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MINUTES OF REGULAR MEETING

RECEIVED

Monday, July 28, 2008
7:00 p.m.
CJH Municipal Center -Meeting Room "A"

JUL 30 2008
TOWN OF BETHEL
TOWN CLERK

Present: Shani Burke Specht, Chairman, Connie Booth, Eileen Freebairn, Jane Shannon, Lorraine Go, Robert Crnic, Richard Merritt, Linda Curtis and Geraldine Mills.
Absent: Terri Rotella, Leslie Mason and Gary Passineau.

Call to order/Pledge of Allegiance: Shani Burke Specht, Chairman called the Regular Meeting of the Library Board of Directors to order at 7:04 p.m.

Public Comments: Eileen Goodrich, Jenny Tesar, David Rist, Dorothea Stasny, Mary O'Leary (attached written statement), and Alice Hutchinson.

Geraldine Mills made a motion, which was seconded by Linda Curtis, to end Public Comments. Vote, all in favor, motion unanimously approved.

Correspondence: Attorney Stephen Gallagher had rendered a legal opinion on several topics: the status of "director emeritus". Previously, former Library Board of Directors Mary O'Leary and Eileen Goodrich had claimed rights to participate in ongoing Library Board of Directors matters. Attorney Gallagher has ruled (among other comments) that "*a public body may not confer rights to people to act in some manner as members of that board where those people have not been appointed by the property appointing authority*" Connie Booth questioned Attorney Gallagher's status as a Town Attorney and questioned Shani Burke Specht seeking this opinion.

He also ruled on Communications between board members and the Library Director, clarification on Special Meetings and access to meeting tapes. A copy of Attorney Gallagher's ruling is attached hereto.

Connie Booth made a motion, which was seconded by Jane Shannon, to request a second legal opinion. Voting in favor of the motion: Connie Booth, Eileen Freebairn and Jane Shannon. Voting against the motion: Lorraine Go, Shani Burke Specht, Robert Crnic, Richard Merritt, Linda Curtis and Geraldine Mills. Motion failed.

Letter from Dorothea Stasny regarding her concerns over the behavior of former Library Board of Directors Chairman regarding meeting tapes (attached).

Letter from First Selectman Robert Burke offering regret to Mrs. Stasny over the harassment she experienced by the former Library Board of Directors chairman (attached).

Geraldine Mills made a motion, which was seconded by Robert Crnic, to add to the end of tonight's agenda, Board Comments. Vote, all in favor, motion unanimously approved.

Minutes of Regular Meeting of June 23 2008: Geraldine Mills made a motion, which was seconded by Lorraine Go, to approve the minutes of June 23, 2008 with the correction to page 4 item # 5 – item tabled, not tabled to executive session, and, item # 4 – should have reference 2004 not 2005. Vote, all in favor, motion unanimously approved. Richard Merritt and Linda Curtis abstained from the vote.

Minutes of Special Meeting of July 11, 2008: Linda Curtis made a motion, which was seconded by Geraldine Mills, to approve the minutes as presented. Vote, all in favor, motion unanimously approved. Richard Merritt abstained from the vote.

REPORTS:

1) Librarian's Report: Lynn Rosato provided the Board with her report (attached). Jane Shannon made a motion, which was seconded by Connie Booth, to accept the Librarian's Report. Vote, all in favor, motion unanimously approved.

2) Treasurer's Report: Eileen Freebairn presented the Treasurer's report (attached). She noted that progress is being made on locating the stock which has been missing since at least January. Geraldine Mills suggested having written documentation with the bank regarding the stock.

Robert Crnic made a motion, which was seconded by Geraldine Mills, to include in future Treasurer's Reports, itemization of transactions rather than the net transactions. Vote, all in favor, motion unanimously approved.

Connie Booth made a motion, which was seconded by Geraldine Mills, to accept the Treasurer's Report. Vote, all in favor, motion unanimously approved.

REPORTS OF COMMITTEES:

1) Development Committee Report

a. Top 25 Solicitations

Connie Booth reported that she had been away for several weeks' vacation and now that she is back, will be contacting potential donors. To date the Development committee has sent out 50 packets. The call tracking sheet will be emailed to the Chairman

b. Events

Discussed was the fundraising opportunity for Steven Lippia. Robert Crnic was concerned with spending money which was donated directly to the capital campaign for this fundraising event. The cost of this event would be between \$12,000 to \$15,000 with the potential gross profit of \$30,000 if 800 individuals buy tickets. Shani Burke Specht agreed that the risk is high and requested that an effort to gain sponsorships be done before the Library Board of Directors commits to the event. Robert Crnic thought that this was a venture that should be sponsored by the Friends of the Library and/or with other sponsors. Connie Booth offered that they will be seeking additional sponsors and that you "have to spend money to make money". She explained that they would still be pursuing avenues to support the performance, seeking sponsors and other measures but that the Library Board of Directors needed to make a decision on holding the event as they would need to provide a commitment to Mr. Lippia.

Jane Shannon made a motion, which was seconded by Connie Booth, to accept the proposal to contract with Steve Lippia. Voting in favor of the motion: Connie Booth, Eileen Freebairn, Jane Shannon, Lorraine Go, Richard Merritt, Linda Curtis and Geraldine Mills. Voting against the motion: Robert Crnic. Abstention: Shani Burke Specht. Motion passed.

Lorraine Go reported on the Rock Concert Fundraising Event. The event raised \$750. She offered her thanks to Shani Burke Specht, Robert Crnic, Linda Curtis and Dorthea Stasny for their assistance.

Linda Curtis made a motion, which was seconded by Geraldine Mills, to authorize Lynn Rosato to send letters of appreciation to the various bands. Vote, all in favor, motion unanimously approved.

c. Corporations: Jane Shannon reported that there has been no activity.

d. Grants: Leslie Mason was not present so there was no report.

e. Personal Solicitations: Geraldine Mills presented a letter and check for \$1,000 she had received from William and Dorothea Guyla. A letter will be sent thanking them for their donation.

2) Finance Committee Report:

Connie Booth made a motion, which was seconded by Eileen Freebairn, to accept the Finance Committee report.

As Leslie Mason was not present at the meeting and she had the written recommendations from Lynn Rosato, two copies of the proposed recommendations of the Finance Committee were shared.

Shani Burke Specht attempted to offer several alternatives but the board was not willing to give these recommendations consideration.

The Finance Committee had recommended asking the town if they could keep the \$17,000 in fines. Shani Burke Specht received correspondence from the First Selectman advising that the fees collected by various departments, i.e. Police, Building, Town Clerk, etc. are revenues of the Town of Bethel used to offset the cost associated with each department. Revenues are collected by a number of departments for various purposes and are not considered additional appropriations to their respective budgets.

Discussion took place regarding the payment of "overtime" for part-time workers on Sunday. Shani Burke Specht advised that over \$4,000 was spent last year, with part-time workers earning an average of \$20/hr and that it was her understanding that "overtime" is to be paid for working over 40 hours. Librarian Lynn Rosato surmised that this was probably put in place as an incentive to work on Sunday. This practice was in place when she began employment and that it isn't really overtime, it's just a higher rate of pay. Lynn Rosato offered that changing this practice would be demoralizing to the employees. Geraldine Mills offered that other departments do not pay extra on Sundays.

Voting in favor of the motion: Connie Booth, Eileen Freebairn, Jane Shannon, Richard Merritt and Linda Curtis. Voting against the motion: Shani Burke Specht and Robert Crnic. Abstention: Lorraine Go and Geraldine Mills. Motion passed.

Unfinished Business

1.) **FOI** – Item not addressed

2.) **Library Director's Performance Review, Step 2: Goals and Objectives.** Connie Booth made a motion, which was seconded by Jane Shannon, to hold a Special Meeting for the discussion of the Library Director's Evaluation. Vote, all in favor, motion unanimously approved. It is anticipated that this Special Meeting would be August 18, 2008.

3.) **By-law update:** Connie Booth made a motion, which was seconded by Eileen Freebairn, to accept the changes to the By-Laws. It was pointed out that there was not enough members present to overturn a previous resolution by the Library Board of Directors. Geraldine Mills made a motion, which was seconded by Jane Shannon, to table the By-Laws. Vote, all in favor, motion unanimously approved.

New Business

1.) **Consideration and action on CCCT Grant:** Lynn Rosato reported that she spoke with JCJ (Jeter Cook Jepson) who quoted a cost of \$250-\$1,000 to complete the work required for the grant application. Geraldine Mills made a motion, which was seconded by Richard Merritt, to appropriate an amount not to exceed \$1,000. Vote, all in favor, motion unanimously approved

2.) **Library Director's Performance Review, Step 2: Goals and Objectives:** Item not addressed.

3.) Committee Appointments – no action taken.

Comments from the Library Board of Directors:

Geraldine Mills offered her comments regarding the former Library Board of Directors Chairman's actions toward the recording secretary were appalling.

Library Board of Directors Recording Secretary Dorothea Stasny advised that she could not comment on the matter since she was pursuing other avenues.

As there was no further business on tonight's agenda, Jane Shannon made a motion, which was seconded by Geraldine Mills, to adjourn the meeting at 9:42 p.m. Vote, all in favor, motion unanimously approved.

Respectfully submitted,



Wendy Smith Recording Secretary