



MINUTES OF REGULAR MEETING

Monday, February 23, 2009

7:00 p.m.

CJH Municipal Center – Meeting Room “A”

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

Lynn Rosato, Library Director

Absent: Elisa Volpati with notice.

Call to Order/Pledge of Allegiance: Chairman, S. Burke Specht called the Regular Meeting to order at 7:03 p.m., and led all in the Pledge of Allegiance.

Correspondence: Chairman S. Burke Specht read a letter from The Daphne Seybolt Culpeper Memorial Foundation, Inc. The foundation approved a grant of \$5,000 to be used in the completion of the Library. The check was enclosed.

Chairman, S. Burke Specht read a letter from the Bethel Newcomers and Neighbors. Enclosed in the letter was a donation of \$695.57 to be used for the completion of the library.

Chairman, S. Burke Specht, read a letter from Michael Dunn who would like to set up a recycling bin at the library for his Eagle Scout project. He will attend the March meeting to further discuss his proposal.

Chairman, S. Burke Specht read a thank you note for the LBOD's contribution to the Bethel Chapter of Regional Hospice of Western Connecticut for their annual breakfast.

Chairman, S. Burke Specht read a letter from James N. Roberts thanking the board for all of their work in keeping the library functioning well. He was also pleased with the grant the library received from the state but was concerned about the deadline that was placed on the grant. J. Roberts also mentioned that the library should look into the “shovel-ready” projects that were included in the U.S. Stimulus package.

G. Mills made a motion to add Discussion of Shovel Ready Funding to the agenda which was seconded by B. Crnic. Vote all in favor and the motion passed unanimously.

Library Director, L. Rosato read a thank you note from Paul Young regarding the computer class that he had taken at the library.

RECEIVED

FEB 25 2009

TOWN OF BETHEL
TOWN CLERK

Approval of Minutes: G. Mills made a motion to approve the December 8, 2008, minutes as amended. The motion was seconded by L. Curtis. Voting in favor Chairman S. Burke Specht, T. Addonizio, B. Crnic, L. Curtis, D. Gaita, D. Gulya-Stasney, L. Mason, R. Merritt, and G. Mills. L. Go opposed. The Motion passed 9/1 and the minutes were accepted.

L. Go requested that the minutes reflect that only G. Mills is the Chairman of the House Committee, G. Mills made a motion to accept the January 26, 2009, minutes as amended which was seconded by L. Curtis. Voting in favor Chairman S. Burke Specht, T. Addonizio, B. Crnic, L. Curtis, D. Gaita, D. Gulya-Stasney, L. Mason, R. Merritt, and G. Mills. L. Go opposed. The Motion passed 9/1 and the minutes were accepted.

Librarian's Report: L. Rosato spoke of the following: The assessment of the Library's computers, the Wowbrary program through Amazon.com, the 1st program of the Special Series classes, made a correction to a statistics hand out sheet, the Library's Centennial Survey, and the anti-lead law.

G. Mills made a motion to accept the Librarian's Report which was seconded by D. Gulya-Stasney. All voted in favor and the motion passed unanimously.

Treasurer's Report: T. Addonizio handed out a treasure report for December 2008, January 2009, and a monthly flow of accounts dating from July 08 to January 09. T. Addonizio spoke of the following: recommended that funds should be moved from non-interest bearing accounts to interest bearing accounts, wants a forecast of what the board and committees will spend money on for the year by next meeting, and answered questions regarding the December 2008 expenditures. G. Mills made a motion to approve the Treasurer's Report which was seconded by D. Gulya-Stasney. All voted in favor and the motion passed unanimously.

T. Rotella entered the meeting at 7:27 pm.

Centennial Committee Report: The Centennial Committee Chairman S. Burke Specht reported on the following: finalizing their event calendar for the year, 2 signature events, and the Tea Party Gala which took place on February 22, 2009.

Chairman, S. Burke Specht made a motion to further discuss the 2 proposed signature events with the board which was seconded by G. Mills. All voted in favor and the motion passed unanimously.

A discussion then took place regarding the details of the signature events. The proposed events are Old Home Day on July 4, 2009, and a Birthday Gala on November 7, 2009.

Chairman, S. Burke Specht made a motion to move ahead with the 2 signature events which was seconded by G. Mills. All voted in favor and the motion passed unanimously.

The next Centennial Committee meeting will be March 5, 2009.

Development Committee Report: R. Crnic, Chairman Development Committee reported on the following: moving the Grants Committee, a sub-committee of the Development Committee, so that it reports directly to the board, the 5 existing events that the committee holds, a possible brochure to help sell the non-sponsored "real estate" on the second floor of the library, exploring corporate solicitations, and filling out a sales and use tax form with the State of Connecticut.

B. Crnic made a motion to shift the Grants sub committee to answer directly to the Board. B. Crnic then rescinded the motion because it wasn't in agreement with the By-Laws. Chairman, S. Burke Specht then made a motion to dissolve the sub-committee called the Grant Committee which was seconded by B. Crnic. All voted in favor and the motion passed unanimously. Chairman S. Burke Specht made a motion to name a special committee for Grants with Leslie Mason as Chairman which was seconded by B. Crnic. All voted in favor and the motion passed unanimously.

B. Crnic made a motion to encumber funds in the Building fund for Development Committee for an amount not exceeding \$2,500 for their 5 annual events, (Bethel Blooms, Memorial Day Parade, Concert, Fall Festival Sale, and Wreath Sale) which was seconded by D. Gulya-Stasney. All voted in favor and the motion passed unanimously.

The next Development Committee meeting will be March 4, 2009.

T. Rotella left the meeting for a personal phone call at 8:16 p.m. and returned at 8:17 p.m.

Unfinished Business:

1. **Budget Presentation:** Chairman S. Burke Specht reported that on February 19, 2009, she, and Library Director, L. Rosato presented the proposed budget to the Board of Selectman and the Board of Finance. Chairman, S. Burke Specht stated that the presentation was well accepted. The public hearing of the budget will possibly be on March 26, 2009. The Library is in danger of losing one of the state's grant money because the operating budget is lower than the 3 year average. The Board of Finance will write a letter to the State Library Board in support of the library asking for an exception so the Library will receive the grant money.
2. **By-Law Review:** The By-laws have not been reviewed and a meeting of the Policy Committee was called for February 27, 2009 at 11:30 am.
3. **Steve Lippia and Ives Center Contracts:** There was a discussion regarding the profitability of the event, the realistic cost of the event, advertising the event, trying to find a sponsor for the event, possible conflicts with other events, Chairman S. Burke Specht asked if anyone was willing to chair the event, no one volunteered. B. Crnic made a motion, which was seconded by S. Burke Specht, to ask The Friends of the Library take complete ownership of the event. All voted in favor and the motion was passed unanimously.

New Business:

1. **State of Connecticut Bond Resolution:** The State of Connecticut has given the library a bond for \$150,000 which can only be used for the restoration of the Seeley House. The HVAC system is the only part of the Seelye House that is not covered under the CCCT grant. The estimated cost of a new HVAC system in the Seelye house is \$184,000. The State requires the Library/Town to guarantee the extra funds are available to complete the project. G. Mills made a motion to discuss how the board should fund the remaining \$34,000. The motion was seconded by D. Gulya-Stasney. All voted in favor and the motion was passed unanimously. A discussion then ensued. The board was able to encumber \$26,000 from the Building Acct. of the \$34,000 leaving \$8,000 unencumbered. T. Addonizio made a motion to encumber \$26,000 from the Building Account and to encumber \$8,000 from the Library Director's account for use in acquiring HVAC in the Seeley House in order to receive the State Grant, which was seconded by G. Mills. All voted in favor and the motion was passed unanimously.
2. **Discussion of Shovel Ready Funding:** A discussion of how to receive federal funding for the "shovel ready" projects included in the US stimulus package took place. Chairman S. Burke Specht and D. Gaita will set up a meeting with the First Selectman to further discuss how those funds can be obtained.

Public Comments: Jane Bickford, of 3 Vera Drive, commented that the Friends of the Library would be happy to donate the additional \$8,000 needed to acquire the HVAC in the Seeley house in order to receive the State Grant.

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 9:00 p.m.

Respectfully Submitted,


Lisa Bono, Recording Secretary

DIRECTOR'S REPORT TO THE BOARD

February 2009

LIBRARY BUDGET FY 2009-2010: The Library's budget request for FY 2009-10 will be presented to the Boards of Selectmen and Finance on February 19, 2009 at 7:00 p.m. The requested amount of \$737,618 represents a 1% decrease from FY 2008-09.

CENTENNIAL CELEBRATIONS: The Centennial Kickoff Reception is scheduled for Sunday afternoon, February 22nd from 2-4 p.m. The first of six surveys is available online and in hardcopy for residents to take during the month of February. Hardcopy surveys are available at the Senior Center, at the Municipal Center and at the Library. Library staff has met to begin work on the second survey which will focus on technology services. This survey will be available to take in April. Board Director Richard Merritt is working with the Library Director to prepare a comprehensive history of the Library, which may be published in soft cover. The Centennial Committee will coordinate activities and events with the Development Committee.

BUILDING MAINTENANCE: There was a minor plumbing problem in the Seelye House in late January that necessitated closing the Teen Library for a short period of time. ServePro came almost immediately, did the cleanup, and the Library opened at 11 a.m. the next morning. However, water damage to the ceiling in the Teen Library required a section of the ceiling to be removed which has not yet been repaired. On a routine service call for the HVAC system, the service rep from Controlled Air discovered multiple heating coil leaks that have to be repaired. A severe build up of ice in front of the interior book drop slot as well as in front of the exterior book drop caused the Library to temporarily close both book drops for a few days. The exterior book drop has since been moved to a covered area by the entrance so that it will be accessible even if the interior drop is not. All repair work needed has been reported to the appropriate town department.

TECHNOLOGY: An inventory of the twelve computers that were replaced in November was completed. Five of these have serious problems and cannot be used as replacements or spares. The hard drives will be removed and the remainder may be kept for parts, recycled or donated to charity. The remaining seven will be kept as spares. An email virus was discovered on the system and an afternoon was spent resolving this issue. Bibliomation installed the final major upgrade to the Horizon system on February 18th. That same day there was a problem with the switches in the main technology closet which caused some of the computers to lose their internet connections. However, the problem seemed to correct itself once the upgrade was finished. The switches will be tested to determine the cause of failure.

CAPITAL CAMPAIGN: The director met with committee chair Bob Crnic to review naming opportunities and sponsored areas. The Development Committee met on February 4th and 18th to review fundraising events held during 2008, to set a schedule of events for 2009, and to review general campaign strategy for 2009. A full report will be made at the Board meeting.

SPECIAL SERIES: The first program in our special series, *Getting Ahead in These Times: Real Estate Reality Check*, was attended by 20 people. The panel of speakers was very good and there

were many good questions asked by the audience. Three additional programs have been scheduled: *Networking and Interviewing Skills for Job Seekers*, with Melanie Szlucha on March 31st, *Resume Strategies That Work for You*, with Susan C. Troupe on April 7th, and *Feng Shui and Your Finances*, with Ned Ferrell on May 5th.

CIRCULATION: For the first six months of the fiscal year, circulation of materials is up 10% over the same time for the previous fiscal year.

CHILDREN'S: Special displays were made to celebrate Martin Luther King, Jr. Day, Chinese New Year, and Valentine's Day. Two Origami Classes were held with 4 people on the waiting list. The Toddler Board Book Collection has been completely "renewed" by withdrawing old worn out books with newer more attractive titles. Pre-School Storytimes, Terrific Twos, and Storytime Saturday are back in session after the holiday hiatus.

WOWBRARY: If you don't already subscribe to Wowbrary, here's an incentive that may get you on board. Linking to Amazon.com from any item listed in the weekly Wowbrary email that results in the purchase of ***anything*** from Amazon, benefits the Library with a portion of the sale coming back to the Library. The purchase does not have to be the item you linked from or even a book. It can be anything! The key for receiving a portion of sales is that the link is made through Wowbrary. So if you shop on Amazon, please consider linking through Wowbrary. You may subscribe to Wowbrary, a free service for patrons, by linking to it from the Library's website. The service, provided by Bibliomation, is a weekly email list of new materials added to the Library's collection. Listings provide reviews and items may be reserved or purchased.

LINCOLN SHOWCASE: In celebration of Abraham Lincoln's 200th birthday, the Bethel Public Library Art Gallery is featuring the work of artist and historian Wendy Allen. For the past 25 years, Ms. Allen has created portraits of Lincoln in a wide range of artistic styles and media, many of which are on display. In the exhibit case during February is a collection of Lincoln memorabilia, courtesy of the Friends of the Library, including copies of the 16th president's letters, manuscripts, and photographs.

MISCELLANEOUS: The director met with boy scout Mike Dunn to discuss the project he would like to do for the Library to earn his Eagle Scout award. He would like to construct an enclosure to house a recycling dumpster so the Library may recycle newspapers and magazines. Mike will make a presentation to the Library Board in March.

Respectfully submitted,
Lynn M. Rosato
Library Director

**BETHEL PUBLIC LIBRARY BOARD OF DIRECTORS
TREASURER'S REPORT
Month Ended: December, 2008**

Library Board of Directors Accounts

CHECKING - 699016718

Date	Credits	Debits	Balance	Check #	Payee	Description
11/29/2008			\$ 3,188.18			Beginning Balance
12/17/2008		\$ 35.00	\$ 3,153.18	1444	Bethel Public Library	Wreath (accounted for in November report)
12/17/2008		\$ 120.00	\$ 3,033.18	1445	O'Neil's Sandwich and Coffee	
12/18/2008	\$ 650.00		\$ 3,683.18	DEP		Deposit
12/18/2008		\$ 47.69	\$ 3,635.49	1446	Biksbie's	
12/23/2008		\$ 24.50	\$ 3,610.99	1448	Varona Bakery	
12/24/2008		\$ 200.00	\$ 3,410.99	1450	Housatonic Publications	
12/26/2008		\$ 50.00	\$ 3,360.99	1447	Villarina's Market	
12/29/2008		\$ 14.97	\$ 3,346.02	1449	Eileen Freebairn	
12/31/2008	\$ 650.00	\$ 492.16	\$ 3,346.02			Ending Balance

MONEY MARKET - 678003969

INT RATE 2.50%

Date	Credits	Debits	Balance	Check #	Payee	Description
11/29/2008			\$ 26,155.57			Beginning Balance
12/31/2008	\$ 59.12		\$ 26,214.69	INT		Interest Income
12/31/2008	\$ 59.12	\$ -	\$ 26,214.69			Ending Balance

CONSOLIDATED LBOD ACCOUNTS

Date	Credits	Debits	Balance	Description
12/31/2008	\$ 709.12	\$ 492.16	\$ 29,560.71	Monthly Totals - Consolidated Balance

Building Fund Accounts

CHECKING - 699016697

Date	Credits	Debits	Balance	Check #	Payee	Description
11/29/2008			\$ 876.91			Beginning Balance
12/8/2008		\$ 187.68	\$ 689.23	1112	Hollandia	Wreath Purchase
12/29/2008		\$ 25.00	\$ 664.23	1113	Charlotte Barrows	
12/31/2008	\$ -	\$ 212.68	\$ 664.23			Ending Balance

CHECKING - 699016726 (Credit Card)

Date	Credits	Debits	Balance	Check #	Payee	Description
11/29/2008			\$ 13,222.90			Beginning Balance
12/2/2008		\$ 7.95	\$ 13,214.95	CCD		
12/9/2008	\$ 250.00		\$ 13,464.95	CCD		
12/31/2008	\$ 250.00	\$ 7.95	\$ 13,464.95			Ending Balance

MONEY MARKET - 678003950

INT RATE 2.50%

Date	Credits	Debits	Balance	Check #	Payee	Description
11/29/2008			\$ 49,895.08			Beginning Balance
12/3/2008	\$ 945.00		\$ 50,840.08	DEP		
12/3/2008	\$ 1,507.00		\$ 52,347.08	DEP		
12/3/2008	\$ 380.00		\$ 52,727.08	DEP		
12/3/2008	\$ 315.00		\$ 53,042.08	DEP		
12/17/2008	\$ 50,700.00		\$ 103,742.08	DEP		
12/17/2008	\$ 245.00		\$ 103,987.08	DEP		
12/18/2008	\$ 1,000.00		\$ 104,987.08	DEP		
12/31/2008	\$ 168.67		\$ 105,155.75	INT		Interest Income
12/31/2008	\$ 55,260.67	\$ -	\$ 105,155.75			Ending Balance

CONSOLIDATED BUILDING FUND ACCOUNTS

Date	Credits	Debits	Balance	Description
12/31/2008	\$ 55,510.67	\$ 220.63	\$ 119,284.93	Monthly Totals - Consolidated Balance

Grant Fund Account

CHECKING - 699018297

Date	Credits	Debits	Balance	Check #	Payee	Description
11/29/2008			\$ 2,871.77			Beginning Balance
12/31/2008			\$ 2,871.77			Ending Balance

Scholarship Fund Account

CERTIFICATE OF DEPOSIT - 900043006

INT RATE 3.59%

Date	Credits	Debits	Balance	Check #	Payee	Description
12/1/2008			\$ 12,695.36			Beginning Balance
12/31/2008	\$ 38.70		\$ 12,734.06	INT		Interest Income
12/31/2008	\$ 38.70	\$ -	\$ 12,734.06			Ending Balance

**BETHEL PUBLIC LIBRARY BOARD OF DIRECTORS
TREASURER'S REPORT
Month Ended: January, 2009**

Library Board of Directors Accounts

CHECKING - 699016718

Date	Credits	Debits	Balance	Check #	Payee	Description
1/1/2009			\$ 3,346.02			Beginning Balance
1/20/2009		\$ 50.00	\$ 3,296.02	1451	Country Touch	Wreath for Library
1/30/2009	\$ 2,134.00		\$ 5,430.02	DEP		State Grant 09
12/31/2008	\$ 2,134.00	\$ 50.00	\$ 5,430.02			Ending Balance

MONEY MARKET - 678003969

Date	Credits	Debits	Balance	Check #	Payee	Description
1/1/2009			\$ 26,214.69			Beginning Balance
12/31/2008	\$ 53.87		\$ 26,268.56	INT		Interest Income
12/31/2008	\$ 53.87	\$ -	\$ 26,268.56			Ending Balance

CONSOLIDATED LBOD ACCOUNTS

Date	Credits	Debits	Balance	Description
1/30/2009	\$ 2,187.87	\$ 50.00	\$ 31,698.58	Monthly Totals - Consolidated Balance

Building Fund Accounts

CHECKING - 699016697

Date	Credits	Debits	Balance	Check #	Payee	Description
1/1/2009			\$ 664.23			Beginning Balance
1/9/2009		\$ 360.00	\$ 304.23	1109	Steck's Nursery	
1/30/2009	\$ -	\$ 360.00	\$ 304.23			Ending Balance

CHECKING - 699016726 (Credit Card)

Date	Credits	Debits	Balance	Check #	Payee	Description
1/1/2009			\$ 13,464.95			Beginning Balance
1/5/2009		\$ 8.55	\$ 13,456.40	CCD		Bank Fee
1/14/2009	\$ 100.00		\$ 13,556.40	CCD		
1/15/2009	\$ 500.00		\$ 14,056.40	CCD		
1/30/2009	\$ 600.00	\$ 8.55	\$ 14,056.40			Ending Balance

MONEY MARKET - 678003950

Date	Credits	Debits	Balance	Check #	Payee	Description
1/1/2009			\$ 105,155.75			Beginning Balance
1/7/2009	\$ 905.00		\$ 106,060.75	DEP		
1/12/2009	\$ 254.00		\$ 106,314.75	DEP		
1/30/2009	\$ 300.00		\$ 106,614.75	DEP		
1/30/2009	\$ 217.82		\$ 106,832.57	INT		Interest Income
1/30/2009	\$ 1,676.82	\$ -	\$ 106,832.57			Ending Balance

CONSOLIDATED BUILDING FUND ACCOUNTS

Date	Credits	Debits	Balance	Description
1/30/2009	\$ 2,276.82	\$ 368.55	\$ 121,193.20	Monthly Totals - Consolidated Balance

Grant Fund Account

CHECKING - 699018297

Date	Credits	Debits	Balance	Check #	Payee	Description
1/1/2009			\$ 2,871.77			Beginning Balance
1/30/2009			\$ 2,871.77			Ending Balance

Scholarship Fund Account

CERTIFICATE OF DEPOSIT - 900043006

Date	Credits	Debits	Balance	Check #	Payee	Description
12/1/2008			\$ 12,695.36			Beginning Balance
12/31/2008	\$ 38.70		\$ 12,734.06	INT		Interest Income
12/31/2008	\$ 38.70	\$ -	\$ 12,734.06			Ending Balance

THE DAPHNE SEYBOLT CULPEPER MEMORIAL FOUNDATION, INC.

P.O.Box 206

NORWALK, CT 06852-0206

TELEPHONE: 203-762-3984

January 25, 2009

Bethel Public Library
Shani Burke Specht, MHA Chair, Library Board of Directors
26 Nashville Road
Bethel, CT 06801

Dear Ms. Specht:

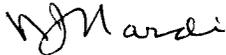
We have your request for funds needed to complete the construction of your Library.

Our Board considered your request and approved a grant of \$5,000 for that purpose.

Enclosed is our Foundation's check for \$5,000 in full payment of the grant.

We ask that you send us an acknowledgement of its receipt and STATE THAT NO GOODS OR SERVICES WERE PROVIDED IN EXCHANGE FOR THIS GRANT.

Sincerely,



Nicholas J. Nardi
Director

enc/1

THE DAPHNE SEYBOLT CULPEPER
MEMORIAL FOUNDATION, INC.

P.O. BOX 206
NORWALK, CT 06852-0206

5096

1-2
210 956

DATE JANUARY 25, 2009

PAY
TO THE
ORDER OF

BETHEL PUBLIC LIBRARY ---

\$ 5,000.00

FIVE THOUSAND AND 00/100 ---

DOLLARS  Security Features
Included
Details on Back

JPMorgan 
Private Bank

JPMorgan Chase Bank, N.A.
New York, New York

FOR

GRANT

W. J. Nardi
Anthony E. Ecker 

⑈005096⑈ ⑆021000021⑆

967015383⑈



Bethel Newcomers And Neighbors

Neighbors by Chance, Friends by Choice

February 15, 2009

Shani Burke Specht
Chairman, Library Board of Directors
26 Nashville Road
Bethel, CT 06801

Dear Shani:

Please find enclosed a donation to the Capital Campaign of the Bethel Public Library in the amount of \$695.57. We would like our donation to be used in the Teen Area. We are making this donation on behalf of all our members through the years. As you were one of those members and served on the Board from many years, it is great confidence that we make this donation. We look forward to the completion of the library.

Sincerely,



Darlene Butcher,
President



Lisa Bono,
Treasurer

James N. Roberts
6 Taylor Road
Bethel, CT 06801
(203) 778-1774

Board of Directors
Bethel Public Library
189 Greenwood Ave.
Bethel, CT 06801

Feb. 1, 2009

Dear Chairman Specht and Members of the Board:

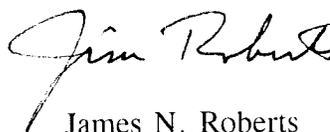
As a user of the Bethel Public Library, I would like to thank and commend all of you for the work you do to keep our library functioning well.

Back at the end of 2007 I was very pleased to hear that the library received a large grant from the State, but I'm now concerned about the status of that grant. One of its terms was "the project must be initiated (sign with a building contractor)" within 18 months of the date of the awarding of the grant (i.e, by May 26, 2009 - less than four months from now). Can this deadline be extended, or do we plan to meet it? I suspect that at least a couple months will be needed to negotiate the contract once the funds are in hand, so the deadline is even closer than it seems.

With all of the recent talk about "shovel-ready projects," it looks as if another source of funding might be opening up, and I assume that you and our elected officials are looking into it. Just the education part of the "stimulus" plan amounts to \$150 billion, which comes to \$500 per U.S. resident. For the 20,000 of us here in Bethel that amounts to \$10 million. With similarly huge amounts in other categories, this looks like an opportunity that we should pursue vigorously. We're eventually going to have to pay the taxes on all that money, so we should get our part, and the library job is a perfect example of a badly needed shovel-ready project.

With thanks again for your work and dedication,

Sincerely yours,



James N. Roberts