



BETHEL PUBLIC LIBRARY
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Minutes of Regular Meeting

Bethel Public Library Board of Directors

Monday, April 26, 2010

7:00 p.m.

CJH Municipal Center, Meeting Room "A"

RECEIVED

2010 MAY -3 A 10-05

TOWN OF BETHEL
TOWN CLERK

Present: Jane Bickford, Chairman; Kim Adams, Tom Addonizio, Jim Forman, Eileen Freebairn, Doratheia Gulya-Stasny, Robin Kahn, Trisha Lewis, Shani Burke Specht, Directors.

Lynn Rosato, Library Director

Absent with notice: Richard Merritt, Terri Rotella.

Visitors: Linda Curtis, Friends of the Library; Barbara van Achterberg, Adult Services Librarian.

CALL TO ORDER/PLEDGE OF ALLEGIANCE Chairman Bickford called the meeting to order at 7:01 p.m., and led all in the Pledge of Allegiance.

PUBLIC COMMENTS None.

Elisa Volpati entered the meeting at 7:08 p.m.

CORRESPONDENCE/ANNOUNCEMENTS

Chairman Bickford reported that she, Kim Adams and Trisha Lewis recently met with First Selectman Matt Knickerbocker for an information session re: Robert's Rules of Order. The First Selectman has offered to conduct additional sessions on the topic, and Library Board members are encouraged to attend. Kim Adams, Jim Forman, Eileen Freebairn and Robin Kahn would like to attend; Tom Addonizio, Doratheia Gulya-Stasny and Shani Burke Specht may be able to attend an evening session. Chairman Bickford also noted that First Selectman Knickerbocker recommended that Library Board meetings be conducted in a more formal manner.

Library Director Rosato reported that the Library has received quite a few donations in memory of Marty Ryan, who served on the Library Board of Directors in the 1980s, and read a letter from Linda Ryan regarding a memorial plaque on the Donor Wall.

APPROVAL OF MEETING MINUTES

Discussion of March 22, 2010, meeting minutes. Trisha Lewis noted a correction to the Policy Committee report on page 7 of the minutes. The minutes should read that the Policy Committee is still meeting, not that it "...will present its finished document to the Library Board at its April meeting."

Discussion of Building Project update and Downtown Development grant.

Library Director Lynn Rosato noted a correction to the record of the vote taken to dissolve the Centennial Committee on page 4 of the minutes. The vote should record Jim Forman as "abstain" instead of "no."

Motion made by Kim Adams to approve the March 22, 2010, meeting minutes as corrected.
Motion seconded by Eileen Freebairn.

Voting "yes": Kim Adams, Jim Forman, Eileen Freebairn, Dorathea Gulya-Stasny, Trisha Lewis, Shani Burke Specht, Elisa Volpati.

Voting "no": none.

Abstain: Tom Addonizio, Robin Kahn.

Motion passed.

TREASURER'S REPORT

Tom Addonizio distributed copies of the Treasurer's Report. Discussion. Motion made by Robin Kahn to accept the Treasurer's Report. Motion seconded by Shani Burke Specht. Motion passed unanimously.

LIBRARY DIRECTOR'S REPORT

Library Director Rosato distributed copies of the Library Director's Report to the Board prior to the meeting. She thanked all of the Board members who volunteered at and donated food to the volunteer reception. Library Director Rosato reported that on May 18 the Library will present with the Bethel Health Department a special program on prevention of Lyme disease and other tick-borne illnesses. The Friends of the Library are sponsoring this event. Library Director Rosato reported that the Library has received a check for \$500 from the Krauss estate, which will go into the Board account to be used for Children's Dept programs in 2010-11. The Library also received a check for \$4,290.79 from the Robert L. & Catherine Mobley Cumpstone Trust in memory of Lester & Grace Lee Belcourt. The check will be deposited in the Building Fund.

Discussion. Library Director Rosato distributed forms to buy tickets to the CTFF with a credit card.

Presentation by Adult Services Librarian Barbara van Achterberg, who has worked at the Bethel Public Library for almost 20 years. She described her role and duties, which include: supervision of the Reference Department; collection development of adult materials and online resources; systematic weeding of outdated materials; publicity and planning for a wide variety of programs including book discussions; maintaining the adult and local organization pages of the website; computer instruction for the public; outreach to the public including speaking to community groups; applying for grants; supervision of five adult volunteers. Dorathea Gulya-Stasny noted that Barbara van Achterberg always supports the Library Board in its projects and efforts, which is very much appreciated. The Board offered its thanks to Barbara van Achterberg, who left the meeting at 7:30 p.m.

UNFINISHED BUSINESS

Centennial Committee: Shani Burke Specht distributed copies of the Committee's final report. She noted the tremendous amount of work done by many people to make the Centennial celebration a success, and added specific thanks to the following people: Barbara van Achterberg, Dorathea Gulya-Stasny, Elisa Volpati, Rebecca Hussey, Maryclaire Quine, Lynn Rosato, Richard Merritt, Joanne Grumman, Catherine Bach, Mary Ferri, Win Brickmeier, Matt Hastava and Nanette Rinaldi of Newtown Savings Bank, Tom Addonizio, the entire Library staff, especially Barbara Wertel, and state legislators Mike McLachlan and Toni Boucher.

Chairman Bickford added her thanks to Shani Burke Specht. Tom Addonizio thanked both Shani Burke Specht and Dorathea Gulya-Stasny for their work on the gala.

Elisa Volpati moved to accept the Centennial Committee final report as amended. Motion seconded by Jim Forman. Motion passed unanimously.

NEW BUSINESS

Friends of the Library Report: Linda Curtis, Chairman of the Friends Membership Committee, presented the Friends report. There was no quorum at the last Friends meeting, but there was unofficial approval of the request to fund Library programs for 2010-11. Linda Curtis reported that the Friends membership is currently 35 members, down 50% compared to the same time last year. Library Director Rosato noted that memberships tend to trickle in throughout the year.

Committee Reports:

Development Committee: Trisha Lewis presented the Development Committee report. She asked Library Director Rosato to report on the Pansy Sale, which to date made \$560.55 net from a gross of \$883 and expenses of \$322.45. There are seven flats of pansies left over, along with a few herb baskets. Sales include \$33 for mini lamps.

Trisha Lewis reported that Jim Forman is preparing sponsorship levels for the Mystery Dinner Theater. The September 25 wine-tasting event might need to find a new location, as the Center for New Media and the Arts will be closing. Discussion of possible back-up locations, including the renovated South Street fire station, the Senior Center or General Purpose Room in the Municipal Center, and 137 Greenwood Avenue.

Trisha Lewis distributed six tickets to the Connecticut Film Festival (CTFF) for each Board member to sell. She reported a \$500 donation will be received soon. The Savings Bank of Danbury, Chase Bank, and Audi have all declined to sponsor the event. Big Y will be approached. Rich Merritt has pursued publicity outlets, including announcements on local cable television stations, a cable talk show in Ridgefield, and Hat City Blog. Jim Forman will meet with Eaton Corporation to make a presentation for sponsorship. Library Director Rosato noted that the Bethel Library CTFF event has been featured on Channel 3's Sunday morning show. Discussion. Kim Adams reported that the Town's homepage might be adding promotional information about the event. First Selectman Knickerbocker is very supportive of the event.

Kim Adams has sold more than \$500.00 worth of mini lamps to a woman in Arkansas.

Technology Committee: In the absence of Richard Merritt, Library Director Rosato presented the Committee's report. The Committee has reviewed the Technology survey, and Library Director Rosato is revising and updating the Library's Technology Plan. Rich Merritt is visiting libraries in lower Fairfield County to assess their use of print management software and other technology resources for the public. Tom Addonizio added that the Committee discussed the importance of technology as a focus of the Library, and the importance of making a statement through the Business and Technology Center so the Library becomes known in the community as the place to go for technology resources.

Policy Committee: Trisha Lewis presented the Policy Committee report. She reported that the Committee is still meeting and will meet next on April 28. The Committee is comparing past years' bylaws and consulting Robert's Rules of Order. The Committee hopes to email its report to the Board prior to its next meeting. Discussion. A one month review period is required prior to a Board vote. The revised bylaws will show proposed additions and deletions to the current bylaws.

Scholarship Committee: Dorathea Gulya-Stasny presented the Committee's report. The Committee received 19 applications from three schools, 15 from Bethel High School, two from Abbott Tech and two from Immaculate. Eileen Freebairn commented on how difficult it was for the Committee to choose from such a worthy group of applicants. The applications will be returned to each school's guidance department, who will notify the applicants not chosen.

The recipient chosen is a BHS senior interested in communications. Chairman Bickford will present the scholarship check on BHS Class Night.

Doratheia Gulya-Stasny made a Committee motion requesting the Board to ratify the Committee's recommendation to award the \$500 scholarship to applicant #15. Motion passed unanimously.

Building Project Update: Library Director Rosato and Chairman Bickford met with Building Committee Chair Bob Tripi re: the Request For Proposal (RFP). It is unlikely that he will have a recommendation in time for the May Board meeting; perhaps shortly thereafter.

Library Director Rosato has submitted a revised budget and a request for deadline extension to June 2011 to the DECD for the \$150K bond. Library Director Rosato reported on guidelines received from DECD to advertise the RFP; she has forwarded the guidelines to Bob Tripi.

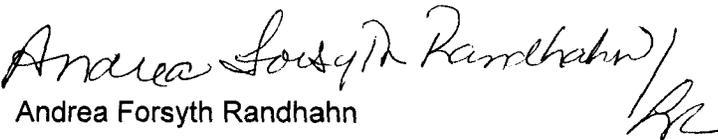
Chairman Bickford and Library Director Rosato met with First Selectman Knickerbocker, who wants to move forward with the project using Morganti's revised estimate of \$2,462,165. Library Director Rosato has been in contact with the State Library re: revised numbers and their grant. If another extension is needed for the State Library grant, it will have to be presented by July. As of February the shortfall was \$432,919.

Tom Addonizio asked about finishing the Library excluding the shortfall, what could be stripped out of the project (i.e. furniture) in order to complete it sooner. Shani Burke Specht commented that completing the second floor enough to get a certificate of occupancy would be a good way to encourage public support. Discussion.

Robin Kahn moved to adjourn the meeting. Motion seconded by Shani Burke Specht. Motion passed unanimously.

Chairman Bickford adjourned the meeting at 8:14 p.m.

Respectfully submitted,


Andrea Forsyth Randhahn

Recording Secretary