ACLPD Committee on Resource Sharing
Orientation
At the June 21\textsuperscript{st}, 2017 meeting ACLPD formed a Standing Committee for Resource Sharing to:

- Research and review existing resource sharing practices in other states
- Explore 21\textsuperscript{st} century library “best practices” for resource sharing
- Develop resource sharing policies for the Connecticut State Library based on existing national policies adapted for the needs of all CT libraries.
- Develop training modules to educate library staff on resource sharing to better understand the complexity of the services.
- Develop presentations for ILL Roundtables and other events to discuss the sustainability of resource sharing.
- Work collaboratively with the CDLAB eResource Task Force on resource sharing issues.
- Make recommendations to ACLPD and the State Library Board for resource sharing practices and policies.

*As with ACLPD, this committee is advisory in nature as such recommending the disposition of state and federal funds for programs is not part of the charge of this committee.
The Connecticut State Library was established by an act of the Connecticut General Assembly in May 1854. Dr. James Hammond Trumbull was appointed first State Librarian for Connecticut in that year. In its 163 year history here have been 10 State Librarians. The collections were first kept in the State Houses in Hartford and New Haven and then in the present day Capitol. In 1910 they were relocated to the State Library/Supreme Court building in Hartford where they are housed today.
Who Does the State Library Serve?
State Library Divisions and Units – Core Services

CT State Library
Library for the Blind and Physically Handicapped

CT State Library
State Archives

CT State Library
Office of the Public Records Administrator

CT State Library
Division of Library Development

CT State Library
Museum of Connecticut History

CT State Library
Access Services Group

CT State Library
Collection Services Group

CT State Library
Discovery & Delivery Services
Library serves as the state’s principal law library. It maintains a comprehensive collection of state and federal legal publications of interest to the bench and bar, state employees, students, researchers, and the public. Knowledge and experienced staff provide reference information and research assistance in the use of primary and secondary sources. The public policy collection includes books on issues of concern to the Legislature, the Judiciary, and state agencies, and covers areas of historical and emerging importance. The staff of the State Library’s Bill Room provides information on legislative bill activity of the Connecticut General Assembly.
The State Library is a Federal, Regional and Connecticut State Documents Depository. It maintains a comprehensive collection of government publications that is both current and retrospective along with supporting public policy documents. General reference materials include dictionaries, almanacs, directories, encyclopedias, indexes, test guides and periodicals (print and electronic). The staff provides assistance and information on search techniques, new information products, and State Library resources. In addition they work with state agencies to acquire and preserve digital state publications in the Connecticut Digital Archive.
The History and Genealogy area supports the State Library’s mission to “preserve and make accessible the records of Connecticut’s history and heritage.” The collections are comprehensive and include genealogies, local histories, Connecticut newspapers, vital, church and probate records, and archival materials such as records of state government, manuscript collections and aerial photos. The staff assists genealogists (professional and amateur), historians, students, state employees, attorneys, environmental researchers, and citizens in search of historical information.
The Library for the Blind and Physically Handicapped is a network member of the Library of Congress’ NATIONAL Library Service for the Blind and Physically Handicapped. This service lends books and magazines in recorded formats along with the necessary playback equipment FREE to any Connecticut adult or a child who is unable to read regular print due to visual or physical disability. All materials are mailed to and from library patrons by postage-free mail.
The Office of the Public Records Administrator is responsible for the design and implementation of the Records Management Program for all state agencies within the executive department, and the towns, cities, boroughs, districts, quasi-public agencies and other political subdivisions of the state. The office creates records retentions schedules and authorizes the legal destruction of public records when they are no longer useful, provided they have no permanent of historical value. The office operates the State Records Center in Rocky Hill, providing offsite records storage services to state and quasi-public agencies. In addition, it administers the Historic Documents Preservation Program to assist local governments in improving preservation and management of their historic public records.
Since 1855 the Connecticut State Library has acquired historical records from the three branches of State Government. Some collections available include Connecticut Archives (1629-1820) comprised of Colonial and early statehood records; General Assembly (1636-2008) including papers of the General Assembly; Judicial Department (1647-1991) containing records of Connecticut Courts; Office of the Governor (1630-2010) including papers of the governors and their staffs; Military Dept (1729-2006); Manuscripts (1637-2011) consisting primarily of personal papers from political figures, church leaders, scientists, engineers, businessmen, merchants, and scholars; Towns and Municipalities (1674-1994). The Archives contains more than 40,000 cubic feet documenting the evolution of state public policy and its implementation, the rights and claims of citizens, and the history of Connecticut and its people.
The Museum of Connecticut History consists of Memorial Hall, a magnificently restored beaux-arts style gallery and three adjoining exhibit areas. On permanent display are the portraits of Connecticut Governors as well as historic documents, including the State’s original 1662 Royal Charter, the 1639 Fundamental Orders, and the 1818 and 1964 State Constitutions. The focus of the Museum and its collections is Connecticut’s government, military, and industrial history. Permanent and changing exhibits trace the growth of the State and its role in the development of the nation from the Colonial era to the present.
Mission:
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)
How do we Allocate resources?

• Platform
• Education
• The Seven Literacies
• Place
• Advocacy
• Strategic Communication

http://libguides.ctstatelibrary.org/dld/contact/plan
Division of Library Development

DLD’s most critical resource is it’s staff of professional consultants, and support staff, without them the mission of the Division cannot be executed.

• Maria Bernier, LSTA Coordinator/e-rate Coordinator
• Steve Cauffman, ILL Coordinator/MLSC Manager
• Eric Hansen, eGO and researchIT CT Coordinator
• Gail Hurley, reQuest Coordinator/Special Projects
• Tom Newman, State Data Coordinator/Construction Grants Manager
• Linda Williams, Children’s and YA Consultant
• Walt Magnavice Jr., deliverIT Supervisor/Logistics Manager.

And all of our MLSC support staff and deliverIT CT drivers.
We are more that just statewide services:

• Middletown Library Service Center
• Professional Consulting
• Professional Development Opportunities
• Grant Opportunities – Construction, LSTA and others
• State, Regional and National Pilots and Initiatives
  o Leadership
  o Toolkits
  o Strategies
• Signature Programming
• Strategic Partnerships
• Summer Reading Program
State Library Agency Funding

The State Library Agency is Funded primarily with state funds, but also through federal grants; fees and other limited revenue sources.

The Division of Library Development is funded primarily by the Library Services and Technology Act Grants to State Libraries Program.

But, LSTA funds are contingent on Maintenance of Effort (MOE)
<table>
<thead>
<tr>
<th>Pre-recession FY2009 Budget</th>
<th>Current FY 2017 Budget (*)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Permanent F/T Staff – <strong>72</strong></td>
<td>Permanent F/T Staff – <strong>55</strong></td>
</tr>
<tr>
<td>Other Expenses – <strong>870,459</strong></td>
<td>Other Expenses - <strong>426,673</strong></td>
</tr>
<tr>
<td>Statewide Digital Library – <strong>2,777,691</strong></td>
<td>Digital Library - <strong>1,750,193</strong></td>
</tr>
<tr>
<td>ILL Delivery – <strong>262,097</strong></td>
<td>ILL Delivery - <strong>276,232</strong></td>
</tr>
<tr>
<td>Library Materials – <strong>1,200,000</strong></td>
<td>Library Materials - <strong>638,378</strong></td>
</tr>
<tr>
<td>CSLU’s - <strong>350,000</strong></td>
<td>CSLU’s – <strong>184,300</strong></td>
</tr>
<tr>
<td>Grants in Aide - <strong>347,109</strong></td>
<td>Grants in Aide – 0</td>
</tr>
<tr>
<td>Connecticard - <strong>1,226,028</strong></td>
<td>borrowIT CT – <strong>781,820</strong></td>
</tr>
</tbody>
</table>

(*) Proposal only and does not reflect additional cuts including holdbacks and deficit mitigation
State Library Declining Budget

Total State Library Appropriation - FY '09 - '16

- FY '09: $13,240,453
- FY '10: $13,273,801
- FY '11: $12,124,313
- FY '12: $11,749,815
- FY '13: $11,562,706
- FY '14: $10,703,891
- FY '15: $10,470,333
- FY '16: $9,894,032

Total State Library Appropriation $8,000,000 - $14,000,000
For Federal Fiscal Year FFY2016, CSL was allotted $2,022,715 (*) which supports (numbers are approximate taking into account partial distributions and carryovers):

- 17 F/T staff (DLD and LBPH) - $1,508,812
- Van Lease and Fuel - $89,168
- Collection Development - $29,250
- LSTA Sub-grants - $95,000
- Professional Development Training – $55,000
- MLSC Maintenance and Supplies - $29,050
- Subscriptions and fees - $73,881

$1,880,161

(*) Agency maintains carryover for delayed allotments and continuing resolutions during 2yr Federal Fiscal Cycle
• **Odd Number Years** = Budget setting year for a 2 year term

• **Even Number Years** = Budget adjustments for year 2 of the biennium.

  o *Budget adjustments are made based on updated fiscal projections and information*
SUMMER

Executive Branch
Late Summer: OPM sends instructions to state agencies
Mid Fall: Agencies submit budget proposals and expansion options to OPM
Late fall/early winter: OPM/Governor and staff make decisions in context of projections and fiscal indicator

Winter

Governor’ Proposal
The Governor Presents the budget to the Legislature in February
Appropriations Committee hears from the State Agencies and the Public about the Governor’s Proposal

Winter into Spring

Appropriations Process
Appropriations Committee has Subcommittees by subject area who conduct working sessions with each of the state agencies
Subcommittees make their recommendations to the Chairs of Appropriations
Appropriations Committee votes on The Appropriations Budget
A final budget, is never actually final:

- Governor’s statutory 5% rescission options
- Deficit Mitigation cuts
- Holdbacks – temporary holdbacks from appropriations that can be made permanent.

These are budget cut mechanisms outside of the budget process that state agencies generally do not have any input in or control over.
Sec. 11-2a Receipt of Federal Funds The State Librarian is empowered, subject to the provisions of the general statutes, to receive any federal funds made available to the state for the purposes programs under his jurisdiction and to expend such funds for the purpose or purposes for which they are made available. The State Treasurer shall be the custodian of such funds.

IMLS: The State Library “is the official State Agency with authority under state law to develop, submit and administer or supervise the administration of the State Plan under the Library Services and Technology Act. The State Librarian “is the officer authorized to submit the State Plan, sign all assurances, certifications and reports and to whom the grant award is made for the named State Agency.”
In order for the State Library to be eligible for LSTA grant funds, the agency must maintain **MOE Maintenance of Effort** based on eligible State Agency Budget lines that support Library Development Statewide Services— not all State Library Agency budget lines are eligible **MOE**.

If a budget line such as researchIT (digital library), borrowIT, deliverIT, or personnel gets cut this impacts the **MOE** resulting in loss of LSTA funds.
2012-2018 LSTA 5 Year Plan Evaluation - The independent reviewers found that CSL partly achieved Goal 1 and achieved Goal 2, and they noted: “DLD has made all the right choices in a very difficult environment. The closing of one of their facilities was a key strategic decision that would allow them to transform and continue to thrive in the future. Similarly, some of the objectives that were not pursued were guided by the principle of focusing resources on institutional capacity building and access to resources. If there is a phrase to characterize their strategy that phrase is “building on our strengths.” From supporting statewide services like the databases, the shared catalog, and delivery system to supporting sub-grants, an ambitious program of professional development and a network of partnerships, DLD is strengthening the capacity of libraries in CT to create a better future for them. Elements of distinction are noteworthy in the superb work the consultants provide through training, workshops, and reference questions and consultations. A systematic effort is taking place so sub-grants highlight outcomes and emphasize impact captured in the agencies reporting documents.”
The Institute for Museum and Library Services (IMLS) informed DLD that our **2018-2022 LSTA 5 Year Plan** was accepted. Teresa DeVoe, Program Officer stated “I’ve read your Five-Year Plan, and it appears to fully respond to the guidelines and does not require any suggested edits from IMLS. Thanks so much for your attention to this process, and nice work updating everything this round for current library needs in Connecticut.” From the plan “**CSL's top priority is to emphasize the role of libraries as anchor institutions within their communities and to help librarians gain skills, knowledge, and resources in order to serve their communities' needs.** Building on the Aspen Report's themes of People, Place and Platform CSL will help public libraries cement their place as essential organizations that are central to the quality of life, civic and cultural engagement, and economic vitality in every municipality.”

http://libguides.ctstatelibrary.org/dld/lstagrants
Division of Library Innovation and Outreach
The Task Ahead