

**CITY OF NORWALK
PUBLIC LIBRARY BOARD OF DIRECTORS MEETING
MAY 9, 2019**

ATTENDANCE: Alex Knopp, Chairman; Mary Mann; Ralph Bloom; Taber Hamilton;
Patsy Brescia; Janine Williams

LIBRARY STAFF: Christine Bradley, 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 APRIL 11, 2019

**** MS. MANN MOVED TO APPROVE THE MINUTES AS SUBMITTED.
** MS. WILLIAMS SECONDED THE MOTION.
** THE MOTION PASSED WITH (5) FIVE IN FAVOR AND (1) ONE ABSTENTION-
MS. BRESCIA.**

5. PRESIDENT'S REPORT.

A. Update on discussions with CPTA

Mr. Knopp provided an update and said over the next several weeks they will be working on having the public in Norwalk have an opportunity to review and comment on the draft building and strategic plans that have been submitted by the library consultants. He said the goal is to seek the approval of the board tonight so that the draft can be made available for public comment, and if approved there are meetings scheduled on May 28, 2019, at 2:00PM, for the public to review the building and strategic plan with the consultant, at 4:00PM the consultant will meet with staff, and at 7:30PM the public will have a second opportunity to offer comments, suggestions and or revisions to the building and strategic plans. The purpose of doing this in May is to ensure that public comment and approval by the library board for the two plans as the basis for going forward with an application to the State Library Board for a construction grant, and the deadline to submit a letter of intent for the grant is June 30, 2019 and the grant will be due on September 1, 2019. The plan is to bring the letter of intent to the board at the June meeting for approval to submit to the state based on the final adoption of the building and strategic plans. He said the drafts plans will be published on the city's website beginning tomorrow if approved tonight. He said there may be other grants available based on the historic status on the Carnegie Library and that he has been speaking with a historic preservation specialist in Norwalk about trying to have the Carnegie Library listed on the state registry of historic sites, which would enable them to be eligible for certain grants and tax credits as part of a reconstruction process.

B. Update on discussions with Discovery Museum

Mr. Knopp provided an update and that the discussions are in progress.

C. Update on Pop Up Library

Mr. Knopp provided an update and said that \$75,000 was approved in the capital budget and they had hoped to have it ready by the end of the school year and still may, but it will be close because the manufacturer was delayed in sending the proposal. He said that they would like to partner with Norwalk Reads to deliver free books to several of the stops to generate some additional interest now that they have this opportunity for expanded outreach. Ms. Brescia suggested the vehicle also focus on the senior facilities.

D. “Connecticut Public Partners with Norwalk Library for Education Expansion”

There was no discussion.

Mr. Knopp congratulated Mr. Bloom on another successful book sale by the Friends of the Norwalk Library.

Ms. Brescia said that she had the opportunity to visit the Boston Library and it was wonderful.

6. ADMINISTRATION REPORT

A. Statistics July 1, 2018-March, 2019

Ms. Bradley presented and said that there have been almost 30,000 attendees at youth programs this year which has increased from last year, and the adult programs are about the same as last year at 13,000 attendees. She said also the same is the Wi-Fi usage which is 173,000 uses, and the meeting room bookings are at capacity. She said the actual use of the library generally ends at 7:00PM. but staff needs to be on site when the meeting room is being used to lock up, and that needs to be kept in mind with the reconstruction so that can be allowed to be done without library staff because there is more requests for the meeting facilities.

Ms. Bradley said the tax preparers just finished for the year and said the results were astounding and at the South Norwalk Branch processed 573 returns which is a 17% increase over last year, and the main library processed 932 returns which is a 34% increase over last year. She said the Norwalk Library is now the largest volunteer site in Fairfield County and among the largest volunteer sites in Connecticut.

7. OLD BUSINESS

There was no old business discussed this evening.

8. NEW BUSINESS

Ms. Brescia said that yesterday was Norwalk Day at the Capital and the Library was one of 12 organizations that had attended.

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 7:35 p.m.

Respectfully submitted,

Dilene Byrd
Telesco Secretarial Services