Present: Sylvia Boyd, Sarah Gager, Joy Hansen, Josiah Hills, Diane Klare, Carol Kubala, Kate Sheehan, Kendall Wiggin

Absent: Franklin Edrich, Karen Fecko, Michelle Luhtala, Deborah Sanford, Mara Whitman

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

1. Call to Order
Sarah Gager called the meeting to order at 1:05 p.m.

2. Approval of Minutes
Carol Kubala MOVED (2nd Kate Sheehan) to approve the minutes of June 1, 2011. VOTED unanimously. All in favor.

3. Approval of Agenda
Sylvia Boyd MOVED (2nd Diane Klare) to approve the agenda of August 3, 2011. VOTED unanimously. All in favor.

4. Public Comment
There was none.

5. State Library Report/Budget Situation – Kendall Wiggin
Ken reported that we are in the waiting mode for the result of the union vote on the negotiated concessions with the Governor. If they don’t vote to approve the concessions the State Library will have a budget reduction of 25% or $2.7 million. These reductions will mean staff reductions and cuts in other services including reQuest. He had some limitations in choosing where to cut because he was not allowed to eliminate state services mandated by state statutes. The State Library is also being required to move its personnel and fiscal offices to the Department of Administrative Services unit serving small agencies.

6. Old Business
   a. e-Resources in reQuest – Gail Hurley
      At the last CDLAB meeting the licensing agreement of e-resources in reQuest was discussed. Items owned by local libraries do not have licenses that allow them to be used by non-residents. The Auto-Graphics staff discussed possible ways of addressing these items in the catalog such as removing the “request this item” button and/or adding language to the link to let users know that the item may not be accessible to them. No development work has been done at this point.

7. Old Business
   a. reQuest Participation Agreement (revision highlighted) – CDLAB DOC 11-03
      Gail Hurley distributed a revised Participation Agreement form between libraries and Connecticut State Library/iCONN for reQuest services. Clarification regarding e-resource usage was added under the responsibilities of the library. Line 6 stated: “Make library holdings available for interlibrary loan and/or on-site use.” Added to that was: “except where prohibited by license agreements (e.g., e-resources licensed by the participating library).” Carol Kubala MOVED (2nd Sylvia Boyd) to approve changing the wording of the reQuest Participation Agreement to include the new language for line item 6. VOTED unanimously.
b. FY 2011 Usage Statistics – CLAB DOC 1-04 – Steve Cauffman

Steve Cauffman distributed the FY 2011 usage statistics. He is trying to resolve small discrepancies between the annual total and the total by adding up each month. He expects that final numbers will be close to those in the draft document. Statewide total views are down and they are down for public and K-12 library types though academic views are up 2.6%.

8. Reports

a. Commission on Educational Technology – Kendall Wiggin

Ken had an overview meeting with Mark Raymond, the state’s new Chief Information Officer. The Commission is now under the Department of Administrative Services. The broadband connections are proceeding accordingly. Ken gave a presentation to the commission regarding library use of the network and the need for increased line capacity. The Commission is working to increase bandwidth around the state.

b. Database Committee – Eric Hansen

Eric reported that the Database Committee last met on July 21. ProQuest has migrated to a new platform. There were premature timeouts and some minor issues to fix. The group discussed search relevancy with Gale. One Committee member is working on including iCONN newspapers in Follett’s Destiny One federated search. Downloadable audiobooks will be migrated to the Recorded Books platform. We have requested a copy of the downloadable books that we have purchased from Ingram, just so that we will have a record of them in case there is a problem with the contract. The Stratford Library has donated their 149 downloadable audiobook titles to us with MARC records. The titles will include all popular and YA titles. Eric conducted a demonstration of the 144 Gale virtual reference titles in iCONN.

c. Digital Library Progress / Contingency Planning – William Sullivan

Bill described in detail what steps would have be taken to maintain access to iCONN in the event that our contract with Auto-Graphics had to be terminated due to budget cuts. This would mean the elimination of the statewide library catalog and associated services (interlibrary loan and online cataloging) as well as the single log-on authentication system which enables uniform login screens. Eric Hansen is transferring all the site map pages from iconn.org to cslib.org. The iCONN.org domain, which is hosted by Auto-Graphics, would transfer to the State Library. On a longer term basis, we are looking at other hosting sites for this domain. Bill demonstrated how iCONN would be accessed in the new environment. Each vendor’s log-in screen would look different, and ProQuest does not yet support geo-location authentication for access outside the library. Regarding the statewide library catalog, the previous “Find Books” search widget would be replaced by a link to a page that simply refers users to their local public library. If current participating libraries had to absorb the full cost of reQuest, it would be approximately $1,800/library/year (versus the current $325/library/year). The board discussed the importance of the reQuest services to libraries.

9. Adjourn

Carol Kubala MOVED (2nd Joy Hansen) to adjourn the meeting at 2:20 p.m. The next scheduled meeting will be held on October 5, 2011 at the Middletown Library Service Center.

Respectfully submitted,

Lynette Baisden
Connecticut State Library