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**EAST HAVEN PUBLIC LIBRARY INC.
BOARD OF TRUSTEE'S MEETING MINUTES
JANUARY 15, 2026**

PRESENT: Christopher Brown, Danielle Blackstone, Jillian Jack, Amy Derbacher, Melissa Meagher, Katy Klarman

ABSENT: Erika Santiago, Kristen Schimanski, Marissa Velazquez

OTHERS PRESENT: Sarah Mallory – Library Director, Cheryl Camillo- Library Treasurer, Lucille Huelin-Board Clerk, Jennifer Tiso-Representative for PSI

1. **Call to Order:** Amy Derbacher called the meeting to order at 7:04pm.
2. **Approval of Minutes:** The minutes from November 20, 2025, were approved. **Motion #1, Danielle Blackstone made a motion to approve the minutes as presented. Melissa Meagher seconded the motion. The motion carried.**
3. **Public Comment:** None
4. **Special Presentation:** Jennifer Tiso from PSI, the company the library is buying furniture and shelves from. She gave a presentation with pictures on each area that will be getting an upgrade of furniture and shelving. The main stack area, study room, entrance area, teen area, and the children's room are getting upgrades. She gave a timeline for the delivery and installation of all items.
5. **Correspondence:** The library received a \$2,500 grant from the Guilford Rotary Club in partnership with Traveling Toys Inc. The funds will be used to purchase toys for a toy lending library at Hagaman.
6. **Treasurer's Report:** Katy Klarman gave a summary of the monthly financial statement. At half the fiscal year everything looks good. She did have a couple of comments regarding the health insurance line item, and the HOA. She will be talking with Sarah regarding this matter. Katy stated that the changes to the Camarota fund, as discussed at the last meeting, have not been made yet and she will be talking to Raymond James Inc. about when the changes will be made.
7. **Director's Report: a) Staff:** The library staff have been running a full calendar of events, without the building being opened. Since the closure of the building due to flooding the total number of programs has been 462 with 7,095 participants. The Watercolor Art Program was a success with 113 people attending. The program was supported by the Joseph L Lefevre Scholarship Fund and is expected to continue this fall.
8. **Committee Reports:** The grand reopening subcommittee has not met yet, but Amy Derbacher will be setting up times and dates with the committee members. There was a brief discussion on ideas for the open house.
9. **Old Business: a) Flood Updates:** Everything is moving along. Repairs have been made and furniture and shelving have been ordered. Flooring is still being installed in a couple of areas,

and a plan is being made to get the books cataloged and stacked as soon as the shelves are in place. **b) Expiring Board Members Terms:** Amy Derbacher asked the board members whose terms are expiring to please let her know if you would like to be reappointed or not. If yes you need to go to the town clerk's office to be sworn in. **c) Library Policies:** The Policy updates required by the CT State Library and approved by the Library Board of Trustees in the November board meeting were discussed and the minutes from the November meeting were approved. See item #2.

10. **New Business:** **a) Display Cases:** the library owns several display cases. They are old and mostly made of glass, they have been moved to the boardroom on the third level during the renovations of the library. The East Haven Historical Society is interested in taking two of the cases in the future. The library does not have a need for them and because of the age of the cases do not use them. The library could loan them to the Historical Society or donate them. After a discussion, the board agreed to a long-term loan. **Motion #2, Danielle Blackstone made a motion to a long-term loan, of one to two of the glass cases, to the Historical Society of East Haven. Jillian Jack seconded the motion. The motion carried.** **b) Taxes:** The library offers the community a free tax assistance program through a partnership with AARP. On average about three hundred filings were completed each year. Due to the closure of the library Sarah Mallory is working with AARP and the town recreation department to find a location for this year. There will be a notice on the library's website soon letting the public know about the change and how to make an appointment to have their taxes done.
11. **Executive Session:** **Motion #3, Christopher Brown made a motion to adjourn the regular meeting to go into an executive session to discuss personnel matters. Jillian Jack seconded the motion. The motion carried.** The regular meeting ended at 8:10pm. The executive session ended at 8:53pm and the regular meeting resumed at 8:53pm.
12. **Other:** **a) Director's vacation time:** **Motion #4, Christopher Brown made a motion to approve distributing the Director's unused vacation time, in week increments, over the next three years due to the flooding and closing of the library during the 2025 calendar year. Jillian Jack seconded the motion. The motion carried.** **b) Girl Scout Bronze award project:** Amy Derbacher has been asked by the two girl scout troops in town, Troop 60092, and Troop 60066 if they could do a project with the library to get their Bronze Award. The scouts are thinking of creating a mural for one of the blank walls on the lower level of the library. Questions were asked about whether the mural would be removable and how long it would be displayed. It was agreed that a removable mural displayed for one year would be acceptable. **Motion #5 Christopher Brown made a motion to allow Sarah Mallory to meet with Troop 60092 & 60066 leadership and start discussions on having the Girl Scouts do a mural in the library. Danielle Blackstone seconded the motion. The motion carried.**
13. **Adjournment:** **Motion #6 Christopher Brown made a motion to Adjourn the meeting. Jillian Jack seconded the motion. The motion carried.** Amy Derbacher adjourned the meeting at 9:02pm. The meeting was adjourned until February 19th, 2026, to be held at East Haven High School.

Respectfully Submitted,
Lucille Huelin
Lucille Huelin, Board Clerk