

**Connecticut Judicial Branch
Law Library Advisory Committee**

The Connecticut Judicial Branch Law Library Advisory Committee met on November 22, 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
Hon. Melanie L. Cradle
Hon. Robyn S. Johnson
Hon. Erika M. Tindill
Atty. Michael R. Brandt
Atty. Adam J. Cohen
Jessica de Perio Wittman
Ms. Ann DeVeaux
Atty. Eamonn S. Wisneski

Absent

Hon. Kevin C. Doyle
Atty. William H. Clendenen, Jr.
Teresa Miguel-Stearns

Other Attendees

Ms. Ann H. Doherty

Judge Mintz chaired and called the meeting to order at 2:16 p.m.

I. Introduction of members

II. Approval of Minutes

A motion was made by Judge Abrams to approve the minutes from the May 17, 2019 meeting. The motion was seconded and approved unanimously.

III. Resolution

The Committee unanimously passed a resolution recognizing Hon. Jane B. Emons for her 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. In early July, the FY20 allocations were distributed to the law libraries, with varying amounts deducted from each library's allotment to cover invoices unpaid at the end of FY19.

Staffing levels – Ann reported that the vacant Law Librarian I position at the Hartford Law Library was filled as of July 5, 2019. The number of full time staff law librarians is now 14, plus 2 full time Supervising Law Librarians. Ann noted that the hours of operation for all libraries, with the exception of Hartford, are now 5 days a week, 9-5. As of the first week in December,

the Hartford Law Library will re-open on Thursdays, and remain closed on Fridays. The Hartford Law Librarian staffs the Middletown Law Library on Fridays.

Contracts – In October 2019, a three year renewal contract for the Patron Access Lexis Advance online subscription was successfully negotiated with LexisNexis. The contract will run until October 31, 2022.

Law Library Services – Activities – Ann Doherty reported the following – In June 2019, the two Stamford Law Librarians, at the request of the Stamford Chief Clerk, offered a program to Stamford courthouse personnel detailing the resources and services available at the law library. The feedback from the program was extremely positive. The librarians reported an increase in in-house referrals to the law library as a result of the increased understanding of the resources and services available. A similar program was successfully presented by the Hartford Law Librarian and the Rockville Law Librarian is scheduled to present a program in December.

A staff librarian in New Haven has been serving on the Connecticut State Library Advisory Council on Library Planning and Development as the special library representative for several terms. As a result of her service and participation on the council, she was asked to be a member of the search committee charged with selecting candidates for the State Librarian position which will become open as of January 1, 2020.

- V. **User Survey** - Ann reported that an online user survey was drafted, tested by staff, and then posted on the Law Library Services web page. The online survey was officially available Oct. 3-31, 2019. Notice of the survey was sent to bar associations throughout the state, public library librarians, several Judicial Branch offices, and to Law Library Services' NewsLog subscribers. In addition, the law librarians included notice of the survey in any email responses sent to patrons and at the end of "chat" interactions. External Affairs tweeted notice of the survey and posted a notice on the Judicial Branch home page. Three hundred ten (310) responses were recorded. The results will be analyzed and will help in the formulation of future initiatives to be undertaken by Law Library Services.
- VI. **Strategic Plan Revisions**- The Committee reviewed and discussed the drafted Strategic Plan revisions as outlined by Ann. She reported that after reviewing the goals and working with the Supervising Law Librarians and staff, there was agreement that the existing goals, objectives, and strategies remained solid and viable. The core plan required very little revision. Ann reviewed with the Committee the suggested revisions and the rewrite of several pages describing progress to date. A motion was made by Adam Cohen to approve the revised *Strategic Plan for the Judicial Branch Law Library Services Unit*. The motion was seconded by Judge Abrams and was approved unanimously.
- VII. **New business, future meetings and adjournment** – The next meeting is tentatively scheduled for Friday, May 15, 2020, at 2:00 p.m.

The meeting adjourned at 3:02 p.m.