



BETHEL PUBLIC LIBRARY

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www.bethellibrary.org

MINUTES OF SPECIAL MEETING

Bethel Public Library Board of Directors Planning Committee

Monday, July 18, 2011

6:00 p.m.

Seeley House, Bethel Public Library

Present: Jane Bickford, Library Board Chair; Trisha Lewis, Library Board Vice Chair; Richard Mead, Library Board Member; Terri Rotella; Robin Kahn, Committee Chair; and Lynn Rosato, Library Director

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TOWN OF BETHEL
TOWN CLERK

CALL TO ORDER:

Robin Kahn called the meeting to order at 6:07 p.m.

ACCEPTANCE OF MINUTES:

Robin Kahn moved to accept the minutes of the August 21, 2009 meeting of the Committee for the record as submitted, noting that only Terri Rotella was on the Committee at that time. Terri Rotella seconded the motion. The motion passed unanimously.

JOINT MEETING: The Committee met jointly with the Policy and the Technology Committees.

CONSIDERATION OF THE CREATION OF A POLICY FOR USE OF MEETING ROOMS IN THE LIBRARY:

The Committees discussed the creation of a policy for the use of the meeting rooms that will be available when library renovations have been completed. Jane Bickford listed the rooms that will be available for public use. Lynn Rosato presented a list of matters to be considered for inclusion in the policy. Policies of other libraries were reviewed. Preliminary discussions included the amount of fees to be charged for the use of the meeting rooms, security deposits, insurance requirements and room reservations.

Jane Bickford and Lynn Rosato will prepare a draft policy for review by the Committee. The next meeting of the Committee will be scheduled when the draft policy is available.

ADJOURNMENT OF MEETING:

Robin Kahn moved to adjourn the meeting. Terri Rotella seconded the motion. The motion passed unanimously. Robin Kahn adjourned the meeting at 7:57 p.m.

Respectfully submitted,


Robin Kahn
Committee Chair