

STATE OF CONNECTICUT, RECORD OF PROCEEDINGS  
STATE LIBRARY BOARD  
September 23, 2019

INDEX

Members present: Mary Etter, Alison Clemens, Sandy Ruoff, John N. Barry,  
Allen Hoffman, Bob Harris, Diane Brown, Justice Andrew  
McDonald, Judge Henry Cohn, Miguel Cardona

Members absent: none

Others present: Kendall Wiggin, Jane Beaudoin, Dawn La Valle, Lizette  
Pelletier, Damon Munz, Allen Ramsey, Kris Aberly (State  
Library), Susan LaPerla (Ferguson Library, Stamford), Jen  
Smolnik (Simsbury Public Library), Carl DeMilia (Bibliomation),  
Lisa Karim (CLA), Jennifer Keohane (CLC), Joe Farara  
(LION), Elaine Braithwaite (Bridgeport Public Library), Janet  
Nocek (Portland Library)

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The meeting was called to order at 1:00 p.m. by Chair Mary Etter. Mary  
welcomed the two new board members, Judge Henry Cohn and Commissioner  
Miguel Cardona and introductions were made of all the board members.

**ELECTION OF OFFICERS**

Mary Etter gave Kendall Wiggin the temporary role of Chair of the State Library  
Board for the Election of Officers. Ken asked Allen Hoffman for a report of the  
Nominating Committee. Allen stated that a letter was sent to the Board members  
seeking nominations for the positions of Chair and Vice Chair of the State Library  
Board. No nominations were brought forward. The current Chair and Vice Chair  
have expressed an interest in continuing for another term. Ken asked if there  
were any nominations from the floor. There being none, Ken took a vote on the  
Nominating Committee Report. The report was approved unanimously and Mary  
Etter was re-elected Chair and Sandy Ruoff was re-elected Vice-Chair of the  
State Library Board for another term ending September 2020. The meeting was  
turned back over to the Chair. Mary and Sandy both thanked the Board  
members for re-electing them for another term.

**ELECTION OF  
OFFICERS**

**MINUTES**

It was MOVED (J. Barry) seconded (B. Harris) THAT THE MINUTES OF THE  
July 22, 2019, BOARD MEETING BE APPROVED AS PRESENTED. PASSED  
unanimously.

**MINUTES**  
Motion

**BOARD COMMENTS / ANNOUNCEMENTS**

John requested that an Executive Session be added to the end of the meeting to  
discuss the new State Librarian search. It was agreed.

**BOARD  
COMMENTS/  
ANNOUNCEMENTS**

**PUBLIC COMMENT**

There was none.

**PUBLIC  
COMMENT**

**STATE LIBRARIAN'S REPORT**

Ken informed the Board that the Judicial Department has a formal procedure for  
the use of Memorial Hall for after hours events. This procedure is new to Ken. A  
formal Memorandum of Agreement is prepared for the person requesting to use  
the museum. In this case the request to use Memorial Hall is for Ken's

**STATE  
LIBRARIAN'S  
REPORT**

retirement reception that is being planned for the evening of December 6. Ken is seeking authorization to sign the Memorandum of Agreement. It was MOVED (S. Ruoff) seconded (B. Harris) THAT THE STATE LIBRARY BOARD AUTHORIZES KENDALL WIGGIN TO SIGN THE MEMORANDUM OF AGREEMENT FOR THE USE OF MEMORIAL HALL AFTER HOURS ON DECEMBER 6, 2019. PASSED with one abstention (A. McDonald).

Motion

Ken introduced staff member Lindsay Young who gave a presentation on a new project. This new project will help to make law and legislative records accessible remotely as well as onsite. It will give the capability of searching over a period of years using a variety of search options. The actual project is not live yet but will be soon.

Bob Harris stated that he is concerned about the church on Lafayette Street being offered for purchase. Ken stated that the Department of Administrative Services (DAS) does a minimal amount to maintain the building. Ken encouraged the board members to consider meeting with the Commissioner of DAS and feels that making a portion of the building available to the State Library is something that can still be explored. It was decided that Ken will look into a meeting for the board members with the Commissioner of DAS and the Secretary of the Office of Policy and Management.

**OTHER REPORTS**

**OTHER  
REPORTS  
CLA**

Connecticut Library Association (CLA): Lisa Karim, President, reported that CLA is preparing for their upcoming fall professional development workshops. They have been working hard on fundraising and are watching the MacMillan situation on eBook sales embargos to libraries very closely.

**ACLPD**

Advisory Council for Library Planning and Development (ACLPD): Dawn La Valle reported that the LSTA Urban Library Initiative Task Force held their first meeting. 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. Dawn explained that although their work will be limited, their impact will be long lasting.

**CLC**

Connecticut Library Consortium (CLC): Jennifer Keohane, Executive Director, gave a little history on CLC for the new board members. CLC is working to replace income that was lost due to state budget reductions. CLC is partnering with Mystic Seaport Museum for a behind the scenes event related to a visiting exhibit that is there. This event will follow the New England Library Association's (NELA) Annual Conference.

**ACLB**

Association of Connecticut Library Boards (ACLB): Dawn LaValle is the State Library's liaison to the ACLB. ACLB works with library boards in developing training and mediation and also works on governance and administrative issues. The 2019 Trustee Leadership Conference is scheduled for November 8, and will be held at the University of Hartford. This year's theme is "Telling CT Library Stories". The keynote will be on "Measures That Matter and the Public Library Data Alliance" and will be given by Kendall Wiggin.

Friends of Connecticut Libraries (FOCL): Dawn La Valle stated that the Friends are working collaboratively with the ACLB. The Friends annual membership drive is underway. FOCL will hold their Annual Conference on November 16, at Central Connecticut State University.

**Friends**

State Librarian Search Committee: Alison Clemens, Chair of the Search Committee, reported on their progress. They determined the requirements for the position and collected applications through the end of August. They are referring candidates to the State Library Board at this meeting. Alison thanked all of the members of the Committee. John thanked Alison for her organization, well run, open and transparent meetings.

**Search Committee**

**OLD BUSINESS**

Budget Update: Ken reported that the Office of Policy and Management (OPM) has asked agencies to submit budget reduction options. Like last year, Ken would like to write a letter to the Secretary of OPM stating that there are no "realistic and achievable" reduction options to offer as it will negatively impact our federal Maintenance of Effort. It was agreed that Ken would send a letter to the Secretary of OPM stating this.

**OLD BUSINESS**  
Budget Update

The State Library has 8 construction projects waiting to get on the Bond Commission agenda. The respective towns have been encouraged to contact their legislators about getting their projects before the Bond Commission. Next year's bond package is unsure but for this year the State Library has funding for this year's public library construction grants.

Legislative Update

Legislative Update: There is no report at this time.

**NEW BUSINESS**

All Staff Day: Ken stated that for 20 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 (A. Hoffman) THAT THE STATE LIBRARY BOARD APPROVES THAT THE STATE LIBRARIAN CLOSE ALL SATELLITE STATE LIBRARY FACILITIES FOR THE ANNUAL ALL STAFF DAY ON OCTOBER 28, 2019. PASSED unanimously.

**NEW BUSINESS**  
All Staff Day

**Motion**

Fiber to the Library Grants-in-Aid: In 2015 the legislature appropriated funds for Grants-in-Aid for high speed connections to the Connecticut Education Network (CEN). On May 27, 2016, the State Bond Commission approved an allocation and bond authorization to the State Library for \$3.6 million for the fiber grants. In August 2016, the State Library announced the Fiber to the Library grant program and began accepting non-competitive grants to principal public libraries for high-speed fiber connections to the CEN. The fact sheet included in the State Library Board's packet explains the description of grants, eligibility, and eligible grant expenses. The Acton Public Library in Old Saybrook and the Pomfret Public

**Fiber Grants**

Library are being recommended to receive a grant in this round. It was immediately MOVED (S. Ruoff) seconded (B. Harris) THAT THE STATE LIBRARY BOARD APPROVES A THIRTEENTH ROUND OF GRANTS AS RECOMMENDED BY THE DIVISION OF LIBRARY DEVELOPMENT.

\$24,255.49 to the Acton Public Library (Old Saybrook)  
\$21,033.89 to the Pomfret Public Library

PASSED unanimously.

Appointment to the Advisory Council for Library Planning and Development (ACLPD): Dawn LaValle reported that nominations were sought for five positions on ACLPD for regions 1,4, 5, 6 and a representative for persons with disabilities. One inquiry was received to represent region 5. It was MOVED (J. Barry) seconded (S. Ruoff) THAT THE STATE LIBRARY BOARD APPROVES THE RECOMMENDED APPOINTMENT OF LEAH RUSSELL FOR A TERM BEGINNING OCTOBER 1, 2019 AND ENDING SEPTEMBER 30, 2021. PASSED unanimously.

Three Month Extension for Initiating a Public Library Construction Grant for the Bridgeport Library Upper East Main: Elaine Braithwaite, Director of the Bridgeport Public Library, reported that the plan is to demolish the existing building. They are requesting an extension to ensure that no unforeseen obstacles prevent them from meeting their goal. It was MOVED (A. Hoffman) seconded (B. Harris) THAT THE STATE LIBRARY BOARD APPROVES EXTENDING THE DEADLINE TO February 11, 2020, FOR INITIATION OF THE BRIDGEPORT LIBRARY UPPER EAST MAIN CONSTRUCTION GRANT PROJECT. PASSED unanimously.

Three Month Extension for initiating a Public Library Construction Grant for the Portland Public Library: Janet Nocek, Director of the Portland Public Library, stated that the construction project now has committed funds from the town. Moisture was found after removing carpets and floors must now be sealed before installing new carpets. The original request was for a three month extension but with the holidays approaching, and after some discussion, it was determined that a little longer would be better. It was MOVED (S. Ruoff) seconded (J. Barry) THAT THE STATE LIBRARY BOARD APPROVES EXTENDING THE DEADLINE TO AN AMENDED DATE OF MARCH 12, 2020, FOR INITIATION OF THE PORTLAND LIBRARY CONSTRUCTION GRANT PROJECT. PASSED unanimously.

Endorsement of the CT Vision for Resource Sharing: Dawn LaValle stated that she is pleased to have some members of the Resource Sharing Committee present at this meeting. She introduced Carl DeMilia who reported that the Committee was created two years ago. Now that this transformative document is created, the next step is to go out to libraries and hone it. The CT Vision for Resource Sharing document lays out three possible resource sharing scenarios. They are: Transformative Scenario - Life Long Learner Persona, Market Resource Sharing Scenario, and Fortress Resource Sharing Scenario. The CT Vision for Resource Sharing document details each scenario. This document reflects a vision of looking at all 3 scenarios. The next step is to reach out to the

**Motion**

**Appointment to ACLPD**

**Motion**

**Grant Extension Bridgeport**

**Motion**

**Grant Extension Portland**

**Motion**

**CT Vision for Resource Sharing**

library community and get input to see what type of resource sharing they would like to do.

Jennifer Keohane added that what makes this document different is that it steps beyond the situation. There are times when we focus on what we can't have. We want to focus on what we might have. It became clear that some mindsets need to be adjusted and it involves compromise. This creates a dialogue on what we believe in. She said they felt they were becoming divided and hope they can come together again.

Dawn stated that the strategic foresight process was used. Biases and personal biases were discussed first in order to remove them and allow forward motion. It took the stress out of having a conversation. Questions from the Board were answered.

Mary stated that she appreciates all the work that has already been put into this document. The wording of the motion was modified. It was MOVED (S. Ruoff) seconded (B. Harris) THAT THE CT VISION FOR RESOURCE SHARING, AS RECOMMENDED BY THE ACLPD RESOURCE SHARING COMMITTEE, BE PLACED ON FILE AND THAT THE STATE LIBRARY BOARD ENCOURAGES ACLPD'S CONTINUED WORK TO MOVE THIS FORWARD. PASSED unanimously.

**Motion**

At this time it was MOVED (J. Barry) seconded (S. Ruoff) THAT THE STATE LIBRARY BOARD GO INTO EXECUTIVE SESSION TO DISCUSS THE FURTHER ACTION OF THE STATE LIBRARIAN SEARCH PROCESS.

**Motion**

It was MOVED (J. Barry) seconded (S. Ruoff) THAT THE STATE LIBRARY BOARD COME OUT OF EXECUTIVE SESSION.

**Motion**

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With no other matters to come before the Board, at 2:30pm it was MOVED (S. Ruoff) seconded (J. Barry) TO ADJOURN.

The next meeting is scheduled for Monday, November 25, 2019, at 1:00 p.m. in the State Library's Reading Room.

Respectfully submitted,

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Kendall F. Wiggin, Secretary

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Jane Beaudoin, Recorder

