

**MILFORD PUBLIC LIBRARY  
BOARD OF DIRECTORS  
REGULAR MEETING  
FEBRUARY 1, 2012  
(draft)**

Board President, Mr. Peter Vita called the regular meeting of the Board of Directors of the Milford Public Library to order at 7:10 pm on February 1, 2012.

**PRESENT**

Mr. Vita, President  
Mrs. Wanosky, Vice President  
Mrs. Creedon, Secretary  
Ms. D'Anna, Treasurer  
Dr. diFate  
Mr. McGovern  
Mrs. Oliver  
Ms. Paula Smith, Aldermanic Liaison  
Mr. Frank Smith, Aldermanic Liaison  
Mrs. Tsang

**EXCUSED**

Mr. Barnett  
Mrs. Gaynor

**ABSENT**

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

**Disposition of minutes:** Mrs. Wanosky moved to approve the minutes of the January 4, 2012 Library Board meeting. Mrs. Creedon seconded the motion. The motion carried.

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

**Treasurer's Report:** Ms. D'Anna read a transfer from the General Fund. \$475.00 was transferred from the Computer Other account into the Computer account.

**President's Report:** For the President's report, Mr. Vita stated that he has spoken with Mr. Sly Moura, Superintendent of Building Maintenance regarding the roof leaks and the fallen ceiling tiles. Mr. Moura stated that he believes that the problem stems from air intake on the air conditioning units that are on the roof. Mr. Vita stated that Mr. Moura will research further and respond back as soon as possible. Regarding the additional lighting that Mrs. Tsang requested in the front entrance area, Mr. Moura will research the possibility of that as well. Due to the hardships that attempting to arrive at a 7:00 p.m. meeting causes himself and others, Mr. Vita requested that the Board meeting start time be changed back to 7:30 p.m. Discussion ensued. **Dr. diFate motioned to change the Board of Directors meeting time from 7:00 p.m. back to 7:30 p.m. effective immediately. Mrs. Wanosky seconded the motion. The motion carried.**

**Librarian's Report:** Mrs. Tsang gave out copies of the approved budget. Mrs. Tsang stated that the position that was cut will not be reinstated but the Seasonal Temporary funding has been left intact. She stated that the result will be to reopen for a full day on Friday and closing again on Saturdays in the summer. Mrs. Tsang stated that she is grateful that the library budget was not subject to further budget cuts. Mrs. Tsang stated that applications are currently being accepted through the Personnel Department for the open Library Assistant position. Discussion ensued. Due to civil services rules and the time it will take to test and interview, she believes the position will not be filled until March. Mrs. Tsang stated that Ms. Jill Dugas Hughes, Executive Director of the Connecticut Library Consortium will speak at the April Board meeting. Mrs. Tsang attended a workshop on e-books. She stated that Mr. Stephen Schmidt, a Greenwich library staff member will speak and make a presentation on e-books at the March 7<sup>th</sup> Library Board meeting. He will demonstrate and talk about the experiences of the Greenwich library in relation to e-books. He will also do two presentations in March for the staff members. Mrs. Tsang updated the Board on the Friends. She stated that the author Nina Sankovitch will be the featured speaker at their annual meeting on May 9<sup>th</sup>, 2012. Ms. Sankovitch will be selling copies of her book "**Tolstoy and Purple Chair**" at the meeting.

Mrs. Tsang wished to acknowledge with gratitude local photographer, Mr. Paul Hromjak who has donated and installed a beautiful framed picture of the library that he had taken. The picture is hanging next to the elevator door on the main floor.

**Old Business:** Mrs. Wanosky stated that she, Mrs. Creedon, Mr. McGovern and Ms. Paula Smith met to discuss how to proceed with marketing the library. She stated that Mr. McGovern has created an animated GIF which can be posted on websites, the Friends Facebook page and website. Mr. McGovern gave a presentation to the Board. All Board members were very pleased and impressed. Discussion ensued. Many ideas were given on venues to advertise. Among the many suggestions, Ms. Smith suggested the Shoprite monitors, Sears and the Public Access Channel. Mr. Smith suggested movie theatres. Mrs. Oliver asked that there be a link put on the City's website. Mrs. Tsang stated that she will put the request in to the MIS Department. Discussion ensued. Mrs. Tsang asked to be allowed to edit the GIF. Mrs. Creedon asked to have it put on the monitors in the library. That was not agreeable to Mrs. Tsang because she is satisfied with what is on the monitors now. Mrs. Creedon asked about the possibility of having a laptop on the Circulation Desk. Mrs. Tsang stated that the Circulation desk is full of other items and she also doesn't want the liability of keeping a watch for it but offered to have a laptop showing the GIF before library programs when a staff member is present. Mrs. Tsang stated that she believes that this project is more of an outreach for the Board members than it is for having it be shown within the library. She suggested sending local civic and PTA groups. Discussion ensued. Mr. McGovern stated that he will send everyone a copy of the animated GIF and asked for feedback. Upon everyone's approval he said it would be good to move forward in taking this out to the public. He would also like to try the Westfield Mall to see if they would provide a television or LCD monitor for showing. Mr. McGovern stated that he will commit to accomplishing this before the next meeting. The Board thanked Mr. McGovern for a beautiful job.

Mrs. Tsang updated the Board on where the library currently stands on e-book purchase vendors and the differences between the vendors that are currently being considered. Discussion ensued. She stated that one vendor; Baker & Taylor is a staff favorite as a book vendor and she is considering using them as the library's e-book vendor. Discussion ensued. She is hoping to have Baker & Taylor to make a staff presentation in March. As far as funding Mrs. Tsang is considering cancelling one of the databases to help to fund e-books and will ask for donations to the Friends.

**New Business:** Mrs. Creedon mentioned that she wished to talk about some of the ideas that came from the Board committee that met this past week. She stated that she saw videos on Case Library's website that linked to "You Tube" and offered a virtual tour of their library. She thought it might be a good idea through Mr. Barnett to work with the photography groups from city schools and have a contest to come up with a "You Tube" video of the library, its history and a virtual tour. Mrs. Tsang stated that the Case Library videos were done professionally. Mrs. Oliver asked about the possibility of having banners put on the building for the purpose of drawing attention to the knowledge that it is a library and to attract them in as patrons. Mrs. Tsang drew attention to the banner that is used for outreach. Mrs. Oliver was thinking of something that provided more detail as to what is available at the library. Mrs. Oliver described what she envisioned for the banners and where they would hang on the building. Discussion ensued. The Board was in agreement with Mrs. Oliver that done well it would be a great addition. Mrs. Tsang stated that this would have to go through Public Works. Mr. Smith is on the Public Works Commission and will mention the idea at the next meeting.

**Mrs. Wanosky moved to adjourn the meeting at 7:50 p.m. Ms. D'Anna seconded the motion. The motion carried.**

Respectfully submitted,

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