Board of Trustees Meeting  
Thursday, April 22, 2021 – 2 - 4 pm  
Virtual Meeting Via Zoom  

MINUTES  
APPROVED 5/27/2021  

1. **Call to Order** – Sally Tornow  
   Sally Tornow called the meeting to order at 2:05 pm.  
   **Attendance:** Jillian Woychowski, Ellen Paul, Kim McNally, Beth Dominianni, Jason Pannone, Linda Robinson, Sally Tornow, Jennifer Keohane, Katie Bauer, Matt Cadorette, Sue Prince, Janice Wilson, Kate Fuller  
   **Absent:** Veronica Kenausis, Gayle Bogel, Leticia Cotto  

2. **Chair Report** – Sally Tornow  
   Sally Tornow reported CT only has 2 hate groups in the state. She spoke about a comment on ConnTech.  

3. **Consent Agenda** – Sally Tornow  
   Consent Agenda items are considered to be routine in nature, which the Board may not need to discuss individually and may be voted on as a group. Any board member who wishes to discuss a particular item in the section may request the Chairperson to remove it for later discussion and a separate vote if necessary.  
   **MOTION:** That the Board approve the following Consent Agenda items:  
   a. Approval of Minutes of last meeting (see attached)  
   b. Accept Treasurer’s Report – Sue Prince (see attached)  
   c. Accept Committee reports  
   Motion to approve consent agenda by Beth Dominianni.  
   Motion seconded by Linda Robinson.  
   Motion passed unanimously without discussion.  

4. **Executive Director Report** – Jennifer Keohane  
   a. See attached  
   Jennifer Keohane asked if there were any questions on her report. None were presented.  

5. **New Business**  
   a. CLC Budget FY21-22 – 1st Draft – review and possible vote  
      Jennifer Keohane presented an overview of how she approached the budget numbers. She also touched on points of interest. Katie Bauer asked how many members CLC has, and Jennifer responded CLC has just under 800 members with additional comments. Sally Tornow asked about the state budget and Jennifer responded we have not heard anything. Katie Bauer asked for clarification on discount products revenue which Jennifer provided.  
      Jason Pannone reported the Personnel Committee approved the personnel portion of the budget.  
      Jennifer requested the board to approve the budget as currently presented.  
      Ellen Paul commended Jennifer on the conservative budget.  
      Katie Bauer asked how the deficit would be closed if projections are not realized. Jennifer responded.  
      Motion to accept FY21-22 budget by Katie Bauer.  
      Motion seconded by Ellen Paul.  
      Motion was passed unanimously after review and discussion.  

*Next Board Meeting – May 27, 2021*  
Via Zoom 20210422CLCBOTMinutesDRAFT.docx
b. 2021 Annual Meeting – set date
Jennifer Keohane recommended a virtual meeting again for 2021. Jennifer submitted 6/10 or 6/17 later in the day to accommodate school librarians.
It was agreed from a school standpoint 6/10 is the best date.
Jennifer asked for feedback about the time and if we should have a keynote. Consensus is to have meeting 6/10 at 4 pm ending at approximately 5:30 pm and because it is virtual we will not have a keynote speaker.
c. June Board meeting – discuss date
Jennifer reviewed the process in the past. Consensus is to hold a 15-minute meeting after the annual meeting to vote in the new board members and officers on 6/10.

6. Old Business
   a. Update from CLC Committees (as needed)
      i. Strategic Planning – Ellen Paul presented an oral report.
      iii. Personnel - Jason Pannone presented an oral report.
      iv. Nominating Committee – Sally Tornow reported for Janice Wilson. Janice is looking for two new board members.

7. Board Discussion
   a. Continue to discuss EDI
      Jennifer Keohane spoke with Leticia Cotto. Jennifer discussed the NCCJ training. Jennifer reported on her conversation with Leticia regarding EDI. She recommended an EDI task force or committee for next year. She asked for feedback from the board. Sally Tornow suggested working with NCCJ to offer a program to libraries. Discussion ensued. Consensus is that an EDI committee will be formed for FY21-22.

8. Issues for Board Attention at Future Meetings – Sally Tornow/Jennifer Keohane
   It is decided that we would continue discussion of EDI training.

9. Establish next Board meeting discussion topic
Next board meeting we will do recap of NCCJ training that board members attended and discuss materials (to be sent) to board from Hartford Public Library, Urban Libraries Counsel.

10. Library News and Updates – All Board members
    a. CASL – Jillian Woychowski provided a written and oral report.
    b. CCALD – Janice Wilson/Veronica Kenaxis, no report
    c. CLA – Jennifer Keohane provided an oral report.
    d. ACLPD – Jennifer Keohane presented an oral report. She was unable to attend but did share some information she had.
    e. FOCLCT – no report
    f. Other groups

11. Motion to adjourn
Motion to adjourn by Jason Pannone.
Motion seconded by Matt Cadorette.
Motion passed unanimously and meeting adjourned at 3:57 pm.

Respectfully submitted,

Tracy Monterville