

**HAGAMAN MEMORIAL LIBRARY
BOARD OF TRUSTEE MEETING
MINUTES FEBRUARY 18, 2010**

MEMBERS PRESENT

Eileen DeMayo
Ursula DeMartino
Sylvia DePalma
Kathleen Yuse
Maria Bronson
Norma Mohler
Mary Frazier

MEMBERS ABSENT

Cathy Burgard
Patricia MacDonald

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 7:08 p.m.
2. **Approval of Minutes:** Minutes from the January meeting were reviewed. Sylvia DePalma made a motion to accept the minutes as presented. Ursula DeMartino seconded the motion. The motion carried unanimously.
3. **Correspondence:** Eileen DeMayo read a thank you note from Susan, one of the library staff, thanking the board for the Christmas party. Karen Jensen had some information on an online training course dealing with controversial information in the library. The course is \$49.00 and if anyone is interested they should talk to Karen.
4. **Public Comment:** None
5. **Treasurer's Report:** The treasurer's report for February was reviewed. Norma Mohler made a motion to accept the report as presented. Maria Bronson seconded the motion. The motion carried unanimously. Judy Celone stated that some of the bank accounts had to be closed and a new one opened and she was requesting that one of the Board members needed to do this. Norma Mohler said she would do it this week.
6. **Director's Report: Monthly Statistics:** The monthly statistics were reviewed. **Project Updates:** The window project is still pending. Karen had an estimate for the paint from the Eagle Scout who will be painting the concrete wall in the adult dept. The cost will be approximately \$653.00. **Advisory Board:** Karen Jensen worked with EHHS Librarian Rachel Rice in organizing a Teen Advisory Board. They had a good response from the students and will have their next

meeting in February. **Year End Report:** Karen Jensen put together a short report regarding all the projects, events etc. that took place in 2009. **Vandalism:** Karen Jensen reported that the library had been vandalized in the past few weeks. Police were called and the people responsible were caught and they had to clean the walls. Karen is looking into the possibility of installing cameras in the hallways and installing some type of gate to close off areas that are not always used.

7. **Committee Reports:** None

8. **Old Business: Budget:** The 2010-2011 budget was submitted to the Mayor's Office. There was a small increase in the over all budget mostly due to salary increases and insurance cost. **Sick Time Accrual:** Karen Jensen would like to reinstate sick time accrual up to 90 days, for full time employees only. Kathleen Yuse made a motion to accept the proposed revision to the Employee Manual regarding sick time accrual. Sylvia DePalma seconded the motion. The motion carried unanimously.

9. **New Business: Election of Officers:** The nominating committee of Sylvia DePalma and Norma Mohler presented the slate of Officers for 2010 as:

Eileen DeMayo - Chairperson

Norma Mohler - Vice-Chair

Sylvia DePalma - Secretary

Kathleen Yuse - Treasurer

There were no other nominations. Sylvia DePalma as the secretary cast one vote for the election of officers.

10. **Other:** None

11. **Adjourned:** Eileen DeMayo adjourned the meeting until March 18th. The meeting was adjourned at 7:50 p.m.

Respectfully Submitted

Lucille A Huelin,
Board Clerk