

BRIDGEPORT LIBRARY

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

ATTENDANCE: James O'Donnell, President; Kenya Osborne-Gant, Vice President; Thomas Errichetti, Secretary/Treasurer; Denise Clemons, Assistant Secretary, Judge William Holden, Jeannette Munoz Allam

OTHERS: Elaine M. Braithwaite, City Librarian; John Soltis, Assistant City Librarian; Nykia Eaddy, Newfield Branch Manager; Sarah Santos, Administrative Assistant; Council Member Rosalina Roman-Christy,

WELCOME AND CALL TO ORDER & ADOPTION OF AGENDA

Director O'Donnell called the meeting to order at 6:00 p.m. He called the roll and announced there was a quorum.

**** DIRECTOR ERRICHETTI MOVED TO ADOPT THE AGENDA AS PRESENTED.**

**** DIRECTOR CLEMONS SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

APPROVAL OF MINUTES OF PREVIOUS MEETINGS.

**** DIRECTOR CLEMONS MOVED TO APPROVE THE MINUTES OF THE PREVIOUS MEETING.**

**** DIRECTOR ERRICHETTI SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

APPROVAL OF TREASURER REPORTS/ PAYMENT OF INVOICES/ APPROVAL OF LINE TRANSFERS

**** DIRECTOR ERRICHETTI MOVED TO APPROVE THE BOARD VOUCHERS IN THE AMOUNT OF \$63,034.80.**

**** DIRECTOR CLEMONS SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

UNFINISHED BUSINESS.

- **Status/Action of full completion of the Newfield Branch and Timeline For opening.**

Ms. Braithwaite reviewed the walk through punch list and the anticipated timeline with the Board members. The targeted soft opening date is mid December 2021.

- **Status re City Council approval of Director Appointments**

The appointment of Barbara Rago and reappointments of Tom Errichetti and Marcie Patton have been referred to Miscellaneous Matters Committee scheduled for September 27, 2021.

- **Status/Action of Task Force re Harriet Tubman Learning Center proposal**

Director Clemons said that there had been no response to her inquires.

- **Status/Action re American Rescue Plan Programs grants**

There was no new information to review.

CORRESPONDENCE AND COMMUNICATIONS.

There was no new correspondence or communications to review.

CITY LIBRARIAN REPORT.

- **Presentation by staff**

Ms. Braithwaite presented her report as contained in the information packet.

COMMITTEE REPORTS:

- **Buildings**

- **Status/Action re construction of Upper East Side**

Director Errichetti spoke about the current status for the Upper East Side and the installation of the fencing. Construction is expected to begin on September 25, 2021 with an expected completion date of June 2022.

- **Status/Action re RFQ for Lower East Side 2nd Phase**

Director Errichetti said the RFP/Q for the architect has been completed and should be issued shortly. The City was going to have an informal review of the plan with an architect over concerns that the funding available might be insufficient.

- **Status/Action re solar projects for Burroughs/Saden and North**

The solar panel project for Burroughs/Saden and North has been approved by the Contracts Committee and will be referred to the full Council for approval at the October 4, 2021 meeting.

- **Status/Action re Burroughs/Saden marketplace/teen center projects**

Director Errichetti reported that David Otero has updated the lighting so that the teen area is now separated from the rest of the room. He also said that an acoustical curtain to separate the areas may be an alternative to a solid wall. More exploration will be done.

- **Status/Action re Burroughs Window Replacements**

Window replacement estimates range from \$210,000 before installation costs to \$2,100,000 installed. More exploration to be done.

- **Finance**

- **Status/Action re 2021-2022 Budget**

There was no additional information at this time.

- **Governance (Nominations)**

- **Status/Action re recommended Policy revisions**

- **Status Report on compliance with Strategic Plan**

- **Status Report on proposed By-Laws Revisions.**

There was no additional information at this time.

• Personnel

• Status/Action re Table of organization/ Job Descriptions/ IT position

• Status/Action re civil service action for IT and Marketing position

There was no additional information at this time.

• Marketing Committee

• Status/Action re RPF/Q for retention of marketing firm/consultant

There was no additional information at this time.

FRIENDS OF THE LIBRARY.

There was no report at this time.

NEW BUSINESS

• Discussion/Action vaccination requirements for Library.

Ms. Braithwaite said that they were following the City's guidelines on the requirements.

ADJOURNMENT

Director O'Donnell adjourned the meeting at 7:35 p.m.

Respectfully submitted

S. L. Soltes
Telesco Secretarial Services