

**CITY OF NORWALK
PUBLIC LIBRARY BOARD OF DIRECTORS
SEPTEMBER 14, 2017**

ATTENDANCE: Alex Knopp, Chairman; Tom Cullen; Ralph Bloom; Taber Hamilton; Jannie Williams; Patsy Brescia

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

1. CALL TO ORDER

Mr. Knopp called the meeting to order at 7:25 p.m. and noted that members were in attendance as listed above and there was a quorum present.

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 JUNE 8, 2017 MEETING.

- ** MR. CULLEN MOVED TO APPROVE THE MINUTES AS AMENDED.**
- ** MS. BRESCIA SECONDED THE MOTION.**
- ** THE MOTION PASSED UNANIMOUSLY.**

Mr. Knopp said on page 1, Item 1 to change “to” to “the”.

Mr. Knopp said on page 2, Item 5, line 2, to add “by Mr. Milligan himself”

5. PRESIDENTS REPORT.

A. UPDATE ON LIBRARY PARKING AND FACILITY EXPANSION OPTION AGREEMENT

Mr. Knopp provided an update on the library parking and facility expansion option agreement and stated that currently the negotiations to complete the option agreement have not been successful.

B. DISCUSSION OF POST-AGREEMENT PLANNING AND COMMUNITY OUTREACH

Mr. Knopp said there have been discussions regarding what type of outreach to consider following the approval of the option agreement, and suggested holding a retreat so that board can discuss outreach given the uncertainty. He said that his expectation is that there will be a need for the library board to do the same kind of planning in the future under the current circumstances that would have been done even if the option agreement had been successful. There was discussion ensued and it was decided that a retreat would be held on a Saturday and the Ms. Bradley will be sending an invite for dates of availability.

C. DISCUSSION OF OCTOBER 19 FUNDRAISING EVENT

Mr. Knopp said that the date of October 19, 2017, from 5:30PM-7:30PM has been reserved at the restaurant at Oak Hills Golf Course to raise money for the foundation. There was discussion ensued and it was decided that the fundraiser would be for the literacy volunteers.

D. DISCUSSION OF REDEVELOPMENT AGENCY LAND USE RFP FOR LIBRARY AREA.

Mr. Knopp said that the Redevelopment Agency has decided to move forward with the pre-planning of the land use regulations in this area anticipating there would be an option agreement, and they have drafted an RFP to find qualified land use consultants to look at the area of Mott Avenue, Byington Place and Union Park. He said that the Redevelopment Agency has presented and approved by the Planning Committee of the Common Council last week, and that he will contact Ms. Strauss of the Redevelopment Agency to see what her plans are now for publishing the RFP being that there is no option agreement. He said that Ms. Bradley will e-mail a copy of the draft RFP to the board members following the meeting. Mr. Knopp suggested that the land use consultant be invited to attend the retreat to discuss the ideas of the area.

6. LIBRARY DIRECTOR'S REPORT

A. July Dashboard (attached)

Ms. Bradley said that she will present the revised July and August statistics at next month's meeting.

B. Update on Library activities and programs

Ms. Bradley presented a chart that shows the increase in circulation from September 2016 compared to August of 2017 with the additional parking.

C. Review of 2017 Annual Report for acceptance at October 12 Board Meeting.

Ms. Bradley said that she will be revising the annual report and will present it at next month's meeting. She said once approved she will post it to the website.

Ms. Harris said that they have received a grant from the Mary Norris Preyer fund in the amount of \$5,000 for the literacy volunteers.

Ms. Harris said that there is a great partnership with the Norwalk Public Schools and the Library regarding the library card registration program. She said once the books come in they will be doing a special distribution, and that the parents can come into either library or the children can drop them off at the school library and her staff will come and pick them up.

Ms. Harris that Ms. Dominick has retired and that she has been with the South Norwalk Library for 54 years and there was a ceremony held and she received a plaque.

7. OLD BUSINESS

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

Ms. Bradley said that the poet laureate wants to do the box outside the library with poetry on it and she will be meeting with her.

8. NEW BUSINESS

No discussion.

9. ADJOURNMENT OF DIRECTORS MEETING

**** MS. BRESCIA MOVED TO ADJOURN.**

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

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 8:05 PM.

Respectfully submitted,

Dilene Byrd

Telesco Secretarial Services

City of Norwalk

Norwalk Public Library Board of Directors

September 14, 2017

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