

**MILFORD PUBLIC LIBRARY
BOARD OF DIRECTORS
REGULAR MEETING
MAY 9, 2011
(draft)**

Board President, Mr. Peter Vita called the regular meeting of the Board of Directors of the Milford Public Library to order at 7:15 pm on May 9, 2011.

PRESENT

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

EXCUSED

Mrs. Wanosky, Vice President
Mr. McGovern

ABSENT

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

Public Presentation: There was no Public Presentation.

Disposition of minutes: Ms. D'Anna motioned to approve the minutes of the April 6, 2011 Library Board meeting. Mr. Barnett seconded the motion. Mrs. Creedon abstained. The motion carried.

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

Treasurer's Report: Ms. D'Anna read a transfer from the General Fund. \$405.00 was transferred from Computer other to the Computer Account.

President's Report: Mr. Vita stated that he did not have much to report. He realizes that there are still problems with items from the Renovations that remain unfinished. He stated that he did speak with Mr. Ray Oliver, the architect for the Renovations project. He asked Mrs. Tsang if she had heard from him. She stated that she had not. Mr. Vita stated that he will continue to work to get these items completed. Mr. Vita asked about leaks. Mrs. Tsang stated that there are no new leaks at this time but there are still ceiling tiles missing from the leaks that took place in the winter and she is sure that this will be fixed by Public Works. Mr. Vita asked Mrs. Tsang about the carpet runner she requested for the front of the Circulation Desk. Mrs. Tsang stated that the carpet runner had been purchased and installed.

Librarian's Report:

Mrs. Tsang reminded the Board that the June meeting will be held at the Woodmont Volunteer library. Mrs. Tsang began speaking on the budget for next fiscal year. She stated that the Board of Aldermen has decided not to convene again until May 19th. At this time, she has not been told of any change in their decision to cut a library staff position. Discussion ensued. It was determined that it would be very difficult to staff the library for the current hours of operation with the cut of a library position. Staff safety is a concern as well. Mrs. Tsang stated that there would have to be a substantial amount of money added to the Seasonal Temporary budget in order to cover the library hours of operation which also include coverage for sickness and paid time off hours of the library staff. Mrs. Tsang stated that what should also be considered is the limits to flexibility in the schedule due to the Union contract. The staff works 5 days at 7.5 hours per day according to Union contract. Discussion ensued. The Board plans to adhere to their previous vote to close the library on Saturdays until which time the staff position is re-instated. Mrs. Tsang stated she believes it would be beneficial if the Library Board members would contact their City Aldermen. Mrs. Creedon suggested displaying a sign in the library with the phone numbers of the Aldermen asking the public to call them regarding the loss of a library staff position and the fact that the library hours of operation will be cut. Mrs. Tsang provided a copy of the phone numbers to the Board and stated that she will post the sign and phone numbers as requested and display it on the library monitors as well.

Due to public demand for eBooks, Mrs. Tsang contacted Ingram who is the library's current downloadable book provider. Mrs. Tsang has also contacted another vendor that supplies downloadable eBooks, audio books, and movies. The annual cost is \$10,000.00 per year for a four year term. There is a per item cost; the vendor suggests putting aside additional funds for added titles.

Mrs. Tsang stated that Mrs. Lois Hoory, Library Assistant in the Children's Department has retired and will be sorely missed. She had a great work ethic and was a dedicated staff member. Danielle Valenzano has been promoted to the vacant position in the Children's Department. The position Danielle departed from in the Circulation Department will remain vacant due to looming budget cuts.

Mrs. Tsang reminded the Board that the Friends of the Library will host their annual meeting on Wednesday, May 25th at 7 p.m. She also advised the Board members that the Friends of the Library are recruiting people who would be interested in becoming a member of the Executive Board of the Friends. The positions currently vacant are that of President and Vice President. She asked the Board members to solicit friends and family who might be interested in filling the vacant positions.

Old Business: There is no Old Business.

New Business: There is no New Business.

Mrs. Creedon moved to adjourn the meeting at 8:00 p.m. Mr. Barnett seconded the motion. The motion carried.

Respectfully submitted,

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