

**Milford Public Library
Board of Directors
Regular Meeting
December 3, 2014**

Board Vice-President Mrs. Linda Wanosky called the regular meeting of the Board of Directors to order at 7:33 p.m., December 3, 2014

Present

Mrs. Wanosky
Mrs. Creedon
Mr. Barnett
Mrs. Gaynor
Mrs. Zabinski
Alderman Frank Smith
Ms. Angeli

Excused

Mr. Vita
Ms. D'Anna
Dr. diFate
Mrs. Oliver

Absent

Alderswoman Suzanne Fontana

Public Presentation: None

Disposition of Minutes: Move to accept as printed, the minutes from 10/1/2014. Moved and seconded by Mr. Barnett and Mrs. Creedon. Motion passed.

Secretary's Report: None

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

1. From Books (Reference) to Microfilm \$4,000.00

Presidents Report: None

Technology Sub-Committee Report: Mr. Chris Saley, Director of Public Works, was invited to discuss his assessment of converting the Passport Office into a digital lab space. Mr. Saley presented his ideas and walked the attendees through the physical space. Mrs. Creedon gave an update on her progress since the October 10 meeting. She spoke to Mr. Paul Otzel, Secretary-Treasurer of the Devon Rotary Foundation Trust Fund. A proposal for donor contribution will be composed and submitted prior to their February meeting. Additionally, she visited Best Buy and obtained information on equipment and estimates (printers, iMacs, art tablets, software subscriptions, and filament). A meeting with their business entity was recommended. A discussion ensued on marketing to donors, public awareness and the survey.

Policy Sub-Committee Report: Mrs. Wanosky conducted a review of four policy drafts: Computer and Internet Use, Tutoring, Proctoring and Volunteer. Attendees noted changes (typos, additions, deletions, etc.) and Ms. Angeli will make all revisions. Move to accept the corrections and submit to Legal upon completion. Motion moved and seconded by Mrs. Creedon and Mrs. Zabinski. Motion unanimously approved.

Director's Report: Ms. Angeli reviewed her reports submitted 11/5/14 and 12/3, and added:

- A lot of publication work is currently being done in-house, such as, our newly-designed library card. Board members will all receive the new library card

Old Business: None

New Business: Ms. Angeli requested \$7000 from Fines and Fees to purchase eBooks. Moved and seconded by Mrs. Zabinski and Mrs. Creedon. Motion unanimously approved.

A discussion ensued on the library calendar and library board meeting dates. Ms. Angeli recommended Holiday closings as follows:

Permanent

Close Saturday prior to Memorial Day
Close at 5 p.m. Wednesday before Thanksgiving
Close at 1 p.m. Christmas Eve
Close at 5 p.m. New Years Eve

Flexible (via Annual Vote)

Saturday closing week of July 4

Motion moved and seconded by Mr. Barnett and Mrs. Gaynor. Motion unanimously approved

The proposed Milford Public Library Board 2015 meeting dates were revised to move from July 1 to July 15. Motion moved and accepted by Mrs. Creedon and Mr. Barnett. Motion unanimously approved as amended.

Ms. Angeli announced our contract with Horizon will expire in August 2016. Discussion ensued. This will be an agenda item for further discussion at the next meeting.

Motion to Adjourn: 9:43 p.m., motion unanimously approved.

Respectfully submitted,

Ms. Deirdre Thomas
Clerk to the Board