



## **BETHEL PUBLIC LIBRARY**

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www.bethellibrary.org

### **MINUTES OF REGULAR MEETING**

**BETHEL PUBLIC LIBRARY BOARD OF DIRECTORS**

August 25, 2014 – 6:30 p.m.

Cady Morse Conference Room - Bethel Public Library

**PRESENT:** Tia Murphy, Chair, Linda Curtis, Lisa Johnson, Robin Kahn, Richard Merritt, Mary O'Leary, Gary Passineau, Terri Rotella, Mary Spain, Ted Stevenson and Lynn Rosato, Library Director

**ABSENT WITH NOTICE:** Carol Lawlor and Robert Zupperoli

**VISITORS:** None

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

**PUBLIC INPUT:** None.

**CORRESPONDENCE AND ANNOUNCEMENTS:** None.

**APPROVAL OF JULY 28, 2014 MEETING MINUTES:**

Robin Kahn moved that the minutes be approved. Linda Curtis seconded the motion. Vote, all in favor, none opposed, motion passed. Ted Stevenson, Gary Passineau and Mary O'Leary abstained.

**TREASURER'S REPORT:**

Chair Murphy reported that at the September 2<sup>nd</sup> Board of Selectmen's meeting the Library building project should be closed out releasing the remaining funds from the Board's Building Funds as required by the Board's directive from the January, 2014 Board meeting. Linda Curtis moved to approve the July Treasurer's Report. Robin Kahn seconded the motion. Vote, all in favor, none opposed, motion passed.

**LIBRARY DIRECTOR'S REPORT:**

Director Rosato distributed the approved Salary Range Schedule, the final budget for FY 2014-15 and the Library newsletter. Mr. Passineau and Mr. Stevenson volunteered to distribute the Wine & Food Tasting fundraiser fliers to the businesses in Stony Hill.

**FRIENDS OF THE LIBRARY:**

Linda Curtis thanked the Library Board for all their help at the Friends book sale. The book sale raised about \$6,600.00. She asked that Board members volunteer for the Friends book store. The Board thanked Linda for her hard work. She gave special thanks to the Bethel High School ROTC volunteers for their assistance at the book sale.

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TOWN OF BETHEL  
TOWN CLERK

**UNFINISHED BUSINESS:** Chair Murphy reported that she will travel to Roxbury on Wednesday, August 27<sup>th</sup>, with Director Rosato, to view the Bethel memorabilia donated by the estate of Mary Ellen Whaley.

**NEW BUSINESS:**

**COMMITTEE REPORTS:**

**Personnel Committee:** Mary O'Leary reported in Carol Lawlor's absence. She reported the next meeting is scheduled for September 11<sup>th</sup>. The Committee will discuss the separation of exempt and non exempt personnel in the budget. Also, they will begin the Library Director's evaluation process.

**Planning Committee:** Director Rosato reported in Robert Zupperoli's absence. The General Survey closed on August 16<sup>th</sup>. There was a great response of 569 respondents, with about 100 coming from people who don't use the Library. Director Rosato emailed the survey report to the Planning Committee today. There was a good response for the focus groups which will be established by mid-October. Chair Murphy spoke on the role of the facilitator in the focus groups for the Boards consideration in being a facilitator.

**Development Committee:** Lisa Johnson reported the September 16<sup>th</sup> Wine & Food Tasting fundraiser now has seven restaurant donors for food. She requested continued support for auction donations, restaurant contributions and Board sign up for assignments at the event. The Board thanked Lisa Johnson and Terri Rotella for all their hard work.

**FOUNDER'S DAY:**

Director Rosato reported that the Flower Arrangement Contest will have 9 prizes, three in each age category, for a total of \$245.00. Gary Passineau moved to approve the \$245.00 for the Founder's Day Flower Arrangement Contest. Terri Rotella seconded the motion. Vote, all in favor, none opposed, motion passed. Discussion on what account the monies will come from.

**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 speak with First Selectman Knickerbocker regarding the resolution to the ice dam issue at the entrance to the Library. The epoxy of the mechanical room floor was tabled by the Board of Finance until additional information is obtained. The painting and shutters monies were approved. Quotes are being secured.

Terri Rotella moved to adjourn the meeting. Linda Curtis seconded the motion. Vote, all in favor, none opposed, the motion passed unanimously and the meeting was adjourned at 7:37 p.m.

Respectfully submitted,



Kathy Galbis  
Recording Secretary