

**Connecticut Library Association Board Meeting  
November 1<sup>st</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 10:00am.
2. **Approval of Minutes**
  - a. **September 6<sup>th</sup>, 2018 meeting minutes:** A **motion** to approve the minutes of September 6<sup>th</sup>, 2018 was made by Glenn Grube and **seconded** by Francie Berger and was **approved by majority. Motion passed.** Lisa Karim, Julie Styles and Susan Ray abstained.
  - b. **October 4<sup>th</sup>, 2018 meeting minutes:** A **motion** was made by Lisa Karim and **seconded** by Chris Hemingway to approve the minutes of October 4<sup>th</sup>, 2018 with the following correction:
    - 2019 Conference Co-Chair Stephanie Prato's name was spelled incorrectlyThe minutes were **approved by majority. Motion passed.** Matthew Yanarella, Leslie McDonough, Geri Diorio, Gale Bradbury, Alison Murphy, Maria Zervos, Matt Earls, Genevieve Francis, Maria Bernier, Laura Horn, Richard Conroy, and Sam Lee abstained.
3. **Old Business**
  - a. **President's Report-Kate Byroade:** Kate attended NELA and discovered that two other states are working on getting their finances on QuickBooks and that several states do not have chapter management software. CT attendees participated in the NELA games but did not win the coveted NELA snail although attendees were persistent in finishing the puzzle. Kate also attended the CLASS conference which was done very well and congratulates everyone that's done a conference this fall. A PR Tune-Up will be held this afternoon and the YA conference is coming later in November.
  - b. **Treasurer's Report-Kristina Edwards:** Kristina wants to look further into the bylaws as they relate to finances such as the statement for the PEG grant committee. She wants to bring items to the board to either re-write or keep them. She is also working with Jen D. and Jennifer K. to get a donate button on the website. Kristina stated that CLA needs to think about doing a strategic plan, suggests an option for donors to donate to the scholarship fund, general fund or other area. The taxes will be filed today and she thanked everyone for the fall programs and the funds they have generated.
4. **New Business:**
  - a. **Financial Plan:** Kate reviewed the process that the Executive Board followed in reviewing and revising the plan. A **motion** to approve the revised CLA Financial Plan was made by Mary Etter and **seconded** by Glenn Grube. The floor was then opened up for discussion.

Richard Conroy commented on the investment strategy and expressed discomfort in prohibiting specific investments and asked if the plan has been reviewed by a financial planner. Glenn replied that the restrictions on investments were already in the plan and were not added nor stricken. Kate replied that she was waiting to discuss the plan with a financial planner until the plan was revised and relatively updated. Ken Wiggin stated that there may be some State requirements that mandates investment restrictions. Brittany Pearson suggested that gender pronouns be removed and replaced with "they". Richard Conroy noted that the plan states that gifts will be sold and suggests the development of a gifts policy. The motion was **approved by majority. Motion passed.** Maria Bernier abstained.
  - b. **Publicity & Communications-Taglines:** Leah Farrell and Jen D. reminded the board that because there was no quorum in September to vote, Leah would read through the taglines again. Francie suggests sending out the list for review. Kate suggests using Survey Monkey. Jennifer K. reminded members that CLA is for individual librarians and that the tagline should focus on this aspect. Leah agreed that it would be better to think about the options and make a good decision. Kristina offered to help refine the slogan and suggested adding the question "What do you think of when you think of CLA?" to the survey. Jennifer K. suggests including the CLA mission statement to help members connect the tagline with the mission.

- c. **Resolution to Support Increased Federal Funding for Libraries:** Ken announced that the reauthorization of the IMLS Act has been introduced in both the house and the senate. The reauthorization calls for an increase to the base amount for every state and any amount above that will continue to be based on population. The Chief officers at the state libraries have been pushing to have the amount increased since every state would do better and it would not be a lot of money added to the federal budget. Congress has continued to fund IMLS and even increased it last year. Ken feels there will be congressional support and there is the possibility that they will force states to come up with matching funds. A **motion** to accept the Resolution to Support Increased Federal Funding for Libraries was made by Lisa Karim and **seconded** by Ramona Burkey and was **unanimously approved. Motion passed.**

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

**ACLB: Denise Stankovics:** Denise stated that tomorrow is their annual conference and 130 people have signed up. The keynote is on everyday advocacy and how all members can work together to build. There will be 4 break-out sessions: why ethics matters, hiring a director, best practices for accepting donations, and one more after lunch. Registration is closed. The fall newsletter has been sent out and they have finalized the revision of the board manual.

**ADA: Maria Bernier:** Maria announced that they held an awesome fall conference.

**ACLPD: Ramona Burkey:** Ramona stated that they are still meeting and will have a policy in fall 2019. They had a presentation from ERIC on their e-materials platform. They also had an update from Dawn LaValle on the Excite 2 cohorts and the BorrowIT PSA campaign.

**ALA: Erin Shea:** Absent

**Archivist: Gerald Seagrave:** Jerry asked for reports of fall programs and conferences to be sent to him.

**Awards: Region Reps:** Chris Hemingway announced that they are now accepting award nominations.

**BCALA: Vivian Bordeaux & Robert Kinney:** Robert stated that BCALA held a Meet and Greet in October and is trying to increase its membership. They will meet on November 20<sup>th</sup>. They are also creating a listserv and are actively trying to locate librarians of color to get better reach. Robert asked members to send suggestions to him.

**Career Development: Richard Conroy & Laura Horn:** Richard reported that they met last month and decided to cut back on the development money for scholarships to \$1,500 for this year. This is the profit from the Leadership Conference. Richard asked for the board's approval to make changes to the way jobs that do not meet salary minimums are posted on the CLC Jobs List page. These jobs are currently posted to the bottom of the page but after discussion it was decided that it is more cumbersome for CLC staff to continue this practice. It was originally intended to encourage libraries to post jobs that meet the minimum salary guidelines. Kate feels that it is important for job searchers to know that some jobs do not meet the criteria. Kristina stated that it offers employers the opportunity to negotiate salaries. Jennifer K. stated that the jobs list is a CLC service and that they would like to get the blessing of the board for the proposed changes, and she wants to make sure that the guidelines are represented in an appropriate way. Maria asked if the salary guidelines could be included on the CLA website. Mary wondered if there are options available to change how CLC posts the information on minimums. Julie believes it should be up to the job seeker to determine if a job is worth applying for and that a seeker may not scroll all the way to the bottom to discover jobs posted there. Colleen shared that she would love to offer pay at CLA minimums and thinks that putting types of jobs together would encourage people to apply for all available jobs. Alyssa suggested using a symbol to denote salary information. Jennifer K. stated that it is a CLA member benefit to post listings for free and that non-CLA members pay \$100 to post and that some posts require editing. Christine looked at creating a designation but didn't find a way to do it. Laura suggested creating a Google Form to help use the honor code in salary information. Jennifer K. stated that job

functions (as outlined in the postings) are less obvious to determine whether it meets the guidelines. Kristina suggests using a bold font or a star may appear to give priority or endorsement to posts. Jennifer K. would like the Career Development committee to decide. Ken suggests that if an MLIS/MLS isn't required, that jobs don't meet the requirements. Richard stated that some of the wording of a job posting might be done by staff not familiar with what should be included in a job post. Jennifer K. believes that the current process is penalizing job seekers and posters. Richard stated that the committee will be meeting on November 30<sup>th</sup> and to please send comments prior to the meeting. Salary guidelines will be updated since they were last updated in 2014.

**CLA Lobbyist: Gallo & Robinson:** Mary attended the retirement event and noted that they are gearing up for the election. They will be meeting with the new lobbyist joining the firm.

**CLC: Jennifer Keohane:** Jennifer announced that the newsletter just went out. CLC attended and exhibited at several conferences recently and they are prioritizing products to seek and focus on in 2019. Membership dues invoices will be going out tomorrow. She shared information about the CT Cooperative Library Services Group. CLC exhibited at the CCM conference and will be following up with some municipal leaders. Many attendees were unaware of the extent of the savings of CLC membership. Their next step is to begin work on developing tools to calculate and highlight savings in communities. If anyone gets any feedback or needs support, let Jennifer K. know.

**Commission on Ed Tech: Colleen Bailie:** None

**CSL: Ken Wiggin:** Ken announced that Diane Brown has been appointed to the State Library Board. A regular meeting of the board will be held on November 6<sup>th</sup> to consider approval of several construction grants. He is preparing for the change in administration and to talk about libraries and the issues they're facing. There will be one more bond commission meeting on December 7<sup>th</sup> and he is hoping to have Milford and Old Lyme on the agenda. The State received a NASA at Your Library grant. Dawn announced that there will be resource kits and funding for programs and speakers in conjunction with the summer reading program. EXCITE announced partner locations in NJ, VT, AR, MN, NM. Regional boot camps are taking place next week and cohort 2 session 2 and cohort 1 teams are wrapping up their projects. A futures school innovation and strategy firm is doing pro-bono work to develop a comprehensive report and is working with stakeholders. They will be working over the next 6 months on the plan that will be presented to public libraries.

**Children's: Kari Hamad & Alison Murphy:** Alison stated that they held an awesome conference and they are excited about the annual conference. They will use feedback from this year's conference to guide next year's.

**College & University: Julie Styles:** Julie announced that she will not be working in an academic library and the board will need a new CULS chair.

**CLASS: Carolann Slayton & Samantha Partney:** Carolann thanked everyone who participated and attended the conference. There had a great conference committee, but they were disappointed in the numbers. They had 70 attendees, brought in \$4,000 and after expenses, \$2,000 will be given to CLA. They had vendors, a new location, and attendees liked the programming, but they need to figure out how to get more people there. MCC's auditorium is awesome and the site offered plenty of parking, especially on a Friday, and there were plenty of classrooms for breakout sessions.

**Conference 2019: Amanda Brouwer & Jennifer Rummel:** Jen reported that program proposals have been coming in and she can give more information to section chairs on what has been submitted. They have verbal agreements with keynotes. Monday will offer romance panels. Lisa Karim introduced Stephanie Prato and Chris Carney as 2020 Conference Co-Chairs.

**Customer Service: Ellen Janpol & Shelly Holley:** Shelley announced that they had a great conference with 25 people in attendance which earned \$918.

**Development & Planning:** **vacant**

**FOCL: Frank Ridley:** Absent

**Grants:** **vacant**

**Intellectual Freedom: Sam Lee:** Sam announced that they held a great workshop on digital privacy in conjunction with the Technology Section. Gen did great job showing digital tools. Sam shared that Utah is dealing with an EBSCO issue from the group Morality in Media. A mother reported that a child was able to access pornographic materials through the EBSCO database, which originally pulled the resource then re-established access. The committee will be meeting on Monday along with a quarterly State of the State meeting. Sam shared a great ALA webinar from their archives the "[Right to be Misinformed](#)".

**Legislative: Carl Antonucci & Mary Etter:** Mary announced that they will have a meeting next month.

**Membership: Thomas Piezzo:** Tom shared that he had a table at the CLASS conference and thanked Samantha and Carolann. He will be at the YA conference on November 14<sup>th</sup>. He is running out of SWAG and will be reordering some items. He is seeking people for the CLA membership video. Three people have indicated interest to be filmed at the Barney Branch on November 13<sup>th</sup> and 27<sup>th</sup> from 10am-noon. Filming could also take place after the next CLA board meeting.

**NELA: Christy Billings:** Absent. Kate shared Christy's report that information about NELLs is now available. Kate spoke with RILA President Deb Hoadley about the conference timing since their conference is scheduled within a short time from CLA and discovered that vendors are ok with the timing and are not worried about too much overlap. Jennifer K. suggested considering making changes to the timing of the fall conference for next year since it creates more competition and pressure and to either do earlier or later.

**Newsletter/Website Editor: Jen Datum:** Jen announced that the December/January newsletter will be coming out in 6 weeks and she is looking for members to submit brief summaries of memorable reads for books published in 2018. ALA offers an engage platform and asked all chapters to upload their membership and move forward with using it and the available messaging. Carl has offered to help. Jennifer K., Glenn and Kate all have logins and will need to add messaging. Jen is encouraging people to still use StarChapter but the engage platform for emails so that they have coherent messaging (in addition to Conntech). Jennifer K. suggests checking with Jen D. to see how to communicate especially since there were some initiatives that were lost due to staff changes in libraries. Jen D. stated that if communications are in StarChapter there will be more continuity. Use spreadsheets to communicate with people interested in your section. Jen D. is aware of some people that still aren't getting emails via StarChapter.

**PEG: Peter Ciparelli:** Absent Glenn shared that Peter is doing better hopes to be back in December. Peter will be in touch with the regional reps for application information they've received.

**Publicity & Communications: Leah Farrell & Francie Berger:** Leah stated that the PR Tune Up will be held onsite today at 1pm. One person has canceled, if anyone wants to stay.

**Procedures: Danielle Valenzano:** None

**Public Library: Maria Zervos:** Maria stated that the fall program was great and the feedback from attendees was that the event was 'very practical'. The program made a little bit of money for CLA and the group is working on conference proposals.

**Reference & Adult Services: Matt Earls:** None

**Resource Sharing: Steve Cauffman:** None

**SCSU: Arlene Bielefield:** Absent

**Technical Services: Jackie Toce & Dana Hanford:** Jackie announced that the fall program made \$440 and that they are working on conference proposals.

**Technology: Genevieve Francis:** Gen shared that they had a great program with the Intellectual Freedom committee. She hopes that attendees learned a lot of great information. She will be going to the Wallingford Public Library on November 28<sup>th</sup> and invited members to take a look at the technology during the tech crawl.

**Young Adult: Brittany Pearson & Alyssa Skorski:** Brittany and Alyssa shared that they are getting ready for their meet up in November and they're working on conference proposals.

**Region 1: Matt Yanarella:** Matt announced that Oxford Library has expanded their hours, Beacon Falls will be hosting a book sale and cupcake contest, Torrington library is offering a gift wrapping teen program, Oliver Wolcott Library is holding a festival of trees, and the Howard Whittemore Memorial Library's murder mystery program raised \$3,000 at the door.

**Region 2: Susan C. Ray:** Susan announced that Southington Library will be hosting Billy Gannon on November 7<sup>th</sup>, Rocky Hill has begun a new monthly documentary series on Sunday afternoons and is now opening earlier, and Manchester is hosting a unicorn party for adults.

**Region 3: Leslie McDonough:** None

**Region 4: Geri Diorio:** Gerri announced that Stamford will hold a fine forgiveness week, Newtown hired a new head of reference and will be implementing \$500,000 in capital improvements, and the Booth library raised \$100,000 from their booksale, Easton has received approvals from the wetlands commission for their expansion, and Ridgefield is hosting a mini golf fundraiser.

**Region 5: Chris Hemmingway:** Chris shared that many libraries hosted pre-election activities, the Plumb is unable to accept donations due to construction, the Willoughby Wallace library was closed due to sidewalk construction, and Durham now has a new assistant director.

**Region 6: Gale Bradbury:** Gale announced that the Groton director is retiring and a new director has been hired, Susan Maryeski has retired from New London and they now have a new director, Ledyard created a marketing video to post on Facebook and it has been shared with the mayor and town council, and it was well received.

## 5. Adjournment

Jen D. would like to take an updated CLA board photograph.

Jennifer Rummel reminded members that conference proposals are due in 3 weeks.

Francie shared that the Rockville Library was taken over by town. Their director retired and the assistant director and head of children's lost their jobs.

A **motion** to adjourn at 11:30am was made by Kristina Edwards and **seconded** by Geri Diorio and was **unanimously approved. Motion passed.**

**Present:** Kate Byroade, Lisa Karim, Glenn Grube, Kristina Edwards, Cathy Potter, Matthew Yanarella, Leslie McDonough, Geri Diorio, Christopher Hemingway, Gale Bradbury, Alison Murphy, Julie Styles, Carolann Slayton, Maria Zervos, Mat Earls, Steve Cauffman, Jackie Toce, Genevieve Francis, Brittany Pearson, Alyssa Skorski, Maria Bernier, Laura Horn Richard Conroy, Amanda Brouwer, Jennifer Rummel, Shelley Holley, Sam Lee, Mary Etter, Carl Antonucci, Tom Piezzo, Danielle Valenzano, Leah Farrell, Francie Berger, Denise Stankovics, Ramona Burkey, Gerald Seagrave, Robert Kinney, Jennifer Keohane, Colleen Bailie, Ken Wiggin, Jennifer Datum, Stephanie Prato, Dawn LaValle, Jen Datum