

**CITY OF NORWALK
PUBLIC LIBRARY
BOARD OF DIRECTORS
SEPTEMBER 12, 2024
VIA ZOOM**

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

STAFF: Sherelle Harris, Library Director

1. CALL TO ORDER

Ms. Noor called the meeting to order at 7:00 p. m. and called the Roll as indicated above.

2. APPROVAL OF THE MINUTES FROM THE JULY 11, 2024, MEETING

The minutes were tabled to the next meeting.

3. PUBLIC COMMENTS

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

4. MAIN LIBRARY TREE PROJECT: Roma Stibravy

There was no report presented this evening.

5. PRESIDENT'S REPORT (Moina Noor)

A. Main Library Parking Renovations

Ms. Noor reported that on August 13th she, Ms. Harris and Ms. Williams met with representatives from LAZ Parking. They did a thorough walk through of the three parking lots, including the Eagles Club parking lot and discussed the possible near term improvements that could be made.

Ms. Noor said that Ms. Vonashek reached out and expressed support of the City making the three lots cohesive. She suggested putting a number to the plan to present in the next year's budget.

The Board will be apprised as the plan develops. Mr. Knopp asked if the Board will be able to participate in developing the plan. Ms. Noor explained that they, and Ms. Harris, in particular will be involved in creating the plan.

B. Main Library Café (Haroldo)

Mr. Williams expressed disappointment that they did not receive any bids on the RFP. He recommended holding a public meeting to provide information regarding the RFP and to let local café owners know the Library is looking to establish a café.

**** MS. BRESCIA MOVED TO CREATE A NEW RFP**

**** MS, PETERSON SECONDED**

**** MOTION PASSED UNANIMOUSLY**

6. **LIBRARY DIRECTOR'S REPORT** (Sherelle Harris)

Ms. Harris shared her screen and reviewed her report.

A. Election Site Moved

Ms. Harris reported that the election site was moved from the library to Jefferson Elementary School. She said that Ron Bank's from the Registrars office called her personally to thank her for allowing the library as a voting site when St. Mary's ceased to be the location. Ms. Noor expressed her thanks to the Library staff for accommodating the voting over the last few years. Mr. Knopp said he was disappointed with the decision.

B. Facilities Update

She shared photos taken during the meeting with LAZ Parking representatives. She explained that they walked the exterior of the Main Library for the purpose of making library parking more cohesive for visitors with clear signage and easy accessibility to the library from each lot. She broke down the improvement needs for each lot.

Library's Lot

The Library's lot is directly adjacent to the library off of Mott Avenue. It has 37 spaces which include two handicap spaces. She said they revisited a previous discussion about striping the parking lot for a better visibility and adding signage at the parking lot's exit alerting that there is additional parking in the Eagle's lot. She mentioned overnight parkers to them and the LAZ representatives suggested a 3-hour parking limit to prevent all day and overnight parking.

She said the library supervisors suggested a 4-hour limit to accommodate those who want to use the library after attending a library program.

Eagle's Lot

NPL leases 30 spaces in the Eagle's parking lot. Those spaces are directly adjacent to the library's lot on Mott Avenue, but they are not identified with signage as library parking.

3 Belden Avenue Parking Lot

There are 11 spaces reserved for NPL visitors in the 3 Belden Avenue parking lot. The other spaces are reserved for 3 Belden Avenue visitors. She said cars enter on the side where the 3 Belden Avenue parking spaces are and exit on the side where the NPL spaces are. She said the library spaces have signing identifying that they are for library visitors, but there is no directional signage or signage visible from the street (Belden Avenue) indicating library parking. There is also a leaning pole at the beginning of the island that looks hazardous and unsightly. She said that she also pointed out that the fence between the library and the 3 Belden lot should be removed and the grading and egress issues should be fixed for easier accessibility from the lot to the library.

Accessibility Parking

Ms. Harris said they also revisited the topic of on-street handicap parking. She said they have two handicap spaces in the library parking lot that is nearest the Mott Avenue entrance and that they discussed adding two spaces to the other end of the parking lot nearest the library's north entrance.

Ms. Harris discussed the need for the city to maintain the trees and hedges on library grounds.

Ms. Brescia urged the Board to stay on top of projects. She also agreed with adding handicap parking in the lot, but not on the street stating that it is too dangerous.

Mr. Knopp said he was not sure the Eagles Club lot was still required after the Milligan lot was acquired for parking. He said with budget cuts the money might be better spent to support the library operating budget. Ms. Brescia pointed out they may need that space for parking during construction. Mr. Knopp said she made a good point. Ms. Noor said she has seen the Eagles lot being used. A professional needs assessment will look at parking.

Ms. Harris reported there were issues with the Main Library auditorium partitions that allowed the room to be divided to accommodate more than one program at a time and that Neil from Guardian had identified a company to look into it to provide a quote for repair.

C. Capital Budget Projects

Ms. Harris reported they are working on the capital items that were approved in the last budget cycle.

D. Indoor Furniture

Ms. Harris said she is working with staff and vendor to move the project along.

Ms. Harris will forward her presentation to the Board members.

7. OLD BUSINESS

There was no old business discussed this evening.

8. NEW BUSINESS

Mr. Knopp asked to discuss the following items:

Proposed City lease of 3 Belden Avenue and the time table for the Main Library renovation project.

PROPOSED CITY LEASE OF 3 BELDEN AVENUE

Ms. Noor said the City acquired the parking lot and property and have been in conversations with Ms. Vonashek. She said she read about the Maker's Space and would like to know how it works with the Library. Mr. Knopp said he was astonished that the City proposed the lease without communicating with the Library Board or Director. He said he feels the leadership of the Library needs to make clear to the City that they would like to be made aware before any steps are taken. He said that overall he is disappointed over the lack of prior conversation and the length of time the City envisions they put shovel to the ground.

Ms. Noor said the Maker's Space could be exciting, but the Library should be in the loop. She added that according to the article in *Nancy on Norwalk*, it has not yet been voted on. Ms. Brescia said it was on the Land Use and Building Management Committee agenda a short time ago. Ms. Noor said the Planning and Zoning Commission will meet on this at their September 18th meeting. Mr. Knopp expressed his thanks to Mr. Burnett for asking how this project will impact the Library.

Ms. Noor will request a meeting with Maker's Space and the City's representative.

TIME TABLE FOR THE MAIN LIBRARY RENOVATION PROJECT

The Board discussed the timetable for the renovations and noted the Library project is projected to take 36 months.

9. ADJOURNMENT

**** MS. BRESCIA MOVED TO ADJOURN**

**** MR. BLOOM SECONDED**

**** MOTION PASSED UNANIMOUSLY**

There was no further discussion, and the meeting was unanimously adjourned at 8:25 p.m.

Respectfully submitted,
Rosemarie Lombardi
Telesco Secretarial Services

City of Norwalk
Public Library
Board of Directors
September 12, 2024
Via Zoom
Page 4