

**Connecticut Judicial Branch
Law Library Advisory Committee**

The Connecticut Judicial Branch Law Library Advisory Committee met on May 17, 2019 at the Quinnipiac University School of Law, 370 Bassett Road, North Haven, Connecticut, in the Lynne L. Pantalena Law Library conference room SLE 211A.

Present

Hon. Douglas C. Mintz, Chair
Hon. James W. Abrams, Vice Chair
Atty. William H. Clendenen, Jr
Atty. Adam J. Cohen
Hon. Melanie Cradle
Jessica de Perio Wittman
Ms. Ann DeVeaux
Atty. Eamonn S. Wisneski

Absent

Hon. Kevin C. Doyle
Hon. Jane B. Emons
Hon. Erika M. Tindill
Atty. Michael R. Brandt
Ms. Teresa Miguel-Stearns

Other Attendees

Ms. Ann H. Doherty

Judge Mintz chaired and called the meeting to order at 2:09 p.m.

I. Introduction of members

II. Approval of Minutes

The minutes from the May 18, 2018 meeting were approved.

III. Resolution

The Committee unanimously passed a resolution recognizing Darcy Kirk, UConn Law Associate Dean, for her 20 years of dedicated service as a member of the Law Library Advisory Committee.

IV. Law Library Operations

Budget – Ann Doherty reported that the FY20 budget projections for Law Library Services (LLS) for electronic and print materials were submitted based on the FY19 funding allotments. The projections were calculated, taking into account contract and subscription increases. Confirmation or alterations to the allotments will be known after the final implementation of the FY20 Judicial Branch budget.

Staffing levels – Ann reported that there have been several changes in Law Library Services' staffing levels. The vacant Law Librarian I positions at Putnam and Rockville were filled as of February 15, 2019. Also, a Bridgeport Law Librarian transferred to Middletown to fill a vacancy created by a resignation. The Hartford Law Librarian transferred on May 10, 2019 to another Judicial Branch unit bringing the number of full time staff law librarians to 13, plus two full time

Supervising Law Librarians. Ann noted that the hours of operation for all libraries, with the exception of Hartford, Putnam and Rockville are now 5 days a week, 9-5.

Contracts – In late 2018 contracts, one for print materials and one for online databases, were successfully negotiated with Thomson Reuters West.

Law Library Services – Activities – Ann Doherty reported the following:

AALL Annual Conference – Chris Roy, New Britain librarian, together with a reference librarian from UConn Law will present a program entitled “*Engaging Public Librarians in the Access to Justice Movement: Creating Skilled-based Legal Research Continuing Education Programs*” at the American Association of Law Librarians conference on July 14, 2019.

Live Chat – “Live Chat”, the online, real time reference service expanded the hours of operation to five days a week, 10:00 a.m. – 4:00 p.m. Use of the service has increased since the expansion of hours.

Attorney CLE Program - The New Attorney Program Committee presented the program “*Online Legal Research Tools Available at the Judicial Branch Law Libraries.*” This was the October 2018 Legal Exchange program for the Tolland Judicial District. The committee also recorded the program “*Practical Skills & Resources for Drafting Effective Motions in Connecticut.*” The video is now available on the Judicial Branch YouTube channel for viewing.

Minimum Collection Standards – The “*The Supreme Court Policies for the Establishment and Maintenance of a System of Law Libraries*” and *Appendix A, The Law Library Minimum Collection Standards*, was published in the “Connecticut Law Journal” in the issue dated April 2, 2019, in accordance with the provision six of the “*Policies*”.

Ebooks - A contract for a subscription to a Lexis digital collection (ebooks), is under review.

Access To Justice Workgroup - Libraries – The sub-committee is working with an External Affairs intern to draft a script for a public service announcement informing the public about law related resources and guidance available at public libraries.

- V. **Strategic Plan Implementation Report** - Ann reported that the Supervising Law Librarians and staff continue to work on assigned Strategic Plan goals. Activities to date were included in the Implementation Progress Report, dated May 2019, which was provided to the Committee.
- VI. **Strategic Plan Review**- The preliminary steps for revising the Law Library Services Strategic Plan were undertaken. Staff participated in a focus group on Nov. 6, 2018 to discuss future Law Library Services’ initiatives and direction. A draft of a revised strategic plan for the law libraries will be forward to Committee members before the next meeting.
- VII. **New business, future meetings and adjournment** – The next meeting is tentatively scheduled for Friday, November 15, 2019, at 2:00 p.m.

The meeting adjourned at 2:55 p.m.