

**AGENDA
EAST HAVEN PUBLIC LIBRARY, INC.
(HAGAMAN MEMORIAL LIBRARY)
BOARD OF TRUSTEES MEETING
FEBRUARY 18, 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=m8cea696fa3b28a9be84bcbdc4106832>

Meeting Password:

hmlbdtg

Meeting number:

132 719 5756

Join by phone:

+1-408-418-9388 United States Toll

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

AGENDA ITEMS

1. Call to Order
2. Approval of Minutes: Library Board of Trustees Meeting of January 21, 2021
3. Special Agenda Items: Cass Fadael, Account Manager, Public Section, Granite Telecommunications, on a Granite Voice VoIP System.
4. Correspondence
5. Public Comment
6. Treasurer's Report: Financial Report, Town Report, Activity Report P&L, Invested Funds for October - December 2020

7. Director's Report:
 - a. Monthly Statistics – January 2021
 - 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. Approve Installation of New Telephone System
 - g. Library's FY 2021-22 Budget Proposal to the Town of East Haven
 - h. 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 in regards to the account, and discussion on proposals assigning names/positions to the account documents). From the Special Board Meeting in December 2020
 - i. Assessment Tool for Connecticut Library Boards
 - j. Approve Quote for Annual Heating Ventilation and Air Conditioning Maintenance Contract
10. New Business
 - a. Appoint Nominating Committee to Present Slate of Library Officers for Election for the March 18, 2021 Library Board Meeting
 - b. Approve ADP Section 125 Premium-Only-Plan for Pre-tax Employee Health Insurance Contributions for Internal Revenue Service Compliance
11. Executive Session: None
12. Adjournment

Respectfully Submitted,
Lucille Huelin,

Lucille Huelin, Board Clerk