

**MILFORD PUBLIC LIBRARY  
BOARD OF DIRECTORS  
REGULAR MEETING  
NOVEMBER 3, 2010  
(draft)**

Board President, Mr. Peter Vita called the regular meeting of the Board of Directors of the Milford Public Library to order at 7:12 pm on November 3, 2010.

**PRESENT**

Mr. Vita, President  
Ms D'Anna, Treasurer  
Mrs. Tinti  
Mr. Barnett  
Ms. Smith  
Mr. McGovern  
Mrs. Paula Smith, Aldermanic Liaison  
Mrs. Tsang

**EXCUSED**

Mrs. Wanosky, Vice President  
Mrs. Creedon, Secretary  
Dr. diFate

**ABSENT**

Mr. Patterson, Aldermanic Liaison

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

**Disposition of minutes:** Mr. Barnett made a motion to accept the minutes of the September 01, and October 06, 2010 meetings. Mrs. Tinti seconded the motion. The motion carried.

**Secretary's Report:** Mrs. Tsang stated that Mrs. Creedon sent a card of condolence on behalf of the Library Board to Mr. George Aftamonow at the sudden loss of his wife Ellen Aftamonow. Mrs. Aftamonow was the volunteer Director of the Woodmont Library who always welcomed the Board to use her library for the annual May Board meeting.

**Treasurer's Report:** Ms. D'Anna read the transfers.

- Passport Fund Transfers; \$1,000.00 was transferred from the Unallocated Contingency Fund into the Electronic Media Account. \$500.00 was transferred from the Unallocated Contingency Fund into the Postage Account.

**President's Report:** Mr. Vita updated the Board on the Renovations project. He stated that Olympus began the re-pointing of the building last week. Mrs. Tsang stated that the crane was still in the driveway so she is not sure if the re-pointing is completed. The re-pointing was done in an effort to stop the leaking in that area the building. Mr. Vita stated that only time will tell if the leaking has been stopped or will continue.

**Librarian's Report:** Mrs. Tsang stated how grateful and pleased she was with the October presentation that was organized and given by Ms. Sharon Brettschneider, Director of the Division of Library Development at the Connecticut State Library. All Board members present agreed. Mrs. Tsang stated that the Friend raiser on September 25<sup>th</sup>, 2010 that was hosted by the Friends of the Library at Long Wharf Theatre for the performance of the play "Ella" was attended by forty people. She stated the performance was wonderful and the wine and cheese reception gave library supporters an opportunity to socialize. The Library is hosting a "**Baby Boomers Fair**" on November 20<sup>th</sup>, 2010 from 10:00 a.m. until 1:00 p.m. Mrs. Tsang stated that she has seen an increase in patrons approaching the Reference Desk asking for help in accessing the library databases **The New England Ancestors.org** and **Ancenstry.com**. Both of these databases can only be accessed at the library through wireless. Mrs. Tsang asked the Board members if anyone was able to attend the pre-opening of the new restaurant "Red Robin" for a complimentary meal. She asked the Board members to tell everyone they know to dine at the Red Robin in the month of November. The Red Robin is generously offered to donate \$.50 for every burger sold in the month of November to the Friends of the Library for the benefit of the Children's Department. Mrs. Tsang stated that she has purchased a self-check for the Children's Department. She justified to the Board her reason for the purchase. Part of the proceeds from Red Robin will fund the purchase of a custom made stand for the self-check.

Mrs. Tsang spoke of her sadness at the sudden passing of Mrs. Ellen Aftamonow and how nice it was to see all the people who honored her at the service. Mrs. Tsang stated that she was invited to a meeting with a group of volunteers at the library. Ms. Ellen Austin, a former Milford Library Board trustee and another volunteer are working to co-ordinate efforts to keep the library in operation. Mrs. Tsang stated that both women took a tour of the library and that our staff members will help and guide them in any way necessary. Mrs. Tsang stated that **Downloadable Audiobooks** have been imported into our system. Currently, she is waiting for the final links to be installed.

Mrs. Tsang stated that the library budget is due on Wednesday, November 10<sup>th</sup>, 2010. She stated that she requested an additional line item in the budget for Electronic Media for the purchase of Playaways and Downloadable books. Discussion ensued on the positives and negatives regarding the use of Playaways. Mrs. Tsang stated that in spite of difficulty of use, they are still popular. She will also add the access fee for downloadable books, more titles and also funding for a home repair database. She stated some of the funding requests have remained the same while others require an increase to cover costs. Discussion ensued with questions and answers. Mrs. Tsang intends to bring justifications when she presents the budget. The budget meeting with Mayor Richetelli is scheduled for Thursday, December 2, 2010. Ms. D'Anna asked about the current state of the Passport Office. Mrs. Tsang stated that Passport applications have decreased which she believes is due to the poor economy. Mrs. Tsang stated that there are ideas currently being considered for advertising the Passport Office such as hosting a "Passport Day". The Passport Office is also listed on the Foran High website. Discussion ensued with suggestions offered. Mr. Barnett suggested listing the Passport Office for study abroad programs on different University websites such as Sacred Heart University in Fairfield, UNH and Yale University. Mrs. Paula Smith suggested contacting the Chamber of Commerce to be included in their email or monthly mailer. Depending on the cost, Mrs. Tsang will ask to have the fee paid through Passport Funds.

**Old Business:** Mrs. Tsang asked for the approval of a transfer to reimburse the Gift Fund from purchases made for the Finan Trust Fund. Mrs. Tsang asked for \$6,000.00 to cover the purchases. Ms. D'Anna made a motion to approve \$6,000.00 from the Finan Trust Account to reimburse the Gift Fund for purchases made in fiscal year 2009-2010. Mrs. Tinti seconded the motion. The motion carried.

**New Business:** There was no new business

Mrs. Tinti moved to adjourn the meeting at 7:50 p.m. Mr. Barnett seconded the motion. The motion was unanimously approved.

Respectfully submitted,

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