

**MILFORD PUBLIC LIBRARY
BOARD OF DIRECTORS
REGULAR MEETING
SEPTEMBER 5, 2012
(draft)**

Board President, Mr. Peter Vita called the regular meeting of the Board of Directors of the Milford Public Library to order at 7:48 pm on September 5, 2012.

PRESENT

EXCUSED

ABSENT

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

Public Presentation: There was no Public Presentation.

Disposition of minutes: Mrs. Creedon moved to approve the minutes of the Board meeting of July 11, 2012. Mrs. Wanosky seconded the motion. The motion carried.

Secretary's Report: Mrs. Creedon read a letter from Mr. McGovern stating that is necessary that he resign from the Board due to family issues. Mrs. Creedon stated that the Board wishes him well with the hope that he will return to the Board at another point in time. Mrs. Creedon read a letter from the ACLB announcing a conference at the University of Hartford that is scheduled for October 25, 2012. The 2012 Trustee Leadership Conference is entitled "Preparing your Board for the Future". It begins at 9:15 a.m. and runs until 2:30 p.m. Mrs. Tsang stated that last year the fees were paid from Grant funds. Mrs. Wanosky stated that she attended last year's conference and recommended that anyone who can attend, do so, because it is worthwhile.

Treasurer's Report: Ms. D'Anna read one transfer for the Fines and Fees Fund. \$4,954.38 was transferred from Unallocated Funds into Electronic Media. Mrs. Tsang stated that it was for the purchase of e-Books.

President's Report: There was no President's report.

Librarian's Report: Mrs. Tsang stated that the library finally has 15 full time staff members. Mrs. Angel Robinson-Troupe joined the staff on August 13th and a staff member has returned from maternity leave as of August 28th, 2012. Mrs. Tsang commended the staff for their continued good service and willingness to go above and beyond. The Friends are hosting will be hosting a fundraiser at "Something of Bev's" on October 14th, 2012 and they will also have a table at the Energy Fair on Saturday, September 29th, 2012 from 10:00 a.m. to 1:00 p.m. The Friends will be distributing free energy efficient light bulbs to the public as well as holding a membership drive. The energy efficient light bulbs were purchased with Grant funds. The fair will include groups such as Community Development, the Milford Technology Advisory Group or (MTAC), United Illuminating and the Community Gardens. One of the benefits of the fair is that the public can drop off any unwanted electronics for recycling. The Friends are also funding a children's program called "Mad Science". Mrs. Tsang stated that there will also be a staged reading by Square One Theatre on Friday September 21st at 7:00 p.m. Mrs. Tsang extended an invitation to the Board to any of the programs or fundraisers mentioned. She stated that there are great programs scheduled for October and commended the Assistant Director, Mrs. Nancy Abbey and Suzanne Harrison-Thomas, the Children's Librarian for their part in scheduling and hosting these types of programs.

Mrs. Tsang stated that the library now has 235 e-Books in the collection which were purchased with both Passport and Fines and Fees Fund. Included in the collection are Children's and Adult's titles along with fiction and non-fiction. Mrs. Tsang described to the Board what her intentions are for future purchases of e-Books. She stated that she is considering buying titles that are Books on CD and downloadable of the same titles. Mrs. Tsang went over the statistics with the Board. Mrs. Tsang stated that the Friends paid to have a few of the art prints refurbished. Mrs. Tsang commended Ms. June Benson of Gallery on the Green for her work and her generosity to the library.

Mrs. Tsang stated that Mayor Blake has appointed Mrs. Toby Zabinsky as the new Board member. Her appointment needs approval by the Board of Alderman.

Mrs. Tsang stated that the New England Air Museum passes have been added to the collection of museum passes that are funded by the Friends. Mrs. Tsang asked the Board what they wished to discuss regarding library goals. Mrs. Oliver stated that she would like address communications which she noted was mentioned many times in the library survey. She stated for instance, the fact that the library has three different websites. Mrs. Tsang explained the websites and how they work. Mrs. Tsang stated that communication has been enhanced with Patch.com, the Milford Mirror and the New Haven Register. Mrs. Wanosky suggested the website Nutmegdaily.com. She said she will send the link to Mrs. Tsang. Discussion ensued on the library goals with Mrs. Tsang stating her intentions for improvements in the future. Mrs. Tsang asked the Board members for suggestions for a guest for the October meeting. Discussion ensued. Mrs. Tsang stated that she can ask someone from the State Digital Committee as well as Board members from surrounding area libraries. The Board members agreed with her suggestion for October's meeting. Mrs. Creedon asked what Mrs. Tsang intends to offer as a goal for an increase of e-Books. Mrs. Oliver asked about the number of e-Books that are circulating. Mrs. Tsang stated that 93 e-Books were checked out in August. Mrs. Tsang suggested doubling the collection. Discussion ensued. It was decided that the goals would be to double the e-Books collection, update the CEN wireless and to add a computer for use in the Genealogy room.

Mrs. Tsang asked for approval for Passport Funds to purchase computer games. Discussion ensued. **Mr. Barnett made a motion to approve \$1,000.00 from the Passport Funds for the purchase of Video Games. Dr. diFate seconded the motion. The motion carried.**

Mrs. Tsang asked for approval for funds to have the 17 pictures in the program room resized and reframed at a cost of \$39.00 each which totals \$663.00. Mrs. Creedon suggested having the existing frames painted. Mrs. Tsang stated she doesn't have the time or opportunity to repaint them but asked if anyone would like to volunteer to do that. Discussion ensued about different options and sources of funding for this project. Mrs. Oliver made a motion to approve \$663.00 to crop and reframe the 17 pictures that are in the Program Room. Dr. diFate seconded the motion. Ms. D'Anna opposed the motion. She suggested buying 12 new pictures instead of reframing the existing pictures. Discussion ensued. Dr. diFate stated that the motion would have to be changed. Mr. Barnett motioned to table the motion. Mrs. Oliver withdrew the motion. Mrs. Wanosky asked for discussion. Discussion ensued. **Mrs. Oliver revised the motion to approve up to \$700.00 from Passport Funds to crop and reframe with black frames the seventeen pictures in the Program Room at the discretion of the Library Director and the Framing Professional. Mr. Barnett seconded the motion. Ms. D'Anna opposed. The motion carried.**

Old Business: There was no old business.

New Business: There was no new business.

Mrs. Wanosky moved to adjourn the meeting at 9:05 p.m. Mrs. Oliver seconded the motion. The motion carried.

Respectfully submitted,

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