

**Milford Public Library  
Board of Directors  
Regular Meeting  
November 3, 2021**

Board President, Mrs. Linda Wanosky, called the virtual meeting of the Board of Directors to order at 7:34 p.m., November 3, 2021.

**Present**

**Excused**

**Absent**

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

Mr. Broesder

**Public Presentation:** None.

**Disposition of Minutes:** Motion to accept the minutes, as printed, from October 6, 2021. Moved and seconded by Mrs. Oliver, Mrs. Kemp. Motion passed.

**Secretary's Report:** None. Ms. Angeli received a copy of the ACLB newsletter; will scan and email to the board. ACLB will host a mini conference (virtual) this year. More information to follow.

**Treasurer's Report:** Mrs. Oliver reported the following transfer:

**From** (Fund 76 – Passport) Unallocated Contingency **to** Seasonal/Temporary \$10,000

**President's Report (Current News):** Mrs. Wanosky congratulated our Alderman Liaison, Mr. Marlow on winning another term.

**Policy Committee:** A motion was made and seconded, Mrs. Uchaczyk, Mrs. Zabinski, to approve the revisions to the Circulation policy, as submitted. A motion was made and seconded, Mrs. Creedon, Mr. Schmidt, to approve revisions to the Fines & Fees policy, as submitted. Vote was unanimous for both. Motion carried. Mrs. Oliver noted, there was agreement to eliminate the Brain Station policy. A discussion ensued regarding future changes to the Gift policy (pending input from Donor Recognition committee), Room Use policy (pertaining to middle school students), and other policies to include CIPA compliance and Hublet tablets. Mrs. Oliver announced they are done for 2021 and thanked everyone for their hard work.

**Buildings & Grounds Committee:** The committee met and surveyed the building against the list of building upgrades. Ms. Angeli thanked Mr. Marlow for his input. After the walkthrough, the committee agreed that we require increased support, assistance and awareness (MIS, Public Works, elected officials). A (virtual) meeting was scheduled for November 16 to finalize the draft letter.

**Donor Recognition Committee:** Ms. Angeli indicated she has had marginal success with acquiring quotes from vendors, e.g., they work on much larger projects. She still has feelers out for quotes; however, we need to do more groundwork and provide firm specifications such as budget, size, placement, format. Plans to meet in December, with FOML attendance, is TBD.

**Director's Report/Statistics/Strategic Plan:** Ms. Angeli read her November report. She will keep the board apprised of developing projects (A/V upgrades, new furniture, exterior space) utilizing city ARPA funds.

**Strategic Plan** – Ms. Angeli met with staff and plans to meet again on November 18; they will review the SP survey and make recommendations to the board for a new survey. The survey will be published for community input—no focus groups.

**Friends of the Library Report:** Ms. Pilla reminded everyone of the FOML used jewelry sale (11/13) and Holiday book sale (12/4). Also, they have received some applications for the open board positions.

#### **New Business:**

**2022 Milford Library Calendar** – Ms. Angeli requested to amend the 2022 MPL calendar to include closures on Saturday, December 24 and December 31. A motion was made and seconded, Mrs. Zabinski, Ms. Uchaczyk. Vote was unanimous. Motion passed.

**Budget Discussion FY 2023** – Ms. Angeli denoted the FY 2023 budget is due on November 8. The next step is to meet with the mayor and finance director in December. TBD.

**CIPA Compliance on Library Internet Service** – December/January timeframe for rollout of Hublet stations and update to internet policy regarding CIPA compliance.

**Furniture Expenditure** – Staff will meet on Friday to reassess the original furniture request. Afterwards, library staff and board members will meet with Creative Library Concepts via Zoom.

#### **Old Business:**

- **Update on Shipyard Lane Grant** – Ms. Angeli has received no response to her inquiry

**Motion to adjourn:** 8:30 p.m. Moved and seconded by Mrs. Oliver, Ms. Uchaczyk. Vote was unanimous.

Respectfully submitted,

Ms. Thomas  
Board Clerk