



**Minutes of the Special Meeting
of the Board of Directors
HARTFORD PUBLIC LIBRARY
March 23, 2016
8:30AM**

Present: Gregory Davis, Ana Alfaro (phone), Arunan Arulampalam, David Barrett, Andrew Diaz-Matos (phone), Marc DiBella (phone), Anne Melissa Dowling (phone), Stephen Goddard, Jack Godsill, Connie Green, Edward Keith (phone), Gislaine Ngounou, and Geraldine Sullivan (phone).

Also Present: Mary Tzambazakis, interim chief executive officer; Mary Billings, chief public services officer; Karl Fisher, interim chief administrative officer; Brenda Miller, chief cultural affairs and public programming; Homa Naficy, chief adult learning officer; Carol Poehnert, human resource director; Andrea Figueroa, senior executive assistant; Donna Larcen, communications specialist, and Mimi Lines, Robinson & Cole.

President Gregory Davis called the special meeting to order at 8:40 a.m.

1. UConn

Construction

The agreements consist of Library and UConn shared space. The Library will get an updated learning lab that will be shared; two new classrooms for the Library and an additional two classrooms to be shared with UConn; a new updated staff lounge with a lactation room; updates in staff area to shift staff from first floor to second floor, and a new build out to The American Place. The construction will take a period of 10-12 months. The construction will be phased out so that there is no impact on public services.

Operating

The agreements consist of a licensing agreement for UConn to occupy the space at the Library. It is based off the square footage and has capped the square footage at 12,000 for UConn only and 4,300 squared footage for shared space with Library. UConn pays a rate of \$12 for each square footage for UConn space only, and \$6.00 for shared space with Library. The Licensing agreement also allows for the Library to have Capital Funds with respect to mechanical systems or building wide impacts.

There is an escalator clause over the period of term of contract of a 3% increase. After the 15 year period will be going off the CPI index.

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There are separate components in the agreement that deal with library operations and will be discussed after the contract is executed to find out how to work together. Any impacts on union employees will have to be negotiated with the union.

There is a section in the contract that acknowledges each entity's right to have their own union and will not interfere with each other's organization.

The Library plans to get the agreements to City Council on March 28, 2016 for approval. UConn will have their agreement to their Board on March 30, 2016.

Resolution

Resolved that the Library is authorized, directed and empowered to enter into construction agreement with the University and the City relating to the University's construction of improvements to the Building, and containing the material terms set forth above and in the Term Sheet, and such other terms as are deemed necessary or desirable by the persons executing the agreement and HPL is authorized and empowered to enter into an operating agreement with the University and the City relating to the University's use of the Building, and containing the material terms set forth above and in the Term Sheet and such other terms as are deemed necessary or desirable by the persons executing such agreement and the Library is authorized and empowered to take all other actions related to the agreements as necessary or advisable and in the best interest of HPL; and

Resolved that each of the President of the Board of Directors of HPL and the Chief Executive Officer of HPL is authorized, directed and empowered to execute in the name of and on behalf of HPL, and deliver each of the Construction Agreement and the Operating Agreement, in form and content deemed necessary or desirable by the person executing said document and all Agreements, commitments, instruments, or other documents as are necessary or advisable to effectuate the Agreements, all in format and content deemed necessary or desirable by the person executing the document on behalf of HPL; and

Resolved that all actions hereto taken by or at the direction of HPL in connection with the foregoing transactions be and they hereby are, authorized, ratified, adopted and approved in all respects.

Board Action: a motion was made and seconded to accept the resolution as submitted. The motion was approved. Arunan Arulampalam abstained from voting as his firm represents UConn.

2. Budget 2017

The Library had a meeting with the Mayor and the Library needs to reduce its operating budget by 20%.

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Analytical data and comprehensive packages are being put together for discussions with the Senior Team to meet with new CEO once she begins in April.

A sub-committee has been established consisting of Ana Alfaro, David Barrett, Greg Davis, and Gerri Sullivan to lobby and do some work with Council and other members of the Mayor's team to push forward the Library's position with respect to the impact of projected budget cuts. The Council may have concerns of what a 20% reduction will mean for their districts and communities.

Board Action: With no other business, a motion to adjourn the meeting was made, seconded and approved at 9:40 a.m.

Respectfully submitted,
Mary T. Tzambazakis
Interim Chief Executive Officer
Acting Secretary

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