



REGULAR MEETING – LIBRARY BOARD OF DIRECTORS AGENDA

**SEPTEMBER 10, 2026, 7:00 PM
BY ZOOM VIRTUAL MEETING**

To allow public access, anyone may access a meeting by telephone and/or Zoom, or a recording in the City of Norwalk YouTube channel. Specific instructions and links can be found at norwalkct.gov/meetings.



Members of the public may call in to participate. Callers will not be able to see the meeting participants. All participants will be muted upon entering the meeting. To speak, dial *9 on the phone and you will be called on by the host of the meeting during the public comment section. All speakers must state their name and address. Comments must be on a topic on the agenda, and are limited to three minutes. Anyone disrupting the orderly conduct of the meeting, including by using threatening, hateful, or sexually-explicit language, will be removed. Please find the information using the link above.



Members of the public who wish to provide "live comments" may also use the Zoom meeting platform. All participants will be muted upon entering the meeting. To speak, click the "raise your hand indicator" and you will be called by the host of the meeting during the public comment section. All speakers must state their name and address. Comments must be on a topic on the agenda, and are limited to three minutes. Anyone disrupting the orderly conduct of the meeting, including by using threatening, hateful, or sexually-explicit language, will be removed. Please find the information using the link above.



Members of the public who wish to provide public comment are encouraged to submit those via email in advance of the meeting. For these comments to be included into the record, they must be submitted by 12:00 p.m. the day of the meeting. Please email Sherelle Harris at sharris@norwalkpl.org with the subject line "Public Comment" to provide written public comment prior to the meeting.

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. ACCEPTANCE OF MINUTES**
 - A. Regular Meeting: September 10, 2026**
 - B. Previous Meeting: July 9, 2026 Minutes**
- IV. PUBLIC PARTICIPATION**
- V. REPORTS**
 - A. President**
 - 1. Library Board Appointment/Reappointments**

B. Library Director

1. Marcus Eason, South Norwalk Branch Manager
2. Cathy Andronik, Librarian - ALA Conference
3. Laptop ConneCT initiative and Norwalk Public Library draft documents
4. Self-Checkout Kiosks Replacement (CAPBUD)
5. Eagles Parking Space Rental Fully Executed Contract
6. Registrar of Voters November 3, 2026 Voting Facility Use
7. Raises for PT Librarians
8. 2025 Vita Tax Help - Final Numbers on Returns
9. Request to close library Saturday, November 28, 2026
10. SoNo Charging Station
11. Main Library Reading Rooms

VI. OLD BUSINESS

VII. NEW BUSINESS

VIII. ADJOURNMENT

**CITY OF NORWALK
LIBRARY BOARD OF DIRECTORS
JULY 9, 2026
REGULAR MEETING MINUTES**

ATTENDANCE: Moina Noor, Laurel Peterson, Heroldo Williams, Janie Williams, Mary Mann
STAFF: Sherelle Harris (Library Director)

I. CALL TO ORDER

Chair Moina Noor called the Regular Meeting of the Norwalk Public Library Board of Directors to order at 7:01 p.m. A quorum was present.

II. ROLL CALL

A roll call was performed. Present at the meeting were Moina Noor, Laurel Peterson, Haroldo Williams, Janie Williams, Mary Mann, and Sherelle Harris. A quorum was present.

III. ACCEPTANCE OF MINUTES

The Board reviewed the minutes of the June 11, 2026 meeting.

Jannie Williams moved to approve the June 11, 2026 meeting minutes. Mary Mann seconded the motion.

Motion passed with four votes in favor and one abstention (Laurel Peterson).

IV. PUBLIC PARTICIPATION

There was no public participation.

V. REPORTS

A. PRESIDENT

There was no President's report.

B. LIBRARY DIRECTOR

1. Library Grounds Account and Eagles Parking Lease

Director Harris reviewed the history of the Library Grounds Account and explained that funding for the Eagles parking lease has been included in the Library's operating budget through City appropriations. She also reported that the Community Services Committee voted unanimously to recommend a one-year extension of the parking lease agreement with the Fraternal Order of Eagles. The Board discussed the importance of maintaining parking availability for library patrons.

2. 3 Belden Avenue Parking Spaces

Director Harris provided an update regarding parking at 3 Belden Avenue. She reviewed the current parking arrangement and discussed the possibility of designating additional spaces nearest the Library for patron use in the future. The Board also noted improvements made to the sidewalk and surrounding area that have enhanced accessibility to the Library.

3. Holiday Early Closings

Director Harris discussed the need for earlier notification from the City regarding holiday early closings. She explained that advance notice would improve staff scheduling and allow the Library to provide timely public notification of adjusted operating hours.

4. SoNo Charging Station

Director Harris reported that installation of the South Norwalk electric vehicle charging stations is substantially complete. Final coordination regarding payment processing and billing remains underway. The Board discussed announcing the project publicly once the stations become operational.

5. America 250 Recognition

Director Harris reported that the Norwalk Public Library's America 250 programming has been added to the Connecticut America 250 registry. The Board acknowledged the recognition and the Library's participation in the statewide initiative.

VI. OLD BUSINESS

A. eBook Licensing Costs

Director Harris provided a brief update regarding statewide and national efforts to address increasing eBook licensing costs. She noted that discussions and advocacy efforts continue and that additional updates will be provided at a future meeting. The Board discussed potential opportunities to support statewide advocacy efforts.

B. Main Library Polling Location

Director Harris reminded the Board that the Main Library will serve as a polling location for the August 11, 2026 primary election. She also reported that the elevator project is now anticipated to begin after the election, with September as the expected timeframe.

VII. NEW BUSINESS

There was no new business.

VIII. ADJOURNMENT

Janie Williams moved to adjourn the meeting. Mary Mann seconded the motion. Motion passed unanimously.

The meeting adjourned at 7:21 p.m.

Respectfully submitted,
Jada Caballero
Recording Secretary



Laptop ConneCT Borrower Intake & Eligibility Survey

Complete this form to confirm eligibility and help us better understand community technology needs. Responses are used only for program administration, evaluation and laptop distribution.

Eligibility Checklist

Please check each statement that applies:

- ☐ I am 18 years of age or older.
- ☐ I have a valid library card and this library in the same town I live in.
- ☐ I participate in at least one qualifying assistance program (Supplemental Nutrition Assistance Program (SNAP), Connecticut Energy Assistance Program (CEAP)/Low-Income Home Energy Assistance Program (LIHEAP), Medicare, HUSKY Health (Medicaid/The Children's Health Insurance Program)
- ☐ I do not have a comparable internet-enabled computer or laptop in my household.

Adaptive Devices

Do you require any of the following adaptive devices or accessories to use a borrowed laptop?
Requests are subject to availability and cannot be guaranteed. (Select all that apply.)

- ☐ Stylus
- ☐ External Mouse
- ☐ Headset with microphone
- ☐ Other alternative keyboard (please describe): _____
- ☐ Other alternative mouse or pointing device (please describe): _____
- ☐ Other adaptive device or accessory (please describe): _____
- ☐ None: I do not need any adaptive devices or accessories.

Participant Survey

1. What is the primary reason you do not currently have access to a personal computer or laptop? (Select one.)

- ☐ I cannot afford one.
- ☐ My computer no longer works.
- ☐ I have never owned a computer.
- ☐ I prefer not to answer.
- ☐ Other: _____

Laptop ConneCT: Borrower Intake & Eligibility Survey

Participant Survey

2. What do you expect to use the borrowed laptop for? (Select all that apply.)

- ☐ Applying for jobs or employment-related activities
- ☐ School, coursework, or training
- ☐ Telehealth or managing healthcare
- ☐ Accessing government or public services
- ☐ Paying bills or managing finances
- ☐ Staying in touch with family and friends
- ☐ Other: _____

3. How often do you expect to use the laptop?

- ☐ Every day
- ☐ Several times per week
- ☐ About once a week
- ☐ Less than once a week

4. Everyone has different levels of experience using computers. Which option best describes your current comfort level? (Select one.)

- ☐ Getting Started – I am still becoming familiar with using a computer. I may need help with things like using a mouse or keyboard, opening programs, connecting to the internet, or finding files.
- ☐ Building Confidence – I am comfortable with many everyday tasks, such as browsing the internet, checking email, joining a video call, filling out online forms, or typing a document, but I sometimes need guidance with new or unfamiliar tasks.
- ☐ Comfortable – I can independently complete most everyday computer tasks, such as creating and saving documents, downloading files, using multiple websites or applications, printing, and managing passwords or online accounts.
- ☐ Very Comfortable – I feel confident using computers for a wide variety of activities, including installing software, adjusting settings, organizing files, troubleshooting common issues, and learning new applications on my own.
- ☐ Prefer not to answer.

5. May we contact you in the future to learn how your laptop has been useful?

- ☐ Yes - Please provide email and/or phone number: _____
- ☐ No



NORWALK PUBLIC LIBRARY

Laptop ConneCT Device Information

DEVICE SPECIFICATION

Laptop Model: Dell Pro 16

Notable Features

- New devices: Laptops are new, not refurbished equipment.
- 16-inch display: Larger screen size supports ease of use, readability, and participation in online services, classes, telehealth, job searches, and digital skills activities.
- Windows operating system: Devices run on Windows, supporting familiarity and compatibility with common applications and services.
- Optional touch screen: Certain configurations include a touch screen option to support easier navigation and accessibility for some users.
- Built-in camera: Supports video calls, virtual appointments, online classes, and other remote participation needs.
- Numeric keypad: Provides easier data entry for forms, applications, budgeting, and other tasks.

Accessories

Laptops distributed through the Program will include a power adapter and charging cable as well as a protective carrying case, subject to availability:

- Wired mouse
- External keyboard
- Headset
- Stylus

MICROSOFT ACCOUNT

A Microsoft account is required when to initially sign in to the laptop. Use an existing account or create a new one.

TECHNICAL SUPPORT AND WARRANTY

Device recipients will be responsible for contacting the device supplier directly for technical support, warranty claims, or device issues. A supplier phone number and support information will be provided with each device. Libraries are not responsible for providing hardware troubleshooting or repair services.

Devices will include AGi Protect Plus warranty coverage to help reduce repair costs, battery replacement costs, and device downtime over the life of the program. The warranty provides a 5-year term, unlimited accidental damage repairs, 5 years of battery coverage with unlimited replacements, prepaid shipping, and an expected repair turnaround time of 3–7 days. AGi also offers an online claim portal with instant approval, a dedicated account manager, and flexibility to support claims through a dedicated phone number so participants are not limited to using the online portal.

The Program does not guarantee replacement of lost, stolen, or damaged devices. Decisions regarding replacement will be made on a case-by-case basis subject to availability by the loaning library, consistent with Program policies.



NORWALK PUBLIC LIBRARY Laptop Connect User Policy

Norwalk Public Library (NPL) is a proud participant in the Laptop Connect Program, a statewide initiative administered by the Connecticut Department of Energy and Environmental Protection (DEEP) and implemented in partnership with the Connecticut State Library (CT State Library). The Program is funded through the American Rescue Plan Act (ARPA) Capital Projects Fund (CPF) and is designed to expand equitable access to broadband-enabled devices for Connecticut residents facing affordability barriers.

DEVICE RECIPIENT ELIGIBILITY

To receive a device, residents must be at least 18 years old, participate in a qualifying state or federal assistance program--Supplemental Nutrition Assistance Program (SNAP), Connecticut Energy Assistance Program (CEAP), Low-Income Home Energy Assistance Program (LIHEAP), Medicare, HUSKY Health (Medicaid/The Children's Health Insurance Program), and attest that they do not have access to a sufficient personal computer at home. Devices are non-transferrable. No household may receive more than two laptops.

DOCUMENTATION OF ELIGIBILITY

Applicants must provide documentation demonstrating current participation in a qualifying program. This will come from the City of Norwalk Health Department and/or Community Services Department. Acceptable forms of verification include:

1. Proof of Benefits or Budget Letters

Official Benefit or Budget Letters issued by the Connecticut Department of Social Services (DSS) are the preferred form of documentation.

Applicants may obtain these letters through the DSS client portal or request them directly

2. Notice of Action Letters

Issued when benefits are approved or renewed.

Typically include certification period dates (e.g., "approved from [date] to [date]").

Once the Health Department/Community Services Department documents eligibility with an intake form, a staff member and borrower will sign the User Policy which users will take to the either library to pick up their devices.

LIBRARY CARD REQUIREMENT

Connect devices are available to Norwalk residents, 18 years of age and older, with a library card in good standing. Norwalk residence must borrow devices must be borrowed from Norwalk Public Library.

LENDING GUIDELINES | LOAN STRUCTURE

Laptops may be borrowed from the circulation desk at our Main Library or our South Norwalk Branch for six months with one, non-consecutive renewal. If there are holds on all devices, borrows may go in the queue to reserve the device. Checkout is available on a walk-in or reserved bases.

Devices must be returned to the circulation desk of the library from where they were borrowed. **Please do not return them in the book drop.** Being six (6) days overdue may result in loss of ability to renew devices.

Before returning devices, save any personal files to another device or cloud storage service, sign out of your accounts, and remove any personal information you wish to keep. While the participating library will reset the laptop before it is loaned to another borrower, taking these steps helps ensure you do not lose important files or leave personal information behind. Please also return accessories provided with the devices.

INSTALLING SOFTWARE ON THE DEVICES

Borrowers may install software or applications on the laptop during their loan period that is legally obtained and used in accordance with applicable laws and Norwalk Public Library's policies. Before the laptop is issued to another borrower, NPL will reset the device and remove any installed software, files, and personal information. Borrowers should not expect any data or applications to remain on the laptop after it is returned.

NPL is not responsible for time or data lost due to laptop failure. Use of laptops and other library equipment is at the risk of the borrower. NPL is not responsible for content left on the devices. Before a laptop is loaned to another borrower, NPL will reset the device and remove any data left on it, helping protect borrower privacy.

DAMAGED DEVICES

If a laptop is damaged, the borrower should contact the warranty support provider as soon as possible. Each laptop is covered by a five-year warranty that includes unlimited accidental damage protection, hardware support, full battery coverage, and mail-in repair service. NPL is not expected to diagnose or repair damaged devices, though staff may assist borrowers with warranty contact information if needed. If there is an issue with the devices, please call the device supplier directly for technical support, warranty claims or device issues. The number is on the devices.

ASSET OWNERSHIP AND USE REQUIREMENTS

The CT State Library will retain ownership of the devices in accordance with state policy and CPF requirements through December 31, 2031. Norwalk Public Library serves as custodians of Program-funded devices and will be responsible for lending devices free of charge.

DEEP has established requirements related to inventory control and asset tracking; lending and use policies; and loss, damage, theft, or early retirement of assets. Failure to comply with requirements may result in loss of program privileges.

NPL reserves the right to change its Laptop ConneCT policies and procedures.

REFERRING AGENCY

Please complete and email library or give to client to bring to the library.

Referring Agency: _____ Staff Name: _____

Name of Client: _____ How Many Laptops: ____1 ____2

LIBRARY USE ONLY

Patron Barcode: 21294 _____ - _____ - _____

Circulation Staff Initials: _____ Date: _____

FYE2027 Library Budget Requests

Capital Budget Project

Self-Checkouts Replacement

Total: \$60,000

Our current equipment—3 self-checks—is 12 years old and have reached the end of their effective service life. The aging equipment poses operational, financial, and patron experience risks that warrant immediate replacement with modern, ADA-compliant technology.

Capital Project:

Self-Check Machine Replacement Project Plan: \$60,000

Issue:

Our three 12-year-old self-check machines have reached the end of their effective service life. The aging equipment poses operational, financial, and patron experience risks that warrant immediate replacement with modern, ADA-compliant technology.

Project Justification:**1. End of Serviceable Life**

- Age: Current machines are 12 years old, well beyond typical 7-10 year replacement cycles for technology equipment
- Obsolescence: Hardware and software are outdated, making repairs increasingly difficult and expensive
- Vendor Support: Manufacturer support for legacy models is limited or discontinued, resulting in extended downtime
- Parts Availability: Replacement parts are scarce and costly, with lead times that create extended service interruptions

2. Operational Inefficiencies

- Slow Processing: Outdated technology results in longer transaction times, creating bottlenecks during peak hours
- Staff Time: Increased maintenance needs divert staff from core library services to troubleshooting and patron assistance
- Downtime Impact: When machines fail, patrons queue at service desks, increasing wait times and staff workload

3. Patron Experience

- Accessibility: Current machines may not meet updated ADA standards for height, reach ranges, and assistive technology integration
- User Interface: Outdated interfaces are less intuitive than modern touchscreen designs that patrons expect
- Limited Functionality: Older machines lack features such as multilingual support and SMS receipts

4. Security and Compliance

- Software Vulnerabilities: Outdated operating systems (Win7) has unpatched security vulnerabilities
- PCI Compliance: If processing payments, older systems may not meet current Payment Card Industry Data Security Standards
- Data Protection: Modern machines offer improved encryption and security protocols for patron information

Solution

- Three (3) self-check stations running Win11
- Self-check terminals with integrated barcode scanners
- Paper receipt printers
- Mounted payment processing devices for credit card transactions
- All associated cabling and mounting hardware
- Flexibility to stand alone or become tabletop
- ADA-compliant design with adjustable height and accessible configuration
- License for integrated SMS receipts
- Integrated return function
- Built in return bin
- Touchscreen interface with intuitive patron workflow
- Multi-language support
- Integration with existing ILS

Conclusion

Replacing the three 12-year-old self-check machines is an infrastructure investment that addresses operational inefficiencies, improves patron experience, ensures compliance with accessibility standards, and reduces long-term costs. The project will modernize library services, increase patron independence, and allow staff to focus on higher-value interactions. With a clear implementation plan and manageable budget, this project delivers measurable benefits that align with the library's mission to provide accessible, efficient, and modern services to the community.



Bill To
Norwalk Public Library
1 Belden Avenue
Norwalk CT 06850
United States

Ship To
Norwalk Public Library
1 Belden Ave
Norwalk CT 06850
United States

Quote QUO-US25406

Date 10/1/2025

Customer: C0001186-US

Payment Terms: 50% on Order, 50% on Ship Net30

Quote Expiration: 12/30/2025

Sales Rep: Donald Jannazzo

Memo (External): Pricing per current CLC LE101 contract

Item	Quantity	Net Price	Net Extended
Freight Standard Service SHIP000001-000	1	5,040.00	5,040.00
selfCheck™ 3000 - base kiosk/Desktop SCK800000-000	3	9,599.00	28,797.00
selfCheck™ 3000 - height adjust leg SCK830000-000	3	2,720.00	8,160.00
Comprise Vega 3000 - Credit Card Payment Terminal SCK800169-000	3	1,899.00	5,697.00
Comprise Vega 3000 - mounting arm for sC3000 SCK500007-001	3	167.00	501.00
SMS receipt - annual license - one device SCK400000-001-SUB	3	129.00	387.00
sC3000, accessory, US keyboard kit SCK808000-000	1	2,727.00	2,727.00
SC3000, Accessibility Panel with Audio Kit & Braille Label SCK807000-000	1	368.00	368.00
libraryConnect™ LINK (per device) SWR000080-000-SUB	3	249.00	747.00
Custom Training: QCI Refresher (existing customer) EDU200010-000	1	400.00	400.00
Training: Introduction to libraryConnect LINK EDU040020-000	1	700.00	700.00
selfCheck™ 3000 - side shelf, right SCK802000-000	3	249.00	747.00
Subtotal:			54,271.00
Tax Total:			0.00
Total:			54,271.00



Item	Quantity	Net Price	Net Extended
		Currency:	US Dollar

Terms and Conditions:

After 60 days, Bibliothea, reserves the right to revise quote.
Freight charges are estimated, actual charges will be billed.
AMH systems will be invoiced at 50% order placement, 40% shipment, 10% at acceptance
Taxes are not finalized until invoiced based on shipping jurisdiction, taxability, and rates at that time.
A copy of Tax Exemption Certificate is required with purchase order for all tax exempt customers
A 20% restocking fee, in addition to in-bound and out-bound shipping, will be charged for all returns.

<https://www.bibliothea.com/en-us-terms-of-sale-agreement/>

Submit Purchase Order by fax to 877-689-2269 or by email to orders-us@bibliothea.com.

Accepted By: _____

Accepted Date: _____

Customer Purchase Order Number: _____



Bill To
Norwalk Public Library
1 Belden Avenue
Norwalk CT 06850
United States

Ship To
Norwalk Public Library
1 Belden Ave
Norwalk CT 06850
United States

Quote QUO-US25408

Date 10/1/2025

Customer: C0001186-US

Payment Terms: 50% on Order, 50% on Ship Net30

Quote Expiration: 12/30/2025

Sales Rep: Donald Jannazzo

Memo (External): Pricing per CLC LE-101 Contract

Item	Quantity	Net Price	Net Extended
Freight Standard Service SHP000001-000	1	5,040.00	5,040.00
selfCheck™ 3000 - base kiosk/Desktop SCK800000-000	3	9,599.00	28,797.00
selfCheck™ 3000 - full height leg SCK820000-000	3	695.00	2,085.00
selfCheck™ 3000 - side shelf, right SCK802000-000	3	200.00	600.00
selfCheck™ 3000 - return bin kit, left SCK803000-000	3	2,349.00	7,047.00
Comprise Vega 3000 Credit Card Payment Device SCK600169-000	3	1,899.00	5,697.00
Comprise Vega 3000 - mounting arm for sC3000 SCK500007-001	3	167.00	501.00
SMS receipt - annual license - one device SCK400000-001-SUB	3	129.00	387.00
sC3000, accessory, US keyboard kit SCK808000-000	1	2,728.00	2,728.00
SC3000, Accessibility Panel with Audio Kit & Braille Label SCK807000-000	1	368.00	368.00
libraryConnect™ LINK (per device) SWR000080-000-SUB	3	249.00	747.00
Custom Training: QCI Refresher (existing customer) EDU200010-000	1	400.00	400.00
Training: Introduction to libraryConnect LINK EDU040020-000	1	700.00	700.00
Subtotal:			55,097.00



Item	Quantity	Net Price	Net Extended
Tax Total:			0.00
Total:			55,097.00
Currency:			US Dollar

Terms and Conditions:

After 60 days, Bibliothea, reserves the right to revise quote.
Freight charges are estimated, actual charges will be billed.
AMH systems will be invoiced at 50% order placement, 40% shipment, 10% at acceptance
Taxes are not finalized until invoiced based on shipping jurisdiction, taxability, and rates at that time.
A copy of Tax Exemption Certificate is required with purchase order for all tax exempt customers
A 20% restocking fee, in addition to in-bound and out-bound shipping, will be charged for all returns.

<https://www.bibliothea.com/en-us/terms-of-sale-agreement/>

Submit Purchase Order by fax to 877-689-2269 or by email to orders-us@bibliothea.com.

Accepted By: _____

Accepted Date: _____

Customer Purchase Order Number: _____

AMENDMENT NO. 1
PARKING LEASE

THIS AMENDMENT NO. 1, made the 1st day of July, 2026 (the “Effective Date”), by and between, **NORWALK AERIE, NO. 588 FRATERNAL ORDER OF EAGLES, INC.**, a civil and social organization and existing under the laws of the State of Connecticut, having a principal place of business located at 6 Mott Avenue, Norwalk, Connecticut, acting herein through Thomas J. Miller, its President, duly authorized (the “Landlord”), and **CITY OF NORWALK**, a municipal corporation organized and existing under the laws of the State of Connecticut, having a principal place of business located at 125 East Avenue, Norwalk, Connecticut, acting herein through Barbara C. Smyth, its Mayor, duly authorized (the “Tenant”). The Landlord and Tenant hereinafter referred to collectively as the “Parties” and individually as the “Party.”

WHEREAS, the Landlord is the owner of certain real property and parking lot known as 6 Mott Avenue, Norwalk, Norwalk, CT (the “Premises”) designated as M/B/L 01/35/04 on the Norwalk Tax Assessor’s Records; and

WHEREAS, the Landlord and Tenant entered into a Lease dated May 11, 2023;

WHEREAS, the capitalized terms herein shall have the meaning ascribed to the same in the Lease;

WHEREAS, the Parties desire to extend the Term of the Lease for a period of one (1) year commencing on July 1, 2026 and continuing through June 30, 2027 in accordance with its second of three renewal options under the Lease, and agree to an increase the annual total Rent during this period to \$14,400;

NOW, THEREFORE, in return for good and valuable consideration to each party in hand paid by the other, receipt of which is hereby acknowledged, and in further consideration of the mutual covenants herein contained, the Lease is hereby amended as follows:

1. The Landlord hereby exercises its second of three options to renew the Lease for a Renewal Term of one (1) year commencing on **July 1, 2026 and continuing through June 30, 2027** (the “Second Renewal Period”).

2. During the Second Renewal Period, the Rent payable by the Tenant to the Landlord shall be **FOURTEEN THOUSAND FOUR HUNDRED DOLLARS AND 00/100 CENTS (\$14,400.00)**, payable in equal monthly installments of One Thousand Two Hundred Dollars and 00/100 Cents (\$1,200.00) on or before the first day of each month commencing on July 1, 2026

3. Except as otherwise agreed to herein, all terms of the Lease shall remain in full force and effect.

[Signature Page Follows on Next Page]

IN WITNESS WHEREOF, the Parties hereto have hereunto set their hands and seals, and to a duplicate of the same tenor, the day and year first above written.

Signed, Sealed and Delivered
in the presence of

NORWALK AERIE, NO. 588
FRATERNAL ORDER OF EAGLES,
INC.

Art Ellis
ART ELLIS

By: [Signature]
Name: Thomas J. Miller
Title: President, Duly Authorized

STATE OF CONNECTICUT)
)
COUNTY OF FAIRFIELD) ss: Norwalk

On this 12th day of August, 2026, before me, the undersigned officer, personally appeared, Thomas J. Miller, known to me to be the person whose name is subscribed to the within and acknowledged that he, being duly authorized, executed the same for the purposes therein contained.

IN WITNESS WHEREOF I hereunto set my hand.



[Signature]
Notary Public



Notice of Facility Use – November 3, 2026 State Election

To: Library Director Sherelle Harris, Norwalk Public Library – Main (Belden Avenue) Branch
CC: Library Board of Directors, Mayor's Office, Norwalk Police Department

Dear Library Director,

This letter is to notify you that the Norwalk Public Library Main Branch, located on Belden Avenue, has been designated as a polling location for the State Election on Tuesday, November 3, 2026. The use of the facility as a polling location has been approved by the City of Norwalk, and we appreciate the continued partnership and cooperation of the Norwalk Public Library in supporting the electoral process.

To prepare for Election Day, voting equipment will be delivered to the library on Sunday, November 1, 2026, between the hours of 7:00 a.m. and 12:00 Noon. Election staff will return on Monday, November 2, 2026, to complete the equipment setup. We respectfully request access to the designated polling location area beginning Monday, November 2, 2026, through the completion of Election Day activities.

It is imperative that building access is available between 9:00 a.m. and 12 Noon. on Monday, November 2, 2026, to allow election officials to complete site setup and testing. If there will not be coverage until a specific time, WE MUST have notification of this. While someone did arrive earlier for the primary, we still had DPW waiting 45 minutes to be let in and our department is charged while they wait. We are happy as previously mentioned to absorb the cost of your custodian or key holder between 9:00am and 12 Noon to ensure that we are not absorbing the cost of multiple DPW workers.

On Election Day, Tuesday, November 3, 2026, voting will take place from 6:00 a.m. until 8:00 p.m.

To ensure the polling location is ready for voters, we request that designated building personnel:

- Be available beginning at 5:00 a.m. on Election Day and remain until approximately 7:00 a.m. while election officials complete final setup.
- Be available, as needed, at the conclusion of voting activities beginning at 8:00 p.m. while election officials complete closing procedures and secure voting equipment.

Voting equipment will be removed from the facility on Wednesday, November 4, 2026. The Department of Public Works will arrive as early as possible to facilitate equipment removal. If there is a restriction on arrival time for this, please let us know. We can be a bit more flexible for pick up on November 4.

In accordance with Connecticut election requirements, the Registrar of Voters Office will install state-mandated election signage approximately 48 hours prior to Election Day in designated outdoor areas surrounding the polling location. Due to the unique layout and public use of the Main Library Branch, we ask that library administration coordinate with our office regarding any concerns related to sign placement, pedestrian traffic flow, parking, or public access. All election signage will be removed by our office following the election.

Additionally, we anticipate requesting a Norwalk Police Department officer be stationed on the first floor of the library on Election Day to assist with voter flow, public safety, and security. We appreciate the cooperation of both the Library and the Norwalk Police Department in accommodating this operational need.

If any library programs, community events, meetings, performances, classes, or other special activities are scheduled for November 2 or November 3, 2026, we respectfully request notification so that we may coordinate appropriately and minimize any operational impact to both library patrons and voters. We ask that any potential scheduling conflicts or concerns be provided to our office in writing no later than October 15, 2026.

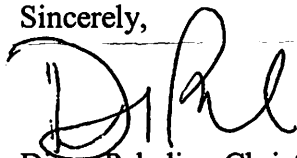
If there will be any changes to building access procedures, staffing schedules, security protocols, or facility contacts during the election preparation period, we kindly request that this information be shared with our office as soon as possible. We would also appreciate confirmation of the appropriate point of contact for facility access and Election Day coordination.

We sincerely appreciate the continued cooperation and partnership of the Norwalk Public Library, Library Board of Directors and Norwalk Police Department in helping ensure a safe, accessible, and successful election for the residents of Norwalk.

Should you have any questions or require additional information, please do not hesitate to contact the Registrar of Voters Office.

Thank you for your continued support.

Sincerely,



Diana Paladino Christopher
Republican Registrar of Voters



Stuart Wells
Democratic Registrar of Voters



REGISTRAR OF VOTERS
125 East Avenue
Post Office Box 5125
Norwalk, CT 06856-5125

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OF THE RETURN ADDRESS. FOLD AT DOTTED LINE

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Ms. Sherelle Harris
Norwalk Public Library
1 Belden Avenue
Norwalk, CT 06850

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From: Harris, Sherelle <sharris@norwalkpl.org>
Sent: Friday, August 28, 2026 2:35 PM
To: Winkowski, Agnieszka <AWinkowski@norwalkct.gov>; Julianne Foy <JFoy@norwalkct.gov>; Ellis, Tom <TEllis@norwalkct.gov>; Torres, Sharon <Sharon.Torres@norwalkct.gov>; Aragon, Antonio <AAragon@norwalkct.gov>
Cc: Williams, Yvette <AWilliams@norwalkct.gov>
Subject: Library: \$2.71 hourly increase for PT librarians

Good afternoon,

I am checking in to see when we can begin the process with the librarians.
My apologies for the typo. The raise should be \$2.71 and not \$2.10

FYE2027 the library had 100K added to its PT budget bring the total to \$721K. I would like to begin by giving the PT librarians a **\$2.71** raise to take them from \$26.29 to \$29.00.

PT Library Position	Current Hourly Rate	Recommended Hourly Rate
Shelvers	\$16.94	\$16.35 Minimum wage as of Jan. 2025 \$16.94 Minimum wage as of Jan. 2026 \$17.48 Minimum wage as of Jan. 2027
Custodians	\$17.00	\$20.00
Library Clerks	\$17.00	\$20.00
Library Assistants	\$19.00	\$23.00
Librarians	\$26.29	\$31.00 - \$35.00 Librarian's rate is \$8 - \$10 lower than state benchmark.

Clerks and library assistants were given raises in 2014, but the librarians were not given raises then. They have gone the longest with raises. Minimum wage is set to increase again January 2027 which will place our PT clerk's and custodians' current hourly rate below minimum wage.

We will monitor the requested hourly increase for PT librarians for a couple of months and determine if we can/should further increase the rate for PT librarians or try to increase the rates for one/all of the remaining positions aside from the shelvers as they will automatically receive the minimum wage increase in January.

Best regards,
Sherelle Harris, MLS
Library Director

NORWALK PUBLIC LIBRARY

One Belden Avenue
Norwalk, CT 06850

Mobile: 203.970.1975

Office: 203.899.2780 x15123

norwalkpl.org

From: Harris, Sherelle <sharris@norwalkpl.org>

Sent: Thursday, August 20, 2026 10:09 AM

To: Winkowski, Agnieszka <AWinkowski@norwalkct.gov>; Julianne Foy <JFoy@norwalkct.gov>; Ellis, Tom <TEllis@norwalkct.gov>; Torres, Sharon <Sharon.Torres@norwalkct.gov>; Aragon, Antonio <AAragon@norwalkct.gov>

Subject: Library: \$2.10 hourly increase for PT librarians

Good morning everyone,

FYE2027 the library had 100K added to its PT budget bring the total to \$721K. I would like to begin by giving the PT librarians a \$2.10 raise to take them from \$26.29 to \$29.00.

PT Library Position	Current Hourly Rate	Recommended Hourly Rate
Shelvers	\$16.94	\$16.35 Minimum wage as of Jan. 2025 \$16.94 Minimum wage as of Jan. 2026 \$17.48 Minimum wage as of Jan. 2027
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Best regards,
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Library Director

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Final Results as of 5/20/2026

Norwalk Main Library

1,263 total returns/clients served
\$1,439,156 in federal refunds
\$425,681 in state refunds
\$378,900 in tax preparation fees saved

South Norwalk Library

599 total returns/clients served
\$843,360 in federal refunds
\$305,277 in state refunds
\$179,700 in tax preparation fees saved

For Immediate Release

The South Norwalk Branch Library Adds Electric Vehicle Charging Station

NORWALK, Conn. — Norwalk Public Library is excited to announce that its South Norwalk (SoNo) Branch, 10 Washington St., now offers electric vehicle charging. The charging station, located in the library parking lot, has two charging ports and is available through the ChargePoint network at \$0.25 per kilowatt-hour, which is the standing rate for Norwalk stations.

The charging station came to fruition through a partnership with the library, Guardian Services Industries, the company responsible for managing the City of Norwalk's buildings, and South Norwalk Electric and Water (SNEW). The two-port station can provide approximately 20 miles of driving range per hour of charging. The South Norwalk Branch Library station joins other public EV charging locations in the South Norwalk area, including stations at 164 Water St. and 1 N. Water St., giving residents and visitors another convenient place to charge while utilizing the library's many resources.

"Alan Huth, chief executive officer and general manager at SNEW, has been an outstanding partner, along with the entire SNEW team, over many years. We started this project two to three years ago. Alan offered the charging stations free of charge, proof of his quiet but strong commitment to our community," said Sherelle Harris, library director. "Mike Cassella, SNEW project manager, and Dan Miller, Chief Building Engineer at Guardian Services Industries, did the heavy lifting with organizing and keeping the project on track, and, of course, Bill Hnatuk, made sure the project was ADA compliant. I appreciate them all."

For more information, contact Sherelle Harris, library director at 203.899.2780 x15123.

Norwalk Public Library, with our open access to diverse resources, serves as the information and cultural center for Norwalk's citizens and businesses. For more information about Norwalk Public Library's programs and services, please visit our website, norwalkpl.org.



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MAIN LIBRARY STUDY ROOM 9.8.26



MAIN LIBRARY JUDY ROOM 9.8.26

