

**Milford Public Library
Board of Directors
Regular Meeting
November 4, 2015**

Board President, Mr. Peter Vita called the regular meeting of the Board of Directors to order at 7:37 p.m., November 4, 2015

Present	Excused	Absent
Mr. Vita	Ms. D'Anna	Alderwoman Fontana
Mrs. Wanosky	Mrs. Oliver	
Mrs. Creedon	Mrs. Zabinski	
Dr. diFate	Alderman Smith	
Mr. Barnett		
Mrs. Gaynor		
Ms. Angeli		

Public Presentation: None

Disposition of Minutes: Move to accept as printed, the minutes from 10/7/2015. Moved and seconded by Mrs. Wanosky and Mrs. Creedon. Motion passed.

Secretary's Report: Mrs. Creedon read a note of thanks from Assistant Library Director, Nancy Abbey, for the generous donation to Music Haven in memory of her husband.

Treasurer's Report: In Ms. D'Anna's absence, Ms. Angeli read the following transfer:

- **From** Unallocated Contingency (Passport) **to** Furniture/Fixtures/Equipment
\$6,000.00

Presidents Report: None

Technology Sub-Committee Report: Ms. Angeli noted that the Lego team is progressing. They will compete in Shelton on November 21 and are currently working on their presentation. There are some issues with the 3D printer which are being resolved.

Policy Sub-Committee Report: Ms. Angeli informed us that a second email was sent to the city attorney regarding the Room Use policy. Mrs. Wanosky added the Community policy remains and they are close to completion.

Director Evaluation Committee: Mrs. Creedon reported that the committee met on November 1. Submissions of reviews included a little more than 50% from Library staff and less than 100% from Library board members. However, the reviews received are very thought provoking. The goal is to present an executive session in December and outline a review; following Board approval they will meet with Ms. Angeli. For the next meeting, they will set goals, hopefully January 2016, to work from a calendar year. If anyone has any additional goals to be included, please email Mrs. Creedon or other committee members (Mrs. Gaynor, Mrs. Wanosky, Mr. Vita).

Space Utilization Committee: Mr. Barnett announced they met tonight. Mr. Philip Vetro joined and gave his advice regarding their space needs assessment. The committee and Mr. Vetro toured the Children's area and loading dock, and examined issues and ideas for the Children's Program Room and expansion of the existing Children's Library space. The next step is to obtain architectural input and see various space concepts, to go from idea to action.

Director's Report: Ms. Angeli reviewed her report submitted 11/4/15 and added:

- **Library Positions** – As of this week, we have a third Library Assistant position open. Mr. Scott Brill announced his resignation.
- **Financial Report** – It was unanimously agreed to move the Bookkeeper's and Passport Balance Reports, included in the Board packet, to the Financial portion of the agenda for continuity

Ms. Angeli noted the fiscal year 2017 budget is due to Finance on November 6. She is asking for a 1% increase with the majority allocated to Seasonal/Temp. A discussion ensued.

Old Business: None

New Business:

- **2016 Meeting Dates** – Mr. Barnett, Mrs. Creedon moved and seconded to approve the 2016 meeting dates as proposed. Vote was unanimous. Motion carried.
- **Literacy Center** – A copy of the agreement sent to Legal was reviewed and discussed
- **ILS Discussion** - Alternate options to our current ILS were discussed

Motion to Adjourn: 8:49 p.m., Mrs. Wanosky, Mr. Barnett. Motion approved.

Respectfully submitted,

Ms. Deirdre Thomas
Clerk to the Board