CONNECTICUT DIGITAL LIBRARY ADVISORY BOARD
MIDDLETOWN LIBRARY SERVICE CENTER
Minutes of the Meeting on February 3, 2010

Present: John Coleman, Diane Faiella, Karen Fecko, Sarah Gager, Irene Iwan, Eric Kelly,
Diane Klare, Carol Kubala, Kate Sheehan
Absent: Karen DeLoatch, Deborah Sanford, Kendall Wiggin
Others: Lynette Baisden, Sharon Brettschneider, Stephen Cauffman, Eric Hansen, Gail Hurley,
William Sullivan

1. Call to Order
The meeting was called to order at 1:10 p.m. by John Coleman. New board member, Diane
Faiella, was present at the meeting. The board members introduced themselves to Diane.

2. Approval of Minutes
Sarah Gager MOVED (2nd Diane Klare) to approve the minutes of December 2, 2009 as
presented. VOTED unanimously.

3. Approval of Agenda
Carol Kubala MOVED (2nd Sarah Gager) to approve the agenda as presented. VOTED
unanimously.

4. Public Comment
There was none.

5. State Library Report – Kendall Wiggin
Sharon Brettschneider reported for Kendall Wiggin who was attending the Governor’s State of
the State address. Sharon Brettschneider reported on the Governors budget for the next fiscal
year. She has restored all budget lines (except a $57,000 cut to our book budget) to pre-hold
back amounts. This will be the second year of the bi-annual budget. The State Library also had
a reduction in the personnel line that reflected our net loss of 11 positions due to the early
retirement incentive. We will be able to replace four out of 15 positions. iCONN was restored to
the $1.9 million level and reQuest to $674,696. Sharon also reported that she has put together
a results based accountability (RBA) report on iCONN for the legislators. Ken will be testifying
before the Appropriations Committee on February 16th. The hearing will focus mostly on RBA
and iCONN.

6. New Business
a. Election of Chair and Vice Chair (effective 4/1/10) – CDLAB Doc 10-01
Kate Sheehan MOVED (2nd Sarah Gager) that the Connecticut Digital Library Advisory Board
approve the appointments of John Coleman as Chairperson for a term of April 1, 2010 until the
expiration of his term on the Board on December 31, 2010, and Deborah Sanford as Vice
Chairperson for a term of April 1, 2010 to March 31, 2011. VOTED unanimously.

7. Reports
a. Commission on Educational Technology – Kendall Wiggin
Kendall Wiggin was not present to report on the CET. Sharon did however state that they were
also level funded in the Governor’s proposed budget.

b. Database Committee/Downloadable Audiobooks – Eric Hansen
Eric Hansen reported that the database committee met on January 20. The committee has
been discussing a contingency plan if reQuest funding is not restored. If we do not recapture
funds then reQuest would have to be discontinued as of April 1. At that time the web pages would have to be hosted elsewhere. Eric discussed converting the pages to style sheets so they can continue and iCONN staff can control their style and appearance. We withheld money from the original grant for the downloadable audio books so that we could make monthly purchases of titles. There are over 1,600 titles now in the collections consisting primarily of materials for K-12 students.

c. CT Digital Collections in iCONN – Gail Hurley
Gail Hurley demonstrated the “CT Digital Collections” accessible through iCONN. Connecticut History Online, Treasures of Connecticut Libraries and portions of the State Library’s Digital Collections are now searchable in PowerSearch.

d. Digital Library Progress – William Sullivan
State agency budgets containing contracts were targeted for holdbacks this year so the iCONN and reQuest budgets were particularly hard hit. We currently have a $116,000 deficit in the reQuest budget. Kendall Wiggin has requested the Office of Policy and Management to release some of the holdback in that budget line to cover this deficit. We have not yet heard if this will be approved. If that funding is not released, Bill outlined the series of steps that we would have to implement effective April 1: the iCONN.org domain would have to be hosted by a server at the State Library, and all iCONN site map pages would have to be transferred to that server; we would lose federated searching, single sign-on authentication, and the 7 x 24 emergency support capability provided by Auto-Graphics; the current start pages would be replaced with a traditional homepage with links to each of the classic menu pages; and libraries that have direct links to all the resources through Auto-Graphics would have to have them replaced with links going to each of the database vendors. The statewide library catalog would also be eliminated, which would be especially problematic for those libraries that have no other catalog, as well as for the 206 libraries using its ILL service and the 194 libraries using it as a source of cataloging. It would take 6 – 8 weeks to clear all ILL requests out of the system prior to the elimination of the ILL service. There was discussion about the possibility of not shutting off the ability of patrons to initiate ILL requests in advance but rather to maintain that ability right up until the service shutoff date. Steve Cauffman is looking into other ways of processing ILL requests if the system is shut off. Bill stated that the Board will be informed as soon as we get word about any funding restoration.

8. Adjourn
Irene Iwan MOVED (2nd Eric Kelly) to adjourn the meeting at 2:30 p.m. The meeting was adjourned at 2:28 p.m. The next scheduled meeting will be held on April 7, 2010 at the Middletown Library Service Center. VOTED unanimously.

Respectfully submitted,

Lynette Baisden
Connecticut State Library