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**Bethel Public Library Board of Directors
~Special Meeting, November 23, 2009~**

**TOWN OF BETHEL
TOWN CLERK**

The Special Meeting of the Bethel Public Library Board of Directors was held at the CJH Municipal Center on November 23, 2009 in Meeting Room A.

Chairman Shani Burke-Specht and Directors Terri Rotella, Dorathea Gulya-Stasny, Richard Merritt, Linda Curtis, Leslie Mason, Daniel Gaita, Tom Addonizio, Geraldine Mills and Eileen Freebairn were present. Library Director Lynn Rosato was also in attendance.

Director Elisa Volpati was absent with notice. Lorraine Go was also absent.

Chairman Burke-Specht called the meeting to order at 7:00 PM and led everyone in the Pledge of Allegiance.

Announcements

Chairman Burke-Specht introduced the newly appointed member, Eileen Freebairn, who takes Bob Crnic's place on the Board. Director Linda Curtis was congratulated on her recent re-election to the Assessment Board of Appeals. The Recording Secretary position has not been filled. Those board members, whose terms are expiring and wished to be considered for reappointment, were reminded to submit their request letters.

Chairman Burke-Specht announced that a clerical error had been made on the notice announcing the meeting. It was scheduled to be a regular meeting but mistakenly was posted as a Special meeting. Chairman Burke Specht moved to add Public Comments to the agenda, seconded by T. Addonizio. Discussion followed regarding the notice posted for the meeting. The notice stated that it would be a Special Meeting, therefore there would be no public speaking. Chairman Burke-Specht rescinded her motion and T. Addonizio rescinded his second.

Approval of Minutes

The minutes of September 29, 2009 were discussed. Library Director Rosato requested clarification to add that the library staff was working with Mary Claire Quinne on the Community Book Read. L. Curtis requested addition of an item that was connected to a motion she made and then rescinded at the September 29, 2009. Chairman Burke-Specht clarified by stating that one email was received and that public speaking has been added to the top of the agenda at subsequent meetings as was requested by L. Curtis.

D. Gaita stated that he would like a resolution to by-laws questions.

D. Gaita moved to accept the amended minutes, seconded by G. Mills. Chairman Burke-Specht, T. Addonizio, D. Gulya-Stasny, R. Merritt, L. Mason, G. Mills voted in favor. L. Curtis, D. Gaita, E. Freebairn and T. Rotella abstained. Motion passed.

D. Gulya-Stasny moved to accept the minutes of the minutes of the Special Meeting held on November 2, 2009 as presented, seconded by T. Addonizio. Chairman Burke-Specht, T. Addonizio, D. Gulya-Stasny, R. Merritt, L. Mason, L. Curtis, D. Gaita and T. Rotella voted in favor. G. Mills and E. Freebairn abstained.

Reports

1. Librarian's Report: Library Director Rosato advised that Mary Claire Quinne was called out of town on an emergency and that the library staff took over the activity scheduled for the Community Read with DAWS. The recycling bin has been delivered and will be ready for use very soon. Andrew Morosky, P.E., Town Engineer/Director of Public Works has informed Library Director Rosato of impending renovations to the Teen Center building. A request has been received from the Director of the Teen Center to store items from the Teen Center on the second floor of the library temporarily while the renovations are completed. The Friends of the Bethel Public Library will also need to vacate the space they use for storage and sorting of books. Chairman Burke-Specht has been working on getting space for The Friends at the Municipal Center, however there are concerns regarding security. The renovations are expected to take from 1 to 6 months.

G. Mills moved to authorize the use of the second floor of the library for Teen Center items in need of relocation, seconded by T. Addonizio. Chairman Burke-Specht, T. Addonizio, D. Gulya-Stasny, L. Mason, L. Curtis, D. Gaita, T. Rotella G. Mills and E. Freebairn voted in favor. R. Merritt abstained. Motion passed.

T. Rotella moved to accept the Library Director's Report, seconded by T. Addonizio. Motion passed by unanimous vote.

2. Treasurer's Report: Treasurer Tom Addonizio gave a brief overview of the report. The Centennial Gala funds have not been ledgered. Chairman Burke-Specht advised that \$971,154 was still needed to meet capital campaign goal. The amount does not include the deduction for the funds raised at the gala.

3. Friends of the Library Report: Jenny Tessar, President of The Friends, sent an email to Chairman Burke-Specht stating that she was unable to be present and had not found any other member who could attend. The next meeting of The Friends will be on December 3, 2009 at 7:00 PM.

Committee Reports

1. Centennial Committee Report: Chairman Burke-Specht reported that 123 guests attended the gala. There were over 100 items donated by businesses, organizations and individuals for the silent auction. Some of the items were bundled leaving a total of 86 items to be auctioned. There were also 23 sponsors for the event. G. Mills reported that Paul Rinaldi, Manager of Big Y, commented to her that the gala was the nicest event he has attended in Bethel.

Chairman Burke-Specht stated that the net amount from the gala is \$30,191.27. She thanked the members of the committee for all of their hard work and dedication to make the event such a great success.

T. Addonizio, Gala Chairman, thanked Chairman Burke-Specht for her assistance and all of the work that she did for the gala.

2. Personnel Committee: Committee Chairman D. Gaita discussed the Salary Ranges drafts. He advised that the Personnel Committee agreed to put forward Draft #1, to flat line salaries in the budget FY 2010-2011, for approval by the Board. Chairman Burke-Specht moved to approve the salary ranges recommended by the Personnel Committee, seconded by D. Gaita. Motion passed by unanimous vote.

3. Technology Committee: Committee Chairman R. Merritt reported that the committee met and discussed several technology issues. The final report will be sent to the Finance Committee.

4. Grants Committee: L. Mason had nothing new to report and will hold one more meeting to close-out the year. Chairman Burke-Specht advised that she has had conversations with State Senator McLachlan's and U. S. Senator Lieberman's offices regarding stimulus funds.

The FF&E cost estimate was discussed and the implications to the state grant funds should costs decrease. G. Mills moved that the line item for FF&E remain at \$273,000, the same amount in the 2007 grant application, and the information be forwarded to the Library Building Committee immediately, seconded by T. Rotella. Motion passed by unanimous vote. T. Addonizio requested that the Library Building Committee attend the next meeting to give an update.

Unfinished Business

- 1. Goals and Objectives:** The goals and objectives were reviewed and discussed. Chairman Burke-Specht advised that items #2 and #3 could be checked off as completed.

New Business

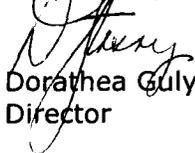
- 1. Holiday Decorations:** G. Mills moved to purchase holiday decorations in an amount not to exceed \$100.00, seconded by L. Mason. Motion passed by unanimous vote.

A brief 5 minute recess was called at 8:10 PM. The meeting came back to order at 8:15 PM.

- 2. Library Director's Review:** D. Gaita moved to enter into executive session at 8:15 PM, seconded by Chairman Burke-Specht. Motion carried by unanimous vote. Library Director Rosato was not present for the executive session. G. Mills moved to come out of executive session at 9:07 PM, seconded by L. Curtis. Motion passed by unanimous vote. D. Gaita moved to accept the written performance evaluation by the Personnel Committee, seconded by T. Rotella. Motion passed by unanimous vote.

Terri Rotella moved to adjourn at 9:08 PM, seconded by G. Mills. Motion passed by unanimous vote.

Respectfully submitted,


Dorathea Gulya-Stasny
Director