

STATE OF CONNECTICUT, RECORD OF PROCEEDINGS
STATE LIBRARY BOARD
July 22, 2019

INDEX

Members present: Mary Etter, Alison Clemens, Sandy Ruoff, John N. Barry,
Allen Hoffman, Bob Harris, Diane Brown

Members absent: Justice Andrew McDonald, Judge Henry Cohn

Others present: Kendall Wiggin, Jane Beaudoin, Dawn La Valle, Frank Calvi,
Carol Trinchitella, Lizette Pelletier, Damon Munz, Allen
Ramsey, Jenny Groome, (State Library), Lisa Karim (CLA),
Jay Willerup (Jacunski Humes Architects, LLC), Margaret
Khan (Booth & Dimock Memorial Library), John Elsesser
(Coventry), Joe Farara (Libraries Online), Kate Byroade
(CLA).

The meeting was called to order at 1:00 p.m. by Chair Mary Etter.

MINUTES

It was MOVED (S. Ruoff) seconded (A. Hoffman) THAT THE MINUTES OF THE
May 20, 2019, BOARD MEETING BE APPROVED AS PRESENTED. PASSED
with one abstention (B. Harris)

MINUTES
Motion

It was MOVED (A. Hoffman) seconded (B. Harris) THAT THE MINUTES OF THE
July 16, 2019, SPECIAL BOARD MEETING BE APPROVED AS PRESENTED.
PASSED with one abstention (S. Ruoff)

MINUTES
Motion

BOARD COMMENTS / ANNOUNCEMENTS

Sandy thanked Alison for being the Chair of the State Librarian Search
Committee and credited her with keeping everything focused and organized.
Mary agreed that the flow of information coming from the Search Committee has
been easy to follow and helpful.

BOARD
COMMENTS/
ANNOUNCEMENTS

PUBLIC COMMENT

There was none.

PUBLIC
COMMENT

STATE LIBRARIAN'S REPORT

Ken encouraged everyone to follow Christine Pittsley and the group in France,
through social media, for the Digging into History project. The group has finished
their work in Seicheprey and are now in Paris.

STATE
LIBRARIAN'S
REPORT

Mary stated that she was sorry to hear of the passing of the State Archeologist
and asked how it affected the trip. Ken stated that State Archeologist Brian
Jones was scheduled to go on the trip to France but his health kept him from
participating. The group had a ceremony in France in Brian's honor.

Bob referred to the State Librarian's written report. In the State Archives section
he asked about Digital Records work with the Forensic Recovery Evidentiary
Device (FRED) and processing Governor Malloy's records. Ken explained that

the State Library acquired Governor Malloy's files on disc. FRED allows us to see what's on the drives without writing any data to them.

OTHER REPORTS

Connecticut Library Association (CLA): Lisa Karim, President, reported that at their June meeting it was voted to include an LGBTQ section in CLA. All of the CLA sections are busy planning for the Fall workshops.

Advisory Council for Library Planning and Development (ACLPD): Dawn La Valle reported that ACLPD voted to approve the Division of Library Development's (DLD) recommendation to form an Urban Library Initiative Task Force. This Task Force will assess the needs of urban and urbanized libraries and provide access to tools and continuing education that reflect needs in their communities.

At their June meeting the Resource Sharing Committee presented a draft document "CT Vision for Resource Sharing" to ACLPD for their review and then ultimately it will get presented to the State Library Board for their consideration and approval.

Connecticut Library Consortium (CLC): No report at this time.

Association of Connecticut Library Boards (ACLB): Dawn La Valle reported that ACLB has set the date of their Annual Leadership Conference for November 8, 2019, at the University of Hartford. Ken Wiggin will be the keynote speaker.

Friends of Connecticut Libraries (FOCL): Dawn La Valle stated that the Friends are now taking nominations for their annual awards. They added a new award category for advocacy.

State Librarian Search Committee: Chair of the Search Committee Alison Clemens thanked the State Library Board members for holding their special meeting to address the State Librarian position announcement. The Search Committee is working towards bringing candidates to the September regular meeting of the State Library Board.

There was discussion on the costs of advertising on the venues the Search Committee has determined to use. Ken stated that he has informed the Office of Policy and Management about possible recruitment costs and has asked for permission to use funds for this purpose. He stated that he will approve the costs to place the ads as determined by the Search Committee.

The Search Committee is working to build a rubric for use in rating the candidates. The Board was in agreement with that idea.

The Search Committee is planning to do some screening and preliminary interviews via phone or Skype. Alison asked if the State Library Board would like to know the questions ahead of time. After some discussion it was decided that

OTHER
REPORTS

CLA

ACLPD

CLC

ACLB

FOCL

State Librarian
Search Committee

the Board doesn't need to know the questions ahead of time, but it would be good to know what was asked of the candidates in order to keep the discussion going.

The Search Committee will not plan to check references. Ken stated that Human Resources should be involved for reference checks.

The Search Committee will be maintaining confidentiality at large of all the candidates, with the exception of the final candidates.

Alison asked Mary if she would be willing to make any update announcements at the Annual CLA meeting scheduled for September 5th. Mary agreed.

It was clarified that the State Library Board is seeking a long term appointment for this position.

The Search Committee would like to know the Board's thoughts on what to do if a candidate cannot be secured in time for Ken's retirement. John stated that according to the statutes the Board has discretion in these matters. Ken will have a hypothetical conversation with Human Resources about this.

There was discussion on the budget for candidates. Ken will look into this but stated that funding for in-person first screenings would not be financially feasible.

The Search Committee will not be assisting in the crafting of interview questions. State Library Board members will be open to conversations with anyone with suggestions, but will ultimately determine their own questions.

Alison stated that the Search Committee was wondering if they could sit in on the final interviews only to observe. Ken will check with the Freedom of Information Commission but believes the entire interview process and any discussion relating to the selection of a candidate will be in Executive Session. The Search Committee's work will be done once they present the candidates' names to the State Library Board.

OLD BUSINESS

Budget Update: Ken stated that we ended the fiscal year in good shape. We have been able to refill some positions and are in the middle of some recruitments now. The legislature has not acted on the Bond package which contains \$5 million for public library construction. We have eight construction projects waiting for Bond Commission approval. Ken spoke with Paul Mounds in the Governor's office encouraging the Governor to place these projects on an upcoming Bond Commission agenda. The respective towns have also been encouraged to contact their legislators about getting their projects before the Bond Commission.

Legislative Update: There is no report at this time.

OLD BUSINESS
Budget Update

Legislative Update

NEW BUSINESS

Grant Reduction and Extension for the Booth and Dimock Memorial Library:

Ken explained that the town has had many unsuccessful referenda to finance their project. The town of Coventry has decided to reduce the scope of the project . Ken introduced Architect Ken Best of Drummey Rosane Anderson, Inc.. Mr. Best explained the dramatic changes made to the building plans, including the relocating of the stairs and elevator to the front of the building, and additional rest rooms on both floors. John Elsesser, Coventry Town Manager, explained that letters were sent out looking for private funding but were unsuccessful. The scope of the work and the costs were reduced to make the renovation project possible. The new project cost is \$1.7 million. This grant, if approved, would give the town an opportunity to get local support for this project. It was MOVED (J. Barry) seconded (S. Ruoff) THAT THE STATE LIBRARY BOARD AGREES TO THE REVISED SCOPE OF THE PROJECT, APPROVES REDUCING THE GRANT FOR THE TOWN OF COVENTRY - BOOTH & DIMOCK MEMORIAL LIBRARY, CONSTRUCTION GRANT #032P-SC-15 BY \$150,000 FOR A TOTAL GRANT OF \$850,000 AND EXTENDING THE CURRENT LOCAL FUNDING DEADLINE TO 11/23/2020. PASSED unanimously.

NEW BUSINESS
Grant Reduction
and Extension

Motion

One-Year Extension for the Town of Lebanon, Jonathan Trumbull Library's State Public Library Construction Grant:

Architect Jay Willerup of the Jacunski Humes Architects, LLC, represented the Jonathan Trumbull Library. After lengthy legal action, the town of Lebanon was awarded ownership of the land to be used for this construction project and the building committee is back to work. Mr. Willerup stated that he would like to meet with Dawn La Valle and Ken Wiggin on how to increase efficiency with this library's planning. It was MOVED (J. Barry) seconded (S. Ruoff) THAT THE STATE LIBRARY BOARD APPROVES EXTENDING THE DEADLINE TO JANUARY 28, 2021, FOR THE TOWN OF LEBANON'S \$1,000,000 STATE PUBLIC LIBRARY CONSTRUCTION GRANT. PASSED unanimously.

One-Year
Extension for
Jonathan Trumbull
Library's
Construction Grant

Motion

Retirement Resolution for Eric Hansen: It was immediately MOVED (A. Hoffman) seconded (B. Harris) THEREFORE, BE IT RESOLVED THAT ON THIS 22nd DAY OF JULY, 2019, THE CONNECTICUT STATE LIBRARY BOARD HEREBY UNANIMOUSLY AND ENTHUSIASTICALLY ACKNOWLEDGES ERIC HANSEN'S 11 YEARS OF DEDICATED SERVICE TO THE CONNECTICUT STATE LIBRARY, EXPRESSES ITS APPRECIATION FOR HIS LOYALTY AND LONGEVITY, AND EXTENDS ITS SINCERE WISHES FOR MANY FULFILLING AND PLEASURABLE RETIREMENT YEARS. PASSED unanimously.

Resolution for
Eric Hansen

Motion

Retirement Resolution for Richard Gagne: It was immediately MOVED (A. Hoffman) seconded (S. Ruoff) THEREFORE BE IT RESOLVED THAT ON THIS 22nd DAY OF JULY, 2019, THE CONNECTICUT STATE LIBRARY BOARD HEREBY UNANIMOUSLY AND ENTHUSIASTICALLY ACKNOWLEDGES RICHARD GAGNE'S 31 YEARS OF DEDICATED SERVICE TO THE CONNECTICUT STATE LIBRARY, EXPRESSES ITS APPRECIATION FOR HIS LOYALTY AND LONGEVITY, AND EXTENDS ITS SINCERE WISHES FOR

Resolution for
Richard Gagne

Motion

MANY FULFILLING AND PLEASURABLE RETIREMENT YEARS. PASSED unanimously.

Library Service and Technology Act (LSTA) Grants: Dawn La Valle stated that there is close to \$75,000 available for LSTA competitive grants. Applications were sought in two categories: Literacy Grants and Planning Grants. A Planning Grant application was received from the Russell Library in Middletown and the Terryville Public Library in Plymouth. Both were reviewed and scored by DLD staff and are being recommended for funding. It was MOVED (J. Barry) seconded (B. Harris) THAT THE STATE LIBRARY BOARD APPROVES THE ALLOCATION OF \$7,340 IN LSTA FUNDS FOR THE GRANTS AS SPECIFIED IN THE DETAILED BREAKDOWN - PLANNING GRANTS- Russell Library, Middletown (\$5,000), Terryville Public Library, Plymouth (\$2,340). PASSED unanimously.

LSTA Grants

Motion

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

Fiber to the Library Supplemental Grants-in-Aid

Motion

\$35,840.00 to the Bridgeport Library - 3 branches (Newfield Branch, East Side Branch, Upper East Main Branch)
\$26,395.00 to the East Hampton Public Library
\$32,233.00 to the Ferguson Library in Stamford and all 3 branches (Harry Bennett Branch, South End Branch, and Weed Memorial & Hollander Branch)
\$190,035.00 to the New Haven Free Public Library
\$35,080.48 to the Stonington Free Library

PASSED unanimously.

With no other matters to come before the Board, at 2:10pm it was MOVED (S. Ruoff) seconded (B. Harris) TO ADJOURN.

The next meeting is scheduled for Monday, September 23, 2019, at 1:00 p.m. in the State Library's Reading Room.

Respectfully submitted,

Kendall F. Wiggin, Secretary

Jane Beaudoin, Recorder