

**CITY OF NORWALK  
PUBLIC LIBRARY BOARD OF DIRECTORS MEETING  
DECEMBER 12, 2019**

ATTENDANCE: Alex Knopp, Chairman; Ralph Bloom; Mary Mann; Patsy Brescia;  
Moina Noor; Janine Williams; Thomas Cullen

LIBRARY STAFF: Christine Bradley, Director; Sherelle Harris

**1. CALL TO ORDER**

Mr. Knopp called the meeting to order at 7:04 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**

There were no public comments this evening.

**4. APPROVAL OF MINUTES OF NOVEMBER 14, 2019**

On page 3, add “Ms. Brescia moved to approve the removal of the capital budget from the table and to approve the capital budget submissions as Ms. Bradley indicated”.

**\*\* MR. CULLEN MOVED TO APPROVE THE MINUTES OF NOVEMBER 14, 2019 AS AMENDED.**

**\*\* MS. NOOR SECONDED THE MOTION.**

**\*\* THE MOTION PASSED UNANIMOUSLY**

**5. PRESIDENT'S REPORT.**

Mr. Knopp circulated the book that his wife had published last week. He said that Ms. Bradley will be scheduling an Authors signing day at the Library.

a. Update on capital budget

Mr. Knopp said there is no new information since the last meeting.

b. Approve endorsement of American Library Association petition against Macmillian Publishing policy to limit access of public libraries to e-books (see attached FAQ)

Mr. Knopp said that Macmillian Publishing Company has adopted a policy that they will only sell one copy of an e-book of a particular book to a Library and the Library would then have to wait eight weeks before it can purchase a second e-book. This has attracted the attention of the American Library Association and the American Urban Libraries and many others because it has the effect of denying readers at the Library access to e-books. They are doing this to make Libraries purchase more books and limit the access, so there is a petition campaign from the American Library Association and the American Urban Libraries and others and he thinks it's a good thing for us to join the petition as many other libraries in Connecticut and elsewhere have.

**\*\*MR. KNOPP MOVED TO APPROVE THE ENDORSEMENT OF THE AMERICAN LIBRARY ASSOCIATION'S PETITION.**

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

**\*\* THE MOTION PASSED UNANIMOUSLY.**

c. Update of NPL relationship with CP/CPTV

Mr. Knopp said he received a phone call from Connecticut Public who indicated that at their board meeting that they had voted unanimously to open a broadcasting studio in Norwalk. He said it will be smaller than they had originally planned because he had decided he would like CPTV to have external projects so he does not anticipate there will be a full size classroom as they had originally anticipated. Ms. Brescia asked if they had provided a timeline. Mr. Knopp said "no" and he had suggested that a meeting be scheduled with the Library, CPTV and the Mayor's office in January to start those discussions. Ms. Noor asked if they had indicated how much they will want to be involved in the process. Mr. Knopp said they have offered them to set up a broadcast

studio downstairs in the maker's space immediately but they did not want to do come to the Library until the construction is completed. Ms. Brescia asked if the grant is still in place. Mr. Knopp said "yes" and he has met with Bob Duff to confirm.

d. Review of NPL Policy on Fines Amnesty

Ms. Bradley said she had a discussion with the Supervisors of the Library regarding fines and they had decided what they want is their patrons back. This month they are having a very successful amnesty drive where people bring in a food donation and have collected a lot of donations. She said at their next meeting they will discuss increasing the block which is currently \$10.00. Ms. Brescia suggested discussing an incentive program where if the patron has overdue fines and can't take out materials that they be allowed to use them in the Library. Ms. Noor asked how much is owed in fines. Ms. Bradley several hundred thousand dollars but that is cumulative.

## **6. ADMINISTRATION REPORT**

a. Action to approve 2:00 closings on Tuesday, December 24 and Tuesday, December 31

Ms. Bradley said last month staff had requested closing the Library at 5:30PM on December 24<sup>th</sup> and December 31<sup>st</sup> but she went to a department head meeting and City Hall will be closing at 2:00PM. She requested that the Library also close at 2:00PM. Mr. Knopp suggested that she make the request to Daniels since the original request was also made to him.

b. Report on book drops

Ms. Harris said the books drop has been installed at the SONO branch and the patrons are using it. She said she sent an email to Mr. Knopp on the proposed locations at the main Library. Mr. Knopp said the gate for the parking doesn't always work and his fear is if the book drop is installed in the gated lot and the Library is closed someone may get locked in. He said he would like the book drop in a location where the patrons would not have to go into the gated parking area to use the book drop. Ms. Brescia said that she has spoken with Mr. DiGani last week regarding the walk through from the First Taxing District. Mr. Knopp said the benefit of the walk through is to help move the books from the book drop into the Library. Mr. Bloom suggested the island in between the lot behind the First District property so there is room for a car to make the turn and use the book drop. Ms. Harris said they will also be installing a shed on that property so library staff can store their equipment and they have identified a location and they are thinking of installing the walk through close to that so the staff could have access.

c. Census Complete count committee report

Ms. Bradley said she is serving on the Census Complete count committee for the Library and have made bookmarks and a banner. She said people are concerned that they get a complete count in Norwalk and it is a good committee and people are working to make sure that the census is filled out. Mr. Knopp suggested that it also be discussed with the Literacy Volunteers. Ms. Brescia asked if someone is not counted if there is any apparatus available to let people know that they missed it. Mr. Knopp said “yes” and it depends on the situation and they will do an in person walk around and an online contact. Ms. Brescia said if there is anything anyone can do themselves it would be a good thing to articulate and explain to any group that it is presented to so that people can be proactive.

d. Invitations to staff parties, Art n Text event

Ms. Bradley provided an overview of the Art n Text event and said after the tribute to the author and the poem will be read and the artwork will be displayed. She said the event will be held this Sunday at 2:00PM. She said in addition to the 12 artists and the 12 poets there will also be work from Winston Prep and the Stem group from the Norwalk Housing Authority.

**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**

**\*\* MR. BLOOM MOVED TO ADJOURN THE MEETING.**

**\*\* MS. BRESCIA SECONDED THE MOTION.  
\*\* THE MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 7:50 p.m.

Respectfully submitted,

Dilene Byrd  
Telesco Secretarial Services

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