Board of Trustees Meeting  
Thursday, August 22, 2019 – 2 - 4 pm  
Middletown Library Service Center, Middletown  
APPROVED 9/26/2019

Present: Janice Wilson, Gayle Bogel, Sarah Briggs, Leticia Cotto, Kate Fuller, Veronica Kenausis, Anthony Marrocola, Joan Overfield, Ellen Paul Sue Prince, Sally Tornow, Priscilla Ubysz, Jennifer Keohane, Dawn Lavalle

Call to Order: Chair, Janice Wilson 2: 07 PM

Approval of July Minutes:  
Motion to approve July minutes with minor corrections: Joan Overfield  
Second: Ellen Paul

Chair’s Report – Janice Wilson  
As new chair, no report.

Treasurer’s Report – Sue Prince  
- Loan line of credit paid off
- No questions or comments.  
- Accepted unanimously.

1. Executive Director’s Report – Jennifer Keohane  
- Board is off to a strong support, new executive committee and subcommittee meetings.  
- Aggressive event and professional development schedule.  
- Amanda is working on collaborative and cohesive structure for professional development.  
- State library supporting one payment support for CLC.  
- Work from last year being benchmarked.  
  o Take Your Child to the Library Day ---- 195 libraries in Connecticut participated & goals being set for next year.  
  o Upsurge in listed job vacancies.  
- Annual membership renewal coming up.  
- Media East position is being finalized.  
- Five exhibits planned - CASL/CECA, NELA, CLASS among others.  
- Vendor relations contract negotiations with new admin fee have been completed.  
- Additional follow ups and negotiations are being pursued – including e-learning, read alongs, RefUSA and Heritage Quest.  
- Marketing plans for upcoming year for vendors are in progress.  
- Feedback from libraries about vendor changes have been overwhelmingly positive. Email sent out to public, school and special libraries had a 54% open rate.
J. W. Turner paintings/Watercolors from Tate Museum (only stop in US - October 21) will be offered to CLC members on the second day of NELA at Mystic Seaport/Museum. Mystic will be offering five libraries a museum pass to CLC members.

Roundtable chair training focused Icebreakers and meeting facilitation by Kim Crowley. Discussion and feedback about how CLC can better support roundtables. One priority is the opportunity for attendees to communicate and share (build community) in addition to offering speakers.

Goodspeed Opera House wrap up was positive. Similar collaboration coming up with a young adult novel.

Board Discussion/Response to FY19-20 goals & objectives as presented at July meeting

- Ellen Paul noted the strength of the financial position that is a direct result of the vendor relations changes.
- Sally Tornow noted the work of the sub committees will begin as new members are assimilated.
- Kate Fuller notes strong strategic plans and timeline in place.
- Sally noted flexibility and forethought for future in the organization and the evolution of the Kairos strategic plan. Jennifer notes the timeline is being updated.

**Committee/Taskforce Reports:** (discussion, questions or updates regarding written reports)

- Advocacy Committee – Ellen Paul (No report)
- By-Laws Committee – Marie Shaw/Jane Fisher (No report)
- Dues Committee- Joan Overfield (No report)
- Nominating Committee – Sarah Briggs (No report)
- Personnel Committee – Marie Shaw (No report)
- Strategic Planning Committee- Mary Hogan (No report)
- Consultants Directory Taskforce – Veronica Kenausis
  - Verbal report. Met Tuesday 8/20. Survey is being finished to send to CLC membership and some others interested parties to assess interest in developing a vetted list of consultants. Will be distributed in early September, with responses due by September 20, a quick turnaround. Revenue models have been discussed and will be based on responses to survey. Looking for ways to leverage performers catalog. Next meeting September 24 to review preliminary results from survey. Question from Dawn Lavalle whether directory will include architects, building consultants, space planners. Jennifer confirmed that CLC will consider including those categories through a vetted procedure.
- Professional Development Taskforce – Leticia Cotto/Mary Hogan
  - Report submitted in writing. Survey is being put together to gauge landscape across the state for professional development.
- State Library Report
  - After 3yrs of stable pricing, CSL renewing with EBSCO at a slightly higher cost which as of now exceeds CSL’s existing budget
  - Will not be renewing Heritage Quest or Business Market Research due to plummeting usage and increasing cost
  - CSL’s Remembering WWI: Sharing History/Preserving Memories project led by Christine Pittsley was selected as a 2019 Award of Excellence winner by the
American Association of State and Local History

- DLD will be presenting a Media/News Literacy Fair at Farmington Library October 16th (as a reminder all DLD CE Programs are free of charge) featuring Katherine Trouern-Trend of Hartford PL YouMedia, Michelle Luhtala, New Canaan Schools and author of “New Literacy: The Keys to Combating Fake News”, Laura Saunders, Associate Professor, Simmons U GSLIS – IMLS funded “Know News” project.
- eGO will be officially rolling out in the fall
- CSL/DLD co-sponsoring with Texas A&M University IMLS funded Veteran’s Forum June, 2020
- Urban library taskforce meeting next Wednesday 8/28 as part of LSTA budget goals. Recommendation will be considered for next few months.
- Laurie Prichard, SCSU intern will be implementing a state project --- circulation and volume study

- CT Association of School Librarians (CASL) Report – Sue Prince (No Report)
- Council of Connecticut Academic Library Directors (CCALD) – Janice Wilson
  - Next Meeting October 5 – University of Hartford.
- Special Library Association (SLA) Report – Priscilla Ubysz (No report)

New Business:
- None

Old Business:
  Committee/Taskforce- committee assignments are ongoing.

Motion to adjourn:  Joan Overfield, 3:12 PM
Second: Sarah Briggs

*Next meeting Board Meeting - Thursday, September 26th  2- 4 pm – MLSC

Respectfully submitted,
Gayle Bogel, CLC Secretary
August 28, 2019