



BETHEL PUBLIC LIBRARY

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www.bethellibrary.org

MINUTES OF REGULAR MEETING

BETHEL PUBLIC LIBRARY BOARD OF DIRECTORS

July 28, 2014 – 6:30 p.m.

Cady Morse Conference Room - Bethel Public Library

PRESENT: Tia Murphy, Chair, Linda Curtis, Lisa Johnson, Robin Kahn, Richard Merritt, Terri Rotella, Mary Spain, Robert Zupperoli and Lynn Rosato, Library Director

ABSENT WITH NOTICE: Gary Passineau, Carol Lawlor, Mary O’Leary and Ted Stevenson.

VISITORS: None

Chair Murphy called the meeting to order at 6:35 p.m.

The Pledge of Allegiance was recited.

PUBLIC INPUT: None.

CORRESPONDENCE AND ANNOUNCEMENTS:

Director Rosato reported that Mr. and Mrs. Seelye from Colorado paid a visit to the Library.

APPROVAL OF JUNE 23, 2014 MEETING MINUTES:

Robert Zupperoli moved that the minutes be approved. Terri Rotella seconded the motion. Vote, all in favor, none opposed, motion passed. Linda Curtis and Lisa Johnson abstained.

TREASURER’S REPORT:

Robin Kahn moved to approve the June Treasurer’s Report. Robert Zupperoli seconded the motion. Vote, all in favor, none opposed, motion passed.

LIBRARY DIRECTOR’S REPORT:

Director Rosato reported all topics included in tonight’s agenda.

FRIENDS OF THE LIBRARY:

Linda Curtis reported the program, “Broadway Tails”, was wonderful. She asked that Board members renew their membership and volunteer for the Friends book store and book sale. The book sale will take place August 23-25. After the book sale, promotions for the Friends book store will take place.

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UNFINISHED BUSINESS: Chair Murphy reported the budget passed. She will send Chair Kingston and the Finance Committee a thank you note from the Library Board of Directors.

Budget FY 2014-2015: Director Rosato reported that even with reductions, the Library budget increased over last year by 1.5 %. The Board was able to give the staff a 2% salary increase but some line items were scaled back to meet the 2% salary increase. Director Rosato reported on account changes.

Robert Zupperoli moved to approve budget for 2014-2015, as revised. Linda Curtis seconded the motion. Vote, all in favor, none opposed, motion passed.

Director Rosato passed out revised Library Salary Range Schedule for 2014-2015. Robert Zupperoli moved to approve Salary Range Schedule for 2014-2015, as revised. Richard Merritt seconded the motion. Vote, all in favor, none opposed, motion passed.

Robert Zupperoli moved to charge the Personnel Committee with separating exempt positions from non-exempt positions in the budget. Terri Rotella seconded the motion. Vote, all in favor, none opposed, motion passed.

Community Gathering Place: The grant submitted by Janice Chrzescijanek, Director of Economic Development, has not been approved at this time. Discussion ensued. Chair Murphy moved that the Board not grant permission for any new construction for a "Community Gathering Place" on the Library property. Robin Kahn seconded the motion. Vote, all in favor, none opposed, motion passed.

NEW BUSINESS:

COMMITTEE REPORTS:

Policy Committee: Director Rosato reported in Gary Passineau's absence. Director Rosato made a Committee motion to approve the Bylaws, with no changes from 2013. Vote, all in favor, none opposed, motion passed. Director Rosato made a Committee motion to approve the Financial and Fund Raising Policy with revisions, as presented. Vote, all in favor, none opposed, motion passed. Director Rosato made a Committee motion to approve the Services and Fee Policy. Vote, all in favor, none opposed, motion passed. Director Rosato made a Committee motion to approve the Circulation Services Policy with revisions, as presented. Vote, all in favor, none opposed, motion passed.

Development Committee: Lisa Johnson reported that the September 16th Food & Wine Tasting fundraiser has eight restaurant donors for food. The Committee is all set with the Fire Marshall and Health Department requirements. Mary O'Leary received the liquor license. Lisa Johnson will get copies of all paperwork to Director Rosato. Director Rosato requested sponsorship forms from the eight restaurant vendors. Silent Auction items are being worked on.

Planning Committee: Robert Zupperoli reported that the Parent Survey and Teen Survey are complete. The General Survey is still underway. Planning Committee will not meet in July, but will meet in August to work on survey results and focus groups. At present, approximately 7 focus groups will be formed, each with a facilitator.

LIBRARY DIRECTOR'S EVALUATION:

Chair Murphy charged the Personnel Committee to proceed with the Library Director's evaluation.

BUILDING PROJECT UPDATE:

Director Rosato has requested the Board of Selectmen provide final sign off for the completion of the Library building project. Chair Murphy will follow up with the First Selectman's office regarding this as an agenda item for the August 2014 Selectman Meeting.

Chair Murphy 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 7:47 p.m.

Respectfully submitted,



Kathy Galbis
Recording Secretary