

**CITY OF NORWALK
LIBRARY BOARD OF DIRECTORS
DECEMBER 11, 2025
REGULAR MEETING**

ATTENDANCE: Mary Mann, Laurel Peterson, Jannie Williams, Haroldo Williams, Alex Knopp, Moina Noor (Chair)

STAFF: Sherelle Harris (Library Director)

I. CALL TO ORDER

The meeting was called to order at 7:00 p.m. A quorum was present.

II. ROLL CALL

A roll call of those present was performed.

III. ACCEPTANCE OF MINUTES

A. October 9, 2025 Meeting Minutes – Motion to accept by Alex Knopp; second by Haroldo Williams. All in favor.

B. November 13, 2025 Meeting Minutes – Motion to accept by Laurel Peterson
City is spelled coty and that needs to be corrected. Under section 7 it is written that chair Noor announced publication of Ms. Peterson’s book. It should be Sherelle Harris announced the publication of Ms. Peterson’s book and it should not be under budget advocacy. Ms. Noor said that heading budget advocacy should not be there.

Ms. Noor called for a second to the motion with the modifications. Ms. Williams seconded. All in favor with one abstention, Mr. Knopp.

IV. PUBLIC PARTICIPATION

No members of the public were present at this time.

V. REPORTS

A. RANDALL GARR BEQUEST RESOLUTION

Randall Garr and his wife, Laura Coleman, have generously decided to bequest a sizable sum—estimated in excess of \$300,000—for the naming of the Celeste Y. Garr Children’s Reading Room in honor of Mr. Garr’s late mother. The resolution was created by city of Norwalk attorney, Darin Callahan and approved by Mr. Garr. After Board approval, the request will be put forth to the February 2, 2026 Land Use Committee. If approved, it will move on to the March 3, 2026 Land Use Committee public hearing and then to the April 10 city council meet for a vote of approval. The resolution was voted on and passed at the Library Foundation meeting on November 13, 2025,

Ms. Noor read the resolution– Motion to accept by Alex Knopp; second by Laurel Peterson. All in favor.

Ms. Noor thanked Mrs. Williams for working closely with Mr. Garr.

2. NAMING OF THE LIBRARY HISTORY ROOM IN HONOR OF RALPH C. BLOOM

Chair Noor announced that the City Council voted unanimously to name the History Room the Norwalk History Room Established by Ralph C. Bloom, 1972 at their meeting last Tuesday. Ms. Noor thanked Mr. Knopp, Ms. Brescia, Cynde Lahey and council members for speaking during the meeting. Ms. Mann acknowledged Diane Lauricello as one of the speakers.

Director Harris said that Neil from Guardian, the city’s management company, is looking into the metal plaque suggested by the Board.

B. LIBRARY BOOKSTORE

Mr. Knopp said he asked Mr. Bloom if he preferred the history room naming of the books store naming and that Mr. Bloom preferred the history room naming. We can deal with the bookstore issue without the naming issue being a requirement. Therefore, we don’t need to involve the city.

It is now between the library and the Foundation. Mr. Knopp redrafted the MOU. Mrs. Williams and Mr. Williams commented on Mr. Knopp's original draft and Mr. Knopp incorporated their comments in the new draft. The foundation agrees to financially manage the proceeds and expenses of offering free books and selling books with the understanding the Foundation will cover the gap between what the book sales produce and what expenses are required in order to retain a contract individual to perform the work that makes the sales and free books possible. The MOU gives the Foundation and Director authority to pick the producer and the Director the authority to supervise the work.

Ms. Williams said that she has already created a restricted account for this endeavor.

Mr. Knopp stated that the MOU is a one-year term to provide time and experience to figure out if this will work and how it works. He suggested creating a subcommittee to monitor the process and progress. Ms. Moor nominated Mr. Knopp, Mrs. Williams and Director Harris for the subcommittee. Ms. Peterson volunteered for the committee

Bookstore MOU – Motion to accept by Alex Knopp; second by Ms. Peterson. All in favor.

B. LIBRARY DIRECTOR'S REPORT (SHERELLE HARRIS)

1. CAPITAL BUDGET

Ms. Harris stated that she had a positive meeting this morning with the finance committee. She stated that the Mayor-elect attended the meeting. The library is requesting the replacement of the three 12-year-old self check-out machines with updated machines that are ADA compliant and have the mechanism to unlock DVD cases. The cost is for \$60,000.

The second request is the fourth and final year of "The Hour" newspaper digitization for \$23,456

Capital Budget not to exceed \$84,000– Motion to accept Laurel Peterson ; second by Mary Mann. All in favor.

2. OPERATING BUDGET

There is nothing finalized for the part-time budget, but the finance director and mayor elect supportive of increasing the budget to give raises to PT staff with a favorable amount.

The request is to add \$20,000 to the programming which will be distributed across the five departments which will now include the technology department.

The second request is a 25% increase, \$64,625, to the book budget to meet the demand for e-content.

Operating Budget not to exceed \$84,625– Motion to accept Alex Knopp ; second by Jannie Williams. All in favor.

3. POLICY UPDATES

Ms. Harris discussed four updated policies per state statute: Collection Development and Maintenance Policy, Library Material Review and Reconsideration Policy, Library Display Policy and the Program Policy. Ms. Harris thanked the State Library for the guidance and guidelines of the statutory language requirements that all Connecticut public libraries had to follow.

Mr. Knopp moved approving all four policies as one motion. Ms. Noor asked that wording in the Materials Review and Reconsideration Policy be changed from Board of Managers to Board of Directors. second by Ms. Peterson. All in favor.

VI. ADJOURNMENT

There being no further business, a motion to adjourn was made by Patsy Brescia, seconded by Laurel Peterson, and approved unanimously. The meeting was adjourned at 7:41 pm.

Respectfully submitted,
Sherelle Harris