



BETHEL PUBLIC LIBRARY

189 Greenwood Avenue, Bethel, CT 06801

203-794-8756 Fax 203-794-8761

www.bethellibrary.org

MINUTES OF REGULAR MEETING
BETHEL PUBLIC LIBRARY BOARD OF DIRECTORS
Monday, May 23, 2011—7:00 p.m.
CJH Municipal Center, Meeting Room B

RECEIVED

2011 MAY 25 P 2:33

TOWN OF BETHEL
TOWN CLERK

PRESENT: Jane Bickford, Chairman; Eileen Freebairn, Dorathea Gulya-Stasny, Robin Kahn, Richard Merritt, Mary O'Leary, Mary Spain, Directors. Trisha Lewis arrived at 7:06 p.m. Terri Rotella and Elisa Volpati arrived at 7:12 p.m. Shani Burke Specht arrived at 7:18 p.m. Lynn Rosato, Library Director.

VISITORS: Linda Curtis, Friends of the Library.

Chairman Bickford called the meeting to order at 7:01p.m., and led all in the Pledge of Allegiance.

[Trisha Lewis entered the meeting.]

PUBLIC INPUT: Linda Curtis reported on a raffle to be held June 6 in support of the Lions Club. Tickets are \$5 each.

CORRESPONDENCE/ANNOUNCEMENTS: Chairman Bickford received a letter requesting a Library donation to support the Bethel High School post-prom celebration. Chairman Bickford has received a letter of resignation from Director Tom Addonozio who had served formerly as Treasurer and currently as a member of the Finance and Technology Committees and the Grants Subcommittee. Library Director Rosato and Chairman Bickford requested and received an extension for the grant from the State Library.

APPROVAL OF APRIL 25, 2011, MEETING MINUTES: Mary O'Leary moved to approve the minutes of the April 25, 2011, meeting as presented. Motion seconded by Eileen Freebairn. Voting "yes": Eileen Freebairn, Dorathea Gulya-Stasny, Robin Kahn, Trisha Lewis, Mary O'Leary, Mary Spain. Abstain: Richard Merritt.

TREASURER'S REPORT: Eileen Freebairn distributed the Treasurer's Report prior to the meeting. Robin Kahn moved to accept the Treasurer's report as presented. Motion seconded by Richard Merritt. Motion passed unanimously.

LIBRARY DIRECTOR'S REPORT: Library Director Rosato distributed copies of the report prior to the meeting. Library Director Rosato distributed copies of the monthly Library statistics and the BibliOak newsletter. Discussion of state budget. Discussion of Library programs for FY 2011-12.

[Terri Rotella and Elisa Volpati entered the meeting.]

FRIENDS OF THE LIBRARY: Linda Curtis reported that the FOL will support the September 20 wine tasting event with a \$1,000 sponsorship donation. A collection box for book donations is available outside the donation room in the Municipal Center.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

Budget FY 2011-12: Library Director Rosato distributed copies of the revised FY 2011-12 budget. She reported on the process used to achieve the necessary cuts in the budget. The book budget will be reduced by about \$1,500 in addition to cuts to supplies, telephone, and other accounts.

[Shani Burke Specht entered the meeting.]

Robin Kahn moved to accept the revised Library budget for FY 2011-12 as presented. Motion seconded by Eileen Freebairn.

Discussion. Shani Burke Specht recommended that the revised budget be reviewed by the Finance Committee before a vote of the full board is taken. Richard Merritt, member of the Finance Committee, noted the impact of the cuts on patrons but had no recommendation for changes. Eileen Freebairn, Chair of the Finance Committee, supported the process and cuts recommended by the Library Director.

Voting "yes": Eileen Freebairn, Dorathea Gulya-Stasny, Robin Kahn, Trisha Lewis, Mary O'Leary, Terri Rotella, Mary Spain, Elisa Volpati.

Voting "no": Shani Burke Specht. Abstain: Richard Merritt.

Request for line item transfers: Library Director Rosato reviewed the status of FY 2010-11 accounts. Transfer of funds from FT to PT personnel account needs to be finalized. Library Director Rosato recommended transfer of approximately \$300 from the telephone line item and \$400 from the contracted services line item to the book account, as per past practice. There may be some money left in other accounts as well that would be transferred to books and materials. Transfers would be approximately \$700-\$1,000, not including the transfers between personnel accounts. Shani Burke Specht suggested returning some or all of this money to the Town's general fund. Shani Burke Specht recommended that the proposed line item transfers be reviewed by the Finance Committee before a vote of the full board is taken.

Discussion. Mary O'Leary and Eileen Freebairn spoke against returning funds specifically budgeted for the Library to the Town. Chairman Bickford noted that it is not a Town policy to return money to the general fund. Discussion of the level and intensity of support for the Library in the community and in Town government, and possible ways to increase support and improve working relationships with other Town boards.

Terri Rotella moved to approve the request for line item transfers. Motion seconded by Eileen Freebairn. Shani Burke Specht noted that neither the revised FY 2011-12 budget nor the request for line item transfers was reviewed by the Finance Committee. Director Rosato noted that in the past, a request for transfers has been brought directly to the Board for approval at the May meeting, with final numbers reported in June. Voting "yes": Eileen Freebairn, Robin Kahn, Trisha Lewis, Richard Merritt, Mary O'Leary, Terri Rotella, Mary Spain. Voting "no": Shani Burke Specht. Abstain: Dorathea Gulya-Stasny, Elisa Volpati.

Committee Reports:

Development Committee: Trisha Lewis thanked the Friends of the Library for sponsoring the wine tasting with a contribution of \$1,000. The event will be held Tuesday, September 20 at La Zingara. Terri Rotella has solicited two generous raffle prizes: a week-long stay at a condo in Naples, FL, and a golf foursome with lunch at Ridgewood Country Club. Chairman Bickford will obtain a raffle permit. Each Library Board member is asked to contribute a bottle of wine or champagne for raffle baskets. Discussion of ticket prices and sales strategy.

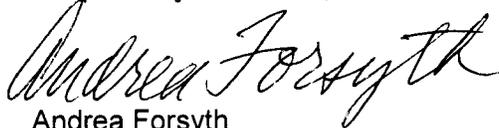
Scholarship Committee: Mary Spain reported that the Committee met and reviewed sixteen applications. The recipient is an accomplished and highly-recommended Bethel High School senior who plans to attend WCSU and study criminology. Mary Spain will attend Scholarship Night at BHS on June 2 to present the \$500 scholarship. Terri Rotella thanked Mary Spain and her committee for their work.

Grants and Personal Solicitations Ad Hoc Committee: Chairman Bickford reported that the Committee has not been able to meet, so she is willing to take on this responsibility, especially in light of the upcoming deadline for the Meserve Memorial Fund grant. Trisha Lewis volunteered to assist. Shani Burke Specht moved to authorize Chairman Bickford to pursue the Meserve grant through September 2011. Motion seconded by Robin Kahn. Motion passed unanimously.

Building Project Update: Library Director Rosato reported that responses to the RFP for the construction manager have been received and opened; interviews will begin next week. The State Library has approved an extension of the deadline for their grant; a pre-signing meeting with Mary Louise Jensen is scheduled for June 1 with the goal of having a signed contract by the end of June. Deadlines for the various grants are now April 2012 for CCT, June 2012 for DECD, and August 2012 for the State Library. Library Director Rosato said that construction will begin with the Library's 2nd floor, then move to the 1st floor, and finally the Seelye House. Chairman Bickford reported that the parking issue is close to being resolved.

Shani Burke Specht moved to adjourn the meeting; motion seconded by Mary Spain. Motion passed unanimously. Chairman Bickford adjourned the meeting at 8:39 p.m.

Respectfully submitted,



Andrea Forsyth
Recording Secretary

Reports referred to in the minutes are on file at the Bethel Public Library.