

**Milford Public Library
Board of Directors
Regular Meeting
December 7, 2016**

Board President, Mrs. Linda Wanosky called the regular meeting of the Board of Directors to order at 7:30 p.m., December 7, 2016.

Present	Excused	Absent
Mrs. Wanosky	Ms. D'Anna	
Doctor diFate	Mr. Barnett	
Mrs. Creedon	Alderman Smith	
Mrs. Gaynor	Alderman Grant	
Mrs. Oliver		
Mrs. Zabinski		
Mrs. Piselli		
Ms. Angeli		

Public Presentation: None

Disposition of Minutes: Move to accept as printed, the minutes from 11/2/2016. Moved and seconded by Mrs. Creedon, Mrs. Zabinski. Motion passed.

Secretary's Report: None

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

- **From** Books on CD **to** Computer \$2200.00
- **From** Office Supplies **to** Office Equipment Rental \$625.00

Ms. Angeli requested money to be allocated from Passport funds; (1) \$1500.00 to upgrade furniture in the Children's Department, (2) \$4000.00 transfer to Passport wages. **Furniture upgrade:** Moved and seconded by Mrs. Zabinski, Mrs. Creedon. Motion carried.

Transfer to wages: Moved and seconded by Mrs. Creedon, Mrs. Zabinski. Motion carried.

President's Report: Mrs. Wanosky contacted two companies regarding the donor wall. Additional questions posed as a result include: budget, location, photos, size of wall or alternative space (free standing), number of names, graphic elements and layout per size of donation. Sample photos were distributed. Mrs. Wanosky will email links of the company websites to the Board. A committee was formed consisting of Linda Creedon, Alicia Piselli, Christine Angeli and Linda Wanosky.

Technology Sub-Committee Report: Mrs. Creedon noted there were no formal meetings since November 2. Ms. Angeli stated one public PC is still down and plans are underway to purchase 6 new replacement PCs. The upstairs public printer has had intermittent problems. It was recommended we replace the unit in the near future.

Policy Committee: Mrs. Oliver announced they are very close to completion of the remaining policies. A meeting will be scheduled for mid January.

Space Utilization Committee: Mrs. Creedon conveyed their next steps include additional research into storage needs in FOML area, meet with Chris Saley regarding reserves from the roof upgrade, and prioritize projects. Ms. Angeli added we did not receive the state grant. Also, she has informed Reading for the Blind regarding removal of the sound-proof recording booths. Discussion ensued.

Director's Report: Ms. Angeli reviewed her reports submitted 12/7/16 and added:

- Statistics report was not included due to staff illness
- Our initial fiscal year 17-18 budget has been accepted as submitted by Mayor Blake and finance director.

Old Business:

- Discussion ensued regarding the results of Ms. Angeli's query of other libraries' staff and hours. More discussion to follow.
- Copies of the 2001 strategic plan were distributed. A Board meeting is tentatively scheduled for Wednesday, January 18 at 7:30 p.m. in Ms. Angeli's office.

New Business:

- **Proposed 2017 Milford Public Library Board Meeting Calendar** – Moved and seconded by Mrs. Oliver, Doctor diFate. Motion carried
- **Proposed 2017 Milford Public Library Calendar** – Moved and seconded by Mrs. Zabinski, Doctor diFate. Motion carried
- **Friends of the Milford Library request** approval to serve wine at their January 22, 2017 appreciation event. Moved and seconded by Mrs. Zabinski, Mrs. Oliver. Motion carried.
- We will not renew our ACLB membership
- All three Board members up for renewal have received a letter from the mayor

Motion to adjourn: 8:50 p.m., Moved and seconded Mrs. Creedon, Mrs. Gaynor.

Respectfully submitted,

Ms. Deirdre Thomas
Clerk to the Board