



# Bethel Public Library

*Be curious. Be enlightened. Be inspired.*

Meeting Minutes  
BPL Board of Directors  
Virtual Meeting  
Monday 10/26/2020 at 6:02 pm

**PRESENT:** Chairman Tia Murphy, Judith Schlemmer, Chris Sell, Connie Kauffman, Ted Stevenson, Linda Curtis, Mary Spain, Robin Grubard, Robin Kahn, Library Director Megan Dean,

**ABSENT WITH NOTICE:** Terri Rotella, Mary O'Leary

**ABSENT WITHOUT NOTICE:** Sue Morton

**Call to order:** Chair Tia Murphy called the meeting to order at 6:02 pm.

**PUBLIC INPUT:** None

**CORRESPONDENCE:** None

**ANNOUNCEMENTS:** None

**APPROVAL OF September 28, 2020 MEETING MINUTES:** Chair Murphy asked if the members had read the minutes, and if there were any questions. Receiving none, Ted Stevenson moved to approve the minutes of the September 28, 2020. Linda Curtis seconded the motion. All in favor; motion passed.

**TREASURER REPORTS:** As Treasurer Morton was not present, Chair Murphy asked the group if they had read the Treasurer's Report and if there were any questions. Receiving none, Treasurer Morton asked for a motion to accept. Connie Kauffman made the motion and Robin Kahn seconded. All in favor; motion passed.

**FRIENDS OF THE BETHEL PUBLIC LIBRARY:** FOL Chair Jan Patzold announced that due to the Covid-19 Pandemic which eliminated most programming and other events for 2020, membership will be extended into 2021 with no additional dues. Chair Patzold stated that she worked with Director Dean to establish a section in the lobby where the FOL books and some other highly curated materials will be offered for sale to the public at a single price. Chair Patzold also indicated that the next FOL member meeting will be held virtually in December. They are exploring different approaches to make the meeting fun and engaging.

**DIRECTOR UPDATE:** Library Director Megan Dean discussed the monthly spending report and indicated that the monthly utilization report will begin tracking statistics by department. Director Dean indicated that between lobby entry and book pickup the numbers were holding around one thousand patron

interactions per month. Director Dean announced that the Children's room will be opening soon and is being reconfigured for ease of browsing and social distancing.

Director Dean informed the Board that part time Circulation Clerk Ken has submitted his resignation to go and work in Brookfield which is where he resides. Director Dean asked for a motion to accept Ken Rietschel's resignation. Robin Kahn made the motion and Ted Stevenson seconded. All in favor, the motion passed.

Pat Conetta was offered the opportunity to return to work, but declined citing Covid-19 concerns, so Chair Dean contacted Helen Lau-Wong, who had previously applied and been interviewed for a part time circulation clerk position and determined she was available and interested in the position. Director Dean asked for a motion to accept Helen Lau-Wong for the open part time library clerk position. Robin Grubard made the motion and Robin Kahn seconded. All in favor, the motion passed.

Director Dean informed the Board that the Circulation Supervisor position, which had no internal candidates apply, is now posted on CT Library Consortium website. To date she has received 9 applications which she and her team will evaluate and interview appropriate candidates.

Director Dean reported that the Library submitted an AARP CT Livable Community Grant Application for commercial grade picnic tables for the Greenwood Ave. lawn. Parks and Recreation had placed loaned tables there in the warmer weather. They proved popular with the general public, so the decision was made to seek funding for permanent picnic type tables. A decision on the funding should be forthcoming by the next Board Meeting.

The Annual Library State Report is due mid-November. Once completed, Director Dean will email to the Board.

The BPL website is being updated and should be operational in the next few weeks.

Finally, Director Dean made the Board aware of a proposed mixed commercial and residential use project for 155 Greenwood Ave. which would span to School Street. Of greatest concern regarding the project is the issue of parking. There are 16 proposed parking spaces, with 18 residential units plus the commercial operations customer and workers parking needs. The parking needs of the residents, workers and shoppers is insufficient in the proposed project, and they are asking for a variance to allow overnight parking in public lots to accommodate. The Planning and Zoning Committee are meeting via zoom on Tuesday, October 27 at 7pm. While the parking at the Library is not for the exclusive use of library patrons and employees, it is a heavily used lot even now when the Library is offering reduced services. Overnight parking is not allowed in the Library lot, and should the lot be unable to be snow plowed, the Library cannot open. Chair Murphy encouraged as many Board members as possible attend and speak up regarding this issue. A discussion ensued. Director Dean was asked to send the link to the P&Z Agenda and supporting documents.

**DEVELOPMENT COMMITTEE UPDATE:** Chair Robin Grubard reported that the committee met on October 13 to discuss the status of the Mini-Golf fundraiser. Chair Grubard reported that at this time this event is suspended and will be reevaluated in 2021. In the meantime, Chair Grubard stated that the committee is contemplating virtual fundraising opportunities and asked the Board to contact her with any ideas they may have.

**NOMINATING COMMITTEE:** Chair Murphy reminded the Board that the current Executive Officers have reached their term limits for serving in their roles, so a new slate of Officers will be drafted for presentation in the November meeting and voted on in the December meeting. Chair Murphy appointed Chris Sells, Robin Kahn and Tia Murphy to the Committee. The date for the committee meeting will be set shortly.

**SELECT PERSONNEL COMMITTEE:** At 7:02 pm, Chair Murphy made a motion to enter Executive Session to discuss some personnel issues; Linda Curtis seconded. All approved. Chair Murphy asked for a motion to ask Director Dean to join the session. Ted Stevenson made the motion, Connie Kauffman seconded. All approved. Discussion ensued.

Chair Murphy asked for a motion to come out of executive session at 7:08 pm. Ted Stevenson made the motion; Robin Grubard seconded the motion. Motion passed unanimously.

**ADJOURNMENT:** Connie Kauffman moved to adjourn; Mary Spain seconded. All in favor, motion passed unanimously. Chair Murphy adjourned the meeting at 7:09 pm.

Respectfully submitted,

Tia Murphy