



**Minutes
of the Board of Directors Meeting
February 6, 2020
8:00AM – 9:30AM
Camp Field Library**

Present: Gregory Davis, *chair*, David Barrett, *vice-chair*, Ana Alfaro, *secretary* (phone), Rick Costello, *treasurer*, Arunan Arulampalam, Andréa Comer (phone), Andrew Diaz-Matos, Floyd Green, Steve Harris, Antonio Matta, Dan O’Shea, Phyllis Shikora (phone), Geraldine Sullivan (phone), and Karen Taylor (phone).

Also Present: Bridget Quinn-Carey, president and CEO; Leticia Cotto, customer experience officer; Marie Jarry, director of Public Services; Homa Naficy, executive director, the American Place; Gilda Roncari, donor relations director; Mary Tzambazakis, chief administrative officer; Karl Fisher, finance director, Andrea Figueroa, executive assistant, and Nelson Lora, business support specialist.

Absent: Melvyn Colon, Edward Keith, and Mark Overmyer-Velazquez.

1. Call to Order

President Gregory Davis called the meeting to order at 8:05 a.m.

2. Vote to approve nomination of Beth Papermaster to the Board

Board Action: A motion was made by Greg Davis to nominate Beth Papermaster to the Board of Directors and seconded by Andrew Diaz-Matos. The motion was unanimously approved.

3. Consent Agenda

Board Action: Motion was made to approve the consent agenda that included minutes of the December 5, 2019 board meeting, minutes of the January 8, 2020 special meeting of the board, minutes of the January 10, 2020 governance committee meeting, minutes of the January 29, 2020 park street task force committee meeting, and minutes of the January 30, 2020 executive committee meeting. The motion was moved by Steve Harris and seconded by David Barrett. The motion was unanimously approved.

4. President and CEO's Report

Park Street

The project is underway and progressing to plan. Shoring and excavating is anticipated to be completed in the next few weeks.

Quarterly report and trend reports

Ms. Quinn-Carey shared highlights of the quarterly CEO report which now includes security incidents as requested by the Board. She provided an overview of statistical trends, also requested by the Board. Ms. Quinn-Carey prepared and presented a report comparing four other urban libraries in the state and highlighting how HPL performs based on common metrics to peers across the state. She also prepared a 10-year statistical and usage analysis illustrating trends across public libraries in the state and nationally. HPL performs at the highest levels and is often the leading institution for virtually all measured elements including visits, program attendance, access to services, hours open and range of services provided.

5. Board Chair's Report

Board Chair Greg Davis thanked all staff for a tremendous 2019. All indicators and reports are that the Library is a great institution because of the work they do each day.

Some of his recent highlights were:

- Reception held for 2019 Corporator of Distinction Award given to retired fire department Chief, Charles Teale. Board member Steve Harris gave excellent remarks.
- Attended memorial service for former Mayor Carrie Saxon-Perry and heard lots of great things about the library.
- Mr. Greg Davis and Ms. Quinn-Carey met with Councilwoman Shirley Surgeon. Looking to also meet with Council President Rosado and other council members to give updates on the Library.
- Met with Board Member Floyd Green, Ms. Quinn-Carey, and Ms. Leticia Cotto to discuss a special program hoping to kick-off in the Summer or Fall of 2020. The project is about youngsters using Barber Shops for literacy and also inspiring kids to read at Barber Shops.

Mr. Davis also mentioned that HPL will be embarking on a new Strategic Plan and is looking for Board support to put on a Task Force to help with this process.

Mr. Davis also mentioned that he will be looking to put together a Barbour Library Task Force. Steve Harris has volunteered to chair the committee.

The Board of Directors retreat is scheduled for March 20 at 8:30AM. There are three main topics of focus: 1. Budget 2. Development Plan 3. Strategic Planning.

6. Mission Moment and Discussion

Ms. Marie Jarry presented a demonstration of Ozobots. Ozobots are small programmable devices that teach children the basic concepts of coding through play and experiential learning. A generous donation from Suzanne Hopgood and Frank Lord enabled HPL to purchase a number of Ozobot classroom kits and Ozobot kits that customers can check out and take home. The donated kits are branded as LordHopBots in honor of their donors.

7. New Business

Vote on Slate of Officers

Dan O'Shea presented the proposed slate of officers on behalf of Governance:

Gregory Davis, *Chair*
David Barrett, *Vice Chair*
Rick Costello, *Treasurer*
Ana Alfaro, *Secretary*

Board Action: A motion was made to approve the slate of officers as proposed. The motion was moved by Steve Harris and seconded by Tony Matta. The motion carried.

Vote on Committee Chairs and Members

In the new by-laws, the Board now annually approves Committee Rosters.

Board Action: A motion was made to approve the Committee Roster as presented. The motion was moved by Steve Harris and seconded by Dan O'Shea. The motion carried.

Artwork Donation

Carlos Hernandez-Chavez has reached out to Hartford Public Library to discuss donation of an artwork to the Library, potentially to the downtown Library. Ms. Quinn-Carey will continue to work with Mr. Hernandez-Chavez on the donation piece and appropriate location.

8. Old Business

No old business.

9. **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 9:40 a.m.

Respectfully submitted,
Bridget Quinn-Carey
President and CEO