

HAGAMAN MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
JUNE 20TH 2013

MEMBERS PRESENT

Maria Bronson
Michael Enders
Stephen Haddon
Cathy Burgard
Sylvia DePalma
Eileen DeMayo

MEMBERS ABSENT

Kathleen Yuse
Carol Scussel
Lori Musco

ALSO PRESENT

Darleen Hood, Interim Director
Judy Celone, Treasurer
Bruce George, Director
Cynthia Gwiazda
Lucille Huelin, Board Clerk

Introductions and Welcome to Bruce George

1. **Call to Order:** Eileen DeMayo called the meeting to order at 7:10 pm.
2. **Approval of Minutes:** The May meeting minutes were reviewed. Sylvia DePalma made a motion to accept the minutes as presented. Cathy Burgard seconded the motion. The motion carried unanimously.
3. **Correspondence:** None
4. **Public Comment:** None
5. **Treasurer's Report:** The Treasurer's report for May was reviewed. Maria Bronson made a motion to accept the report as presented. Stephen Haddon seconded the motion.
The motion carried unanimously.
6. **Director's Report: Monthly Statistics:** The statistics for May were reviewed.
Project Updates: Water Meter: Darleen Hood stated that there is a problem with the water meter. The bill has been very high since February of this year. A three month bill is now about \$600.00 as compared to \$120.00 for the previous three month period. The water company was called in and they water meter was recently replaced and the water company says it isn't their problem. The public works has been checking but can't find any leaks or problems. The public works department is supposed to return to check further. **Front Door:** The front door of the library has been damaged and no longer locks. The Public Works department did a temporary fix, but it still doesn't lock properly. Darleen Hood bought a chain and padlock and Maria Bronson suggested that it be used until

the door is repaired. Stephen Haddon will talk to Frank Gentilesco about getting the work done quickly. **Community Room Lock:** The lock between the community room and the children's library is still not working. Cynthia Gwiazda has talked to D'Appeio Construction about this and the yard work that remains unfinished and she has gotten little if any response. She has a call in to Atty. Zullo, who is the town Attorney as there is still a portion of the bill that has not been paid yet.

7. **Committee Report:** None
8. **Old Business: 503C report:** Maria Bronson spoke with the IRS regarding this matter. They have the application and there is a minor problem which will be addressed as soon as a Determination Specialist is assigned to this case. Maria feels we will be granted the status, we just need to wait for the IRS to get to it. They are currently working on applications from April of 2012 and we filed in January of 2013. There is a way to rush the completion on line, but Maria was unable to do that. After a brief discussion it was determined that Bruce George would address this issue as soon as he starts work. **End of year account drawdown:** The Board agreed to a priority list of items that still needed to be paid, fixed, or purchased. Stephen Haddon made a motion to take care of the items listed in order on this priority list as accounts are brought to a close for the fiscal year. Cathy Burgard seconded the motion. The motion carried unanimously.
9. **New Business:** Sylvia DePalma wanted to address the issue of thefts in the library, some new purchases had recently been stolen. Darleen state that is was an ongoing issue and that to date over 100 DVD's and Books are missing. Stephen Haddon stated that there also is the issue of security outside the building as well as inside and that he had spoken to Bruce George about address this issue when he starts work. Cathy Burgard suggested that Bruce talk with some of the area libraries to determine how they deal with this issue. Maria Bronson announce she would be resigning from the Board because she is moving out of East Haven. Sylvia DePalma thanked Maria Bronson, Darleen Hood and Cynthia Gwiazda for all their hard work and how well both Darleen and Cynthia stepped in to help keep the library running in the absence of a Director.

At 8:05 pm. the board went into Executive Session to discuss the contract for the new Director. The board went back in to regular session at 8:25 pm.

10. **Other:** None
11. **Adjournment:** Eileen DeMayo adjourned the meeting at 8:26 pm. The meeting was adjourned until July 18th.

Respectfully Submitted,

Lucille Huelin, Board Clerk