

**CONNECTICUT DIGITAL LIBRARY ADVISORY BOARD
MIDDLETOWN LIBRARY SERVICE CENTER
Minutes of the Meeting on October 7, 2009**

Present: John Coleman, Diane Faiella, Irene Iwan, Eric Kelly, Diane Klare, Deborah Sanford, Kate Sheehan

Absent: Karen DeLoatch, Sarah Gager, Carol Kubala, Kendall Wiggin

Others: Lynette Baisden, Sharon Brettschneider, Stephen Cauffman, Eric Hansen, Gail Hurley, William Sullivan

1. Call to Order

The meeting was called to order at 1:00 p.m. by Chair Irene Iwan. New board member, Diane Faiella, was welcomed. Members of the board introduced themselves.

2. Approval of Minutes

Deborah Sanford MOVED to approve the minutes of August 5, 2009 as presented. VOTED unanimously.

3. Approval of Agenda

The agenda was approved as presented. VOTED unanimously.

4. Public Comment

There was none.

5. State Library Report – Kendall Wiggin

Sharon Brettschneider, reporting in Ken's absence, stated that the Appropriation was passed by the legislature and signed by the Governor. All funding was restored for library budget lines. Unfortunately, built into the overall state budget were bottom line adjustments to General Fund appropriations of over \$473 million which resulted in a significant number of adjustments to agency-specific appropriations. These are not technically de-appropriations but we will not be allocated the money in our budget lines. \$461,000 was held back from the iCONN budget and \$181,437 from reQuest. All the lines in the State Library budget were reduced except for State Aid and Connecticutcard. iCONN was particularly hard hit because we have a large number of contracts. Because of these reductions we will be cancelling databases. Bill Sullivan will address these cuts in his Digital Library Progress report. The State Library has contacted Auto-Graphics to discuss the budget situation and will try to reduce costs in that line.

6. Old Business

a. Department of Higher Education representative

Sharon Brettschneider reported that we had not received any nominations for a representative from Higher Education.

b. Department of Education representative

Sharon Brettschneider reported that no representative has been assigned from the Department of Education.

c. Nominations Committee - CDLAB Doc. 09-02 - Sarah Gager

John Coleman MOVED (2nd Deborah Sanford) that the Connecticut Digital Library Board approves the appointment of Diane Faiella and Karen Fecko on the Connecticut Digital Library Advisory Board, each for two-year terms beginning October 7, 2009. VOTED unanimously.

7. New Business

a. CDLAB Member 1st Term Expirations - Irene Iwan

Diane Klare, Karen Sheehan, and Deborah Sanford all have 1st terms that will expire December 31, 2009. They agreed to continue on their 2nd terms which will begin January 1, 2010. Sarah Gager and Karen DeLoatch also have 1st terms that will expire December 31, 2009. They were not present at the meeting, so Bill Sullivan will contact them regarding their willingness to serve a 2nd term.

b. Removal of AGCAT option from reQuest Participation Agreement - CDLAB Doc. 09-03 - Gail Hurley

Gail Hurley reported that AGCAT is an additional full cataloging module that allows for original cataloging and record editing and costs libraries using the service an additional \$350. There are currently no libraries using it and iCONN staff recommends removing it from our Participation Agreement. Deborah Sanford MOVED (2nd Irene Iwan) that the Connecticut Digital Library Board approves removing AGCat from the offering of reQuest services and from the reQuest Participation Agreement. VOTED unanimously.

c. reQuest Participation Fees - CDLAB Doc. 09-04 - Gail Hurley

Gail Hurley stated that the cost of reQuest participation of \$300 per year for libraries has stayed the same for more than 10 years. Gail is often asked for discounted district pricing for schools that cannot afford the \$300 annual charge per school. In the past iCONN staff had recommended not offering discounted district pricing. Gail is bringing it forward as a discussion item for the Board to decide if we should reconsider this policy. Gail presented a proposal for a new pricing structure that would allow districts with multiple schools to participate at \$300 for the first school and \$100 for each additional school. Gail also presented the fiscal impact of this change, including if this same policy were applied to public and academic libraries with branches. Along with this proposal, the Board discussed the options of (1) increasing the fee across the board for everyone or (2) to provide the service for free. Current budget constraints argue for continuing to charge a fee. Gail will gather more information from libraries and schools and will bring another proposal to the next meeting.

8. Reports

a. Commission on Educational Technology

Sharon Brettschneider stated that the Commission had not met since their last June meeting. The Connecticut Education Network (CEN) had holdbacks, but they will continue their work. No areas in the state will lose their network connections due to the budget holdbacks.

b & c. Database Committee and Downloadable Audiobooks- Eric Hansen

Eric Hansen reported that the database committee met on September 17 and discussed the current state budget, the new iCONN landing page and the collections of the downloadable audiobooks. There are 1,375 unique titles for the audiobooks. There had been 776 checkouts and 96 holds during that period. We have funds to purchase an additional 700 titles. The database committee will choose approximately 100 titles per month. Gale invited their lead production development person to come to the next database committee meeting to discuss the new enhancement requests.

d. Digital Library Progress – William Sullivan

Bill Sullivan reported that there were 23% and 27% reductions in funding for databases and reQuest, respectively. Due to this loss of funding, it was necessary to cancel the following databases effective October 1: Boston Globe (all libraries), AP Images (all libraries), Campus Research (academic libraries) and CINAHL Full Text (academic libraries).

Effective November 1, all ProQuest newspapers except the Hartford Courant and the Historical

Hartford Courant will be removed. All libraries will continue to have access to the New York Times (1985-present), Christian Science Monitor (1996-present), London Times (7/1985 – present) and limited coverage of the Hartford Courant (5/2003 – present) through Gale and through PowerSearch. Academic libraries will continue to have access to the Wall Street Journal through ABI Inform. All links to InfoAnytime from iCONN and from PowerSearch were removed October 1 due to the discontinuance of this service by CLC.

Bill distributed the Remote Access to iCONN-monthly stats to the Board. Bill noted that there were two opposite trends. There was a moderate decline in remote access by IP and a significant increase in remote access by library card, resulting in a significant overall increase in remote access. Total remote access stats since March are way above what they were a year ago. There was an increase in the page view stats from the prior year each month from May through July with a decrease in August. We will wait to see what September looks like.

9. Adjourn

The meeting was adjourned at 2:28 p.m. The next scheduled meeting will be held on December 2, 2009 at the Middletown Library Service Center. VOTED unanimously.

Respectfully submitted,

Lynette Baisden
Connecticut State Library