

**MILFORD PUBLIC LIBRARY
BOARD OF DIRECTORS
REGULAR MEETING
JANUARY 4, 2012
(draft)**

Board Vice President, Mrs. Linda Wanosky called the regular meeting of the Board of Directors of the Milford Public Library to order at 7:10 pm on January 4, 2012.

PRESENT

Mr. Vita, President
Mrs. Wanosky, Vice President
Mrs. Creedon, Secretary
Dr. diFate
Mr. Barnett
Mr. McGovern
Mrs. Gaynor
Mrs. Paula Smith, Aldermanic Liaison
Mr. Frank Smith, Aldermanic Liaison
Mrs. Tsang

EXCUSED

ABSENT

Ms. D'Anna, Treasurer

Public Presentation: There was no Public Presentation. Mrs. Tsang stated that although Mr. Fred Chidester had wished to attend tonight's meeting he is unable due to health reasons. Mrs. Tsang asked the Board if all had received the Friends newsletter. She stated that they have received many responses and one new business through the Chamber of Commerce.

Mrs. Tsang asked for an election of Board officers. Nominations were presented; President, Mr. Vita; Vice-President, Mrs. Wanosky; Secretary, Mrs. Creedon; Treasure, Ms. D'Anna. Mr. Vita asked the Board members for any additional nominations. There were none. Mr. Barnett made a motion to ask the Secretary to submit the slate as presented. The Secretary cast one vote and the slate was approved.

Disposition of minutes: Disposition of minutes: Mrs. Creedon moved to approve the minutes of the December 7, 2011 Library Board meeting. Mrs. Gaynor seconded the motion. The motion carried.

Secretary's Report: There was no Secretary's report.

Treasurer's Report: There was no Treasurer's Report.

President's Report: For the President's report, Mr. Vita stated that until the Board of Aldermen compiles their agenda, not much more will be known in regard to the budget. His greatest concern is the repairs that are needed at the library. He believes Public Works may be suffering budget cuts as well so he is not sure if this will impact their ability to provide service to the library.

Librarian's Report: Mrs. Tsang asked the Board members if there were any questions on the current Library Statistics and Bookkeepers Reports. Mrs. Tsang advised the Board that she recently submitted a transfer for the purchase of a computer because several computers are down. Mrs. Creedon asked the Aldermanic Liaisons if they are aware how other departments handle the computer situation with regard to the obsolescence and repairs. Mrs. Smith stated that computers are not replaced until they no longer work. She stated most departments request replacement for one or two per year depending on how many they have in their departments. Mrs. Smith is aware that the library is more like the Police and Fire Departments insofar as they have many more computers than the average city department. Mrs. Tsang reinforced the differences between the library and most departments. Discussion ensued. Mrs. Tsang stated that her greatest concern is the reinstatement of the Library Aide position. She stated that due to retirement, a Library Assistant position is now vacant. She stated that the position has been posted by Personnel and that it will most likely be posted to the public soon. Being asked about the job requirements, Mrs. Tsang stated that the position requires two years of library experience.

Mrs. Tsang stated that the Board of Finance hearing for the library is scheduled for Monday, February 27th following the regular Board of Finance meeting which begins at 6:30 p.m. Mrs. Tsang stated that a listing of free e-book sites has been posted on the library's website under Databases. Mrs. Tsang stated she will be attending a meeting at the Greenwich Library next week. She stated that there is a state committee that is being formed that is researching alternatives to e-Book vendors. The Committee is led by Mr. Ernie DiMattia of the Ferguson Library in Stamford. Mrs. Tsang stated that more research needs to be done before committing to a vendor in the present market. Mrs. Tsang asked Ms. Jill Dugas of the Connecticut Library Consortium to come and speak at a future Board meeting. She will contact Ms. Dugas and advise the Board which month she will speak.

Old Business: Mrs. Wanosky asked if a committee could be formed from the Board to prepare a speech for the Board members for their interaction with the public. She stated that this would be to let the public know how the library might be beneficial to them and letting them know the value that the library adds to the community. Mrs. Tsang suggested using the circulation numbers from the Annual Report of the Library from last year. Discussion ensued. Mrs. Smith stated it's important to benchmark against what other area libraries do in the area. Mrs. Tsang stated that she has done that for years with graphs and similar information that she has presented to the Finance Board and others. Mrs. Wanosky stated that she would prefer that what is communicated from the Board be on a more positive note. Mrs. Tsang stated she believes that with the union contracts still under negotiation, the promise to lower taxes etc., that this will be a difficult budget year. She stated that at every library meeting she has attended recently she has heard that more and more libraries are taking on major fundraising initiatives. She believes that the library improvements will not be possible with the budget as it currently stands. Mrs. Smith stated that she believes it is important for the Board of Trustee members to get more involved in public outreach. Mr. Smith agreed and stated that of all the city departments the public library has probably been transformed more than any other department over the years. He stated the library is much different now than when it was just a book lending library. He also stated that if you are seeking budget dollars in terms of demographics, he believes that most people in the city are not library users except for certain times of their lives. He gave an example that his neighbor was not aware that the library circulates DVD's and was happy to know that. He stated that the reason why he asked to be a Liaison for the library is because he knows that if it comes between approval for library funds versus funds for recreation or fields, the library is always shortchanged. Mr. Barnett stated the ideal committee should be a communications sub-committee which will come up with a strategy for communicating about the library that would also work along with the Library Director and the staff. He stated that it may be beneficial to brainstorm and try to get the message out about how the library has changed and the new technologies it offers. Mrs. Tsang stated that she has been a one woman band doing all of the things that have been mentioned. Mrs. Tsang admitted that there are places to visit she has never considered such as Walnut Beach Association as was suggested. She suggested to Mr. Barnett that he bring the library message to the sports leagues that he is involved with and for other Board members to become more active with their own groups and organizations. Mrs. Tsang stated that she will email last year's Annual Report to all Board members and offered her office for future committee meetings. Discussion ensued. Mrs. Creedon and Mr. Barnett offered to join Mrs. Wanosky as a member of the committee. Mr. McGovern stated that if any graphics and charts are needed he would assist as well.

New Business: There was no new business.

Dr. diFate moved to adjourn the meeting at 8:00 p.m. Mrs. Wanosky seconded the motion. The motion carried.

Respectfully submitted,

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