

203-794-8756 Fax 203-794-8761

www.bethellibrary.org

MINUTES OF REGULAR MEETING

Bethel Public Library Board of Directors Development Committee

Thursday July 11, 2013 at 6:00 p.m.

Keeler Meeting Room at the Bethel Public Library, Bethel, CT

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TOWN OF BETHEL
TOWN CLERK

PRESENT: Tia Murphy, Chair, Mary O'Leary, Terri Rotella, Gary Passineau, Mary Spain, Lynn Rosato, Library Director and Jane Bickford, Library Chair.

CALL TO ORDER: Tia Murphy called the meeting to order at 6:00 p.m.

APPROVAL OF MINUTES: Gary Passineau made a motion, seconded by Terri Rotella, to approve the Minutes of June 6. Motion carried.

Ribbon Cutting Ceremony: Final details of the ceremony were discussed. It was determined that the ceremony would begin with a welcome from Board Chair Jane Bickford, who would in turn introduce First Selectman Matt Knickerbocker who would in turn introduce Lynn Rosato after his remarks. Lynn Rosato remarks would include an invitation to all to tour the Library. The Ribbon would then be cut. There would be an information table set up in the lobby area to include information on the various library services and offerings, Friends information, newsletters and email signup sheets and a Self Guided Tour. Tia Murphy would coordinate all of the day of event needs and events. All board members were encouraged to attend.

Wine Tasting Fundraiser: Tia Murphy updated the task list from the 2012 event to reflect all activities achieved and remaining. Mary Spain agreed to Chair all of the PR and Printing Tasks, and will get with Trish Lewis for the printed ticket contacts. Gary Passineau, who is coordinating the signatures of all of the appropriate parties for the liquor licenses, informed the Committee that he had all of the Town signatures he needed, and would pursue getting the Police signoffs prior to the full Board Meeting. Tia Murphy relayed that the Event and Venue sponsorships had been signed. Mary Spain indicated that Central Package Discount Liquors agreed to pay for the complimentary wine glasses, and will pursue getting the Vendor Coordinator Sponsorship signed. Tia Murphy presented several versions of the Grand Reopening logo for the wine glasses and it was decided that the Lucinda Handwriting version was to be used.

Current event expenses were reviewed. Some board members have made monetary contributions. It was discussed that of the \$2,500 event expenses, \$1,830 was covered leaving \$670 to go, with \$500 encumbered should the Committee require it. Securing item donations

from local businesses, creating the Raffle baskets, and trying to find additional items to raffle (i.e. iPad) were discussed. This will all be reviewed at the upcoming Board Meeting.

The Winspire trips were also discussed and it was decided that Tia Murphy communicate with Winspire regarding local trips that would not require airfare and how that might be handled. At most 4 – 5 local area trips would be chosen and promoted on the Library's website for the purpose of marketing and allowing potential bidders to research the trips and the costs prior to the fundraiser anticipating bidding at the event. After some discussion, it was decided that we would only sell one trip each. It was also decided that the Piano Recital opportunity and the Tour of the Shakespeare Garden would be offered for bid.

NEXT MEETING DATE: Thursday August 1, 2013

ADJOURNMENT: Gary Passineau made a motion, seconded by Mary O'Leary to adjourn the meeting. The motion passed unanimously. Tia Murphy adjourned the meeting at 7:00 p.m.

Respectfully Submitted,


Tia Murphy
Committee Chair