

STATE OF CONNECTICUT, RECORD OF PROCEEDINGS
STATE LIBRARY BOARD
November 23, 2020

INDEX

Members joining via Teams:

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

Members absent: none

Others joining via Teams:

Maureen Sullivan, Dawn La Valle, Jane Beaudoin, Allen Ramsey, LeAnn Burbank, Lizette Pelletier (State Library), Jennifer Keohane (CLC), Tom Piezzo (CLA), Pamela Monahan (FOCL), Melissa Canham-Clyne, Judy Kelmelis (ACLPD Resource Sharing Committee)

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 State Librarian Search Committee attended the meeting. Members of the public that were also at the meeting, who announced themselves, are reflected in the attendance.

MINUTES

It was MOVED (B. Harris) seconded (S. Ecker) THAT THE MINUTES OF THE SEPTEMBER 21, 2020 STATE LIBRARY BOARD MEETING BE APPROVED AS PRESENTED. PASSED with one abstention (A. Hoffman).

It was MOVED (J. Barry) seconded (B. Harris) THAT THE MINUTES OF THE NOVEMBER 9, 2020 SPECIAL MEETING BE APPROVED AS PRESENTED. PASSED with two abstentions (S. Ecker, A. Hoffman).

BOARD COMMENTS / ANNOUNCEMENTS

Chair Mary Etter welcomed the members of the State Librarian Search Committee and all other guests to the meeting.

PUBLIC COMMENT

There was no public comment.

STATE LIBRARIAN'S REPORT

Maureen stated that her written State Librarian's Report was included in the Board's packets, and in the interest of time, she provided highlights. Maureen continues to work to control expenses due to limited funds. A significant highlight is the successful partnership with the Governor's Office of Strategic Initiatives to allocate money to public libraries to enable the expansion of the library's capacity to serve its residents. That work is underway and going well.

Public Records Administrator LeAnn Burbank developed a cost savings initiative which would make the State Library the central location for records retention. This would result in significant savings at the state level.

MINUTES

Motion

Motion

**BOARD
COMMENTS/
ANNOUNCEMENTS**

**PUBLIC
COMMENT**

**STATE
LIBRARIAN'S
REPORT**

There is continued discussion to expand the services at the State Library by being open to the public by appointment only. Unfortunately, this is happening as the State Library has had its first positive Covid-19 case.

There are many programs still underway within the Division of Library Development. Maureen stated that she is pleased that the Board will hear more about one of the significant programs during the Advisory Council for Library Planning and Development (ACLPD) report later in this meeting.

OTHER REPORTS

Connecticut Library Association (CLA): CLA President Tom Piezzo reported that CLA is finalizing its legislative agenda which will be announced at the December board meeting. CLA will work with the Department of Revenue Services to optimize assistance for 2021 tax preparations.

CLA is working with the Connecticut Paid Leave Authority to promote the new payroll deduction to patrons and libraries. The CLA Legislative Committee met with the Council of Connecticut Academic Library Directors to begin a cooperative partnership and to be sure that the needs of academic libraries are represented in CLA's advocacy work.

Advisory Council for Library Planning and Development (ACLPD): Dawn La Valle reported that ACLPD is very pleased to welcome Dr. Joanne White as the appointee for the Department of Education. The State Library is familiar with Dr. White because of the joint efforts between the State Library and the Department of Education with the Governor's Summer Reading Challenge. Dawn turned the ACLPD Report over to Maureen Sullivan who stated that the Resource Sharing Committee has held information sessions to introduce library leaders to its work to create a set of future scenarios for envisioning a preferred future for resource sharing among Connecticut libraries. Maureen stated that she is pleased that this work is being introduced to the State Library Board as it is a tool for library leaders to think strategically about meeting their communities' needs in the future. Maureen stated that she is pleased to have two members of the ACLPD Resource Sharing Committee present on their work and introduced Melissa Canham-Clyne, Director the Hamden Public Library and Librarian Judy Kelmelis of the Groton Public Library. Both individuals shared their experience with the Resource Sharing Committee. They described what they had learned and how it has helped them do their own jobs better. They shared that the roots of the future are planted here in the present and that they have stopped being a reactionary and, instead, have become strategic thinkers. They stressed the importance of thinking about the future and then taking a step back and to look at the steps to take to get there. Both agreed that it is important to adapt to change and that forward thinking is invaluable.

Astoria Ridley was then introduced. She read a prepared statement to the State Library Board members. Astoria and Carl DeMilia are the Co-Chairs of the Resource Sharing Committee. Astoria stated that the Committee offered a series of focus group meetings to get input from Connecticut librarians about the Committee's work. Committee members provided four workshops to present the

**OTHER
REPORTS**
CLA

ACLPD

three scenarios developed by the committee: Fortress, Market and Transformative. They used Strategic Foresight techniques to craft stories to illustrate the possibilities of each scenario. The workshops were well-attended and received positive responses from participants. Astoria read that “the current pandemic has taught us that we must have a plan in place to deal with future challenges. A plan that allows libraries to be able to adapt to the challenges in a positive manner.” Astoria thanked the State Library Board for their continued support.

Connecticut Library Consortium (CLC): Jennifer Keohane, Executive Director, reported that CLC is working on its membership renewals and moving aggressively to have new bids. The supplies bid is now open and the contract will be awarded by January 1. They have added archival supplies to their focus. They are also looking to do a web-based learning contract in January.

CLC

Association of Connecticut Library Boards (ACLB): Dawn La Valle reported that, as the Director of Library Development, she is presenting the ACLB report on behalf of the President, Gail Richmond.

ACLB

In lieu of an annual leadership conference, ACLB presented four virtual sessions. They had 181 individual registrations. The sessions offered Board Basics to Being a Library Board which covers the roles of library trustees, including ethics and fiduciary responsibilities. They also offered the first look at the ACLB board assessment tool which uses competencies to ensure that board members are fulfilling their roles. This complements the ACLB handbook for trustees. Advocacy and Budgeting During the Time of Covid was offered by Communication Services and ACLB offered trustees a session on the future of the shared three scenarios for resource sharing in Connecticut. It is important that library boards understand what is happening in libraries

Friends of Connecticut Libraries (FOCL): FOCL Vice President Pam Monahan, reported that, in lieu of an in-person Fall Conference, a Conference was held via Zoom. The subject was Book Sales during Covid times. 65 people attended the Zoom Conference and another will be held in January.

FOCL

State Librarian Search Committee: Alison Clemens, Chair of the State Librarian Search Committee, began by thanking the members of the Committee. They are:

State Librarian
Search Committee

Alice Knapp, Allen Ramsey, Astoria Ridley, Beth Crowley, Joe Farara, John Barry, Sandy Ruoff, Sarah Briggs, and Pam Monahan, who replaced former member Frank Ridley. Alison went over the timeline of events. Interviews were conducted with the State Library Board and the Board has chosen the finalist. The candidate has been finger printed and we now are waiting on the results of the background check by the Connecticut State Police. An agreed upon start date for the finalist to begin work is January 4, 2021.

Mary Etter stated that Maureen Sullivan's contract has been extended through January 22 to ensure a smooth transition.

It was MOVED (A. Clemens) seconded (J. Barry) THAT THE STATE LIBRARY BOARD APPOINTS DEBORAH SCHANDER AS THE NEXT CONNECTICUT STATE LIBRARIAN, PENDING THE RESULTS OF THE BACKGROUND CHECK. PASSED unanimously.

Motion

Mary Etter stated that Deborah Schander is participating in this Teams meeting and welcomed her to the State Library. Ms. Schander is a librarian of the law library at Seton Hall and brings a lot of enthusiasm with her.

Ms. Schander stated that she is very excited and looking forward to the future very much.

OLD BUSINESS

OLD BUSINESS

Budget Update: Maureen stated that the Financial Report was included in the State Library Board's packet. It was prepared by our Department of Administrative Services (DAS) Budget Analyst Jay Yasensky. DAS staff have a serious understanding of the financial position of the State Library.

Budget Update

Legislative Update: No report at this time. Maureen stated that the members of the State Library Board need to be concerned about CLA not having a lobbyist. Mary replied that it behooves them all to keep in touch with their respective appointing authorities to let them know the situation.

Legislative Update

NEW BUSINESS

NEW BUSINESS

Resolution for David Corrigan: Mary read the resolution in its entirety. It was MOVED (B. Harris) seconded (S. Ruoff) THAT ON THIS 23RD DAY OF NOVEMBER, 2020, THE CONNECTICUT STATE LIBRARY BOARD HEREBY UNANIMOUSLY AND ENTHUSIASTICALLY ACKNOWLEDGES DAVID J. CORRIGAN'S 38 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 PLEASUREABLE RETIREMENT YEARS. PASSED unanimously

Resolution for David J. Corrigan

Motion

Approval of 2021 Meeting Calendar: It was MOVED (S. Ruoff) seconded (B. Harris) THAT THE STATE LIBRARY BOARD APPROVES THE FOLLOWING DATES FOR ITS REGULARLY SCHEDULED MEETINGS IN THE YEAR 2021: JANUARY 25, MARCH 22, MAY 24, JULY 26, SEPTEMBER 27, NOVEMBER 22. PASSED unanimously

2021 Meeting Calendar

Motion

Sandy stated that given how much is going on it may be a good idea to increase the number of meetings to every month. After some discussion it was decided that this would be given consideration and revisited at the January meeting.

Appointments to the Connecticut Digital Library Advisory Board (CDLAB): There are currently 6 vacancies on the CDLAB. Eleven applications were received for the Academic, Public, and School Librarian categories and were brought to the CDLAB at their October 7, 2020 meeting. Three nominations were approved. Those nominations need State Library Board approval at this time. It was MOVED (B. Harris) seconded (S. Ruoff) THAT THE STATE LIBRARY BOARD APPROVES THE APPOINTMENTS OF ANGELA WALKER OF JEAN BURR SMITH LIBRARY AT EASTERN CT STATE UNIVERSITY, IN THE CATEGORY OF ACADEMIC LIBRARIAN; ANDREW PIRO OF THE WEST HARTFORD PUBLIC LIBRARY IN THE CATEGORY OF PUBLIC LIBRARIAN; AND DAVID BILMES IN THE CATEGORY OF SCHOOL LIBRARIAN FOR THE TERM JANUARY 1, 2021 TO DECEMBER 31, 2022. PASSED unanimously.

Appointments to CDLAB

Motion

State Public Library Construction Grant Recommendations: There are two grant categories. Category 1 grants are for projects that create additional usable library space, such as new buildings, additions, and major alterations. Category 2 grants are projects that make buildings accessible in compliance with the Americans with Disabilities Act (ADA), correct fire or building code violations, prepare for emergencies, remodel to accommodate new technologies or improve use of space, and energy conservation projects. Distressed municipalities are eligible for building maintenance projects.

State Public Library Construction Grants

It was MOVED (A. Hoffman) seconded (B. Harris) THAT THE STATE LIBRARY BOARD AWARDS THE FOLLOWING STATE PUBLIC LIBRARY CONSTRUCTION GRANTS:

Motion

- \$450,000 to the Brainerd Memorial Library
- \$150,000 to the Town of Durham for Durham Public Library
- \$129,375 to the Town of East Haven for the East Haven Public Library
- \$134,000 to the Town of Harwinton for the Harwinton Public Library

PASSED unanimously.

At 2:10 pm, it was MOVED (B. Harris), seconded (S. Ruoff) TO ADJOURN. The next meeting is scheduled for 1:00 p.m. on Monday, January 25, 2021 and will be held via Teams.

Motion

Respectfully submitted,

Maureen E. Sullivan, Secretary

Jane Beaudoin, Recorder

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