



Board of Directors
Meeting Minutes
Thursday, August 7, 2014
Noon

Present: Ana Alfaro, Luke Bronin, Greg Davis, Anne Melissa Dowling, Stephen Goddard, Connie Green (phone), William Large, and Thea Montañez.

Also present: Matthew Poland, chief executive officer; Mary Billings, chief public services officer; Donna Haghighat, chief development officer; Brenda Miller, chief cultural affairs and public programming officer; Mary Tzambazakis, chief administrative officer; Andrea Figueroa, executive assistant.

Absent: Julio Concepcion, Marc DiBella, Edward Keith, and Beth Taylor

1. Introduction:

President Thea Montañez called the meeting to order at 12:10 p.m.

2. President's Report

Ms. Montañez presented some highlights:

- Working on the Park Street relocation project through community conversations. Talked with City Officials about creating a press release to reaffirm their commitment.
- Governance Working Group is nearing completion of its assignment. A recommendation will be presented at the October Board meeting.

3. Chief Executive Officer's Report

Mr. Poland presented some highlights:

- YOUmedia lab will have a soft opening in September.
- Itty Bitty Hartford is the next big project. Model on display.
- eRate – working on modernization of this federal funding with the Urban Libraries Council.
- Asking Travelers for \$100,000 to help with YOUmedia space.
- Kaman Family Foundation has committed to fund Baby Grand Jazz again for 3 years totaling \$50,000. This will also help improve sound and technology around Baby Grand Jazz series.

- Awaiting word on the USCIS application to fund citizenship programs for the next couple of years; \$250,000 potential.
- The Kettering Foundation has selected Hartford as one of four core cities for its Immigration Forum Project, and has asked Homa, Matt and a representative from the City to join them at a forum to talk about the education issues for youth of immigrants in the city.
- The Performance Evaluation System is nearly complete. It's an online system with performance evaluation for all jobs; going live in December/January.
- The Intranet will be available to Board and staff in late October. Training will be provided.
- The Bearden Murals will be installed in October.

4. New Business

A new slate of officers will be presented in October. Ms. Montañez encouraged board members to take on leadership roles.

5. Other Business

Annual meeting has usually been in the evening and has been poorly attended in the last 10 years. This year the meeting will be held as breakfast meeting at 8AM on October 16.

Ms. Haghghat reminded the Board that the invitation to the Legislative Breakfast on September 30 is going out today via email.

6. Consent Agenda

Board Action: Motion to approve the minutes of the June 5, 2014 meeting; the minutes of the July 11, 2014 retreat minutes, and the committee reports. All motions were made seconded, and approved.

Amendment: Luke Bronin was in attendance for the July 11, 2014 retreat.

7. Executive Session – CEO Evaluation

Board Action: Motion was made seconded, and approved to move to executive session at 12:35 p.m.

Board Action: Motion was made seconded, and approved to come out of executive session at 1:44 p.m.

8. Adjourn

Meeting adjourned at 1:45 p.m.

Respectfully submitted,

Matthew K. Poland,
Acting Secretary