

**MILFORD PUBLIC LIBRARY
BOARD OF DIRECTORS REGULAR MEETING
MINUTES OF MAY 5, 2010
(draft)**

Board President, Mr. Peter Vita called the regular meeting of the Board of Directors of the Milford Public Library to order at 7:40 pm on May 5, 2010.

PRESENT

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

EXCUSED

Mr. Barnett

ABSENT

Mr. Patterson, Aldermanic Liaison

Public Presentation: Mrs. Tsang introduced and thanked Mrs. Ellen Aftamonow who is the Volunteer Coordinator of the Woodmont Borough Library for hosting the Board for the annual May meeting. Mrs. Aftamonow described to the Board how circulation has been in the current economic climate. Mrs. Tinti asked how the Volunteer library is funded. Mrs. Aftamonow stated that it is funded by the Borough of Woodmont.

Disposition of minutes: Mr. Vita requested a motion to accept the minutes of the April 7, 2010 meeting. Ms. D'Anna moved to accept the minutes. Dr. diFate seconded the motion. The motion carried.

Secretary's Report: Mrs. Creedon advised that there were two letters of correspondence from Mayor Richetelli. One letter was to Mrs. Librandi thanking her for her service as a Board member and the other was a letter to Mr. McGovern confirming his appointment to the Library Board. All Board members welcomed Mr. McGovern to the Library Board. Mrs. Smith commented on how his mother was a well loved teacher in the City of Milford. Mr. McGovern thanked Mrs. Smith for remembering her. He stated that both his mom and dad have passed on but both were wonderful teachers in the city.

Treasurer's Report: Ms. D'Anna read the transfers for the General Fund. \$3,700.00 from Regular Wages and \$700.00 from Professional Fees totaling \$4,400.00 was transferred into the Seasonal Temporary Account. \$1,000.00 from Office Equipment Upkeep and \$100.00 from Cooperative Membership totaling \$1,100.00 was transferred into Book Supply.

President's Report: Mr. Vita has contacted Mr. Ray Oliver, the architect for the Renovations project about the remaining leaks in the building especially in the Passport Office. Mr. Oliver suspects that the leaks are entering through voids in the blocks and joints which tend to happen during rain and windy conditions. Mr. Vita spoke with Mr. Sly Moura of Building Maintenance. Mr. Moura suggested that he would like to drop panels in the ceiling to determine where the water is entering from. Mr. Vita spoke with Mr. Moura about having the library's carpets cleaned. Dr. diFate stated that there were many discussions in the past where it was decided that the new carpets would be cleaned on a regular basis. Mr. Vita stated that Mr. Moura will advise him if the carpet cleaning is possible. Mr. Vita stated that he will be scheduling a Renovation Committee meeting. Mrs. Tsang received a quote of \$9,687.00 from the New Haven Glass Company. A committee meeting will be scheduled to approve and vote on the replacement of the lower level interior doors by the New Haven Glass Company. Mrs. Tsang detailed to the Board what is included in the \$9,687.00 quote.

Librarian's Report: Mrs. Tsang thanked Mrs. Linda Wanosky for accompanying her to the Board of Alderman budget hearing on Monday, May 3rd, 2010. Mrs. Tsang stated that on April 22, 2010, Mrs. Suzanne Harrison Thomas received the "Champion of the Young Children" award from Milford Kids Count. Mrs. Tsang complimented Suzanne on her gracious acceptance of the award and her enthusiasm that helps to make the Children's Department a warm and inviting place. Upon receiving the award, she commended the departments Library Assistants, Mrs. Janice Berube and Mrs. Lois Hoory for their dedication. Mrs. Tinti suggested that the Board recognize her with a letter. The Board agreed. Mrs. Creedon will send a card to Mrs. Thomas on behalf of the Board.

Mrs. Tsang stated that the Friends of the Library annual meeting is scheduled for May 19th, 2010 at 7:00 pm. Mr. Eric Ting who is the Associate Artistic Director of Long Wharf Theatre will be their guest speaker. The Friends are planning to host a fundraiser and block book tickets to a Long Wharf production next season. Mrs. Tsang spoke about the goals for the Strategic Plan. A staff meeting was held to acquire suggestions on ways to implement changes. Mrs. Tsang believes that these changes would require policy changes and asked for an approval date of July 1st, 2010. This will also give time to inform the public of the changes. She stated that there will be a change to lengthen the number of days that DVD's and Best Selling books will be circulated and discussed the reason for the changes. Mrs. Tinti applauded the changes as positive because policy changes do not affect the budget where other change requests do have budget ramifications which cannot be controlled.

Mrs. Tsang asked to raise the cost to the patron of a late return of Museum Passes. Each museum allows each library only one pass and many are returned late or some not at all. Discussion ensued. The Board decided it would be best to raise the late fee to \$5.00 to defer the late return of Museum Passes. Ms. D'Anna made a motion to raise the fee for the late return of Museum Passes from \$1.00 to \$5.00 effective July 1st, 2010. Mrs. Tinti seconded the motion. Dr. diFate opposed. The motion carried. Mr. McGovern asked Dr. diFate why she opposed the increase. Dr. diFate stated that she feels the increase is excessive. She stated that usually the groups who check out the passes are families with children and would prefer an increase to \$3.00 on a trial basis before increasing to the \$5.00 fee.

Mrs. Tinti asked Mrs. Tsang if the parking issues had been addressed in any way. Discussion ensued. The consensus is that the parking is an issue and currently no resolution has been offered. In regard to parking issues, Mrs. Tsang asked the Board to approve that at times when the library parking lot is inaccessible to patrons due to festivals, that late fines for that day be waived on items to be returned. Mrs. Wanosky made a motion that when the library is not accessible to patrons due to a function, late fines are to be waived. Dr. diFate seconded the motion. The motion carried.

Old Business: Mrs. Smith stated that she has been in touch with Mr. Stapleton in reference to adding a Board of Education Liaison to the Board panel. Mrs. Smith assured Mrs. Tsang that she will hear from him in the near future and that he thought it was a good idea.

Mrs. Tsang told Mrs. Smith that she has confirmed with Mr. Michael Stock, who is Mrs. Smith's nephew that he will paint the book drop housing in the Children's Department. Mrs. Tsang is grateful that he will share his talents with the library and is looking forward to working along with him. Mrs. Tsang stated that the Friends of the Library will fund the project.

New Business: There is no new business.

Mrs. Creedon moved to adjourn the meeting at 8:45 p.m. Ms. D'Anna seconded the motion. The motion was unanimously approved.

Respectfully submitted,

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