

New Haven Free Public Library  
Library Board of Directors  
Minutes of Meeting  
April 26, 2022

**Members Present:** Dr. Anderson, Mr. Giering, Ms. Lamar, Ms. Schneider, Mr. Cruz,

**Members absent:** Dr. Garcia Blocker, Alder Morrison, Ms. Logan, and Ms. Merson

**Staff Present:** John Jessen, Luis Chavez-Brumell

**Welcome**

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

**Approval of Consent Agenda and Minutes**

Dr. Anderson made a motion to amend the Agenda to add Executive Session between the Treasurer's Report and the Report from Nominating Committee and Election of Officers. Dr. Anderson also made a motion to amend the March 2022 Minutes to reflect the nominating committee of Ms. Schneider, Dr. Anderson, and Ms. Logan.

Dr. Anderson asked for a motion to approve the Consent Agenda and the March 2022 Minutes. Mr. Cruz moved to approve the Consent Agenda and Minutes with the corrections, Ms. Schneider seconded, and with no further questions or comments, the Board voted to approve the Consent Agenda and Minutes.

**Treasurer's Report**

Ms. Lamar reviewed the March 2022 financials, summarizing both the Board and the Foundation accounts. Totals at 9 months into the Fiscal Year are being slightly affected by the new Q House expenses.

Ms. Schneider asked about the Passport Office line. The Passport Office line was reviewed and moved from under the NHFPL Foundation Budget to the NHFPL Library Board operations budget.

The endowment saw a slight decrease.

Ms. Lamar asked for a motion to approve the March 2022 financials, Dr. Anderson moved, Ms. Schneider seconded, and with no further questions or comments the Board voted to approve the March 2022 financials.

**Executive Session**

Dr. Anderson motioned for the first executive session, seconded by Ms. Schneider. The Board entered Executive Session at 5:43pm. The Board left Executive Session at 5:52pm.

**Report from Nominating Committee and Election of Officers**

The Nomination Committee, consisting of Ms. Logan, Dr. Anderson and Ms. Schneider, came together to look at recommendations from the Board and community members to take Dr. Garcia-Blocker's position.

The Committee would like to nominate Jeanette Sykes of Children's Center Programs of CT to be considered to be a member of the NHFPL Board of Directors.

Ms. Schneider asked for a motion to approve the nomination of Jeannette Sykes. The motion was moved by Mr. Cruz, seconded by Mr. Giering, and with no questions or comments, the Board voted to approve the nomination.

The New Haven Alders have approved the reappointment of NHFPL Board members Dr. Anderson, Mr. Giering, Ms. Schneider and Ms. Merson.

**Budget Advocacy / ARP update**

Mr. Jessen thanked everyone who was able to come and speak for the Budget Advocacy and their support overall. Part of the new budget includes extra Sunday hours and a new PC Support position.

The Library is hoping to get CEN ARP funding. The City's ARP funds might provide residual benefits.

## **Director's Report**

Starting on April 11th, the Ives Main Library returned to its pre-covid hours to open Mondays and Tuesday until 8pm.

### Staffing

Maria Bernhey has started as Librarian IV, which supports a fully staffed NHFPL Admin suite for the first time since August 2021.

### Stetson

The Library is looking forward to hosting a mixer with donors. Thursday, May 26<sup>th</sup> from 5pm-7pm is a tentative date for the donor mixer.

The \$500,000 from the Stetson Capital Campaign has been moved from the Foundation to the Library, but Mr. Jessen suggested the funds to be moved into an endowment fund. Mr. Jessen asked the Board for opinions on either keeping the Stetson endowment separate or moving into the general NHFPL fund. The money would be unrestricted. The Board discussed moving the money into the general NHFPL fund and potentially moving it into a separate fund later if need be. Mr. Jessen brought up concerns on leaving the funds in a checking account for another month, where it is being held now.

Ms. Schneider motioned to move \$500,000 in Stetson campaign funds from the NHFPL account into the NHFPL endowment, seconded by Ms. Lamar, and the Board voted to approve moving the funds into the endowment.

### Foundation

Spring appeal by mail and The Great Give will be coming up soon.

Interviews for a new Director of Advancement for the Foundation are underway and a decision will be made soon, with the goal to fill the position by mid-May. The NHFPL Foundation will look into providing medical benefits and an increase in salary.

### Programming

Mr. Jessen recommended the Board members access the NHFPL website to find more information on upcoming event for One City. One Read.

VITA tax support has helped the community gain \$1.8 million.

Tlaxcala day of Friendship was a big success with the Mexican mobile consulate. The consulate set-up in the Library to make passports for Mexican Citizenship.

### Passport Office

The NHFPL Passport office grossed over \$8,000 in the last month. Ms. Schneider asked about the projections for the passport office and assessing what the Library may potentially earn for when the NHFPL Budget is put together for next year. Mr. Jessen confirmed it may take about a year to break even.

### Fine Free

With the NHFPL being one of the first big Cities to go fine free, Mr. Jessen will be speaking at the CT Library Association conference on the NHFPL's Fine Free initiative.

### Data Analytics

The Library put out their first flash survey to 200 randomly selected patrons. The survey had high opening rate with 94% of respondents giving the Library a 9 or 10 out of 10 rating of recommending the NHFPL to family and friends. Mr. Jessen will let the Board know how many people, out of the 200, responded.

**Public Comment**

Mr. Cruz shared that he will be meeting Karina Gonzalez, the Library's Public Services Administrator who oversees Technology, to assess hybrid programming in the Fair Haven Community Program Room. He also recently became aware of a patron concern at the felling of trees to support the Check Valve project in Fair Haven. The patron was happy to hear that there is a plan for replanting the trees. Mr. Cruz also attended the events on Saturday, April 22<sup>nd</sup> at Stetson Branch and Mitchell Branch Libraries, both of which were very successful.

Dr. Anderson shared that she attended the Donald Grant Mitchell Birthday celebration, which was well attended. She also explained that Ms. Schneider gave shared testimony from Anissa Ramirez on the importance of Library hours.

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

Respectfully submitted,

John Jessen  
City Librarian