

The Milford Library Board met in regular session on Wednesday, May 5, 2021, at 5:15 p.m. Those in attendance were Board Members Rick Kilts, Elaine Franklin, Denny Dotson, Deb Johnson, Joann Gano and Director Gillian Anderson. Members Jeff Cookinham and Shelly Berning were absent.

The meeting was called to order by Rick.

**Public Comments:** None

**Minutes:** Elaine moved to amend last month's minutes by changing the starting time to 5:15 instead of 5:30 and approve them. Denny seconded and Board approved.

**Bills:** After reviewing the bills, Deb moved to pay the bills, Elaine seconded, Board approved.

**Policy Review: Multimedia Projector Policy:** Policy reviewed with no changes made.

**Director's Report:**

- Circulation and monthly program reports were shared

**Last month's events:**

- Book Bundles-April 1-30-5 taken
- Grab and Go Bags and Books-Easter-April 5-16-64 taken
- YA Subscription Box-Adventure Awaits-April 13-30—19 taken
- Grab and Go Bags and Books-Earth-April 19-30-63 taken
- Adult Craft Series-DIY Hoop Wreath-April 21-16 taken-4 video views
- Paint Night-April 27-11 taken-2 video views

**Upcoming events:**

- Book Bundles-May 3-28
- Grab and Go Bags and Books-Caterpillars-May 3-14
- YA Subscription Box-Talk with the Animals-May 11-27
- Grab and Go Bags and Books-Rainbows-May 17-28
- Adult Craft Series-DIY Wood Wick Flower Candle-May 19
- Paint Night-May 25

**Discussion of upcoming topics:**

- Phased Reopening Plan: Currently we are in Phase 2. There was discussion of how to proceed during the summer with children coming into the library. Will children need an adult with them and how to be sure masks are worn? For the time being, the staff will make the decision that they are comfortable with and this topic discussion can continue during the June board meeting.
- Playaways: The company we lease the Playaways from is out of business. Gillian contacted another company that provides this type of media and for \$3100/year we can purchase 5 units/month and the titles will vary. During the month of May, 20 titles can be purchased for the price of 5. After much discussion, Deb moved to continue this service and pay \$3100 for a year to purchase the Playaways, Denny seconded and Board approved.
- Transaction drawer: the drawer is being worked on by the company so it is not completed yet

- Summer Reading Program Update: The program is going ahead with discussion of having the programs at Florence Park either outdoors or in the shelter house.
- WIFI hotspots: The Friends agreed to purchase one hotspot and a policy was written and was reviewed-Denny moved to accept the usage policy for the hotspot, Elaine seconded and Board approved.
- Review budget and plan to buy final supplies/equipment: Gillian would like to buy 2 workstations with money in the new equipment line item. She is looking at all-in-one computers that don't have towers for \$895 each. Paige needs a new laptop and Gillian is looking at one that costs between \$630-\$760.
- Director Evaluation: The Board is very happy with Gillian's performance this past year and Deb moved to move Gillian to the next step on the pay scale. Elaine seconded and Board approved.

Denny moved to adjourn; Elaine seconded.

Joann Gano

Acting Secretary