

**MINUTES OF REGULAR MEETING**



**Monday, April 27, 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, Doratheia Gulya-Stasney, Leslie Mason, Geraldine Mills, Terri Rotella and Elisa Volpati.

**RECEIVED**

Lynn Rosato, Library Director

APR 29 2009

**Absent:** Richard Merritt with notice.

TOWN OF BETHEL  
TOWN CLERK

**Call to Order/Pledge of Allegiance:** Chairman, S. Burke Specht called the Regular Meeting to order at 7:05 p.m., and led all in the Pledge of Allegiance.

**Announcements:** Chairman, S. Burke Specht made an announcement that the Bethel Public Library has been awarded a \$90,000 grant from the Historic Restoration Fund Grant Program of the Connecticut Commission on Culture & Tourism.

Chairman, S. Burke Specht made an announcement that the Board of Finance met on April 16, 2009, and completed the final draft of the budget. They will present it on May 4, 2009, at the town meeting. The Library's proposed operating budget as not changed during the process of getting to the Town Meeting.

Chairman, S. Burke Specht made an announcement that the Board of Selectmen met on April 21, 2009, and gave the building committee their charge. The charge is to finish the library project, solicit requests for proposals for bids for construction administrator, engage in architect, and do all things possible to bring the project to conclusion on time and on budget. The Library Building Committee elected officers and established a meeting schedule. The Chairman is Robert Tripi, the Vice Chairman is William Slifkin, and the Secretary is Dan Gaitia. The Library Building Committee will meet on the second and fourth Tuesdays of each month, at 7:30 pm.

Chairman, S. Burke Specht made an announcement that Eleanor Sutton passed away last month. E. Sutton was a long-time Library Board Member (1967-1979), and on June 1, 1981, she became Director Emeritus. There was a moment of silence to honor her.

**Correspondence:** Chairman, S. Burke Specht read an e-mail that she wrote to legislators regarding sales tax requirements for non-profit organizations. S. Burke Specht also thanked the legislators in their assistance in getting the \$90,000 grant from the Historic Restoration Fund Grant Program of the Connecticut Commission on Culture & Tourism.

Chairman, S. Burke Specht read an e-mail from Toni Boucher in response to the sales tax requirements for non-profit organizations.

Library Director, L. Rosato, read a letter from Jacque Pepin to confirm that he will speak about his life and sign copies of his books on May 12, 2009. He has agreed to waive his fee and proceeds from his book sales will be given to the capital campaign fund as a donation.

Library Director, L. Rosato, read a letter from Karen Senich, the Executive Director for the Connecticut Commission on Culture & Tourism, informing the Bethel Public Library that \$90,000 had been awarded to the library from the Historic Restoration Fund Grant Program.

Library Director, L. Rosato, read a letter from Mary Louise Jensen to First Selectman, Robert Burke, regarding the deadline for the State Construction Grant of \$898,432. The letter stated that the deadline to receive the grant is August 27, 2009. The town may file a request for a one year extension if need be.

Library Director, L. Rosato, read a letter from the Bethel High School Prom Committee asking for raffle prizes or a monetary donation for the Post Prom Party. G. Mills made a motion to add the Post Prom Party request to the agenda which was seconded by T. Addonizio. All voted in favor and the motion passed unanimously.

**Approval of Minutes:** Library Director, L. Rosato noted the following misspellings and corrections: 1) Robert Tripi and Paul Tripi names were spelled Trippe but should have been Tripi, 2) Suzy Kline's name was spelled Susie but should have been Suzy, and 3) The State Library Board was misnamed by saying the State Library Committee but should have been State Library Board. G. Mills made a motion to accept the March 23, 2009, minutes as amended which was seconded by D. Gaita. Voting in favor, Chairman S. Burke Specht, T. Addonizio, D. Gaita, L. Go, D. Gulya-Stasney, L. Mason, G. Mills, T. Rotella and E. Volpati. B. Crnic abstained. The motion passed 9/0 with 1 abstention.

**Librarian's Report:** L. Rosato spoke of the following: the Jacque Pepin author program, proceeds from the Bethel Blooms sale, passed around a photo of the Library which could possibly be used for a postcard or note pads, statistics handout, and problems with the public copiers and print management system. L. Go made a motion to accept the Librarian's Report which was seconded by L. Mason. All voted in favor and the motion passed unanimously.

**Treasurer's Report:** T. Addonizio handed out the treasurer's report for March 2009, a monthly flow of accounts dating from July 08 to March 09, and a detailed list of income and expenditures for March 09 and April 09. T. Addonizio spoke of the following: taking off the account numbers on the reports, the summary of the expenditures and deposits did not reflect a \$500 transfer but will be reflected on next months statement, and answered questions about the Building Fund. G. Mills made a motion to approve the treasurer's report, which was seconded by D. Gaita. All voted in favor and the motion passed unanimously.

**Executive Committee Report:** The Executive Committee Chairman, S. Burke Specht discussed a handout that outlined the goals/objectives and what needs to be done in 2009. A discussion then ensued. D. Gaita made a motion to accept the Goals/Objective Document, which can be sorted chronologically. G. Mills seconded the motion. All voted in favor and the motion passed unanimously.

**Centennial Committee Report:** The Centennial Committee Chairman, S. Burke Specht reported on the following: the resignation of Wendy Smith, additional volunteers needed, t-shirts and sweatshirts with the centennial logo, events on Old Home Day on July 4, 2009, Dewey, the community read book, and the Read-a-thon fundraiser. T. Addonizio spoke on the birthday gala. The birthday gala will be on November 7, 2009 at the Stony Hill Inn, a written draft on how the event should be run will be presented to the board in May, and the event should focus more on the celebration and less on fundraising.

**Development Committee Report:** The Development Committee Chairman, R. Crnic, presented and discussed a mailer that will go out to about 5,000 households and 300 to 400 corporations soliciting donations for the capital campaign. The target date for the mailer is May 8, 2009. G. Mills made a motion to accept the mailer for the purpose of discussion, which was seconded by D. Gaita. All voted in favor and the motion passed unanimously. A discussion then ensued regarding the donor levels, and a system for thanking donors.

L. Curtis arrived to the meeting at 8:37 pm.

As there was no further discussion, G. Mills made a motion to end discussion which was seconded by D. Gaita. All voted in favor and the motion passed unanimously. G. Mills made a motion to approve and move forward with the mailer which was seconded by D. Gaita. All voted in favor and the motion passed unanimously.

The Development Committee Chairman, R. Crnic discussed the possibility of printing business cards to be used when interfacing with the public, especially with all of the fundraising efforts. B. Crnic made a motion to authorize no more than \$50 to have 1000 or 500 generic business cards printed up and 250 business cards for the Chairman, as well as the Library Director for discussion purposes. G. Mills seconded the motion. All voted in favor and the motion passed unanimously. A discussion then ensued regarding the usefulness and the practicality of using generic cards. After the discussion, B. Crnic amended his motion to have 12 sets of custom printed business cards made, not to exceed 250 cards in each set, and not to expend more than \$200, for the purpose of the capital campaign. G. Mills seconded the motion. All voted in favor and the motion unanimously.

The Development Committee Chairman, R. Crnic discussed the possibility of having the library staff place donation jars at various free public library programs. R. Crnic made a motion to have the library staff place capital campaign donation jars at free public library programs for discussion purposes, which was seconded by D. Gaita. All voted in favor and the motion passed unanimously. A discussion then ensued regarding the tackiness, usefulness, security issues, when the jar should be used, and what the "jar" it self should look like. As there was no further discussion, G. Mills made a motion to end discussion, which was seconded by D. Gaita. All voted in favor and the motion passed unanimously. R. Crnic amended his motion to have the library staff display a permanent donation receptacle for the capital campaign fund, which was seconded by G. Mill. All voted in favor and the motion passed unanimously.

**Scholarship Committee Report:** The Scholarship Committee Chairman, G. Mills reported that 16 applications for the scholarship were received, and the scholarship needs to be awarded on May 15, 2009. Chairman, S. Burke Specht made a motion to accept the Scholarship Committee's Report, which was seconded by D. Gaita. All voted in favor and the motion unanimously passed.

#### **Unfinished Business:**

- 1. Annual By-Law Review:** G. Mills made a motion to accept the By-Laws as presented, which was seconded by D. Gaita. Voting in favor, Chairman S. Burke Specht, T. Addonizio, B. Crnic, D. Gaita, D. Gulya-Stasney, G. Mills, T. Rotella and E. Volpati, Voting against, L. Curtis, L. Go, and L. Mason. The motion passed 8/3.
- 2. Seelye House Restoration Funding:** Chairman, S. Burke Specht discussed the \$90,000 grant from the Connecticut Commission on Culture & Tourism and the matching funds. Chairman, S Burke Specht made a motion to use the \$150,000 state bond for the Seelye House Restoration, which was seconded by G. Mills. All voted in

favor and the motion passed unanimously. Chairman, S Burke Specht made a motion to revise the encumbered funds for matching the CCT grant to \$30,240, which was seconded by D. Gulya-Stasney. All voted in favor and the motion passed unanimously.

**New Business:**

1. **Extension Application to State Library Grant:** G. Mills made a motion to apply for an extension on the State grant, which was seconded by D. Gulya-Stasney. All voted in favor and the motion passed unanimously.

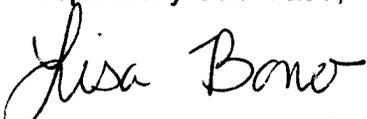
G. Mills made a motion that the Library Board requests the honorable Robert B. Burke, to sign the extension application letter for the state library grant for the Bethel Public Library, which was seconded by D. Gaita. All voted in favor and the motion passed unanimously.

2. **Post Prom Party:** Chairman, S. Burke Specht made a motion to approve the donation of 2 movie tickets and 1 free soda, which were donated by a LBOD member made on behalf of the Library board, which was seconded by D. Gulya-Stasney. All voted against and the motion was defeated. The LBOD member may donate the items individually.

**Public Comments:** Geraldine Mills, of 4 Colonial Drive, wanted to congratulate Chairman, S. Burke Specht, and Library Director, L. Rosato, on the article that was in The News Times. G. Mills also wanted to thank Hollandia for their generous donation for the pansy sale.

**Adjourn:** As there was no further business of the board, G. Mills made a motion to adjourn the meeting which was seconded by D. Gulya-Stasney. All voted in favor and the motion passed unanimously. The meeting adjourned at 9:21 p.m.

Respectfully Submitted,



Lisa Bono, Recording Secretary



**Connecticut Commission on Culture & Tourism**

April 14, 2009

Lynn Rosato  
Bethel Public Library  
189 Greenwood Avenue  
Bethel, CT 06801-2598

**Karen Senich**  
Executive Director

**Arts  
Tourism  
Film  
History**

One Constitution Plaza  
Second Floor  
Hartford, Connecticut  
06103

860.256.2727  
860.256.2811 (f)

***RE: Historic Restoration Fund Grant – \$90,000.00  
Bethel Public Library, 189 Greenwood Avenue, Bethel***

Dear Ms. Rosato:

It is my pleasure to inform you that the Bethel Public Library has been awarded \$90,000.00 from the Historic Restoration Fund Grant Program of the Connecticut Commission on Culture & Tourism. Funding for this program is provided by the State of Connecticut under the Community Investment Act.

The Commission recognizes the importance of protecting and preserving our irreplaceable architectural heritage. Historic preservation generates jobs, affordable housing, private reinvestment and tax revenue. It promotes smart growth by rehabilitating and reusing buildings already served by existing municipal infrastructure and supports community-based revitalization in Connecticut's towns and cities.

Please be advised that it is vital to write a letter thanking Governor Rell and your State Senator and Representative for making these funds available. Please inform them of the impact the award will have on your organization's activities and its service to the community.

The grant contract, to be sent under separate cover, requires that in any news release or printed item describing or promoting your organization's activities, credit must be prominently given to the Commission on Culture & Tourism by displaying its logo and/or the words "*with support from the Connecticut Commission on Culture & Tourism.*" For your convenience, we have enclosed a Credit and Publicity kit to assist with your compliance as well as your ability to convey to elected officials and the public the value of this grant.

You will receive the grant contract and related state forms for signature from Wayne Gannaway, Construction Grants Coordinator, of my staff. Should you have any questions, please call Wayne at 860-256-2757 or [wayne.gannaway@ct.gov](mailto:wayne.gannaway@ct.gov).

Sincerely,

**Karen Senich**  
Executive Director

Cc: Wayne Gannaway

**CONNECTICUT**

[www.cultureandtourism.org](http://www.cultureandtourism.org)



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**

April 2009

### **CENTENNIAL CELEBRATIONS:**

The Centennial link has been posted on the main page of the website. Behind the link are listed centennial activities as well as the proclamation and history articles. Within the website a "100" logo appears next to programs and activities to indicate they are part of the Centennial celebrations. The Technology Survey is underway. The Centennial library card is in progress. Services 26-50 were listed in the second quarter newsletter. The last of 4 sessions in the Creative Writing Series for Teens will be held on April 23<sup>rd</sup>. Overall, the series was not as successful as we had hoped, though the participants enjoyed looking through a book of photos of Bethel from days gone by. The Read-a-Thon sponsored by the Mom's Club raised just over \$700. T-shirts and sweatshirts sporting the Centennial logo are ready for sale. Upcoming events include a Community Read, featuring the book *Dewey the Small Town Library Cat Who Touched the World*, by Vicki Myron and Library Awareness Day. Work has begun on the Library Programs Survey, the 3<sup>rd</sup> in a series of six.

### **CONNECTICUT COMMISSION ON CULTURE & TOURISM GRANT:**

The Library was notified that we have received \$90,000 of the \$197,000 requested from the grant application submitted last October. The purpose of the grant is to help fund the restoration and renovation of the Seelye House. Because the full amount of the grant was not awarded, the Commission indicated the money should go toward actual restoration work such as restoring the windows, the stairs and banister, and the floors. Because the Commission received more requests than they have money to fund, most awards this year are partial awards. The director and chairman of the board will attend a required grants workshop in Hartford on April 28<sup>th</sup>.

### **CONNECTICUT STATE LIBRARY CONSTRUCTION GRANT:**

The director received a copy of a letter sent to First Selectman Burke from the Connecticut State Library advising that the Library's construction project must begin by August 27<sup>th</sup> or the grant for \$898,432 will be lost. However, if there is a good reason for not initiating the project by that date, the town can ask the State Library Board of Directors for a one-year extension. A letter from Selectman Burke must be addressed and sent to State Librarian, Kendall Wiggin by early May. Town and Library representatives are required to attend a State Library Board meeting in June or July to request the extension.

### **CAPITAL CAMPAIGN:**

The pansy sale was held on Saturday, April 18<sup>th</sup>. To date, net profit is about equal to that from last year's sale – just over \$1,200. However, there are still 8 flats that hopefully will be sold within a week or so. If you haven't purchased yours yet, now is the time! Pansies were donated by Hollandia and Shakespeare's Garden. Large handle packs were purchased from Caraluzzi's at cost. Ten door prizes, donated by area merchants, were awarded. Centennial T-shirts and sweatshirts were available for sale. Several teen members of Pro Access assisted with the sale and were given t-shirts as a token

of our appreciation. The Naming Opportunities and Sponsored Areas list for the campaign has been revised for board approval. The revised copy is in this month's board packet. The main elements of the town-wide mailing were discussed. A rock concert is scheduled for June 6<sup>th</sup>. Work has begun on gathering and updating information for the corporate donor list. A full report of the Development Committee will be given at the board meeting.

### **LIBRARY BOARD OF DIRECTORS SCHOLARSHIP:**

The Board of Directors is offering its annual one-year \$500 scholarship to a high school senior who is a resident of the Town of Bethel, and who plans to attend an accredited degree-granting institution. Area schools were notified, a press release was sent to all of the area newspapers, an email flier was sent and information and the application are posted on the website. Applications also may be picked up at the Library or the schools. Applications are due at the Library before 5:00 on April 24, 2009. A full report of the Scholarship Committee will be given at the board meeting.

### **PERSONNEL:**

Annual staff evaluations are about 50% complete. Full time staff unanimously agreed to take 3 furlough days during 2009-10 fiscal year to accommodate salary reductions. The director reviewed customer service practices and the Customer Service Manual with all staff at a special staff meeting. Four staff will be attending 1 day each of the annual Connecticut Library Association Conference in New Haven from April 29-May 1.

### **AUTHOR PROGRAMS:**

The Author Series, sponsored by Union Savings Bank featured children's author, Suzy Kline, on April 14<sup>th</sup>. The program was very successful and Ms. Kline donated her \$500 fee to the Library's capital campaign. The Jacque Pepin program, scheduled for May 12<sup>th</sup>, is full with a waiting list of 14 and growing. Mr. Pepin also has waived his fee and it is possible that he, too, will donate his fee to the capital campaign.

### **CAREER EXPRESS MOBILE:**

Dubbed "the Wheels that Work," the *Career Express*, is a specially designed Winnebago equipped with the latest career and job skill development tools available from the Department of Labor and its *CTWorks* partners. The mobile workforce center features eight high-tech computer workstations, an interior plasma TV with a SMART Board overlay for workshops, and a conference area where visitors can meet with career counselors, work with résumé writers or gain information from business service specialists. The Bethel Library has secured the bus for Wednesday July 2<sup>nd</sup>. It will be parked at the Old Train Station for the day and will be another program in our *Getting Ahead in These Times Series*.

### **TECHNOLOGY:**

The print management system at the adult public computers will no longer accept new library card barcode numbers. It was determined that an upgrade is needed. According to the company managing service for this software, the upgrade will be at no charge to the Library. The date stamp machine for date due cards is on its last legs and won't last much longer. It will be replaced with receipt printers. In the very near future, pre-overdue notices will be sent via email from the Bibliomation Horizon system. This will replace the formerly free service provided by Library Elf.

### **LIBRARY LANDSCAPING:**

The gardens around the Library are in need of spring cleanup. This task is not done by Parks & Recreation or Building Maintenance. The Bethel Garden Club takes care of the Shakespeare Garden and the garden bordering the old town hall building only. We need one or two volunteers who are willing to pull a few weeds, put down a weed prevention product and do some light cleanup this spring. Please contact the director if you or someone you know is interested in helping out. Also, the planters in front of the Seelye House should be planted with annuals near the end of May. Connecticut money can be used for this purpose with a cost of about \$200.

### **NO CHILD LEFT INSIDE:**

As part of the Connecticut Department of Environmental Protection (DEP) *No Child Left Inside* initiative, the DEP is once again providing public libraries in the state with a 2009 CT State Parks and Forest Day Pass. The pass can be used to cover the parking costs at state parks and forests as well as free admission for two adults and two children at state historical sites and exhibit centers at Dinosaur, Fort Trumbull and Gillette Castle State Parks. The pass is valid from April 18<sup>th</sup> through October 31<sup>st</sup>.

### **CONNECTICARD:**

The Connecticut reciprocal borrowing program was implemented by the Connecticut State Library in 1971. It allows residents who have valid library cards from their hometown libraries to borrow books and other materials from any other public library in the state. By participating in the program, libraries receive a small reimbursement check each year. How much a library receives is dependent upon how many items that library lends to people who live in other towns and whether the library is a net lender – meaning the library lends more to non-residents than its residents borrow from other libraries. Connecticut reimbursement for FY 2008-09 will increase \$500 to \$3,111. This is due to an increase in the number of items borrowed by out of town residents by 4,439 items. However, Bethel residents still borrow more from other libraries (37,198 items) than patrons of other libraries borrow from Bethel Library (24,057 items).

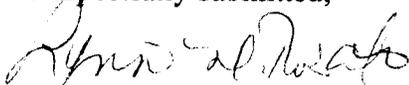
### **FRIENDS OF THE LIBRARY:**

The Friends of the Library have agreed to support Library programs for FY 2009-10 with \$2,000. The Friends are moving forward with the Steve Lippia concert to be held on September 26<sup>th</sup>. The next book sale, *Drill, Grill, Till*, will be held in the Library lobby on Saturday May 16<sup>th</sup> from 10-1. Books for sale include home improvement, gardening and cook books.

### **MISCELLANEOUS:**

- Bookmarks advertising Wowbrary were created and are being distributed at the public service desks.
- The director took 5 days vacation end March/beginning April.

Respectfully submitted,



Lynn M. Rosato  
Library Director

## BETHEL LIBRARY MONTHLY STATISTICS

Month of March 2009	Feb-09	Mar-09	Mar-08
<b>CIRCULATION</b>			
ADULT	4230	4787	4691
TEEN	429	525	463
CHILDREN	3519	4027	4048
AUDIO ALL FORMATS	1521	1925	1632
VIDEO ALL FORMATS	3404	3558	3484
MUSEUM PASSES	18	16	
TOTAL	13121	14838	14318
SELF-CHECKOUT (INCLUDED IN TOTAL)		904	
<b>SERVICES</b>			
1 TOTAL REQUESTS & ILL PROCESSED (2,6,7)	1637	1743	1755
2 TOTAL REQUESTS (does not incl items loaned)	884	1055	1012
REQUESTS FILLED	878	1051	1008
3 REQUESTS NOT FILLED	6	4	4
4 TOTAL INTERLIBRARY LOANS	1232	1309	1254
5 ITEMS BORROWED	479	621	511
6 ITEMS LOANED	708	664	543
7 INTERLIBRARY LOAN NOT FILLED	45	24	200
PROGRAM ATTENDANCE JUV	184	151	
PROGRAM ATTENDANCE ADULT	41	155	156
PROGRAM ATTENDANCE TEEN	13	11	12
VOLUNTEER HOURS ADULT	167.75	232.5	179.75
VOLUNTEER HOURS TEEN	24.5	80.5	15.75
<b>HOLDINGS</b>			
ITEMS ADDED	445	410	448
ITEMS WITHDRAWN	403	376	275
TOTAL	114565	114599	111700
BOOK COUNT ONLY	103942	103929	101925
<b>BORROWERS</b>			
NEW REGISTRATIONS	63	82	113
CURRENT	7908	7917	8373
EXPIRED	3811	3867	3596
TOTAL	11719	11784	11969
PEOPLE COUNTER	10263	11412	

BETHEL LIBRARY DATABASE USAGE

ONLINE DATABASES	Feb-09		Mar-09	
	SESSIONS	SEARCHES	SESSIONS	SEARCHES
	INHOUSE/REMOTE	INHOUSE/REMOTE	INHOUSE/REMOTE	INHOUSE/REMOTE
ACADEMIC ONEFILE, EXPANDED ACADEMIC	10	12	10	116
ANCESTRY LIBRARY EDITION	not given	97	not given	45
AP IMAGES				
AUTO REPAIR REFERENCE CENTER	11	11	6	18
BIOGRAPHY RESOUSRCE CENTER	2	2	4	14
BUSINESS & CO. RESOURCE CENTER	1	7	1	3
DISCOVERING COLLECTION	2	2	5	8
EDUCATOR'S REFERENCE	3	2	3	1
GALE VIRTUAL REFERENCE LIBRARY	2	2	3	57
GENERAL ONEFILE incl. COMPUTER/MILITARY	54	49	59	124
GENERAL REFERENCE CENTER GOLD	4	3	8	63
HARTFORD COURANT HISTORICAL	not given	0	not given	10
HEALTH & WELLNESS RESOURCE CTR.	4	5	4	20
HERITAGE QUEST	not given	51	not given	16
HISTORY REFERENCE CENTER	31	54	24	69
INFO ANYTIME	1		3	
INFORME	2	2	2	1
JUNIOR EDITION	2	2	2	1
KIDS INFOBITS	6	13	5	14
LEARNING EXPRESS	0	0	0	0
LEGAL TRAC	2	5	2	1
NEW YORK TIMES HISTORICAL	not given	124	not given	18
NOVELIST & NOVELIST K-8	14	32	24	41
PROQUEST NEWSPAPERS	not given	217	not given	106
SCIENCE REFERENCE CENTER	25	54	14	62
STUDENT EDITION	3	4	4	9
STUDENT RESEARCH CENTER				
WOWBRARY	4		3	
IN HOUSE COMPUTER USE	2559		3006	
PATRON LOGINS TO THEIR ACCOUNTS	1093		1125	
WEB PAGE ACCESS	5000		5692	
NEW VISITORS TO WEB PAGE (NOT INCLUDING HOMEPAGE)	1404		1633	
ONLINE CALENDAR HITS				
WIRELESS LOGINS				

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

**Library Board of Directors Accounts**

**CHECKING**

Date	Credits	Debits	Balance	Check #	Payee	Description
2/28/2009			\$ 4,921.23			Beginning Balance
3/2/2009		\$ 43.18	\$ 4,878.05	1454	Baker & Taylor	Book Payment
3/2/2009		\$ 19.86	\$ 4,858.19	1455	Baker & Taylor	Book Payment
3/23/2009		\$ 89.48	\$ 4,768.71	1457	Baker & Taylor	Book Gift Payment
3/24/2009		\$ 91.29	\$ 4,677.42	1456	Shani Burke Specht	Centennial Expenses
3/31/2009	\$ -	\$ 243.81	\$ 4,677.42			Ending Balance

**MONEY MARKET**

Date	Credits	Debits	Balance	Check #	Payee	Description
2/28/2009			\$ 26,318.94			Beginning Balance
3/31/2009	\$ 57.69		\$ 26,376.63	INT		Interest Income
3/31/2009	\$ 57.69	\$ -	\$ 26,376.63			Ending Balance

**CONSOLIDATED LBOD ACCOUNTS**

Date	Credits	Debits	Balance	Description
3/31/2009	\$ 57.69	\$ 243.81	\$ 31,054.05	Monthly Totals - Consolidated Balance
		\$ 4,908.71	\$ 26,145.34	Encumbered Funds
		\$ 500.00	\$ 25,645.34	Adult Special Programs
		\$ 8,000.00	\$ 17,645.34	Encumbered Funds
3/31/2009	\$ 57.69	\$ 13,652.52	\$ 17,645.34	Available Balance - less encumbered funds

**Building Fund Accounts**

**CHECKING**

Date	Credits	Debits	Balance	Check #	Payee	Description
2/28/2009			\$ 271.73			Beginning Balance
3/12/2009	\$ -	\$ 112.00	\$ 159.73	1116	US Postal Service	PO Box
3/31/2009	\$ -	\$ 112.00	\$ 159.73			Ending Balance

**CHECKING (Credit Card)**

Date	Credits	Debits	Balance	Check #	Payee	Description
2/28/2009			\$ 14,030.92			Beginning Balance
3/3/2009		\$ 27.95	\$ 14,002.97	CCD	Union Savings Bank	Merchant Service Fee
3/31/2009	\$ -	\$ 27.95	\$ 14,002.97			Ending Balance

**MONEY MARKET**

Date	Credits	Debits	Balance	Check #	Payee	Description
2/28/2009			\$ 113,426.17			Beginning Balance
3/31/2009	\$ 248.61		\$ 113,674.78	INT		Interest Income
3/31/2009	\$ 248.61	\$ -	\$ 113,674.78			Ending Balance

**CONSOLIDATED BUILDING FUND ACCOUNTS**

Date	Credits	Debits	Balance	Description
2/28/2009	\$ 248.61	\$ 139.95	\$ 127,837.43	Monthly Totals - Consolidated Balance
		\$ 2,500.00	\$ 125,337.43	Encumbered Funds
		\$ 97,908.12	\$ 27,429.36	Development Committee
		\$ 26,000.00	\$ 1,429.36	Culture & Tourism Matching
3/31/2009	\$ 248.61	\$ 126,548.07	\$ 1,429.36	Encumbered Funds
				CT Bond Matching Funds
				Available Balance - less encumbered funds

**Grant Fund Account**

**CHECKING**

Date	Credits	Debits	Balance	Check #	Payee	Description
2/28/2009			\$ 2,871.77			Beginning Balance
3/31/2009			\$ 2,871.77			Ending Balance

**Scholarship Fund Account**

**CERTIFICATE OF DEPOSIT**

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
2/14/2009	\$ 36.82		\$ 12,772.83			Interest Income
2/14/2009	\$ 77.52	\$ -	\$ 12,772.83			Ending Balance

Respectfully Submitted,  
 Tom Addonizio, Treasurer

BETHEL PUBLIC LIBRARY BOARD OF DIRECTORS  
 MONTHLY FLOW OF ACCOUNTS - FY 08-09  
 Month Ended: March 2009

Account	Jul-08	Aug-08	Sep-08	Oct-08	Nov-08	Dec-08	Jan-09	Feb-09	Mar-09	Apr-09	May-09	Jun-09	TOTAL
<b>LBOD</b>													
Credits	\$ 54.96	\$ 51.53	\$ 56.07	\$ 55.31	\$ 50.07	\$ 709.12	\$ 2,187.87	\$ 50.38	\$ 57.69				\$ 3,273.90
Debits	\$ 43.79	\$ 1,157.47	\$ -	\$ 250.00	\$ -	\$ 492.16	\$ 50.00	\$ 508.79	\$ 243.81				\$ 2,746.02
Actual Balance	\$ 30,537.34	\$ 29,431.40	\$ 29,433.37	\$ 29,293.68	\$ 29,343.75	\$ 29,560.71	\$ 31,698.58	\$ 31,240.17	\$ 31,054.05				\$ 527.88
Encumbered Funds													\$ 13,408.71
Available Balance								\$ 17,662.00	\$ 17,645.34				\$ 17,645.34
<b>Building Fund</b>													
Credits	\$ 2,657.17	\$ 4,021.27	\$ 107.14	\$ 3,080.58	\$ 824.86	\$ 55,510.67	\$ 2,276.82	\$ 6,593.60	\$ 248.61				\$ 76,220.72
Debits	\$ 1,506.55	\$ 30.25	\$ 113.22	\$ 2,620.13	\$ 383.95	\$ 220.63	\$ 368.55	\$ 57.98	\$ 139.95				\$ 5,449.21
Actual Balance	\$ 58,516.59	\$ 63,099.61	\$ 63,093.53	\$ 63,553.98	\$ 63,994.89	\$ 119,284.93	\$ 121,193.20	\$ 127,723.82	\$ 127,837.48				\$ 70,771.51
Encumbered Funds													\$ 126,408.12
Available Balance								\$ 1,320.70	\$ 1,429.36				\$ 1,320.70
<b>Grant Fund</b>													
Credits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				\$ -
Debits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				\$ -
Actual Balance	\$ 2,871.77	\$ 2,871.77	\$ 2,871.77	\$ 2,871.77	\$ 2,871.77	\$ 2,871.77	\$ 2,871.77	\$ 2,871.77	\$ 2,871.77				\$ 13,408.71
Encumbered Funds													\$ -
Available Balance								\$ 2,871.77	\$ 2,871.77				\$ 2,871.77
<b>Scholarship Fund</b>													
Credits	\$ 38.10	\$ 38.24	\$ 37.12	\$ 38.47	\$ 37.34	\$ 38.70	\$ 38.82						\$ 266.82
Debits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -						\$ -
Actual Balance	\$ 12,544.19	\$ 12,582.43	\$ 12,619.55	\$ 12,658.02	\$ 12,695.36	\$ 12,734.06	\$ 12,772.88						\$ 266.82
Encumbered Funds													\$ 500.00
Available Balance								\$ 12,272.88	\$ 12,272.88				\$ 12,272.88

**BOARD OF DIRECTORS' Bethel Library Capital Campaign -- April 2009 Library Board Report**  
**INCOME & EXPENDITURES 2002-current (in order by date)**

Key: I = Individual; IMO = In memory of; E = Event; S = In-house sale; CM = Company Match; FG = Foundation Grant  
 LO = Local Organization

DATE ENTERED	SOURCE	TYPE	AMOUNT RECEIVED	IN-KIND RECEIVED	DATE REC'D (Check date)	EXPENDED	DATE EXP (Invoice date)	HOW EXPENDED	VENDOR	PO #	CHECK #
	TOTAL (Income minus expenditures)		\$ 127,837.48								
	TOTAL RECEIVED (cash only)		\$ 312,360.11								
	TOTAL RECEIVED (cash & in-kind)		\$ 362,737.24	\$ 50,377.13							
	OPENING BALANCE 12/31/01		\$ 3,165.00			\$ 184,440.66					
03/06/09	U.S. Postal Service		\$ -	r	x	\$ 112.00	02/14/09	Post Office Box	Bethel Post Office		Bd 1116
4/17/2009	Monthly Charge CC & Membership Fee 3-09		\$ -	r		\$ 27.95	03/31/09	Merchant Service fee	Elavon		
04/17/09	Interest MM 2/28-3/31/09 Union Savings		\$ 248.61	r	03/31/09						
	TOTAL RECEIVED/EXPENDED 2/28/-3/31/09		\$ 248.61			\$ 139.95					