

# CSL Management Strategies

## FY17

The Connecticut State Library's strategies to manage with limited resources in FY17 are as follows:

- Limit hiring to refills of critical positions that stay within available funds and align with agency priorities.
- The State Library is requesting approval for the use of CEPF funds to offset reductions to the Library Materials account. The State Library operates the principal law library for the state and also has been licensing many of its online resources for all state employees recognizing that most agencies no longer their own libraries or subscriptions to key resources.
- By the end of FY16 we had closed the Willimantic Library Service Center (WLSC) and combined our operations into the Middletown Library Service Center. The reduction of costs associated with WLSC is reflected in the reduction to "Other Expenses."
- The State Library has applied for eRate funding for an upgrade to its wi-fi system at 231 Capitol Avenue. The State Library is exploring other areas where eRate discounts can be utilized to reduce telecommunications costs.
- We have implemented some of the recommendations of the Advisory Council on Library Planning and Development's taskforce on the sustainability of the statewide delivery system placing major restrictions on what can be delivered through the delivery system. The State Library Board will continue to review progress on maintaining reasonable service within available resources.
- We have renegotiated some of the statewide licensed online information resources and will work with other vendors as contracts expire to keep within the available funds for the Statewide Digital Library.
- We will work with the library community to establish priorities for funding statewide services.
- We will continue the collaboration with DAS/BEST to implement an Information lifecycle governance solution for electronic records across the executive branch.
- In view of limited staffing, the State Archivist and the Public Records Administrator will continue to prioritize the disposition of state agency records to accommodate executive branch agency needs, especially those agencies that are relocating.

- The Agency will continue to seek federal and foundation grants to support library initiatives. A donate "button" is being added to all of the State Library's various websites and social media, as well as the CT Heritage Foundation's website making donations to the Foundation by credit card possible. It is hope that this will lead to increased donations. The Foundation will continue funding special initiatives at the State Library.
- The State Library will work with OPM to seek a legislative regarding the historic documents fee on filings. The agency is currently losing 16% of its possible revenue.

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