

STATE OF CONNECTICUT, RECORD OF PROCEEDINGS
STATE LIBRARY BOARD
March 25, 2024

INDEX

Members joining in person:
Allen Hoffman, Mary Etter, Scott Matheson

Members joining via Teams:
Judge Henry Cohn, Jessica de Perio Wittman, Sally Whipple,
Sheri Szymanski, Claudia Jalowka, Sandy Ruoff

Members absent: Alison Clemens, Melissa Wlodarczyk-Hickey

Others joining in person:
Deborah Schander, Dawn La Valle, Suzanne Kiss, Jane
Beaudoin (CSL), Jerry Nichols (Nichols Library Consulting),
Elizabeth Lane (Bloomfield Public Library), Ellen Paul (CLC)

The meeting was called to order at 1:07 p.m. by Chair Allen Hoffman. Jane
Beaudoin took roll call attendance of board members. No attendance of the
members of the public attending the meeting was taken.

MINUTES

It was MOVED (M. Etter) seconded (S. Matheson) THAT THE MINUTES OF
THE JANUARY 22, 2024 STATE LIBRARY BOARD MEETING BE APPROVED
AS PRESENTED. PASSED unanimously.

MINUTES
Motion

EXECUTIVE SESSION

There were no matters requiring Executive Session.

**EXECUTIVE
SESSION**

BOARD COMMENTS

None at this time.

**BOARD
COMMENTS/
ANNOUNCEMENTS**

PUBLIC COMMENT

Alice Knapp, Chief Executive Officer of the Ferguson Library in Stamford,
commented on the requirement that the building committee chair attend the
Division of Library Development's training session for a library to be eligible for a
state library construction grant.

**PUBLIC
COMMENT**

Chairman Allen Hoffman addressed procedures for Public Comment and the
requirement that the matter must be related to the agenda.

Elizabeth Lane, Director of the Bloomfield Public Library, commented on the
application process for state public library construction grants. There was some
discussion between the Board and State Librarian about existing and potential
opportunities for libraries to provide feedback on construction grant
requirements.

STATE LIBRARIAN'S REPORT

Deborah highlighted a few items in her written report. The State Library welcomed its first Director of Operations, Jay Yasensky. This is a new position for the State Library that works daily with the State Librarian on fiscal and facilities matters as well as long range planning. The State Library is also currently reviewing applications for hiring an Agency Affairs and Strategic Communications position.

The State Library has had multiple conversations with the Department of Administrative Services, Office of Policy and Management, and the Judicial branch about our near and long term facilities' needs.

We recently had several events for our Libraries Without Borders partnership. This partnership is with 6 different public libraries across the state and the international organization Libraries Without Borders. Deborah attended events at both the West Haven Library and also Falls Village to see the results of their year-long projects.

The State Library recently released the Statistical Profile. Libraries are required to submit information to the State Library which is then compiled and shared out. It tracks long term trends and shows what's happening in libraries across the state for use in advocacy and education.

We are continuing to prepare to send the Charter for conservation. There are a lot of details involved in this process with the current focus being on the risks of the actual transporting of the Charter to the conservation center and keeping it as protected as possible.

The State Archives and Public Records teams continue to work on an email retention project charter. This supports the work of all 3 branches of government in preserving important information about their operations.

REPORTS OF BOARD COMMITTEES

No reports at this time.

OTHER REPORTS

The updates that were received from the Connecticut State Historical Records Advisory Board and the Association of Connecticut Library Boards were included in the Board's meeting packets. There were no questions on the submissions. Sherri Szymanski complimented and thanked the Association of Connecticut Library Board for their recent webinar on Diversity, Equity, and Inclusion.

CONSENT AGENDA

Approval of Items on the Consent Agenda: There being no objections, the consent agenda was moved (S. Matheson), seconded (M. Etter) and PASSED unanimously.

The items that were on the consent agenda are:

Recommendations of Appointments to the Connecticut Library for Accessible Books Advisory Committee (SLB DOC 24-2)

**STATE
LIBRARIAN'S
REPORT**

**REPORTS OF
BOARDS
COMMITTEES**

**OTHER
REPORTS**

**CONSENT
AGENDA
Motion**

Proposed Changes for the 2024-2025 version of the *State Grant Program for Public Library Construction Timetable and Guidelines* (SLB DOC 24-3)

A one-year contract extension for completing an Office of Policy and Management Grant project for the City of Bridgeport, Bridgeport Public Library, Lower East Side branch library (SLB DOC 24-4)

A one-year extension for initiating a Public Library Construction Grant project for the Brainerd Memorial Library, Haddam (SLB DOC 24-5)

OLD BUSINESS

Budget Update: The State Library's financial report was included in the Board's meeting packet. Deborah reported that there was a conversation with the Appropriations Committee about the agency's request to move some appropriations to different ledger lines. As the request was largely administrative, the time was used as an opportunity to talk about the work of the State Library and also prepare the committee for more significant requests next year. There were many positive comments said about the State Library and the work of libraries across the state. The State Library was asked along with other agencies for written submissions to the Education Subcommittee and the Finance, Revenue, and Bonding Committee which has been completed. Our budget is very tight with no discretionary funds, particularly in the Other Expenses line. We are already in conversation with the Office of Policy and Management about how to address this in the future biennial request.

Legislative Update: There are two EBook bills going through the legislature at this time. The versions in the Planning and Development Committee and Government Administration and Election Committee have passed out of Committee and will be added to the agenda for discussion before the full legislature. We're hopeful it will lead to positive change.

There was a public hearing last week regarding seeking funds for the America 250 CT Commission for the Commission's work in general as well as the arts, culture, and tourism road map work which supports this work more broadly. This will help give opportunities to local communities and institutions to commemorate the anniversary in their own way.

We had visits to Washington, DC as part of the larger effort of the Chief Officers of State Library Agencies and the American Library Association to speak to legislators about the use of Institute of Museum and Library Services and Library Services and Technology Act funds. The funding that we receive from the federal government goes to support the work of the Division of Library Development and goes to public libraries from there. They were able to meet with representatives from all seven of our delegation.

Deborah has been invited to participate in an Early Childhood Literacy roundtable with both Dawn La Valle and Kym Powe. They will talk about the work of the State Library in the area of early childhood literacy and how we can partner with other organizations across the state.

OLD BUSINESS

Budget Update

Legislative Update

Strategic Framework: Dawn La Valle shared a power point presentation to the State Library Board on the strategic framework process and discussed findings from State Library staff’s involvement to date. The staff has completed several empathy mapping sessions; stakeholder interviews are next.

Library Consultant Jerry Nichols continued his conversation with the Board, reminding members that the State Library is much more than its stated mission, and reiterating that the State Library Board’s responsibility is to the State Library rather than any constituencies individual Board members may be part of. He engaged the board members individually by asking “What is the State Library to you?” And also “what would you like to see the Library do in one year?”

Insightful conversation ensued, and it was agreed that it was very informative.

Deborah thanked everyone for the conversation, and she assured the Board that the State Library staff are committed to the work they’re doing.

NEW BUSINESS

No new business at this time.

ADJOURNMENT

At 3:00pm it was MOVED (M. Etter) seconded (S. Ruoff) THAT THE MEETING BE ADJOURNED. PASSED unanimously.

The next meeting is scheduled for 1:00 p.m. on Monday, May 20, 2024.

Respectfully submitted,

Deborah Schander, Secretary

Jane Beaudoin, Recorder

Strategic
Framework

NEW BUSINESS

ADJOURNMENT
Motion