



**Minutes
of the Board of Directors Meeting
December 10, 2020
12 Noon
Via Zoom**

Present: Gregory Davis, *chair*, Phyllis Shikora, *vice-chair*, Ana Alfaro, *secretary*, Rick Costello, *treasurer*, Arunan Arulampalam, David Barrett, Melvyn Colon, Andréa Comer, Andrew Diaz-Matos, Floyd W. Green III, Steve Harris, Sara Lashetski, Antonio Matta, Dan O’Shea, Mark Overmyer-Velazquez, Beth Papermaster, and Karen Taylor.

Also Present: Bridget Quinn-Carey, president and CEO; Leticia Cotto, customer experience officer; Marie Jarry, director of Public Services; Brenda Miller, executive director culture and communications, Homa Naficy, executive director, the American Place; Gilda Roncari, donor relations director; Diana Smith, director of HR, Mary Tzambazakis, chief administrative officer; Karl Fisher, finance director,

1. Call to Order

President Gregory Davis called the meeting to order at 12:15 p.m.

2. Consent Agenda

Board Action: Motion was made to approve the consent agenda that included minutes of the October 8, 2020 board meeting, minutes of the October 27, 2020 governance committee meeting, minutes of the September 30, 2020 park street task force committee meeting, minutes of the December 1, 2020 executive committee meeting, minutes of the October 15, 2020 Barbour Street Task Force, minutes of the October 29, 2020 Audit Committee meeting, minutes of the October 23, 2020 Finance Committee meeting. The motion was moved by David Barrett and seconded by Sara Lashetski. The motion was unanimously approved.

3. President and CEO’s Report

Quarterly report and trend reports

Ms. Quinn-Carey shared highlights of the quarterly CEO report and provided an overview of the current COVID-19 related workplace protocols.

4. Board Chair's Report

Board Chair Greg Davis thanked each member of the Leadership Team and Board for a tremendous 2020. All indicators and reports are that the Library is a great institution because of the work they do each day.

Mr. Davis reported on the tour and community meeting held at the Swift Factory by the Barbour Library Task Force.

Mr. Davis requested that each Board member sign holiday cards to send to HPL employees. Andrea Figueroa has the cards available and will reach out to schedule a pick-up or mailing out of cards and a list of employees.

5. Committee and Task Force Reports

- **Audit:** Chair Dan O'Shea reported that the financial statements and 990's have been completed and are available on the Library's website. It was a clean audit and Mr. O'Shea commended Karl Fisher and the entire team for their excellent work.
- **Barbour Street Task Force:** Chair Steve Harris reported on the efforts to date. Ms. Quinn-Carey recommended having the Board formally endorse the Swift Factory as the preferred prospect for a new North Hartford Branch Library.

Board Action: David Barrett moved to endorse the Swift Factory location as the preferred prospect for a new North Hartford Library branch. Melvyn Colon seconded. Motion passed unanimously.

- **Governance:** Chair David Barrett presented a draft resolution to appoint Geraldine P. Sullivan as a Director Emeritus (attached).

Board Action: Steve Harris moved to approve the resolution; Andréa Comer seconded. Motion passed unanimously.

Board Action: Greg Davis moved to appoint Geraldine P. Sullivan as a Corporator. Tony Matta seconded. Motion passed unanimously.

Board Action: Dan O'Shea moved to accept the Committee Assignments as proposed. Andréa Comer seconded. Motion passed unanimously.

- **Park Street Task Force:** Ms. Quinn-Carey provided an update on the Park Street construction project.

6. New Business

Board Action: Tony Matta made a motion to approve the 2021 Meeting Calendar; Steve Harris seconded. Motion passed unanimously.

Board Action: Steve Harris made a motion to approve the amended version of the Naming Policy as presented. Phyllis Shikora seconded. Motion passed unanimously.

7. Other Business

Board Action: Tony Matta made a motion to accept the revised and updated Capital Plan as presented. Steve Harris seconded. Motion passed unanimously.

Ms. Quinn-Carey presented a report on Beyond Words 2020 and thanked Beth Papermaster, Cate D'Italia and all who assisted with the event. To date the event has netted \$198,000 and the campaign will continue through December 2020.

8. Adjourn

Board Action: With no other business, a motion was made by Steve Harris and seconded by Dan O'Shea to adjourn the meeting at 1:27PM

Respectfully submitted,
Bridget Quinn-Carey
President and CEO