

**CITY OF NORWALK
BOARD OF LIBRARY TRUSTEES
REGULAR MEETING
DECEMBER 8, 2022**

ATTENDANCE: Moina Noor, Chair; Sharon Baanante, Ralph Bloom, Patsy Brescia, Alex Knopp, Mary Mann, Laurel Peterson, Jannie Williams

STAFF: Sherelle Harris, Norwalk Public Library Executive Director

OTHERS:

CALL TO ORDER

Ms. Noor called the meeting to order at 7:07 p.m. A quorum was present.

Ms. Noor asked for a moment of silence in memory of Ms. Williams' son.

PUBLIC COMMENTS

There was no one present from the public who wished to address the Board at this time.

ADDITIONS TO AGENDA

There were no additions to the agenda at this time.

PRESIDENT'S REPORT

Ms. Noor reported that the subcommittee had met and said that she had contacted three libraries: Stamford, Hartford and New Haven along with the Connecticut State Library Association. She said that Stamford and Hartford were actually 501(c)3 agencies and not municipal libraries, but they do receive City funding. New Haven is similar to Norwalk, but they have a Foundation. She gave the details. Out of all of the Connecticut libraries, Norwalk is unusual in that the Mayor selects the Board Members.

The next step will be drafting a memo regarding these various findings and the State statutes regarding how the Library governs itself. She said that she would draft up something by the next meeting that may be presented to the Mayor.

Ms. Noor then spoke briefly about the current Charter Revision that was underway.

The Wall Street Plan –

Ms. Noor thanked everyone who attended and said it was a good reminder of how important it is to represent the Library in the communities. There were several Common Council Members present and they are also anxious to see the libraries thrive and be attractive to the public.

Ms. Noor said that the Wall Street Plan will directly affect the Library. The Plan is posted on Nancy on Norwalk. The intersection between West Avenue, Wall Street, and Belden Avenue will be redesigned to a four way intersection and the parking garage will be undergoing renovations also. Discussion followed.

Mr. Knopp said that there had been a generous donation from a private individual for a saltwater aquarium for the Children's Library at the Belden Library. He then reviewed the details of the donation and reviewed the terms. Mr. Knopp said that the documentation had been sent to the Board Members including a number of schedules. He noted that he had already discussed this with the City Law Department and there will be an additional document from Corporation Counsel

**** MR. KNOPP MOVED TO APPROVE THE DONATION RESOLUTION AND THE ASSOCIATED DOCUMENTS AS PRESENTED.**

Ms. Noor said that the donor was very generous.

**** MS. BRESCIA SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

LIBRARY DIRECTOR'S REPORT

Ms. Harris provided a summary of the budget requests. She spoke about the need for the third Custodian position now that the library has added Sundays and additional evening hours. She mentioned the open Library Assistant position that is still active in personnel, but not in the budget roster. She spoke about the proposed Communication Director position. She then gave an overview of the budget increases to the Board. The operating budget requests are minor aside from the position requests.

The preliminary Operating Budget discussion is scheduled for December 12th with Lamond Daniels, Sherelle Harris and the Finance Department.

The discussion then moved to capital budget requests. The capital budget includes ADA-compliant door knobs, a new library van to replace the 16-year-old current van (quotes for gas and electric vans were provided), upgrading the library operating system that is no longer supported by the vendor, the preprocessing of purchased items to reduce staff workload, finalizing *The Hour* newspaper's digitization project, new carpet for the main library's first floor, new furniture for the adult reading room at the main library (particularly chairs with arms to assist the elderly in getting out of their seats) a business center (that other libraries already have),

among other items. Ms Harris said she does not want Norwalk Public Library to be a library that always follows others, but a library that is ahead of the curve.

OLD BUSINESS

There was no old business to consider at this time.

NEW BUSINESS

There was no new business to consider at this time.

ADJOURNMENT

**** MS. MANN MOVED TO ADJOURN.**

**** MS. PETERSON SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 8:27 p.m.

Respectfully submitted

S. L. Soltes
Telesco Secretarial Services