

New Haven Free Public Library
Library Board of Directors
Minutes of Meeting
October 25, 2022

In-Person Members Present: Dr. Anderson, Ms. Lamar, Alder Morrison

Virtual Members Present: Mr. Cruz Mr. Giering, Ms. Logan, Ms. Merson, Ms. Schneider, Ms. Sykes,

Staff Present: Maureen Sullivan (in-person), Luis Chavez-Brumell (in-person), Maria Bernhey (in-person), Regina Rush-Kittle (virtual)

Guest: Laura Glesby (New Haven Independent)

Welcome

Dr. Anderson called the meeting to order at 5:33pm.

Approval of Consent Agenda and Minutes

Dr. Anderson asked for a motion to approve the Consent Agenda and the September 2022 Minutes. Ms. Schneider moved, Ms. Merson seconded, and without any questions or comments, the Board voted to approve the Minutes and Consent Agenda.

Treasurer's Report

Ms. Lamar and Mr. Chavez-Brumell presented the Treasurer's Report.

Ms. Lamar reviewed the financials and the FY 2022-2023 budget summary.

After further review of the proposed budget, the Passport Office revenue was dropped slightly, and the Books & Audiovisual number was adjusted a little higher to compensate. Ms. Lamar motioned to approve the FY 22-23 budget as presented. Mr. Giering seconded, and the Board voted to approve the proposed budget.

Ms. Lamar explained current revenue and expenditures and the endowment. The Library is still working on getting updated numbers from the City's open PO.

Ms. Lamar presented a transfer from the NHFPL Foundation: \$2,500 for the Stetson Holiday Concert in conjunction with Arts, Culture and Ideas. The Board agreed to approve if this isn't strictly a "Christmas" concert as worded on the agenda. Mr. Cruz moved to approve the transfer, Ms. Schneider seconded and without further questions or concerns the transfer was approved for the Stetson Holiday Concert.

Policy Review

Mr. Chavez-Brumell presented the Internet Access and Wireless Safety Policy. The policy was previously approved in 2019. After reviewing with Library Administration, Mr. Chavez-Brumell is looking to approve the policy as-is. The policy focuses on the usage of Library internet, Wi-Fi and computers. Making sure they are being used properly and in accordance with local, state and federal laws. Ms. Merson asked to amend section "i", referring to usage of computers by customers with fines, as the Library is fine-free for books. Ms. Bernhey explained there are still other fees or fines, such as fines for not returning a hot spot. However, the language can be changed to better align with the Library's current stance with fine-free. Ms. Merson also suggested adding a clickable link to local, state, and federal laws where applicable.

Dr. Anderson asked for a motion to approve the Internet Access and Wireless Safety policy with the proposed amendments to "i". Ms. Merson moved to approve, Mr. Cruz seconded, and the Board voted to approve the policy with the amendments.

Director's Report

Ms. Sullivan and Mr. Chavez-Brumell delivered the Director's Report.

Staffing

Ms. Chavez-Brumell presented good news that the Library has a candidate selected for the Librarian IV position. More information will come at a later date. The posting for the Circulation Supervisor has just come down so the Library will be receiving candidates shortly.

There have also been 29 applicants for Library Aide positions.

Sunday Hours

Ms. Sullivan stated that the Library is waiting on the outcome of the negotiations between the City and the Unions, since the current contract does not include Sunday hours.

Alder Morrison asked if there is a time frame for this to happen. Ms. Sullivan will be meeting again with Ms. Rush-Kittle to work out a timeline that commences once relevant negotiations are settled with the Unions.

Strategic Framework

Two task forces have been assembled to focus on infrastructure. The first task force will work on staff development and growth and the second will focus on internal communication. Staff development consists of 4 people and internal communication has 5. Ms. Sullivan met with the staff development task force already. From this meeting, there will be a survey to see what interests' staff have for education and training. Internal communications task force will meet on Thursday.

Programs

Next Tuesday, Nov. 1st, the Ives Library will host the Libraries Without Borders meeting. Dr. Anderson will attend and speak alongside Ms. Sullivan and others.

Ms. Sullivan gave praise to Ms. Bernhey for her work with this year's PRIDE Fest and informed the Board that staff are-already proactively thinking about what the Library will do to celebrate Black History Month.

NHFPL Board Meetings Schedule/Joint Meeting Update

Mr. Chavez-Brumell shared with the Foundation Board the availability of the Library Board. The evening time of 5:30pm on December 13th may work better for both Boards to meet. It will be a hybrid meeting.

City Librarian Search Process

Dr. Anderson updated the Board that the search committee has been moving forward with June Garcia's search firm. Dr. Anderson will be communicating information about the process with Library staff as appropriate. Alder Morrison asked at what time would the search firm begin to work with the City and Human Resources to post the City Librarian job? Dr. Anderson said this will happen as soon as possible; now that the search committee has been confirmed by the Board, it will work to move things forward quickly.

Dr. Anderson asked for a motion to constitute the search committee including herself, Mr. Giering, Mr. Cruz. Ms. Merson, Michael Morand from the Foundation, with Ms. Sullivan as official advisor. Ms. Lamar moved, Alder Morrison seconded, and the Board voted to approve the constitution of the search committee.

Public Comment

Alder Morrison encouraged everyone to go on the Dixwell Q House website (dixwellqhouse.org) and sign up for the many activities posted. The recording studio at the Q House is now open, actively being used, and is available to sign up for.

Dr. Anderson asked for a motion to adjourn the meeting. Mr. Giering so moved, Ms. Lamar seconded, and the meeting adjourned at 6:26 pm.

Respectfully submitted,

Luis Chavez-Brumell
Deputy Director