

BRIDGEPORT LIBRARY

925 Broad Street ❖ Bridgeport, CT 06604 ❖ (203) 576-7400

April 5, 2022

SPECIAL MEETING OF THE LIBRARY BOARD OF DIRECTORS
VIA ZOOM

IN ACCORDANCE WITH EXECUTIVE ORDER No. 7B, SECTION 1
ISSUED MARCH 14, 2020

ATTENDANCE: James O'Donnell, President; Thomas Errichetti, Secretary/Treasurer;
Jeanette Munoz Allam; Donald Greenberg, Marcie Patton, Barbara Rogo

OTHERS: Elaine M. Braithwaite, City Librarian; John Soltis, Assistant City Librarian; Sarah Santos, Administrative Assistant

WELCOME, CALL TO ORDER & ADOPTION OF AGENDA

Director O'Donnell called the meeting to order at 6:32 p.m. He called the roll and announced there was a quorum.

**** DIRECTOR GREENBERG MOVED THE APPROVAL OF THE AGENDA.**

**** DIRECTOR PATTON SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

APPROVAL OF VOUCHERS / PAYMENT OF INVOICES/ APPROVAL OF LINE TRANSFERS

Director Errichetti presented his report. He reviewed the details of the various invoices with the Board Members.

**** DIRECTOR ERRICHETTI MOVED THE APPROVAL OF THE PAYMENT INVOICES FOR THE AMOUNT OF \$27,868.74 AS PRESENTED.**

**** DIRECTOR GREENBERG SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

Bridgeport Library
Board of Directors
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Director Errichetti presented the various reasons for the line transfers.

**** DIRECTOR ERICHETTI MOVED TO APPROVE THE LINE ITEM TRANSFERS AS PRESENTED.**

**** DIRECTOR GREENBERG SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

UNFINISHED BUSINESS

• Status/Action re: Architectural Services RFQ

Ms. Braithwaite went over the bid process to select an architectural services firm for the Lower East renovation. She recommended the highest score vendor for qualifications since pricing was in the middle of the high and low price.

**** DIRECTOR ERRICHETTI MOVED THE APPROVAL OF THE HIGHEST SCORING BIDDER FOR THE EAST SIDE RENOVATION ARCHITECTURAL SERVICES.**

**** DIRECTOR GREENBERG SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

• Status/Action Re: Marketing Services RFQ

John Soltis went over the bid process to select a Marketing Firm. He noted that the high score firm was the low bidder.

**** DIRECTOR GREENBERG MOVED THE APPROVAL OF THE HIGHEST SCORING BIDDER FOR THE RFQ THAT ALSO BID THE LOWEST PRICE FOR MARKETING SERVICES.**

**** DIRECTOR PATTON SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

ADJOURNMENT

**** DIRECTOR GREENBERG MOVED TO ADJOURN.**

**** DIRECTOR PATTON SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 7:13 pm.

Respectfully submitted,

Elaine Braithwaite
City Librarian