



**Minutes
of the Board of Directors Meeting
October 7, 2021
8:00AM
Via Zoom**

Present: Gregory Davis, *chair*, Phyllis Shikora, *vice-chair*, Rick Costello, *treasurer*, Ana Alfaro, *secretary*, David Barrett, Andréa Comer, Andrew Diaz-Matos, Floyd W. Green III, Steve Harris, Suzanne Hopgood, Sara Lashetski, Antonio Matta, Sarah Needham, and Karen Taylor.

Also Present: Bridget E. Quinn, 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; Diana Smith, director of Human Services; Gilda Roncari, donor relations director; Mary Tzambazakis, Chief Administrative Office; Karl Fisher, finance director; and Irene Blean, Barbour Branch Manager.

1. Call to Order

President Gregory Davis called the meeting to order at 8:04 a.m.

2. Consent Agenda

Board Action: Motion was made to approve the consent agenda that included minutes of the August 5, 2021 Board of Directors meeting; minutes of the September 8, 2021 Development Committee meeting; minutes of the September 9, 2021 Strategic Planning Task Force meeting; minutes of the September 29, 2021 Governance Committee meeting, and minutes of the September 29, 2021 Executive Committee meeting. The motion was moved by Suzanne Hopgood and seconded by Andrea Comer. The motion carried.

3. President and CEO's Report

Ms. Quinn thanked all who attended the Park Library Ribbon Cutting Ceremony and the Community Celebration on Saturday, October 2. Elected to wait on the time capsule to make its own special event. There is a plaque inside the building that is the dedication to the building and an indication of when the time capsule will open, sometime in 2046.

The Library has commenced its DEI work and has engaged with Leading Culture Solutions. There is an internal committee consisting of Diana Smith, Brenda Miller, Leticia Cotto, Bridget Quinn and Karen Taylor who will be the Board liaison. Will

be putting together a diverse council with about 25 people made up of HPL employees and 3 corporators.

Staff Day is October 15. David will be giving personal tours of the Arch at Bushnell Park. Most of the day is at the Library doing sessions on wellness and health. Then heading over to Bushnell Park for afternoon fun and relaxing activities.

HPL has been granted a \$250,000 grant from the USCIS to support citizenship and immigration services. HPL is the only Library who has received this grant this year and is a testament of the quality of work HPL staff does.

4. Board Chair's Report

Mr. Davis shared some highlights:

- September 16: Signage installation at Park Street
- September 22: Corporators meeting at Park Library, awarded Cate D'Italia as Corporator of Distinction
- September 30: Park Street Library Ribbon Cutting Ceremony

Mr. Davis thanked the team who worked on making the Park Street Library events happen.

Mr. Davis reported that this would be his last meeting as Chair of the Board of HPL. Thanked the Leadership Team to be able to serve and work with all. Thanked the Board and said it is the best Board he has served on.

Andréa Comer stated that the passion for the Library Greg Davis has demonstrated has been contagious to all board members and his leadership will be missed.

5. Mission Moment

Michael Elder was not able to join. Irene Blean, Manager at the Barbour Library was able to talk about Foodshare distribution services at the branch. Barbour Library customers don't show much interest in book discussions or show up for GED classes because they are worried about where their next meal is coming from. During the pandemic, this became even more dire. Barbour Library staff and volunteers were distributing about 50-60 bags of groceries to customers during the pandemic. A total of 552 bags of groceries have been distributed. The successful library services and programs brought many donations from the community, and the Library was also able to distribute coats and books for all ages.

6. Committee and Task Force Reports

- Barbour Street Task Force: Ms. Quinn reported that HPL is moving along and making progress. Working with the City to confirm how the projects for

Swift will be funded. Putting the final touches on that. Good news is that the City will be providing the Library operational support from their general fund. Ms. Quinn and Mr. Harris met with Patrick McKenna of Community Solutions and with JP Morgan Chase to put in a bank branch.

- Strategic Planning Task Force: A Task Force meeting is coming up and the consultants are presenting a fleshed-out framework of the planning strategy. It is anticipated that the full board will see the plan for the December meeting.

7. New Business

An Annual Corporator's business meeting is scheduled for November 18, 2021 at Noon. This meeting will be held virtually.

Board Action: Motion was made to add the Annual Corporator's business meeting to the calendar. The motion was moved by Suzanne Hopgood and seconded by Steve Harris. Motion carried.

8. Other Business

Covid-19 Vaccine Policy

Ms. Quinn presented a draft policy to be able to implement a vaccine or testing requirement of all employees.

Board Action: Motion was made to approve the Covid-19 Vaccine Policy. Motion was moved by David Barrett and seconded by Andrew Diaz-Matos. Motion carried.

Adjourn

Board Action: With no other business, a motion was made to suspend the Board meeting at 9:13AM and called the Annual Meeting to order. Motion was moved by David Barrett seconded by Steve Harris. Motion carried.

Board Action: A motion was made to reconvene the regular Board meeting and entered into executive session at 9:35AM. Motion was moved by Antonio Matta seconded by Suzanne Hopgood. Motion carried.

Board Action: A motion was made to come out of executive session and adjourn at 9:53AM. Motion was moved by Steve Harris seconded by Suzanne Hopgood. Motion carried.

Respectfully submitted,
Bridget E. Quinn
President and CEO