

**Minutes
of the Board of Directors Meeting
August 6, 2020
Noon
Via Zoom**

Present: Gregory Davis, *chair*, David Barrett, *vice-chair*, Rick Costello, *treasurer*, Arunan Arulampalam, Andrew Diaz-Matos, Floyd Green, Steve Harris, Sara Lashetski, Antonio Matta, Dan O’Shea, Phyllis Shikora, and Gerri Sullivan.

Also Present: Bridget Quinn-Carey, president and CEO; Brenda Miller, executive director, Culture and Communications; Homa Naficy, executive director, the American Place; Mary Tzambazakis, chief administrative officer; Gilda Roncari, director of donor relations; Karl Fisher, director of finance, and Andrea Figueroa, executive assistant.

Absent: Ana Alfaro, Melvyn Colon, Andréa Comer, Mark Overmyer-Velazquez, Beth Papermaster, and Karen Taylor.

1. Call to Order

Chair Greg Davis called the meeting to order at 12:05 p.m.

Mr. Davis recognized David Barrett who recently lost his wife Jill. He also recognized corporator Oz Griebel who recently passed away, and Homa Naficy who also lost her mother in June.

2. Consent Agenda

Board Action: Motion was made to approve the consent agenda that included minutes of the June 4, 2020 board meeting, minutes of the June 24, 2020 Barbour task force committee meeting, and the minutes of the July 30, executive committee meeting. The motion was moved by Andrew Diaz-Matos and seconded by Dan O’Shea. The motion was unanimously approved.

3. President and CEO’s Report

The President and CEO’s Report was distributed in advance.

Ms. Quinn-Carey shared some highlights:

Ms. Quinn-Carey reported that social media has been the way of communication with customers. The most change has been in virtual programming such as remote classes, counseling, and one-on-one phone conversations.

Where HPL is with services:

- Open for limited services – and what has worked well is a greeter at the main entrance. The greeter helps direct and navigate with the customer’s needs.
- Kitchen Café is open for pick-up only
- Contactless pick-up service has been strong
- Staff are rotating between Downtown and Branches
- Staff are working remotely or are blending remote and on-site
- Accommodated a few non-library small groups with use of space in the library (City employees, Senator Blumenthal, Voting)
- Conversations continue with UConn staff in preparation for students return at the end of August early September. Only the ground floor will be used.
- No plans for extending services out at the branches but having conversations on how to leverage services.
- Mobile library has been out at three community locations per week providing services, wifi, and helping with Census.

4. Board Chair’s Report

The Committee Appointments will be carried over to the October meeting when the new slates of officers will be discussed.

Chair Davis gave a brief report.

Mr. Davis congratulated Bridget and team for the Library’s restoration services. He gave a shout out to Karl Fisher for fulfilling the PPP requirements. He informed all Board members that their names were signed on the beam at Park Street during the beam signing in June. Mr. Davis along with Ms. Quinn-Carey will be meeting with new Councilman Nick Lebron in a week to brief him on HPL updates. This is a continuation from early March before the COVID-19 shutdown. Mr. Davis also thanked David Barrett for his work with HPL’s restricted trust funds. He finally reminded the Board that the CEO evaluation is in process and will be completed in the next month.

5. Committee and Task Force Updates

Barbour Task Force

Mr. Steve Harris gave a brief update on the Barbour Task Force committee. The task force has been busy looking at sites and working out details in order to make the

right decision on which space will work best. The committee also met with the Mayor recently to brief him on their process for a new branch for the North End.

Park Street Task Force

Ms. Quinn-Carey stated that the construction for Park Street is moving forward. The project did have a bit of challenge with some flooding and damage of equipment but is back on track and plans are underway to complete in late Spring early Summer 2021.

Beyond Words 2020

Ms. Quinn-Carey reported that Beyond Words is scheduled for December 3 at 7PM as a virtual experience. There will be a 20-minute production by MediaVision. Wally Lamb will be the honorary chair and the Mayor, Board Chair, and other stakeholders will be filmed to speak about the Library.

6. New Business

Wall of Remembrance

Conversations have been on-going on how to recognize people in the world of the Library and the community. How to commemorate a person on their legacy. The Board has decided to move this topic to a Development Committee meeting for further discussion.

7. Other Business

FY21 Budget Amendment

A resolution was presented to accept the final FY21 Budget as amended which includes an additional \$10,000 for translation services.

Board Action: A motion was made to approve the FY21 Budget as amended. The motion was moved by Phyllis Shikora and seconded by Dan O'Shea. The motion carried.

8. Adjourn

Board Action: With no other business, a motion was made by Greg Davis to adjourn the meeting at 1:04 p.m. The motion was seconded by Dan O'Shea. The motion carried unanimously.

Respectfully submitted,
Bridget Quinn-Carey
President and CEO