

STATE OF CONNECTICUT, RECORD OF PROCEEDINGS
STATE LIBRARY BOARD
September 24, 2018

INDEX

Members present: John N. Barry, Alison Clemens, Bob Harris, Judge Michael Sheldon, Mary Etter, Sandy Ruoff, Dianna Wentzell

Members absent: Justice Andrew McDonald, Allen Hoffman

Others present: Kendall Wiggin, Jane Beaudoin, Dawn La Valle, Doris Vieira, Carol Trinchitella, Lizette Pelletier (State Library), Elaine Braithwaite (Bridgeport Public Library), Kate Byroade (CLA), Lisa Karim (CLA), Jennifer Keohane (CLC)

The meeting was called to order at 1:00 p.m. by Chairperson John N. Barry.

ELECTION OF OFFICERS

John Barry asked Sandy Ruoff, Co-Chair of the Nominating Committee, for a report of the Nominating Committee. Sandy stated that she and Mary Etter are the Nominating Committee. A letter was sent to the Board members seeking nominations for the positions of Chair and Vice Chair of the State Library Board. The current Chair is term limited and unable to be considered in this election. Sandy stated that after careful consideration, she would like to nominate Mary Etter as Chair of the State Library Board. John stated that as his final act as Chair, he would like to nominate Sandy Ruoff as Vice Chair. Sandy asked if there were any other nominations from the floor. There were none. The nominations were seconded by Commissioner Wentzell and a vote was taken. The nominations of Mary Etter, as Chair, and Sandy Ruoff, as Vice Chair, were approved unanimously for terms ending September of 2019. John turned the meeting over to the new Chair, Mary Etter.

Mary thanked everyone for their vote of support and stated that she appreciates this opportunity and realizes that she has big shoes to fill following John as Chair. Sandy also thanked everyone for their support and explained that the former Vice Chair, Matt Poland, did not put his name in to be considered for another term.

MINUTES

It was MOVED (B. Harris) seconded (A. Clemens) THAT THE MINUTES OF THE July 23, 2018, BOARD MEETING BE APPROVED AS PRESENTED. PASSED unanimously.

BOARD COMMENTS / ANNOUNCEMENTS

Judge Sheldon stated that he has been on the Board for many years while John Barry has been the Chair. He added that John has done an excellent job and thanked him for his great service. The entire Board agreed and thanked John for his many years of excellent leadership.

PUBLIC COMMENT

None at this time.

STATE LIBRARIAN'S REPORT

Ken thanked John for being a supportive Chair and stated that he appreciates his work on behalf of the State Library.

MINUTES
Motion

BOARD
COMMENTS/
ANNOUNCEMENTS

PUBLIC COMMENT

STATE
LIBRARIAN'S
REPORT

Ken handed out a brochure that was prepared by Outreach Librarian Robert Kinney, that explained the 20th Anniversary Celebration of the Connecticut Freedom Trail Bicycle Ride and Freedom Trail Quilt Project that took place on Saturday, September 22.

OTHER REPORTS

Connecticut Library Association (CLA): Kate Byroade, President, stated that CLA had a successful Library Leadership Skills Development Institute Conference in August. CLA is coming up on their Fall program in early October which will include topics such as recognizing mental health challenges, opioid addiction, and working with a sign language interpreter.

Advisory Council for Library Planning and Development (ACLPD): Dawn La Valle congratulated Mary Etter and Sandy Ruoff on their elections to the Chair and Vice Chair position of the State Library Board. She stated that there is an ACLPD action item on the agenda for later in the meeting.

Connecticut Library Consortium (CLC): Jennifer Keohane, Executive Director, stated that CLC is now compiling all the savings negotiated in the last year. She invited everyone to be added to the CLC online newsletter subscription. Jennifer brought the Board members each a purple cloth tote bag which she explained was an example of items purchased in bulk at a savings. CLC, in partnership with three other consortiums in the state, will have a CT Cooperative Services Booth, at the Connecticut Conference of Municipalities (CCM) Annual Event on October 31.

Association of Connecticut Library Boards (ACLB): Dawn La Valle reported that ACLB, in cooperation with the State Library, is holding their Annual Leadership Conference, "The Nuts and Bolts of Being a CT Library Board", on November 2, at the University of Hartford. The Conference will have four breakout sessions covering: Board Basics, Ethics, Legal Issues with Fundraising, and Hiring a Library Director. ACLB is looking for nominations for outstanding Connecticut library trustees who have made significant contributions to their library and community.

Friends of Connecticut Libraries (FOCL): Mary Etter stated that FOCL is postponing their annual conference until March.

OLD BUSINESS

Budget Update: Ken reported on the budget submission process. He submitted a baseline budget along with capital budget requests to the Office of Policy and Management (OPM). Ken went over his list of budget requests which included funds for the renovation of the church building, major site repairs for the Library for the Blind and Physically Handicapped, and construction of a shared library storage/preservation facility. With regards to the 5% budget reduction, Ken feels it is an unrealistic request. If there is no objection from the Board, he would like to write a letter to OPM saying that given the reductions already incurred at the State Library, he is unable to come up with another 5% without resulting in a loss of federal library funds. He did this two years ago and there were no ramifications. John stated that he feels this is a good idea. The budget situation isn't as dire as it was 8 years ago and it is important for the new administration to

OTHER REPORTS
CLA

ACLPD

CLC

ACLB

FOCL

OLD BUSINESS
Budget Update

have, in writing, a history of what the State Library has already been through. Commissioner Wentzell stated that it's courageous of Ken to write this letter. Both John and Commissioner Wentzell thanked Ken for doing this.

Sandy brought up funding for CCAR. Ken stated that there can be some conversation about this but that funding for CCAR is for personnel and has been fairly level and we are meeting the goals that were set. Commissioner Wentzell advised that, politically, it will be easier to get expansion items that don't involve new personnel.

There was some discussion on the construction of a new shared library storage/preservation facility that Ken mentioned as one of his budget requests. UConn, the Connecticut State Universities and the State Library are interested in building a site for offsite storage of serials and monographs. This frees up space at the various libraries while keeping copies available for use. It would require having a few staff there. Massachusetts has a similar facility that is highly automated.

Legislative Update: Ken stated that he prepared a draft of legislative initiatives that he gave to the CLA Legislative Committee Co-Chair, Mary Etter. Ken's proposed initiatives create enabling legislation to expand the current statute on forming regional libraries; clarify which libraries are subject to the state FOIA; and add academic libraries to the statute on the confidentiality of library records. Currently the law only applies to public libraries. The State Library Board would have oversight to help govern the formation of regional libraries. Ken will bring more to the board on this topic at the November meeting. Mary said she would like to see the legislative proposal. Ken will send it to the board members.

Legislative Update

Commissioner Wentzell left at this point in the meeting.

NEW BUSINESS

NEW BUSINESS
Grant Extension

Grant Extension for Chester Public Library: Ken stated that each request for a grant extension is looked at carefully to determine the library's position in meeting their local funding deadline. The town of Chester defeated the referendum vote to move forward on this project and there is no indication that another referendum is imminent. The State Library requested more information on a referendum timeline and any changes to the plans and none were received. After discussions with Tom Newman and Dawn La Valle, the State Library is not convinced that the Chester Public Library will be in a position to move forward even if an extension was granted. It is being recommended that this grant extension request be denied. Ken stated that the town of Chester was notified of the State Library Board meeting but there is no representative in attendance. There was discussion on the reasoning behind denying an extension. Ken reminded everyone that we need to be careful not to hold up funding on projects that aren't progressing. In this case the grant ties up one million dollars. John stated that he would have liked to have heard from a town of Chester representative but since no one came to the meeting he is in agreement with the recommendation not to approve the extension. Ken stated again that the town of Chester was notified of this meeting. It was MOVED (M. Sheldon), seconded (B. Harris) THAT THE STATE LIBRARY BOARD WILL NOT EXTEND THE CURRENT LOCAL FUNDING DEADLINE OF NOVEMBER 24, 2018, FOR THE TOWN OF CHESTER - CHESTER PUBLIC LIBRARY, CONSTRUCTION

Motion

GRANT (#026P-SC-14). PASSED (with one abstention).

Grant Extension for the Town of Lebanon, Jonathan Trumbull: Ken stated that with this grant extension the town has its funding in place and are needing the extension to resolve the matter of land ownership where the library is located. It was MOVED (B. Harris) seconded (S. Ruoff) THAT THE STATE LIBRARY BOARD APPROVES EXTENDING THE DEADLINE TO JANUARY 28, 2020 FOR INITIATION OF THE TOWN OF LEBANON, JONATHAN TRUMBULL LIBRARY CONSTRUCTION GRANT PROJECT (#071P-SC-13). PASSED unanimously.

All Staff Day 2018:

Ken stated that for 19 years he has held an All Staff Day which gives him, and the State Library staff from all the facilities, an opportunity to meet in one place. This is an opportunity for staff from the various facilities and units to meet one another, hear from the State Librarian and participate in other skills development and information sessions that are helpful for everyday life. The Library is closed on Mondays and permission is being requested to close other State Library facilities for that day in order to allow those employees to attend. The Connecticut Heritage Foundation will be asked to fund All Staff Day again this year. It was MOVED (B. Harris) seconded (M. Sheldon) THAT THE STATE LIBRARY BOARD APPROVES THAT THE STATE LIBRARIAN CLOSE ALL SATELLITE STATE LIBRARY FACILITIES FOR THE ANNUAL ALL STAFF DAY ON OCTOBER 29, 2018. PASSED unanimously.

Resolution for Laura Klojzy: Mary Etter read Laura's resolution in its entirety. It was immediately MOVED (B. Harris) seconded (M. Sheldon) THEREFORE BE IT RESOLVED THAT ON THIS 24TH DAY OF SEPTEMBER, 2018, THE CONNECTICUT STATE LIBRARY BOARD HEREBY UNANIMOUSLY AND ENTHUSIASTICALLY ACKNOWLEDGES LAURA KLOJZY'S 13 YEARS OF DEDICATED SERVICE TO THE CONNECTICUT STATE LIBRARY, EXPRESSES ITS APPRECIATION FOR HER LOYALTY AND LONGEVITY, AND EXTENDS ITS SINCERE WISH FOR MANY FULFILLING PLEASUREABLE, AND HEALTHY RETIREMENT YEARS. PASSED unanimously.

Appointment to the Advisory Council for Library Planning and Development (ACLPD): It was immediately moved (S. Ruoff) seconded (M. Sheldon) THAT THE STATE LIBRARY BOARD APPROVES THE RECOMMENDED APPOINTMENT OF KAREN TATARKA TO THE ADVISORY COUNCIL FOR LIBRARY PLANNING AND DEVELOPMENT, FOR A TERM BEGINNING OCTOBER 1, 2018, AND ENDING SEPTEMBER 30, 2020. PASSED unanimously.

Grant Extension for the City of Bridgeport, Bridgeport Public Library: Elaine Braithwaite, Interim Director, reported that construction plans were ready to go out to bid when a serious issue with mold was discovered causing a delay in progress. A grant extension will allow the library time to sign with a contractor. It was MOVED (M. Sheldon) seconded (B. Harris) THAT THE STATE LIBRARY BOARD APPROVES EXTENDING THE DEADLINE TO NOVEMBER 11, 2019, FOR INITIATION OF THE CITY OF BRIDGEPORT, BRIDGEPORT PUBLIC LIBRARY, UPPER EAST SIDE BRANCH LIBRARY CONSTRUCTION GRANT

Grant Extension

Motion

All Staff Day 2018

Motion

Resolution for
Laura Klojzy

Motion

Appointment to
ACLPD

Motion

Grant Extension

Motion

PROJECT (#015P-SC-16). PASSED unanimously.

The meeting ended at 2:15 p.m. The next meeting is scheduled for Monday,
November 26, 2018, at 1:00 p.m. in the State Library's Reading Room.

Respectfully submitted,

Kendall F. Wiggin, Secretary

Jane Beaudoin, Recorder