

New Haven Free Public Library
Library Board of Directors
Minutes of Meeting
May 24, 2022

Members Present: Dr. Anderson, Mr. Giering, Ms. Schneider, Mr. Cruz, Ms. Logan, Alder Morrison, Ms. Lamar, Ms. Rush-Kittle, Dr. Garcia-Blocker, Ms. Merson

Staff Present: Luis Chavez-Brumell

Welcome

Dr. Anderson called the meeting to order at 5:30pm.

Approval of Consent Agenda and Minutes

Dr. Anderson asked for a motion to approve the April 2022 Minutes. Mr. Cruz moved, Dr. Garcia-Blocker seconded, and without any questions or comments, the Board voted to approve the Minutes.

Dr. Anderson made a motion to amend the Agenda to remove item 3, the Community Foundation Endowment Report, and item 5, Policy Review Display policy, and add both to next month's Agenda.

Ms. Merson moved to approve the Consent Agenda with the corrections, Ms. Lamar seconded, and with no further questions or comments, the Board voted to approve the Consent Agenda and Minutes.

Treasurer's Report

Ms. Lamar will delay the April 2022 financial report to next month's meeting. Ms. Lamar explained that financials have been switched from the Quickbooks Desktop application, to Quickbooks Online and is learning the new set-up. Ms. Lamar offered to help any users of Quickbooks with learning the new version, as she will be retired as of July 1st! She mentioned she lives Downtown if anyone at the Library would like her to stop by to help.

The Board discussed how funds are transferred and the status of Mr. Chavez-Brumell gaining access to the Wells Fargo account. Funds are transferred by ACH. The Board will wait to transfer funds until more information is had and communication between Board members about finances will happen before next month's meeting.

Director's Report

Mr. Chavez-Brumell delivered the Director's Report.

Staff

An e-mail, approved by Mr. Jessen's family, was sent out to staff by the Administration, updating everyone on the current situation regarding Mr. Jessen's health. The Admin team physically walked around to each department and branch, as well as holding a virtual "open doors" to let staff talk to Admin about any thoughts or feelings they're having. Information and resources from the Employee Assistance Program (EAP), was given to staff. Jim Rascati from EAP was at the Ives Main Library from 2:30-3:30pm today for staff to stop by if they wanted to talk. This Friday, May 27th, the Library will delay opening until 1pm to the public, in order to host a hybrid All Staff meeting with EAP to talk about and process the current situation. Light refreshments will be had.

Mr. Chavez-Brumell and other Admin have been in contact with Erika Jessen, Mr. Jessen's wife, to see what her and her family are comfortable with regarding visitations and possible video messages from staff.

Dr. Garcia-Blocker asked how staff are taking time off if needed. Mr. Chavez-Brumell said staff can take personal time or The Library can set-up times, like Friday, where EAP can come in to talk with staff. The Library will continue to work with staff to figure out how to go about this in the future.

Board Member and Officer Update

Dr. Anderson updated the Board about Jeanette Sykes, who is a candidate to become a Board Member.

Dr. Anderson asked the Board to make a sub-committee to do outreach within the Board, to gauge which members would be interested in nominating or becoming an Officer, and make a slate that the Board can vote on for the next meeting.

Mr. Cruz will lead the sub-committee and asked Dr. Anderson or Mr. Chavez-Brumell to send a copy of the Bylaws for him to review.

Executive Session

Dr. Anderson motioned for executive session. Ms. Schneider motioned, seconded by Mr. Cruz. The Board entered Executive Session at 6:03 pm. The Board left Executive Session at 6:55 pm.

Dr. Anderson asked for a motion to adjourn the meeting. Mr. Giering so moved, Ms. Lamar seconded, and the meeting adjourned at 7:00 pm.

Respectfully submitted,

Mr. Chavez-Brumell
Deputy Director