

**-CITY OF NORWALK  
PUBLIC LIBRARY BOARD OF DIRECTORS MEETING  
FEBRUARY 14, 2019**

ATTENDANCE: Alex Knopp, Chairman; Mary Mann; Ralph Bloom; Taber Hamilton;  
Patsy Brescia; Thomas Cullen; Moina Noor (arrived at 7:15PM); Janine  
Williams (arrived at 7:25PM)

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

**1. CALL TO ORDER**

Mr. Knopp called the meeting to order at 7:05 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 members of the public were in attendance.

**4. APPROVAL OF MINUTES OF JANUARY 10, 2019**

**\*\* MS. BRESCIA MOVED TO APPROVE THE MINUTES.**

**\*\* MR. BLOOM SECONDED THE MOTION.**

**\*\* THE MOTION PASSED WITH (5) FIVE IN FAVOR AND (1) ONE ABSTENTION-  
MR. CULLEN.**

## **5. PRESIDENT'S REPORT.**

Mr. Knopp reported and said there was a very successful visit to a Boston Library as well as a very successful announcement made for the partnership with CPTV. He thanked everyone who attended the visit to Boston and also those who attended the announcement on January 28, 2019 for the partnership with CPTV.

Mr. Knopp said the city is currently in negotiations with the First District Water Department for a lease on their building that is located next door to the Library, but that he has not been part of those negotiations and he is waiting on the outcome of those negotiations. Mr. Cullen provided the board with an update on the negotiations.

Mr. Knopp said that he and Ms. Bradley had appeared before the Finance Department and the Planning Commission regarding the capital budget and had requested \$50,000 from the current fiscal year for the architectural and engineering assessment for the library expansion. He said they are in the process of developing an RFP, and that they had also requested funds beginning on July 1, 2019, for the next phase of architectural and design work that is needed to move the project forward. He said the goals at this point are defending the capital requests and establishing an internal agreement regarding the space and utilization plan to be presented moving forward. Mr. Knopp requested that the members of Board attend the Common Council hearing on the capital budget.

He said that the city has hired Stantec to develop a land use and zoning plan for the area around the library and they have also developed a committee and the city's Economic Development Director Ms. Casey will be leading that committee. He said that Stantec would like to schedule some meetings with the Library Board and the public to discuss the future library expansion.

Mr. Knopp said that he had met with representatives for CPTV on Tuesday and they have selected a new President who will begin in March. He said that they will be meeting again next week and he will be inviting him to attend a Library Board meeting.

### A. Discussion on Greenwich Library article

Mr. Knopp presented an article regarding the Greenwich Library and said that the Greenwich Library is currently undergoing a modernization and expansion project which is very similar to the one Norwalk will be undergoing. Ms. Brescia asked if there is any potential to receive State Library funds. Mr. Knopp said that he and Ms. Bradley will be meeting with Mr. Wiggin who is the State Librarian and they have planning and construction grants available. He said that they will also be engaging with the City of Norwalk's grant writer.

- B. Building Management Monthly Report (attached)

There was no report given.

## **6. ADMINISTRATION REPORT**

Ms. Bradley reported on the status of the operating budget recommendation and said that they have also recommended all the capital projects that were requested.

- A. Statistics July 1, 2018-December 31, 2018

There was no discussion.

- B. Report on NPL CP Implementation Team

Ms. Bradley reported and said that the Connecticut Public already has a program at Norwalk High School and there was a meeting held to discuss how to have the program at the Library and discussed using the Makers Space for the Veteran's programs. She said that the next meeting will be held on February 20<sup>th</sup> at Norwalk High School to look at the setup for their program. Ms. Brescia suggested making a presentation to the Advisory Committee. Ms. Mann asked if Brien McMahon will be included. Ms. Brescia said that they do not have the program but they offer other programs.

Ms. Bradley said that the Common Council has approved The Blue Teapot and that she will be working to get the agreement signed and she is hoping that it can be opened by the Friends book sale.

Ms. Bradley said that the 6<sup>th</sup> Lit' Crawl will held on April 9<sup>th</sup> at 5:30PM but will just be going from the Wall Street Theatre to Fat Cat Pizza.

Ms. Bradley said that the Norwalk Film Festival will be held on October 5, 2019.

Ms. Harris said DoGo program that will begin at July 1<sup>st</sup>. She provided an overview of the program and said that it is a way to get the Library's information on to the schools website. She said that it is very engaging and is very kid focused rather than adult focused and there will be on link on the schools website.

## **7. OLD BUSINESS**

There was no old business discussed this evening.

## **8. NEW BUSINESS**

There was no new business discussed this evening.

## **9. ADJOURNMENT OF DIRECTORS MEETING**

- \*\* MS. BRESCIA MOVED TO ADJOURN THE MEETING.**
- \*\* MS. MANN SECONDED THE MOTION.**
- \*\* THE MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 8:00 p.m.

Respectfully submitted,

Dilene Byrd  
Telesco Secretarial Services