

**MINUTES**  
**Connecticut Judicial Branch**  
**Law Library Advisory Committee**  
**May 11, 2007**

The Connecticut Judicial Branch Law Library Advisory Committee met on Friday, May 11, 2007 at the Quinnipiac University School of Law Library, 275 Mount Carmel Avenue, Hamden, Connecticut in the law library conference room, LL241.

Present

Hon. Joseph P. Flynn, Chair  
Hon. Theodore R. Tyma  
Mr. William H. Clendenen, Jr.  
Mr. Robert Cooney  
Ms. Ann DeVeaux  
Ms. Darcy Kirk  
Ms. Maureen D. Well

Absent

Hon. Jon C. Blue  
Hon. Patrick L. Carroll, III  
Hon. Arthur A. Hiller  
Mr. Blair S. Kauffman  
Mr. William P. Yelenak

Other Attendees

Ms. Sandra J. Phillips

The chair of the committee, Judge Flynn, called the meeting to order at 1:40 p.m.

**I. Approval of Minutes.**

Minutes from the March 30, 2007 Law Library Advisory Committee meeting were approved unanimously without any changes or corrections.

**II. National Summit on Authentication of Digital Legal Information.**

Darcy Kirk reported on the National Summit on Authentication of Digital Legal Information which was held in Chicago on April 20 and 21, 2007. She attended this meeting in her capacity as a board member of the American Association of Law Libraries (AALL) which sponsored the summit. AALL is concerned about the trend among states to replace official print versions of primary legal resources with online versions that have not been authenticated. Typically, authenticated text will bear a certificate or mark that indicates that the content has been verified by a government entity to be complete and unaltered. Another issue of concern is permanent public access to born digital primary legal resources. In addition to questions regarding the authenticity of online caselaw, statutes and regulations, there is the issue as to whether an online resource is official.

Darcy indicated that one outcome from the summit might be the drafting of model statutory language which states could adopt to deal with these issues. Judge Flynn mentioned that he is co-chair of the Appellate Rules Committee and

suggested that Darcy attend one of their meetings to address these concerns. He said that problems regarding caselaw might be addressed through the court's rule-making process. Darcy responded that she would be happy to attend an Appellate Rules Committee meeting.

### **III. Law Day.**

Ms. Well described the May 1<sup>st</sup> Law Day ceremony at the Connecticut Supreme Court at which the Judicial Branch Law Librarians were honored, along with the Connecticut State Librarian. She referred to the remarks of Chief Justice Chase Rogers which were included as a handout in the meeting packet. Judge Flynn was the keynote speaker at the ceremony and his speech was also made available in the packet.

Ms. Well then displayed the pewter cup and plaque that each librarian received. She read the inscription on the plaque which said, "In grateful appreciation [name of librarian] for your commitment to enhancing the public's understanding of the law and for your dedication in providing the highest quality research assistance to judges, attorneys and all other patrons." There was a reception following the ceremony.

### **V. New Business.**

Before discussing the Law Library System's strategic plan, Judge Flynn asked Ms. Well to comment on a proposed expansion of the new attorneys' seminar program to include "hands on" training in the use of electronic resources available at the law libraries. She explained that the Judicial Branch has computer training centers that might be used for this purpose, in addition to the possibility of utilizing courthouse space and laptops for on-site training sessions. Judge Flynn emphasized that these seminars can be offered free of charge and are an excellent vehicle for marketing law library services.

### **IV. Strategic Plan.**

Ms. Well referred the committee to the strategic plan which was included in the handouts. At their March 30, 2007 meeting the vision statement for the Law Library System was approved without any change in language. Judge Tyma and Bill Clendenen, who were not present at that meeting, voiced their agreement that the vision statement should be retained as is.

The committee then discussed the addition of the phrase "educational programs" to the Law Library System's mission statement. A motion to this effect was made, seconded and passed unanimously. The new mission statement reads as follows: "The mission of the Law Library Services Unit is to provide the courts and the public with access to comprehensive and current legal materials and resources in an efficient and timely manner and to provide bibliographic

assistance, educational programs, legal reference and research guidance to all patrons.”

The committee reviewed the language of the new sixth goal which focused on marketing. Bill Clendenen suggested adding the phrase, “including educational programs,” to the end of the goal. The committee unanimously agreed and approved the additional goal which reads as follows: “To ensure that the Law Library System’s resources and services are made known to all potential customers by utilizing various marketing techniques, including educational programs.”

The committee reviewed the status of each goal, objective and strategy. They agreed that any strategies that have been accomplished should be removed. For goal I, “To acquire, organize, preserve and keep collections and informational resources current in order to meet customer needs,” this means that strategies A and B will be removed. It was further agreed that the last strategy under goal I, “To perform continuous review of the minimum collection standards,” should have the word *continuous* replaced by the word *periodic*.

For goal II, “To provide adequate staff and enhance professional development,” strategy A under objective 1 will be removed, as well as strategies A, C, D and E under objective 2 because they have all been accomplished. It was further agreed that the last strategy under objective 1, “To review, on an ongoing basis, staffing levels and make recommendations on adjustments accordingly,” should have the word *ongoing* replaced by the word *periodic*. Under objective 2, “To require adequate training opportunities for staff,” it was agreed that the strategy, “To provide ongoing *computer research* training,” should be replaced by the statement, “To provide ongoing *staff development* training.”

For goal III, “To pursue a high quality environment for staff and customers,” strategy A under objective 1, strategies A, B, C and F under objective 2, and strategy C under objective 3 will be removed because they are accomplished or are no longer necessary. It was also agreed that the last strategy under objective 1, “To review, on an ongoing basis, the minimum law library design standards and make recommendations on adjustments accordingly,” should have the word *ongoing* replaced by the word *periodic*.

For goal IV, “To promote the Law Library System as essential for access to justice and quality adjudication,” and goal V, “To maximize customer service and satisfaction,” the committee requested that Ms. Well redistribute the objectives and strategies in light of the addition of the new sixth goal, “To ensure that the Law Library System’s resources and services are made known to all potential customers by utilizing various marketing techniques, including educational programs.” The committee will be sent a proposed restructuring of the objectives

and strategies for goals IV, V, and VI during the summer so that they can forward comments or proposed changes to Ms. Well prior to the September meeting.

For goal V, “To maximize customer service and satisfaction,” the committee agreed to remove strategy A under objective 1 because it has been accomplished. They agreed to remove the phrase, “and focus groups” from strategy B under objective 2. They suggested that Ms. Well meet with Mr. Tim Hazen, Executive Director of the Connecticut Bar Association, and attend a meeting of the Council of Bar Presidents to discuss the revised Law Library System’s strategic plan and the revised Law Library Minimum Collection Standards. Bill Clendenen asked that users of the libraries be surveyed prior to the next committee meeting to determine how satisfied they are with the services they receive. Additionally Judge Flynn requested that library usage statistics be presented to the committee at their next meeting.

**VI. Adjournment.**

The meeting adjourned at 3:55 p.m. The next Law Library Advisory Committee meeting is scheduled for September 28, 2007, starting at 1:30 p.m. at the Quinnipiac University School of Law Library.

Respectfully Submitted,

Maureen D. Well  
Secretary