



BETHEL PUBLIC LIBRARY
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MINUTES OF SPECIAL MEETING

BETHEL PUBLIC LIBRARY BOARD OF DIRECTORS

Monday, November 29, 2010—7:00 p.m.

CJH Municipal Center, Meeting Room B

PRESENT: Jane Bickford, Chairman; Tom Addonizio, Eileen Freebairn, Trisha Lewis, Richard Merritt, Terri Rotella, Mary Spain, Shani Burke Specht, Directors.

Lynn Rosato, Library Director.

ABSENT with notice: Dorathea Gulya-Stasny, Robin Kahn, Elisa Volpati, Directors

Chairman Bickford called the meeting to order at 7:04 p.m., and dispensed with the Pledge of Allegiance as there was no flag in the room.

PUBLIC INPUT: None.

CORRESPONDENCE/ANNOUNCEMENTS: Chairman Bickford reported that the Library Board has received an invitation to the Bethel Chamber of Commerce Holiday Party, December 7th at 6:00 p.m. at Greenwoods Restaurant, \$15 per person. Chairman Bickford announced that Mary Spain has joined the Library Board to replace Kim Adams; the search for a replacement for Jim Forman is ongoing.

APPROVAL OF OCTOBER 25, 2010, MEETING MINUTES: Shani Burke Specht moved to accept the minutes as presented. Motion seconded by Richard Merritt.

Voting "yes": Jane Bickford, Chairman; Eileen Freebairn, Trisha Lewis, Richard Merritt, Shani Burke Specht, Directors.

Abstain: Tom Addonizio, Terri Rotella, Mary Spain.

Motion carries.

TREASURER'S REPORT: Tom Addonizio distributed copies of the September and October reports prior to the meeting. Eileen Freebairn moved to accept the September Treasurer's report. Motion seconded by Richard Merritt.

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TOWN OF BETHEL
TOWN CLERK

Voting "yes": Unanimous.

Motion carries.

Shani Burke Specht moved to accept the October Treasurer's report. Motion seconded by Terri Rotella.

Voting "yes": Unanimous.

Motion carries.

LIBRARY DIRECTOR'S REPORT: Library Director Rosato distributed copies of the September and October reports prior to the meeting. Library Director Rosato made an addition to the October statistical report of 206.25 adult volunteer hours. Library Director Rosato reported that internet service was disrupted at the Library today, and a switch might need to be replaced at a cost of a few hundred dollars. Discussion. Library Director Rosato reported on receipt of a new museum pass donated by the Friends of the Library, to the Stepping Stones Museum in Norwalk. Library Director Rosato passed out copies of a new brochure promoting the Library's online databases.

Shani Burke Specht moved to accept the Library Director's report. Motion seconded by Terri Rotella.

Voting "yes": Unanimous.

Motion carries.

COMMITTEE REPORTS:

Development Committee: Trisha Lewis reported that the Wreath Sale grossed \$1,110 with expenses of \$620.54. Net to date is \$489.46, with additional sales to come. Wreaths are still available for sale in the Library entry.

Policy Committee: Financial and Fundraising Policy. Chairman Bickford asked Board members to identify areas with which they have concerns; the policy will be referred back to the Policy Committee.

Finance Committee: Budget FY 2011-2012. Tom Addonizio and Library Director Rosato reviewed the proposed budget. Discussion. Library Director Rosato requested \$1,000 for Overdrive Advantage to develop the Library's e-book collection.

Motion made by Terri Rotella to take \$1,000 from the Library Board account to purchase Overdrive Advantage. Motion seconded by Eileen Freebairn.

Voting "yes": Unanimous.

Building Project Update: Chairman Bickford reported that the Public Site and Building Commission is meeting this Wednesday, and the Library request for an RFP for an architect is

on the meeting agenda. Chairman Bickford reported that a request for funds has been presented to Unions Savings Bank; no word back yet. Discussion.

Board Meeting Schedule 2011: Copies were distributed prior to the meeting. Eileen Freebairn moved to accept the 2011 Library Board meeting schedule as presented. Motion seconded by Trisha Lewis.

Voting "yes": Unanimous.

Holiday Luncheon for Staff: Discussion. Shani Burke Specht moved to allocate \$200 from the Board account to pay for a holiday party for the staff to be held after regular library hours. Motion seconded by Eileen Freebairn.

Voting "yes": Unanimous.

Personnel Committee: Library Director's Evaluation. Chairman Bickford made a motion that the Library Board go into Executive Session to consider the Library Director's evaluation. Motion seconded by Richard Merritt. Motion passed unanimously. The Board went into Executive Session at 8:32 p.m.

The Board came out of Executive Session at 9:27 p.m. The Library Board has reviewed the evaluation of Lynn Rosato and has discussed goals for 2010-2011. Eileen Freebairn made a committee motion to accept the summary of the Board's evaluation of Library Director Lynn Rosato. Motion passed unanimously. Eileen Freebairn made a committee motion to accept the proposed goals and objectives for Library Director Lynn Rosato as agreed upon by the Board.

Voting "yes": Unanimous

Shani Burke Specht moved to adjourn the meeting; motion seconded by Terri Rotella.

Motion passed unanimously. Chairman Bickford adjourned the meeting at 9:38 p.m.


Respectfully submitted,
Andrea Forsyth Randhahn
Recording Secretary