

**Milford Public Library
Board of Directors
Regular Meeting
September 4, 2019**

Board President, Mrs. Linda Wanosky, called the regular meeting of the Board of Directors to order at 7:37 p.m., September 4, 2019.

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

Public Presentation: None.

Disposition of Minutes: Motion to accept, as printed, the minutes from June 5, 2019. Moved and seconded by Mrs. Creedon, Mrs. Piselli. Motion passed.

Secretary's Report: None.

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

- **From** Info Services **to** Computer Software & Maintenance \$1400
- **From** Info Services **to** Computer Software & Maintenance \$1300
- **From** Unallocated Contingency (Fund 76) **to** Seasonal/Temporary \$7000

President's Report: Mrs. Wanosky read a thank-you card from the Creedon family for the Board's donation to the Navy-Marine Corps Relief Society.

Technology Sub-Committee: Ms. Angeli met with Bibliomation and Milford IT staff regarding moving technology support to Bibliomation. A scope of work is being drafted, then reviewed by IT and approved by Mayor Blake. Ms. Angeli reiterated that the library will receive 25 new staff PCs, featuring Office 365 through IT. Nine new PCs are available to replace aging public PCs, as needed. A discussion ensued.

Policy Committee: Mrs. Oliver stated they met on June 26. Minor changes (grammar, readability) were made to Computer & Internet, Social Media, Gift Donation Form, Circulation and Fines & Fees policies. The General Rules & Regulations and Program Room Usage policies were reviewed on July 29. Mrs. Creedon moved to accept the abovementioned policies as amended; Mrs. Kemp seconded. Ms. Angeli will create a binder to include library policies, bylaws and general information for Board reference. Mrs. Oliver expects to have Exhibits, Community Information, and Tutoring policies completed for the October meeting.

Space Utilization Committee: Ms. Angeli reported interested contractors completed a walk through and a winning bid was selected. Notice regarding relocations, changes and cancellations during construction, to commence October 1, was sent out on social media today. Press releases are pending. A pre-construction discussion is scheduled for Tuesday, September 10. A discussion ensued. For your perusal, blueprints are available in Ms. Angeli's office.

Donor Wall Committee: A discussion ensued regarding furniture acquisition and expenditure. Ms. Angeli will follow up on scheduling a meeting with legal.

Director's Report: Ms. Angeli reviewed her reports submitted 7/3/19 and 9/4/19 and added the ribbon cutting for the StoryWalk project was held on Saturday, August 31. The Strategic Plan Committee did not meet during the summer mainly due to vacations, however, as of June community partnerships have gone up 38%.

Friends of the Library Report: Ms. Pilla reported -

- The FOML provided general information and promoted Party in the Stacks at the 2019 Oyster Fest
- FOML Book Fair will be held on Saturday, September 7 at Barnes & Noble
- Party in the Stacks tickets went on sale September 3; planning and decorating is in full swing
- The location for FOML Friday with Friends-evening edition on October 1 is TBD

Old Business:

Mrs. Creedon inquired about the aforementioned sculpture donation. A discussion ensued and the issue was tabled for another time.

New Business:

Director/Committee Review – It was agreed unanimously to have a full-board committee for the review. Ms. Angeli will prepare a self-review of objectives and accomplishments relative to the Strategic Plan. A meeting was tentatively planned for November 6 at 7 p.m.

Party in the Stacks – Mrs. Oliver made a motion to close the Library on Saturday, October 19, additionally to allow the sale of alcohol during the evening event. Mrs. Creedon seconded. The motion passed unanimously.

Ms. Angeli noted the library closure calendar will be added to the October agenda.

Motion to adjourn: 8:50 p.m. Moved and seconded by Ms. Uchaczyk, Mrs. Oliver. Motion carried.

Respectfully submitted,

Ms. Deirdre Thomas
Clerk to the Board