

**AGENDA
EAST HAVEN PUBLIC LIBRARY, INC.
(HAGAMAN MEMORIAL LIBRARY)
BOARD OF TRUSTEES MEETING
JANUARY 21, 2021 AT 7:00 PM
MEETING HELD REMOTELY VIA WEBEX**

TO RESIDENTS AND TAXPAYER OF THE TOWN OF EAST HAVEN AND OTHER INTERESTED PARTIES:

Due to Governor Ned Lamont's March 10, 2020 declaration of a public health emergency and civil preparedness emergency and his subsequently issued Executive Orders 7B and 7D; and, due to the spread of the Coronavirus Disease in the State of Connecticut including New Haven County, in-person public access to this meeting will not be permitted. This will be a 100% electronic meeting.

The public can access and participate in the 7:00 PM Public Hearing from a computer, tablet, or smartphone:

Meeting Link:

<https://easthavenpubliclibrary.my.webex.com/easthavenpubliclibrary.my/j.php?MTID=m7d5ac62bdeb7c5655272865f8c69e0d3>

Password:

bdmtghml

Meeting number:

132 228 2500

Join by phone:

+1-408-418-9388 United States Toll

+1-646-992-2010 United States Toll (New York City)

Access code: 132 228 2500

AGENDA ITEMS

1. Call to Order:
2. Approval of Minutes: Library Board of Trustees Meeting of October 15, 2020
3. Special Agenda Items: None
4. Correspondence
5. Public Comment

6. Treasurer's Report: Financial Statements for the months of November and December of 2020
7. Director's Report:
 - a. Monthly Statistics – November and December 2020
 - b. Project Updates
8. Committee Reports
 - a. Executive Committee
 - b. Building Committee
 - c. Fundraising Committee
 - d. Camarota Estate Subcommittee
9. Old Business:
 - a. Capital Improvement Budget for FY 2019-2020 and for FY 2019-2020 to FY 2023-2024
 - b. Closing of the Library Due to the Coronavirus: (1) Decide How to Pay Library Staff Wages and Benefits during the Closing, and (2) Have a Plan, or Guidelines, in Place to Handle the Future Impact of the Coronavirus
 - c. Paycheck Protection Program from the Small Business Association under Section 7(a) of the Small Business Act Due to the Coronavirus Aid, Relief, and Economic Act (CARES ACT)
 - d. Amending the Library's Bylaws
 - e. Possibility of Provisions for a Library Van Once a Week Traveling in East Haven Community to Designated Stops.
 - f. Everybody Learns Grant from the Connecticut State Library
 - g. Approve Installation of New Telephone System
 - h. Library's FY 2021-22 Budget Proposal to the Town of East Haven
 - i. Formal Acceptance of Raymond James as the Library's Fund Manager of the Edna Camarota Estate Bequest (This would include any discussion and explanation of any Raymond James forms, discussion on any changes to the Library's By-laws that the Board deems necessary regarding the account, and discussion on proposals assigning names/positions to the account documents). From the Special Board Meeting in December 2020
10. New Business
 - a. Assessment Tool for Connecticut Library Boards
 - b. Approve Quote for Annual Heating Ventilation and Air Conditioning Maintenance Contract
 - c. Sign Bibliomation's Rules of Membership
 - d. Approve AARP Free Tax Preparation Clinic Being Held at the Library

11. Executive Session: Personnel Matter
12. Adjournment

Respectfully Submitted,

Lucille Huelin

Lucille Huelin, Board Clerk