

STATE OF CONNECTICUT, RECORD OF PROCEEDINGS
STATE LIBRARY BOARD
July 27, 2020

INDEX

Members joining via conference call:

Mary Etter, Bob Harris, Alison Clemens, Melissa Wlodarczyk-Hickey, John N. Barry, Judge Henry Cohn, Allen Hoffman, Justice Steven Ecker

Members absent: Sandy Ruoff

Others joining via conference call:

Maureen Sullivan, Jane Beaudoin, Dawn La Valle, Lizette Pelletier, Allen Ramsey, Stephen Cauffman (State Library), Jennifer Keohane (CLC), Tom Piezzo (CLA)

The meeting was called to order at 1:05 p.m. by Chair Mary Etter. Jane Beaudoin took roll call attendance of board members. Members of the public that were also on the conference call, who announced themselves, are reflected in the attendance.

MINUTES

It was MOVED (B. Harris) seconded (S. Ecker) THAT THE MINUTES OF THE MAY 18, 2020, STATE LIBRARY BOARD MEETING BE APPROVED AS PRESENTED. PASSED unanimously.

MINUTES
Motion

BOARD COMMENTS / ANNOUNCEMENTS

Chair Mary Etter welcomed Interim State Librarian Maureen Sullivan to the meeting.

**BOARD
COMMENTS/
ANNOUNCEMENTS**

PUBLIC COMMENT

There was no public comment.

**PUBLIC
COMMENT**

STATE LIBRARIAN'S REPORT

Maureen stated that she created her State Librarian's Report, which was included in the Board's packets, as a synthesis of the reports she received from the managers and invited questions. She expressed her appreciation to the State Library managers and Jane Beaudoin for the very good support she has received. She discovered very quickly that they are a good team and they work to advance the business of the State Library. Maureen looks forward to having an effective transition to the next State Librarian.

**STATE
LIBRARIAN'S
REPORT**

John Barry asked about the CARES Act funding spent on Chromebooks. Dawn La Valle replied that the Division of Library Development (DLD) coordinated the acquiring of Chromebook devices to give to libraries in high poverty communities. The Chromebooks are to be dedicated for use in job searches, benefits application and other economic, workforce development and basic support needs. Two hundred and twenty-five Chromebooks and 225 hot spots were purchased. Dawn listed the libraries that received the devices and stated that the libraries will decide how to distribute them. With the remaining funds DLD acquired an EBSCO Learning Express Jobs and Careers Accelerator subscription. Both are available to all Connecticut libraries and the general public.

Maureen informed the Board that the four Grants-In-Aid to Public Libraries for Construction proposals were passed by the Bond Commission at its July 21, 2020 special meeting. Those libraries were the Welles Turner Memorial Library (Glastonbury), Meriden Public Library, New Britain Public Library and the Warren Public Library.

OTHER REPORTS

Connecticut Library Association (CLA): CLA President Tom Piezzo reported that CLA is migrating its administrative services from the Connecticut Library Consortium to the New England Library Association. This will save 40% of their largest budget line item. With help from EveryLibrary Institute, CLA is looking into fundraising strategies to compensate for the loss of revenue due to cancellation of CLA's in-person annual conference and fall workshops. CLA has heard from many libraries about staffing reductions, budget cuts and other pressures that have arisen from the need to comply with safe operating protocols. CLA thanked DLD for sharing information and resources with the library community.

**OTHER
REPORTS**

CLA

Advisory Council for Library Planning and Development (ACLPD): No report at this time.

ACLPD

Connecticut Library Consortium (CLC): Jennifer Keohane, Executive Director, reported that CLC is wrapping up their fiscal activities. They were happy to have Maureen Sullivan attend the CLC Board meeting on July 23. CLC is revisiting their outdated strategic plan. CLC is focused on product training and filling in the gaps where training isn't being offered. Jennifer thanked DLD, the State Library Board and the State Library for supporting the CLC operating grant.

CLC

Association of Connecticut Library Boards (ACLB): No report at this time.

ACLB

Friends of Connecticut Libraries (FOCL): No report at this time.

FOCL

OLD BUSINESS

Budget Update: Maureen stated that she had a very effective orientation meeting with the State Library's Budget Analyst Jay Yasensky of the Department of Administrative Services. This puts Maureen in a good position to work with the managers in the upcoming budget year.

OLD BUSINESS

Budget Update

Legislative Update: No report at this time.

Legislative Update

State Librarian Search: Alison Clemens announced that search firm Bradbury Miller Associates has recently released the State Librarian position announcement. The application closing date is August 30, 2020. Alison was pleased to announce that the original Search Committee members agreed to continue to serve, except for Frank Ridley. Frank has informed Alison that Pam

State Librarian
Search

Monahan, will replace him as the Friends representative on the Search Committee.

NEW BUSINESS

Fiber to the Library Grants-in-Aid: This supplemental grant funding helps libraries with unanticipated expenses necessary to complete the circuits within their buildings and to put the fiber into operation. It was immediately MOVED (J. Barry) seconded (B. Harris) THAT THE STATE LIBRARY BOARD APPROVES A SIXTEENTH ROUND OF GRANTS AS RECOMMENDED BY THE DIVISION OF LIBRARY DEVELOPMENT.

\$22,600 to the Woodbridge Town Library
\$43,070 to the Oxford Public Library

PASSED unanimously.

Resolution for Stephen Cauffman: Mary read Stephen's resolution in its entirety. The Board thanked Stephen for his 20 years of exemplary work ethic at the State Library. Stephen expressed his appreciation to everyone with whom he had the privilege to work with and gave a special thank you to Dawn La Valle and his Division of Library Development colleagues.

It was MOVED (B. Harris) seconded (S. Ecker) THAT ON THIS 27TH DAY OF JULY, 2020, THE STATE LIBRARY BOARD UNANIMOUSLY AND ENTHUSIASTICALLY ACKNOWLEDGES STEPHEN CAUFFMAN'S 20 YEARS OF DEDICATED SERVICE TO THE CONNECTICUT STATE LIBRARY, EXPRESSES ITS APPRECIATION FOR HIS LOYALTY AND LONGEVITY, AND EXTENDS ITS SINCERE WISH FOR MANY FULFILLING, PLEASURABLE, AND HEALTHY RETIREMENT YEARS. PASSED unanimously.

Library Service and Technology Act Grants (LSTA): There is close to \$75,000 available for LSTA competitive grants for FY 2020-2021. Applications were sought in two categories: Literacy Grants and Planning Grants. One Literacy Grant application was received requesting \$7,500 and one Planning Grant was received requesting \$4,500. The applications were reviewed and scored on how well they addressed the areas of Need, Method, Partners, Evaluation, ADA Requirements and Project Budget. Only the literacy grant is recommended for funding. Bob Harris asked how the funding is decided. Dawn La Valle replied that Division of Library Development (DLD) staff review the applications in accordance with established LSTA criteria. The Literacy Grant that is recommended to be awarded to the Ferguson Library (Stamford) has a high level of potential impact on the library community. The Planning Grant that is not being recommended to the Ferguson Library was rated at having a low impact on the library community. The scope of this grant was not well articulated. It was MOVED (S. Ecker) seconded (B. Harris) THAT THE STATE LIBRARY BOARD APPROVES THE ALLOCATION OF \$7,500 IN LSTA FUNDS FOR THE GRANTS AS SPECIFIED IN THE DETAILED BREAKDOWN -

LITERACY GRANTS- Ferguson Library, Stamford (\$7,500).

NEW BUSINESS

Fiber to the Library Supplemental Grants-in-Aid

Motion

Resolution for Stephen Cauffman

Motion

LSTA Grants

Motion

PASSED unanimously

At 1:35pm, it was MOVED (A. Hoffman) TO ADJOURN. The next meeting is scheduled for 1:00 p.m. on Monday, September 21, 2020, in the State Library's Reading Room.

Respectfully submitted,

Maureen E. Sullivan, Secretary

Jane Beaudoin, Recorder