

Connecticut Library Association Board Meeting
July 18, 2024
10:00 am Business Meeting via Zoom
Minutes

1. **Call to Order:** President Scott Jarzombek called the meeting to order at 10:02 am.
Approval of Minutes: June meeting minutes
A motion to approve the June meeting minutes was made by Olivia Blake and seconded by Sam Lee. Motion approved. No abstentions.
2. **Old Business**
 - a. **President's Report** – See attached.
 - b. **Treasurer's Report** – See attached.
3. **New Business**
 - a. Motion made by Alessandra Casiello to add CLA conference 2026 Venue vote.
Seconded by Chonte Fields. Approved to add agenda item. See attached.

Representative Reports:

CT State Library: Deborah Schander: See attached.

NELA: Scott Brill: NELA is having their Emerging Leaders cohort called NELLS I. We had a record number (7) of Connecticut applicants. We are able to send 5 of the 7 members go to their meeting. It will take place at Southern New Hampshire State University on August 5th -7th. Earlier this month, Scott met with NELA leadership so that NELA and CLA can be more in line with things that we both want to achieve. Scott J.: It was a brief introductory meeting where we got to know each other. It was a nice getting to know you meeting and we are going to plan something in the future.

ALA: Kate Byroade: No Report.

ALA EDI Assembly: Kristina Lareau: Absent: No Report.

ACLB: Denise Stankovics: We are planning to do a joint webinar with FOCL in the fall with the suggestion of Pam Monahan, the representative to ACLB. She suggested we do a joint webinar on the role of the director, the board of trustees, and the friends to clarify who does what, who doesn't do what, to avoid conflicts. We were going to do our board basics in the fall, but we all agreed this was a better suggestion. Down the road, we may be looking at doing something on association libraries and hiring a director but that's currently on hold.

ACLPD: Alyssa Dansinghani: Absent.

America 250: Margaret Khan: I don't have a big update on it since I just started on it. But I have been talking with Doug and picking up where he left off and talking about his vision for this. We are hoping that libraries across the state will have big participation in this event.

BCALA: Robert Kinney: Absent.

Commission on Ed Tech: Colleen Bailie: the commission is starting to look at how AI is being used in places like libraries and school settings and what they can do in order to support or guide organizations. Our bigger meeting will be in September so I will have more information then. The state equity plan is out and on the state's website, so please take a look at that.

Communications Task Force: John Casiello: We are in somewhat of a pause. We sent a link a couple of months ago, but with the changes in board members, I will send out the link again to see what people think of the discord channel. We've been testing it, and it could be useful, but

we want to know what we're getting into before we really get into it. I will share it with this group before we move forward.

CASL: Mary Ellen Minichiello & David Bilmes: Jenny Lussier: We had a great ALA time. We learned a lot of things and met with the folks who did a lot of legislative work and continue to learn about those sorts of things. Tuesday, we had CASL's legislative group meet and we are really trying to work hard over the summer. We decided to focus our attention on collecting data especially if bills like having full-time certified school library media specialists in all schools is going to be one of the bills we are working towards, then we are going to need data on that. We are also working on continuing to get allies for us and look for different groups across Connecticut. We are going to the PTA expo because we think parents are crucial in the work that we are doing. That will be in October. If you have any questions, feel free to ask me.

CLC: Ellen Paul: Thank you to everyone who came to our Annual Meeting in June. We awarded our Spirit award to Jenny Lussier from CASL. She has done an incredible amount of work over the last year. It is a new fiscal year, and we have a new Board Chair, Tom Piezzo from Southington Public Library, a new vice chair, Katie Bower from Quinnipiac University Libraries. We have two new board members, Sunnie Scarpa from Wallingford Library and Liz Wright from the IB Academy in East Hartford. We have a new strategic plan with 2 announcements. We are awarding 5 scholarships to CT librarians and library staff to attend the Library Advocacy and Funding conference that is put on every year by Every Library. In the next few days, we are going to be announcing 3 new contracts for promotional supplies: tote bags, cups, pens, sunglasses, and all of that stuff. We're really excited to launch that in our August Newsletter.

FOCL: Debbie Misiaszek & Pamela Monahan: Absent.

Library Connection: Laura Horn: No report.

Region 1: Heather Aronson: Absent.

Region 2: Lisa Miceli: The Berlin-Peck library is expanding their outdoor space with the addition of a patio. The Weathersfield Library Community conversation book club is reading "The Anxious Generation" by Jonathan Haidt. The Welles-Turner Library in Glastonbury has hired a Makerspace coordinator. The Lucy Robbins Welles library in Newington is hatching baby chicks this month. The Plainville library is sponsoring a 6-week writing course this Summer.

Region 3: Chonte Fields: The Willington Library has had some extreme turnover in the past couples of months. As a result, they are backlogged in their Interlibrary Loans, so if you are expecting something from them, please give them a little grace.

Region 4: Brenda McKinley: In September, the Mark Twain library is promoting their "Get Carded" campaign with a limited-edition library card designed by a local artist, Robert Mars. They'll be taking it to the streets and visiting folks at local hot spots and asking if they have their library cards with them. If they do, they get a prize, get on social media if they agree. All part of library card sign up month. Here in Ridgefield, we are gearing up for our Annual RidgeCon, which is our all fandom fun day. In 2024, we are also celebrating the 10th anniversary of our expanded building. We had a successful gala and a wonderful event with our local legislative contingent.

Region 5: Emily Rush: Absent.

Region 6: Madhu Gupta: Absent.

SCSU: Cindy Schofield: Arlene Bielefield has retired this past semester and is enjoying retirement at 93. We have a new professor who will begin in the fall and teach the courses she

has been teaching. We currently have 11 interns in libraries around the state this summer. Thank you so much. We can't have the internship program without your libraries willing to host. I'm currently creating placements for the fall semester. If you want an intern, let me know.

Sustainability Taskforce: Alessandra Casiello: we have 4 subcommittees. Our trainings/software committees- we are still looking into a different software other than StarChapter. For the training part of that, everyone here who is a voting board member should have gotten an email inviting you to the google drive. If you are new to the board or your position changed, you should have gotten an email to change your password. If you did not, your login is the same, or it may have gone into spam. Please let us know. A reminder, the people on the board need to be members. If you look at our board member page, your position will say vacant. We will do a training for new board members in August. I will send out an email with dates and times. For our financial committee, we do have a draft of our financial plan. I will connect with Margaret to do a final edit on that draft. That will be something to approve next month. Also, next month, our strategic plan draft is complete. We want to get it out to the board to vote on and look at any changes. If anyone wants changes or has questions, we can talk about it then. We would like that to be voted on and approved so that in December, we can share it with the membership for the start of the strategic plan in January 2025- 2028. For our Bylaws, we didn't get enough people to vote on the bylaws to approve. Of those who did vote, which was just under 300 people, said yes, but we need two-thirds of the membership to vote.

The idea is to have an open public specifically to vote on bylaws in September.

Association Committee Reports:

ADA: Maria Bernier: Absent.

Archivist: Gerald Seagrave: No report.

Awards: Region Reps: N/A. Sarah:- One thing we talked about for this first newsletter is to name the award winners from this past year and why they got the award.

Career Development: Andy Forsyth & Amanda Stern: The library leadership institute is going to be on Friday, August 23rd. Registration is open. We have a keynote panel presentation on building a community of inclusion led by Diane Winston and include a panel of Ct Library Leaders. We are going to talk about total compensation, your secret to amping up your employee engagement Alison Ebner from APLE. We also have Peter and McKenzie from leadership coaching from Perspectives Leadership Coaching talking about becoming the leader you wish you had. There will also be a presentation on networking made easy, a great lunch, and time to collaborate with your colleagues. Our mentoring programing is amping up for our next cohort. The applications for mentees are opening in August. Beth Piezzo and I are going to get an info session on the calendar for early in the month. Mentor applications are rolling. All this information is on the website.

Conference 2024: Alessandra Casiello: We are having our first Conference 2025 meeting on Monday and hope to have more information next month.

Grants/Fundraising: Alessandra Casiello: We received some bad news last month that Labyrinth Brewing Company where we have held Banned Bands for the past 4 years, is shutting down. We are thankful to Adam for supporting us. At this time, we just can't put the pieces together to do Banned Bands or Freedom to Rock fundraiser. So, we will not be doing those fundraisers but are looking to do a different Fall fundraiser. If you have any ideas, just let me know. Thank you to Sam and Lindsay for the past few years on that. Hopefully, next year we can

find a new location for that.

Intellectual Freedom: Sam Lee & Lindsay Delligan: Lindsay and I, Tess McCool (from CASL) and I went to UConn for their Human Rights Fair on July 9th to present about the work we're doing around censorship and book banning. We talked with over 40 high school students and teachers, lots of great and positive engagement. We got reports of folks experiencing Hide the Pride campaigns at their libraries. We're encouraging everyone to check their collections and report any suspected campaigns to OIF.

Legislative: Kate Byroade & Olivia Scully: In June we had our in-person strategy session facilitated by Maureen Sullivan. There were a number of things that came out of this meeting. I'm proud of the work that everyone did. A couple of things that came out of this meeting: strategic goals, a main legislative agenda for this coming session, preliminary objectives to build capacity. For the strategic goals, some of the highlights are building comfort and confidence in talking with our legislators; ensuring that enough of us know how the legislative process works; engaging more people across the state and grabbing the library narrative back and developing our own narrative and key messages; positioning libraries as essential to a thriving Connecticut; ensuring that we speak for the full library community; being aware of constraints that our colleagues may face; setting a comprehensive library legislative agenda with a plan to implement a need for public input; providing thorough education for our library colleagues; and determining how we can all work together, address our differences, and find common ground. In terms of the main legislative agenda, we have 4 main points with the understating that other timely issues can emerge at the last minute. We are going to continue working on eBooks; working on a budget ask to include funding for CT State Library, CLC, individual communities and bring more funding into the equation; certified full time school librarians and media specialist in every school; and policy required in every school district for reconsideration of library materials. Some of our preliminary objectives to build capacity: promoting the importance and value of our profession externally; empowering ourselves to embrace our profession internally and really internalize our profession's legitimacy. We're going to look at our approach as a library community to professional development. Our upcoming meetings: August 13th at 3pm and Tuesday, September 9th at 3pm, and Tuesday, October 8th at 3pm. We are going to have another follow up in person working meeting in September.

Outreach: John Casiello: I am looking forward to getting the newsletter back together. It will be exciting to get that going and keep that going.

PEG: Mary Etter: Absent with report: I will be contacting the six Regional Reps (who comprise the PEG Committee) so we can review the program's description on the CLA website and in the bylaws for updates/presentation at the next meeting.

Procedures: Lisa Miceli: No report.

Section Reports:

Children's: Alexandra Remy & Chonte Fields: Sage Gentry: Thank you for the opportunity to be a Children's Section Co-Chair, it has been a wonderful experience, and I am very grateful. Alex Remy is going to be taking over with her new co-Chair and I wish them the best of luck.

CLASS: VACANT

College & University: Rob Walsh: Absent.

JEDI: Mary Richardson & Sam Connell: Absent.

Public Libraries: Jennifer Sullivan: Absent; sent report: Passports are over, winners and their

libraries have been notified, and I plan on doing a lot of surveying and other work to clean up the program for the next one in 2026. There have been a lot of suggestions on how to make it easier, greener, etc. and I'd like to consider them.

Reference & Adult Services: Christie Mitchell: Absent.

Resource Sharing: Matt Earls: Absent but no report.

Technical Services: Ann Victor & Christine Rinaldi: No Report.

Technology: Kate Sheehan and Christopher Knorr: No Report.

YA: Stephanie Smith: Absent.

Adjournment: 11:33 AM Motion to adjourn by Alessandra Casiello. Seconded by Chonte Fields.

Present: Scott Jarzombek, Erin Dummeyer, Sarah McCusker, Margaret Khan, Shannon Angelone, Deborah Schander, Alessandra Casiello, Allison Murphy, Amanda Stern, Ann Victor, Brenda McKinley, Chonte Fields, Christie Mitchell, Christine Rinaldi, Cindy Schofield, Colleen Bailie, Denise Stankovics, Ellen Paul, Jenny Lussier, Jerry Seagrave, John Casiello, Kate Byroade, Laura Horn, Lisa Miceli, Maria Bernier, Michelle Scheier, Olivia Blake, Robert Scheier, Sage Gentry, Samantha Connell, Samantha Lee, Scott Brill.

President's Report

Scott Jarzombek

I met with all of the Executive Committee, Past, Present, and Future President. You'll see the three of us working together a lot more moving forward. We'd really like to get a newsletter out sometime in Early August. I will be sending an email out to specific committees asking for a brief paragraph of what you did and did successfully over the last year and what you will be doing moving forward. I'd also like a quick introduction and review of the Legislative Committee and what the group is looking at moving forward into this next session. We've done some great work already and I'm going to hand it over to Sarah to discuss how we are going to move forward.

Sarah: We had a legislative strategy session a couple of weeks ago and there was a lot of good work at that. What Scott, Erin, and I were talking about is that CLA should have a united front as we move towards all our legislative goals. To that end, we need to make sure we have a mechanism in place to hear dissent, or comments, from people. As we recall from the last session, there were some last-minute comments "we're hearing librarians don't like the eBook bill" so we want to make sure that the concerns that the membership has, are heard and that we can address them in a timely way. We'll be trying to figure something out with that so if anyone has ideas or wants to be involved, we are open to hearing that.

Scott: Like I said, we are working on a newsletter. It's going to be short, but it was something that was big for Sarah and she built the foundation for it, so I want to move it towards the goal line. The only other thing is the commission for our democracy. We have a new representative for it, Margaret Khan.

Treasurer's Report

Today, I have the treasurer's report for the end of the year and the presentation of this year's budget for us to adopt. Closing out the '24 fiscal year, we did have a good year. For the conference, we had budgeted \$158,000 in revenue and we went about \$20,000 over that. At the end of the year, we received \$178,650 from the conference. We went over our expected membership by about \$2,000. We budgeted about \$7,000 in donations and received \$9,500 in donations. When we closed out our books, we ended up with a net income of \$23,726.06. Thank you everyone for their great efforts and Alessandra for grants and fundraisers, and conference. We had a really fantastic year this year. Are there any questions about the '24 budget?

Alessandra: When I was looking at the profit and loss in 23-24, we had gotten the PEG donation of \$3,000 and that wasn't listed in there.

Margaret: We did get that and because it was designated, we set it aside in a separate account so that we make withdrawals, it has its own account that its coming from.

Erin: Can you please explain to everyone what will happen with surplus funds?

Margaret: The income we received, we have three funds that we are keeping \$20,000 in. \$20,000 each will go into a conference fund, \$20,000 will go into a general/emergency fund, \$20,000 will go into a sustainability fund. Any in excess of that, we do have some other accounts that we are trying to keep money. So, any money we make in the year, we are hoping to put it towards the salary surveys that we do, and we try to keep that out of operating budgets. And also, for conference venue deposits. Any in excess of those 3 contingency accounts is available in a balance fund for us in our checking account. As we hope to continue to grow our savings, we will look into doing some investment accounts, but this summer as we do a changeover, we will be opening a savings account.

Moving into the 2025 proposed budget. Despite us having a good year, this year's budget was difficult to balance. We are working with some higher costs, particularly with food for the conference. We had a lot of requests from the sections and committees for bigger budgets to expand their programming. We also had the general increase in goods and services. We are still with StarChapter right now as we investigate other options. So, with the increase in cost for StarChapter both in its base for operating costs and transaction fees that we are seeing, we had to budget for that; increases in insurance. I do appreciate the sections and committees who got back to me about ways to cut down on their budgets. I wanted to be conservative in our estimates for revenue. I didn't just want to balance everything out expecting more in donations and hoping it worked out. This is a balanced budget that we are presenting with sustainability in mind. If we adopt this today, I will get an individual budget for each section and committee to those cochairs by the end of the month.

Motion to approve the budget made by 1. Alessandra Casiello. 2. Chonte Fields.

Motion passes.

New Business

a. CLA conference 2026 Venue Vote

Each year around this time we are looking at venues for two years ahead so we can plan that budget. In the past, we don't have a lot of venues that can fit us as an organization. We are still in the same position in that we have 2 places that can fit us and 2 places that I get quotes from: Mystic Marriott and Connecticut Convention Center. I just got the quote for the convention center yesterday so I can show you the comparisons.

Comparison

	CT Convention Center 2026	Mystic Marriott 2026
Dates Available	April 26-28	May 3-5
Rental Fee	\$39,300	\$6,600
F&B Minimum	\$60,000	\$69,000
F&B Actual	\$111,962	\$109,394 (Includes service charge & F&B tax
Wi-Fi	\$900	\$0
AV Fee	\$29,924	\$27,000
Additional Fees	\$5,470	\$0
CT Tax-exempt	6.35%	\$27,000
F&B Tax	7.35%	\$7.35%
Service Fee	22%	22%
Parking Fee	\$13 per car/day	0
Guest Room Rate	n/a	182.00
Estimated Total	\$187,556	\$142,994

*Estimated total is based on 2020 attendee numbers for F&B.

Room rate for Room rate not available yet.

Both venues say costs for food are not guaranteed until 90 days before the conference. Rates may go up, down, or stay the same. We need to make a decision so that we can make a deposit to reserve these dates.

We have looked at other places, but they either can't fit us or there are not enough meeting rooms. If anyone has other venues they think would work, let us know. Other venues we've had in the past have closed. When the conference was held in the convention center in 2022, the rate was discounted even further and comparable to Mystic.

Scott Brill: Is the difference between the two untenable?

Margaret Khan: It is right now but it might be something we look at doing every 5 years or so.

Sarah McCusker: I think that being transparent with the Membership is really important. I think even if we don't want to publish this, it would be handy to have Numbers like "if we had this in Hartford, this is what it would cost for you to attend." It would be handy to have a number to say "this is why" it's held in Mystic.

Alessandra: Next year, we plan on having a smaller number of sessions to resolve the small room issue. By breaking down the bigger rooms, there is an added cost of \$500.

Scott Brill: I make a motion that the 2026 Conference is at Mystic Marriott. Seconded by Margaret Khan. Open for discussion.

Margaret: Have we looked into universities?

Alessandra: We haven't but the problem with that is we would have to team up with a caterer and a hotel. We can certainly look into in the future, but we have not.

John Casiello: The time of year is an issue because we have to have the conference at a certain time of year in which universities are still in session. We've looked at that part of it and asked if we can move it, but we can't. Also, it's the end of the semester.

Brenda McKinley: We don't want to lose money. Do we have a goal in terms of if we want the conference to make money? Do we view the conference as part of the income?

Alessandra: I would love for the conference to make money. I always lowball our income because attendee counts can change. We had a great year this year and it was the most we've had. If that number were to drop, my worry would be that we wouldn't even be able to pay for the conference. At a time, it was a moneymaker for CLA but for the past 6 years, it was just making ends meet.

Scott: I think most associations view their conferences as a money maker. We really do have to view the conference as a way of making money.

Scott called for a vote to go back to Mystic in 2026.

No oppositions. Vote passes.

State Librarians Report

Deborah Shander

I have three updates to highlight. The museum of CT history is currently closed until August 2nd. We are undergoing significant renovations to the collections and museum spaces, specifically, in the cult collections and Connecticut collections galleries. In addition to adding new interpretive content, we're adding new wall graphics which will make the experience more exciting to younger viewers. This is something we've been wanting to do for some time. We'll also be swapping out some of the content that's in our galleries. For example, items that are made in Connecticut related to the culinary industry. You'll be able to see a refrigerator, a tea kettle, and things that have been made in Connecticut. We'll be doing new interpretive content, renovating exhibit cases and things like that. We've also just received a \$25,000 grant from CT Humanities, which will allow us to plan for a new exhibit about Connecticut's role in the American Revolution and what the legacy of that event has been.

We are also in the process of conserving the Royal Charter of Connecticut from 1662. It is one of the most legally and politically significant documents in our state history which is what gave our government its right to operate. The State Archives is the caretaker of that document, and we are currently conserving it. It should take about 6 months to go through that process. We'll also be adding new education content about the importance of founding documents, about conservation, about the charter itself and the content itself that is connected with that document.

Lastly, the Public Library annual report is open. If you have any questions about that, Barbara is available to answer them individually or through webinars. This is a report that is required by both the state and federal government in order to get the funding that we get, Reports are due October 1st.