**Association of Connecticut Library Boards**

Connecticut State Library

231 Capitol Avenue

Hartford, CT 06106

Date: November 12, 2020 at 10:00 a.m.

Location: Zoom meeting

Present: Gail Richmond, Wendy Berlind, Sue Phillips, Carol Mikulski, Jan Glover, Dawn LaValle, Barbara Leonard, Denise Stankovics

**Call to Order:**  President Gail Richmond called the meeting to order at 10:00 a.m.

**Secretary’s Report:** It was moved (Denise) and seconded (Jan) to accept the minutes of the August 13, 2020 meeting, notes taken by Carol and amended by Dawn. The motion passed unanimously.

**Treasurer’s Report:** Sue Phillips reported that Portland Library is a new member, that she filed the state business listing, and that with the assistance of Jack Clonan, the domain name for the ACLB website has been renewed.

**President’s Report:** Gail Richmond said that she would have something to say later in the meeting.

**FOCL Report:** Barbara Leonard let us know that FOCL is holding an on-line conference on Saturday from 10-11:30 on book sales in the time of COVID. Speakers from Danbury, Westport, and Berlin library friends groups will share their experiences. A moderated Q & A session will follow.

**State Library Report:** Dawn reported that on November 23 the selection of a new State Librarian will be announced; meanwhile, Maureen Sullivan continues as interim State Librarian. The State Library office has been busy with resource training and trustee training. Registration for next week’s ACLB-sponsored webinars is going well. Construction grants are being worked on. The Everybody Learns funding has been distributed to 62 libraries; Governor Lamont set aside $2.6 million from the COVID relief fund to distribute to libraries in communities which have higher food insecurity and low digital access. The Governor has been approving bond issues relating to library improvement, an encouraging sign.

**Old Business:**

 *Newsletter:* Denise reported that she did not produce a fall issue due to the uncertainty about the scheduling of webinars. For the early winter issue to go out in January, she plans a re-cap of the November webinars, a column by Maureen Sullivan, and (at Dawn’s suggestion) a report on the state’s major project with the library school at SCSU on digital inclusion.

 At this point there was a discussion about sending out requests for membership renewal. It was decided to send an email request late in December and a snail mail follow-up in late January. It seems the best plan is to send the request to all library directors and not try to reach individual board members because there is so much turnover among that group. Jan has volunteered to rewrite the letter, do the mailing, etc.

**New Business:**

 *Assessment Tool:* At Dawn’s suggestion, a space for comments will be inserted after each main topic in the tool, and a space for a Plan of Action to remedy deficiencies will be added at the end. Jan will do the revision and send out the document as a PDF. It will be the focus of discussion at one of the webinars.

 *Webinars:* Dawn presented a brief power point slide show that will be used to go over the assessment tool at that workshop in next week’s virtual ACLB conference. Some of the sessions will be recorded. It was suggested that ACLB hold occasional webinars during the year, apart from the official conference. One suggestion was that Gail present her genealogy 101 power point. Dawn suggested that the board might come up with an evaluation team to assist boards in devising a plan of action after their self-assessment.

**Adjournment:** It was moved (Carol) and seconded (Jan to adjourn the meeting at 11:03 a.m. The motion passed unanimously.

The next meeting will be on \_\_\_\_.

Respectfully submitted,

Wendy Berlind, Secretary

**ACLB ANNUAL FINANCIAL REPORT 2019**

**BEGINNING BALANCE – $23,843.24**

**ENDING BLANCE – $24,523.94**

**INCOME**

Membership -- $6760.00

Conference Registrations -- $3,150.00

TOTAL – $9,910.00

**EXPENSES**

MEMBERSHIP MAILING – 129.98

Stamps – 100.00

Envelopes – 21.00

Paper – 8.98

NEW BOARD MEMBERS DRIVE – 119.83

Stamps and supplies – 119.83

WEBSITE AND ONLINE PAYMENTS – 863.87

Maintenance Fee -- $300.00

Website Annual Fee – 540.00

Online Payments Fees – 23.87

SECRETARY OF STATE ANNUAL REPORT – 50.00

INSURANCE – 1160.00

NEW CHECKS – 41.71

TRAVEL – 24.85

NEWSLETTER – 1383.58

 March printing – 338.70

 March postage – 117.67

 June printing – 340.06

 June postage – 121.67

 September printing – 340.06

 September postage – 125.42

CLA SCHOLARSHIP – 1000.00

CONFERENCE – 5139.46

 Program Packet Printing and Supplies – 844.25

 Awards – 31.21

 Plaque for Ken Wiggin – 79.76

 Facility – 4184.24

TOTAL – 9913.28