



**Minutes
of the Board of Directors Meeting
April 1, 2021
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, Suzanne Hopgood, Sara Lashetski, Antonio Matta, Sarah Needham, Dan O’Shea, and Karen Taylor.

Also Present: Bridget E. Quinn, president and CEO; Homa Naficy, executive director, the American Place; Marie Jarry, director of Public Services; Brenda Miller, executive director culture and communications, Gilda Roncari, donor relations director; Diana Smith, director of HR, Mary Tzambazakis, chief administrative officer; Karl Fisher, finance director; Julie Styles, assistant director of Public Services; Bonnie Solberg, branch services coordinator, and Andrea Figueroa, executive assistant.

1. Call to Order

President Gregory Davis called the meeting to order at 12:04 p.m.

2. Board Candidate Nomination

Mr. Barrett introduced the recommendation of Suzanne Hopgood to the full Board.

Action: A motion was made to approve the nomination of Suzanne Hopgood to the Board of Directors. Phyllis Shikora moved and seconded by Sara Lashetski. The motion carried unanimously.

3. Consent Agenda

Board Action: Motion was made to approve the consent agenda that included minutes of the February 4, 2020 Board of Directors meeting; minutes of the March 16, 2021 Strategic Planning Task Force Committee meeting; minutes of the March 18, 2021 Finance Committee meeting; minutes of the March 23, 2021 Governance Committee meeting, and minutes of the March 25, 2021 Executive Committee meeting. The motion was moved by Tony Matta and seconded by Andrew Diaz-Matos. The motion was unanimously approved.

4. President and CEO's Report

Ms. Quinn talked about HPL continuing to restore services and enhance and increase access to Library spaces and services. As of April 12, all staff that had been working remotely will be back onsite. On April 19, the Library will expand services at the Downtown Library to the public which will include a browsable collection of materials. At the beginning of May, will be opening at the Camp Field and Barbour Libraries for use.

5. Board Chair's Report

Board Chair Greg Davis announced the departure of Beth Papermaster from the Board as of March 1. He recognized 5 trustees celebrating 5 years on the Board. Those members are Arunan Arulampalam, Andréa Comer, David Barrett, Melvyn Colon, and Phyllis Shikora.

Mr. Davis also recognized Ms. Quinn featured on Park&K Public Affairs in honor of Women's History, she also had a recent birthday and celebrating a 5-year anniversary with HPL.

Mr. Davis thanked all members who attended and supported the film screening for Christopher Brown's *Thoughts are Things*.

6. Mission Moment

Ms. Quinn introduced Julie Styles and Bonnie Solberg who presented a proposal for eliminating fines at HPL. Ms. Quinn will draft a policy to be presented at the June meeting of the Board of Directors for approval and will be implemented later in the new fiscal year.

7. Committee and Task Force Reports

- Barbour Street Task Force: Chair Steve Harris shared he is anxiously awaiting the new library for the Northend. Ms. Quinn stated that the architectural firm Bruner Cott has accepted the Library into their One Plus initiative as pro bono. Ms. Quinn also gave a brief update on the status of a Chase Bank Branch. Did a walk through to see what may or may not work for community investment. Andréa Comer suggested an employment commitment with the neighborhood.
- Park Street Task Force: Ms. Quinn reported on behalf of Chair Ana Alfaro. The Committee held a fundraising campaign meeting as an opportunity to bring in investment and philanthropic support. Marilda Gandara has come in as co-chair of this campaign and has generously donated and committed to a naming opportunity. There were a few delays in the construction but still

looking for an opening in July-August 2021. A walk-through will be scheduled soon.

- Strategic Planning Task Force: Chair Dan O’Shea reported that this is a very different challenge than 5 years ago but has a good partnership with TDC. Currently phasing into the community engagement process, which is very critical. Their goal is to wrap things up by the end of June.

8. New Business

Remote Work Policy: Ms. Quinn has worked with the Leadership Team in developing a policy giving staff a more structured way for remote work and offsite accommodations. The goal is to open the application/request process for staff in April for implementation in June.

Action: A motion was made to approve the Remote Work Policy. David Barrett moved and seconded by Dan O’Shea. Motion was approved unanimously.

Resolution

Karl Fisher discussed the estate settlement received. Ms. Quinn stated that she and Karl would meet with the Finance Committee to discuss the use of the funds.

“**WHEREAS**, Hartford Public Library is determined to grant signing authority to a certain person described hereunder, and;

WHEREAS, Hartford Public Library has been granted proceeds from the annuity of the Estate of Nancy Sheppard as held by the Equitable Financial Life Insurance Company, therefore;

RESOLVED, that the Board of Directors hereby authorizes Bridget E. Quinn, President and CEO of Hartford Public Library, to endorse in the name of and on behalf of Hartford Public Library for the lump sum distribution of funds from Equitable Financial Life Insurance Company on behalf of the estate of Nancy Shepard to Hartford Public Library.

This Resolution has been approved by the Board of Directors of Hartford Public Library on April 1, 2021.”

Action: A motion was made to approve the resolution of the Corporate Estate Settlement. Rick Costello moved and seconded by Antonio Matta. Motion was approved unanimously.

9. Other Business

No other business was reported.

10. Adjourn

Board Action: With no other business, a motion was made to adjourn the meeting at 1:09 p.m. David Barrett moved and seconded by Steve Harris.

Respectfully submitted,
Bridget E. Quinn
President and CEO