

\Connecticut Library Association Board Meeting

December 17, 2020

10:00 am Business Meeting via Zoom

MINUTES

1. **Call to Order:** President Tom Piezzo called the meeting to order at 10:03am.

2. **Approval of Minutes**

a. November 19th, 2020 meeting minutes:

Correction to Nora Baskin's name, Kristina asked if the amount in the bank account should be public information, Tom will follow up with Procedures and Secretary about whether to post financial information in minutes or to the website

A motion to approve the minutes of November 19, 2020 was made by Mary Etter and seconded by Kate Byroade and was approved by majority. Motion passed. Chris Hemingway abstained.

3. **Old Business**

a. **President's Report** – Tom Piezzo

· New CLASS Chair: Samantha Saliter: Tom Piezzo selected Samantha Saliter, working at Hotchkiss Library, will be the new chair. She will attend the January meeting. She's worked at the Kent Library previously and in the process of earning her LTA certificate in the next few weeks.

b. **Treasurer's Report** – Kristina Edwards: Kristina is in the process of adding information to CLA financial information on the website to include refund information and should make it easier for Bob and Michele Scheier. Children's and Technical Services Program reimbursements should have been processed but if payment has not been received, please reach out to her. Kristina sent out the link for Boon Supply to her colleagues at UCONN and encouraged everyone to share it out to their networks. Tom thanked everyone for their efforts with programs and fundraising.

4. **New Business:**

a. John Biello, Deputy Commissioner of Department of Revenue Services, James Polites of Department of Revenue Services, and Melissa Pescetelli (Taxpayer Services Unit) of Department of Revenue Services: Beth Crowley welcomed her guests and explained that with the complications of offering tax services during these times she appreciated the proactive approach by Jim Polites to include libraries and the conversation around tax assistance. Jim explained that he wanted to connect with partners that extend their reach into communities. John stated that due to the pandemic, the department has accelerated changes that were going to come over the next 10 years and have worked to offer continuous service using multiple platforms. John shared that the Website has many forms and publications that are available and he's anticipating the tax season to go as smoothly as last year with many on-time tax filings. Melissa announced that the booklets will not be delivered directly to the department due to changes by the IRS and instead a flyer has been created that invites taxpayers to contact the department directly for booklets. Booklets will be sent directly to taxpayers by request via mail. Taxpayers will also be able to request appointments for virtual assistance. Beth sent out a survey to libraries and got a great number of responses and libraries felt they could still provide printing services through curbside pickup and libraries were willing to promote and assist with registration for programs offered by the department or offer use of Zoom licenses. Beth shared that libraries can help share out information coming from the department to their communities. Jim, John, and Melissa will work together to coordinate information and promotion of the services and publications for the library community.

Leslie McDonough asked how the department will assist people without internet access. She explained

that libraries are offering computer appointments and suggests trying to coordinate virtual appointments so they coincide with computer availability. Melissa and her staff can help coordinate them. Mary Etter expressed the same concerns and suggested that increasing the amount of flyers sent to libraries. Melissa will work to ensure that more flyers are available not only for CT residents but for those living outside the state but working in CT. Kristina Edwards asked about libraries that host VITA volunteers and Beth replied that some libraries may be able to offer one-on-one assistance as long as transmission rates remain low.

b. Publicity Committee – new logo/branding: Adam shared details about the new designs using the same color (teal) and builds off of what Leah had been using and be used for both digital and print publications. The logo is of a book and bookmark representing the state of CT. Kristina Edwards likes the new logos and would like to know where the files would be stored and Adam replied that the logos would be located in a shared folder but could also be shared publicly. Tom agreed that access is important. Alessandra stated that from a fundraising point of view, it might be helpful to show more than just a book to show that libraries are more than just books. Adam responded that the logo can be used to double-down on the book aspect of libraries but also include other aspects of libraries. Adam suggests there could be a series of similar logos to show the other aspects of libraries like computers and more. Members discussed their opinions and suggestions of the logo design.

Committee/Section/Representatives Reports:

ACLB: Denise Stankovics: Arlene hasn't met recently but they are working on their next newsletter and will be a summation of the online programs they offered. 30-40 people attended each of the sessions and are considering offering more sessions.

ADA: Maria Bernier: Maria announced they are working on coming up with proposals for the annual conference and invited members to email her with suggestions.

ACLPD: Ramona Burkey: Ramona welcomed Joann White from the Department of Education and thanked Maureen Sullivan for serving and look forward to meeting new state library. Resource sharing conference was virtual with attendees from across the US and Canada. Digital inclusion task force will be formed to ensure digital equity across the state.

ALA: Erin Shea: Erin announced that ALA met about Forward Together resolution passed to change the timeline and will be discussed at ALA-Midwinter in January. Recommends checking out the speakers and professional development opportunities

Archivist: Gerald Seagrave: Absent

Awards: Region Reps: None

BCALA: Kym Powe & Robert Kinney: Kym working on things to bring to CLA this year

Bibliomation: Carl Demilia: Absent

Career Development: Janet Flewelling: Met last week to finalize revised criteria for annual scholarship and scoring guidelines, hoping to submit 3 session for annual

CAS-L: Barbara Johnson & Mary-Ellen Minichiello: Absent

CLC: Jennifer Keohane: Jennifer focusing on getting discounts for products, recently offered Help Now and Vet Now, doing a co-op for academic and school libraries, working on supplies bid and will be available at the end of the month with new additions like Barnes & Noble and Eduporium, opened a non-print media bid with a strong response and will include streaming options to be available at end of January, will be having a maker expo to focus on trends and leveraging expenditures

Commission on Ed Tech: Colleen Bailie: Colleen met December 7 for quarterly meeting focus on Governor's , ct 1st state in nation to offer 1-1 devices to every student, expanding internet access outside of libraries

CSL: Maureen Sullivan: Mary Etter shared that Debra Saunder will be welcomed on January 4, 2021, most recently the head of law library at Seton Hall, in process of moving from NJ to CT, state library working hard on orientation

materials, will be an overlap between Maureen and Debra

Children's: Michele Kaminski & Cathy Potter: Cathy

College & University: Lisa Thornell: Absent

CLASS: Samantha Saliter: Absent

Conference 2021: Susan Ray & Chris Hemmingway: Chris planning progressing well, 9 program proposals so far, reaching out to speakers, working on selecting keynote speakers and sending invitations, working on scheduling and special events

CT Center for the Book: Lisa Comstock: Absent

Customer Service: Shelley Holley: Absent

Grants/Fundraising: Alessandra Petrino: Alessandra shared that \$1,200 has been made with Boon Supply, working on Every Library partnership, Nora Baskin fundraiser-raised \$825 from writer's series, Beth shared that it's been the best thing she's done this year and hopes that something like this happens again

FOCL: Frank Ridley: Absent

Development & Planning: Carl Antonucci: Absent

Equity, Diversity & Inclusion (EDI): Olivia Scully: Olivia shared that the workshop took place last week 70 registered, collected \$1,300 evenly, split between members and non-members, talking about proposals for CLA

Intellectual Freedom: Sam Lee: Sam shared kudos to Olivia and the EDI group for the workshop, challenges to books in CT-sex and sexual content, important to track the trends and support the libraries for the challenges, thinking about conference sessions and welcomes suggestions

LCI: Laura Horn: Absent

Legislative: Beth Crowley & Kate Byroade: Beth shared that he committee met this week, working on advocacy points for the state budget, have an appointment with the new state librarian in early January to get input on how CLA should support the state budget, attended workshop from Gallo and Robinson, concerned about people being able to submit testimony, state will need federal assistance to meet budget gaps without making cuts, will reach out to constituents through region reps, Kate-make sure to connect with state reps to form connections before the session begins

LGBTQ+ Section: Kristina Lareau & Shay Glass: Absent

LION: Joe Farara: Absent

Membership: Trish Tomlinson: Tom shared that membership report up to 630 13 more than November

NELA: Christy Billings: Absent

PEG: Mary Etter: None

Publicity & Communications: John Casiello, Lauren Thompson, & Adam Wisnieski: Adam will be sharing guidelines for publicity awards

Procedures: Peter Ciparelli: Absent Tom shared that he hopes to attend in January.

Public Library: Maria Zervos: Absent

Reference & Adult Services: Matt Earls: Absent

Resource Sharing: Vacant

SCSU: Arlene Bielefield: Arlene shared that Yale appointed a new librarian and has accepted a position on SCSU's advisory board, also discussed hiring graduates and encourage Yale students to join SCSU's program, campus is currently closed-all classes are online through end of December.

Technical Services: Steve Bernstein: Steve had program in November Violet Fox spoke about ethical cataloging on how subject terms get changed and why they might be changed, was well attended over 100 register, positive responses from follow-up and suggestions for spring conference, section met yesterday to discuss program ideas that had been received, will reach out to see if speakers are willing to present, some attendees reached out to ask for certificates of attendance for present to superiors, suggested this could be included as part of materials created by publicity committee-could be downloaded and updated by section

Technology: Genevieve Francis: Absent

Young Adult: Samantha Connell: None

Region 1: Travis Feder: Absent

Region 2: Sarah McCusker: Sarah shared that Avon Free Public Library is hosting an "Office" themed mystery program, EHPL is collecting submissions for a Quarantine, Barbour Branch of HPL had a program, Pie program...-not sure which library

Region 3: Leslie McDonough: Leslie lots of online programming, waiting for new state librarian

Region 4: Doug Lord: See attached.

Region 5: Robbie Marshall: See attached.

Region 6: Vicky Coffin: suggests changing the order of reports bi-monthly, Groton will now do curbside pickup, Christine Bradley is the new director of Mystic Noank, Salem Free is doing curbside and offering free book bundles in lieu of booksale, got feedback that it would be helpful for a method and payment option to register groups for workshops, Tom will put it on the agenda under sustainability task force in January

5. **Adjournment:** A motion to adjourn at 11:48am was made by Doug Lord and seconded by Mary Etter and was unanimously approved. Motion passed.

Present: Tom Piezzo, Beth Crowley, Denise Stankovics, Kate Byroade, Kym Powe, Adam Wisnieski, Leslie McDonough, Vicky Coffin, Rober Scheier, Chris Hemingway, Colleen Bailie, Susan Ray, Danielle Valenzano, Douglas Lord, Jim Polites, Erin Shea, Steven Bernstein, Robbie Marshall, Ramona Burkey, Kristina Edwards, Olivia Scully, Sam Lee, Lisa Karim, Melissa Pescetelli, Mary Etter, Jennifer Keohane, Arlene, Janet Flewelling, Maria Bernier, John Biello, Samantha Connell, Lauren Thompson, Sarah McCusker, Alessandra Petrino

Bethel has Express Lobby Services at select hours, offers lobby and Children's browsing, and the second floor and study areas, tables, and seating areas are currently unavailable.

Bridgeport Public Library's North Branch, Black Rock Branch and East Side Branch Libraries have resumed limited services and are offering 30-minute computer access, photocopying and faxing services by appointment. The Burnham Library in **Bridgewater** is limiting the number of patrons in the building, still offers curbside pickup and digital streaming options.

Yvonne Cech from the **Brookfield** Public Library is heading into budget discussions facing cuts due to unexpected costs for covid-related issues. In the current year Brookfield was asked, post budget approval, to 'give back' \$13,500 and had to find some savings to cover it. Brookfield asked for a restoration in FY21-22. Brookfield has a New Library Committee, is embarking on a process of creating a new Strategic Plan. The library is closed to the public with numerous potential covid exposures for staff with related quarantines. Brookfield is not charging fines on books -- it is for dvd's and hotspots -- and is doing a soft rollout of Simply E.

Danbury is completely closed due to high number of covid cases.

Darien went fine free and were most recently at a 30-minute "grab-and-go" model. The next step for Darien is curbside-only.

Lynn Zaffino, Director of the **Easton** Public Library reported on choosing *Small Great Things* by Jodi Picoult as its One Book/One Town Community Read starting January, 2021 and on upcoming collaborations with the Community Center and Park & Recreation on a series of winter events (e.g., trivia, Bingo, comedy, etc.). Easton went fine-free for another six months and their plan is to go directly to curbside rather than appointment only in the event of a closure.

Fairfield is using greeters and handing out masks. Not charging for fines.

The café at the **Greenwich** Library is open for no-contact pickup and is taking appointments for visits in addition to online programming.

The Perrot Library of **Greenwich** has reopened for curbside pickup but computer appointments and Children's Book Bundles are temporarily suspended.

Edith Wheeler in **Monroe** reports confidence in internal safety processes but, like many other communities, recognizes that the public is the wild card.

Lisa Oldham, Executive Director of the **New Canaan** Library, reports that vacancies created by retirements during this covid year has enabled recruitment of a wonderful Children's librarian to our Services to Families team: Rebecca Fox who has been at Boston Public for the past 5 years.

New Fairfield closed until further notice starting Thursday December 10th but is still offering pickup reserved materials.

Director Douglas Lord reported that the C.H. Booth Library in **Newtown** is at open it about 70% of normal hours, and has less than 60% of normal attendance but that checkouts were at 81% of normal. Additionally, November saw 36 online and in-person programs with 400 attendees.

It looks like all systems are go at the **Norwalk** Public Library with regular hours and curbside pickup of materials.

Beth Dominnianni from the Mark Twain Library reports that **Redding** recently went back to curbside for two weeks. Their recent socially-distanced art show went well, and curbside is going well. Twain is extending its fine free period to at least until end of quarantine and has removed all past fines.

Brenda McKinley reports that the **Ridgefield** Library is working on some social justice programming and that lobby pickup is robust. Ridgefield is using greeters to help with masks and will be reducing fines in the future. Alice Knapp from the Ferguson Library reported that **Stamford** is looking to make fine-free permanent and has started using the Pressreader product for magazines. They find it is comprehensive and easy to use. Ferguson also put together a quick reference guide for digital resources [here](#).

Sheri Szymanski, Library Director of the **Stratford** Library Association, sent along this [article](#) about SLA's lawn display *The Power of Diverse Voices* which is on display. SLA's library board adopted an anti-racism statement in September and this exhibit is among the initiatives undertaken to foster a more antiracist library for Stratford. SLA is working with the local health district to maintain safe spaces regarding covid, and reports that their plan is to go directly to curbside rather than appointment only. SLA does require appointments for computer users.

Trumbull went back to curbside pickup only services and doing some online teen and children's programming. Karen Tatarka reports that the **Weston** Library is working with the local health district to maintain safe spaces regarding covid. Their first contingency plan is to move to appointment only access and reintroduce curbside. And is reviewing late fees on a month to month basis

Westport is going easy on fines.

Director Elaine Tai Lauria reports that the window service in **Wilton** is doing significant business and that Wilton is doing patron visits by appointment.

Westport is considering going to appointment-only access.

Region 5 Report: December 2020

Closing News:

- Beginning December 16th, Russell Library temporarily suspended services. Book drops remain open, and staff is available to answer emails. Curbside pickup and phone inquiries are suspended as they deal with a COVID exposure.
- Due to the rising number of COVID cases in New Haven and the expected increase over the holidays, the New Haven Free Public Library's Technology Center at the Ives Main Library will have reduced access by appointment Monday-Friday and remain closed on Saturdays. They will continue curbside pickup at all locations.
- In Branford due to increased COVID-19 positive tests, the Blackstone library building remains closed. Materials are available by contactless pickup only. Staff will answer phones and provide service remotely. Pickup appointments are no longer required.
- On December 14th, the Woodbridge Library closed for Express Service and computer use. Park & Pickup hours have been extended. Staff is in the building, answering phones/emails from 10 to 5, Monday through Friday.

Programs and Announcements:

- At the Plumb Memorial Library in Shelton they continue their renovation. The Children's Dept reno was completed and they have begun renovating the 1895 section of the building on the National Historic Registry. It is expected to be completed in 3 months. The Library Board is undertaking this project, and funding it through endowments.
- Cheshire Library offers a Take + Make: Coding Project for Grades 1-6. It's a keychain with a secret binary code message. Their January Comics Club Book Supply Pick up has started for Grades 3-5.
- Henry Carter Hull in Clinton has put up a Virtual Bulletin Board with flyers of all local news and events.
- Cromwell's Belden Library Take & Make-its include: A new custom spice kit and recipe each month [December is Mulling Spices], Candle making, & mug decorating.
- Essex launched a survey to find out what type of "things" patrons would borrow or donate. Such as household hardware, technology, crafting tools, job search kits etc.
- Hamden Library has a YouTube channel, patrons can subscribe to on which staff uploads content like storytimes and tech tutorials.
- Ivoryton Library has turned 150!
- Madison's Scranton Library: A beautiful new sculpture was just added near the historic entrance on Boston Post Rd. 'Cut-Flowers' is the first of 3 library installations which are part of the larger renovation of the Hollycroft Exhibition downtown. They feel very fortunate to be the beneficiary of this non-profit organization whose mission is to "bring free museum-level sculpture to the

public.” Hollycroft installations can be viewed in Guilford, Madison, Clinton, New London, and Stonington as “The Sculpture Shore.” More information on the Hollycroft Foundation website.

- Starting December 1st, North Branford Public Libraries are piloting a 6 month fine-free initiative.
- Per Director Tom Piezzo: “The Brainerd Memorial Library is pleased to announce the appointment of its first-ever assistant director: Robbie Marshall. Robbie brings her MLS, webpage and financial skills to the library, and will continue to serve as our Friends liaison. Congrats, Robbie!”

Respectfully submitted,

Robbie Marshall