

**NORWALK PUBLIC LIBRARY FOUNDATION
BOARD OF TRUSTEES
MINUTES OF MEETING / THURSDAY / JANUARY 25, 2018
8:00 PM / CARNEGIE ROOM**

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

Library staff: Christine Bradley, Director; Sherelle Harris, Assistant Director

1 - CALL TO ORDER

Mr. Knopp called the meeting to order at 7:45 pm.

2 - ADDITIONS TO AGENDA

There were no additions to the agenda.

3 - APPROVAL OF MINUTES OF DECEMBER 14, 2017 MEETING

APPROVAL OF MINUTES OF December 14 was tabled to March 8.

4 – CHAIRMAN’S REPORT

There was no Chairman’s report but Mr. Knopp thanked the board for their help with the option agreement.

5 - TREASURER'S REPORT (JANNIE WILLIAMS)

Ms. Williams reported that the funds are doing well, and she distributed the Foundation Account Deposit Detail, the Foundation Report 7/1-12/31/17, and the Foundation account balances as of 12/31/17. Mr. Knopp asked when Lori Torrano could make a report to the Board. Ms. Williams will invite Ms. Torrano to the April 12, 2018 meeting. Ms. Brescia noted that the goal is to expense out the restricted accounts. She would like to see a separate list of

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restricted and non-restricted accounts.

**6 – ADMINISTRATION REPORT (CHRISTINE
BRADLEY/SHERELLE HARRIS)**

Ms. Bradley requested \$2000 from the Donations account to pay for library programs. She requested \$4603.51 from the Passport account to be paid to the city of Norwalk. She requested \$7556.04 from the Literacy Volunteers account to be paid to the city of Norwalk. All requests were approved.

Ms. Bradley also requested \$900 for a full page ad in the 2018-19 Chamber of Commerce Directory. That request was tabled to the March 8 meeting. .

7 - OLD BUSINESS

Ms. Noor asked how we will pay the Planning consultants. Mr. Knopp replied the payments would be made one third at the beginning, one third mid-way, and one third at the end. Ms. Brescia said that when we do reach out to constituents, we should prepare an online survey.

8. - NEW BUSINESS

There was no new business.

9. - ADJOURNMENT OF TRUSTEES MEETING

The meeting was adjourned at 8:20 pm.

Respectfully Submitted,

Christine Bradley, Library Director

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