

**Minutes
of the Board of Directors Meeting
December 1, 2022
Noon**

Present: David Barrett, *chair*, Phyllis Shikora, *vice-chair*, Rick Costello, *treasurer*, Melvyn Colon, Gregory Davis, Carlos Galdamez, Floyd W. Green III, Suzanne Hopgood, Sara Lashetski, Sarah Needham, and Daniel P. O’Shea.

Also Present: Bridget E. Quinn, president and CEO; Leticia Cotto, customer experience officer; Gina Federico, director of Corporate & Foundation Relations; Brenda Miller, executive director, Culture & Communications; Gilda Roncari, donor relations director; Mary Tzambazakis, Chief Administrative Office; Andrea Figueroa, senior executive assistant; LEID Council which included Jasmin Agosto, Christopher Brown, Liz Castle, Tiffany Cooper, Nancy Mendez, and Martha-Rea Nelson.

1. Call to Order

Chair David Barrett called the meeting to order at 12:03 p.m.

2. Mission Moment

Ms. Bridget Quinn introduced Jasmin Agosto co-chair of the LEID Council to present a road map which is a blueprint of the journey that aligns the strategic plan work with EDI.

Floyd Green applauded the group for the great work and asked the LEID Committee to test themselves with this task. To identify markers for accomplishments.

Ms. Quinn took a moment to introduce Gina Federico, Director of Corporate & Foundation Relations.

3. Consent Agenda

Board Action: Motion was made to approve the consent agenda that included minutes of the October 6, 2022, Board of Directors meeting; minutes of the November 17, 2022, Governance Committee meeting, and minutes of the November 30, 2022, Barbour Task Force Committee meeting. The motion was moved by Suzanne Hopgood and seconded by Greg Davis. The motion carried.

4. Board Chair's Report

Mr. Barrett shared the first piece of business on committee assignments. Anne Melissa Dowling has stepped down as a member of the Audit Committee. Mr. Barrett recommends adding Ruth Fitzgerald to take her place.

Board Action: A motion was made to have Ruth Fitzgerald join the Audit Committee. The motion was moved by Dan O'Shea and seconded by Sarah Needham. The motion carried.

The Advocacy Task Force will reconvene to assist Ms. Quinn and Ms. Federico with financial sources and to also reengage elected officials. The Task Force list of members will be reviewed to see if updates are needed.

Mr. Barrett distributed holiday cards to be sent to HPL staff for the holidays.

5. President and CEO's Report

Ms. Quinn gave an overview of the first quarter. She also provided a few highlights on her report which was distributed in advance.

- Grants received were \$250,000 from USCIS for immigration services. HPL was the only library to receive.
- CDBG Grant of almost \$50,000 was received for immigrant pathways.
- HPL received a number of awards. Ms. Quinn recently attended an event at the Malta House of Care honoring Julie Redding with a community partner award.

Ms. Quinn invited all members of the Board to join the staff for the annual Employee Holiday Social on December 16th at 4PM. The Library will be closing at 3:30PM.

Dan O'Shea asked about the annual visits trend. Ms. Quinn responded that HPL is not back to pre-covid numbers. Part of that is that HPL has only recently re-established branch hours even Downtown, the foot traffic is not the same.

6. Committee and Task Force Reports

Barbour Task Force

Ms. Quinn reported that the project is moving along and continuing to move forward with negotiations on the contract.

The relationship with Chase regarding the lounge and ATM on the second floor continues. Even if Chase does not take the space, the Library will use the space.

The goal is to have the lease approved by January 2023.

Governance Committee

Governance Chair Suzanne Hopgood introduced the nomination of Tyrone Walker as the Board of Education appointee. Mr. Walker's resume was distributed to all board members in advance.

Board Action: Motion was made for the recommendation of Tyrone Walker to the Board. The motion was moved by Suzanne Hopgood. Seconded by Sara Lashetski. The motion carried.

7. New Business

Bylaws Amendment

Board Action: Motion was made to the accept changing Corporator to Ambassador to the bylaws. The motion was moved by Dan O'Shea. Seconded by Sara Lashetski. The motion carried.

2023 Board Calendar of Meetings

Board Action: Motion was made to approve the FY23 Board Meetings Calendar. The motion was moved by Greg Davis and seconded by Suzanne Hopgood. Motion carried.

Swift Lease

Ms. Quinn reported on the Barbour Task Force. The project is moving along and have had a number of conversations with Community Solutions, but also with the Mayor and Thea and are in a place where can continue to move forward with negotiations.

Ms. Gilda Roncari gave a brief update on Beyond Words. 339 people are registered as of November 30.

With no other business, meeting adjourned at 1:25 p.m.

Respectfully submitted,
Bridget E. Quinn
President and CEO