

STATE OF CONNECTICUT, RECORD OF PROCEEDINGS
STATE LIBRARY BOARD
March 28, 2016

Members present: John N. Barry, Bob Harris, Allen Hoffman, Jay Johnston, Matt Poland

Members absent: Justice Peter Zarella, Judge Michael Sheldon, Ellen Cohn

Others present: Dawn La Valle, Mark Smith, Jane Beaudoin, Lizette Pelletier, LeAnn Power, Robert Kinney, Bonnie Gallagher (State Library) Jennifer Keohane (CLC), Marion Sheehan (Canterbury Public Library), Catherine Tucker (Brooklyn Town Library), Leslie McDonough (Mansfield Public Library).

MINUTES

It was MOVED (J. Johnston) seconded (A. Hoffman) THAT THE MINUTES OF THE JANUARY 25, 2016, BOARD MEETING BE APPROVED AS PRESENTED. PASSED unanimously.

MINUTES

BOARD COMMENTS/ANNOUNCEMENTS

Jay Johnston commented on the matter with DeliverIT CT. He stated that it's important for everyone to understand what's going on, as well as what the solution will be and how it happening again can be avoided. Ken stated that this matter is on the agenda and will be discussed later in the meeting.

**BOARD
COMMENTS/
ANNOUNCEMENTS**

PUBLIC COMMENT

Leslie McDonough, Director of the Mansfield Public Library, read a prepared statement on behalf of herself, Priscilla Colwell, Director of the Putnam Public Library, and Alison Boutaugh, Director of the Thompson Public Library and other librarians serving the eastern part of the state. They are concerned with changes in services the State Library offers, and their libraries depend on. The concerns included the ReQuest statewide catalog, which was closed in June of 2015, and hasn't been replaced; DeliverIT CT (formerly known as Ccar) and the problems with the service limiting their users' access to library materials; the closing of the Willimantic Library Service Center, which will mean resources won't be local and having to go to the Middletown Library Service Center will take their few staff out of the library for a great deal of time; and also that the *Best Practice for Connecticut Public Libraries* standards are meant to be mandatory and not just advisory.

PUBLIC COMMENT

Ken addressed Leslie's concerns. The *Best Practice for Connecticut Public Libraries* standards is still in an advisory capacity. There is no funding at this time to make it mandatory. He only sees standards becoming regulations when and if there is a substantial increase in state aid. To become regulations, the standards would have to go through the formal rulemaking process. At this time we don't have a good justification for state aid. However, with these best practices, we will have a road map in place, should the legislature ask what will be accomplished with the requested funding. He also noted that the *Best Practice for Connecticut Public Libraries* standards is still a work progress.

A DeliverIT CT Task Force has been established and will meet on Wednesday (3/30) for the first time. Patron placed holds were implemented by some public

libraries without consultation with the State Library as to the impact such a decision might have on delivery. With the current state budget crisis, the State Library is not in a position to keep expanding. DeliverIT CT will not be picking up materials this week in an attempt to catch up on the backlog created by Avant, the former vendor. The volume of deliveries has grown astronomically. There are limits to what the service can provide. Dawn La Valle stated that DeliverIT CT is now building from the ground up. By mid-April libraries should see an improvement in service.

Ken stated that with regard to replacing ReQuest, Bibliomation is working to resolve some challenges that have come up in the development of the new findIT CT. Every effort is being made to complete this project in a timely manner.

John Barry asked Leslie McDonough if the Mansfield Public Library has experienced any town budget reductions. Leslie replied that other than some staff reductions in 2009, it has not. John stated that the State Library Board is happy to hear from the library community and he appreciates that she came to this board meeting. He continued that although nobody wants cuts to budgets and services, it has to be done and hard choices must be made. All services are important and each one receives careful consideration before being recommended for cuts.

STATE LIBRARIAN'S REPORT

Ken invited questions to his written report. Bob Harris asked about the progress and timeframe of the collections preservation facility. Ken replied that cost estimates are still being worked on and funding would most likely be requested in the next biennial budget.

OTHER REPORTS

Connecticut Library Association (CLA): Ken reported for Beth Crowley, President of CLA. On March 23, CLA participated in the CT Places Matter rally at the Legislative Office Building. Several legislators spoke in support of funding for cultural institutions. The CLA Annual Conference is scheduled for April 21-22, at the Convention Center. The conference will include a reception for legislators and a presentation by the State Library on the Aspen Institute findings.

Advisory Council for Library Planning and Development (ACLPD): Dawn La Valle reported on the ACLPD Public Library Task Force Findings from regional focus groups and pilot libraries. This report was distributed to the board prior to the meeting. 9 libraries were selected to host a focus group to review the Standards and give their feedback. Six of the focus groups were held and three were cancelled due to a low registration number. Overall, the findings of the focus groups were positive. Feedback based on the focus group questions was also provided by the 3 pilot libraries. The significant comments and recommendations have been incorporated in the report. Jay Johnston asked if survey monkey would be used in order to reach the libraries who couldn't attend the focus groups because of logistical reasons. Dawn replied that this was not an option chosen by the Task Force. Libraries are going to be encouraged to use the document and accompanying checklist to assess and provide feedback to

**STATE
LIBRARIAN'S
REPORT**

**OTHER REPORTS
CLA**

ACLPD

the Task Force. She explained that a great deal of notification to libraries was distributed through several different venues, including library director lists & Conntech, giving them the opportunity to have input and make recommendations. Matt Poland asked whether there is an online link to this report as another venue to provide input and also whether the Task Force would reconvene when online comments are received. Dawn replied that there is a Libguide for the Standards document which also provides the opportunity for libraries to give input. All input will be considered by the Task Force. This report is not finalized and will continue to be refined. John Barry stated that there has been substantial outreach and does not feel that anyone should have the opportunity to say they were not informed.

Association of Connecticut Library Boards (ACLB): Dawn La Valle reported that ACLB has appointed 3 new board members and also elected new officers. They are currently planning for their 2016 Leadership Conference.

ACLB

Connecticut Library Consortium (CLC): Jennifer Keohane, Executive Director, thanked Ken Wiggan and Dawn La Valle for keeping everyone well informed on the current challenges facing the State Library and the library community. Jennifer explained the reorganization that CLC started last year which included the recent hiring of two new employees. Membership dues were increased and the membership drive is now finished. Jennifer informed the board on the year's savings to members as well as education and collaboration accomplishments.

CLC

Friends of Connecticut Libraries (FOCL): No report at this time.

FOCL

OLD BUSINESS

Budget Update: Ken handed out and reviewed three budget documents. The FY2016 Budget document detailed the dates and amounts of cutbacks released by the Republicans on March 15, the Governor on March 16, and the Democratic legislative leaders on March 23. The Democratic legislative leaders' package included a "fund sweep" which reduced the balance in the Historic Documents Preservation Account by 2%. The legislature may vote on the package tomorrow. He reviewed a document that showed what a 5.75% reduction would look like if applied to existing line items. The third budget document gave a nine year appropriation history.

OLD BUSINESS
Budget Update

Legislative Update: Ken informed the board members of the two bills that the State Library is tracking. HB 5499 AN ACT CONCERNING THE PRESERVATION OF HISTORICAL RECORDS AND ACCESS TO RESTRICTED RECORDS IN THE STATE ARCHIVES. This would require the preservation of records of historical value and to lift restrictions on access to government and medical records after a certain amount of time has passed.

Legislative Update

HB 5616 AN ACT CONCERNING NOTICES AND PUBLIC INFORMATION. The State Library is only concerned with the first section of the bill. Section 1 would require redacting the month and day of an individual's date of birth when a list prepared under Title 9 of the statutes is disclosed pursuant to the Freedom of Information Act and prohibit publication of any such list on the Internet web site by the person having requested such list pursuant to said act.

NEW BUSINESS

Approval of the Consolidation of the State Library Service Centers and the Establishment of the Connecticut Statewide Library Innovation Center: The State Library currently has two service centers. One is in Middletown and the other is in Willimantic. Ken stated that he is requesting Board approval to close the Willimantic Library Service Center (WLSC). Over 50 years ago, legislation gave the State Board of Education (later the State Library Board) the authority to establish service centers in order to provide library materials and services to public libraries and schools. Operating the WLSC costs more than \$190,000 annually. Over the past 10 years, the State Library has had a 25% reduction in its budget, which makes it difficult to adequately operate and staff two facilities. WLSC is in a privately owned building. The lease has recently ended and we are operating on a month-to-month basis. The landlord has informed us that he is seeking an increase in the rent if we stay. The Middletown Library Service Center (MLSC) is a state-owned property, thus making the rent a non-issue. If closing WLSC receives State Library Board approval, the staff from WLSC will be transferred to MLSC, the large print book collections in both the WLSC and the MLSC will be relocated to the Library for the Blind in Rocky Hill, and the remaining collections at WLSC will go to MLSC. Renovations to the MLSC would be made to accommodate the staff.

Ken stated that the WLSC is not heavily used. Workshops and training programs scheduled to take place there have, at times, been cancelled due to no registrations. If the service center is not closed, the State Library will need to find another way to cut costs. The request to close WLSC is a matter of determining where to best use State Library dollars. Jay Johnston asked Leslie McDonough if she has anything to add. Leslie replied that she understands the situation but wants more communication as things progress. She stated that it would ease minds in the eastern part of Connecticut. John stated that, although this is not a popular decision, it is difficult to sustain this expense. Ken informed the board that should this be approved, the goal would be to have the move complete by July 1. The sooner this is done, the sooner savings can be accrued.

It was MOVED (M. Poland) seconded (A. Hoffman) THAT THE STATE LIBRARY BOARD AUTHORIZE THE STATE LIBRARIAN TO CLOSE THE WILLIMANTIC LIBRARY SERVICE CENTER AND TRANSFER ITS OPERATIONS (INCLUDING STAFF) TO THE MIDDLETOWN LIBRARY SERVICE CENTER AND RENAME THE MIDDLETOWN LIBRARY SERVICE CENTER TO THE CONNECTICUT STATEWIDE LIBRARY INNOVATION CENTER, AND TO FURTHER REQUEST A CHANGE IN SEC. 11-23a FROM "SHALL MAINTAIN" TO "MAY MAINTAIN." PASSED unanimously.

Ken respectfully requested that, because he will be away on business, the next State Library Board meeting, scheduled for May 23, be moved to May 16th. It was agreed.

Should any major issues come up in this legislation session, he will ask the board for a special meeting.

NEW BUSINESS

Consolidation of Service Centers

Motion

ADJOURNMENT:

At 2:30 p.m., it was MOVED (B. Harris) TO ADJOURN. The next meeting is scheduled for Monday, May 16, 2016, in the State Library's reading room.

Respectfully submitted,

Kendall F. Wiggin, Secretary

Jane Beaudoin, Recorder