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**BETHEL PUBLIC LIBRARY BOARD OF DIRECTORS MEETING**  
~November 26, 2007~

The monthly meeting of the Board of Directors of the Bethel Public Library was held at the Bethel Public Library November 26, 2007.

**Present**

Chair Jane Bickford, Linda Curtis, Joyce Hess, Eileen Freebairn, Jane Shannon, Leslie Mason, Lorraine Go, Gary Passineau, Robin Kahn, Geraldine Mills, Trisha Lewis

**Absent**

Connie Booth

**Library Staff**

Director Lynn Rosato

**Call to Order**

Chair Jane Bickford called the meeting to order at 7:02 PM.

**Visitors**

Barbara Joslin of JCJ Architects was introduced and welcomed.

**Correspondence**

Director Rosato received a thank you note from the Bethel Chamber of Commerce and copies of letters from Jane Bickford and Robin Kahn to the First Selectman requesting reappointment to the Library Board of Directors.

**Minutes**

The minutes of October 22, 2007 were amended to clarify 34% increase in computer use. On the motion of Gary Passineau and the second of Jane Shannon, the minutes were accepted as amended. Geraldine Mills and Robin Kahn abstained.

On the motion of Linda Curtis and the second of Eileen Freebairn, the minutes of the November 14, 2007 Special Meeting were accepted. Jane Shannon and Trisha Lewis abstained.

**Treasurer's Report**

Treasurer Eileen Freebairn gave an overview of her report. On the motion of Geraldine Mills and the second of Robin Kahn, the Board voted unanimously to accept the Treasurer's Report.

**Librarian's Report**

Director Rosato advised the Board that she received notification from the State Library approved the grant in the amount of \$500,000. New guidelines for construction grant applications provide for an increased maximum request of up to \$1 million, an increase from \$500,000. The Director will revise the

budget and submit a request to the Board of Selectmen for approval, and will submit an application for additional grant funds to the State Library. The maximum amount the Library could be eligible to receive is \$900,000. Geraldine Mills volunteered to speak to Governor Rell regarding the bond request.

Director Rosato reported that the lawn sign was delivered and she has submitted a request to the Public Works Department for the installation.

### **Old Business**

None

### **New Business**

**HPTAG Grant Update:** Barbara Joslin of JCJ Architecture distributed copies of the Schematic Budget. Discussion followed regarding completion of the second floor and restoration of the Seelye House.

**Library Board Meeting Schedule 2008:** On the motion of Robin Kahn and second of Geraldine Mills, The Board voted unanimously to accept the 2008 Meeting Schedule.

**Holiday Schedule:** On the motion of Geraldine Mills and the second of Gary Passineau, the Board voted unanimously to close the library on Christmas Eve, December 24, 2007.

**Nominating Committee:** Lorraine Go presented the Temporary Slate of Officers for 2008. Jane Bickford, Chair; Trisha Lewis, Vice Chair; Robin Kahn, Secretary and Eileen Freebairn, Treasurer were nominated. Lorraine Go moved to accept the Temporary Slate of Officers. Motion carried by unanimous vote.

#### **Personnel Committee:**

- **Salary Range Schedule 2008-09:** Eileen Freebairn moved that the Board accept the Salary Range Schedule for 2008-09. Motion carried by unanimous vote.

The meeting recessed at 7:59 PM to move to the first floor and was reconvened at 8:03 PM

- **Proposed Salaries For 2008-09:** Eileen Freebairn moved to approve the proposed salaries for 2008-09 with a 3% COLA and a one time 1% performance award to the staff in recognition of their working short staffed. Discussion followed. The motion passed by unanimous vote.

**Finance Committee:** Director Rosato gave an overview of each page of the Proposed Budget 2008-09. The Board voted unanimously to accept the Proposed Budget 2008-09.

**Historical Society Request Re: Barnum Statue:** Chair Bickford advised that she met with the Bethel Historical Society to discuss their request for the Barnum Statue. On the motion of Geraldine Mills and the second of Robin Kahn, the Board voted unanimously to allow the Historical Society to partner with the library for a joint venture for the 2010 celebration of P.T. Barnum.

**Building and Grounds Use Request:** Director Rosato advised that a request was received from Tom Caruthers for use of the lobby to hold a reception for the Connecticut Film Festival on

December 1, 2007 for a possible fundraiser for Hole In the Wall Gang Camps. Discussion followed. Chair Bickford stated that she would be present for the event, fulfilling the requirement that a staff or Board member be on duty. On the motion of Robin Kahn and the second of Joyce Hess, the motion was approved to permit use of the lobby for a reception without alcohol use. Jane Shannon and Geraldine Mills voted no.

**House Committee:**

- **Holiday Wreaths and Plants:** Eileen Freebairn reported that the wreaths were delivered. Geraldine Mills advised that she has secured the donation of poinsettias from Big Y.
- **Holiday Party for Staff:** Eileen Freebairn stated that plans are underway for the staff luncheon.

**Development Committee Report:** Trisha Lewis stated that the town wide mailing will commence the following week.

**Board Members With Terms Expiring:** Board members with expiring terms were reminded to submit letters requesting reappointment, if they wished to remain on the Board.

**Announcements**

There were no announcements.

**Other**

Chair Bickford reminded Board members that the dinner meeting is scheduled for December 10<sup>th</sup> at the Opera Café.

**Adjournment**

On the motion of Gary Passineau and the second of Geraldine Mills, the Board voted unanimously to adjourn at 8:38 P.M.

Respectfully submitted,



Dorathea A. Gulya-Stasny  
Recording Secretary

Note: Reports referred to are on file at the library.

BETHEL LIBRARY BOARD OF DIRECTORS

TREASURER'S REPORT

TreasurersReport2004

AS OF: 11/26/07

**CHECKING ACCOUNT:**

BALANCE AS OF 10/22/07 7843.63

**DEPOSITS & OTHER CREDITS:**

Interest :

Deposits: Friends - gift to buy book for the Children's Library 200.00

SUB - TOTAL DEPOSITS/CREDITS 200.00

**CHECKS & OTHER DISBURSEMENTS**

CHECK # ← FOR →

1424 Tucker Library Interiors - 3,880.00  
Audio & Video Shelving & Installation

SUB - TOTAL DISBURSEMENTS 3880.00

BALANCE AS OF: 11/26/07 4163.63

**MONEY MARKET ACCOUNT:**

BALANCE AS OF 10/22/07 22,755.05

Interest: October 66.86

BALANCE AS OF: 11/26/07 22,821.91

SUBMITTED:

*Eileen Freebairn*

Eileen Freebairn, Treasurer