

Minutes

Of the meeting of the Board of Directors of the
Bridgeport Public Library and Reading Room
Held September 23, 2015 at 7p.m. in
The Burroughs-Saden Library

Present: President O'Donnell. Directors Baraka, Errichetti, Brown, Cunningham and City Librarian Hughes

Absent: Directors Holden, Christy, Greenberg, and Osborne-Gant

The meeting was called to order by President O'Donnell at 7:12 P.M. A **MOTION** was offered by Director Baraka to adopt the agenda and seconded by Director Errichetti. The agenda was unanimously adopted.

Public Comment:

President O'Donnell distributed a letter from the Klein Foundation requesting financial support for their ASK program, which conducts an after-school arts program for Bridgeport students.

Approval of the Minutes:

A **MOTION** for the approval of the minutes of the August 19th meeting was made by Director Errichetti, seconded by Director Baraka and unanimously approved.

Treasurer's Report

Director Errichetti presented monthly vouchers in the amount of \$97,136.32. He highlighted a payment for the Burrough-Saden bathroom renovations in the amount of \$6,979.21 for increased compensation to the project manager caused by delays in project completion. The payment was submitted for approval by the Facilities committee, but compensation for meeting minutes was denied. The Board directed that minutes of such meetings would be recorded by the Maintenance Supervisor or the City Librarian and made available to the Facilities Committee.

The payments also included a \$6,000 allotment in funds as a match for CT Humanities Council planning grant called *the Cultural Arts Center Project*. BHC will collaborate with Yohuru Williams and Michelle Black Smith in programming and research materials related to the Cultural Arts Center, which was a program of the social services agency, ABCD in the 1960s and 1970s.

The Board of Directors deferred payment on a copier maintenance agreement until a second quote could be obtained. City Librarian Hughes was directed to have his staff secure an additional quote.

Director Errichetti made a **MOTION** for approval of payment of the vouchers, It was seconded by Director Cunningham and unanimously passed.

Correspondence and Communication

President O'Donnell distributed information on the 2015 Trustee Leadership Conference hosted by the Association of Connecticut Library Boards. He encouraged the directors to attend and Director Errichetti offered a **MOTION** that the attendance fee would be reimbursed for each director who chose to attend. The Motion was unanimously passed.

City Librarian's Report

City Librarian Hughes reported that he had a meeting this morning (9/23) with Michael Ayles to finalize the grant application. He said that he would hand deliver the application himself. Also that he had been in contact with Dawn LaValle, State Director of Library Development, to discuss Bridgeport's application for a one million dollar construction grant.

City Librarian Hughes indicated that the position for Assistant City Librarian had not yet been posted but that it would be by Friday. He indicated that it would be a statewide listing as well as New York and New Jersey. President O'Donnell reminded him of the Board of Directors' decision to have it posted nationally in order to obtain the most highly qualified candidate possible.

City Librarian Hughes reported progress on signage and new lighting for sign on Newfield Library.

Director Errichetti introduced a **MOTION** to accept PSE&G's offer to provide a new roof for the North End Branch along with solar panels provided that the Library incurs no expense. The Library agrees to provide interior recognition for the generous gift. The Motion was seconded by Director Baraka and unanimously approved.

City Librarian Hughes reported that Construction Management Services had put the asbestos removal job out to bid and that the completion of bathroom renovations at Burroughs-Saden had been put on hold until that job was completed.

City Librarian Hughes highlighted the success of the Digital Bookmobile that spent a day outside the Burroughs-Saden Library. He also said that the introduction to the Ice House Entrepreneurship Program was well received.

Report of Personnel Committee

In the absence of Chairman Greenberg, President O'Donnell distributed a letter from the firm of Berdon, Young and Margolis in response the Board's inquiry regarding their interpretation of personnel issues. Director Baraka moved a **MOTION** to retain the above mentioned legal counsel as stipulated in the letter of September 15, 2015 and to be paid by non-levy funds. The MOTION was seconded by Director Errichetti and unanimously approved.

Report of Facilities Committee

President O'Donnell informed the Board of Directors of the acquisition that day of property at 2534-2548 East Main Street for conversion to a neighborhood technology branch. He directed City Librarian Hughes to secure and inventory said property, to arrange for the prompt removal of restaurant equipment and other refuse and to secure the property against any damage.

He informed the Board of Directors that compensation had already been received for the anticipation purchase of the 1174 East Main Street Property.

He distributed a copy of a Bonding Resolution to be forwarded to the the Common Council for funds for the conversion of three East Side/East End properties as new branch libraries. A **MOTION** to pass the Resolution was made by Director Errichetti and seconded by Director Baraka. It was unanimously approved. (See Addendum to minutes)

Report of the Friends of the Library

Director Errichetti informed the Board of Directors that the Annual Meeting of the Friends of the Bridgeport Library will be held on October 21st at 6PM in the Community Room of the Burroughs-Saden Library . Board President O'Donnell will be the guest speaker and present an overview of the BPL facilities expansion currently under way. The monthly Board of Directors Meeting will immediately follow the Friends meeting.

A **Motion** to adjourn was made by Director Baraka and seconded by Director Cunningham. By unanimous consent the meeting was adjourned at 8:15 PM.

Respectfully submitted by,

Anne M. Cunningham

