

**CONNECTICUT DIGITAL LIBRARY ADVISORY BOARD**  
**MIDDLETOWN LIBRARY SERVICE CENTER**  
Minutes of the Meeting on December 7, 2005

**Present:** Alan Benkert, David Bretthauer, Patricia Daragan, Elizabeth Frechette, Alfred Hopkins (chair), Anne-Marie Kaminsky, Alana Meloni, Jenifer O'Connor, Deborah Salewski, Jonas Zdanys; incoming members Nicholas Eshelman, Irene Iwan, and Carolyn Marcato.

**Others:** Lynette Baisden, Sharon Brettschneider, Steve Cauffman, Sharon Clapp, Jane Emerson, Mary Engels, George Pettinico (UConn), William Sullivan, Joanne Turschman, Deborah Zulick (CLC)

**Absent:** Melissa Behney, Arthur Skerker, Kendall Wiggin

**1. Call to Order**

Al Hopkins called the meeting to order at 1:00 p.m.

**2. Introductions**

Al Hopkins introduced the nominees for the vacancies on the Board: Nicholas Eshelman, Irene Iwan, and Carolyn Marcato. Al reported that there would be discussion on the departing board members later in the meeting.

**3. Approval of Minutes**

David Bretthauer MOVED (2<sup>ND</sup> Alan Benkert) to approve the minutes of October 19, 2005. VOTED UNANIMOUSLY.

**4. Approval of Agenda**

The agenda was moved by acclamation. VOTED UNANIMOUSLY.

**5. Public Comment**

There was no public comment.

**6. State Library Report**

Sharon Brettschneider, reporting for Kendall Wiggin, stated that Ken received a \$50,000 grant from the Hartford Foundation for Public Giving to support the Historic Hartford Courant Digitization Project. We are close to reaching our goal for this project. Sharon explained that it was too early for any budget news. The Connecticut Library Association's major focus will be to request an increase in funding for the Connecticard program. They are working on a major public relations effort to get the public to write-in, in support of funding for funding.

**7. Department of Higher Education Report – Jonas Zdanys**

Jonas Zdanys thanked the board members who were leaving and welcomed the new members. He stated that he serves on a variety of committees and councils in the state and that this one is among the most interesting; it is a group that does a splendid job. Jonas also stated that college students and faculty deeply appreciate the work that is being done on this board as well as the essential services and resources iCONN provides. He thanked the State Library staff for being such good stewards of those services and resources. He added that the CEN Content Committee, which is another statewide board, is working in parallel fashion to ensure that additions to the CEN, particularly in terms of educational content, will be as strong as iCONN continues to be. He also added that the Department of Higher Education will work with the state's colleges and universities to review institutional database purchases and make sure that they are not duplicates of what iCONN offers. That would be essential to help use available funds most appropriately. In that light, he added that it might be possible for colleges and universities to pool some resources and thereby expand the materials available in iCONN's academic database. Finally, he noted that an additional committee is looking at defining and making standard various policies and structures for dual enrollment by high school students in Connecticut's colleges and universities while they are still enrolled in high school. Such a policy might put additional demands on iCONN's resources because more students will be

counted as users. He said that he would keep the Advisory Board up-to-date on this and other related matters.

## 8. Old Business

### a. Nominations Committee – CDLAB DOC 05-06 – Alfred Hopkins

Al Hopkins reported that there were members of the board whose 2<sup>nd</sup> year terms would expire December 31. The Nominations Committee met and voted to allow board members who could renew their terms to be able to do so. David Bretthauer MOVED (2<sup>nd</sup> Alan Benkert) that the Connecticut Digital Library Board approves the reappointments of Patricia Daragan (academic librarian), Elizabeth Frechette (teacher), Anne-Marie Kaminsky (changed to business community rep) and Deborah Salewski (school librarian) to the Board for a second term beginning in January 2006 and the appointments of Nicholas Eshelman (academic librarian), Irene Iwan (public librarian), and Carolyn Marcato (school librarian) to the Connecticut Digital Library Advisory Board for a term beginning in January 2006. VOTED UNANIMOUSLY. The Nominations Committee recommended that a solicitation be done in order to identify candidates in the category of Parent of K-12 student. Jonas Zdanys, Patricia Daragan and Anne-Marie Kaminsky volunteered to form a new Nominations Committee for that task.

### b. Bylaws change (added text in red) – CDLAB DOC 05-07 – Alfred Hopkins

Jenifer O'Connor MOVED (2<sup>nd</sup> Patricia Daragan) to approve adding text stating that any changes to the terms of service will begin or end at the Board's Annual Meeting **or at the next regularly scheduled Board meeting**. VOTED UNANIMOUSLY.

## 9. Reports

### a. Database Committee – Sharon Brettschneider

Sharon Brettschneider reported that Jane Emerson has completed the draft bid for the Tier 1 databases. It has been submitted to DOIT. Sharon stated that this bid document is more simplified than the first RFP. After the bids are returned, the proposed products will be given a hands-on evaluation by a team of public, school and academic librarians. Elizabeth Frechette, Jenifer O'Connor and Alana Meloni volunteered to serve in this review process.

### b. Digital Library Progress Report – William Sullivan

Bill Sullivan, Sharon Brettschneider and Mary Engels interviewed four candidates for the Electronic Resources Coordinator position. They chose Lorraine Huddy from Trinity College for the position. Lorraine has accepted and will start in December or January. Jane Emerson will work with Lorraine to help her get acclimated to her responsibilities. Lorraine has worked in academic, public and school libraries, has great strength with technical issues pertaining to databases, and has excellent interpersonal skills. Medline Plus, PubMed and other public domain resources will be added to iCONN's Health Resources for public and academic libraries. Steve Cauffman distributed new brochures he developed for patrons (on iCONN) and for librarians (on reQuest). Bill Sullivan indicated that he has contacted the two primary teachers' unions (CEA and AFT-CT) about disseminating the updated brochure for educators to their members.

### c. Love Your Library (Barnes & Noble) Project - Sharon Clapp

Sharon Clapp reported that \$30,032.75 in purchases were made through the Love Your Library fundraiser, resulting in the maximum (25%) donation rate. Sharon received positive responses from libraries. Author events and other promotional activities took place in conjunction with the fundraiser. The Hartford Courant featured an article on iCONN.

### d. Schools Toolkit on CD-ROM Overview - Sharon Clapp

Sharon Clapp distributed the school toolkits on CD to the Board to review. These will be distributed to all library media specialists and possibly also to superintendents. She asked that comments be sent to sclapp@cslib.org. Beta tests of the Schools Toolkit CDROM were also sent out to a dozen library media specialists for feedback.

## **10. New Business**

### **a. Public Awareness Survey (Final Report) – George Pettinico (UCONN)**

Bill Sullivan introduced George Pettinico, Associate Director from the Center for Survey Research and Analysis (CSRA) at the University of Connecticut. Bill thanked Sharon Clapp for her help in identifying and contacting the CSRA to conduct this project. Mr. Pettinico walked the board through the key findings of the iCONN market survey. The final report and Mr. Pettinico's Powerpoint presentation are available on the Web at <http://www.iconn.org/iConnMarketingSurveyReport.aspx>.

### **b. Outgoing Board Members – Final Words**

Al Hopkins thanked outgoing Board members Alan Benkert, David Bretthauer, Alana Meloni, and Jenifer O'Connor for their many years of dedicated service on the Board. Sharon Brettschneider presented Al Hopkins with an official proclamation from Governor Rell in appreciation for Al's dedication and commitment in support of the mission of the Connecticut Digital Library for the citizens of Connecticut. Sharon also presented Jane Emerson with a resolution from the Board in recognition of Jane's many years of service in support of the Connecticut Digital Library.

## **11. Adjourn**

The meeting was adjourned at 3:13 p.m. The next meeting will be on February 1, 2006 at the Middletown Library Service Center.

Respectfully submitted,

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Lynette Baisden,  
Connecticut State Library