

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

Board President, Mrs. Linda Wanosky, called the virtual meeting of the Board of Directors to order at 7:33 p.m., December 2, 2020.

Present

Excused

Absent

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

Public Presentation: None.

Disposition of Minutes: Motion to accept the minutes, as printed, from November 4, 2020. Moved and seconded by Mrs. Creedon, Ms. Uchaczyk. Motion passed.

Secretary's Report: Mrs. Creedon mailed cards to congratulate our former alderman liaisons, Mr. Frank Smith and Mr. Jeremy Grant.

Treasurer's Report: None. Ms. Angeli reported on the impact of library revenue (fines, fees, passport) since Covid-19. Additionally, there will not be collection of fines/fees during the six-day quarantine; however, we will continue to charge in the future.

- Will the quarantine hours decrease...Unless the state guidelines change, we will continue to adhere to the longer quarantine period.
- Will seasonal/temp staff assist in the Children's move...Seasonal/temp staff will be offered hours to assist and utilized as necessary.

President's Report: None.

Technology Sub-Committee: None. Ms. Angeli announced the migration of Bibliomation is scheduled to start in January.

Policy Committee: None.

Buildings & Grounds Committee: None.

Donor Wall Committee: Ms. Wanosky gave an update on their recent Zoom meeting. The committee agreed to continue with the donor wall for recognition and appreciation; to review procedures used by other libraries, such as Westport; to start anew with the wall design--enlisting Friends of Milford Library; to publicize the library's successes and how/where the money is spent via brochures, posters and forms. The committee will meet again with Ms. Angeli.

Director's Report: Ms. Angeli reviewed her report submitted 12/2/20 and added:

- There are 4 public PCs, including 1 quick access, and seating for 11 patrons
 - Children's staff have some fun ideas for the reopening (e.g., virtual tours, golden tickets)
 - We are moving forward with the strategic plan by providing basic service
- What color is the paint for the shelving...Dark blue--Ms. Angeli will send an email with the timeframe.
 - Which account is used for PPE purchases... Office Supply & Maintenance.
 - How much has been spent...Ms. Angeli will review the spreadsheet and share totals.
 - Is the library using SimplyE...Yes, the library has offered it for a few months. We have had no reports of issues.

Mr. Schmidt inquired about having support at the budget meetings. A discussion ensued on the budget process (Mayor – Board of Finance – Board of Alderman). Mrs. Wanosky urged anyone who wished to attend a budget meeting to let Ms. Angeli know ahead of time.

Friends of the Library Report: Ms. Pilla reported the addition of (\$10) MPL logo masks to our merchandise sale. All items are currently on display at the Circulation desk. Also, the FOML are working on an advocacy campaign which will kick off in January. More details to follow. There has been no info yet from the Boscov's event in October. Small fundraisers will be planned for 2021.

New Business:

Review of ACLB Conference – All board members who attended the conference spoke briefly about the sessions: Being a Library Board: Board Basics; Advocacy and Budgets in the time of COVID-19; and ACLB's Library Board Self Assessment Tool. Ms. Uchaczyk shared contact information for presenter, Gail Richmond: GRichmondinfo@ACLB.org.

Update on Library By-Laws Revision – Ms. Angeli sent both old and new copies of the by-laws to our city attorneys. They will need time to review them, in relation to the statute, and report back.

Old Business: None

Motion to adjourn: 8:53 p.m. Moved and seconded by Mrs. Zabinski, Mrs. Oliver. Vote was unanimous.

Respectfully submitted,

Ms. Thomas
Clerk to the Board