



**Minutes
of the Board of Directors Meeting
April 4, 2019
Noon-1:30PM
Downtown Library**

Present: Gregory Davis, *president*, David Barrett, *vice-president*, Eddie Keith, *treasurer* (phone), Ana Alfaro, *secretary* (phone), Amy Barron (phone), Melvyn Colon, Andrew Diaz-Matos, Antonio Matta, Dan O’Shea (phone), Mark Overmyer-Velazquez, Phyllis Shikora (phone), Geraldine Sullivan (phone), and Karen Taylor (phone).

Also Present: Bridget Quinn-Carey, chief executive officer, Homa Naficy, executive director, The American Place; Gilda Roncari, donor relations director; Diana Smith, director of Human Resources; Mary Tzambazakis, chief administrative officer; Karl Fisher, finance director, and Andrea Figueroa, executive assistant.

Absent: Arunan Arulampalam, Andréa Comer, Steve Harris,

1. Call to Order

President Gregory Davis called the meeting to order at 12:10 p.m.

2. Consent Agenda

Board Action: Motion was made to approve the consent agenda that included minutes of the February 7, 2019 board meeting, minutes of the February 22, 2019 finance committee meeting, minutes of the March 12, 2019 governance committee meeting, minutes of the March 19, 2019 audit committee meeting, and minutes of the March 28, 2019 executive committee meeting. The motion was moved by Andrew Diaz-Matos and seconded by Melvyn Colon. The motion was unanimously approved.

3. Chief Executive Officer’s Report

Ms. Quinn-Carey asked Leticia Cotto to give an update on Public Services.

Leticia Cotto talked about the Supportive Services and Referral Framework. HPL was identified as a critical node in the Hartford ecosystem of service providers. HPL is working towards expanding these services to serve target population at locations convenient to them. Those services include Social Services, 211 Accessibility at HPL, UConn Social Work Intern in August, and Developing Core Principles with Trauma Informed Practices in UX.

HPL is also working on the possibility of expanding hours for a Warming/Early Morning Welcome Center in the Fall 2019. A trial week was tested in March and about 80% of customers needed a warm place while 20% of those customers just came in because the library was open. Staff were able to make referrals to other agencies.

4. President's Report

Mr. Greg Davis gave his report:

Mr. Davis thanked staff and Board for a successful retreat on March 22.

Mr. Davis congratulated board member Arunan Arulampalam for his appointment with the State as Deputy Commissioner. He also thanked Amy Barron for her leadership with the Governance Committee, and David Barrett for his work with the project on compensation and evaluation.

Mr. Davis with CEO Bridget Quinn-Carey have met with Council to brief them on updates on library projects and will continue to pursue a meeting with RJo Winch, Maly Rosado, and TJ Clarke. Thanked Ms. Quinn-Carey for such a great job in communicating the plan.

Mr. Davis with CEO Bridget Quinn-Carey have met with Mayor Luke Bronin and Representative Minnie Gonzalez for an update and status of the Park Street Library Project.

Mr. Davis, Mr. Barrett and CEO Bridget Quinn-Carey met with local poet/author Bessy Reyna regarding concerns she had with representation of Latino authors in a recent media publication.

5. Discussion Topic

Legislative Breakfast

The Board talked about the timing of scheduling a Legislative Breakfast. The Board suggested having a morning session around June to get more State Officials available. It was also recommended to have it at the Albany Branch location to show off the new YOUmedia space and around the topic of the Capital Campaign.

Book Reads

Ms. Quinn-Carey shared with the Board the *Book Read* list developed at the Board Retreat in March.

6. Committee Reports

Park Street Task Force

Ms. Quinn-Carey gave a brief update on the project. Bids went out and have come back significantly over budget. Ms. Quinn-Carey with President Greg Davis met with Mayor Bronin and Representative Gonzalez on ways to move forward. A Capital Campaign is being developed to raise private funding for the project.

Governance Committee

Mr. Greg Davis reported on behalf of Amy Barron.

Floyd W. Green, III was recommended to be nominated to the Board by the Governance Committee. He is the vice president of Community Activation & Local Marketing at Aetna. He is eager to join HPL.

Board Action: Motion was made to approve the nomination of Floyd W. Green to a 4 year term. The motion was moved by David Barrett and seconded by Tony Matta. The motion was unanimously approved.

7. New Business

Employee Handbook

Ms. Quinn-Carey gave a brief overview of the new Employee Handbook. The Library's Employee Manual has not been updated since 1996. There have been many policies and laws that impact all employees since then. HPL has compiled all policies and procedures in the draft Employee Handbook.

A policy on sick donations will be presented at the June meeting.

8. Other Business

Fashion Show Fundraiser

Ms. Gilda Roncari gave a brief overview about the HPL Fashion Show fundraiser. The fundraiser is scheduled for Thursday, May 30 from 6-8PM in the Artwalk. Designs by and fashions from YOUmedia Mentor Dashaun Hightower, Jody Morneault, and Sandra Bender Fromson will be featured at the event.

9. Executive Session

Board Action: A motion was made by Greg Davis at 1:15 p.m. to enter into executive session. The motion was moved by Andrew Diaz-Matos and seconded by Tony Matta. The motion carried.

Board Action: A motion was made by David Barrett and seconded by Tony Matta at 1:20 p.m. to come out of executive session. The motion carried.

10. Adjourn

Board Action: With no other business, a motion was made to adjourn the meeting at 1:20 p.m.

Respectfully submitted,
Bridget Quinn-Carey
CEO and Acting Secretary