

**CONNECTICUT DIGITAL LIBRARY ADVISORY BOARD  
MIDDLETOWN LIBRARY SERVICE CENTER  
Minutes of the Meeting on August 5, 2009**

**Present:** John Coleman, Sarah Gager, Irene Iwan, Eric Kelly, Carol Kubala, Kendall Wiggin

**Absent:** Karen DeLoatch, Diane Klare, Deborah Sanford, Kate Sheehan

**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.

**2. Approval of Minutes**

The minutes of August 5, 2009 were approved 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**

Kendall Wiggin reported that the State Library is still open and operating under our 2<sup>nd</sup> executive budget. This month's allocation was enough to pay for Ccar and for payroll. We received less funding for iCONN. State agencies have been instructed not to spend unless it is essential or an emergency. 16 or 19% of the State Library's full time staff retired under the Early Retirement Incentive Program. Ken is currently working with staff on reorganizing the agency. He is hoping to replace four of the vacant positions although no replacements will be considered until a budget is passed. No projects will go to the Bond Commission until there is a budget. The State Library is closed on Mondays and the Willimantic Library Service Center and Library for the Blind and Physically Handicapped are both closed on Fridays. The State Library staff has been doing cross training to ensure coverage at the reference desks. One of our new goals is to push digitization of the collections. Ken and other State Library staff met with a representative from Ancestry.com to discuss a joint project to digitize historical materials in the library's collection. As discussion move forward, Ken would like whatever Connecticut content that is digitized to be available on Ancestry.com to any Connecticut residents through iCONN. The digitization will be from existing microfilm and from original material. The legislature and the Governor went through all agency accounts and took \$900,000 out of the State Library's Historic Preservation Fund. We had already approved grants for these funds so we will now pay out the grants as new money comes in. For next year's budget, the Governor's original budget had flat funding for iCONN and reQuest. Her second budget, released in May and her third budget released on July 30<sup>th</sup> proposed elimination of all funding for both programs, as well as all other state-wide programs for libraries. The legislature's version of the budget restored all library programs back to the FY 2009 current services level.

Sharon Brettschneider reported that Ccar is having a staffing crisis. Two drivers are on long term sick leave. Five libraries were moved over to the private vendor service. Some of the other Division's staff have volunteered to drive a route or help sort material.. Regarding the overall budget, Sharon reported that if the Governor 's budget is enacted, we will not be able to maintain our maintenance of effort and will therefore lose an additional \$2 million dollars in federal funds. Irene stated that she will send another letter on behalf of the Board to the

Governor from iCONN's funding. She will send a copy to the Board as well. The Middletown and Willimantic Library Service Centers have installed a new circulation system.

#### **6. Department of Higher Education representative – Kendall Wiggin**

Kendall Wiggin reported that he has not received any information for the person who will be filling the vacancy for the DHE. Ken has written to the commissioner seeking a replacement.

#### **b. Department of Education representative – Kendall Wiggin**

Ken reported that he also has not received any information for the person who will be filling the vacancy for the SDE.

#### **7. New Business**

##### **a. Nominations Committee – Irene Iwan**

Irene reported that volunteers are needed for the Nominations Committee. There are possibly 2 vacancies that may need to be filled. Carol Kubala and Sarah Gager volunteered to be on the committee. Sharon stated that the nomination form could be posted to the Connecticut Association of School Librarians listserv.

#### **8. Reports**

##### **a. Commission on Educational Technology – Kendall Wiggin**

Ken reported that the Commission met in June. They approved funding for UCONN to become one of the safe harbor institutions in the state. UCONN will be able to back-up their data using servers at a provided facility. DOIT is working on applying for broad based stimulus funding. The Commission and the state are working on a application for ARRA funding to get fiber lines out to areas in the state that don't have it. The state has hired a grant writer to help with the application.

##### **b. Meeting with CCALD**

Sharon reported that she, Bill Sullivan and Eric Hansen met with the Connecticut Council of Academic Library Directors in July with Randi Ashton-Pritting. They discussed their priorities for the iCONN databases if we sustain a substantial reduction in the budget.

##### **c. Database Committee - Eric Hansen**

The Database Committee met on June 25. Gale participated by teleconference to discuss the new PowerSearch interface and the enhancement features the Committee had requested. Eric has prepared a custom report for several libraries that demonstrates how much database subscription cost iCONN saves them.

##### **d. Downloadable Audiobooks - Eric Hansen**

Eric did a demonstration of the new downloadable audio books on iCONN. There are 1,375 titles. They can be found at <http://connstatelib.mylibraryaudio.com>. The collection can be browsed by fiction or non-fiction, and can be sorted by title, author, publication date, popularity or patron rating. Advanced search is also available. Users will have to download Ingram Media Manager onto their computers to check out and play titles, and to transfer titles to MP3 players. Ingram Digital was chosen because of their low cost, they were easy to work with, the quality of their available titles, and because they are fully iPod compatible.

##### **e. Digital Library Progress – William Sullivan**

Bill Sullivan reported on the impact of the reduced monthly budget allotments on our ability to pay for ongoing use of iCONN databases. We were able to pay 68% of the amounts owed in July and 48% of the cumulative amounts owed in August. The vendors were contacted regarding the budget situation and, so far, have allowed us to maintain access while deferring

payments. Bill is hoping that we will have a budget that will enable us to pay vendors in full by September. The Database Committee will meet tomorrow to set database priorities in the event that cuts have to be made. PowerSearch, which is the interface to a master index of all Gale content, was implemented on July 1 as planned. It replaces federated searching, and its content has been customized for the different library types. So far, ProQuest has declined to allow PowerSearch to index the newspaper content we license from ProQuest, and no agreement exists yet with Associated Press to do the same with AP Images. We are working on getting the link to Ask A Librarian (InfoAnytime) operational on the PowerSearch search results screen. The serials catalog is now up-to-date, thanks to Gail Hurley. Bill distributed the Remote Access to iCONN – Monthly statistics. The usage stats show that the page view stats for June 2009 were 49% above June 2008, which is the highest increase since we began recording page view stats; and total remote access stats reflect a significant increase over the previous year for every month from March through July. Steve Cauffman is working on correcting the page view stats for EBSCO. Upon completion, the page view stats will be restated.

### **9. Adjourn**

The meeting was adjourned at 2:31 p.m. The next scheduled meeting will be held on October 7, 2009 at the Middletown Library Service Center. VOTED unanimously.

Respectfully submitted,

Lynette Baisden  
Connecticut State Library