MINUTES
Approved 3/23/2023

1. Call to Order – Kim McNally
   Kim McNally called the meeting to order at 2:03 pm.

2. Chair Report – Kim McNally

3. Approval of January Minutes – Kim McNally
   Sally Tornow motioned to accept the January minutes. Katie Bauer seconded. All in favor and motion carried.

4. Treasurer’s Report – Katie Bauer
   Katie reviewed the finance meeting that was held last week. The second half of state grant received. Vendor administration fees that have been received are looking strong, we will meet our goal. We are still in a deficit and are going in a good direction. Diversifying the contracts is paying off and we feel the deficit will be smaller than originally thought.

5. Executive Director Report – Ellen Paul
   Ellen expanded on Katie’s report about vendor administration fees. Not all received have been received and we believe they will be over projection. 340 schools took advantage of the Follett contract. Hopefully we will have final numbers for next month. Membership almost wrapped up, 15 members are outstanding at ~$6,000. She believes the majority outstanding will renew. Looking forward to the supplies contract. The responses are due back Tuesday, 2/28. Over the next month we will be finalizing consultants and professional services directory with the goal to open to consultants signup in a few weeks. Ellen touched on advocacy and legislation around libraries, eBooks, state budget, and current bills. She will be going to Washington in March for the ALA Congressional Fly-In day. We have heard from CLA about our program proposals and are thrilled to sponsor John Chratska from EveryLibrary. Sally asked if John’s speech will be recorded? Doug will look into it and report back.

6. Report from the State Librarian – Deborah Schander
   The State Library met with the Appropriations Committee on Thursday, February 23 to discuss the Governor’s proposed inflation-related increase to the State-Wide Digital Library line, which supports borrowIT CT, eBooks and eAudiobooks, the state-wide catalog and interlibrary loan system, and more. Other topics addressed included: eBook costs and active legislation, supporting more school libraries with the Community Shares program, and the CT Library for Accessible Books. The State Library continues to monitor and engage with other legislation, including proposals for a Dolly Parton Imagination Library and sanctuary public libraries. The State Library has also welcome Jennifer Matos as the new Administrator of the Museum of Connecticut History. Matos has more than 20 years of history museum experience, most recently serving as the Executive Director of the Noah Webster House and West Hartford Historical Society.

7. New Business
   a. FY 21/22 Audit Review (Katie Bauer)
      Katie, Ellen and the finance committee met with the auditor last week for FY21-22 audit report. She is happy to report a positive audit and conversation with the auditor. The auditor presented 7 minor items to be adjusted. CLC is poised to make is through another year. There were no red flags. There was a discussion about fundraising. If we have over
$500,000 in revenue, we have to do audit every year. The finance committee is not sure an annual audit is needed. We would like to keep it at every three to five years. The $500,000 revenue line makes her question fundraising. Auditor discussed Kestra and feels investments are important. To that end Ellen will be meeting more with our advisor. An identified risk is the state grant which constitutes 10% of CLC revenue. If anything happened to it CLC would be vulnerable. The auditor further feels the monthly statements are a true representation of what is happening financially. Sally asked if there is a $15,000 registration fee for fundraising which is $50 registration each year. If you fundraise it must cover the cost of the audit. Ellen has made moves to Kestra investments to more conservative investments. Dividends are being put in a cash account to balance market volatility. While the audit document says the state grant is 10% of CLC revenue, it is actually more as discounted product revenue is a pass through.

b. State Library Budget (Kim McNally)
Kim briefly spoke about the February 8th budget released and reported CLC has been flat funded. Kim and Ellen will keep the board updated. Katie asked if we could advocate for more at this point. The response is we can always ask, they don’t always listen. Ellen continues to have conversations with legislators. Katie reminded everyone the grant flat funding is actually a cut in funding due to inflation.

c. eBook Legislation (Ellen Paul, Deborah Schander, Doug Lord)
Ellen been doing a lot of work over the past two weeks. She reviewed what has been happening, what is happening now and in the future. Doug very encouraged effort has juice behind it and legs. Fantastic to work with Ellen Deborah, Kate and Olivia. Deborah has no additions.

8. Old Business
   a. CLC 20th Birthday Planning
      Kim reported fundraiser option is not happening. They will meet in the next couple of weeks to discuss how to celebrate this milestone.

b. Other Committee Reports (as needed)
   Finance Committee – Katie Bauer
   Katie committee has had the first look at FY23-24 budget.
   Nominating Committee – Jason Pannone
   Jason reported they met this morning. There are potential folks to replace the 5 departing members. He is hoping to present candidate by April meeting. Ellen alerted board members we are looking for school librarian. If they know of interested parties, please forward their names to ellen.
   Personnel Committee – Sally Tornow
   Sally Tornow – (attached)
   Bids Committee – Audra MacLaren (no meeting)
   Diversity, Equity and Inclusion Committee – Carrie Seiden (no report)
   Dues Committee – Veronica Kenausis
   Committee is meeting next week. There will be a proposal to the board soon.

9. Library News and Updates – All Board members
   a. Library Groups- reports from liaisons
      I. DLD – Dawn LaValle
         Dawn is member of the Statewide Digital Equity Act (DEA) Core Planning team who will be implementing the federal DEA required 5-year plan for $17million in DE funds.
CT Library for Accessible Books (CTLAB) has established 9 public library hubs to serve the blind and physically disabled community.

DLD partnering with Libraries Without Borders (LWB) for a first in the nation pilot with 6 CT libraries to design, develop and implement community library hubs.

DLD’s Growing Equitable Library Services (GELS) was selected for an ALA Annual Conference session and the program is being adopted by Vermont libraries as their EDI programming model.

New workshop series “Lead from the Future: Best Practice in Library Administration, Planning and Development” will include sessions on capital planning, library administration and governance, board and library director relations, strategy planning and much more. Series will begin in May 2023.

DLD’s Futures School program recognized by Institute of Museums and Library Services as changemaker for the future of libraries.

II. CASL – Jillian Woychowski (attached)

Nothing to add to report. Thank you to Dawn LaValle for eBook collection from B&T.

III. CCALD – Veronica Kenausis

Next meeting is Friday, March 10, 2023, and will focus on assessment toolkit.

IV. CSCU- Veronica Kenausis

Not much going on.

V. CLA – Doug Lord

Consistent strengths for the Association continue to be members who pitch in for collective efforts to benefit libraries of all types in Connecticut. Recent accolades go out to Kymberlee Powe (CSL’s DLD) who has agreed to represent CAS-L at meetings, Emily Rush from the E.C. Scranton Memorial Library who has taken on the role of Region 5 representative, and Allison Murphy from the East Haddam Public Library becoming a conference co-chair for 2024-2025

Legislative January and February saw significant activity regarding pending legislation that has the potential to help libraries. The most significant regards eBooks; there is much information that can be found on the CLA Advocacy pages.

The Association passed a Resolution regarding eBooks at its February 16, 2023 meeting, seen as a sound stance to take prior to the eBook legislation discussions.

Other, related legislative activity regards Sanctuary Libraries and incentive grants.

Many thanks go to CLC Executive Director Ellen Paul for her leadership on legislative issues.

Annual conference - The schedule for this 2-day event was released on February 15 and has the earmarks of an outstanding conference. Significant speakers from Connecticut and beyond include John Chrastka from EveryLibrary, the political action committee group specifically for libraries, and Michael Crumpton from UNC Greensboro.

CLA invites CLC board members to consider attending CLA 2023 to see some of the works and best practices that the state library board has helped to bring into existence.

VI. ACLPD – Dawn LaValle

ACLPD Bylaws revised and updated.

ACLPD seeking an Institutional Library representative.

*Next Board Meeting 3/23/2023
Via Zoom
b. Board & Library Community News
   None

10. Motion to adjourn
    Audra MacLaren motioned to adjourn. Jill Woychowski seconded. All in favor and meeting adjourned at 2:53 pm.

    Respectfully submitted,

Tracy Montereville
Office Manager