

**EAST HAVEN MEMORIAL LIBRARY
BOARD OF TRUSTEE
MEETING MINUTES
JANUARY 19, 2012**

MEMBERS PRESENT

Eileen DeMayo
Sue Stacey
Cathy Burgard
Kathleen Yuse
Maria Bronson
Sylvia DePalma
Norma Mohler
Patricia MacDonald

MEMBERS ABSENT

Ursula DeMartino

ALSO PRESENT

Karen Jensen, Library Director
Judy Celone, Treasurer
Lucille Huelin, Board Clerk

1. **Call to Order:** Eileen DeMayo called the meeting to order at 7:15 pm.
2. **Approval of Minutes:** Minutes from the November and December meetings were reviewed. Cathy Burgard made a motion to accept the minutes as presented. Sylvia DePalma seconded the motion. The motion carried unanimously.
3. **Correspondence:** None
4. **Public Comment:** None
5. **Treasurer's Report:** Treasurer's Report for November and December were reviewed. Karen Jensen noted the health insurance and electric bills have increased. They may go over budget on these items and Karen has already sent a memo to the administration regarding this matter. Those items will have to be increased in next year's budget. Norma Mohler made a motion to accept the Treasurer's Report as presented. Patricia MacDonald seconded the motion. The motion carried unanimously. The Invested Funds quarterly report was also reviewed.

6. **Director's Report: Monthly Statistics:** It was noted by Karen Jensen that there was an increase in circulation over last year. A lot more patrons are using Kindle and Nooks and are coming to the library to download books. **Project Updates:** The bid for the garage renovation/community room was awarded to Dappreio Construction. The new book drop is in place and being used.
7. **Committee Reports:** None
8. **Old Business: Renovation/Addition:** The contract needs to be signed by Eileen DeMayo and then construction can start. Karen had copies for Board Members to review. After a brief discussion Patricia MacDonald made a motion to approve the contract with the intent to submit a change order for some of the work and the valve options, pending approval of legal advice. Maria Bronson seconded the motion. The motion carried unanimously. **Fundraising:** The fundraising is going well. Leaves for the Tree of Knowledge are selling and the raffles have been doing well. A Kindle will be raffled off in February. So far a little over \$2000.00 has been raised.
9. **New Business:** None
10. **Other: Fundraising:** Karen Jensen made a suggestion to look into the hiring of a professional fundraiser to help with the construction fund. Maria Bronson and Karen will look into the possibilities. **Elections:** Due to term expirations of three of the board members the election of officers will be postponed until March.
11. **Adjournment:** Eileen DeMayo adjourned the meeting at 8:00 pm. The meeting was adjourned until February 16, 2012.

Respectfully Submitted,

Lucille Huelin, Board Clerk