BETHEL PUBLIC LIBRARY
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MINUTES OF REGULAR MEETING
BETHEL PUBLIC LIBRARY BOARD OF DIRECTORS

September 23, 2013 – 7:00 p.m.
Maria Parloa Community Room - Bethel Public Library

RECEIVED
2013 SEP 25 P 2: 16
TOWN OF BETHEL
TOWN CLERK

PRESENT: Jane Bickford, Chairman, Robin Kahn, Mary Spain, Robert Zupperoli, Tia Murphy, Gary Passineau, Linda Curtis, Richard Merritt and Mary O'Leary.

Lynn Rosato, Library Director

ABSENT WITH NOTICE: Terri Rotella, Carol Lawlor and Lisa Johnson.

VISITORS: None

Chairman Bickford called the meeting to order at 7:03 p.m.

There being no flag in the room, the Pledge of Allegiance was not recited.

PUBLIC INPUT: None.

CORRESPONDENCE AND ANNOUNCEMENTS: No correspondence. Chairman Bickford announced that the bequest to the library made by Mary Ellen Whaley consists of Bethel memorabilia.

APPROVAL OF AUGUST 26, 2013 MEETING MINUTES: Mary O'Leary moved that the portion of the minutes pertaining to the Connecticut Film Festival be amended so as to provide that the majority vote of the Board does not reflect a problem with either Mr. Carruthers or Chairman Bickford. Rather, the majority of the Board was concerned that the proposal is not in accordance with the Buildings and Grounds Use Policy. Gary Passineau seconded the motion. The motion passed.

TREASURER'S REPORT: Robin Kahn moved to accept the Treasurer's report for August as presented. Mary Spain seconded the motion. The motion passed unanimously.

LIBRARY DIRECTOR'S REPORT:

- Director Rosato reported that there were only 5 adult entries for the flower arranging contest. Discussion ensued regarding how to encourage greater participation.

- Director Rosato reported that Karen DeLeon has offered to sell an antique spinning wheel back to the Library that she purchased from the Library in 1983. The spinning wheel is used to be kept in the Seeley House. Chairman Bickford moved to expend the sum of $100.00 to purchase the spinning wheel. Robert Zupperoli seconded the motion. The motion passed.

FRIENDS OF THE LIBRARY: Linda Curtis said that she toured the future book sort/sales area in the Library. Discussion ensued regarding future book sales.

UNFINISHED BUSINESS: None

NEW BUSINESS:

COMMITTEE REPORTS:

Development Committee: Tia Murphy reported that almost all tickets have been sold for the wine tasting event. A discussion ensued regarding details of the event. Tia thanked Board members for their assistance and Board members thanked Tia for her leadership regarding the event.

Personnel Committee: Mary O'Leary reminded Board members to submit their evaluation forms to Carol Lawlor by October 1st for this year's Library Director evaluation process. The Committee's draft of the job descriptions for two full time senior library assistants was presented to the Board. Mary O'Leary moved that the revisions to the job descriptions be approved. The motion passed.

Policy Committee: Robin Kahn reviewed proposed revisions to the Financial and Fund Raising Policy. It was suggested that a provision be added to the policy regarding the disposition of room rental fees. The Committee does not recommend that any revisions be made to the Bylaws.

GRAND REOPENING:

Chairman Bickford mailed out 528 invitations to the event which will be held on September 29th at 1:00 p.m. in the Lincoln Courtyard. Light refreshments and tours of the library will follow the ceremony.

BUDGET FY 2014-2015:

Director Rosato reminded the Board that the Technology and Personnel Committees will be meeting in October to begin the budget process for FY 2014-15, followed by a meeting of the Finance Committee. The proposed budget will be presented to the Board for review at the November meeting of the Board and for vote at the December meeting.

BUILDING PROJECT UPDATE:

Director Rosato reported that punch list items are still outstanding and must be completed before the balance of the State Library Grant money will be released. Discussion ensued. Board members will attend the September 25, 2013 meeting of the Public Site and Building Committee to express concern about the status of punch list items.

ADJOURNMENT:

Robin Kahn moved to adjourn the meeting. Gary Passineau seconded the motion. The motion passed unanimously and the meeting was adjourned at 9:30 p.m.

Respectfully submitted,

Robin A. Kahn

Robin A. Kahn, Secretary