

**MILFORD PUBLIC LIBRARY
BOARD OF DIRECTORS
REGULAR MEETING
MARCH 2, 2011
(draft)**

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 March 2, 2011, 2011.

PRESENT

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

EXCUSED

Mr. Barnett
Mr. McGovern

ABSENT

Mrs. Paula Smith, Aldermanic
Liaison
Mr. Patterson, Aldermanic Liaison

Public Presentation: Mrs. Tsang introduced Kristie McGarry, a Library Science student at Southern Connecticut State University who is the latest intern at the library. Kristie stated she is in her last year of the Master's Program at SCSU and that she is learning a lot from her time as intern at the library.

Disposition of minutes: A few corrections were noted for the January 5, 2011 minutes. **Mrs. Wanosky motioned to accept the minutes as corrected of the December 01, 2010 meeting. Mrs. Creedon seconded the motion. The motion carried.**

Secretary's Report: There was no Secretary's Report.

Treasurer's Report: Ms. D'Anna read transfers from the Passport Funds. \$3,800.00 was transferred from Unallocated Contingency of which \$100.00 was transferred into Mileage, \$2,900.00 into Seasonal Temporary, \$300.00 into Fringe Benefits and \$500.00 into the DVD account. Mrs. Tsang stated that she set up a mileage account to cover mileage costs that had been incurred for a Passport refresher training program. She stated there will be more of these training programs in the future.

President's Report: Mr. Vita received a letter from Linda Stock, the City Clerk, reminding all Boards and Commissions when they are required to file the schedule of Regular Meetings for the ensuing year. Mrs. Tsang stated that this year's schedule has already been filed. Mr. Vita stated that there have been additional roof leaks in new areas. He stated that he will contact Mr. Ray Oliver, the project Architect, about the leaks as well as other items in the building that Mr. Vita has believes need looking at. These items came to his attention on a recent tour he took through the building with Mrs. Tsang. Mrs. Tsang advised the Board that she has been researching what the costs would be to put a runner over the existing carpeting at the Circulation Desk. Discussion ensued. Mrs. Creedon asked what the warranty information is for the carpeting that was installed during the Renovation project. At Mrs. Tsang's request, Mr. Vita agreed to ask Mr. Oliver about the warranty on the carpeting when he speaks to him.

Librarian's Report:

Mrs. Tsang stated that the Friends of Milford Library received a \$3,000.00 check from the Red Robin Restaurant at the Westfield Connecticut Post Mall. The money received was a portion of sales made during the restaurant's opening month. The funds have been earmarked for the Children's Department. A portion of the money has been used to build custom cabinets for the new Self-Check and for a PAC that will be operational closer to the picture book area. Amerifix, the company that built the custom cabinets donated a matching counter top for the two remaining PACs. An opportunity has been offered by the Marketing Director of the Connecticut Post Mall to use a store front window with several other libraries in the area as well as the state library for the month of April which includes National Library Week.

Mrs. Tsang asked Mrs. Wanosky to update the Board on their presentation before the Board of Finance. Mrs. Wanosky commented on the questions that were asked by the Board of Finance. She was also approached after the hearings by a reporter from Patch.com inquiring about the funding of the library. Mrs. Wanosky gave her the statistics for the library and explained to her the funding that comes from the Friends of the Library, the proceeds of the Passport Office and various Gift donations are what supplements the funding that is allocated by the City of Milford's budget. She showed her that less than 1% of the City's budget goes to the library. This reporter commented to Mrs. Wanosky on how she hears many complaints about the library being so far behind other libraries and outdated.

Mrs. Tsang stated that she was called to a meeting on March 1st, 2011 with Mayor Richetelli at which time she was advised by him that the decision of the Board of Finance was to cut one full time position from the current library staff of 16 full time positions. Mrs. Tsang called and inquired at the size of the staff at the Stratford library which is a library similar to Milford. She was told that there are 24 full time staff members supplemented by two additional staff members who work over 30 hours per week. Their part time salary budget exceeds \$200,000.00 annually. Stratford is open 54 hours. Milford is open 52.5 hours. Mrs. Tsang stated that she has struggled to cover the hours of operation with 16 full time staffers. She is very concerned about how she will staff the hours of operation of the library and also about safety issues for the staff. She stated that she has been down this road before with the City in 1981 at which time the Board decided to close the library on Saturdays. Mrs. Tsang went over the graphs that she had shown to the Board of Finance showing how underfunded the library was before this cut took place. Mrs. Tsang states that a major concern for her is the safety issues in the building for staff members. She doesn't want to find that due to these cuts, staff members will be forced to work alone especially in the evening hours. Discussion ensued.

Mrs. Wanosky made a motion that in order to compensate for the loss of a full time staff position to utilize the hours and the staff that the library will have, that Saturday services will be cut and that the weekday schedule be adjusted according to the ability to utilize the remaining staff positions. Dr. diFate seconded the motion. Mr. Vita asked for discussion. Discussion ensued.

An amendment was presented by Mrs. Creedon to the main motion stating that the Board proposes to close the library on Saturday with the possibility of other additional closings during the week. Mrs. Wanosky seconded the amendment. The amendment was approved.

Dr. diFate seconded the main motion. The motion carried.

Old Business: There was no old business.

New Business: **Mrs. Creedon moved** to adjourn the meeting at 8:40 p.m. Dr. diFate seconded the motion. The motion was unanimously approved.

Respectfully submitted,

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