

EAST HAVEN PUBLIC LIBRARY, INC.  
BOARD OF TRUSTEES MEETING  
MAY 24, 2018  
YOUNG ADULT READING ROOM, 7:00 PM

1. Call to Order:
2. Approval of Minutes: Regular Board Meeting of April 19, 2018
3. Special Agenda Items: (1) Introduce New Employees Wahid Nabiz (Head of Technical Services Librarian) and Cristian Astudillo (Library Technology Specialist), and (2) Paul Pizzo, Architect (Landmark Architects, PC, Middletown, CT)) Presentation on the Feasibility Study for a New Elevator at the Haganan Memorial Library
4. Correspondence
5. Public Comment
6. Treasurer's Report: Financial Statements for April of 2018, including Haganan Fund Account Summary for April of 2018 which is the yearend report for the Fund
7. Director's Report:
  - a. Monthly Statistics – April 2018
  - b. Project Updates
8. Committee Reports
  - a. Great Give
9. Old Business:
  - a. Review and Revision of the Employee Manual
  - b. Elevator ADA Compliance Study
  - c. Library's FY 2018-19 Budget Proposal to the Town of East Haven
  - d. Trustees Signing Conflict of Interest Statement for FY 2018
  - e. Approval of Revised Job Description for Head of Technical Services
  - f. Library Board Contribution to Darleen Hood's Staff Retirement Diner
10. New Business
  - a. Approve Helming & Company P.C Proposal for Completion of the Library's 2017 (July 2017-June 2018) Federal Return of Organization Exempt From Income Tax/Form 990 and for Accounting Policies and Procedures Manual
  - b. Approve a Health Savings Account (HSA) as a Health Insurance Coverage Option for Library Employees
  - c. Approve Job Descriptions for Teen Services and Young Adult Librarian, Circulation Librarian, and Library Technology Specialist
11. Executive Session: Personnel Matter
12. Adjournment

Respectfully Submitted,

*Lucille Huelin*

Lucille Huelin, Board Clerk

