

**Milford Public Library
Board of Directors
Regular Meeting
July 1, 2020**

Board Vice President, Mrs. Amanda Kemp, called the virtual meeting of the Board of Directors to order at 7:35 p.m., July 1, 2020.

Present	Excused	Absent
Mrs. Kemp Mrs. Creedon Mrs. Oliver Mrs. Zabinski Mrs. Piselli Ms. Uchaczyk Mr. Smith Mr. Schmidt Alderman Smith Ms. Angeli Ms. Pilla	Mrs. Wanosky	Alderman Grant

Public Presentation: None.

Disposition of Minutes: Motion to accept the minutes as corrected from June 3, 2020. *(Changed to Staff will retain laptops as needed, under Technology Sub-Committee.)* Moved and seconded by Mrs. Creedon, Mrs. Zabinski. Motion passed.

Secretary's Report: None.

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

- **From** Printing & Binding **to** Magazine Index & Database \$625
- **From** both (1) Periodicals and (2) Microfilm **to** Electronic Media \$1600 each

President's Report: None.

Technology Sub-Committee: None.

Policy Committee: None. Mrs. Oliver plans to schedule a meeting this month to review the policy renewal schedule. (Virtual or in-person TBD)

Buildings & Grounds Committee: Ms. Angeli reported the Children's library renovation is nearing completion. A completion date is pending the installation of data lines and painting of book shelves. New adult furniture purchase is on hold; Ms. Angeli will meet with Children's staff regarding their furnishings. The outside areas will be left prepped for additional outside work.

Donor Wall Committee: None.

Director's Report: Ms. Angeli reviewed her report submitted 7/1/20 and added there are no statistics this month; we are working to make sure statistics are counted accurately, per new guidelines. A discussion ensued on various topics:

- Patron capacity...is limited to 50%
- Book returns...total returns not counted; books are quarantined for 72 hours
- Due dates...have not been extended as of July 1
- Fines & fees...will continue to be waived until further notice
- Library hours...beginning July 13: **UPDATE: We are keeping the Tuesday/Wednesday/Thursday 10 a.m. -2 p.m. open only hours until further review of procedures and staffing levels.**
 - Monday/Wednesday/Thursday/Saturday 10 a.m. – 2 p.m.
 - Tuesday 10 a.m. – 2 p.m.; 5 p.m. – 8 p.m.
 - Friday 1 p.m. – 5 p.m.
- Curbside pick up...will continue, by appointment
- Book service...Yankee Courier will restart on Monday; DeliverIt has begun.

Mrs. Oliver thanked Ms. Angeli for her hard work during the past fiscal year.

Friends of the Library Report: Ms. Pilla reported the I (heart) MPL car cling sale commenced and there has been a good response. She thanked everyone for their contribution. She plans to meet with Ms. Angeli on July 2, prior to next week's FOML board meeting, to talk about what can be done going forward, how it can be done, and what volunteers are comfortable doing.

New Business:

None.

Old Business:

August 2020 Board Meeting – After discussion, the board agreed there was no urgent need to hold a meeting in August. Ms. Angeli agreed to provide information of any library news, events, etc., via email. Additionally, Ms. Angeli reminded everyone to check the library website for updates, as well.

Motion to adjourn: 8:18 p.m. Moved and seconded by Mrs. Oliver, Mrs. Creedon. Vote was unanimous.

Respectfully submitted,

Ms. Deirdre Thomas
Clerk to the Board