CITY OF NORWALK
PUBLIC LIBRARY
BOARD OF DIRECTORS
OCTOBER 12, 2023
VIA TELECONFERENCE

ATTENDANCE: Monia Noor, Chair; Ralph Bloom; Patsy Brescia; Thomas Cullen; Alex Knopp; Mary Mann; Laurel Peterson; Jannie Williams; Haroldo Williams

STAFF: William Hnatuk, ADA Coordinator; Sherelle Harris, Library Director

1. CALL TO ORDER

Ms. Noor called the meeting to order at 7:03 p.m.

2. APPROVAL OF THE SEPTEMBER 14, 2023 MEETING MINUTES

**** MR. BLOOM MOVED TO ACCEPT THE MINUTES AS PRESENTED**
**** MR. KNOPP SECONDED**
**** MOTION PASSED UNANIMOUSLY**

3. PUBLIC COMMENTS

There were no members of the public who wished to comment this evening.

4. ADDITIONS TO AGENDA

There were no additions made to this evening's agenda.

Ms. Noor asked to take the agenda out of order this evening.

6. LIBRARY DIRECTOR'S REPORT

3. SONO CHARGING STATION PLACEMENT

Ms. Harris explained that a few months ago, there was a discussion about installing an electric charging station at the South Norwalk branch of the Library. She introduced Bill Hnatuk, the

City of Norwalk's ADA compliance officer who will be involved with the project. Mr. Hnatuk reviewed his credentials and he reviewed the project and stated that the SoNo Library property is owned by SNEW (South Norwalk Electric and Water).

Mr. Hnatuk explained that a representative from The Guardian reached out to him to be sure the project complies with ADA regulations. He shared his screen and explained there are currently two accessible parking spaces at the rear of the South Norwalk branch of the Library, but one is required to be van accessible. The two spaces need to be changed and described what needed to be done to bring them into ADA compliance and install the EV charges at ground level. As a result of the project, a regular parking space will be lost.

Ms. Brescia asked if the spaces can be used 24/7 and if they were for the exclusive use of the Library. Mr. Hnatuk said the spaces would be available 24/7, but they are not for the exclusive use of the Library. Ms. Brescia said she was opposed to this project, because the Library will lose parking spaces and arking is a constant issue. Mr. Hnatuk said though they are adding a van accessible space they are only losing one space,. Ms. Brescia said losing the space is detrimental to the Library.

Mr. Knopp explained that this project, having two electrical charging station parking spaces has already been voted on by the Board; this has already been decided. He told Mr. Hnatuk that he hoped he will be involved in the installation of a charging station at the Main Library.

Mr. Hnatuk explained that the City is required by Federal law to make the chargers accessible if they are being installed on municipal property.

Mr. Knopp said that it is great that SNEW is funding this, but noted the Main Library is not in that district. Mr. Hnatuk said he believes they will be on all City properties accessible units will have to be provided.

Ms. Noor asked Ms. Harris to keep the Board up to date on the installation. She said that to Ms. Brescia's point, she reached out to Mr. Travers and Ms. Vonashek to start the conversation about parking. She said the meeting will probably happen in January.

1. **ELECTION: MAIN LIBRARY AS POLLING SITE**

Ms. Harris explained that the main branch of the Library will be used as a polling site this November. She and the Registrar's office have spoken. The equipment will be dropped off on Sunday, November 5 and set up on Monday. Site workers will arrive at 5:15 a.m. Tuesday morning. Ms. Harris added that there will be a Police presence at the Library on Tuesday.

Mr. Knopp noted that the fact the parking lot is not available is a detriment. He said that under Eminent Domaine status, there is a tight deadline. It may be possible to have it completed by Election Day. He encouraged the City and Ms. Harris to try to make the parking lot available for Election Day.

5. **INDIE AUTHOR PROGRAM**

Ms. Harris reported that the independent authors will come from all over the State and set up their booths. She said this is a gateway for the authors. Mr. Knopp said it was important to do all they could to support the events in terms of parking.

Ms. Brescia said the Town Clerk is in charge on Election Day and suggested contacting him regarding using Mr. Mulligan's property for parking.

2. **SONO REPURPOSING PROJECT UPDATE** (work to begin on Oct. 31)

Ms. Harris reported that the SoNo repurposing project has a date of October 31st. She said they did a good job in Stamford. She added that they need to find out from the City how to note the first floor will be closed.

4. **GNLV RENOVATION NEARLY COMPLETED**

Ms. Harris reported that the renovation just needs some finishing touches.

Ms. Noor noted that there have been physical plant issues and they need some short-term fixes for issues such as leaks. Ms. Noor said the building is kind of falling apart and that needs to be addressed. It would help to know when the building is scheduled for renovation. Ms. Harris will invite a representative from Guardian to the next meeting.

6. **MAYOR'S DASHBOARD**

Ms. Harris presented the Mayor's Dashboard, showing the Library's page. She said each department will update their section on a monthly basis.

Ms. Harris acknowledged Ms. Mastrianni who received a thank you note from the relative of a late Library patron.

5. **PRESIDENT'S REPORT**

Ms. Noor asked Ms. Peterson to read a poem written to honor the memory of Ms. Divya Misra, a former Librarian, entitled "*What I Tuck Under Your Pillow If I Could*".

ACTION ITEM

Library Café RFP

Mr. Williams distributed a copy of an RFP and asked all Board members to review the draft and forward comments to him by Tuesday, October 17th. Mr. Knopp asked that the language be simplified. Ms. Brescia asked Mr. Williams if he was working with anyone from the City on this. He said he was not at this point. Ms. Noor said that the Board will review and approve the draft, which will be given to the City for their review. They will make changes based on heir practice. She asked Board members to send their comments to Mr. Williams who will share those comments.

8. **OLD BUSINESS**

There was no old business discussed this evening.

9. **NEW BUSINESS**

There was no new business discussed this evening.

10. **ADJOURNMENT**

**** MS. BRESCIA MOVED TO ADJOURN**
**** MR. KNOPP SECONDED**
**** MOTION PASSED UNANIMOUSLY**

There was no further business, and the meeting was unanimously adjourned at 8:08 p.m.

Respectfully submitted,

Rosemarie Lombardi
Telesco Secretarial Services