



BETHEL PUBLIC LIBRARY

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MINUTES OF SPECIAL MEETING

Bethel Public Library Board of Directors

Technology Committee

Thursday, March 13, 2014, 5:15 p.m.

Morse Conference Room, Bethel Public Library

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Present: Richard Merritt, Chair, Ted Stevenson, Linda Curtis, Robert Zupperoli (entered meeting at 5:20), Lynn Rosato, Library Director, Tia Murphy, Board Chair, ex-officio, (entered meeting at 5:45)

Absent: None

Call to Order: Committee Chair Richard Merritt called the meeting to order at 5:15 p.m.

Approval of Minutes: Since Richard Merritt was the only former Technology Committee member in attendance at the start of the meeting, the approval of minutes was tabled pending the arrival of another former Technology Committee member. Upon arrival of Robert Zupperoli at 5:20, minutes of the October 8, 2013 meeting were approved with a motion by R. Zupperoli and a second by R. Merritt. T. Stevenson and L. Curtis abstained.

Review of Technology and Business Center Program: Lynn Rosato discussed a flow chart showing community partners, the various Library technology areas – Technology/Training Center, Business Center, Language Learning Center, Young Adult Learning Center, and the Town-wide Learning Network, along with what each area did, the software that was required, and the hardware that was needed. Ms. Rosato pointed out the items that were in place, those that had been upgraded, and the items still to be purchased. Funds from the Meserve Grant (through the Friends of the Bethel Public Library) may be used to acquire some of the missing items but the amount and the restrictions of the grant are not known at this time.

Technology Goals and Objectives 2014: Lynn Rosato went over the 2009 Survey results pertaining to Technology. The majority of the requests have been put into place already. The number one request that respondents wanted was classes on MS Office. Microsoft classes have been offered and upcoming classes include social media, Windows 8, Word 2013, and Excel 2013.

There are many new programs on the schedule that will be of benefit to people of all ages. “One-on-One Device Advice” will assist patrons with using their mobile devices such as I-pad, Kindle, etc. Also planned are classes to show parents the many library resources available for their children.

Another goal is the creation of a “Maker Space” which will include equipment to allow an individual or group to complete special projects. Many of the items required for this are already at the Library.

As far as big expenditures, the Library must start thinking about replacing the server which is now four-years-old. Switches and routers will be fine as they were new in 2013.

L. Curtis, who was acting secretary for this meeting, excused herself at 5:55 to attend another meeting. R. Zupperoli took over as secretary at this point.

Discussion focused on the needs and the direction of the Technology Committee. Outreach, marketing, and programming to the community are being identified as part of each department's annual review and goal for the next year and into the foreseeable future. The following areas were identified: marketing the technological services of the Bethel Public Library (BPL), and forming partnerships with the Board's Planning Committee during the long range planning process, with community organizations and businesses, and the student and teen population. A survey and/or focus group will be held with the teens to determine how the Library can support their technology needs. An assessment of equipment and services offered in the Technology and Business Center will be done.

T. Murphy raised the question of the possibility of establishing email accounts for the board members in order to separate LBOD business from personal business. Discussion. The subject will be brought to the full Board.

Next Meeting Date: None set.

Adjournment: T. Stevenson made a motion to adjourn at 6:55 with a second by R. Zupperoli. The motion passed, meeting adjourned at 6:55 p.m.

Respectfully submitted,

L. Curtis, Committee member

R. Zupperoli, Committee member

Linda Curtis ^{BW}
Robert Zupperoli ^{BW}