

**Milford Public Library
Board of Directors
Regular Meeting
May 5, 2021**

Board President, Mrs. Linda Wanosky, called the virtual meeting of the Board of Directors to order at 7:33 p.m., May 5, 2021.

Present

Excused

Absent

Mrs. Wanosky
Mrs. Kemp
Mrs. Creedon
Mrs. Oliver
Mrs. Zabinski
Mrs. Piselli
Ms. Uchaczyk
Mr. Smith
Mr. Schmidt
Alderman Marlow
Ms. Angeli
Ms. Volkens

Alderman Smith

Public Presentation: None.

Disposition of Minutes: Motion to accept the minutes, as printed, from April 7, 2021. Moved and seconded by Mrs. Creedon, Mrs. Kemp. Motion passed.

Secretary's Report: None.

Treasurer's Report: Mrs. Oliver read the following transfer:

From Travel & Conferences **to** Bibliomation \$191

Ms. Angeli noted that operational expenses, not wages, can be encumbered.

President's Report (Current News): None.

Policy Committee: Ms. Oliver reported the April meeting was postponed. The next meeting is scheduled for Wednesday, May 19. The General Rules & Regulations policy is up for review. Ms. Angeli will solicit staff for input.

Buildings & Grounds Committee: After discussion, an in-person meeting was scheduled for Tuesday, May 18.

Donor Wall Committee: The committee met with FOML President, Ashley Volkens concerning a potential collaboration to recognize donors to the Library and Friends organization.

Director's Report/Statistics/Strategic Plan: Ms. Angeli read her May report and added:

Ms. Angeli proposed closing the library to the public on May 17 and May 18 for transfer of tech support to Bibliomation. Staff will be available for curbside and additional tasks. Mrs. Oliver made a motion to close the library for two days for tech upgrades. Mrs. Zabinski seconded. Motion passed unanimously.

- Revised By-laws were sent to city attorney
- Strategic Plan revision will be added to the June agenda
- New Upgrades: Our PA system is working great. The door counter was installed, and numbers will be included in the June statistics report.
- We have received nice comments from the StoryWalk. A suggestion was made to submit a press release as a reminder.

Response to Q&A on library operations –

- We have limited seating (approximately 25) available with no capacity limitation
- Books continue to be quarantined for 72 hours, per MHD
- Closing from 12 noon to 2 p.m. is a balance of safety and security. Staff are able to clean/sanitize, take meal breaks, respond to online library card applications, etc. Also, it curtails long visitations.
- Information is being compiled regarding a meeting room policy, as well as online reservations systems (Libcal included).
- Bibliomation is beginning to set up parameters for auto renewals.

Friends of the Library Report: Ms. Volkens announced that the trivia night was fun and had a great turnout. A special thanks to Amanda Kemp for her assistance. Garden grams is a success and has outsold the Cocoa & Kisses gram. There will be a pop-up book sale on Saturday, June 19 outside the lower-level entrance. The FOML are currently exploring fundraising options, e.g., Oyster Festival 2021. More fun to come...

New Business:

MPL was among CT libraries receiving a grant from the American Rescue Plan Act. Ms. Angeli attended an information session and is compiling ideas for expenditures with staff. We are currently not CIPA compliant, however, there is a June 22 deadline. Ms. Angeli will send link to form. Parameters are based on net borrowers vs. net loans.

Old Business:

Review of Board Onboarding Packet – A suggestion was made to add a brief bio of standing board members. Mrs. Oliver will design and submit a questionnaire. Additional suggestions were to correct 3 different spellings of FOML under Library History; add a copy of the By-laws; and elaborate on helpful resources links, e.g., why are they useful.

Motion to adjourn: 8:26 p.m. Vote was unanimous.

Respectfully submitted,

Ms. Thomas
Board Clerk