



**Board of Directors Meeting
Minutes
Thursday, 5 October 2017
Downtown Library
8:00AM-9:30AM**

Present: Ana Alfaro, Arunan Arulampalam (phone), David Barrett, Amy Barron, Melvyn Colon, Andrea Comer, Gregory Davis, Marc DiBella (phone), Steve Goddard, Edward Keith (phone), Antonio Matta, Phyllis Shikora, Geraldine Sullivan, and Karen Taylor.

Also Present: Bridget Quinn-Carey, chief executive officer, Leticia Cotto, customer experience officer; Brenda Miller, executive director, Hartford History Center; Homa Naficy, executive director, Adult Learning; Mary Tzambazakis, chief administrative officer; Karl Fisher, finance director; Gilda Roncari, donor relations director; Don Wilson, marketing and communications director, and Andrea Figueroa, senior executive assistant.

Absent: Andrew Diaz-Matos

Other Guests: Mary Jackson, Priscilla Jackson.

1. Call to Order

President Gregory Davis called the meeting to order at 8:20 a.m. and welcomed new board member Karen Taylor.

2. Consent Agenda

Board Action: Motion was made to approve the consent agenda that included minutes of the August 3, 2017 regular board meeting, finance committee minutes of August 25, 2017, audit committee minutes of September 6, 2017, development committee minutes of September 12, 2017, governance committee minutes of September 13, 2017, and executive committee meeting minutes of September 28, 2017. The motion was approved.

Karen Taylor abstained as she was not on the board at that time.

3. Chief Executive Officer's Report

Mrs. Bridget Quinn-Carey presented some highlights:

- Beyond Words event planning is moving along. Travelers had given HPL a sponsorship challenge which was exceeded. Victor LaValle's book "The Changeling" has been optioned for TV.
- UConn has been opened for a month now. Last year in September HPL logged 30,000 visits. In August 2017 HPL logged 41,000, September 2017 HPL logged 48,513. This is due to UConn's opening, the enhanced hours, and all of the great things going on at the Library. There has also been increases at a number of branches.
- Every two week, a grants meeting is held. Grants is over \$800,000 and \$700,000 pending, for FY18. These grants are for specific programs or services that HPL provides. A grant just received, the Mandell Family Foundation has pledged \$100,000 for a mini YOUmedia at the Albany Branch.
- Judy Dworin's Dance Project is hosting a fundraiser on October 5 and is screening a documentary produced about formerly incarcerated people. The movie is free to the public.

4. President's Report

Mr. Greg Davis reported on a few areas:

- Strategic Planning and Consolidations of Branches
- Park Street Project
- Development

With respect to the Strategic Planning and consolidations, Mr. Davis and Mrs. Quinn-Carey have attended the following meetings:

- Blue Hills Civic Associations and the Blue Hills Residents Empowered with the possibilities of partnering future services in that area.
- Council, Committee of the Whole, about the branch consolidations, the budget, and plans of the service.
- Leadership Greater Hartford to discuss ways to strategize and come up with common goals in those communities.
- CT Transit, DOT, to look at routes and potential for fare reductions for residents that use the library.

On the Development side, Mr. Davis and Mrs. Quinn-Carey met with:

- Marlene Ibsen at Travelers along with CEO and Director of Donor Relations further cementing the support of Travelers. Travelers will be the lead sponsor for Beyond Words.

- Jay Williams, new CEO from Hartford Foundation for Public Giving, and talked about the strategic plan and funding opportunities.
- Attended the Yard Goats game in August with staff, board, and families.
- Attended the Hartford Times Reunion in the ArtWalk and Mr. Steven Goddard was also in attendance and recognized.

Mr. Davis thanked the Ad-Hoc Committee for their hard work and for helping get through difficult times on the consolidation of the branches, and lastly thanked Mr. Steven Goddard for his 32 years of service and commitment to the Library and Board.

Five HPL Board Members are participating on a Board Leadership Program offered through the Hartford Foundation for Public Giving: Andrew Diaz-Matos, David Barrett, Amy Baron, Greg Davis, Phyllis Shikora, and CEO Bridget Quinn-Carey. There are 4 sessions through the end of November and along with other non-profits in the Greater Hartford area.

5. **Committee Reports**

Strategic Planning Update

Leadership Greater Hartford (LGH) offered to take the lead in getting the first group of people together. LGH also prepared a proposal to go to the Hartford Foundation for Public Giving to continue the process.

6. **Mission Moment**

Park Street Building Project

Mrs. Bridget Quinn-Carey gave a presentation on the progress of the Park Branch project and showed some renderings of the design of building. Recently went through a process with State Historic Preservation to be approved to take down both of the existing structures at the former Lyric Theater. However, part of that process was reassuring that the design of the former Lyric would be honored in the design. The architects along with the engineers looked at the actual murals and took high resolutions pictures to be able to preserve the images. They will try to save the panels but not sure if they are salvageable. The newer part of the design, the downstairs, will have lots of windows and will have a retail feel and a café. As far as process, the next steps was going through zoning board of appeals with architect Whit Iglehart with TSKP for two variances. Those variances passed with no issues. The next phase is to finish construction documents before it goes out to bid. Current schedule is for construction and demolition is to begin next spring with a ribbon cutting in 2019.

7. **New Business**

Materials Donation Policy

The Materials Donation Policy has an update on the language and to make sure that HPL has the right to refuse donations when necessary.

Board Action: Motion was made and seconded to approve the Materials Donation Policy. The motion was approved.

ULC Race and Social Equity Statement

Urban Libraries Council is looking to help libraries form advocacy platforms about what their libraries do and who they are and are asking member libraries to sign on.

Board Action: Motion was made and seconded to approve the ULC Race and Equity Statement. The motion was approved.

Steve Harris was appointed to the Board of Directors by Mayor Luke Bronin.

8. **Other Business**

No other business was reported.

9. **Executive Session**

Board Action: Motion was made and seconded to move into executive session at 9:10 a.m. The motion was approved.

Board Action: Motion was made and seconded to come out of executive session at 9:23 p.m.

10. **Adjourn**

Board Action: With no other business, a motion to adjourn the meeting was made, seconded and approved at 9:25 a.m.

Respectfully submitted,
Bridget Quinn-Carey
Chief Executive Officer
Acting Secretary