

ADVISORY COUNCIL FOR LIBRARY PLANNING AND DEVELOPMENT
Middletown Library Service Center
August 16, 2017

Members Present:

Ramona Burkey, Bridget Quinn-Carey, Melissa Canham-Clyne, Carl DeMilia, Vincent Juliano, Jennifer Keohane, Astoria Ridley, Denise Stankovics

Members Absent:

J. Drusilla Carter, Daniel Lewis, Sarah Mann, Joy Merrill, Robin Metaj

Others Present:

Lynette Baisden, Dawn La Valle

I. Call to Order

Carl DeMilia called the meeting to order at 10:05 a.m.

II. Approval of Agenda

Jennifer Keohane MOVED (2nd Astoria Ridley) to approve the agenda as amended. PASSED unanimously.

III. Approval of Minutes of June 21, 2017

Bridget Quinn-Carey MOVED (2nd Denise Stankovics) to approve the minutes of June 21, 2017 as amended. PASSED unanimously.

IV. Public Comment

There was none.

V. GENERAL REPORTS AND COMMUNICATIONS

a. Budget/State Library Report – Kendall Wiggin

Dawn reported in Ken's absence. There is no budget as of yet. The State Library has been negotiating with EBSCO and ProQuest regarding maintaining access to databases. CLC's operating funds grant payment from the State Library has also been impacted by the lack of a state budget.

b. researchIT CT - Connecticut Digital Library Advisory Board - Dawn La Valle
researchIT CT will be conducted an eResource Assessment survey to assess what resources libraries and patrons need. CSL would like to revisit how databases are procured with the assistance of the vendors, DAS (Department of Administrative Services).

VI. Old Business

a. ACLPD Permanent Resource Sharing Subcommittee

After discussion regarding the membership of the committee, it was decided that the group would not be titled a subcommittee but as a committee. Jennifer Keohane will be the CLC representative and there is a vacancy for a representative for a Large Library Standalone. Carl DeMilia will be Chair, and Astoria Ridley will be the Co-Chair.

b. Update on Bibliomation/FulFILLment

Carl reported that the data trial run was successful. Equinox is working on any bugs in the system. The libraries that participated in the training came back with a list of things that they would like to see changed or adjusted. Training will be set up for September and October.

c. deliverIT CT Update

The new model of service began July 17. Walter Magnavice and Dawn were pleased with the rollout of the service. At the beginning of the pilot, 2 deliverIT CT drivers were out on emergency leave; however, Steve Cauffman was instrumental to the successful rollout by stepping in and provided backup assistance. The service has almost doubled the frequency of service to many libraries that saw a decrease in service in 2015. Most libraries have accommodated deliverIT CT staff access to libraries.

d. Best Practices in Connecticut Public Libraries Fact Sheet - Doc 17-6

Dawn reported that there were good recommendations and additions made to the document. It was MOVED that the Advisory Council for Library Planning and Development recommends that the *Best Practices in Connecticut Public Libraries* document be submitted to the State Library Board for their endorsement as voluntary best practice for Connecticut public libraries. PASSED unanimously.

e. ACLPD Resource Sharing Subcommittee Members Consideration

Dawn stated that the intent of the Resource Sharing Committee is for members of the library community representing all the libraries the Connecticut State Library serves to engage in thoughtful, collegial, cooperative and collaborative consideration of best practices, guidelines and policies for resource sharing across the state. Dawn stated that condemnation of the State Library and State library staff is not in the spirit of collegiality, cooperation or collaboration. The State Library continues to support all libraries – public, academic, school and special through statewide services and construction grants that although have suffered significant budgetary cuts still manage to serve libraries to the highest degree. The Division of Library Development is meeting LSTA 5-Year Plan goals, and making strategic decisions while continuing to build on our strengths. The State Library, Division of Library Development continues to get national recognition as evidenced by the library continually being selected to pilot national initiatives and programs. This is the mission of the Division of Library Development, for libraries to thrive in the current information-rich, knowledge-based society; the Division of Library Development must concentrate its work in areas that meet the current needs and priorities of libraries and the people they serve. The Division's key principle is to work together with our colleagues in the Connecticut library community toward the common goal of making libraries "a trusted community resource and an essential platform for learning, creativity and innovation in the community." (*Aspen Institute Dialogue on Public Libraries, Rising to the Challenge: Re-Envisioning Public Libraries*, Washington, D.C.: The Aspen Institute, October 2014, page IV) Dawn referenced the areas and programs that the Division is currently working on. The library is down 5 full time staff members and a service center.

The board discussed possibly forming a model for behavior; to ensure that everyone serving on the committee voices will be heard and that there will be no bullying.

There should be no derailing or distractions, but support toward the goal. They also mentioned preparing an orientation packet for members to receive and review before the meeting, with an attachment of the services that the State Library provides. It was suggested that the material be distributed by the Chairs of the committee.

VII. NEW BUSINESS

b. Suggested changes to the Library Space Planning Guidelines

Proposed changes to the Library Space Planning Guide were suggested to ensure that when designing flexible space, libraries shall prioritize designs that improve and expand library services over designs that address the needs of other municipal agencies. A member of the library staff shall be the primary liaison between the municipality (and association) and the State Library. The designated liaison shall be responsible for ensuring that all project decisions made by the municipality (or association) adhere to both State Library guidelines and *Best Practices in Connecticut Public Libraries*. Any project changes that do not adhere to State Library guidelines or that diminish proposed improvements in library service, as stated in the application, will not be approved and could lead to forfeiture of the grant.”

The board made slight revisions to the proposed changes. Recommended language for staff participation: How has plan been shared with staff? How should staff participation and their feedback be documented? Dawn will bring the revised document back to the board.

In conclusion of the meeting, Dawn expressed her appreciation and thanked the ACLPD board for their support.

The meeting was adjourned at 11:45 a.m. The next scheduled meeting will be held on October 25, 2017 at the Middletown Library Service Center.

Respectfully submitted,

Lynette Baisden, Recorder