

Minutes of the Special Meeting
of the Board of Directors
HARTFORD PUBLIC LIBRARY
June 29, 2011

Present: Gregory Davis, Marc DiBella, Anne Melissa Dowling, Stephen Goddard, William Large, Thea Montañez (phone), Brad Noel, Enid Rey, Annette Sanderson, Paul Shipman, Geraldine Sullivan, Carlos Valinho, and Shawn Wooden.

Also present: Matthew Poland, chief executive officer, and Marian Amodeo, chief public services officer.

Absent: William Breetz, Connie Green.

1. **Introduction:** President Gregory Davis called the meeting to order at 12:05 p.m.

2. **Memorandum of Understanding**

Mark Twain Branch/Hartford High School

A draft copy of the Memorandum of Understanding and resolution between Hartford Public Library and Hartford Public Schools was distributed to the Board in advance.

Staff and other city officials met for weeks to build a program that would work for the Library as well as the school. The school's principal sees this as a great opportunity particularly for the after school programming.

Mrs. Sullivan asked about parking. Poland stated that there will be ample parking, essentially when the school is not in session.

Mrs. Sullivan also asked about veto power between the school and the Library. Mr. Poland stated that there is a governance committee of four people from the school and four from the Library. If an issue arises that they cannot break a tie, they will then look to the CEO and the Superintendent to break the tie.

Mrs. Rey reported that she had a concern that in the MOU the Library does not address the issue of threshold staffing for the district to keep their part of the agenda.

A draft of the resolution was passed around for review. In this resolution, the Board will authorize the Chief Executive Officer to approve and implement the MOU with the superintendent of schools.

Mrs. Sanderson mentioned that number 5 on the MOU needs amendment.

Language for the resolution is as follows:

“Be it resolved that the Hartford Public Library Board authorizes the Chief Executive Officer to approve and implement the Memorandum of Understanding and serves substantially in the form as attached and with such changes as the Board President shall agree with the Hartford Superintendent of Schools.”

Mr. Poland will be looking at the following in question:

- Technical Equipment
- Governance Board
- Indemnifications
- Insurance
- Minimum staffing levels

Board Action: Resolution was moved, seconded, and approved as amended.

3. Holiday Schedule

Board Action: Motion to approve the Holiday schedule for FY 2011-12 was made, seconded, and approved.

4. Executive Session

The Board of Directors moved into executive session.

Davis reconvened the special meeting at 1:35 p.m.

Board Action: Move to give the Chief Executive Officer a five percent salary increase was seconded, and unanimously approved.

Board Action: Move to establish the month of May as the month for performance evaluation for the Chief Executive Officer based on objectives set in previous year, was seconded, and approved.

Board Action: With no other business, a motion to adjourn the meeting was made, seconded and approved at 1:44 p.m.

Respectfully submitted,

Matthew K. Poland,
Acting Secretary