



## **BETHEL PUBLIC LIBRARY**

189 Greenwood Avenue, Bethel, CT 06801  
203-794-8756 Fax 203-794-8761  
[www.bethellibrary.org](http://www.bethellibrary.org)

### **MINUTES OF MEETING**

#### **Bethel Public Library Board of Directors Development Committee**

Thursday July 3, 2014 at 6:00pm

Morse Conference Room at the Bethel Public Library

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TOWN OF BETHEL  
TOWN CLERK

**PRESENT:** Lisa Johnson Chair, Mary O'Leary, Ted Stevenson, Robert Zupperoli, Terri Rotella, John Rosato, Library Director and Tia Murphy, Board Chair ex-officio

**ABSENT:** None

**CALL TO ORDER:** Lisa Johnson called the meeting to order at 6:01pm

#### **APPROVAL OF MINUTES:**

Mary O'Leary made a motion to accept the minutes of June 5, 2014 as presented, seconded by Ted Stevenson. Terri Rotella Abstained. Motion carried.

Mary O'Leary made a motion to accept the minutes of June 19, 2014 as presented. Minutes to be correct by changing Date from June 16<sup>th</sup> to June 19<sup>th</sup>. Minutes to also correct sentence from "Seems to high as we virtual have no budget" to "Seems too high as we virtually have no budget." Motion made to approve Minutes as corrected by Terri Rotella, seconded by Robert Zupperoli. Motion carried.

#### **Wine Tasting Event Updates:**

- **Robert**
  - Robert planning on getting together with Terri on game plan; solicitation of Silent Auction Items.
  - Robert will be contacting Bethel Chinese, Paradise Foods (Caterer) and Old Heidelberg as possible Vendors.
- **Ted**
  - Glasses are ordered. Cost is a little over \$350.00. 200 glasses ordered. Ted to get reimbursed by Library.
  - Ted shared five (5) Winspire Options that he felt Attendees might be interested in Bidding on.
  - Ted would be interested in trying to locate local Auctioneer as this might help us earn more money that just the Silent Auction.
  - Ted's partner is donating a ring for the Silent Auction. He is getting it appraised and will bring ring and appraisal information to next meeting.
- **Mary**
  - Liquor License is signed off on. Friends of the Library paid for the license. Application will go into mail on Monday.

- Mary taking care of Tickets. Lynn to send copy of last year's proof to Mary.
- **Terri**
  - Getting Golf Basket for Silent Auction Items.
  - Terri has contacted Armando's and Putnam House as possible Vendors. Waiting for response.
  - Terri will be contacting Greenwoods and Sycamore as possible Vendors
- **Lisa**
  - Lisa to send out email to entire Library Board requesting that by next Library Board Meeting all Board Members decide on Theme of what Basket they will be providing/donating for Silent Auction Items.
  - Lisa to prepare Silent Auction Bed Sheets for 2014
  - Lisa to type of List of Items in Each Individual Baskets
  - Lisa will be contacting Mango Tree and Stella's (now Portofino's) as possible Vendors
  - Lisa will look into disposable plates through US Foods or Party Depot
  - Lisa has access to extra tables if needed. Will need someone to pick up/drop of at Best Western.
  - Lisa to contact Eileen Earle to see if she has large Trash Barrels to borrow for Event
  - Lisa & Lynn meeting with Sue from Health Dept on Wednesday, July 9<sup>th</sup> at 3:30pm for walk through of Event Set Up.
  - Lisa to price Linen Rental from Durant's. If we move forward with the Rentals, Lisa volunteered to pick up and Terri volunteered to return to avoid delivery charges.
- **Tia**
- **Lynn**
  - Lynn to send copy of Solicitation Form from 2013
  - Lynn to send copy of Wine Vendor Form for Jonathan
  - Lynn going to Costco and will look at disposable Forks to purchase for Wine Event.
  - Lynn will need a confirmed list of Restaurants/Caterers to as to this years Program.
- **General**
  - All potential Restaurants/Caterers to be contacted by Friday, July 11<sup>th</sup>. Please email Lisa with responses and she will email Committee the update.

**NEXT MEETING DATE:** Thursday, August 7, 2014

**ADJOURNMENT:** Teri Rotella made a motion, seconded by Mary O'Leary to adjourn the meeting. The motion passed unanimously. Lisa Johnson adjourned the meeting at 7:28pm.

Respectfully submitted,

Lisa Johnson  
Committee Chair