

**CITY OF NORWALK  
PUBLIC LIBRARY  
BOARD OF DIRECTORS  
REGULAR MEETING  
JULY 15, 2022**

**ATTENDANCE:** Alex Knopp, Chair; Sharon Baanate; Patsy Brescia; Ralph Bloom; Moina Noor; Janine Williams; Mary Mann

**STAFF:** Sherelle Harris, Library Director

**OTHER:** Amanda Cleveland, Architect

**1. CALL TO ORDER**

Chairman Knopp called the meeting to order at 7:05. A quorum was present.

**2. ACCEPTANCE OF MINUTES FROM JUNE 9, 2022 REGULAR MEETING AND JUNE 27  
SPECIAL MEETING MINUTES.**

\*\*\*\*\***Ms. Baanate** oved to accept the minutes from the June 9 meeting as presented.

\*\*\*\*\***Mr. Bloom** seconded the motion.

\*\*\*\*\***The motion** passed unanimously.

\*\*\*\*\***Ms. Noor** moved to accept the minutes from the Jun 27, 2022with one revision.

\*\*\*\*\***The motion** passed unanimously.

**3. ADDITIONS TO THE AGENDA**

There were no additions to the agenda.

**4. PUBLIC PARTICIPATION**

There was no public participation.

## 5. PRESIDENTS REPORT

### A. Status of plan to open for Sunday hours beginning in September

This was discussed at last month's meeting. Ms. Harris does not have an update on this yet. There needs to be additional staffing to make this happen. There is money in the budget for additional staffing.

### B. Recommendations for upgrade of furnishings/decoration in 1st floor area adjacent to Blue Teapot

There are some things that were donated by the state. Mr. Bloom stressed the importance of any new furniture being comfortable and easy for seniors to get into and out of. Ms. Harris is accepting recommendations.

### C. Update on Aquarium Donation

A donor has offered to donate an aquarium in the children's section. There is no clear city process for accepting such donations. Chairman Knopp, and Ms. Harris will meet apart from the board to sort out the process of accepting this gift.

### D. Discussion on City "Efficiency Study"

\*\*\*\*\*Ms. Brescia made a motion to delay the discussion of the Efficiency Study to the next board meeting.

\*\*\*\*\*The motion passed unanimously.

### E. Approval to cancel August NPL Board meeting

\*\*\*\*\*Chairman Knopp moved to cancel the August meeting.

\*\*\*\*\*Ms. Brescia seconded the motion.

\*\*\*\*\*The motion passed unanimously.

## **6. LIBRARY DIRECTOR'S REPORT**

### **A. Update: SoNo Repurposing Project Presentation (may consider going out of agenda order for this)**

Ms. Harris introduced Amanda Cleveland. Ms. Cleveland gave an update on the plans and planned furnishings for the project. Production plans have begun and the goal is to have them complete by mid August. At that point, the project will be sent out for bids.

Chairman Knopp asked if the plans had gone through the city's building office. Ms. Harris assured him that they were in contact with the building office.

Ms. Cleveland detailed the furnishings and updates that are planned for the library, including the materials and colors to be used.

Ms. Baanante asked about the durability and ability to clean the fabrics on the walls. Ms. Cleveland is using commercial grade fabrics and will present the board with samples when the time comes.

Ms. Noor asked about the material for the chairs. No final decisions have been made as yet.

Ms. Cleveland went through a detailed timeline for the project.

Ms. Baanante asked about adding blinds to the design.

### **B. Update: Library FT Open Positions**

Ms. Harris will be meeting with the personnel manager. The new branch manager position should be filled soon. There is a full time library assistant position open.

### **C. Update: City procedure for disposing of City property**

Ms. Harris is still waiting to hear what the procedure is for disposing of City property.

### **D. Outdoor furniture**

A presentation will be made at the next board meeting.

## **E. Security/Active Shooter Update**

A new lock has been installed in the children's activity room in case of a situation that the door needs to be barricaded. The city is implementing a new city-wide security plan, and will tour both libraries as a part of the overall plan.

## **7. OLD BUSINESS**

### **a. Election of NPL Officers**

Chairman Knopp is stepping down as Chairman and thanked the board for all their efforts and for the good work they did in the face of the difficulties presented by Covid.

**\*\*\*\*\*Ms. Mann moved to elect Ms. Noor for President, Ms. Brescia for Vice President and Ms. Williams as Treasurer.**

**\*\*\*\*Chairman Knopp seconded the nomination.**

**\*\*\*\*\*The motion passed unanimously.**

Ms. Brescia and the full board expressed their gratitude for the time and effort Chairman Knopp has contributed to the board during his leadership.

## **8. NEW BUSINESS**

There was no new business.

## **9. ADJOURNMENT**

**\*\*\*\* Ms. Brescia moved to adjourn the meeting.**

**\*\*\*\* Mr. Bloom seconded the motion.**

**\*\*\*\*The motion passed unanimously.**

The meeting was adjourned at 8:30.

Respectfully submitted,

Amy Chaple  
Telesco Secretarial Services