

**MILFORD PUBLIC LIBRARY  
BOARD OF DIRECTORS REGULAR MEETING  
MINUTES OF APRIL 7, 2010  
(draft)**

Board Vice President, Mrs. Linda Wanosky called the regular meeting of the Board of Directors of the Milford Public Library to order at 7:35 pm on April 7, 2010.

**PRESENT**

Mrs. Wanosky, Vice President  
Mrs. Creedon, Secretary  
Ms D'Anna, Treasurer  
Dr. diFate  
Mrs. Tinti  
Mr. Barnett  
Mrs. Paula Smith, Aldermanic Liaison  
Mr. Patterson, Aldermanic Liaison  
Mrs. Tsang

**EXCUSED**

Mr. Vita, President  
Ms. Smith

**ABSENT**

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

**Disposition of minutes:** Mrs. Wanosky requested a motion to accept the minutes of the March 3, 2010 meeting. Ms. D'Anna moved to accept the minutes. Dr. diFate seconded the motion. The motion carried.

**Secretary's Report:** Mrs. Creedon read a letter from Mrs. Tsang thanking Mrs. Maria Librandi for her service as a dedicated Board member. On behalf of the Library Board, Mrs. Creedon has sent a sympathy card to the widow of Mr. George Curtin who recently passed away. Mr. Curtin was a member of the Library Board for twelve years and served as President of the Board for six years.

**Treasurer's Report:** Ms. D'Anna read the transfers for the Passport Funds. From the Unallocated Contingency Fund, \$5,915.00 was transferred with \$2,915.00 into Furniture, Fixture & Equipment and \$3,000.00 into DVD's.

**President's Report:** There was no President's report but Mrs. Tsang did state that there were more leaking issues especially in the Passport Office. It has been determined that it is from the flashing on the building. Mr. Barnett asked Mrs. Smith and Mr. Patterson to comment on whether there are roof issues with other buildings throughout the city. They both concurred that there are roof issues with buildings throughout the city which are being addressed gradually. Discussion ensued. Due to the cost of repairing the flashing, Mr. Patterson stated that the repair wouldn't be paid out of Capital Improvement but would be part of a Bond Issue. Mrs. Tsang also stated that she contacted Mr. Tom Ivers to ask about a grant to replace the interior doors on the lower level entrance. Mr. Ivers will respond to Jean with a decision by the fall of 2010 and if it is not possible, Mrs. Tsang said there will have to be a request made from the Capital Improvement Account.

**Librarian's Report:** Mrs. Tsang reminded the Board members that the May 5<sup>th</sup>, 2010 meeting will be held at the Woodmont Library. Mrs. Tsang asked for a motion to approve the closing of the library on Saturday May 29<sup>th</sup>, 2010 for the Memorial Day holiday weekend. Mrs. Tinti made a motion to approve the closing of the Milford Public Library on Saturday May 29<sup>th</sup>, 2010. Dr. diFate seconded the motion. The motion carried. Mrs. Tsang stated that the Board of Aldermen budget meeting is scheduled for Monday, May 19<sup>th</sup>, 2010. Mrs. Wanosky stated she will attend. Mrs. Tsang stated that she received the Board of Finance recommendations. She stated that there were no additional cuts from the Board of Finance. Both Mrs. Smith and Mr. Patterson commented on how helpful it is to see the data and statistics that Mrs. Tsang included in her budget presentation this year and that it does make a difference in their decisions.

Mrs. Tsang detailed the process of the Library's Strategic Plan. Discussion ensued. Mrs. Tinti asked about the possibility of extending the Library's hours of operation to include Sunday and an additional night. Due to budgetary constraints, Mrs. Tsang stated why it is not possible to do that without increased funding for additional staff. Mrs. Tsang asked the Board members if they had received her emailed attachment requesting their input as to what areas of improvement they would like to focus on. Mrs. Creedon suggested that the Board members should email Mrs. Tsang with ten suggestions they consider a priority. Discussion ensued. Mr. Barnett suggested that the Board also include five to seven ideas that are of the least cost but have the most impact on meeting the public's need. Mrs. Tsang would like to receive these suggestions from the Board within two weeks time. Mr. Barnett suggested that the focus should be technology and the image of the library and its place in the community. Mrs. Tsang stated that she has scheduled a staff meeting with the intention of using their knowledge and experience on changes that are being considered through the Strategic Plan. Mr. Barnett commented that one other issue he considers a priority for the community is to focus on Young Adult programming. Mrs. Tsang agrees with Mr. Barnett so she will ask for a part time Young Adult Librarian in the 2012 budget. In subsequent budgets, her goal is to hire a full time YA Librarian. Mrs. Tsang asked the Aldermanic Liaisons to comment on the upcoming budget. Mrs. Smith stated that in regard to the library budget she realizes through the data presented that many people use the library. She strongly feels that the infra-structure issues such as the library's roof have to be addressed. Mr. Patterson commented on how Mrs. Tsang brought forward in her presentation that when the economy is down, the public use of the library increases. He stated that he doesn't see how any further cuts can be made. Discussion ensued. Mrs. Wanosky asked if there has been any discussion on collected library fees being returned to the library. Mr. Patterson stated that previously, the idea was met with resistance. Discussion ensued. Mrs. Smith suggested contacting CCM to research how other libraries are funded by their towns. Mr. Patterson agreed to contact CCM. Mrs. Wanosky asked that Mrs. Tsang obtain an estimate on replacement costs for materials lost in circulation.

Mr. Barnett made a request asking Mrs. Smith and Mr. Patterson to research the possibility of having a Board of Education member appointed as a liaison to the Library Board. Discussion ensued. Mrs. Smith agreed to contact the Board of Education. Mr. Barnett made a motion to have a Board of Education member appointed to the Library Board as a liaison. Mrs. Tinti seconded the motion. The motion carried.

**Old Business:** There is no old business.

**New Business:** There is no new business.

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

Respectfully submitted,

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