CONNECTICUT DIGITAL LIBRARY ADVISORY BOARD
MIDDLETOWN LIBRARY SERVICE CENTER
Minutes of the Meeting on December 4, 2013

Present: Sylvia Boyd, Galadriel Chilton, Debbie Herman, Roger Kemp, Elizabeth Neligan, Kathie Popadin, Christina Russo, Marie Shaw

Absent: Sarah Ludwig, Kendall Wiggin

Others: Lynette Baisden, Steve Cauffman, Eric Hansen, Gail Hurley, Dawn La Valle, Bill Sullivan

1. Call to Order
The meeting was called to order at 1:00 p.m.

2. Approval of Minutes
Sylvia Boyd MOVED (2nd Roger Kemp) to approve the minutes of June 5, 2013. VOTED unanimously.

3. Approval of Agenda
Galadriel Chilton MOVED (2nd Christina Russo) to approve the agenda. VOTED unanimously.

4. Public Comment
There was none.

5. New Business
a. Nominations Committee – CDLAB DOC 13-04 – Galadriel Chilton
Roger Kemp MOVED (2nd Sylvia Boyd) that the Connecticut Digital Library Board approve the appointment of Elizabeth Joseph to the Connecticut Digital Library Advisory Board n the category of Public Librarian for a first term of December 4, 2013 to December 3, 2015. VOTED unanimously.

b. Election of Chair and Vice Chair for 2014 – CDLAB DOC 13-05
Galadriel Chilton MOVED (2nd Kathie Popadin) that the Connecticut Digital Library Advisory Board approve the appointments of Debbie Herman as Chairperson and Sylvia Boyd as Vice Chairperson for terms of January 1, 2014 to December 31, 2014. VOTED unanimously.

c. CDLAB Members Agreeing to Serve a 2nd term – CDLA B DOC 13-06 – Sylvia Boyd
Sylvia Boyd MOVED (2nd Christina Russo) that the Connecticut Digital Library Advisory Board approve Galadriel Chilton, Debbie Herman, Roger Kemp and Sarah Ludwig to serve second terms of January 1, 2014 to December 31, 2014. VOTED unanimously.

Bill Sullivan noted that there is now a Board vacancy in the Student category since Molly James has graduated from high school and left for college. Bill agreed to send out a solicitation to fill this position and encouraged Board members to think of possible candidates.

Dawn La Valle reported in Kendall Wiggin’s absence, stating that there was no new budget or legislative news. Dawn discussed having the CDLAB work with Tom Newman, state data coordinator, on establishing statistics for database usage. Tom sent a survey to some of the
libraries that complete annual reports, in order to get data which would measure the use of databases. Ken will also follow up with more discussion.

7. Reports
a. Commission for Educational Technology – Dawn La Valle
Dawn La Valle reported that the Commission is working on strategic planning for 2014. The discussion will include libraries as well as municipalities. Mark Raymond is the new Chair for the CET.

b. Digital Library Progress - William Sullivan
Bill Sullivan reported on the status of the RFP for the statewide library catalog that was issued on October 31. There weren’t many questions from the vendors. The RFP did not make a single sign-on authentication a mandatory requirement. If the winning vendor does not offer it, a back-up plan has been established. Auto-Graphics informed all clients that its current product, which is the basis of our current statewide library catalog, will be discontinued in July 2014. To promote iCONN, as part of our contract with EBSCO, new literature consisting of 11x17 posters and kids bookmarks are available at http://www.ebscohost.com/iconn. iCONN’s standard bookmarks can be ordered through the iCONN site map. Through a partnership with the National Network of Libraries, New England Region, a sample package of MedlinePlus, SeniorHealth and PubMed promotional material was distributed to all public library directors via CCAR. These materials can be ordered online through NNL. These are the primary health information resources now offered through iCONN.org. Bill distributed and discussed the script for the iCONN OneSearch Tutorial that EBSCO will soon be producing. It will be a streaming video linked to from iCONN OneSearch search results pages. It was suggested that this be made more widely available through video services, such as YouTube and SchoolTube, which Bill agreed to pursue. The need for a separate video for K-5 was also discussed.

c. Database Committee –Eric Hansen
The Database Committee last met on October 21. The Committee discussed capturing usage statistics of the databases. Eric arranged a trial of OneClickdigital’s e-book platform, which consisted of 85 classic titles. He later rolled out the service to the public. Since then, 47 e-book and 39 audio books have been added, all subject to deep year-end discounts. Eric is considering how future money will be spent on ebooks and eaudio books with regard to content. Eric distributed minutes from the July 26th, September 19th and October 21st Database Committee meetings.

The Connecticut Library Consortium is working to get discounts for high-priority databases that iCONN cannot afford to license, including The Hartford Courant, 1923-1984.

d. iCONN Usage Stats for FY 2013 – Steve Cauffman
In FY2013, there were a total of 7,578,456 page views (a measure of when search results are actually viewed). This page views total is understated due to the skewing effect of federated searching and therefore FY2013 statistics can’t be accurately compared with the previous year’s total. We transitioned this past July to databases provided by EBSCO so this may not be an issue going forward. Steve, in cooperation with the Database Committee and EBSCO, is investigating ways to best present statewide usage statistics for FY2014. Dawn reported that the Chief Officers of State Library Associations (COSLA) is reviewing metrics used to evaluate databases and may come up with recommendations and/or best practices. Dawn noted that the Chief Officers of State Library Associations (COSLA) is exploring metrics that would measure the value of using library resources and that would support qualitative analysis and they may come up with recommendations and/or best practices.
e. Statewide Library Catalog Update Frequency Report – CDLAB DOC 13-07 – Gail Hurley
Gail Hurley works with network and standalone libraries to contribute their holdings to reQuest. Libraries extract their full databases and send them electronically to Auto-Graphics. Gail reported and distributed her reQuest Frequency Report for FY2013 detailing a comparison in the frequency of updates from FY2012 & FY2013. The number of libraries updating on a monthly basis has increased and the number of libraries who were not contributing decreased. Libraries whose holdings are more than two years out of date will be removed from reQuest.

f. Connecticut Newspaper Project – Gail Hurley
Gail Hurley reported on a joint pilot project with Library Connection called Newspapers of Connecticut, which is a sampling of the State Library’s collection of historical newspapers from the civil war era. This collection is available through iCONN and the State Library’s web site. Gail, Jane Cullinane and Kendall Wiggin met to plan a way for libraries to be able to contribute their digitized newspapers to the collection. The State Library also received a National Endowment for the Humanities grant of nearly $275,000 to digitize 100,000 pages of historic newspapers for Connecticut. The resulting pages will be included in the Library of Congress’ Chronicling America project. An advisory board was formed to select the newspaper titles for the grant and the board chose two titles with long runs from the 1910-1922 timeframe. An announcement will be made shortly about these titles.

8. Adjourn
Dawn asked that a representative from the CDLAB make a report at the scheduled State Library Board (SLB) meetings. The next SLB meeting will be January 27, 2014.

Roger Kemp MOVED (2nd Christina Russo) to adjourn the meeting at 3:04 p.m. The next scheduled meeting will be held on February 5, 2014 at the Middletown Library Service Center.

Respectfully submitted,

Lynette Baisden
Connecticut State Library