

**Milford Public Library
Board of Directors
Regular Meeting
February 18, 2014**

Board Vice President Linda Wanosky called the regular meeting of the Board of Directors to order at 7:35 PM, 2/18/2014 in President Peter Vita's absence.

Present

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

Excused

Mr. Vita
Dr. diFate
Ms. D'Anna

Absent

Alderwoman Suzanne
Fontana

Public Presentation: None

Disposition of Minutes: Move to accept as printed 12/4/2014 minutes, Mrs. Oliver, Mr. Barnett, motion approved.

Secretary's Report: None

Treasurer's Report: Director Angeli read two transfers; \$3000.00 from unallocated contingency fund to Seasonal Temp. line and \$675.00 from General Fund to Periodicals line. Report to be filed.

Presidents Report: Linda Wanosky spoke for Peter and commented on the positive feelings that have permeated the Library since Christine Angeli's arrival as director.

Technology Report: The Committee is waiting to give input to the Edge Initiative on Technology and will kick into high gear once the detailed results from Edge are determined. Toby Z. offered information from the Makerbot Academy, whose mission is to put a 3D Printer in every school in the US. This is one of the items the Technology Committee wants to secure for the Library as we develop a Technology Lab for the Library. Cost estimates range \$2000.00 and up depending on add on's.

Discussion ensued. The Library wishes to be in the forefront of this new technology and Toby will ask Makerbot if we can place our name on the list to receive donations. These donations will need to be funneled through the Friends

Group as they have a 501c3 status from the IRS with the intent of the donations to purchase a 3D Printer. Scott B. suggested that Toby ask if Makerbot could do a demo of the printer at the Library and introduce it to the public. Toby will report back her findings.

It was noted that currently some of the Library printers /copiers are purchased through the Office Supply Line in the budget and some are leased.

Policy Committee: Alice Oliver reported to the Board that the current Policies and Procedures are blended, confusing and redundant. They propose to restructure according to function and propose the following new policy categories:

- Library Bill of Rights
- Confidentiality Statement
- Borrowing
- Room use
- Exhibits
- Community Information
- Materials Selection
- Gifts
- Computers and Internet
- Volunteers/Personnel
- Code of Behavior

Chris and staff will review the changes along with the Mission Statement and then sections will be presented to the Board for approval. The goal is to present something in May and noted that the changes will most likely take one year to complete.

Director's Report: See attached report dated 2/7/2014.

- Chris is taking a hard look at subscription renewals that are coming up asking if they are best for the community and seeking cost saving opportunities for same.
- Behavior issues have arisen and she and staff are taking a "No Tolerance" attitude. Police have been called and individuals have been barred from the Library. She is seeking the advice of the City Attorney with regards to keeping an incident log.
- The City Website is up and running and working much better, posts can be made right away. Chris is working with the site on a Newsletter, which has limitations. She will assess its success and has other options like Constant Contact as a backup.
- Chris will be interviewing 4 candidates Wednesday 2/19 and Thursday 2/20 for the Office Assistant position vacated by Jodi.
- Statistics are somewhat stagnant; Chris will target some of the issues.

Old Business: Toby Z. asked for an update on our down computer situation that was discussed at our last Board Meeting. Chris commented that there are only 5

functioning computers in the Adult section and 3 functioning computers in the Children's section. There are three (3) new computers waiting for MIS to connect to the Library system. Scott B. asked what is the status of the long term goal of having 25 computers, a number based on population size of Milford. Chris suggested that we need to look for grant \$\$ to fund what is needed but will analyze the budget to find cost savings elsewhere that may be reallocated.

The Board reviewed the Goals of the Director for 2013-2014. A motion to accept the goals as presented for the remaining fiscal year which ends June 30, 2014 and review them then. Motion; Toby Z, and Alice O. Motion approved.

A motion was offered to approve the payment of \$100.00 annual dues for our membership in ACLB. Linda C., Scott B. Motion approved.

New Business: Peter mentioned to Chris A. that the next board meeting is scheduled for Ash Wednesday March 6. It was suggested that an email would be sent to all board members to see if they will be available for that meeting.

Election of Officers. It was discussed and a Motion was presented to re-elect the current officers to another term. Toby Z. Linda C. The Board Secretary cast the one vote needed to approve.

Motion to Adjourn.
Respectfully Submitted,
Linda M. Creedon
Secretary to the board