

**CITY OF NORWALK
PUBLIC LIBRARY BOARD OF DIRECTORS
JUNE 8, 2017**

ATTENDANCE: Alex Knopp, Chairman; Tom Cullen; Ralph Bloom; Taber Hamilton; Mary Mann; Moina Noor; Jannie Williams; Stan Siegel; Patsy Brescia (arrived at 8:05PM)

LIBRARY STAFF: Christine Bradley, Director; Sherelle Harris, Asst. Director

1. CALL TO ORDER

Mr. Knopp called the meeting to order at 7:00 p.m. and noted that members were in attendance as listed above and there was a quorum present.

Mr. Knopp expressed his thanks to Mr. Bloom, Ms. Noor, Ms. Bradley and Ms. Harris for attending to Land Use Committee meeting.

2. ADDITIONS TO AGENDA

There were no additions to the agenda.

3. PUBLIC COMMENTS

No one from the public attended.

4. APPROVAL OF MINUTES OF MAY 11, 2017 MEETING (ATTACHED WITH RECOMMENDED CHANGES FROM ALEX KNOPP).

**** MR. BLOOM MOVED TO APPROVE THE MINUTES AS AMENDED.**

**** MS. MANN SECONDED THE MOTION.**

**** THE MOTION PASSED WITH THREE (3) IN FAVOR AND (3) ABSTENTIONS (MS. NOOR; MR. CULLEN; AND MR. SIEGEL).**

5. PRESIDENTS REPORT.

A. UPDATE ON LIBRARY PARKING AND FACILITY EXPANSION OPTION AGREEMENT (SUMMARY ATTACHED)

Mr. Knopp provided an update on the library parking and facility expansion option agreement and stated that an agreement has been executed to purchase an option for the property, and that it was signed in court last Wednesday. He said that this was not done solely for the purpose of expanding parking, but for preserving the opportunity to expand the library facility. He said one of the benefits to the agreement is that we obtain the option at a price that does not escalate over the next six years, and are entitled to take down the fence to add a new lane of parking. He said the city approval process will now begin with The Common Council, The Land Use Committee, the Board of Estimate and Taxation, the Finance Committee, and the Planning Commission. He said that it will also be presented to the Parking Authority.

B. DISCUSSION OF POST-AGREEMENT PLANNING AND COMMUNITY OUTREACH

Mr. Knopp said that people have been in great support of the parking and there is great community support and said that the board now just needs to make sure that is vocalized. He said that the main challenge is to mobilize the significant community support for the library over the next month, and that the key date is June 27, 2017, beginning at 6:15PM for the combined public hearing of the Finance Committee and the Land Use Committee. Ms. Noor asked if it is recommend that they go on the blogs for outreach purposes. Mr. Knopp said "yes" Mr. Knopp also recommended that it be added to the website. Ms. Noor said that she will work with Ms. Bradley to create a Facebook event. Mr. Siegel requested contacted the Teachers Association and to also create a flyer to hand out at the library.

C. PROPOSAL FOR LITERACY VOLUNTEERS GOVERNANCE AND FINANCING (SEE ATTACHED PROPOSAL FROM MOINA NOOR)

Ms. Noor presented the draft proposals and said that the following four recommendations for the Literacy Volunteers Program after several discussions with Ms. Mann, Ms. Harris and herself. She said that the recommendations take into account the research and meeting conducted by former Board Member Susan Wallerstein and a recent Literacy Volunteer meeting that was held on May 2017.

- Continue to run Literacy Volunteers as a program of the Norwalk Library.

Ms. Noor said currently, the Literacy Volunteer program is being run by the Norwalk Library with approximately 70 volunteers and 350-400 clients and a budget of \$30,000 for two part-time coordinators. She said that the current configuration of the Literacy

Volunteers has been working well and at this time they recommend that the Literacy Volunteers continue to run as a program of the Norwalk Library until the demand exceeds what the library can provide or another city entity makes a compelling case to run the program.

- Establish a Literacy Volunteer Educational Advisory Committee.

Ms. Noor stated that they are also recommending establishing an educational advisory committee and that Ms. Harris will be taking the lead on that with their support in terms of identifying who those people will be, but that the primary purpose of this group would be to review the current program and suggest enhancements, and be a resource for best practices in English Language learning. She said that the committee would be comprised of educators/ELL experts and literacy volunteer's staff and volunteers. Mr. Knopp requested that profiles be sent to the board on who they think should be on the advisory committee.

- Create a Committee to help raise funds for Literacy Volunteers through the Norwalk Library Foundation.

Ms. Noor said that the city expects that the \$30,000 will be reimbursed to them every year through the Library Foundation. Mr. Siegel said as he understands it there is no agreement that the city would not pay the employees directly through the budget. There was further discussion ensued and Mr. Knopp suggested that the report be amended and that the first priority that the library request that the city assume the literacy program as a regular library program as part of its budget.

- Revisit this configuration in two years.

Ms. Noor said that they understand that the program and its demands on the Library may change within a couple of years and for that reason they are recommending that the Norwalk Library Board of Trustees review the program to determine whether the Library continues to have the capacity and expertise to adequately meet the needs of local residents.

Ms. Brescia joined the meeting at 8:05PM

**** MR. CULLEN MOVED TO APPROVE THE PROPOSAL FOR LITERACY VOLUNTEERS GOVERNANCE AND FINANCING.**

**** THE MOTION PASSED WITH EIGHT (8) IN FAVOR AND ONE (1) ABSTENTION (MS. BRESCIA).**

**** MR. SIEGEL MOVED TO AMEND THE MOTION TO ELIMINATE ITEM THREE FROM THE PROPOSAL.**

**** THE MOTION PASSED WITH EIGHT (8) IN FAVOR AND ONE (1) ABSTENTION (MS. BRESCIA).**

6. LIBRARY DIRECTOR'S REPORT

A. Comparative Statistics

There was no discussion.

B. Update on Library activities and programs

There was no discussion.

Mr. Knopp asked on the status of the Innovation Place grant. Ms. Bradley stated that they did not receive the grant for Innovation Place, but that they will still be going forward with the renovation downstairs.

7. OLD BUSINESS

A. Status of Main Library Traffic Box Graphic Material s/Service donations

Mr. Siegel provided an update and stated that Mr. Craft is working on a draft subject for the committee's approval, and that there is a commitment from Lowes to provide the painting supplies.

8. NEW BUSINESS

Ms. Brescia said that there was a meeting held yesterday with the Redevelopment Agency, and that there is a one year program under the Redevelopment Agency for the Wall Street area, and they have hired the Regional Plan Commission to help the city with this so that it fits in with the area. She said that they have one year to complete the project, and that the committee needs to learn more about their goal because this is the perfect opportunity to present the concept of expanding the library and creating a more visible presence.

9. ADJOURNMENT OF DIRECTORS MEETING

**** MR. SIEGEL MOVED TO ADJOURN.**

**** MR. CULLEN SECONDED THE MOTION.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 8:25 PM.

Respectfully submitted,

Dilene Byrd
Telesco Secretarial Services

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