Minutes
Approved 8/27/2020

1. Call to Order – Sally Tornow
   Sally Tornow called meeting to order at 2:08 pm

   Attendance: Beth Dominiani, Sally Tornow, Gayle Bogel, Janice Wilson, Jason Pannone, Jennifer Keohane, Kattie Bauer, Linda Robinson, Sue Prince, Ellen Paul, Jill Woychowski, Kate Fuller, Kimberly McNally, Matt Cadorette, Veronica Kenausis.
   Absent: Leticia Cotto
   Guest: Maureen Sullivan, Interim State Librarian

2. Chair’s Report -- Sally Tornow
   a. Board meeting structure
   b. Significance of shift from consent to strategic agenda for Board members

   Sally Tornow discussed meeting structure changes

3. Consent Agenda -
   a. Approval of Minutes of last meeting
      i. 20200618 CLC BOT Minutes-Special Meeting DRAFT
      ii. CLCBOTMinutes20200528-DRAFT
      iii. CLCExecMinutes20200423 FINAL - No action required

   Sally called for motion to accept minutes.
   Motion made by Linda Robinson.
   Motion seconded by Gayle Bogel.
   Motion passed unanimously.

   b. Accept Treasurer’s Report -
      i. BoT Financial Stmts 6.30.20
      ii. BoT Financial Stmts 5.31.20

*Next meeting Board Meeting – August 27, 2020
Via Zoom

20200723 CLC BOT Minutes DRAFT.docx Rev. 7.20.20
Sue Prince turned over review to Jennifer Keohane.
Jennifer Keohane provided an overview of CLC financials with explanation of variances.
Sally Tornow asked for questions. None presented

c. Accept/Take Action on Fact Sheet
   i. 20200723 Fact Sheet - ED to Represent CLC in Contracts
Fact Sheet accepted.

Fact Sheet for Agenda Items Requiring Board Action July 23, 2020

Item: Empowering Executive Director to act on behalf of CLC in contract agreements Background & Analysis:

• CLC enters into a variety of contracts throughout the calendar year.
• Several of the contracts, like the State Grant Contract, include some affidavits that the Executive Director, Jennifer Keohane, is authorized to execute a contract or affidavit on behalf of Connecticut Library Consortium.
• Historically, at one of the summer meetings, the CLC Board authorizes the Executive Director to act on behalf of the organization in contracts via a board resolution.
• We need this authorization in order to sign the state contract for our State Operating Grant.
Recommendation: The CLC Board empower its Executive Director to execute contracts and affidavits on behalf of the organization.
Action Requested: Motion: RESOLVED, that Jennifer Keohane, the Executive Director, Connecticut Library Consortium is empowered to execute and deliver in the name and on behalf of this organization contracts and affidavits including a certain contract with the Connecticut State Library, State of Connecticut, for a State Operating Funds Grant.

Motion to accept by Jason Pannone.
Motion seconded by Linda Robinson.
Motion passed unanimously with no discussion.

d. Accept Committee reports (none for this meeting)

4. Discussion/Presentation – CLC Goals & Board Support - Jennifer Keohane
   a. Review of FY20-21 goals and objectives (Review of Executive Director Report July 2020)
      b. Update on CLC 2018-2021 Business Plan – progress/obstacles
         i. Jennifer Keohane provided an overview of ED Report change, new Board member orientation, general housekeeping information.
         ii. Jennifer Keohane presented an overview of CLC history, business plan and goals/objectives for FY20-21 via PowerPoint presentation. Jennifer asked if there were any question. No questions presented.

5. Sally Tornow commented on committees.
   a. Board & Committee roles:
      i. Accept/Take Action on FY20-21 Committees and Task Force Structure and Goals

*Next meeting Board Meeting – August 27, 2020
Via Zoom
(Review of CLC Committee Goals, Roles & Responsibilities FY20-21)

ii. Call for participation as committee/taskforce member or chair
Motion: Sally Tornow asked for motion to devise one Strategic Planning committee in addition to the standing committees (Finance, Executive, Personnel, Nominating)- eliminating Consultants Pool, Professional Development, Advocacy, Bylaws.

Motion to accept by Sue Prince.
Motion seconded by Linda Robinson.
Discussion ensued.
Motion passed unanimously with discussion.

We will not call for committee/taskforce participation at this meeting.

6. **Report from the CT State Library** – Maureen Sullivan, Interim State Librarian
   Maureen Sullivan provided an overview of budget for State Library, her upcoming meeting with State Library Board, staff working solutions and Bond hearing.
   Maureen Sullivan also discussed the change of the CLC Board meeting shift to a consent agenda and meeting.

7. **What’s Keeping Us Up at Night?** – Sally Tornow/Jennifer Keohane
   a. Brainstorming issues for future board attention

8. **Establish next Board meeting discussion topic**
   Jennifer Keohane would like more time to prep for this item.
   Sally Tornow would like everyone to volunteer for committee/taskforce at next meeting.

9. **Library News & Updates** – All Board members
   a. Reports from other group meetings, upcoming events and other board/library news

   Sally asked if anyone had any information to share. No comments.
   Jennifer Keohane noted CLC job board has increased job postings.
   General discussion ensued regarding library news.

10. **Motion to adjourn**
    Sally Tornow requested motion to adjourn.
    Motion made by Jason Pannone.
    Motion seconded by Linda Robinson.
    Motion to adjourn passed unanimously and meeting adjourned at 3:58 pm

Respectfully submitted,

Tracy Monterville

*Next meeting Board Meeting – August 27, 2020
Via Zoom*
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