

**MILFORD PUBLIC LIBRARY  
BOARD OF DIRECTORS REGULAR MEETING  
MINUTES OF MARCH 5, 2008  
(draft)**

Vice President, Mrs. Linda Wanosky called the regular meeting of the Board of Directors of the Milford Public Library to order at 7:38 PM on March 5, 2008.

**PRESENT**

Mrs. Creedon, Secretary  
Mrs. Wanosky, Vice President  
Dr. diFate  
Mrs. Librandi  
Mrs. Tinti  
Mr. Barnett  
Ms. Smith  
Scott Willey, Aldermanic Liaison  
Mrs. Tsang, Library Director

**EXCUSED**

Mr. Vita, President  
Mrs. D'Anna  
Ms. Manning, Aldermanic Liaison

**ABSENT**

**Public Presentation:** There was no Public Presentation.

**Disposition of minutes:** Mrs. Wanosky requested a motion to accept the minutes of the February 6, 2008 meeting. Mrs. Creedon motioned to accept the minutes. Dr. diFate seconded the motion. The motion carried.

**Secretary's Report:** None.

**Treasurer's Report:** Mrs. Tsang read one transfer. \$1,137.00 was transferred from the Computer Software to the Magazine Index Database account.

**President's report:** Dr. diFate updated the Board on the Renovation project. The roof leaks have been recurring. Mr. Moura, Superintendent of Building Maintenance, has asked that the committee approve a study to be performed by The George Ellis Company to confirm what he thinks may be causing the leaking. Dr. diFate stated that Mr. Moura discovered that when he turned off the air conditioning units during a rain storm there was no leaking which led him to request the study. The Renovations Committee approved the study. Discussion ensued about the balance in the Renovation Fund Account which currently stands at \$16,000.00.

**Librarian's Report:** Mrs. Tsang stated that she still has a list of items she would like to purchase for the library. Padded chairs for the program room, laptop computers and computer tables for the library which would be used for library sponsored computer programs. Mr. Barnett suggested getting a locking cart that holds multiple laptops for security reasons and also an additional WAP (wireless access point) for better wireless access in the program room. Mrs. Tsang stated that she is pleased with the silk plants that have been installed in the library by Beachwood Florists. Mrs. Tsang commended Mr. Moura for his diligence and dedication during the renovation project

Mrs. Tsang attended the 2008/2009 budget hearing with the Board of Finance. As of this date, she has not heard back with their recommendations. Mrs. Tsang discussed the statistics which show a two to three percent increase in Circulation. The public's use of DVD's and Books on CD has increased but Periodicals decreased. Mrs. Tsang is considering circulating the newest magazines which currently are not allowed to be checked out. Mrs. Tsang stated that the Scholastic's Book Flix interactive database has been purchased with funds that were generously donated by the Junior Woman's Club. It is an interactive database for children preschool through third grade.

Mrs. Tsang stated her wish to revise the library's policy for the Program Room. She would like to not have a separate set of Program Room rules for distribution to the public but give a copy of the Program Room policy instead. Mrs. Tsang read aloud a few suggestions given to her by the City Attorney, Ms. Marilyn Lipton. Discussion began about the use of the new projection equipment and the possibility of retaining a security deposit for return of the remote control. Discussion continued on many topics related to the policy, security and liability including the library's responsibility on certain issues. Mrs. Wanosky suggested that this topic be put on the agenda for April. Mrs. Tsang agreed.

Mr. Barnett asked Mrs. Tsang about the budget. Mr. Barnett wanted to know if the gift account funds can be used to replace the funds that will be cut by the City, in particular to retain the database Ancestry.com. Mrs. Tsang stated that she does not like to use the gift funds in that way. Mrs. Creedon stated that the purpose of the Passport Office was to provide funds to fund the type of database program that Mr. Barnett referred to. Mrs. Tinti wished to make an observation. She stated that the decision not to fund Library Programs is a City of Milford decision and that there are other towns that fund their school and library programs.

**Old Business: None**

**New Business:** Mrs. Tinti stated that she attended the February Friends of the Library meeting. She was very pleased to see the excitement and dedication of the members to the ongoing library initiatives. Mrs. Tinti requested that all Board members join the Friends of the Library. Mrs. Tinti reminded all Board members of their annual meeting on May 21<sup>st</sup> at 6:30 p.m. Also in April, the Friends will be hosting Ms. Mary Engels from the Connecticut State Library. She will give a presentation to the group about Friends associations and their relationships between Libraries and Library Boards.

Mrs. Creedon moved to adjourn the meeting at 8:45 p.m. Mr. Barnett seconded the motion. The motion was unanimously approved.

Respectfully submitted,

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