



**Minutes  
of the Board of Directors Meeting  
December 4, 2025  
Noon**

Present: Karen Taylor, *Chair*; Rick Costello; Andrew Diaz-Matos; Floyd Green; Bradley Harper; Sara Lashetski; Patsy Mundy; Sarah Needham; Mark Overmyer-Velazquez; Phyllis Shikora; Tim Sullivan, Jr.; Tyrone Walker, and Robin Zaleski.

Also Present: Bridget E. Quinn, President and CEO; Gwen Cannon, Human Resources Director; Leticia Cotto, Chief Administrative Officer; Gina Federico, Director of Development; Marie Jarry, Chief Operating Officer; Homa Naficy, Executive Director, The American Place; Gilda Roncari, Donor Relations Director; Mary Tzambazakis, Chief Financial Officer and General Counsel, and Karl Fisher, Finance Director.

**1. Call to Order**

Chair Karen Taylor 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 October 9, 2025 Board of Directors annual meeting; minutes of the October 20, 2025 Audit Committee meeting; minutes of the October 22, 2025 Development Committee meeting; minutes of the November 13, 2025 Finance Committee meeting, and minutes of the November 20 Executive Committee meeting. The motion was moved by Dan O'Shea and was seconded by Floyd Green. The motion carried.

**3. Mission Moment**

Ms. Quinn introduced Cecilia Zygmunt, manager of the Dwight Library, to talk about what is happening at the Dwight Library. Ms. Zygmunt shared some improvements made at the Dwight Library since she began managing at the branch.

**4. President and CEO's Annual Report**

Ms. Bridget Quinn shared the recent issue with the Downtown Library's sprinkler system causing a flood and some minimal damage to limited locations.

Ms. Quinn also gave an update on Barbour with plans to go to the Zoning Board of Appeals in January.

The State Department gave HPL notice to halt passport services, but after conferring with other Libraries and submitting proper documentation, HPL was told they can proceed until further notice.

Ms. Quinn reminded the Board of Directors that Conflict of Interest forms for 2026 are due. The Annual Giving form will also be sent via email for calendar year 2026.

Ms. Quinn reminded the Board of Directors that Gilda Roncari will be retiring and to mark their calendars for January 30 from 3-4:30 for a celebration in the café. Gilda will return in February on a consulting basis.

## **5. Board Chair's Report**

Ms. Karen Taylor wants to focus on gratitude and goals going into 2026 and being thoughtful about ways in which the Board can support Ms. Quinn. Ms. Taylor also thanked all who showed up for Beyond Words which was a phenomenal event.

## **6. Committees and Task Force Reports**

### ***Strategic Planning Update***

Phase I is completed and currently in the phase of gathering data. The next phase begins January 1 which they review everything that has come back. The full Board and Community will be presented in Phase 4 which begins in March.

## **7. New Business**

### ***2026 Board of Directors Meeting Calendar***

**Board action:** A motion was made to adopt the calendar of meetings for 2026. The motion was moved by Sarah Needham and seconded by Dan O'Shea. The motion carried.

## **8. Other Business**

### ***Beyond Words Update***

Ms. Sarah Needham gave an update on Beyond Words 2025. Author Ocean Vuong gave an excellent talk. Audience was moved by his shared personal experiences. Final numbers will be provided in January.

**Board action:** A motion was made to go into Executive Session at 1:30PM. The motion was made by Sarah Needham and seconded by Dan O'Shea . The motion carried.

**9. Adjourn**

**Board action:** With no other business, a motion to adjourn was made. The motion was made by Sarah Needham and seconded by Bradley Harper. The motion carried.

The meeting adjourned at 1:45PM

Respectfully submitted,  
Bridget E. Quinn  
President and CEO