

A
**LIBRARY BOARD MEETING
BRIDGEPORT PUBLIC LIBRARY
Wednesday, March 18, 2015**

President O'Donnell called the regular meeting of the Board of Directors of the Bridgeport Public Library to order at 7:06 p.m. in the Board Room of the Burroughs-Saden Memorial Public Library.

PRESENT: Directors James O'Donnell, Thomas Errichetti, Hon. William Holden, Donald Greenberg, Sauda Baraka, Anne Cunningham, Kenya Osborne-Gant, Rosalina Roman Christy

ABSENT: City Librarian Hughes

A **Motion** was made by Director Holden and seconded by Director Errichetti to accept the agenda as published

Public Comment:

Librarian John Soltis gave the Board of Directors a presentation on changes made to the Library website.. He explained that the new format was intended to make user access to electronic links easier and more prominent. He also told the directors that that the newsletter was now on the library's Facebook page and that every library card owner now gets the newsletter.

Bill Coleman, Director of Neighborhood Development, in the City of Bridgeport Office of Planning and Economic Development presented an overview of the development plans for the East End. He described the concept of the Civic Block mixed use development and outline the bid process and projected construction timeline.

Approval of Minutes:

The approval of the minutes of the February meeting was deferred until next month's meeting.

Financial Reports:

Treasurer Errichetti presented financial reports as attached indicating Library Fund City vouchers for approval totaling \$69,037.62. The Board approved a line item transfer in the amount of \$19,285.00 for online databases and changes on purchase orders in the amount of \$4,657.84.

A **MOTION** was made by Director Errichetti and seconded by Director Greenberg to approve payment of monthly vouchers in the amount of \$69,037.62. The payment of the vouchers was unanimously approved

Unfinished Business:

Director Errichetti informed the Board of Directors that there is no standardized procedure for the collection and remittance of non-levy fees. He also informed the Board of Directors that Branch managers depend on such fees for incidental expenses i.e. refreshments. Director Errichetti offered a **MOTION**, seconded by Director Osborne-Gant, that the matter be referred to City Librarian Hughes and staff to develop a uniform and equitable budget for and accounting of petty cash accounting for non-levy funds.

There was no report from the Task Force for the History Center and Klein Collection

There was no report from the Task Force to establish a Library Foundation

Correspondence and Communication:

President O'Donnell informed the Board of Directors that he had received a revised copy of the *Connecticut Public Library Trustee Handbook*. It will be scanned and sent to the Directors.

Report of the City Librarian

None

Report of Personnel Committee

Chairman Greenberg reported that no timeline/procedure for job performance reviews had been established. The matter was still under discussion by the committee. Discussion of performance review of the City Librarian was deferred to Executive session.

Report of Facilities Committee

Director Errichetti invited Directors to walk-throughs of several properties that are potential sites for improved facilities.

Director Baraka presented the directors with copies of a draft memorandum for the interim relocation of the Newfield Branch to Tisdale School for their review. She urged prompt action for the MOU was to be presented for discussion by the BOE Policy committee meeting at their April 8th meeting at Tisdale School.

Report of Governance (Nominations) Committee

President O'Donnell made a **MOTION** recommending the nomination of Rosalina Roman Christy as a Director of the Bridgeport Public Library. The motion was seconded by

Director Holden and unanimously approved by the Board of Directors. Ms. Christy was appointed to the Facilities and the Finance Committees.

Report of the Outreach/Marketing Committee

None

Report of the Friends

Director Errichetti reported that the Friends of the Bridgeport Library now have their own webpage which is linked to the BPL page. Also, he reported that they had received the money from the city for the Literacy volunteers.

New Business

Director Errichetti offered a **MOTION** to direct City Librarian Hughes to start the process of retaining architects to draft a proposal for the renovation of the Fitzwilly's and Pembroke sites. The motion was seconded by Director Baraka and unanimously approved

Director O'Donnell made a MOTION, which was seconded by Director Greenberg , to go into Executive session to discuss performance appraisal of City Librarian. The motion was approved and the Board entered into executive session at 9:10 p.m.

At 9:17 p.m. the Board of Directors emerged from executive session.

Adjournment

A motion to Adjourn was duly made, seconded and unanimously passed and the meeting was adjourned at 9:18 p.m.

Respectfully submitted,

Anne Cunningham