

EAST HAVEN MEMORIAL LIBRARY
BOARD OF TRUSTEE MEETING
MAY 17, 2012

MEMBERS PRESENT

Eileen DeMayo
Kathleen Yuse
Sylvia DePalma
Maria Bronson
Stephen Haddon

MEMBERS ABSENT

Carol Scussel
Anthony Vigliotti
Sue Stacey
Cathy Burgard

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 7:25pm.
2. **Approval of Minutes:** The April minutes were reviewed. Sylvia DePalma made a motion to approve the minutes as presented. Maria Bronson seconded the motion. The motion carried unanimously.
3. **Correspondence:** None
4. **Public Comment:** None
5. **Treasurer's Report:** The April report was reviewed. Kathleen Yuse made a motion to accept the Treasurer's Report. Maria Bronson seconded the motion. The motion carried unanimously.
6. **Director's Report:** **Monthly Statistics:** The circulation statistics for April were reviewed. There was an increase over last April. **Project Updates:** The community room roof and walls are up. Color choices for floors, walls, counters etc have been chosen. The project is still on line to be finished in June. The High School art students have started their work on the Tree of Knowledge. **Programs:** Sasha's memoir program is going well; it has been fun bringing together students and the senior citizens. It should be finished in June. The Civil War/General program was a great success. Karen Jensen is

still working on the Tax-exempt statists for the Library. The Budget was set at the end of April and the Bibliomation and Insurance accounts were cut and will be short.

Sylvia DePalma made a motion to go into executive session to discuss personal. Kathleen Yuse seconded the motion. The motion carried unanimously. The meeting was adjourned at 7:40pm. The regular meeting was called to order at 7:50 pm.

7. **Committee Reports:** None
8. **Old Business: Community Room:** The third payment is due. Kathleen Yuse will contact Susan Tipping to have the funds released from the invested accounts. **Fundraising:** Judy passed out a breakdown of what money has been raised and from what source. The Chamber of Commerce will be sending out the Tree of Knowledge Brochures for us, to all the local businesses.
9. **New Business:** Sylvia DePalma asked about the by-laws and whether or not there is a policy regarding absent board members. After a brief discussion it was determined that there is no policy regarding this matter and Eileen DeMayo will contact the board member first before doing anything else. Sylvia DePalma also asked about the community room usage policy and whether or not it needs to be changed because of the new community room and the fact that it can be used after the Library is closed. Karen Jensen will check on the Insurance Policy and check with other libraries and then bring this back to the board next month.
10. **Other:** None
11. **Adjournment:** Eileen DeMayo adjourned the meeting at 8:00pm. The meeting was adjourned until June 20th, 2012.

Respectfully Submitted,

Lucille Huelin, Board Clerk