

STATE OF CONNECTICUT, RECORD OF PROCEEDINGS  
STATE LIBRARY BOARD  
November 25, 2013

Members present: John N. Barry, Bob Harris, Judge Michael Sheldon, Judge Robert Beach, Mollie Keller, Jay Johnston, Allen Hoffman, Joy Hostage, Linda Anderson

Members absent: Stefan Pryor, Eileen DeMayo, Ernie DiMattia

Others present: Kendall Wiggin, Jane Beaudoin, Dawn La Valle, Mark Smith, Nancy Peluso, Diane Pizzo, Paul Baran, LeAnn Power, Bill Sullivan, Eric Hansen, Steve Cauffman, Gail Hurley, Christine Pittsley, Jane Cullinane, Christine DaVareau (State Library), Betsy McIlvaine (ACLB), Paul McIlvaine (FOCL), Jennifer Keohane (CLC)

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The meeting was called to order by Chairman John N. Barry at 1:15 p.m.

**MINUTES**

It was MOVED (J. Johnston) seconded (J. Hostage) THAT THE MINUTES OF THE September 23, 2013, BOARD MEETING BE APPROVED AS PRESENTED. PASSED unanimously.

**BOARD COMMENTS/ANNOUNCEMENTS**

Judge Sheldon shared that the Canton Public Library celebrated 100 years of service. On November 9, he along with a couple hundred other guests attended the anniversary celebration which was very well planned, had a nice speaking itinerary and also live entertainment. The event was a very nice way to honor this anniversary.

Joy congratulated John Barry for being re-elected to the Southbury Town Council.

Joy stated that on Thursday, November 7, the Cheshire Public Library and the Cheshire community, celebrated reading with award winning author Laura Harrington. Ms. Harrington's book, *Alice Bliss*, is the 2013 Cheshire Reads "One Book One Town" selection.

John stated that he received information on Americans with Disabilities Act (ADA) requirements for public libraries. Ken reported that the ADA law has been in effect since 1982. The State Library as well as the Connecticut Library Association provide a great deal of information on the importance of being compliant. The state offers grants to libraries to become ADA compliant. Not all older libraries meet the ADA requirements and need to find ways to accommodate their ADA issues. Federal law requires total ADA compliance when building a new library. Ken will speak with the Division of Library

**MINUTES**

**BOARD  
COMMENTS/  
ANNOUNCEMENTS**

Development (DLD) about sending reminders on this matter to libraries. Jay Johnston stated that a fact sheet on the ADA requirements would be very helpful. Ken will have a fact sheet prepared for distribution.

John Barry invited Betsy McIlvaine of ACLB to make a presentation. Betsy informed the Board that ACLB has reinstated its award for outstanding trustees. Betsy presented Mollie Keller with one of these awards for her foresight and forward thinking in support of Trumbull's Fairchild-Nichol branch library. The Board and all the meeting attendees congratulated Mollie with applause.

**PUBLIC COMMENT**

Director of Library Development Dawn La Valle was very pleased to introduce the staff of iCONN. They are, Bill Sullivan, Steve Cauffman, Gail Hurley, and Eric Hansen. Dawn gave examples of the many responsibilities that each one of the iCONN staff does. iCONN is a very highly used resource that provides all students, faculty and residents with online access to essential library and information resources, including secured access to licensed databases. In addition, specialized research information is available to college students and faculty. The iCONN staff have an incredible amount of responsibility and are successful in maintaining the operation of this important research resource. Dawn acknowledged, credited and thanked the staff of iCONN for their professionalism and commitment to maintaining this reliable, information resource. Jay Johnston echoed Dawn's statement. He complimented the iCONN staff and the iCONN program.

**STATE LIBRARIAN'S REPORT**

Ken Wiggin informed the Board that earlier in the morning he sent out a press release announcing that the State Library has posted, on the Library's YouTube channel, a video of Governor Wilbur Cross reading his Thanksgiving Proclamation. Ken introduced State Library staff members, Christine Pittsley and Paul Baran who did a great deal of work in preparing the video. Paul Baran stated that this came about when he received an email from the granddaughter of Governor Cross, Elizabeth Cross. Ms. Cross asked if the archives had information on her grandfather reading his Thanksgiving proclamation. The Archives had transferred the original film to video some years ago but did not have a digital version. The Archives provided Ms. Cross with a video and she had it converted to digital and provided the State Library with a digital copy. Christine was responsible for putting it on YouTube in closed caption format. Christine showed the video to the Board and answered questions afterwards.

At the last Board meeting the question was raised of whether the State Library has an overall plan for newspaper digitization. Ken introduced staff member Jane Cullinane, who co-directs the State Library's newspaper project. Jane introduced Gail Hurley who works very closely with her on this project. Gail stated that the State Library is partnering with Library Connection Inc., to scan historic newspapers of Connecticut and make them available online for browsing or searching. Jane and Gail applied for a grant from the National Endowment for the Humanities to help with the digitization costs. A grant for \$275,000 was awarded and the project was started in September. An advisory committee will be making the title selection. First samples have to be submitted to the Library

**PUBLIC COMMENT**

**STATE  
LIBRARIAN'S  
REPORT**

of Congress by April 2014. Public libraries are expressing a lot of interest in this project. Jane added that the federal government would like this to become a statewide project. Judge Sheldon asked if they are searching local historical societies for clues of the existence of titles. Next year is the 100th anniversary of the Armenian Genocides. Judge Sheldon stated that Armenians will most likely have many newspapers covering this and suggested we may want to look into this soon. Ken replied that he will look into this.

Ken reported that the State Library had another very successful All Staff Day which was held in November. He thanked Board Chair John Barry for coming and participating in the presentation of longevity certificates to staff. The day included presentations from three different state agencies. They were the Office of State Ethics, the Department of Consumer Protection and the Department of Public Health.

Ken state that the State Library has been notified that capital funds have been allocated for the replacement of the roofs at the State Records Center, the Library for the Blind and Physically Handicapped, and the Middletown Library Service Center. Mark Smith is now working on this project. He also visited the Records Center with a representative from the Department of Administrative Services to see the poor conditions of its driveway. It was agreed that the driveway needs replacing and funds will be sought out.

### **OTHER REPORTS**

Connecticut Library Association (CLA): Ken reported for CLA President Richard Conroy that CLA and the Connecticut Library Consortium (CLC) are working on implementing the Declaration of the Right to Libraries initiative of the American Library Association. Plans have been made to be in the Legislative Office Building's lower concourse on April 16, 2014, as part of National Library Week. There will be 12 tables set up in the concourse with each one displaying a program or service of public libraries relating to the ten points in the Declaration.

Advisory Council for Library Planning and Development (ACLPD): Division of Library Development Director Dawn La Valle reported that the Council is seeking representatives to fill vacancies representing large public libraries; special libraries; school library media centers; institutional libraries and a library user for region 1.

Connecticut Library Consortium (CLC): Executive Director Jennifer Keohane reported on CLC initiatives, and its services. CLC has worked with its discount suppliers to get a total savings amount of over \$6 million for 2012-2013

CLC is partnering with [Universal Health Care Foundation of Connecticut](#) on several initiatives to help bring information about the federal Affordable Care Act (ACA) and health care issues to member libraries and their patrons.

CLC will have a series of MakerSpace Labs to help libraries find and implement the right project for their community.

**OTHER  
REPORTS**  
CLA

ACLPD

CLC

Jennifer complimented the iCONN staff for their phenomenal work. Jay Johnston thanked Jennifer for her focus and planning on how libraries need to recreate themselves.

Association of Connecticut Library Boards (ACLB): Betsy McIlvaine, President of ACLB reported that the 2013 Trustee Leadership Conference was held in October at the University of Hartford's Gray Conference Center. The conference brought together over 140 trustees, directors and library staff. Betsy thanked Dawn La Valle for presenting *The Edge Initiative* at the Conference.

ACLB

On November 15, ACLB held a half-day program at the Wallingford Public Library entitled *What would you do? An Emergency Preparedness Forum*. The program addressed emergency planning in public buildings, including libraries. The program included a panel discussion and questions between public librarians and the emergency planning community. Judge Sheldon asked if there are plans for an active shooter training? Dawn La Valle replied that DLD has arranged for Vince Riccio, of the Security Academy of Connecticut, to present Active Shooter Training to public libraries across the state as well as at the Middletown Library Service Center, at no charge. Betsy stated that she also plans to work with local police departments to have them visit their town library and become familiar with its floor plan. Ken added that the Judicial Department provided an active shooter training which several State Library staff were able to take advantage of.

Friends of Connecticut Libraries (FOCL): Paul McIlvaine, President of FOCL, reported that today the FOCL's new website was launched. Everyone was encouraged to visit the site at [www.foclib.org](http://www.foclib.org). FOCL held a very successful Fall Conference on November 9. The Spring Conference is scheduled for June 2014. Details can be found on the Friends website.

FOCL

**OLD BUSINESS**

**OLD BUSINESS**

Budget Update: There was no addition to the financial report distributed in the Board's packet.

Budget Update

**Legislative Update:**

Ken reported that Governor Malloy has issued an Executive Order to review regulations to see what services are no longer needed. The State Library has already found very out-of-date information that is no longer needed. Ken gave a couple examples of regulations that are no longer relevant.

Ken referred to a document that he prepared and was included in the Board's packet. It detailed Legislative Proposals, in priority order, for the 2014 General Assembly Session. John asked the Board to let Ken know if they have any input or concerns about the next year's proposed legislative initiatives.

**NEW BUSINESS**

Approval of 2014 Meeting Calendar: After some brief discussion, it was decided that due to scheduling conflicts, the proposed date for the July meeting may be changed. With the understanding that the July meeting date will be revisited at the January 2014 meeting, it was MOVED (A. Hoffman) seconded (B. Harris) THAT THE STATE LIBRARY BOARD APPROVES THE FOLLOWING DATES FOR ITS REGULARLY SCHEDULED MEETINGS IN THE YEAR 2014: JANUARY 27, MARCH 24, MAY 19, JULY 28, SEPTEMBER 22, NOVEMBER 24. PASSED unanimously.

Approval of Appointments to the Advisory Council for Library Planning and Development (ACLPD): The names of two individuals that were nominated for their 1st two-year term on ACLPD, and the names of two individuals that have been nominated for reappointment to a second two-year term, are being brought to the Board for approval. It was MOVED (M. Sheldon) seconded (A. Hoffman) THAT THE STATE LIBRARY BOARD APPROVES THE APPOINTMENT AND REAPPOINTMENT OF THE FOLLOWING INDIVIDUALS TO THE ADVISORY COUNCIL FOR LIBRARY PLANNING AND DEVELOPMENT: SARAH MANN (LIBRARY USER REGION 4), BETTY ANNE REITER (CLA REPRESENTATIVE), MARCIA STUART (LIBRARY USER REGION 6), AND POLLY FITZ (LIBRARY USER REGION 5). PASSED unanimously.

Approval of State Public Library Construction Grant Recommendations: It was immediately MOVED (M. Sheldon) seconded (B. Harris)

**Moved:**

That the State Library Board approve for funding:

- \$1,000,000 State Public Library Construction Grant for the Burlington Public Library,
- \$1,000,000 State Public Library Construction Grant for the Saxton B. Little Library of Columbia,
- \$1,000,000 State Public Library Construction Grant for the Jonathan Trumbull Library of Lebanon,
- \$1,000,000 State Public Library Construction Grant for the Tolland Public Library,
- \$402,759 State Public Library Construction Grant for Voluntown Public Library,
- \$751,253 State Public Library Construction Grant for the New Fairfield Public Library,

Legislative Update

**NEW BUSINESS**

2014 Meeting Calendar

Motion

Appointments to ACLPD

Motion

Construction Grants

Motion

\$140,009 State Public Library Construction Grant for the Wheeler Library of North Stonington,  
\$20,000 State Public Library Construction Grant for the Portland Public Library,  
\$1,000,000 State Public Library Construction Grant for the Putnam Public Library, and  
\$75,000 State Public Library Construction Grant for the New London Public Library.

THAT THE STATE LIBRARY BOARD APPROVES A \$1,000,000 STATE PUBLIC LIBRARY CONSTRUCTION GRANT FOR THE WESTPORT LIBRARY WITH FUNDING MADE AVAILABLE NO SOONER THAN JULY 1, 2014.  
PASSED unanimously.

Approval of the DECLARATION FOR THE RIGHT TO LIBRARIES: Ken stated that the DECLARATION FOR THE RIGHT TO LIBRARIES is designed to build the public's support for the right to all types of libraries. In 2014, libraries will hold signing ceremonies so that each library's community can declare their right to have libraries in their community and increase public and media awareness of the important role of libraries. As mentioned earlier, the State Library, CLA and CLC, are developing a plan to promote this initiative statewide. Ken feels that the Board should go on record as supporting the DECLARATION FOR THE RIGHT TO LIBRARIES and encourage libraries across the state to hold signing ceremonies in their towns.

It was MOVED (M. Keller) seconded (J. Hostage) THAT THE STATE LIBRARY BOARD ENDORSES THE DECLARATION FOR THE RIGHT TO LIBRARIES AND INSTRUCTS THE CHAIRMAN OF THE BOARD TO SEND A LETTER TO ALL PUBLIC LIBRARY DIRECTORS AND BOARD CHAIRS ENCOURAGING THEM TO HOLD SIGNING CEREMONIES IN THEIR COMMUNITIES. PASSED unanimously.

Approval of Code of Ethics: Ken reported that the last time the agency's Code of Ethics was revised was in 2005. All employees and public officials of the Connecticut State Library (with the exception of Judges) are bound by the Connecticut Code of Ethics for Public Officials and the respective professional association codes of ethics that make up the Code of Ethics for the State Library. Ken has reviewed and updated the Code of Ethics and is seeking Board approval. It was MOVED (J. Johnston) seconded (J. Hostage) THAT THE STATE LIBRARY BOARD APPROVES THE REVISED CODE OF ETHICS FOR THE CONNECTICUT STATE LIBRARY SUPERSEDING ANY PREVIOUSLY APPROVED CODES OF ETHICS FOR THE STATE LIBRARY AND INSTRUCTS THE STATE LIBRARIAN TO PROVIDE A LINK ON THE AGENCY'S WEBSITE SO THE PUBLIC, AGENCY PERSONNEL AND THOSE SEEKING TO DO BUSINESS WITH OR DOING BUSINESS WITH THE AGENCY, MAY READILY REVIEW THE AGENCY'S ETHICS POLICIES. PASSED unanimously.

**OTHER BUSINESS**

Ken distributed the 2014 Third Thursday schedule and encouraged the Board to come if their schedule permits.

DECLARATION FOR THE RIGHT TO LIBRARIES

Motion

Code of Ethics

Motion

**OTHER BUSINESS**

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At 2:30 p.m., it was MOVED (B. Harris) TO ADJOURN. The next meeting is scheduled for Monday, January 27, 2014, at 1:15 p.m. in the State Library's Reading Room.

Motion

Respectfully submitted,

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Kendall F. Wiggin, Secretary

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Jane Beaudoin, Recorder