

**MILFORD PUBLIC LIBRARY
BOARD OF DIRECTORS
REGULAR MEETING
JANUARY 5, 2011**

Board President, Mr. Peter Vita called the regular meeting of the Board of Directors of the Milford Public Library to order at 7:10 pm on January 5, 2011.

PRESENT

Mr. Vita, President
Mrs. Wanosky, Vice President
Mrs. Creedon, Secretary
Ms D'Anna, Treasurer
Dr. diFate
Mr. Barnett
Mr. McGovern
Ms. Connie Gaynor
Mrs. Paula Smith, Aldermanic Liaison
Mrs. Tsang

EXCUSED

Ms. Smith

ABSENT

Mr. Patterson, Aldermanic Liaison

Public Presentation: There was no Public Presentation.

Disposition of minutes: Mrs. Wanosky motioned to accept the minutes of the December 01, 2010 meeting. Mrs. Creedon seconded the motion. The motion carried.

Secretary's Report: Mrs. Creedon read a letter from Mrs. Mary Tinti advising the Board of her resignation. In her letter she thanked the Board, the Friends, Mrs. Tsang and the Library Staff for their dedication and accomplishments. Mrs. Creedon read a letter from Ms. Maggie Rutledge, treasurer of the Harborview Needlework Guild. In the letter she expressed gratitude for the many years the Guild has used the Library Program Room. Included in the letter was a donation check for the Library.

Treasurer's Report: There was no Treasurer's Report

President's Report: Mr. Vita wished all Board members a Happy New Year. He welcomed Ms. Connie Gaynor as the newest Board member and welcomed again the current Board members, Dr. diFate and Mr. McGovern, who were reappointed. Mr. Vita stated that there have been no more roof leaks but that he spoke with Mr. Ray Oliver, the project Architect, who will continue to work with Mr. Sly Moura of Building Maintenance. Mr. Oliver believes the leaking may be caused by a cracked pipe near the Passport Office.

Librarian's Report: Mrs. Tsang stated that the Friends funded the art prints in the larger gallery wrapped area and continues to fund Museum Passes and library programs. Mrs. Tsang asked for volunteers to take the place of Mrs. Tinti as the Friends liaison. Ms. D'Anna will represent the Board. Mrs. Tsang thanked Mrs. Wanosky for attending the budget meeting with her. She stated there was a zero percent increase. Her concern is that she has no control over the cost of software maintenance and databases which will increase next fiscal year. Discussion ensued on budget items and the possibility of the eventual purchase of e-books. Mrs. Tsang is inviting Barnes & Noble to do a presentation at the library on the use of e-books. Mr. Barnett voiced concern about making that expenditure at this time due to rapidly changing technologies. Mrs. Tsang will know more from the vendor providing audio downloadables later this year. Mrs. Paula Smith agreed that it would be best to wait on those purchases. Mr. Barnett asked about the possibility of realizing a savings on IT costs for internet access. Mrs. Tsang explained the discounted fees for library cable access. Discussion ensued. Mr. Barnett stated he thought the price was reasonable.

Mrs. Tsang passed around copies of statistics provided by the state which compared Milford Public Library to other libraries statewide. Discussion ensued. Mrs. Tsang stated that she will present statistics at the budget hearings with the Board of Aldermen. For marketing reasons, Mrs. Paula Smith suggested that it might be useful to put the library programs, activities, volunteer programs and Passport facility news on the local Government Access Channel. She stated will work to publicize the library at the Board of Aldermen meetings.

Mrs. Tsang went over the current library statistics. Mrs. Paula Smith suggested providing year to date statistics to the Board of Alderman hearings. Mrs. Tsang presented the Library Board's 2011 meeting dates for approval. **Dr. diFate motioned to approve the 2011 meeting dates. Mrs. Wanosky seconded the motion. The motion carried.** Mrs. Tsang advised the Board that the access fee for Downloadable Books previously approved by the Board has been waived. She asked approval to use those funds to purchase additional titles of downloadable books. Discussion ensued. **Mrs. Wanosky motioned to approve the use of the waived access fee of \$1,250.00 for the purchase of additional downloadable book titles. Ms. D'Anna seconded the motion. The motion carried.** Mrs. Tsang advised the Board that the funds for the purchase of DVD's in the General Fund has been depleted. She asked for the approval of \$500.00 from the Passport Contingency Fund to purchase DVD's. **Mr. Barnett motioned to approve the transfer of \$500.00 within the Passport Fund Accounts from the Unallocated Contingency Account into the DVD Account. Dr. diFate seconded the motion. The motion carried.**

Mrs. Tsang asked for an election of Board officers. Mr. Barnett presented the current slate of Board members. President, Mr. Vita; Vice-President, Mrs. Wanosky; Treasurer, Ms. D'Anna; Secretary, Mrs. Creedon. Mr. Vita asked the Board members for any additional nominations. There were none. Mr. Barnett made a motion to submit the slate. The Secretary cast one vote and the slate was approved.

Old Business: There was no old business.

New Business: Mrs. Creedon asked Mrs. Tsang where the funding will come for the purchase of e-books in the future. Mrs. Tsang stated that she added a new line item to the budget for \$1,500.00 which is minimal. She stated that she thought it was approved because of public demand. Mrs. Tsang suggested that the Board members work with the Friends on a fundraising effort to fund downloadable books. Mrs. Creedon was under the impression that as a 501c3 status the Friends were the fundraising entity. Mrs. Wanosky suggested having a representative from the Friends attend Board meetings. Mrs. Tsang stated that she will ask a Friends member to attend although she stated it should be reciprocal. Mr. Barnett asked about the possibility of a Library Facebook page. Mrs. Paula Smith stated that Social Networking is prohibited on the city server. Mr. Barnett suggested that it become a Friends Facebook page. He thought it might be beneficial as so many Milford residents use Facebook. He also stated that it might draw memberships to the Friends from younger Facebook users. Discussion ensued. Mr. Barnett and Ms. D'Anna agreed to work along with the Friends to create a Facebook page. They will both attend the Friends meeting on Wednesday, January 12th for discussion and possibly seek approval for a Friends Facebook page. Mrs. Tsang reminded Board members to either begin or renew their memberships to the Friends during their annual membership drive. She requested that Board members get involved and work together with the Friends to fundraise and assist them in what they are doing for the library. Mrs. Creedon stated that marketing is needed to bring in members that will actively participate in fundraising for the library. Discussion ensued. Mrs. Tsang stated that if any Board members have any fundraising or marketing ideas they can attend any Friends meetings scheduled on the second Wednesday of every month in her office and/or email her any ideas they might have. Mrs. Wanosky asked that any upcoming Friends events be mailed to Board members. Beginning in March, Mrs. Paula Smith stated she will announce these special events during the liaison reports at the Board of Aldermen meetings. Mrs. Tsang stated she will send Mrs. Paula Smith the online library calendar before it is available to the public which lists the library programs.

Dr. diFate moved to adjourn the meeting at 7:20 p.m. Mr. Barnett seconded the motion. The motion was unanimously approved.

Respectfully submitted,

Joanne Sharretto, Clerk to the Board
Mrs. Linda Creedon, Secretary