



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

June 23, 2014 – 6:30 p.m.

Maria Parloa Community Room - Bethel Public Library

PRESENT: Tia Murphy, Chair, Robert Zupperoli, Gary Passineau, Terri Rotella, Mary O'Leary, Ted Stevenson, Robin Kahn, Mary Spain, Richard Merritt and Lynn Rosato, Library Director

ABSENT WITH NOTICE: Linda Curtis, Carol Lawlor and Lisa Johnson.

VISITORS: None

Chair Murphy called the meeting to order at 6:32 p.m.

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

PUBLIC INPUT: None.

CORRESPONDENCE AND ANNOUNCEMENTS:

Chair Murphy read a thank you note from the scholarship recipient, Kevin Hannequin.

APPROVAL OF MAY 19, 2014 MEETING MINUTES:

Robert Zupperoli moved that the minutes be approved. Ted Stevenson seconded the motion. Vote, all in favor, none opposed, motion passed. Terri Rotella and Gary Passineau abstained.

SPECIAL PRESENTATION

Janice Chrzescijanek, Director of Economic Development, gave a presentation to the Board. The presentation had two purposes, to develop a partnership with the Library and to introduce plans for an outdoor "Community Gathering Place" in downtown Bethel. The "Community Gathering Place" is contingent upon receiving a grant from the State. The Library Board of Directors will discuss and give feedback to Janice at a later date.

TREASURER'S REPORT:

Robert Zupperoli moved to approve the May Treasurer's Report. Ted Stevenson seconded the motion. Vote, all in favor, none opposed, motion passed.

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TOWN CLERK

LIBRARY DIRECTOR'S REPORT:

Director Rosato requested the Board volunteer time for the July 12 Seelye House 100th Anniversary Open House. The Open House will be from 10:00 a.m. to 5:00 p.m. with guided tours by Board members. First Selectman Matt Knickerbocker will give a proclamation.

FRIENDS OF THE LIBRARY:

Mary O'Leary reported in Linda Curtis' absence. The next program, "Broadway Tails", will be held July 24, 2014. She asked that Board members renew their membership and volunteer for the Friends book store. The book sale will take place in August.

UNFINISHED BUSINESS: Chair Murphy reported the donation from Mary Ellen Whaley's will may contain some documents and photos that relate to the Seelye House.

NEW BUSINESS:

Budget FY 2014-2015: Director Rosato spoke on next steps to move forward if the budget passes. She requested a verbal approval that the monies designated for the part-time 14 hour technology position be used to absorb the budget cut of approximately \$4,000 and the remaining monies (approximately \$8,000) be split by adding 1 ½ hours per week to the current technology position and the remaining balance going to salaries. A discussion ensued. The Board agreed.

July 4th Weekend: Director Rosato requested that the Board allow the Library to be closed on Saturday, July 5th. The Library will be without computer access to the public due to Bibliomation moving the server that weekend. Ted Stevenson moved to close the Library on July 5, 2014. Robert Zupperoli seconded the motion. Vote, all in favor, none opposed, motion passed.

COMMITTEE REPORTS:

Development Committee: In Development Committee Chair absence, Mary O'Leary requested that Board members report to Chair Lisa Johnson their basket and silent auction donations for the September 26th Wine Tasting fundraiser. Seven restaurant donors for food are required for the night. Five are still needed and the Board was asked to assist. The Development Committee recommends leaving the ticket price at \$40.00. Ted Stevenson moved to approve the \$40.00 ticket price. Mary Spain seconded the motion. Vote, all in favor, none opposed, motion passed. Tickets should be available at the July meeting with a goal of 150 attendees. Next Development Committee meeting will be on July 3, 2014.

Executive Committee: Chair Murphy reported the Committee met last week. The committees are staying on track with the Library Director's goals. The Committee will not meet in September. Next meeting scheduled for November, if needed.

Personnel Committee: Mary O'Leary made a Committee motion to accept the Library Director's Evaluation Form. Vote, all in favor, none opposed, motion passed.

Robert Zupperoli moved to accept changes to the Library Director's job description. Terri Rotella seconded the motion. Vote, all in favor, none opposed, motion passed.

Planning Committee: Robert Zupperoli reported that the Parent Survey is underway and the General Survey will go online July 7, 2014. It will be live for 1 ½ months or more. Paper surveys will be available at the Library and Senior Center. After the surveys are back and the information analyzed, focus groups will be established in the fall. Director Rosato reported the teen survey, which is independent of the Planning Committee surveys, was distributed to students, thanks to Robert Zupperoli's meeting with Superintendent Smith regarding distribution of the Planning Committee's surveys. So far, with the schools support, we have had a great response on both surveys.

Policy Committee: Gary Passineau distributed to the Board a packet containing Financial and Fund Raising Policy, Services and Fee Policy and Circulation Services Policy. He requested the Board review the packets and report at the next meeting for discussion and approval.

BUILDING PROJECT UPDATE:

Director Rosato is waiting for final sign off from the Board of Selectmen for the completion of the Library building project. She received two quotes for the epoxy of the mechanical room floor. She will meet with Eileen Earle, Park and Recreation Director, to discuss landscaping possibilities.

The Board had a brief discussion on the presentation by Janice Chrzescijanek, Director of Economic Development, regarding the "Community Gathering Place."

Robin Kahn moved to adjourn the meeting. Robert Zupperoli seconded the motion. Vote, all in favor, none opposed, the motion passed unanimously and the meeting was adjourned at 8:18 p.m.

Respectfully submitted,



Kathy Galbis
Recording Secretary