

**City of Norwalk
Public Library
Board of Directors Meeting
Thursday, May 12, 2022**

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

STAFF: Sherelle Harris, NPL Executive Director

OTHER:

I. Call to Order

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

II. Approval of April 28, 2022 special meeting minutes

Chairman Knopp asked to table the approval of last month's minutes until the next meeting.

III. Additions to Agenda

There were no additions to the agenda.

IV. Public Comments

There were no public comments.

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V. President's Report

A. Action - Museum Policy

Ms. Harris presented her draft on Museum Policy. Ms. Baanante asked if museum passes could be reserved. Ms. Harris said passes cannot be reserved. Ms. Baanante asked about aquarium passes. Ms. Harris is still working on getting these passes.

Ms. Brescia asked if passes are available in both branches. Ms. Harris assured her that they are.

Ms. Noor questioned if these passes could become electronically used, rather than needing to pick up and return physical passes to the library. Ms. Harris will follow up on this.

Mr. Knopp would like to know how often each pass is used at the end of the year.

*****Ms. Baanante moved to approve the museum policy.**

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

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

B. Action – Code of Conduct Policy

The code of conduct policy has been updated as restrictions due to covid have been lifted.

Ms. Baanante recommended adding violation of any local, state or federal law and safety or health of staff or patrons under customer behavior.

*****Ms. Baanante moved to make the above changes to the policy.**

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

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

Ms. Noor asked how the policy was enforced. Ms. Harris explained the process.

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C. Update re NPL follow-up re City Efficiency Study

On Monday Chairman Knopp and Ms. Brescia met with the Mayor to see how he would like the efficiency study conducted. The next step is for Ms. Harris to submit her comments. There is money in the budget and the group will move forward with hiring an Assistant Director.

VI. Library Director's Report

A. Narcan and suicide prevention training

Ms. Harris stated that the library staff will have narcan and suicide prevention training.

B. Permanent outdoor furniture

Ms. Harris has asked the staff to make recommendations on furniture, and this will move forward.

C. Mental health programs

There will be children and adult mental health programming in conjunction with Positive Directions for mental health awareness month.

D. Window washing

The windows will be washed this week, inside and outside.

E. Hybrid board meetings

In order to have hybrid meetings, cameras will need to be installed. They are waiting to find out about funding for this.

VII. Old Business

Ms. Baanante asked when more evening hours would be available. Ms. Harris hopes staffing will be filled and this will happen by December.

Ms. Noor asked when the survey results would be made available. Ms. Harris thinks the survey will run through June, and which time results will be made available.

VIII. New Business

Ms. Harris was contacted by a woman who is creating yarn dolls as a fundraiser for star programs and Ukraine. She would like to put a table in the two library branches to sell the dolls.

Chairman Knopp is concerned about setting a precedent for fundraisers. He asked Ms Harris to see if the library has any policy about situations like this.

IX. Adjournment

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

****** Ms. Mann seconded.**

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

The meeting adjourned at 8:00

Respectfully submitted.

Amy Chaple
Telesco Secretarial Services

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