

**MILFORD PUBLIC LIBRARY
BOARD OF DIRECTORS
REGULAR MEETING
JUNE 1, 2011**

Board President, Mr. Peter Vita called the regular meeting of the Board of Directors of the Milford Public Library to order at 7:18 pm on June 1, 2011.

PRESENT

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

EXCUSED

ABSENT

Mr. Patterson, Aldermanic Liaison

Public Presentation: Mr. Vita introduced Ms. Jill Dion, Ms. Susan Kopsco and Mrs. Phyllis Medvedow. Ms. Medvedow gave a description of how things are progressing at the Woodmont Borough Volunteer Library since the passing of the Library Director, Mrs. Ellen Aftamonow. Ms. Medvedow thanked Mrs. Tsang for her assistance after the passing of Mrs. Aftamonow and also thanked the Board members for their presence at their library for the Board meeting. She stated that they are in need of volunteers. Ms. Kopsco stated that acceptable volunteers can include high school students in their senior year especially those with a talent in crafts, but that older volunteers are preferred. Ms. Kopsco also announced that the Board has decided to rename the library after Mrs. Aftamonow. When asked the hours the library is open she stated that they are open 5 days a week, Monday-Friday from 10:00 am to 12:00 noon and then again from 3:00 pm to 5:00 pm. There is consideration being given to opening one night from 5:00 pm to 7:00 pm to attract more patrons to use the library. Dr. diFate stated that she will be calling to schedule a cub scout visit in the future.

Disposition of minutes: Mrs. Creedon motioned to approve the minutes of the May 9, 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 the transfers. \$87.00 was transferred from the Mileage account to Travel and Conference. \$778.00 was transferred from Computer other and \$430.00 from Office Equipment Rental of which \$3.00 was transferred to Computer, \$430.00 to Magazine Index Database and \$775.00 to DVD's. For Passport Fund transfers, \$800.00 was transferred from Unallocated Contingency of which \$600.00 was transferred to Office Supply, \$100.00 to Camera and \$100.00 to the Printer account.

President's Report: There was not President's report.

Librarian's Report: Mrs. Tsang stated that the Friends held their annual meeting on May 25th, 2011. She complimented the program presented by Mr. David Gregory entitled "Growin Up in Milford". She also stated that the Friends membership drive began in May. She stated that the Friends membership drive funds computer purchases, programming for adult and children, media items, art prints and some of the downloadable books in the library collection. Mrs. Tsang stated that Ingram Downloadable Audio was bought out by Recorded Books and that she is pleased with the company's past level of service. The transition from Ingram to Recorded Books will occur over the summer. Mrs. Tsang stated that Recorded Books will be entering the eBooks market along with several other vendors and she is optimistic that the library will be able to obtain a package deal for combined products in the future. Mrs. Tsang stated that a home improvement database has been added to the library databases available for public use which can be accessed at home or in house.

Discussion turned to the decision by the Board of Aldermen to cut a full time staff position from the library and the subsequent vote by the Board to close the library on Saturday's due to lack of sufficient staff coverage and funding. Mrs. Tsang gave out copies of a year of statistics which revealed that Saturday in the summer is the slowest day of the week. Dr. diFate thought this might be due to people going away on weekends. Mrs. Tsang stated that the summer loan period for DVD's and new fiction had been lengthened. This makes Saturday's less busy. Discussion ensued. Mr. Barnett asked to clarify the intent of the discussion and in particular what the Board wished to accomplish at this meeting. Dr. diFate asked that discussion begin on the details of the meeting with the Mayor which Mrs. Creedon stated should be discussed under Old Business. Mr. McGovern asked Mrs. Tsang of the possibility of receiving statistical reports in e-format and by email prior to the meetings. Mrs. Tsang stated that she will ask the Automation Librarian to provide this for them. Mr. Barnett agreed to the benefit of receiving the statistics in e-format.

Old Business: On May 25th, 2011 a meeting was held with Mayor Richetelli. Present at the meeting was Mrs. Tsang, Mr. Vita, Dr. diFate and Mrs. Creedon. Mr. Vita asked all Board members to read the notes from the meeting before discussion. Mr. Vita stated that the Mayor advised them that the Board of Aldermen made a statement that they want the library to remain open on Saturday. Mrs. Creedon disagreed with Mr. Vita's interpretation and stated she believed that they were asking the Board to reconsider closing Saturdays or provide other options. Mr. Vita stated that summer Saturday's are in question at the present time. In the notes for the meeting, it states that the Mayor felt the vote to close the library on Saturday was made prematurely since the final budget had not been approved. Mrs. Tsang proposed to the Board of Aldermen that the library needed an increase of \$17,000.00 for Seasonal Temporary wages in order to begin to compensate for the loss of a full time staff position. He asks that a decision be made by the Board as to how the library will move forward on this issue. Mrs. Paula Smith asked the Board of Aldermen to approve \$15,000.00 for Seasonal Temporary wages but did not get the votes necessary to approve that amount. Discussion ensued. Mrs. Tsang suggested that the library close for summer Saturday's beginning in July and after Labor Day should reopen on Saturdays but adjust the Friday hours to open at 1:00 pm. It was suggested by Mayor Richetelli to spend funds for help as needed and when funds are depleted to return to the Board of Finance to ask for additional funds. Mrs. Tsang and the Board are not comfortable with that suggestion. Mrs. Tsang suggested to Mayor Richetelli the possibility of closing the library on holiday weekends such as Columbus Day, Martin Luther King Day and Presidents Day. Discussion ensued. By Union agreement, the library has always been closed the Saturday preceding the July 4th holiday and Saturday's in August from Oyster Festival through Labor Day. **Mr. Barnett motioned to close the library on Saturday's on the dates of July 9th, July 16th, July 23rd, July 30th August 6th and August 13th, of 2011 and to close on June 16th, June 23rd and June 30th of 2012. Discussion ensued. Dr. diFate seconded the motion and asked for any further discussion. Mr. Vita stated that he is not opposed to voting on summer Saturday's for this year but he is not in agreement with voting on the summer Saturday's for next year at this time. Discussion ensued. Mr. Vita voted against the motion. Mr. McGovern abstained. The motion carried.**

Mrs. Wanosky made a motion that in order to keep the library open on Saturday's for the next fiscal year as a result of the staff position cut; the Board recommends that the library be open the hours of 1:00 pm to 5:00 pm from the Friday after Labor Day of 2011 until June 8th, 2012. Discussion ensued. Mrs. Creedon seconded the motion. The motion carried. Mrs. Creedon asked that it be noted in the minutes that any motion and vote be tabled for now on the possibility of closing three Saturdays on the holiday weekends of Columbus, Martin Luther King and Presidents Days be tabled pending further examination of the budget. Mr. Vita thanked Mrs. Tsang and the Board for their diligence and hard work on this matter. Discussion ensued. Mrs. Paula Smith stated that prior to becoming an Aldermanic Liaison for the Library Board, she did not realize all of the services that the library provided to the public and that these services and programs are often funded through associations such as the Friends. She felt it might be beneficial to make the public aware of this information either through the Friends newsletter or via the library calendar by publishing the funding sources.

New Business: There is no New Business.

Mrs. Creedon moved to adjourn the meeting at 9:00 p.m. Mr. Barnett seconded the motion. The motion carried.

Respectfully submitted,

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