

**Connecticut Library Association Board Meeting**  
**October 4<sup>th</sup>, 2018**  
**Middletown Library Service Center, Middletown**  
**9:30am Coffee/10:00am Business Meeting**

**MINUTES**

1. **Call to Order:** President Kate Byroade called the meeting to order at 10:02am.
2. **Approval of Minutes**
  - a. **September 6<sup>th</sup>, 2018 meeting minutes:** Tabled due to lack of quorum.
3. **Old Business**
  - a. **President's Report-Kate Byroade:** Kate announced that there is \$14,000 in the bank and Jen D. shared that fall conference registration is underway. The children's conference registration is a little low, but others are steady. Kate wants to provide a reality check on the current situation and is working to fix the problem. Tom is working on membership. Kristina and Kate are working with CLC to pull together as much historical information as possible to do analysis to identify trend lines and to counteract them.
  - b. **Treasurer's Report-Kristina Edwards:** Kristina stated that the report is from August. She reminded members to support upcoming programs by sending out announcements to coworkers and colleagues to increase exposure. The section activities make a difference in the bottom line. She is working with CLC, Jen D. and Jennifer K. to put a donate button on the website for added revenue. She will also look at doing a major fundraising event to increase funds and is looking at the bylaws to determine how money is allocated and how it's raised to make sure everything is aligned. Jennifer K. informed the board that the timing of the financials is due to the timing of the meeting and that they are just closing out the September books. Credit card payments are its own statement and they then get deposited into the bank. Jennifer K. gave reassurances to the board that funds are not out of line with historical information. Dawn stated that there is a need to have a strategic plan so that donors know where the association is headed and Kate agreed that a strategic plan needs to be done. Glenn replied that the development committee needs to do that. Jennifer K. shared that there are community foundations that may be able to provide leadership to develop a strategic plan.
4. **New Business:**
  - a. **CT Humanities- Executive Director Jason Mancini:** Kate introduced Jason, who has been the executive director since January 2018. CT Humanities is increasing their impact around the state, their core areas of interest and they want to bring back the step program to increase their capacity and organizational strength. They are focused on digital humanities through cthistory.org and teachatct.org, a CT based curriculum site. They will be hosting their Center for the Book awards ceremony on October 14<sup>th</sup> in Westport and have opportunities to schedule Book Voyagers programs. They are also focused on developing CT based stories and narratives, to develop a deeper sense of CT pride, and celebrate CT pride day, involve CT league of history organizations, CT Explored magazine, and are working with the state historian on a newer initiative "Today in CT history". An app offering ConnTours, was developed through a partnership with DECD to highlight the freedom trail. In the future they'll be working on the revolutionary trail and a native American history tour. CT Humanities is looking for ways to engage communities and youth, to provide opportunities for civic discourse, and looking to harness content that's created on a digital platform. Jason would like to find a way to think collectively around impact and work together with CLA to increase access. He is concerned about the broader trend of accessing everything online and creating ways that people can be engaged in new ways and to increase their intellectual thinking compacity. Kate spoke about some of the past collaborations between CLA and CT Humanities. Jennifer K. commented that CT Humanities' initiative around the Center for the Book has created a database for all things related to books, a place to advertise book events, and to create a presence on the database. Jason informed the board that there are quick grants available that libraries can apply for in collaboration with local organizations that will foster dialogues around books such as author talks or panel discussions. It only takes one month to obtain funding and interested libraries can

follow up CT Humanities staff. Information is available on their website at <https://cthumanities.org/grants/quick-grants/> .

- b. **Publicity & Communications-Taglines:** Leah and Jen D. collected taglines that were submitted by board members to be added to the website. The list of taglines was shared and will be voted on in November. If anyone has any suggestions, send them to Leah and Jen D.
- c. **CT Cooperative Library Services Group:** Jennifer K. is representing 4 groups: CLC, Bibliomation, LCI, and LION. The group was spurred by LS&S's promotion to municipal leaders and will exhibit at the upcoming Connecticut Conference of Municipalities with the goal of both communicating to leaders that regionalization and cooperation has been happening efficiently for years and to demonstrate tangible ways to show that libraries are bringing value to their communities. Jennifer K. will follow up with libraries to find out what they are doing in their communities. The conference is at end of October. The booth and available materials are directly addressing CCM members themselves and they have identified 14 areas they are interested in. Jennifer K. will be sending out a call for ways libraries are meeting these objectives. Kate is pleased that this has come together and when she attended LS&S' presentation, heard firsthand that everything they offer is already being done by CT libraries. LS&S didn't discuss staffing practices such as the firing and rehiring of staff at lower rates & benefits.
- d. **Financial Plan:** Tabled due to lack of quorum.
- e. **SCSU MLIS Program-Brian Real and Cindy Schofield:** Cindy, a member of the MLIS staff, is the accreditation coordinator and a professor. She gave an overview of the school's status. SCSU lost their accreditation, a task force was formed, and they decided to build new program to seek accreditation. An advisory board was created, and the program was changed to MLIS, and they brought in advisors to navigate the ALA accreditation process. The program and classes have been approved and they are in accreditation candidacy. All current students will graduate with a degree from accredited institution and the LMS program has always been accredited. A new element of program is to include a required internship. Brian Real is the coordinator for program. Brian explained that each student needs to complete an 150 hour internship which includes 30 hours of writing, reading, reflecting and a 120 hour placement at a library or archives in the state. The internship will be focused on a project(s) and he would like interns to experience a rotation within an organization. For school library interns, 60 hours at library media center, and 60 hours at public library will be required to increase portability and job prospects. To increase cooperation between organizations, he plans to visit students during their placements. Kate commented that she had three University of Rhode Island students complete their internships at her library and each student had a rubric to refer and to provide structure. Brian has guidelines for everyone, including students, and forms to be filled out to state the agreement between student and organization. He wants to get the student onsite and coordinate with the site host to develop customization for experience and library needs. He also wants to bring students to libraries to do tours and will follow up with libraries around the state. Cindy explained that the internship is not a job, nor a substitute for full or part-time employees. Brian stated that he wants to organize tours and activities around the state and hopes that union members will see this as an opportunity to be a mentor and to train and teach future library employees. Dawn shared that she works with multiple unions and has intern programs. She has resources to help provide guidance for libraries interested in developing a program. Carl shared that he had an SCSU intern over the summer and had great experience. SCSU even provided a letter for staff members helping with the internship and that it is good to include on a resume.

#### **Committee/Section/Roundtable/Regional Representatives Reports:**

**ACLB: Denise Stankovics:** Dawn announced that the ACLB conference registration is open and that it closes on October 22. Nominations for library board of trustee awards will be closing soon.

**ADA: Maria Bernier:** Absent

**ACLPD: Ramona Burkey:** Absent

**ALA: Erin Shea:** Erin announced that the Carnegie Medal long list has just been released. The room reservation revision has been made and the approval of the document has been extended to October 15<sup>th</sup>.

**Archivist: Gerald Seagrave:** Jerry shared that he attended the grand opening of the Oxford Public Library.

**Awards: Region Reps:** none

**BCALA: Vivian Bordeaux & Robert Kinney:** Absent

**Career Development: Richard Conroy & Laura Horn:** Absent

**CLA Lobbyist: Gallo & Robinson:** Absent Kate attended the lobbying day last year and found it was a great opportunity to learn from legislature members from across the spectrum.

**CLC: Jennifer Keohane:** Jennifer K. stated that there are lots of roundtables and she and CLC staff will be attending many conferences such as CCM, CASL, and CT Conference of Superintendents. Staff is spending the fall getting to know everyone so CLC staff will be attending many roundtables. The a section of the newsletter will be asking what libraries would like and what they can't afford. CLC saved over \$7.3 million dollars for CT libraries. Some trends they've identified are that book is spending down and libraries are finding ways to fund the databases they want. There are new CLC tote bag with a redesign which can be bought in small quantities.

**Commission on Ed Tech: Colleen Bailie:** Colleen attended the meeting on September 10<sup>th</sup>. They talked about how to support educational goals, discussed the ISTE standards, possibility of allowing alternate learning days to offset weather days or power outages, e-rate and how many schools and libraries aren't participating, and are developing a statement to show how libraries are bridging the digital divide.

**CSL: Ken Wiggin:** Absent

**Children's: Kari Hamad & Alison Murphy:** Kari stated that the annual fall workshop is on Friday, October 5<sup>th</sup> and that registration still open. They are also gearing up for annual.

**College & University: Julie Styles:** Absent

**CLASS: Carolann Slayton & Samantha Partney:** Carolann has been asking for help to their meet goals and talking with the committee about fiscal responsibility. They've contracted with a new lunch caterer and MCC will provide breakfast and beverages for lunch. The conference will have vendors and they are hoping vendors will provide giveaways. The Ferguson Library will make copies of the program. They hope to have 100 people in attendance and want to make \$2,000 to give to CLA. Registration is currently at 28 people but there are still 2 weeks left for registration. The committee will meet next week to view the venue. The keynote speaker is Rachel Levinthal-Weiner, a data engagement specialist, that uses data storytelling and a marriage of data visualization and data reporting and will show simple strategies that libraries can use to show their data.

**Conference 2019: Amanda Brouwer & Jennifer Rummel:** Absent Kate shared that they are working on plans and are meeting once a month to review the status the of conference plans. Conference proposals are due the Friday before Thanksgiving. Kate introduced Chris Carney, Conference co-chair 2020. Stefanie Prada will also be a co-chair. Chris and Stefanie will shadow the current conference co-chairs. Chris shared his excitement to be a part of the conference.

**Customer Service: Ellen Janpol & Shelley Holley:** Shelley announced that there are 25 people signed up for the upcoming workshop and they are looking at proposals for CLA.

**Development & Planning:** vacant

**FOCL: Frank Ridley:** Frank stated that the fall conference has been postponed because 2 speakers have backed out. They are hoping to hold the conference in March 2019.

## **Grants: vacant**

**Intellectual Freedom: Sam Lee:** Absent Glenn shared that the group is hosting a joint workshop with the Technology Committee.

**Legislative: Carl Antonucci & Mary Etter:** Carl stated that the group will meet after this meeting. Founding partner, Betty Gallo, of Gallo and Robinson, is retiring. Carl has been nominated for an ALA councilor at large seat and his name will appear on the ballot. He would like to continue in this role. CCSU is hosting an EXCITE program on campus and Kristina commented that it is a tough program but well worth it. CCSU has also begun hosting a faculty book club.

**Membership: Thomas Piezzo:** Tom had meeting with Leah and they are working on changing the pamphlet and producing videos. They would like to create a member video featuring 4 or 5 people. Leah makes them for Farmington Library. Tom asked for volunteers to be recorded. Leah wants to have them ready to present at the March board meeting just before the annual conference. She just needs 5 minutes at the Barney library but is willing to film at other locations. Tom stated that the pamphlet is almost ready. He will be attending the upcoming children's and CLASS conferences and wants to attend the YA conference as well.

**NELA: Christy Billings:** Christy reminded everyone that NELA is begin held on October 21-23 in Warwick, RI. Kate will speak at the chapter leader's forum. Rhode Island will be holding their annual conference in Mystic, CT in October 2019.

**Newsletter/Website Editor: Jen Datum:** Jen mentioned that the instructions on how to check on section members was sent with agenda and that she is hoping that each section checks the list monthly. Each section can run a report and send an email to members through StarChapter. The instructions included information for Region Reps to utilize so they can send out an email to everyone in their region. The sections can go in and search by position or library type to create curated lists. Jen announced that the newsletter is coming out midmonth and she is looking for people news-including photos and event announcements.

**PEG: Peter Ciparelli:** Absent Glenn shared that Peter is recovering and that he hopes to return in November.

**Publicity & Communications: Leah Farrell & Francie Berger:** Leah passed out a flyer on next month's program. Francie reached out to graphic design and marketing professionals. Attendees at the program can bring publicity samples from their library for critique.

**Procedures: Danielle Valenzano:** None

**Public Library: Maria Zervos:** Absent

**Reference & Adult Services: Matt Earls:** Absent

**Resource Sharing: Steve Cauffman:** Steve announced that the group will be meeting electronically to discuss conference proposals.

**SCSU: Arlene Bielefield:** None

**Technical Services: Jackie Toce & Dana Hanford:** Jackie shared that there are 15 people registered for their upcoming conference.

**Technology: Genevieve Francis:** Absent Sam shared that they will be doing a joint program with Intellectual Freedom on Friday, October 5<sup>th</sup>.

**Young Adult: Brittany Pearson & Alyssa Skorski:** Brittany stated that they are getting ready for their November meet up and preparing conference proposals.

**Region 1: Matt Yanarella:** Absent

**Region 2: Susan C. Ray:** Absent

**Region 3: Leslie McDonough:** Absent

**Region 4: Geri Diorio:** Absent Kate shared that Stamford has created a small recording studio, Norwalk is starting their strategic planning process, and Wilton lost \$50,000 from their budget so they have started a 25 for 25 fund drive asking the town to match the donations made by 25 people. Wilton is asking each donor to donate \$1,000.

**Region 5: Chris Hemmingway:** Chris shared that fall programs are underway with book signings and more. Renovations at the Madison library are underway and they will be opening a temporary location. The Plumb and Seymour libraries are also undergoing renovations. Middletown Library has a new director.

**Region 6: Gale Bradbury:** Absent

## 5. Adjournment

The meeting adjourned at 11:23am

Present: Kate Byroade, Lisa Karim, Glenn Grube, Kristina Edwards, Cathy Potter, Erin Shea, Christy Billings, Christopher Hemmingway, Kari Hamad, Carolann Slayton, Steve Cauffman, Jackie Toce, Brittany Pearson, Alyssa Skorski, Chris Carney, Dawn LaValle, Shelley Holley, Carl Antonucci, Tom Piezzo, Danielle Valenzano, Leah Farrell, Francie Berger, Gerald Seagrave, Jennifer Keohane, Colleen Bailie, Frank Ridley, Jennifer Datum, Arlene Bielefield