

**Minutes of the Meeting
of the Board of Directors
HARTFORD PUBLIC LIBRARY
October 7, 2010**

Present: William Breetz, Gregory Davis, Anne Melissa Dowling, Connie Green, Brad Noel, Annette Sanderson, Geraldine Sullivan, and Carlos Valinho.

Also present: Matthew Poland, chief executive officer; Marian Amodeo, chief public services officer; Mary Crean, chief development officer, and Julio Molleda, chief financial officer.

Absent: Michael Gannon, Stephen Goddard, William Large, Thea Montañez, Enid Rey, Romulo Samaniego, Paul Shipman, and Shawn Wooden.

1. **Introduction:** President Greg Davis called the meeting to order at 12:15 p.m.

2. **Approval of Minutes**

Board Action: Motion to approve the minutes of the September 2, 2010 meeting was made and seconded.

3. **Committee Reports**

Finance

Anne Melissa Dowling, committee chair, reported that the Finance Committee had reviewed the endowment portfolio for the third quarter. The Committee was satisfied with the overall performance of the portfolio.

The committee also discussed the integrated library system. Staff submitted a comprehensive proposal to upgrade the current system. The committee asked the staff to explore alternate vendors to compare pricing and features of competing systems since the Library has worked with the current vendor for more than 15 years.

Strategic Planning

Gerri Sullivan, committee chair, reported on the progress of the strategic planning committee. Three community meetings have been scheduled and Sullivan encouraged all to attend at least one.

The committee has recommended a board retreat to be held on November 20 to discuss the positioning of the branches in the strategic planning process. Board members agreed that such a retreat would be beneficial.

The committee is hoping to finish this planning process by January. Sullivan asked for all to review documents sent in advance of the meeting to maximize the use of time at each session.

Nominating

Brad Noel, committee chair, reported on resignations from these corporators:

- Worth Loomis
- Glenda Reed
- Emma Rose
- Jessie Stratton

Noel nominated a new corporator, Jennifer DiBella.

Board Action: Motion was made and seconded to appoint Jennifer DiBella as a corporator to the Hartford Public Library.

4. President's Report

Greg Davis gave an overview of his first year as president of the board and commented on Matt Poland's first year as head of the library. Davis thanked the board and staff for all their contributions over the past year.

Davis congratulated Poland on his first year anniversary. Poland has turned around staff morale and has assembled a great senior management team. Also, Poland has also done a great job with improving relations with the City.

Davis shared some unofficial goals:

- Increasing Development and Marketing efforts to raise more money
- Board Governance and Composition
- Future of the Branches

Davis made some announcements of upcoming events:

- All Staff meetings on October 20 and 21
- Annual meeting
- Hartford Foundation for Public Giving 85th Anniversary
- Board Retreat November 20 from 9-1PM

Finally, Davis congratulated Connie Green on her retirement from the State University system.

5. Chief Executive Officer's Report

Poland thanked the Board for acknowledging his first year as chief executive officer stating that "it has been an incredible experience."

Poland updated the board on two significant federal grants: The United States Citizenship and Immigration Service Grant (USCIS), the Library was the only public library selected nationwide: the Institute for Museum and Library Services (IMLS) National Leadership Grant. The Hartford Foundation has approached Poland and Homa Naficy about whether or not the library needed more money to help support this effort. And in terms of developing new revenue streams, USCIS has asked the library to be its traveling passport operation when they do citizenship programs in New Haven and New London.

The Library submitted a grant to the State Library for completing the multi-purpose room (XRoom).

The Library is focused on the Integrated Library System enhancement with updated software that makes the catalog process, acquisitions, circulation, and customer interface process easier and more intuitive for staff and customers.

Capital Workforce Partners is interested in working with the Library to explore collaborations on adult literacy and workforce development.

Development

Mary Crean, chief development officer, reported the board will be receiving a copy of the annual report at the annual meeting. She also noted that Fall Appeal will begin after election day and will be sent to corporators, current donors and past donors.

Matt updated the board on a few things: Arts and Archives is doing a program for older adults on sculpting through a grant from the State Library; the ArtWalk is reopening with a new artist on October 15; the Library is doing First Night again with "48 Hours of Art" in the bistro area; the Library has partnered with the Jazz Society for Jazz performances on Sundays, and the Hartford Symphony Orchestra will sponsor a performance on November 28, 2010 in the Atrium space.

One Book

The book is the *Curious Incident of the Dog in the Night-Time* by Mark Haddon. There are a variety of programs scheduled throughout November and December. The final program will be held on the evening of Thursday, December 2 with authors of the book *Shut Up About Your Perfect Kid – The Movement of Imperfection*.

6. Other Business

No other business was brought forward.

7. New Business

Staff will submit a naming policy for consideration in the new year.

The Fromson sculpture (Skin and Bones) has been installed in the bistro area.

Sybil, the marble sculpture, will be brought back to her original lustre.

The so-called “Dewey Collection” that was never entered into the catalog system when the Library converted to the Library of Congress system in 1976, has been reviewed by an archivist and librarians to determine whether any books should be maintained because of their value, intrinsic or financial. Those that were identified have been removed from the “collection” and transferred to the Hartford History Center. The goal is to get bids from booksellers to dispose of the remainder. The vacated space in the archives will be used to house the city papers.

Matt introduced Debra Perry, associate librarian for Youth Services, who did a presentation on the AWE Stations.

The meeting adjourned at 2:00 p.m.

Respectfully submitted,

Matthew K. Poland,
Acting Secretary