

EAST HAVEN  
HAGAMAN MEMORIAL LIBRARY  
BOARD OF TRUSTEE'S MEETING  
MINUTES JULY 16, 2009

**MEMBERS PRESENT**

Eileen DeMayo  
Patricia MacDonald  
Sylvia DePalma  
Cathy Burgard  
Mary Frazeur  
Maria Bronson

**MEMBERS ABSENT**

Norma Mohler  
Ursula DeMartino  
Kathleen Yuse

**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 7:00 p.m.
2. **Approval of Minutes:** The minutes from the June meeting were reviewed. There was a correction for the date from July 25<sup>th</sup> to June 25<sup>th</sup>. Sylvia DePalma made a motion to accept the minutes with the correction. Cathy Burgard seconded the motion. The motion carried unanimously.
3. **Correspondence:** None
4. **Public Comment:** None
5. **Treasurer's Report:** The June report was reviewed. All of the accounts had been closed out for the fiscal year. Cathy Burgard made a motion to accept the Treasurer's report as presented. Patricia MacDonald seconded the motion. The motion carried unanimously.
6. **Director's Report: Monthly Statistics:** The statistics for June were reviewed. Karen Jensen noted that circulation was up over the same period last year. **Project Updates: Wireless Internet:** The wireless access has been ordered, it should be set up shortly. Eight refurbished laptop

computers have been purchased to be used with the wireless program. Due to this new system, a new internet policy was needed. Karen Jensen did some research using the Conn. State Library website and reviewing policies from other Libraries and drafted a new policy. This policy was reviewed. After a brief discussion Patricia MacDonald made a motion to accept the Wireless Internet Access Policy as presented. Sylvia DePalma seconded the motion. The motion carried unanimously. **Eagle Scout:** John Bonney with help from his troop members will be painting the large print room on July 24<sup>th</sup> & 25<sup>th</sup>. **Lights:** Still waiting for the town to install new energy efficient lights. **Carolyn's Reading Garden:** The dedication of the garden on June 12<sup>th</sup> was a great success, about 100 people attended. **Library Hours:** The new hours took effect on June 29<sup>th</sup>. The response has been very positive and is working well. **Children's Programs:** The summer reading programs have begun with over 100 children registered. Sasha has two summer interns working part-time and they are a tremendous help. **Carpet:** With the circulation desk almost finished and with the up coming 100<sup>th</sup> Anniversary celebration, Karen Jensen would very much like to get the carpeting ordered. Karen had two more quotes which are higher than the first one she received. After some discussion Sylvia DePalma made a motion to purchase carpeting, Bedazzled, for the library from M. Daniels 2. The library could be closed for up to three days for removal of old carpet and installation of new carpet. The cost includes pulling up and removing the old carpet, moving of shelving, books etc. The funds for this purchase will come from the State Grant fund and the General fund. Maria Bronson seconded the motion. The motion carried unanimously.

7. **Committee Reports:** None

8. **Old Business:** **100<sup>th</sup> Anniversary Celebration:** Maria Bronson and Cathy Burgard have been working on this celebration and presented their plan. The Adult program will be a reception with speakers to be held on Sept 14<sup>th</sup>, 2009 from 6:30 to 8:00 p.m. Details will be presented next month. The Children's program will be held on Saturday October 3<sup>rd</sup> from 10:00 am to 2:00 pm. The theme will be Mr. Hagan and will include the library's history from 1909 to 2009. There will be a scavenger hunt, storytellers and lunch. Maria Bronson is working on publicity, this includes a banner outside the Library, flyers in all the elementary schools, public access TV and press releases. They have been working with the children's Librarian who will get student volunteers for the day.

9. **New Business**: None

10. **Other**: None

11. **Adjournment**: Eileen DeMayo adjourned the meeting until August 20<sup>th</sup>, 2009. The meeting was adjourned at 8:20 pm.

Respectfully Submitted

Lucille A Huelin  
Board Clerk