

**MILFORD PUBLIC LIBRARY  
BOARD OF DIRECTORS REGULAR MEETING  
MINUTES OF DECEMBER 5, 2007  
(draft)**

President, Mr. Peter Vita called the regular meeting of the Board of Directors of the Milford Public Library to order at 7:40 PM on December 5, 2007.

**PRESENT**

Mr. Vita, President  
Mrs. Wanosky, Vice President  
Mrs. D'Anna, Treasurer  
Ms. diFate  
Mr. Vitali  
Mr. Arnold  
Mr. Barnett  
Mrs. Librandi  
Scott Willey, Aldermanic Liaison  
Mrs. Tsang, Library Director

**EXCUSED**

Mrs. Creedon, Secretary  
Ms. Suzanne Manning, Aldermanic Liaison

**ABSENT**

**Public Presentation:** There was no Public Presentation.

**Disposition of minutes:** Mr. Vita requested a motion to accept the minutes of the November 7, 2007 meeting. Mr. Arnold made a motion to accept the minutes. Mrs. D'Anna seconded the motion. The motion carried.

**Secretary's Report:** None.

**Treasurer's Report:** Ms. D'Anna read one account transfer. \$605.00 was transferred from the Computer Other account into the Computer account to replace an outdated PC.

**President's report:** Mr. Vita updated the Board on the Renovation project. At their meeting this evening the punch list was discussed by the committee members. One of the items completed was the installation of the chair rail in the program room. The items that have been approved for purchase are a new projector and screen for the program room, 1,444 magnetic books ends which will replace the original book ends and silk plants for the library. Mrs. Tsang negotiated the increase in cost from the original quotation given by Mr. Sign. Mrs. Tsang received a second bid and renegotiated the quote. Mr. Sign matched the second bid which produced a savings of \$2,100.00. Mr. Vita stated in regard to the unfinished items on the punch list that he requested that Mrs. Tsang obtain input from library staff members on any items they are aware of that need attention or completion.

**Librarian's Report:**

Mrs. Tsang stated that her first budget meeting is scheduled for December 6, 2007 with Mayor Richetelli. Discussion ensued. Mrs. Tsang stated that the increase in library use as shown in the statistics justifies her budget requests. Mr. Vita accompanied Mrs. Tsang to the Freedom of Information (FOI) meeting for the city and provided the Board members with what was learned. Mrs. Tsang asked for a vote on the 2008 calendar of Library Board meetings. She read aloud the list to the Board. A motion was made by Mr. Arnold to cancel the January 2008 meeting due to the possibility of a lack of a quorum. Mrs. Librandi seconded the motion. The motion carried. Mrs. Tsang will submit the list of the 2008 meeting dates to the City Clerk's office and will e-mail the Board with the budget hearing dates. Mrs. Tsang stated that the Rotary Club donated a large collection of DVD's entitled Milford Memories. The Milford South of the Green Historic Commission donated a reference book shelf. The staff has been doing additional community outreach. Mrs. Tsang commended Mrs. Nancy Abbey, the Assistant Library Director, who has scheduled and hosted many library programs. Mrs. Tsang is planning to schedule a Green Fair in cooperation with the Environmental Concerns Coalition.

**New Business:** The Library Board welcomed Mr. Scott Willey to the Board as an Aldermanic Liaison to the library.

**Old Business:** Mrs. Tsang stated that she will contact the City Attorney, Mrs. Marilyn Lipton, in reference to seeking optional donations to the Friends of the Library from those who use the program room and equipment. Mrs. Tsang stated that the Friends received a gift card in the amount of \$185.00 from the Barnes and Noble fundraiser in November.

Mrs. Wanosky moved to adjourn the meeting at 8:20 p.m. Mr. Arnold seconded the motion. The motion was unanimously approved.

Respectfully submitted,

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