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MINUTES OF REGULAR MEETING



Monday, January 26, 2009

7:00 p.m.

CJH Municipal Center – Meeting Room “A”

Present: Shani Burke Specht, Chairman, Leslie Mason, Tom Addonizio, Bob Crnic, Linda Curtis, Daniel R. Gaita, Lorraine Go, Dorathea Gulya-Stasney, Richard Merritt, Elisa Volpati, Geraldine Mills, and Terri Rotella.

Lynn Rosato, Library Director

Call to Order/Pledge of Allegiance: Shani Burke Specht called the Regular Meeting to order at 7:03 p.m., and led all in the Pledge of Allegiance. S. Burke Specht opened the meeting by welcoming the new board members and thanking the previous board members. She also stated that there would be a spirit of respect and purpose in the upcoming year.

Public Comments: Bill Slifkin, of 16 Katrina Circle, commented about the by-law changes.

Eileen Goodrich, of 6 Aunt Pattys Lane, spoke about wanting to get a copy of the budget and also wanted an answer to a letter that she had written, regarding rules for past board members and rules for Public Comments. Response was submitted as a correspondence.

Elisa Volpati arrived at 7:07 p.m.

L. Go referenced part of an article from the Bethel Beacon. L. Go stated that all of the new board members felt the same way about finishing the library and that any disagreements would be done civilly.

G. Mills made a motion to close Public Comments and R. Merritt seconded the motion. Vote all in favor the motion passed unanimously.

Correspondence: L. Rosato reported that she had received an email regarding the Scholarship. She spoke briefly of the forms that need to be filled out for the Scholarships.

Chairman, S. Burke Specht read an e-mail from Maryclaire Quine regarding a Time Capsule for Relay for Life. This year marks the 25th anniversary for Relay for Life nationwide and the 15th Anniversary for Bethel, Danbury, and Redding, and the 2009 Relay for Life committee is preparing a Time Capsule. M. Quine asked to have the library display the Time Capsule and then asked if it can be permanently added to the Local History Collection.

G. Mills made a motion to add The Relay for Life Request to the agenda and D. Gaita seconded the motion. Vote all in favor the motion passed unanimously.

Chairman, S. Burke Specht, read a letter from Ariel Sabar, author of My Father's Paradise: A Son's Search for his Jewish Past in Kurdish Iraq. The letter thanked the library for an event

that was held there and was happy with the turn out. The letter also stated that adding a program room to the library would "serve the public well"

Chairman, S. Burke Specht read a letter from E. Goodrich requesting the procedures for public comment.

Chairman, S. Burke Specht read her response, which specified the rules for past Emeritus Members and rules for Public Comments.

Election of 2009 Officers: G. Mills made a motion to nominate S. Burke Specht as Chairman and B. Crnic seconded that motion. G. Mills wanted to go on record, stating that S. Burke Specht has lived in Bethel for almost 11 years, is married to John and has 2 children Henry and Johanna. S. Burke Specht has been a dedicated member of the board for the last year, has a Master's Degree in Health Administration, is active at St. Mary's Church, volunteers for Relay for Life, is a past member of the Youth Commission and is the Recording Secretary for the Plumtrees Schoolhouse and Landmark Preservation Committee. G. Mills also stated that S. Burke Specht was a young active person and the board needed "new blood". G. Mills also stated that S. Burke Specht has received many nasty e-mails, letters, etc. in the past year. The last meeting that S. Burke Specht conducted was the most pleasant one in the last 4 years. G. Mills made a motion to closed nominations for Chairman which was seconded by Richard Merritt. Vote all in favor the motion passed unanimously.

A roll call vote was taken. S. Burke Specht abstained, L. Mason abstained, and T. Addonizio voted yes, B. Crnic voted yes, L. Curtis voted yes, D. Gaita voted yes, L. Go voted yes, D. Gulya-Stasney voted yes, R. Merritt voted yes, G. Mills voted yes, T. Rotella voted yes, E. Volpati voted yes. S. Burke Specht was elected to the office of Chairman.

D. Gulya-Stasney made a motion to nominate G. Mills to Vice Chairman and Chairman Burke Specht seconded that motion. R. Merritt made a motion to closed nominations for Vice Chairman which was seconded by R. Crnic. Vote all in favor the motion passed unanimously.

A roll call vote was taken. S. Burke Specht voted yes, L. Mason abstained, T. Addonizio voted yes, B. Crnic voted yes, L. Curtis voted yes, D. Gaita voted yes, L. Go voted yes, D. Gulya-Stasney voted yes, R. Merritt voted yes, G. Mills abstained, T. Rotella voted yes, E. Volpati voted yes. Geraldine Mills was elected to the office of Vice Chairman.

R. Crnic made a motion which was seconded by Chairman, Burke Specht, to nominate D. Guyla-Stasney to Secretary. Leslie Mason made a motion to nominate, which was seconded by L. Curtis, L. Go for Secretary.

G. Mills made a motion to closed nominations for Secretary which was seconded by R. Merritt. Vote all in favor the motion passed unanimously.

A roll call vote was taken for the D. Guyla-Stasney. S. Burke Specht voted yes, L. Mason voted no, T. Addonizio voted yes, B. Crnic voted yes, L. Curtis voted for yes, D. Gaita voted yes, L. Go voted no, D. Gulya-Stasny abstained, R. Merritt voted yes, G. Mills voted yes, T. Rotella voted no, E. Volpati voted yes. D. Guyla-Stasny was elected to the office of Secretary.

S. Burke Specht made a motion to nominate T. Addonizio to Treasurer and L. Mason seconded that motion. G. Mills made a motion to closed nominations for Treasurer which was seconded by R. Crnic. Vote all in favor the motion passed unanimously.

A roll call vote was taken for T. Addonizio for the Office of Treasurer. S. Burke Specht voted yes, L. Mason voted yes, T. Addonizio abstained, B. Crnic voted yes, L. Curtis voted yes, D. Gaita voted yes, L. Go voted yes, D. Gulya-Stasney voted yes, R. Merritt voted yes, G. Mills voted yes, T. Rotella voted yes, E. Volpati voted yes. T. Addonizio was elected to the office of Treasurer.

Approval of Minutes: Discussion took place regarding the minutes of the December 8, 2008 meeting. There was disagreement as to the corrections. S. Burke Specht made a motion to table the minutes pending review of the tapes and legal ruling about striking comments. G. Mills seconded the motion. Vote all in favor the motion passed unanimously.

B. Crnic made a motion to approve the minutes of the January 22, 2009 minutes as presented, L. Curtis seconded the motion. Voting in favor Chairman Burke Specht, L. Mason, T. Addonizio, B. Crnic, L. Curtis, L. Go, D. Gaita, R. Merritt, E. Volpati, G. Mills, and T. Rotella. Dorathea Gulya-Stasney abstained. The Motion passed 11/0 with 1 abstention.

Librarian's Report: L. Rosato spoke of the following: The revised budget has been submitted; the deadline for the library survey is Wednesday January 28, 2009; she reminded Board members to join or renew the "Friends of the Library" membership; the library plumbing problem has been fixed; and waiting for the final decision about lead in children's books. G. Mills made a motion to accept the Librarian's Report and B. Crnic seconded the motion. All voted in favor and the motion was unanimously approved.

Treasurer's Report: S. Burke Specht read the balances of the bank accounts. She also stated that the report should be written as a Profit and Loss statement or Cash Flow Statement. B. Crnic questioned the time frame of the report and stated that a motion had previously been passed to make sure all of the reports are consistent with each other regarding the time frames. D. Gaita suggested using QuickBooks as an option. S. Burke Specht made a motion to approve the Treasurer's Report. G. Mills seconded the motion. All voted in favor and the motion was unanimously approved.

Unfinished Business:

1. **By-Law Review:** G. Mills made a motion to table the By-Laws until everyone has a copy of them and has a chance to review them. L. Curtis seconded the motion. All voted in favor and the motion was unanimously approved.
2. **Unfinished Business: Centennial Kick-off:** The first centennial celebration will be Sunday, February 22, 2009 from 2 p.m. to 4 p.m. This celebration will be open to the public and there will be a press release to promote it. The First Selectman Robert Burke and Honorary Chair John C. Rubino will speak at the event. L. Rosato will look into getting background music for the event. Past Board members will be personally invited to the event and L. Go will get D. Gulya-Stasney the list. D. Gulya-Stasney stated that there was not a budget for the Centennial Events and made a motion to encumber all of the money from the Board of Directors Money Market account into the

Centennial Fund. The motion was seconded by R. Crnic. A discussion then ensued and D. Gulya-Stasney rescinded her motion. T. Addonizio then made a motion to temporarily earmark \$5,000 from the Money Market account for the Centennial Fund until a budget can be established and reviewed. G. Mills seconded the motion. Voting in favor Chairman Burke Specht, L. Mason, T. Addonizio, B. Crnic, L. Curtis, L. Go, Dorathea Gulya-Stasney, R. Merritt, E. Volpati G. Mills, and T. Rotella. D. Gaita abstained. The Motion passed 11/0 with 1 abstention.

The Centennial Committee will next meet on February 4, 2009.

3. **Unfinished Business: Steve Lippia and Ives Center Contracts:** L. Rosato gave a summary of the Steve Lippia fundraiser. A discussion then ensued. There were questions of the profitability of the event, the risks of the event, who would be responsible if the contract was not honored and how much would realistically be made on the event. B. Crnic then made a motion to defer on making a decision until the new Board Members have been able to review the contract and the New Centennial Committee has come up with a budget. G. Mills seconded the motion. Voting in favor Chairman Burke Specht, B. Crnic, L. Curtis, D. Gaita, L. Go, Dorathea Gulya-Stasny, R. Merritt, E. Volpati G. Mills, and T. Rotella. T. Addonizio and L. Mason abstained. The Motion passed 10/0 with 2 abstentions.
4. T. Addonizio and L. Mason who abstained. Motion approved.

New Business:

1. **Appointment to Committees:** The following Committees were formed:

Standing Committees

Finance Committee

- a. Tom Addonizio, chairman
- b. Linda Curtis
- c. Rich Merritt

House Committee

- a. Geraldine Mills, Chairman
- b. Lorraine Go, Chairman
- c. Terri Rotella

Personnel Committee

- a. Dan Gaita, Chairman
- b. Dorathea Gulya-Stasny
- c. Linda Curtis
- d. Geraldine Mills

Planning Committee

- a. Shani Burke Specht --
Chairman
- b. Leslie Mason
- c. Terry Rotella

Policy Committee

- a. Geraldine Mills, Chairman
- b. Dorathea Gulya-Stasny
- c. Bob Crnic

Scholarship Committee

- a. Geraldine Mills, Chairman
- b. Lorraine Go
- c. Dorathea Gulya-Stasny

Technology Committee

- a. Richard Merritt, Chairman
- b. Tom Addonizio
- c. Linda Curtis

Development Committee

- a. Robert Crnic, Chairman
- b. Daniel Gaita
- c. Leslie Mason
- d. Lorraine Go
- e. Terry Rotella
- f. Rich Merritt

Special Committee

Centennial Committee: T. Addonizio, E. Volpati, R. Merritt, D. Gulya-Stasney, B. Crnic, S. Burke Specht.

L. Go excused herself at 9:12 p.m. for a personal call and returned at 9:13 p.m.

Chairman Burke Specht reminded the board that each Chairman is responsible for contacting the members of the committee, establishing meeting dates and agendas, and filing them with the Town Clerk.

2. **Approval of Salary Range Schedule for 2009 – 2010:** L. Rosato submitted the Salary Range Schedule and summarized the contents. T. Rotella made a motion to accept the salary ranges and G. Mills seconded the motion. All voted in favor and the motion was unanimously approved.
3. **Special Program Funding:** L. Rosato described the Special Program Series offered by the library. It is a series that will include, but not limited to, Real Estate Reality Check, Personal Finances, Job Searching, and Resume Writing. The Friends of the Library have committed to supporting \$500 to this program. L. Rosato would like to an additional \$500 if need be. D. Gaita made a motion to allocate up to but not exceeding \$500 for the Special Program Series. G. Mills seconded the motion. Voting in favor Chairman Burke Specht, L. Mason, T. Addonizio, L. Curtis, L. Go, D. Gaita, R. Merritt, E. Volpati, G. Mills, and T. Rotella in favor except, and D. Gulya-Stasney voted against B. Crnic who abstained. Motion was approved 10/1 with 1 abstention.
4. **Relay for Life Time Capsule Request:** D. Gulya-Stasney made a motion to allow Relay for Life to display the Time Capsule in the Library and then keep it in the local history room. The motion was rescinded because it didn't have to be a board decision. M. Quine can ask Barbara van Achterberg directly about the display case and fill out the appropriate forms.

A short break took place from 9:35 p.m. to 9:40 p.m.

5. **Banned Patron Reinstatement:** A request from a banned patron was made to be reinstated to the Library. A motion was made and seconded to keep the current ban in place and not let the patron back into the library. All voted in favor and the motion was unanimously approved.

Adjourn: As there was no further business of the board, G. Mills made a motion to adjourn the meeting and T. Rotella seconded the motion. All voted in favor and the motion was unanimously approved. The meeting adjourned at 9:53 p.m.

Respectfully Submitted,



Lisa Bono, Recording Secretary

1 3rd Street NE, Apt. 5
Washington, DC 20002

December 11, 2008

Lynn Rosato, Director
Bethel Public Library
189 Greenwood Avenue
Bethel, CT 06801

Dear Ms. Rosato:

I wanted to thank the library for the wonderful event last month for my book, *My Father's Paradise: A Son's Search for his Jewish Past in Kurdish Iraq*. The building is beautiful, and Barbara van Achterberg and Susan Anderson did a tremendous job with promotion. (I would say that even if Barbara weren't my mother-in-law!)

So many people turned out that we reached capacity and were very close to having to turn people away. The crowd was smart, enthusiastic and charming – a dream audience for an author.

I know there's some discussion now about adding a program room, and, for what it's worth, I wanted to add my voice to the chorus of supporters. I think it would serve the public well to have a dedicated, comfortable space for the kind of events that build loyalty and pride in a local library.

Thanks again.

Best wishes,



Ariel Sabar, Author

My Father's Paradise: A Son's Search for his Jewish Past in Kurdish Iraq
www.arielsabar.com

✓cc: Shani Burke Specht, Chair, Library Board

RFL time capsule

From: **maryclaire quine** (maryclaireq@gmail.com)
Sent: Sat 1/24/09 2:56 PM
To: Shani Burke Specht (shaniburkespecht@hotmail.com)

Dear Shani,

2009 marks the 25th year of Relay For Life nationwide and Bethel, Danbury, Redding's 15th Anniversary. To celebrate these milestones we are going to create a time capsule. Can the Library display the items collected at the Kick-off on 11-February-09 and promote the collection of additional items? In addition, after the 2009 Relay on 12-13 June 2009, we will be looking for a permanent home for the Time Capsule. Would you consider adding it to your Local History Collection?

One of the volunteers has proposed making a wooden box for the time capsule with these dimensions: We can make an inexpensive box that fits on a standard shelf. It should fit paper up to 10x13 at least and be about 12" deep. I vote to paint it purple. We could probably wax seal it.

Thank you for considering this and supporting our community's Relay for Life event.

sincerely,

Maryclaire Quine and the 2009 committee for Relay For Life

accept 10



BETHEL PUBLIC LIBRARY
189 Greenwood Avenue, Bethel, CT 06801
203-794-8756 Fax 203-794-8761
www.bethellibrary.org

DIRECTOR'S REPORT TO THE BOARD

January 2009

THANK YOU AND WELCOME:

Many thanks to departing Board members Connie Booth, Eileen Freebairn, Jane Shannon, and Gary Passineau for their many years of service and dedication to the Bethel Public Library and to the capital campaign. Welcome to new Board members Dorathea Gulya-Stasny, Elisa Volpati, Tom Addonizio, and Daniel Gaita. New members have received orientation.

FOR BOARD CONSIDERATION:

Board Member List and Standing Committees: Included in this month's packet are an updated Board Member List and the Standing Committee List. Please review your personal information and submit any additions, changes, etc. to the director at the January meeting. Include alternate phone numbers where you may be reached as well as an email address if you have one. Please refer to the by-laws for descriptions of the committees and decide on those you'd like to serve. Committee assignments will be made at the January or February meeting.

Banned Patron Request for Reinstatement of Library Privileges: Library patron Peter DeJesus has written a letter requesting to have his Bethel Library privileges reinstated. Mr. DeJesus was permanently suspended from using the Bethel Library for any purpose in August 2007, after his third offense of accessing inappropriate (i.e. pornographic) websites using the public computers. Once banned, a patron must appeal to the Library Board for reinstatement of privileges. A copy of Mr. DeJesus' letter is included in this month's board packet.

LIBRARY BUDGET:

The Library's budget request for FY 2009-10 will be submitted to the Finance Department as soon as approved by the Library Board. The narrative explains the many services that were either eliminated or scaled back due to budget reductions in the current year, as well as additional reductions planned for the coming year. Board members will be notified as soon as the date is known when the Library will present the budget to the Board of Finance and Board of Selectmen. This generally takes place in mid-February and all board members are encouraged to attend.

CENTENNIAL CELEBRATIONS:

Plans for various events to celebrate the Library's 100th birthday throughout the year are well underway. The Library officially will be 100 years old on November 8th. John Rubino has agreed to serve as honorary chair of the Centennial Committee. A fundraising read-a-thon for children ages 2 through the 5th grade is underway and is co-sponsored by the Mom's Club. The first of several articles on the Library's history has been published in the newspaper, the Library's newsletter and is

posted on the webpage. The first of 6 short surveys will be ready by February. The purpose is to get feedback and input on library services – what works, what doesn't, what needs improving. The survey results may be used as a planning tool for future programs and services. The Friends of the Library have paid for a one year subscription to SurveyMonkey, a service that allows us to post the survey and retrieve results online. The Friends also are sponsoring the cost of the first 1,000 commemorative Bethel Library cards. The Teen Library is hosting a series of 4 creative writing workshops for young adults in middle and high schools to write about life 100 years ago as well as how they envision life 100 years from now. Prominent town officials will be offering their recommended reads and a kick-off reception is planned for Sunday February 22nd at the Library. A special section on the Library's website will be dedicated to the centennial.

CAPITAL CAMPAIGN:

The final net profit from the wreath sale held on November 28th was \$1,723.32. John Rubino presented the director with a check for \$50,000, a most generous gift from the family, to sponsor the restoration of the Seelye House Local History Room. The Library sent a sympathy card to the family, on behalf of the staff, offering condolences for the recent passing of John Rubino, Sr. The Library was notified of the award of a state bond/grant in the amount of \$150,000 to be used for the restoration/renovation of the Seelye House. The required paperwork is near completion. Several year-end donations were received.

2010 CENSUS PARTNERSHIP:

The director met with a representative from the U.S. Census Bureau to discuss how the Bethel Library could be a partner with the Bureau to support and ensure the success of the 2010 census. The Library will display and distribute 2010 Census promotional, recruiting, and educational materials. We'll also place a link on our web site to the 2010 Census web site and the Library's name will be posted as a partner on the 2010 Census web site.

SPECIAL PROGRAMS:

The Library has experienced an increase in usage during the past several months. This is a typical response to a poor economy. Historically, when the economy worsens, library usage goes up as people tend to buy or rent fewer books and dvd's, while they borrow more from the Library. We've also noticed an increase in public computer use as well. Many are polishing or writing their resumes and/or searching for jobs. The director is working with the adult services programmers to schedule a series of programs and classes on relevant topics such as resume writing, where and how to find jobs using traditional (i.e. newspapers, etc.) as well as online resources, foreclosure and the mortgage crisis, and personal investment in this economic climate. First up is a panel discussion scheduled for Tuesday, February 10th at 7:00 p.m. Presenter Mary Guertin hopes to secure a mortgage specialist, a lawyer, and a home inspector to make up the panel who will discuss *Real Estate Reality Check: How to Achieve Your Real Estate Goals in Today's Market*. Q&A will follow the presentation. Though this first program is at no charge to the Library, the Friends of the Library has agreed to support the series with \$500 for speakers and presenters, if needed.

LIBRARY PROGRAMS:

The Children's Library hosted 2 cookie decorating sessions in December. The programs were sponsored by the Arnhold Family in memory of their daughter Shelley, who was an avid cookie baker. All supplies were provided by the family, and Mr. Arnhold stopped by the first session to chat with the children. Each child took home several large, elaborately decorated cookies, while donating some to the local senior housing complexes.

Actor Richard Clark continues to draw a crowd. Forty people enjoyed his impersonation of Ernest Hemingway in December. Last year he was Mark Twain to a standing room only crowd, and the Friends have requested (and will sponsor) his return next year as Andrew Carnegie. One of Carnegie's lifelong interests was the establishment of free public libraries as a way of making education available to everyone. At the time, Carnegie promised a library to almost any town that didn't have one and ultimately funded over 2,500 public libraries throughout the world, some of which are right here in Connecticut.

TECHNOLOGY:

Bibliomation will be installing the last of the major upgrades to the current system on Wednesday February 18th. At least one full day of downtime is scheduled, with some downtime to be expected on Thursday the 19th. The wireless router died and was replaced. The Library registered with TechSoup, an online product donation service that connects nonprofits with technology product donations. Due to an increased demand from the public for Office 2007, we made our first request to Microsoft for 10 copies of Office Professional 2007. The request was granted. For a \$20 service fee for each copy, the Library received the software licenses to install Office 2007 Professional on public computers. Fair market value is estimated at \$4,990.00. Staff will incorporate training on this version into the Office applications classes offered to the public. The revised Technology Plan as approved by the board is included in this month's board packet.

FRIENDS OF THE LIBRARY:

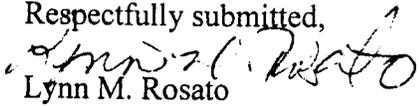
January is the time to join or renew your membership in the Friends of the Library. The Friends are looking for a few good volunteers to work on their committees. These may include membership, public relations, and/or the book sales. Please consider lending a hand. In 2008, the Friends sponsored 75% of the Library's programs (\$3,000), continued memberships in several Connecticut museums that offer free or discounted admission to library patrons, and paid the postage to mail the newsletter to Friends members, among other things. The Friends hold a major annual book sale in August as well as 4 themed book sales throughout the year. Next up is Cupid's Romance Book Sale on Valentine's Day, Saturday, February 14th. A membership brochure is in this month's packet.

MISCELLANEOUS:

- Despite the fact that we did not offer amnesty for library fines, donations from patrons of food items for Brotherhood in Action and personal care items for Bethel Social Services came in at a steady pace between Thanksgiving and the New Year's holiday. Donations were about the same as received in previous years when amnesty was given.

- The family of Dorothy Halpin Parisi donated a total of \$650.00 to be used to purchase books on President Lincoln, gardening, and sports, along with biographies, mysteries and books in large print.
- The last issue of the *Bethel Beacon* was published Friday, January 16th. This is unfortunate as the *Beacon* was very good about publishing Library news and the Library was given space each week for the *Library Corner* – articles written by staff about services and programs.

Respectfully submitted,



Lynn M. Rosato

Library Director