

FOCL, the Association of Connecticut Library Boards (ACLB), Connecticut Library Association (CLA) and the Connecticut State Library (CSL) collaborated on a program entitled "Whose Responsibility Is It?" at the CLA conference on May 7<sup>th</sup> at the Mystic Marriott. The program was the culmination of a project that all the organizations have been working on over the last several months, a revision of the "Working Together Roles and Responsibilities" document that articulates the roles that Library Directors, Friends and Trustees play in the provision of library services to their community.

This panel discussion presented an overview of the document itself and then showed how its principles can be applied to real world scenarios to ensure the smooth operation of a library. Panelists were

- Barbara Bailey, director of the Welles Turner Library in Glastonbury and chair of the CLA Public Libraries Section
- Carl Nawrocki, past president and book sale chairperson Friends of the Salem Library and FOCL president
- Shani Burke Specht, president Bethel Library Board and vice-president ACLB
- Mary Engels, State Library liaison to Friends and Trustees and moderator of the panel

For those of you interested in reading the document it is posted on the FOCL web page at: <http://tinyurl.com/7fpxa5o>. In general terms Working Together explains how the library director is responsible for the management and operation of the library, the trustees are the policy makers and responsible for governance and the Friends are advocates and fundraisers. The document can serve as a guideline for all types of public libraries no matter what their governing structure.

After Working Together was presented to the audience the panelists each explored a situation that might arise in a library and how the document helps work through the challenges it presents so that the library can continue to address the needs of their community.

Barbara's scenario focused on teens who are disruptive in the library and bothering other patrons. In this instance the director drafts behavior guidelines that are then approved by the board and also does some planning for dedicated space and programs for the teens that are also incorporated into the overall space plan approved by the board. The Friends advocate for the space expansion and as an interim step purchase games for use by the teens in the library and support a teen summer reading program. The teens now have their space and programs because everyone worked on addressing these community needs.

Carl presented the case of small town library that expanded their space which rapidly increased patronage that was not matched by an increase in staffing. They needed to address the question of how best to use volunteers at the circulation desk. The board and library director worked on a volunteer policy which included a training plan for the volunteers. The Friends helped out by recruiting volunteers. In order to plan for the long term the trustees included funds for expanded paid staff in the regular budget and the Friends supported and advocated for the board's proposal at budget time. Now the library isn't so dependent on the volunteers but still uses them for some projects and the staffing levels are more in line with the library's needs.

Shani drew on her experience with a capital campaign when presenting the last scenario. The Library needed to repair the roof and renovate an old part of the Library which is now used for storage. The renovation would give the Library more useable space. The library director and

staff determined the need for and extent of renovations which the board evaluated and approved. They all moved on to financial planning and advocacy with the director making the initial budget determination and then working with Board and Friends on fundraising. The board developed and executed a capital campaign plan with assistance of library director and Friends. As always the Friends were staunch advocates for the increased funding. The renovated library serves the community in ways that weren't possible before the improvements.

To see the power point presentation that accompanied the discussion go to:  
<http://tinyurl.com/6mxbvwg> and click on Working Together for Stronger Libraries.

The session wrapped up with a lively question and answer session covering a wide range of issues that face library staffs, trustees and Friends.