Present: Sylvia Boyd, Galadriel Chilton, Karen Fecko, Joy Hansen, Roger Kemp, Carol Kubala, Sarah Ludwig, Michelle Luhtala, Kendall Wiggin
Absent: Debbie Herman, Franklin Edrich, Mara Whitman
Others: Lynette Baisden, Stephen Cauffman, Eric Hansen, Gail Hurley, Bill Sullivan

1. Call to Order
The meeting was called to order at 1:05 p.m.

2. Introductions
There were no new members to introduce.

3. Approval of Minutes
Roger Kemp MOVED (2nd Carol Kubala) to approve the minutes of June 6, 2012. VOTED unanimously.

4. Approval of Agenda
The forming of a nominations committee was added to the agenda. Sylvia Boyd MOVED (2nd Roger Kemp) to approve the amended agenda as presented. VOTED unanimously.

5. Public Comment
There was none.

6. Old Business
a. High-Priority Resources Requested for iCONN - CDLAB DOC 12-05 – William Sullivan
The Database Committee submitted its final document to the Board. It includes pricing and an assessment (based on hand-on evaluations) of all products considered in each category. The Board commended the Committee for its work. Ken Wiggin indicated the document provides him with sufficient information to make it an action item for the FY 2014 budgeting process.

7. New Business
a. Nominations Committee
The Connecticut Digital Library Advisory Board will be soliciting to fill expected vacancies on the Board beginning in January 2013. The vacancies include two school librarians (Karen Fecko is retired and Michelle Luhtala, due to work commitments, is not seeking a second term); one public librarian (Carol Kubala's second term ends in December); one teacher, school or college (Joy Hansen is not seeking a second term due to work commitments); one parent of K-12 student (Mara Whitman is not seeking a second term due to work commitments); and one student (Franklin Edrich is not seeking a second term due to school commitments in his Senior year). Sylvia Boyd and Galadriel Chilton volunteered to serve on the nominations committee. Bill Sullivan will also serve on the committee and will coordinate the solicitation.

b. iCONN Electronic Resources Bid – William Sullivan
Bill distributed and discussed the requirements for a planned bid of electronic resources encompassing all resources in iCONN currently provided by Gale. The documents were well-received by the Board. Ken made one suggestion for clarification purposes which Bill agreed to take back to the bid subcommittee. The bid will be issued in sufficient time for the new contract
to begin on July 1, 2013. Because the requirements documents are confidential until issued, the documents were returned after the meeting adjourned.

8. **State Library Report – Kendall Wiggin**
Ken reported that the State Library is beginning the budget prep work. The current services budget is being discussed with the State Library’s Fiscal manager at this time. The interviews for the Director of Library Development position have been conducted. Ken and the interviewing panel have chosen two candidates. The Department of Administrative Services Personnel Department will check their references and Ken anticipates having a person on board by September.

9. **Reports**
   a. **Commission for Educational Technology – Kendall Wiggin**
The Department of Administrative Services is the oversight agency for the Commission. Ken is working to confirm current membership on the Commission, due to the changes in the Department of Higher Education. He hopes to have a meeting scheduled by September so that the Commission can move forward with the network.

   b. **Digital Library Progress - William Sullivan**
Bill distributed the July 2012 issue of *The iCONN Times*. Responding to a concern raised at a previous CDLAB meeting, the issue clarifies all the ways that libraries can link to iCONN from their home pages. It was suggested that Library Development staff bring this issue of *The iCONN Times* on their visits to libraries. There will be a webinar on this topic as soon as MLSC gets its fiber connection.

Regarding the RFP for the statewide library catalog (reQuest), the State Library thinks it would be in the best interests of the state to extend the current contract with Auto-Graphics another year (to June 30, 2014) so that the RFP can be issued later than originally planned. The marketplace is currently in transition and a delay in the schedule will increase the chances that better solutions will be proposed. The Department of Administrative Services procurement office needs to approve the extension in the contract. It is still planned that iCONN will move to a new, non-authenticated landing page in July 2013.

Steve Cauffman distributed a draft of the FY2012 page view usage statistics. They show an overall increase of 17.9% in usage across all audiences. Academic library usage increased 32.4%, K-12 schools usage increased 5.9% and public library usage declined 16.9%. Academic libraries accounted for 71% of all usage in FY2012, which is the highest percentage ever recorded for academic libraries.

   c. **Database Committee – Eric Hansen**
Eric Hansen reported that the Database Committee received federal funds through the State Library to purchase new downloadable audio book titles. Gale reports that iCONN use of Gale resources with mobile devices is 2.9% for the year, the highest such number for all Gale customers. iCONN created a new web page in which iCONN resources are arranged alphabetically by title. The new page is called “Resources A to Z” and is available at: http://www.cslib.org/iconnsitemap/staff/iCONNDatabasesAtoZ.htm. Eric is looking for a public library representative to fill a vacancy on the Database Committee.

The Board thanked Karen Fecko for her service on the Connecticut Digital Library Advisory Board and for serving as its Chair.

10. **Adjourn**
Michelle Luhtala MOVED (2nd Galadriel Chilton) to adjourn the meeting at 2:20 p.m. The next scheduled meeting will be held on October 3, 2012 at the Middletown Library Service Center.

Respectfully submitted,

Lynette Baisden
Connecticut State Library