

HAGAMAN MEMORIAL LIBRARY
BOARD OF TRUSTEES
MEETING MINUTES
JANUARY 17, 2008

MEMBERS PRESENT

MEMBERS ABSENT

Sylvia DePalma
Eileen DeMayo
Mary Frazeur
Norma Mohler
Kathy Tonucci
Kathleen Yuse
Hana Mark

ALSO PRESENT

Ellen Gambini, Library Director
Lucille Huelin, Board Clerk
Judy Celone, Treasurer

1. **Call to Order:** Eileen DeMayo called the meeting to order at 7:03 p.m.
2. **Approval of Minutes:** The minutes for the November 2007 meeting were reviewed. Sylvia DePalma made the motion to accept the minutes. Norma Mohler seconded the motion. The motion carried unanimously.
3. **Correspondence:** None
4. **Public Comment:** None
5. **Treasurer's Report:** The Treasurer's Reports for November and December 2007 were reviewed. Norma Mohler made a motion to accept the Treasurer's Report as presented. Kathleen Yuse seconded the motion. The motion carried unanimously.
6. **Director's Report:**
Monthly Statistics: November and December statistics were reviewed. The yearly totals showed an increase in circulation. They also showed an increase in East

Haven residents as patrons.

Invested Funds: The last quarter reports for the invested funds were reviewed. There was some loss
Due to the general economy.

Staff Appreciation Party: The past two months have been difficult for the staff of the Library due to
Illnesses and a death in one family. They have not had their party yet, but are talking about having it in February.

Project Updates: Ellen Gambini has met with the new administration and Ralph Mauro is
scheduled to visit the Library next week to review the projects that need to be started or finished. It has been
almost two years since the project for the new circulation desk was started. Ellen would like to have the desk
finished by September, in time for the 80th Anniversary celebration. The final cost for the desk will most likely be
higher than first stated.

7. **Committee Reports:** None

8. **Old Business:**

Reschedule Strategic Planning Meetings: Ellen Gambini spoke to Chris about new dates and the
board agreed to hold the meetings on Tuesday February 26th and Tuesday March 25th. All Board members
need to call everyone they had asked to participate and reschedule. Lucille Huelin will get the list of who each
Board member was to call and give it to Ellen Gambini so Ellen can call those people that Marjorie Mitchell had
asked to participate. The meeting will run from 5:30 pm to about 8:00 pm. A light dinner will be served and Norma
Mohler will take care of getting the food. February 1st is the deadline for all members to hand in a list of guest
they have invited. Ellen Gambini will put together the packets to be mailed to each guest.

9. **New Business: Budget:** Ellen Gambini is putting together the Library Budget for the 2008/2009 fiscal year.

Ellen explained that she was trying to increase salaries for most of the employees. This would mean an increase
in medical and retirement cost as well. Also LEAP fees have gone up about \$9,000.00. Ellen may have to reduce
cost in some other areas in order to cover the above listed increases. If any Board members have suggestions
for the budget please speak to Ellen.

80th Anniversary: Ellen Gambini would like to start making plans for this celebration. She asked the
Board members to think about it and bring ideas and suggestions to the next meeting. Ellen suggested having
a concert with refreshments as one of the events. The Friends of the Library group will be buying a new sign
for the Library for the front lawn. This should be ready by
September.

Board Appointees: Ellen Gambini noted that two Board member's terms will expire on February 1st.

Ellen asked those members if they were interested in being reappointed to the Library Board to please send a

letter to that regard and a resume to Mayor Capone Almon as soon as possible. Currently there are two vacancies on the Board. Ellen asked Board members if they knew anyone who might be interested in serving on the Library Board to have that person send a letter and resume to the Mayor's Office.

10. **Other: Elections:** Elections will be held at the February meeting.
11. **Adjournment:** Eileen DeMayo adjourned the meeting at 8:05 pm.

Respectfully Submitted

**Lucille A Huelin
Board Clerk**