

**CONNECTICUT DIGITAL LIBRARY ADVISORY BOARD
MIDDLETOWN LIBRARY SERVICE CENTER**

Minutes of the Meeting on October 4, 2006

Present: Melissa Behney, Hal Bright, Patricia Daragan (Chair), Robin Dutcher, Nicholas Eshelman, Irene Iwan, Anne-Marie Kaminsky, Deborah Salewski, Arthur Skerker

Others: Lynette Baisden, Sharon Brettschneider, Steve Cauffman, Lorraine Huddy, Gail Hurley, William Sullivan

Absent: John Coleman, Elizabeth Frechette, Carolyn Marcato, Kendall Wiggin, Jonas Zdanys

1. Call to Order

Patricia Daragan called the meeting to order at 1:08 p.m.

2. Approval of Minutes

Anne-Marie Kaminsky MOVED (2nd Arthur Skerker) to approve the minutes of August 2, 2006. VOTED UNANIMOUSLY.

3. Approval of Agenda

Hall Bright MOVED (2nd D. Salewski) to approve the agenda of October 4, 2006 as presented. VOTED UNANIMOUSLY.

4. Public Comment

There was none.

5. State Library Report – Kendall Wiggin

Kendall Wiggin was not able to attend the meeting due to a scheduling conflict. Sharon Brettschneider distributed a State Library report to the board members. She announced the *Imaging Connecticut's Past – Introduction to Developing Digital Projects for Connecticut Libraries and Cultural Heritage Institutions* workshop to be held on November 14 at the Legislative Office Building. Sen. Mary Ann Handley will give the opening remarks. Ms. Handley is a recipient of the library champion award from the Connecticut Library Association. The conference will provide training on starting a digital project in your library or cultural heritage institution including standards and best practices. Sharon also announced that the State Library will partner with Libraries for the Future for an *Equal Access Libraries* program that will train librarians to assess the needs of their community and to partner with local strategic partners to address these needs. Participants in the program will focus on one of three service areas: health, services to baby boomers and youth. The Service Centers are a source for providing professional materials to libraries. The new improved web page for the Service Centers can be found at <http://ct.webjunction.org/do/DisplayContent?id=7204>. The Friends of Connecticut Libraries has recently completed publication of a *Handbook for Connecticut Library Friends* which provides guidance to libraries wanting to organize or revitalize their friends groups. Division of Library Development will announce the next round of Library Service and Technology Act (LSTA) grants at the end of October. The Advisory Council on Library Planning and Development will discuss and vote on the recommended grant categories at their October 18th meeting. Libraries applying for LSTA grants must attend at least one of the five workshops being held throughout the state. Kendall has submitted our current service budget to the Office of Policy and Management. We had asked for an extra million dollars for iCONN. Although this was not accepted as a current services request we will be submitting as a budget expansion option in November. The Connecticut Library Association will include this request on their legislative agenda along with an increase in Connecticut grants and the Connecticut Library Association and bonding for public library construction. The State Library will also be resubmitting the statute changes we requested last session. As part of the required evaluation of our federal 5 year plan for LSTA we will be doing an in-depth evaluation of iCONN. Central Connecticut State University's Center for Public Policy and Social Research will work with us to conduct focus groups and an online survey.

6. Department of Higher Education – Jonas Zdanys

No report.

7. Reports

a. Database Committee – Lorri Huddy

Lorri Huddy reported that she has made progress soliciting new members for the database committee. Lorri sought to get representation from community colleges and more library media specialists. The new members are Jorge Luis Cervera (MCC), Carol Abatelli (ECSU), Cheryl Beturne (Enfield), Mary Ann Franco (Wilton), Patt Schiller (North Haven High School), Kitty Tynan (Univ. of Hartford), Juli Yulo-Medeiros (Roosevelt Middle School, New Britain), and Toby Zabinski (Amity High School, Bethany). Lorri distributed a *Wish List Survey to Prioritize Possible New Databases* to the board. Lorri asked the board to look over the questions and let her know if they have any suggestions or changes. She will post the survey in time to get results before the next database committee meeting. Sharon Brettschneider stated that they will use the data gathered to substantiate the request for an increase in the iCONN budget. To further substantiate the request, Lorri will update the cost benefit numbers. Lorri attended an Auto-Graphics Agent User Group conference in California. She spoke about tailoring the databases to make them more user friendly for patrons and to also better customize what patrons see.

b. Digital Library Progress – William Sullivan

Bill Sullivan displayed the three new iCONN banners and the iCONN table cloth for conferences and displays. They were used for the first time at the Durham Fair. The new iCONN rack cards along with CD holders, tri-highlighters and crayons were given away at the booth. iCONN staff at the booth wore new black polo shirts with green lettering that read, “iCONN” on the front and “Connecticut’s research engine” on the sleeve. The booth was moved to the Discovery Tent this year and that proved to be a more effective location than the Commercial Exhibits building. Bill reported on some of the different ways they will be advertising iCONN and the costs, including distributing posters and rack cards to libraries, and running ads on WNPR (public radio) and on Courant.com. Bill also reported that the new geo-location service registered a total of 2,302 log-in attempts, of which 1,433 (62%) were successful and 869 (38%) were not. The Connecticut Commission for Educational Technology has established three new advisory councils that have been charged with the operational responsibilities for the Commission’s activities. They are the eLearning & Content, Network Infrastructure and Services, and Professional Development councils. Jonas Zdanys and Sharon Brettschneider are on the Professional Development council and Bill Sullivan is on the eLearning and Content council. Bill distributed material describing each council. As part of his work on the eLearning Council, Bill and representatives from the eLearning council met with the President of the Connecticut Science Center in Hartford to discuss the Science Center and Hartford schools working together on science and technology (STEM) education using higher-resolution videoconferencing and ultra high-speed networks for selected schools in Hartford.

8. New Business

a. iCONN Privacy Policy – CDLAB Doc. 06-08 – William Sullivan

Bill Sullivan distributed iCONN’s draft Privacy Policy. iCONN is committed to ensuring the privacy of users. The policy is intended to be specific as to how iCONN uses patron computer IP addresses, library card numbers, cookies on computers and Geo-location information. Most important, iCONN does not track who is searching for what information. Hal Bright recommended that the policy be amended to remove the reference to the “first five digits” of the library card number in the section entitled “How iCONN Uses Your Library Card Number During Login.” Deborah Salewski MOVED (2nd Melissa Behney) to approve the amended iCONN Privacy Policy statement. VOTED UNANIMOUSLY.

b. iCONN Evaluation by CCSU Center for Public Policy & Social Research – Sharon Brettschneider This was covered in the State Library Report

9. Old Business

a. CET representative on CDLAB – Sharon Brettschneider

Sharon Brettschneider reported that Kendall Wiggin is now the Chair of the Commission for Education Technology. The Commission has included the Connecticut Digital Library Advisory Board as one of its CET Advisory Councils. Sharon said that the CDLAB bylaws call for a representative from CET to be on the CDLAB and thought that logically that should be Ken. If the members of the CDLAB agree they should vote on it to make it official. Art Skerker MOVED (2nd Hal Bright) to accept Kendall Wiggin as the Commission for Education Technology's representative on the CDLAB. VOTED UNANIMOUSLY.

10. Adjourn

The meeting was adjourned at 2:48 p.m. The next meeting will be held on December 6, 2006 at the Middletown Library Service Center.

Respectfully submitted,

Lynette Baisden,
Connecticut State Library