

STATE OF CONNECTICUT, RECORD OF PROCEEDINGS
STATE LIBRARY BOARD
September 21, 2020

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Members joining via Teams:

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

Member absent: Allen Hoffman

Others joining via Teams:

Maureen Sullivan, Dawn La Valle, Jane Beaudoin, Lizette Pelletier, LeAnn Burbank, (State Library), Tom Piezzo (CLA), Jennifer Keohane (CLC), Pamela Monahan (FOCL)

The meeting was called to order at 1:10 p.m. by Chair Mary Etter. Jane Beaudoin took roll call attendance of board members. Members of the public were also joining via Teams.

ELECTION OF OFFICERS

Mary Etter gave Maureen Sullivan the temporary role of Chair of the State Library Board for the Election of Officers. Maureen stated that Allen Hoffman, who led the Nominating Committee, was unable to attend the meeting. Jane Beaudoin worked closely with Allen and gave the report. Jane stated that a letter was sent to Board members seeking nominations for the positions of Chair and Vice Chair. No nominations were brought forward. The current Chair and Vice Chair expressed an interest in continuing for another term. Maureen asked if there were any nominations from the floor. There being none, Maureen took a vote on the Nominating Committee Report. It was MOVED (M. Hickey) and seconded (B. Harris) TO APPROVE THE REPORT OF THE NOMINATIONS COMMITTEE AND RE-ELECT MARY ETTER AS CHAIR AND SANDY RUOFF AS VICE-CHAIR FOR ANOTHER TERM ENDING SEPTEMBER 2021. The motion PASSED unanimously. 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 (B. Harris) and seconded (S. Ecker) THAT THE MINUTES OF THE July 27, 2020, BOARD MEETING BE APPROVED AS PRESENTED. This PASSED with two abstentions (S. Ruoff and A. Clemens).

MINUTES
Motion

BOARD COMMENTS / ANNOUNCEMENTS

There were none.

BOARD COMMENTS/ ANNOUNCEMENTS

PUBLIC COMMENT

There was none.

PUBLIC COMMENT

STATE LIBRARIAN'S REPORT

Maureen stated that per the Governor's directive, most of the State Library staff continue to telework. The State Library is slowly and carefully reopening to law clerks and state agency staff members.

Maureen has been working with Governor Lamont's Strategic Initiatives Office to help determine how public libraries could improve their ability to provide service to their communities. She doesn't have permission to report details of this initiative yet, but the work will result in a program to support a designated set of public libraries by awarding grants.

Maureen worked with the Council of Connecticut Academic Library Directors (CCALD) and the Connecticut State Colleges and Universities (CSCU) to address issues with reopening academic libraries. The result was a *Guiding Principles for Reopening Connecticut's Academic Libraries* document. This document was distributed to CSCU academic library administrators. The Connecticut State Colleges and Universities Provost, Jane Gates, is very supportive of this work.

A lot of time has been spent working on the budget. One challenge is to come up with ways to meet a 10% reduction in the event it is required. The new State Librarian will need to make a case to hold the budget line where it is now as it would be very difficult to experience any more cuts. Maureen worked closely with the State Library's managers and came up with ways to make reductions and reallocations, if necessary.

Maureen stated that the new State Librarian will need to work on a strategic plan to help determine where the agency will focus its attention and still meet the needs of Connecticut's libraries.

The September State Bond Commission meeting was cancelled. According to the Commission's meeting calendar they will not meet again until after Maureen's contract ends on November 13.

Maureen invited questions to her written report. Bob Harris stated that he is very happy to see the Governor's Strategic Initiatives Office is working with the State Library. Maureen responded that, because this information is not public yet, she must remain somewhat vague. She commented that Nick Simmons, who heads this office really understands libraries. The State Library submitted a proposal for grants to public libraries that it would administer. Dawn La Valle and her staff already had the data in place that the Governor's office needed. This is a very good example of the important work being done at the State Library. This grant is coming from the state through federal Covid-19 funds.

OTHER REPORTS

Connecticut Library Association (CLA): Tom Piezzo, President, reported that CLA has passed its FY20-21 budget. Due to financial constraints the professional Lobbyist services will be cut. The Equity, Diversity and Inclusion (EDI) Section was ratified on August 20. EDI supports building an inclusive and diverse library workforce and provides for equitable service to Connecticut's

**STATE
LIBRARIAN'S
REPORT**

**OTHER
REPORTS
CLA**

library community. The administrative services transition to the New England Library

Association is complete. CLA has a new mailing address and contact information. Their new address is CLA, 55 North Main Street, Unit 49, Belchertown, MA 01007.

Some discussion followed Tom's report on the severity of not having a lobbyist. Maureen stated that it's very serious for the library community not to have a lobbyist and that the State Library is not in a position to lobby. Tom responded that CLA understands this, but that unfortunately the lobbyist represents a place where some savings can occur. It is hoped that this service can be restored in the future.

Advisory Council for Library Planning and Development (ACLPD): Dawn La Valle reported that recently ACLPD and the ACLPD Resource Sharing Committee met jointly. The Resource Sharing Committee developed Scenarios Presentations. The Committee is presenting four events on *The Future Is Shared | Libraries Sharing Resources: Three Possibilities for 2030*. The events will be from 1:00-2:30 pm on October 26, October 27, November 5 and November 6. The Resource Sharing Committee is looking forward to presenting these scenarios to the library community. The State Library Board members were invited to attend.

ACLPD

The 2020 Vision: New England Resource Sharing Conference will be held on November 18. Dawn and her colleagues from Maine and Rhode Island will be presenting "Re-Tooling Physical Delivery", sharing an overview of services, operations, governance, challenges and opportunities.

Connecticut Library Consortium (CLC): Jennifer Keohane, Executive Director, stated that CLC is having monthly, well-attended coffee talks with libraries across the state. They have a very busy bid season rolling out this Fall, including a furniture bid and an online furniture expo which will include 26 vendors. They have over 80 people registered to attend. CLC will be hosting their second election day School Librarian Professional Development Day program. National Education Consultant Dr. Monica Burns will present at this program. CLC is focusing on strategic planning this year. They are concerned with the change in funding for a CLA lobbyist. Jennifer stated that CLC is a 501(c)(3) organization and can do some lobbying and possibly help by combining some resources. She has already spoken with Tom Piezzo about this. CLC appreciates the support of the State Library, the State Library Board, Maureen and Dawn, as the state operating grant funding from the State Library to CLC is critical.

CLC

Association of Connecticut Library Boards (ACLB): Dawn La Valle reported that ACLB is working to develop a Library Board Self-Assessment Toolkit. In lieu of their Annual Leadership Conference, ACLB will be offering workshops.

ACLB

Friends of Connecticut Libraries (FOCL): Mary Etter welcomed Pamela Monahan, the new FOCL liaison to the State Library Board. Pamela is the Vice President of Friends and has also recently replaced Frank Ridley on the State Librarian Search Committee. FOCL is planning a virtual conference for

Friends

November. They are working with libraries to get information about what libraries are doing with regards to reopening.

State Librarian Search Committee: Alison Clemens, Chair of the Search Committee, reported that the firm Bradbury-Miller is running the search. The Committee held their initial meeting on September 14 to review resumes and select candidates. It is hoped that by early October candidates will be brought to the State Library Board for interviews. Sandy Ruoff added that the first round of virtual interviews by the Search Committee will be on September 22 and 23. Mary Etter reminded the board members that interviews of the selected candidates will be scheduled on October 7 and 8. She asked Board members to begin thinking of questions they would like to ask the candidates. There is also the possibility of a Special Meeting of the State Library Board to prepare for the interviews. Maureen added that she and Jane are developing an orientation plan and resource notebook for the new State Librarian.

Search Committee

OLD BUSINESS

OLD BUSINESS
Budget Update

Budget Update: Maureen has developed a very good relationship with Jay Yasensky, the Department of Administrative Services Budget Analyst assigned to the State Library. He is very effective and provides good support with the budget process. Maureen is working with Jay to prepare the State Library's Reduction/Reallocation/Revenue and Expansion Options in which we need to seek reduction options of at least 10% from the FY 2021 budget baseline. This is due to the Office of Policy and Management by October 2nd for possible inclusion in the Governor's final recommended budget. The Budget Narratives and Measures which require the budget requests to have program-level detail are due to the Office of Policy & Management by November 2, 2020.

The State Library came into this fiscal year with the funds in its Other Expenses budget for the first quarter already expended. This resulted in Maureen stopping the State Library's P-Card program. Maureen is working with the managers to review the Other Expenses budget to take a system-wide approach.

Legislative Update: There is no report at this time.

Legislative Update

NEW BUSINESS

NEW BUSINESS
Appointment to ACLPD

Appointment to the Advisory Council for Library Planning and Development (ACLPD): Dawn LaValle reported that nominations were sought for seven positions on ACLPD for regions 1, 2, 3, 4 and 6, and a representative for small public libraries and persons with disabilities. One inquiry was received to represent small public libraries. It was MOVED (B. Harris) and seconded (S. Ruoff) THAT THE STATE LIBRARY BOARD APPROVES THE RECOMMENDED APPOINTMENT OF JO-ANN LORUSSO FOR A TERM BEGINNING OCTOBER 1, 2020 AND ENDING SEPTEMBER 30, 2022. The motion PASSED unanimously.

Motion

With no other matters to come before the Board, at 2:05 pm it was MOVED (B. Harris) and seconded (S. Ruoff) TO ADJOURN.

The next meeting is scheduled for Monday, November 23, 2020, at 1:00 p.m. and will be held via Teams.

Respectfully submitted,

Maureen Sullivan, Secretary

Jane Beaudoin, Recorder