



**Minutes
of the Board of Directors Meeting
June 5, 2025
Noon**

Present: David Barrett, *Chair*; Rick Costello; Andrew Diaz-Matos; Steve Harris; Suzanne Hopgood; Sara Lashetski; Patsy Mundy; Sarah Needham; 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; 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 12:02 p.m.

2. Consent Agenda

Board action: Motion was made to approve the consent agenda that included minutes of the April 3, 2025 Board of Directors meeting; minutes of the April 30, 2025 Finance Committee meeting; minutes of the April 30, 2025 Governance Committee meeting, and minutes of the May 29, 2025 Executive Committee meeting. The motion was moved by Phyllis Shikora and was seconded by Suzanne Hopgood. The motion carried.

3. President and CEO's Report

Ms. Quinn shared exciting news about HPL being selected to receive the 2025 Excellence in Public Library Services Award from the State Library. The award ceremony will be held in August.

Ms. Quinn announced that due to challenges in the industry, Berkins Café has closed. In the short term, HPL is looking to provide coffee and snacks while exploring a more permanent solution.

Ms. Quinn reported encouraging news that IMLS had restored federal funding for their contract which allows them to maintain staffing and services through September.

Ms. Quinn announced a ribbon cutting event for the new Library on Wheels on Friday, June 6 at 11:15 a.m. at the Bushnell Park. She also mentioned the upcoming campaign event Restore, Renew, Reimagine on June 18.

4. Board Chair's Report

Mr. David Barrett announced plans to begin a Strategic Planning process this year and will be forming a Task Force. There are 10 people who will serve in the task force. An RFP plan would be released in late Summer or early Fall.

Board action: Motion was made to approve the Task Force Committee. The motion was moved by Suzanne Hopgood and was seconded by Andrew Diaz-Matos. The motion carried.

Mr. Barrett expressed his and Bridget's inability to attend the June 11th Yard Goats game. Encouraged members to have a great time.

5. New Business

FY26 Budget

The Board reviewed the FY26 Budget.

Board action: Motion was made to approve the FY26 Budget. The motion was moved by Andrew Diaz-Matos and was seconded by Phyllis Shikora. The motion carried.

Gift Acceptance Policy

This policy documents procedures for managing cash, security, tangible personal property, and real estate gifts, excluding books and collection materials, which are covered by a separate policy.

Board action: Motion was made to approve the Gift Acceptance Policy. The motion was moved by Karen Taylor and was seconded by Tyrone Walker. The motion carried.

Tuition Reimbursement Policy

This policy is a revision to the existing Tuition Reimbursement Policy. The revisions clarify that the funds supplement rather than fully cover tuition costs and increases the reimbursement from 6-12 credits per fiscal year. The policy also includes summer sessions as eligible and specifies that employees must be meeting expectations on their performance evaluations to qualify. It also includes a one-year look back for employees who voluntarily leave within a year of receiving tuition reimbursement.

Board action: Motion was made to approve the Tuition Reimbursement Policy with a small change from “shall be liable to repay” to “shall repay” for clarity. The motion was moved by Sara Lashetski and was seconded by Phyllis Sikora. The motion carried.

6. Other Business

Board action: Motion was made to approve the FY26 HPL Holiday Calendar. The motion was moved by Suzanne Hopgood and was seconded by Phyllis Sikora. The motion carried.

Board action: Motion was made to approve the Community Investment Fund Resolution. The motion was moved by Suzanne Hopgood and was seconded by Phyllis Sikora. The motion carried.

With no other business, the meeting adjourned at 1:05 p.m. The motion was moved by Suzanne Hopgood and was seconded by Tim Sullivan, Jr.

Respectfully submitted,
Bridget E. Quinn
President and CEO