



BETHEL PUBLIC LIBRARY

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www.bethellibrary.org

MINUTES OF REGULAR MEETING

BETHEL PUBLIC LIBRARY BOARD OF DIRECTORS
February 24, 2014 – 6:30 p.m.
Cady Morse Conference Room - Bethel Public Library

PRESENT: Tia Murphy, Chair, Robin Kahn, Lisa Johnson, Robert Zupperoli, Gary Passineau, Linda Curtis, Mary O'Leary, Ted Stevenson, Terri Rotella, Carol Lawlor and Richard Merritt.

Lynn Rosato, Library Director

ABSENT WITH NOTICE: Mary Spain

VISITORS: None

Chair Murphy called the meeting to order at 6:30 p.m.

There being no flag in the room, the Pledge of Allegiance was not recited.

PUBLIC INPUT: None.

CORRESPONDENCE AND ANNOUNCEMENTS:

No correspondence. Chair Murphy asked that Board Members be respectful of fellow members' time for board and committee meetings and report upcoming cancellations, lateness and absences in a timely manner.

APPROVAL OF JANUARY 27, 2014 MEETING MINUTES:

Gary Passineau moved that the minutes be approved. Linda Curtis seconded the motion. The motion passed. Carol Lawlor abstained.

TREASURER'S REPORT:

Chair Murphy reported that the Library is coming to the end of discretionary monies for the board out of the Board Account. Of the \$1,200 discretionary monies left on report, only about \$600-\$700 is actually for the board. Approximately \$400 needs to be moved because it was inadvertently deposited into the wrong account; these dollars are for the Building Fund

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TOWN OF BETHEL
TOWN CLERK

Account. Robin Kahn moved to approve January Treasurer's Report covering December 2013. Mary O'Leary seconded the motion. The motion passed. Carol Lawlor abstained. Gary Passineau moved to approve February Report covering January 2014. Lisa Johnson seconded the motion. The motion passed.

LIBRARY DIRECTOR'S REPORT:

Director Rosato distributed database statistics that did not get included in email to Board and read a positive public comment from a library patron. She gave an update on the written report that the safety window laminate has been installed. April 6-13th is volunteer appreciation week. The Library has not recognized their volunteers in 18 months – 2 years and would like to do a simple celebration/token gift this year. She would like the board to participate in the celebration of approximately 25 volunteers. Discussed monies needed to buy gifts at approximately \$200 at most. The board decided there may not be enough funds to purchase gifts, and an alternative will be decided.

FRIENDS OF THE LIBRARY:

Linda Curtis requested that Board members renew their Friend's membership to continue receiving the Library newsletter.

UNFINISHED BUSINESS: Chair Murphy reported that the Library has been named in a will to receive Bethel memorabilia. A field visit to the home in Roxbury will be set up in the near future to review items and discuss interest. The Library is not obligated to take anything.

NEW BUSINESS:

COMMITTEE REPORTS:

Scholarship Committee: Mary O'Leary reported that a meeting was held and the scholarship information will be distributed to the schools this week. The Scholarship closing date is April 9, 2014. Information has been posted on library web page and displays and press releases will go out this week.

Personnel Committee: Timeline handout to Board of streamlined process for the director's evaluation. A few cumbersome steps were removed. Carol Lawlor moved for the Board to accept the Library Directors Evaluation Process Timeline for 2014. Mary O'Leary seconded the motion. The motion passed. The Committee will meet again on March 10th.

Development Committee: The first meeting was a discussion only and no plans have been made to date. The Committee will meet again on March 6th at 5:30 p.m.

Planning Committee: Robert Zupperoli reported that the first meeting will be held on Thursday, February 27th at 6:30 p.m. The Committee will review what's been done before, current services and discuss a long range plan.

Executive Committee: Meetings cancelled due to weather. The first meeting will be held March 5th at 6 p.m. Chair Murphy passed around Union Savings signature card document to be initialed by Gary Passineau, Vice Chair; Robin Kahn, Secretary; Richard Merritt, Treasurer and Chairman Murphy. Mary O'Leary signed as a board member.

BUDGET FY 2014-2015:

Library Director Rosato reported that the budget meeting presentation to the Board of Selectman and Board of Finance will occur on March 6th at 7 p.m. in Meeting Room A at the Municipal Center. Chair Murphy and Library Director Rosato will present. A discussion on upgrade of cable service for wireless access issues ensued. Cable service is free from Comcast, at this time.

BUILDING PROJECT UPDATE:

Director Rosato reported that the Building Committee will contact Morganti for documentation required to close out DECD grant. She is concerned that the failure or delinquency in returning documentation could jeopardize future grants from DECD. Discussion on the ice dam issue followed. The ice dam is not related to this phase of the building project. Combinations of a flashing problem and unique winter have contributed to the ice dam problems and Building Maintenance will take the issue back to Morganti, if needed. Fire alarm system is working properly, at this time. The discussion then turned to the removal of the Building campaign sign. Work order is in for removal, but will have to wait till the snow has thawed.

Terry Rotella moved to adjourn the meeting. Robert Zupperoli seconded the motion. The motion passed unanimously and the meeting was adjourned at 7:12 p.m.

Respectfully submitted,



Kathy Galbis
Recording Secretary