

**EAST HAVEN
HAGAMAN MEMORIAL LIBRARY
BOARD OF TRUSTEE MEETING MINUTES
MAY 20, 2010**

MEMBERS PRESENT

Eileen DeMayo
Ursula DeMartino
Sylvia Depalma
Norma Mohler
Cathy Burgard
Maria Bronson
Patricia MacDonald

MEMBERS ABSENT

Kathleen Yuse
Mary Frazeur

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 7:03 p.m.
2. **Approval of Minutes: April 2010:** The minutes from the April meeting were reviewed. Cathy Burgard made the motion to accept the minutes as presented. Maria Bronson seconded the motion. The motion carried unanimously.
3. **Correspondence:** None
4. **Public Comment:** None
5. **Treasurer's Report: April 2010:** The Treasurer's Report for April was reviewed. Norma Mohler made the motion to accept the report as presented. Ursula DeMartino seconded the motion. The motion carried unanimously.
6. **Director's Report: Monthly Statistics:** The monthly statistics for April were reviewed. Circulation continues to go up. **Project Updates: Windows:** The new windows are being installed, they are finished in the new wing and the whole building will be completed in two months. **Eagle Scout:** The painting project will be done and completed this weekend. **LEAP/Bibliomation:** Karen Jensen had attended the CLA conference and while there she met with a representative from Bibliomation. They provide the same service as LEAP. Karen stated they are a better value for

the library. They are also working with the High School to install a program there. There will be a meeting with Bibliomation on June 9th at the High School if anyone is interested. Karen will do some more research and get back to the board. **Budget:** The town adopted a new budget on April 27th. The Library's budget was cut by approximately \$50,000. Karen Jensen has been reworking the original budget to reflect the change. She handed out two versions showing changes to different line items. After a brief discussion Patricia MacDonald made a motion to table this item until next month to give everyone a chance to review the changes. Norma Mohler seconded the motion. The motion carried unanimously.

7. **Committee Reports:** None:

8. **Old Business:** At the board meeting in April a question came up about the value of the old furniture in the library. Karen Jensen found an appraisal that had been completed in 1997. After a brief discussion the Board agreed to hold on to all the items listed and continue to have Sarah Bonney research their origins for the library's museum collection.

9. **New Business:** **LOGO:** ABC Printing is offering a new e-mail marketing software program. They would like to have the Library use their program which has a \$15.00 monthly fee. As an added bonus to purchasing their program ABC wants to design a new Logo for the Library. The Board agreed this would be great. Karen will be meeting with ABC to see some design ideas and if anyone has some ideas please bring them to Karen. **McHardy Funds:** The Board had asked Karen to look into using the funds in this account. Karen would like to purchase new blinds/shades for the new windows currently being installed. Karen will be meeting with Budget Blinds on the 21st of May to talk about what is needed and the cost. A new circulation desk in the children's room could also be purchased using these funds. Karen will get some estimates for a new desk.

10. **Other:** None

11. **Adjournment:** Eileen DeMayo adjourned the meeting at 7:55 p.m. The meeting was adjourned until June 17th, 2010.

Respectfully Submitted

Lucille Huelin, Board Clerk