



**Minutes  
of the Board of Directors Meeting  
June 7, 2018  
8:30-9:30AM  
Camp Field Avenue Branch**

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

Also Present: Bridget Quinn-Carey, chief executive officer, Leticia Cotto, customer experience officer; Brenda Miller, executive director, Hartford History Center; Gilda Roncari, donor relations director; Mary Tzambazakis, chief administrative officer; Karl Fisher, finance director, Andrea Figueroa, senior executive assistant, and Pat Knapp, manager, Camp Field Branch.

Absent: Arunan Arulampalam, Andréa Comer, Andrew Diaz-Matos, Marc DiBella, Steve Harris, and Mark Overmyer-Velázquez.

**1. Call to Order**

President Gregory Davis called the last meeting of the fiscal year to order at 8:14 a.m.

**2. Mission Moment**

*Boundless*

Boundless is an initiative established between the Library and Hartford Public Schools about 3 years ago. Leticia Cotto, Marie Jarry, and Pat Knapp, have been working together on leading the program with the schools. The elements of Boundless that have continued are things like school and library partnerships, trainings for teachers, class visits, outreach visits from HPL to the schools, and the Boundless card. A well-established partnership between the library and the schools where the library is the keeper of the integrated library system. These continue to grow and develop, and under Leticia Cotto’s leadership, the concept of the zone partnership has expanded. Getting a card to almost every student in the school district is almost complete. What’s new about Boundless is the concept of how can the library system help make a difference when it comes to academic success. Because the schools have reduced the number of media school specialists over the years, many schools do not have school libraries. HPL is currently working with HPS and superintendent, facilitated by Leadership Greater Hartford, to put a pilot in place where the library would hire a school media specialist. The person hired would be

embedded in the school and as a resource in the school. If there is a model in each of the four school zones, it would give a sense of how impactful they are in the schools.

### **3. Consent Agenda**

**Board Action:** Motion was made to approve the consent agenda that included minutes of the April 5, 2018 board meeting, minutes of the May 10, 2018 governance committee meeting, and minutes of the May 21, 2018 finance committee meeting. The motion was moved by David Barrett and seconded by Tony Matta. The motion was unanimously approved.

### **4. Chief Executive Officer's Report**

Mrs. Bridget Quinn-Carey presented some highlights from her quarterly report.

- New on the report is the statistics and how things are reported and tracked.
- Programming has been robust and bringing programs out into the branches.

Mrs. Quinn-Carey gave an update on the Goodwin Branch. She is working closely with the NRZ and have put together a subcommittee developing options on service plans for how to either use the building, commercial lease or sell the building.

Two groups are interested in the building. Hartford Youth Scholars and Co:Lab. They are focused on starting to develop how to share the space together for community programs. The goal is to start in September. HPL will develop an MOU with terms and bring back to Board for voting and approval.

### **5. President's Report**

Mr. Greg Davis gave his report:

- Branch Tours – feedback was very positive. Each Board Member who toured the branches talked about how enthusiastic branch managers were to have the Board visit and the work CEO is doing. The branch staff work hard making so much happen in such little spaces. They all work with what they have.
- Honoring Melvyn Colon and Leticia Cotto for being the Godparents of the Puerto Rican parade.
- Thanked the Ad-Hoc Advocacy Committee for the role they played and in being available during difficult times.
- Joined CEO Bridget Quinn-Carey and Donor Relations Director Gilda Roncari at a meeting with the Mandell's. Left the meeting with a commitment for a sponsorship for Beyond Words.
- Thanked Amy Barron for spearheading the Governance Committee.

### **6. Discussion Topic**

Updated information on the Opioid Response plan was distributed in the packets.

**7. New Business**

*Budget FY 2019*

**Board Action:** Motion was made to approve the *FY 2019 Budget*. The motion was moved by Dan O'Shea and seconded by Melvyn Colon. The motion was unanimously approved.

*Holiday Calendar FY 2018-19*

**Board Action:** Motion was made to approve the *Holiday Calendar FY2018-19*. The motion was moved by Gerri Sullivan and seconded by David Barrett. The motion was unanimously approved.

**8. Other Business**

*Park Branch Update*

CEO Bridget Quinn-Carey provided an update on the Park Branch Project. HPL is currently working with the City on construction manager. Proposals were received and the selected construction managers are Downes Construction. At the next committee meeting, hoping to have the construction manager join in and introduce themselves.

**9. Adjourn**

**Board Action:** With no other business, a motion to adjourn the meeting at 9:31 a.m. was made by Melvyn Colon and seconded by Dan O'Shea. The motion was unanimously approved.

Respectfully submitted,  
Bridget Quinn-Carey  
CEO and Acting Secretary