**Association of Connecticut Library Boards**

Connecticut State Library

P.O. Box 263

Ellington, CT 06029

Regular Meeting

Date: February 2, 2023, 10 a.m. via Zoom

Present: Wendy Berlind, Jan Glover, Carol Mikulski, Sue Philips, Gail Richmond, Denise Stankovics

Absent: Dawn LaValle, Barbara Leonard

**Call to Order:** President Gail called the meeting to order at 10:04 a.m.

**Secretary’s Report:** It was moved (Carol) and seconded (Denise) that the minutes of the October 6, 2022 meeting be approved. The motion passed unanimously.

**Treasurer’s Report:** Sue’s annual report showed a beginning balance of $28,630.00 and an ending balance of $24,419.61. In the past year we have opened a zoom account, mailed newsletters, rented a P. O. box, paid an honorarium for the Strategic Planning webinar, conducted a programming interest survey, and maintained the website with a hosting fee and technical help. The annual and January reports are added to these minutes.

**President’s Report**: Gail reported there have been no recent activities.

**State Library Report**: Dawn LaValle sent the following report:

Budget- the Governor’s budget will be released on February 8th. State agencies were instructed not to submit for additional funding. CSL was permitted to ask for inflation cost increase funding for the CT State Digital Library.

EBook Legislation from last session has been reintroduced.

CSL launched its award-winning All CT Reads Program.

The CT Library for the Blind and Physically Handicapped has been renamed CT Library for Accessible Books.

**Old Business:**

Newsletter: It was decided to postpone publishing a newsletter until there are webinars to publicize and report on.

Annual Meeting: It was moved (Wendy) and seconded (Jan) to re-elect the current slate of officers as follows:

President Gail Richmond

Vice President Carol Mikulski

Treasurer Sue Phillips

Secretary Wendy Berlind

The motion passed unanimously.

Denise Stankovics will continue to put together the newsletter, and Jan Glover will continue as Resource Officer.

**New Business**:

Meeting Schedule: It was decided to maintain the current practice of meeting on the second Thursday of every other month at 10:00 a.m., beginning in January, with special meetings if needed.

Webinars: Gail will contact Tom Hennick, state speaker on FOIA, to see when he might be able to do a zoom meeting on the Freedom of Information Act. Soon after that webinar, Carol and Gail will run a Board Basics Webinar. Denise will contact Samantha Lee, chair of the Intellectual Freedom Committee at CLA, to see if she can do a presentation on First Amendment and censorship. And we received an email from a lawyer who is offering a free presentation on employment law as it relates to libraries. Sue is planning to get more information. There was a discussion of having a presentation on Equity, Diversity, and Inclusion.

**Adjournment**  It was moved (Jan) and seconded (Sue) to adjourn the meeting at 11:05 a.m. The motion was unanimously approved.

Respectfully Submitted,

Wendy Berlind

**ACLB ANNUAL FINANCIAL REPORT 2022**

**BEGINNING BALANCE – $28,630.00**

**ENDING BLANCE – $24,419.61**

**INCOME**

Membership -- $5045.00

**EXPENSES**

PROGAMMING INPUT SURVEY – $707.70

WEBSITE – $1398.00

Website Annual Fee – $648.00

Website Maintenance/Updating -- $750.00

PO BOX RENTAL -- $132.00

BANKING/ONLINE PAYMENT FEES -- $95.26

SECRETARY OF STATE ANNUAL REPORT – $50.00

INSURANCE – $1297.00

NEWSLETTER – $1777.24

Winter--$380.20

Spring -- $424.98

Summer -- $523.03

Fall -- $439.03

TECH SOUP FEE -- $57.00

ZOOM ACCOUNT-- $446.62

STRATEGIC PLANNING WEBINAR – $1000.00

TOTAL – $6960.82

**ACTIVITIES OF NOTE**

* Obtained a PO Box, so our mail is no longer delivered to or handled by the State Library.
* Obtained an account at TechSoup to acquire technology at a discounted price.
* Obtained a ZoomPro account with Webinar add-on to use for meetings and webinar presentations.
* Conducted a survey of CT library staff and boards to solicited input for programming ideas.
* Ran a successful webinar on Strategic Planning, presented by Maureen Sullivan.
* Ran a Board Basics session in person at Russell Library in Middletown.

ACLB TREASURER REPORT

FEBRUARY 2, 2023

BALANCE AS OF 9/30/2022 $26,966.08

INCOME – Memberships $1205.00

EXPENSES

Secretary of State annual business filing $ 50.00

Wild Apricot Webpage annual fee $648.00

Fall Newsletter $439.03

Maureen Sullivan for Strategic Planning Webinar $1000.00

Wafaa Razeq for website maintenance $390.00

Bank/Credit Card Fees $ 22.62

TOTAL $2549.69

BALANCE AS OF JANUARY 29, 2023 $25,621.43

There are currently 128 members, 24 individuals and 102 libraries and 2 administrative.

The membership renewal email went out at the end of December and 12 libraries and 3 individuals have renewed so far. In the past we have also sent out a paper renewal. I think we should do that again. Didn’t do in 2022; did in 2019 and maybe 20—can anyone remember when we did? Membership in 2019 $6760, 2021 was $5170.

The annual business filing with the Secretary of State was done on October 30, 2022. I changed the Agent to me. Our physical address is 13 Spellman Road, Stafford Springs, and our mailing address is PO Box 263, Ellington.

No problems with M&T Bank.

The cost of the PO Box increased in January; renewal is in February.

The Strategic Planning Webinar with Maureen Sullivan on November 2 was successful. Eighty-eight people registered and about 50 attended that evening. All received the recording and handouts afterwards. I know there were some who knew they would not be able to attend that day; I told them to register anyway in order to get the material, which they did, so if we include those about three quarters of the registrants participated.

Our webpage support person, Wafaa Razeq continues to made adjustments to the website as we find/need things i.e. new membership form, etc. We are working to make the online membership match the new paper form and collect information about the library and director and the Board chair.

Susan Phillips