MINUTES
Approved 2/23/2023

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

2. **Chair Report** – Kim McNally
   Kim reported attendance at committee meetings over all is down. Please let Tracy know if you will or will not attend. Ellen relies on the committees and board to make decisions. Reviewed Ct State Library Budget process. CLA has set up meet and greet sessions with legislators. She attended in Darien and felt it was very good for a variety of reasons. The supplemental funding bill was not submitted. We are waiting for the governor to release the budget on 2/8/23. We should reach out to subcommittee members once the members are announced. They should provide written or oral testimony with direct outreach to elementary and secondary academic. It should be shared how much money can be saved using CLC. CLC will help with talking points and savings numbers. Ellen added this is about educating legislators about what CLC does. Jason will speak with his local representatives. Sally and Beth would like savings numbers. Tom asked if testimony is in person or zoom. It is a hybrid meeting and comments can also be submitted in writing.

3. **Approval of November Minutes** – Kim McNally
   Sally Tornow motioned to accept. Beth Dominianni seconded. All in favor and motion carried.

4. **Treasurer’s Report** – Katie Bauer
   Katie reported CLC is in its ‘quiet time’, a holding period so to speak, while waiting for administration fees from vendors. There is nothing unusual going on, the second half of the state grant was invoiced. Membership dues continue to trickle in, they have been strong this year. Expenses have been slightly lower than expected. Membership, state grant and sales are what CLC depends on. Not having the state grant increase along with inflation makes it fiscally difficult.

5. **Executive Director Report** – Ellen Paul
   - Ellen introduced intern Elena Schnerr. Elena is working 10 hours a week for 12 weeks. Elena is excited to be at CLC. She is in her second to last semester in her MLIS program at Southern and will be working with Amanda and Jackie. She told the board she was happy to meet them.
   - Seymour Schools and Trinity College will not be renewing. The sales and savings reports are coming in. They are due February 1st. We will have more to report on that in February.
   - CLC has reopened the supplies bid on January 24th. It will close February 28th. We will have an update in March. We are working on the furniture contract, deciding who we will not extend.
   - Amanda has started on the consultant directory. We have the initial structure and have started working with the developer. Once built we will reach out to consultants to populate, our goal is to launch in Spring 2023.
   - TYCLD is February 4th. Ellen is proud of how much work has been put into the event. CLC received a small financial sponsorship from Ingram to assist in funding our outreach. Press releases have been sent out and federal representatives were invited to attend any of these events. Ads have been placed in CT News Junky morning and afternoon. She is happy with the response from this coordinated project.

*Next Board Meeting 2/23/2023
Via Zoom*
• Ellen has been invited by ALA Office of Advocacy to attend Congressional Fly-In Day. She will attend in March in Washington to meet with congress or their aides. ALA is subsidizing her expenses.

6. **Report from the State Librarian** – Deborah Schander
The Governor’s proposed budget is expected to be released by February 8. Several proposed bills directly or indirectly impacting the State Library have been filed and referred to committee including remote notarization, requiring public higher education libraries to lend materials to public libraries, the creation of a Dolly Parton Imagination Library program, eBooks, land recording format, and more. Committee leadership is now reviewing these proposals to determine which, if any, of these proposed bills move forward. The State Library will continue monitoring these and other bills and establishing dialogue with legislators on them.

Ellen reported the following about the eBook bill – We have received outreach from John Chrastka, EveryLibrary, they are interested to support the work around the legislation.

7. **Presentations**
Staff End of Year Presentations – presentations were given by the CLC staff.
   - Jackie Cashin, Bids and Contracts Manager
   - Tracy Monerville, Office Manager
   - Christine Sarrazin, Coordinator, Communications & Marketing
   - Amanda Stern, Events & Special Projects Manager
   - Julie Yulo-Medeiros, Member Relations Manager

8. **New Business**
      CLC approved a revised employee handbook in November. In error bereavement leave was cut from 5 days to 3 days. This was unintentional.
      Jillian Woychowski motioned to restore the employee handbook bereavement time to 5 days of bereavement leave. Linda Robinson seconded. All in favor and motion carried.
   b. **Unite Against Book Bans Partnership (Agenda Report)**
      This is an initiative of ALA as a partnership of vendors, libraries, and library organizations around the country to agree to the noted statements listed in the agenda report. No financial commitment for CLC to be a partner in this initiative. Kim thinks this is a good idea.
      Carrie Seiden motioned the CLC becoming a member/partner to Unite Against Book Bans Partnership. Jillian Woychowski seconded. All in favor and motion carried.

9. **Old Business**
   CLC 20th Birthday Planning
   • Kim shared thoughts on the process to date. Decision on this event by February meeting.
   Other Committee Reports (as needed)
   Finance Committee – Katie Bauer
   • Nothing further than Treasurer Report. February the Finance Committee will see the first reading of the budget and will be meeting with the auditor. The full board will see the budget in April.
   Nominating Committee – Jason Pannone (no report)
Personnel Committee – Sally Tornow – attached
• Submitted report. Decided not to make any decisions until we meet on February 8th when we have all the information from the vendors.

Bids Committee – Audra MacLaren (no meeting)

Diversity, Equity and Inclusion Committee – Carrie Seiden
• They met yesterday. CLC is attending a small and minority business expo/conference in March. CLC will approach Drakes & Burton Consulting for DEI training to CLC staff and board in 2023.

Dues Committee – Veronica Kenausis
• Met yesterday. They are inching closer to making a proposal. Looking to organize their thoughts over the next month to discuss proposal in February and bring to the board in March.

10. Library News and Updates – All Board members
   a. Library Groups- reports from liaisons
      DLD – Dawn LaValle (absent)
      CASL – Jillian Woychowski (no meeting)
      • If you have not read the adult selection for All CT Reads, it's awesome!
      CCALD – Veronica Kenausis
      • Ball in CCALD's court for CLC contract. Moving forward reinstating their borrowing program. Next meeting February 3rd.
      CSCU – Veronica Kenausis
      • CSCU is moving along. You may have seen on social media and news the President of CSCU has made a very large ask to legislature for CSCU 2030 to bolster infrastructure among other items. They are in the final stage of consolidation.
      CLA – Doug Lord
      • The 5th of six legislative meet-and-greet events is tonight in Winsted at the Beardsley Library. So far the legislators seem very keen to support libraries generally. The process has been very instructive and shows what CLA is able to do over time. Ellen Paul was very instrumental in these efforts; the results we are achieving would not be possible without her assistance.
      The America 250 CT Commission is ongoing, see https://sites.google.com/chboothlibrary.org/america250communitycoo/home for a bit more information. Every community is being asked to participate.
      ACLPD – Dawn LaValle (absent)
      FOCLCT- no liaison
      SLA – no liaison
   b. Board & Library Community News
      Sally received an article on a library in MA which had set up a special section of library to provide books and various other materials on sensitive topics. People can browse our check out the books anonymously.

11. Motion to adjourn
Sally Tornow motioned to adjourn. Katie Bauer seconded. Meeting adjourned at 3:33 pm.

Respectfully submitted,
Tracy Monterville
Office Manager

*Next Board Meeting 2/23/2023
Via Zoom