Board of Trustees Meeting
Thursday, November 17, 2022 – 2 pm
Virtual Meeting Via Zoom

MINUTES
APPROVED 1/26/2023

1. Call to Order – Kim McNally
Kim McNally called the meeting to order at 2:01 PM.

2. Chair Report – Kim McNally
Kim did not have a report other than she attended the Mystic event and it was wonderful. She thanked Ellen and Amanda for helping to set it up.

3. Approval of October Minutes – Kim McNally 10/27/2022
Matt Cadorette motioned to accept the October minutes. Jason Pannone seconded. All approved and motion carried.10/27 Matt Jason passed

4. Treasurer’s Report – Katie Bauer
Katie reported the finance committee discussed changes to CLC investment accounts. The market is a bit better. We still have outstanding on the LOC $50,000. The state grant has been received for the first half of the fiscal year. Membership looking strong. We have a large invoice from Reference Solutions - $47K.

5. Executive Director Report – Ellen Paul
Ellen reviewed what we will be working on in December and through the end of January. Membership dues are coming in. We should have sales and savings numbers by next time we meet. This will be the first administrative fees from digital vendors. There is lots of contract work. We are negotiating WT Cox extension. Equipment bid contracts are currently being reviewed and signed. She has been meeting with supplies vendors. Amazon and Lakeshore were very good meetings. Working on TYCLD, putting together a patron facing website. Ellen and Amanda met with a marketing firm about new branding and illustrations for 2024. Work is proceeding on the consultant directory for early 2023 rollout. Ellen has submitted a grant application to CT Humanities to build the consultant directory and rebrand TYCLD. She will continue advocacy work with CASL, CLA and elected officials. She is attending the CLA legislative breakfast.

6. Report from the State Librarian – Deborah Schander
The State Library has been invited to participate in this year’s Red, White, and Blue Schools program, a K-12 civics education initiative of the Secretary of State’s Office, Department of Education, Democracy Center at the Old State House, and other state-wide organizations. This year’s theme is Exploring Founding Documents of Government. A kick-off event was held on November 15, and State Library staff will be presenting a webinar on useful resources to support teachers in January. The final Third Thursday program of 2022 was held on November 16. In recognition of National Veterans and Military Families Month, author Ron Farina spoke about his book Out of the Shadows: Voices of Women Soldiers. The first meeting of Connecticut’s “America 250” Commission was November 18. The Commission is tasked with planning and supporting the state’s celebration of the 250th anniversary of the signing of the Declaration of Independence in 2026.

7. New Business
None

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8. **Old Business**
   a. **CLC 20th Birthday Planning**
      Kim reported the committee has not officially met again. Decisions have been made about moving forward. Julie Rio from Wallingford will co-chair. It was decided to scale down the event a bit. There is a meeting 12/12/22 with Amanda Stern, Ellen and the co-chairs.
   b. **CLC and CCALD Potential Partnership**
      The ball is still in CLC’s court. Ellen confirmed we owe CCALD an email.
   c. **Employee Handbook**
      Kim reviewed the major changes of the new employee handbook for the trustees.
      Sally Tornow motioned to adopt the revised Employee Handbook. Beth Dominianni seconded. All in favor and motion carried.
   d. **Other Committee Reports (as needed)**
      Finance Committee – Katie Bauer - No meeting
      Nominating Committee – Jason Pannone
         - The committee has met and discussed replacing 5 members. Potential candidates are being lined up. They will be approached in the new year.
      Personnel Committee – Sally Tornow – No Report
      Bids Committee – Audra MacLaren – No meeting
      Diversity, Equity and Inclusion Committee – Carrie Seiden – No Report
      Dues Committee – Veronica Kenausis - No meeting

9. **Library News and Updates** – All Board members
   a. **Library Groups** - reports from liaisons
      I. **DLD** – Dawn LaValle - no report
      II. **CASL** – Jillian Woychowski - No Report
      III. **CCALD** – Veronica Kenausis
         Veronica reported the next meeting (Dec. 16 at Univ of Hartford) will be focused on DEIB (diversity, equity, inclusion, and belongingness) from a manager’s perspective - Leading your Library with Intention.
      IV. **CSCU**-- Veronica Kenausis
         Winter retreat is in planning. Focus on self-care and managing anxiety. Focusing on restructuring counsel with merger of community colleges.
      V. **CLA** – Doug Lord
         Librarians attended New England Library Conference. Ellen’s presentation was great and attracted many attendees. Book challenges continue in libraries, CLA will assist. On 11/1 CLA completed a member survey for concerns and paths going forward. Some of them were challenge to freedom; cost of ebook and return of materials. The 2023 annual Conference is in Mystic, CT.
      VI. **ACLPD** – Dawn LaValle – No report
      VII. **FOCLCT** - No liaison
      VIII. **SLA** – No liaison
b. **Board & Library Community News**
   Ellen noted CLA has been a really good friend to CLC. She very much appreciates the support. Kim sent thanks for the recommendation to Doug Lord for Drakes & Burton anti-discriminatory workshop.

10. **Motion to adjourn**
   Matt motioned to adjourn the meeting. All in favor and meeting adjourned at 2:33 pm.

Respectfully submitted,

Tracy Monterville
Office Manager

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