

MINUTES

**of the SPECIAL MEETING of the
Board of Directors of the
Bridgeport Public Library and Reading Room
held at the Burroughs-Saden Library
925 Broad Street, Bridgeport, CT
on Tuesday, June 12, 2018 at 6 p.m.**

Present: Directors, Errichetti, Holden, Cunningham, Baraka, Greenberg, Brown, Director Torres (**Director pending Common Council approval)

Assistant City Librarian Soltis
Common Council Liaison Roman-Christy

Absent: Directors O'Donnell, Osborne-Gant

Vice-President Baraka called the meeting to order at 6:19 pm. She explained to several member of the public that there would be not be an opportunity for public speaking because it could not be added to the agenda of a Special Meeting.

Director Holden made a **MOTION** to alter the agenda and begin with Item #12 Executive Session concerning pending litigation. The MOTION was seconded by Director Greenberg and unanimously approved. The Directors and Attorney Bohannon entered into Executive Session at 6:25 pm.

Call to Order

The Directors came out of Executive Session at 7:05 pm with no action taken

Unfinished Business

Director Baraka stated that she recommended to designers of interior spaces of Newfield Library brighter colors for the Children's room, and better quality carpeting materials. They agreed to provide options. She recommended that approval by the Board of Directors be postponed because "we had plenty of time". In an effort to make some progress, Director Errichetti offered a **MOTION** that FFE choices be approved with the exception of the three areas of concern. The Motion was seconded by Director Greenberg, but defeated by a vote of four to two. The matter was referred to the Facilities Committee for further consideration

Approval of Line Item Transfers

Treasurer Errichetti requested approval of \$70,905.00 in funds transferred from the Earned Pay Account to the Other Services Account (\$15,900.00), Building Maintenance (\$31,000.00), Contracted Salaries (\$23,900.00), Uniform Allowance, (\$1,005.00). He offered a **MOTION** for the line item budget transfers, which was seconded by Director Holden and unanimously approved.

Unfinished Business

- BPL Management Consultant Baldino reported that Reverend Moales, the landlord of the 1277 Stratford Avenue Property, had approved of Library repair of the roof and parapet at the property in lieu of rent. Ms. Baldino reported that the Maintenance Supervisor had received a quote of \$18,000 for the work. Director Errichetti suggested that two other bids be obtained in fairness to the landlord. The matter was referred to the regular monthly Board meeting on June 20th.
- Director Errichetti reported that reconciliation of the contractual State requirements and the contract for the Newfield Library were proceeding and that he was hopeful for a resolution in the new future so that the project can get underway. He said that William Coleman would be the contact person with the City on the project.
- Likewise, he reported that progress was being made on securing of performance bond for renovation of lower East Main Street site. He reported that Mr. Stewart anticipated a 12 week turnaround time from beginning of construction
- Director Errichetti asked that Library personnel check the status of the Shelton Street parcel to see if the illegal construction equipment is still on the property and/or whether excavation is still ongoing.
- Director Errichetti reported that the RFQ for the construction on the Upper East Side Tech Center was released and that a walkthrough was conducted on Monday June 11th. He said that bids were extended until June 27th to allow more time to construct bids and clarify that there was no budget established for the project; a budget of \$2.6 million had been indicated to some contractors erroneously. A discussion was held regarding Board prior approval of all RFP/RFQ and a consensus was reached that all future RFP/RFQ documents have prior Board approval. Director Holden requested that this specific RFQ be put on the agenda of the next board meeting for retroactive approval.
- Director Errichetti announced the grant of approximately \$2.4 million from the State of Connecticut for development of the Lower East Main facility and informed the Directors that they would be proceeding with RFP's for architectural/design services of expanded improvements to the site.
- The use of State Urban Funds for other library projects required further clarification as to specific funds and specific projects and was deferred until such clarity was obtained.
- BPL Management consultant Baldino provided an update of the BPL summer reading program. She said that there would be no formal kick-off, but that a back-to-school celebration was being planned, possibly at Puglio Park. She said that each week programs and activities centered on the theme of “___Rocks” such as “Kindness Rocks” “The Earth Rocks” etc. would be conducted at each location.
- Participants will enroll, starting June 18th and will keep paper logs of their reading. Incentives will be given along the way for reading a specific number of books.

Director Errichetti made a **MOTION** for Directors only to enter into Executive Session for purposes of discussion Personnel Matters. The Motion was seconded by Director Greenberg and unanimously approved. The Directors entered into Executive Session at 7:45 pm. The Directors came out of executive session. Director Greenberg made a **MOTION**

authorizing Director Errichetti to contact the Executive search consultants, Bradbury Associates, to determine if one of the prior candidates for the position of City Librarian might be interested in assuming the position of Interim City Librarian on a consulting basis. The Motion was seconded by Director Holden and unanimously passed.

Director Holden offered a Motion for adjournment which was seconded by Director Greenberg and unanimously passed. The meeting was adjourned at 8:02 pm.

Respectfully submitted,

Anne Cunningham
Ass't Secretary.