

**MILFORD PUBLIC LIBRARY  
BOARD OF DIRECTORS  
REGULAR MEETING  
MAY 2, 2012  
(draft)**

Board President, Mr. Peter Vita called the regular meeting of the Board of Directors of the Milford Public Library to order at 7:38 pm on May 2, 2012.

**PRESENT**

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

**EXCUSED**

Ms. D'Anna, Treasurer  
Mr. Barnett  
Mr. Frank Smith, Aldermanic  
Liaison

**ABSENT**

**Public Presentation:** Mrs. Tsang introduced Ms. Susan Kopsco, Volunteer Coordinator of the Ellen Aftamonow Volunteer Library and Mrs. Phyllis Medvedow, a member of the Woodmont Borough Board. She also noted that Mr. Fred Chidester of the Friends was present at the meeting as well. Ms. Kopsco gave a brief history on the library which became a volunteer library when the city closed all of its library branches in 1981. She stated that they are always looking for volunteers. She stated that they have begun to host three Mah Jong classes weekly on Tuesday afternoon, Thursday mornings and afternoon due to its popularity. Ms. Kopsco stated that the players are becoming a community and some have donated books, tables and chairs to the library. Mrs. Oliver asked how the library obtained its collection. Ms. Kopsco stated that most of the items came from the branches, donations and they have a rental agreement with the book seller McNaughton. She stated their books are funded through grants from the Borough of Woodmont. Their library cards are paper and do not expire and are not affiliated with the Milford Public Library. She gave a brief summary of how they order books and a description of the standard borrower who frequents the library. She stated that the nicest part of being a volunteer at the library is meeting the people. Mrs. Medvedow introduced herself and stated that she is a Burgess of the Borough of Woodmont. She stated that the library is subsidized by the borough which usually amounts to \$5,500.00 annually. She also stated that the borough tries to support and help Susan and the library whenever they can. She welcomed all the Board members to Woodmont. She wanted to express how much she loves coming to the Milford Public Library, to attend programs or check out items. She especially appreciates and commended the staff for their helpfulness and friendliness and thanked Mrs. Tsang for inviting her to the meeting.

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

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

**Treasurer's Report:** In place of Ms. D'Anna, Mrs. Tsang read the transfers. In the Passport funds \$2,700.00 was transferred from Unallocated Contingency of which \$2,500.00 went to Electronic Media and \$200.00 to the Printer Account. In the General Fund \$110.00 was transferred from Postage into Travel and Conference, \$456.55 was transferred from Office Equipment Upkeep into Magazine Index Database, \$5,250.00 was transferred from Regular Wages into Seasonal Temporary and \$419.00 was transferred from Information Services into Computer Software & Maintenance. Mrs. Wanosky asked about the Printer Account. Mrs. Tsang stated that the printer in Passport Office has broken so a new one will be purchased. If the original printer which is under warranty cannot be fixed, the Passport Office will also purchase a second printer for back-up.

**President's Report:** For the President's report, Mr. Vita commended Mrs. Tsang for her presentation at the budget hearing that was held April 9<sup>th</sup>, 2012. He will defer any updates to Mrs. Tsang in her Librarian's report.

**Librarian's Report:** Mrs. Tsang thanked Mrs. Wanosky and Mr. McGovern for speaking at the public hearing. She also thanked Mr. Vita and again, Mrs. Wanosky for accompanying her to the budget presentation. She was pleased at the questions that they asked and that she believes they listened intently to her answers. Mrs. Wanosky seconded Mr. Vita's commendation and stated she was impressed with Mrs. Tsang's strategy and presentation. Mrs. Tsang stated that she is now required to attending a monthly meeting with Mayor Blake. She stated at her meeting on Tuesday, Mayor Blake asked for the Board to review and vote on a resolution he had proposed. Mayor Blake will be asking the Board of Alderman to establish a special revenue fund of which the funding from the library fines, fees and discards will be placed. Although this is not written, Mrs. Tsang believes this money will be used to fund e-Books and wages for summer Saturdays. Mrs. Tsang stated that the amount of fees collected is approximately \$30,000.00. Discussion ensued. Mrs. Tsang stated that Mayor Blake asked to have the e-Books access up and running as soon as possible. The total cost for start up this year is \$5,000.00 including the platform and titles. Fiscal year 2012-2013 the cost will be a minimum of \$3,500.00 for the platform with no minimum title purchase required. Mrs. Tsang stated that for summer Saturdays, she decided to remain closed on Friday morning. Due to the loss of a staff position last year it is advantageous to the remaining staff to close on Friday mornings. Ms. Tsang stated that the funds will be set up separately from the General Fund. Ms. Smith stated that the Library Board does not have to vote to approve the expenditures. One question put forth and discussed was if the funding would be immediately available in order to pay this fiscal year's summer Saturdays and to get e-Books purchased now as Mayor Blake requested. Discussion ensued on how to proceed on the resolution. Ms. Smith stated that she will speak with the Finance Director, Mr. Peter Erodici as soon as possible and will advise Jean how this will be set up. **Dr. diFate motioned to accept the resolution, pending the passage by the Board of Aldermen, the establishment of accounts related to the Milford Public Library if an adequate amount of funds become available which are to be used for the purchase of e-Books and Summer Saturday wages.** Mrs. Creedon asked Mrs. Tsang to update them via email when she knows more on how the funding for summer Saturdays and e-Books will work. Mrs. Tsang agreed to do so.

Mr. Fred Chidester, the President of the Friends, asked any Board members to try to attend the annual Friends meeting featuring Nina Sankovitch, author of "Tolstoy and the Purple Chair" on May 9<sup>th</sup>, 2012 at 7:00 p.m. Mr. Chidester stated that expenditures this past year exceeded expenditures for the last three years. He also stated that they have received a few grants and lifetime membership applications. He updated the Board on their website which he stated had an increase in traffic. Several local people have purchased a number of books on their Amazon wish list. Mr. Chidester stated that the Friends are considering holding a fund raiser to offset a decrease in revenues and increase in expenses over the last year.

Mrs. Tsang stated that the video of the library which was graciously created and donated by Mr. Kaplan of Kapcom is almost complete. Mrs. Tsang stated she was very grateful to Mr. Kaplan and excited to learn that he has used Ms. Paula Lin, a professional, to do the voiceover. Mrs. Wanosky asked what the Board could in appreciation of Mr. Kaplan. Mrs. Tsang suggested a gift certificate and an honorary lifetime membership to the Friends of the Library. All agreed. Mrs. Tsang is interviewing for a part time staff member to cover for Mrs. Danielle Valenzano who will be having a baby in May. Mrs. Tsang stated that the full time staff Library Assistant has started on May 30th. Her name is Diana Austin and she comes from the Huntington Branch of the Shelton Library.

**Old Business:** Mrs. Creedon asked Jean for an update on the purchase of the Kindles and I-Pads. Mrs. Tsang stated that there is currently a problem with Apple, so she held off but that they have purchased a Kindle Fire. Currently the library owns a Nook, a few Kindles and a Kindle Fire. She intends to order another Kindle Fire and Mr. McGovern has agreed to help Mrs. Tsang obtain a discount on the I-Pad.

**New Business:** Mrs. Oliver wanted to inform the Board and Mrs. Tsang about Project Gutenberg which offers free e-Books of older books with expired copyrights. Mrs. Tsang stated that Project Gutenberg is a really good source to download free e-Books and currently there is a listing on the library's website as well as located at the Reference Desk that will lead a patron to free e-Books links.

**Dr. diFate moved to adjourn the meeting at 8:42 p.m. Mrs. Oliver seconded the motion. The motion carried.**

Respectfully submitted,

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