



**Minutes
of the Board of Directors Meeting
April 3, 2025
Noon**

Present: David Barrett, *Chair*; Floyd Green, III; Sara Lashetski; Patsy Mundy; Margaret Sweetland Patricelli; Phyllis Shikora; Timothy Sullivan, Jr.; Karen Taylor, and Tyrone Walker.

Also Present: Bridget E. Quinn, President and CEO; Gwen Cannon, Human Resources Director; Gina Federico, Director Corporate & Foundation Relations; Marie Jarry, Chief Operating Officer; Brenda Miller, Executive Director, Culture & Communications; Gilda Roncari, Donor Relations Director; Mary Tzambazakis, Chief Financial Officer and General Counsel; Andrea Figueroa, Senior Executive Assistant, and Karl Fisher, Finance Director.

1. Call to Order

Chair David Barrett called the meeting to order at 12:05 p.m.

2. Consent Agenda

Board action: Motion was made to approve the consent agenda that included minutes of the February 6, 2025 Board of Directors meeting; minutes of the February 19, 2025 Downtown RRR Capital Campaign Committee meeting; minutes of the March 11, 2025 Governance Committee meeting; minutes of the March 24, 2025 Finance Committee meeting, and minutes of the March 27, 2025 Executive Committee meeting. The motion was moved by Sarah Needham and was seconded by Tyrone Walker. The motion carried.

3. President and CEO's Report

Ms. Quinn shared some updates on Capital Projects. The Downtown Library is moving forward with final bids received and construction set to start this month. The Barbour Street project is making progress. We continue to work with the City to ensure the Albany Library project moves forward.

Ms. Quinn shared updates on the Federal funding situation including the cancellation of the USCIS contract. The Library is currently exploring options to challenge the termination and looking for alternative funding sources. There may be other

potential federal funding cuts and elimination of future funding which could total over \$1M in lost funding over the next few years.

Beyond Words 2025 will celebrate the 25th anniversary of The American Place and Homa Naficy's 25 years with the Library.

4. Board Chair's Report

Mr. David Barrett congratulated Bridget Quinn on her upcoming 9-yr work anniversary.

Mr. Barrett discussed a committee change. Dan O'Shea will move over to the Finance Committee and Sara Lashetski will chair the Audit Committee.

Board action: Motion was made to approve the committee change. The motion was moved by David Barrett and was seconded by Tyrone Walker. The motion carried.

Mr. Barrett invited the members of the Board to a social event at the Yard Goats on June 11.

Mr. Barrett asked Ms. Karen Taylor to briefly talk about the Library's stance on diversity, equity, and inclusion, emphasizing the need for careful consideration and flexibility in response to the recent funding cuts and political pressures. Mr. Barrett recommends revisiting this topic during the May Board Retreat.

5. Committees and Task Force Reports

Finance Committee

Ms. Quinn gave an update on the Investment Policy. The Finance Committee reviewed the investment policy statement and proposed changes to align with their desired investment path. The updates range and asset allocations were approved to allow Bank of America to proceed with the new investments.

Board action: Motion was made to approve the Investment Policy change. The motion was moved by Sara Lashetski and was seconded by Sarah Needham. The motion carried.

6. New Business

Exhibition Policy – this policy emphasizes the importance of community interest, conversation, historical, educational and cultural aspects.

Social Media Policy – this policy outlines the library’s role in using social media as a PR, communications, and informational tool. This policy ensures consistency and anticipation of future needs.

Unattended Children Policy – this policy is an update to an existing policy with additional details. It allows HPL to limit the number of children in a space in the event of an unusual circumstance.

Statement of Concerns Policy – this policy allows customers to report on a broader scope of concerns, not limited to collection; anyone may submit a form, but only HPL card holders are eligible for a review and response. The process involves an internal committee to review the concerns and make a recommendation to the President and CEO.

Board action: Motion was made to approve all four policies. The motion was moved by Tyrone Walker and was seconded by Sara Lashetski. The motion carried.

7. Executive Session

Board Action: A motion was made to enter into executive session at 1:20 p.m. to discuss a personnel matter. The motion was moved by Sarah Needham and was seconded by Tyrone Walker.

Board Action: A motion was made to come out of executive session at 1:32 p.m. The motion was moved by Tyrone Walker and was seconded by Sara Lashetski. No votes were taken.

With no other business, the meeting adjourned at 1:32 p.m.

Respectfully submitted,
Bridget E. Quinn
President and CEO