

**Milford Public Library
Board of Directors
Regular Meeting
September 2, 2020**

Board President, Mrs. Linda Wanosky, called the virtual meeting of the Board of Directors to order at 7:38 p.m., September 2, 2020.

Present

Excused

Absent

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

Alderman Grant

Public Presentation: None.

Disposition of Minutes: Motion to accept the minutes, as printed, from July 1, 2020. Moved and seconded by Mrs. Creedon, Ms. Uchaczyk. Motion passed.

Secretary's Report: None. Mrs. Wanosky expressed thanks to Mrs. Kemp for conducting the July meeting, in her absence.

Treasurer's Report: None. A discussion ensued regarding Fund 10 budget line items and a reopen date for the Passport Office.

- Are line items measured by performance...Ms. Angeli noted we do monitor performance and she has the ability to make transfers as needed.
- Does staff have input into budget line items...Yes. Ms. Angeli used the music CDs account as an example.
- When will the Passport Office reopen...We are currently having discussions and evaluating options to reopen the Passport Office. A date will be determined once we have reached optimal safety protocols for both staff and applicants.

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 stated the Children's library renovation is 99% complete. There are small items, as well as, punch list items that remain. The biggest task is painting of book shelves. Unanticipated work (janitor's closet, drywall) contributed to an overage; which was added to the City's Capital Improvement Plan. Paperwork has been completed and filed with the State of Connecticut to reimburse the city. Alderman Smith volunteered to check the status of the State's agreement to reimburse.

Donor Wall Committee: None. A discussion ensued regarding a grand opening. Ms. Angeli reiterated that there will be a ribbon cutting, while keeping social distancing in mind.

Director's Report: Ms. Angeli reviewed her report submitted 9/2/20 and added:

- No statistics this month; we are working to make sure statistics are counted accurately, per new guidelines.
- New library hours starting Saturday, September 12
- Collaborations with other libraries on Zoom programs

Friends of the Library Report: Ms. Pilla reported the FOML are working on two community engagement projects. Sign Your Name/Show Your Love is scheduled for the third week of October to coincide with National Friends of Library Week. The *Party in a Bag* initiative is similar to the library's take & make bags. PIAB will run for one week, first come/first serve, until supplies last.

New Business:

2021 Library Calendar - A motion was made to adopt the MPL 2021 calendar, as drafted. Vote was unanimous. Motion passed.

2020 Library Calendar - A motion was made to amend the 2020 calendar regarding the Saturday, October 17 library closure, due to the cancellation of Party in the Stacks. Vote was unanimous. Motion passed.

Old Business:

Director Review Process – Mrs. Wanosky asked to form a committee to write up the director's evaluation based on input from staff and the board. The new committee consists of Mrs. Wanosky, Mrs. Kemp, Mrs. Creedon, Mrs. Oliver, Mrs. Piselli and Ms. Uchaczyk. A committee zoom meeting will be scheduled. Ms. Angeli will send her updated goals to the board prior to the meeting. A discussion ensued on whether the evaluation process should be added as a policy or fall under our bylaws. More research is needed; tabled until the October 7 meeting.

Motion to adjourn: 8:42 p.m. Vote was unanimous.

Respectfully submitted,

Ms. Deirdre Thomas
Board Clerk