

**Connecticut Judicial Branch
Law Library Advisory Committee
October 20, 2017**

The Connecticut Judicial Branch Law Library Advisory Committee met on October 20, 2017 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. Kevin C. Doyle
Hon. Jane B. Emons
Hon. Erika M. Tindill
Atty. Michael R. Brandt
Atty. Adam J. Cohen
Ms. Ann DeVeaux
Prof. Darcy Kirk
Atty. Eamonn S. Wisneski

Absent

Atty. William H. Clendenen, Jr
Ms. Teresa Miguel-Stearns

Other Attendees

Atty. Deirdre M. McPadden
Ms. Ann H. Doherty

Judge Mintz chaired and called the meeting to order at 2:02 p.m.

I. Introductions

At the request of Judge Mintz, introductions of members and the other attendees were made around the table.

II. Approval of Minutes

The minutes from the March 24, 2017 meeting were approved.

III. Law Library Operations

Budget – Ann Doherty reported that the FY18 budget allocations for Law Library Services for electronic and print materials were tentatively set. The proposals were calculated, taking into account contract and subscription increases. Confirmation or alterations to the allotments will be known after the final approval of a State budget.

Staffing levels – Ann reported that there have been no changes in Law Library Services’ staffing levels since September 1, 2016. The number of staff law librarians remains at twelve, one of whom is part time, and two Supervising Law Librarians. Ann noted that the hours of operation for each library remains the same as set in September 2016, with curtailed hours for some libraries. She stated that with such a depleted staff, there is very little ability to cover a location if regular staff is off for any reason.

Library Operations - Ann discussed the planning and the actual move of the Litchfield Law Library to the Torrington Courthouse. She described the extraordinary efforts of all involved in the move: the librarians, the Judicial Branch staff, and the movers. The move of materials from multiple locations and the complete setup of the Torrington Law Library was accomplished in three business days.

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

ATJ Workgroup Training – A training program was offered on Wednesday, October 18, 2017, at the Ellington Public Library to provide guidance to public librarians on how to conduct a reference interview when dealing with the law and legal issues. The “hands on” computer assisted legal research training was highly rated by attendees.

CLA Conference – The Law Library Services Unit is an institutional member of the Connecticut Library Association. The Library Association held its annual two-day conference last Spring. The ATJ Workgroup on Libraries conducted a program at the conference entitled “Courting the Public Librarian – Building Partnerships with the Legal Community.” A proposal for a program for the 2018 conference is now in the planning stages.

Attorney CLE Program - The Law Library Services Unit is presenting a legal education program for attorneys, “*Practical Skills & Resources for Drafting Effective Motions in Connecticut.*” A two hour program will be held at the Putnam Superior Court the afternoon of Monday, November 13, 2017. The focus of the program is to provide information to attendees about the valuable resources, both print and electronic, that are available in the law libraries to assist a practitioner in writing persuasive, well-drafted motions. A similar program is planned for the Danbury Bar in Spring 2018.

Newslog – The Newslog that is featured on the Law Library Services web site now offers delivery of the weekly *Connecticut Law Journal* to subscribers who select that offering. The number of subscribers to the Newslog is now over 300.

Live Chat – The law libraries are participating in training sessions for “live chat” – real time, online response to reference questions. Once open to the public, chat sessions will be offered for limited times on a limited number of days.

- IV. Minimum Collection Standards** - *“The Supreme Court Policies for the Establishment and Maintenance of a System of Law Libraries”* was last reviewed and updated by the Committee in April 2014, with subsequent approval by the Supreme Court in June 2014. Ann and the Committee discussed suggested updates to the policies, and language revisions to the appended standards, using the current American Association of Law Libraries, County Public Law Library Standards as a guide. The Committee also discussed the status of the civil and criminal bibliographies which are currently appended to the standards, as recommended titles. The determination was made to recommend that the bibliographies be removed from the standards but continue to be maintained as collection development resource guides for the Judicial Branch Law Library Services Unit. A resolution was proposed, seconded, and passed to forward to the Chief Justice the Committee’s recommendation that the revisions to the policies and the appended standards be adopted, together with the recommendation that the civil and criminal bibliographies be removed from the standards, but retained as resource guides.
- 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 October 2017, which was provided to the Committee.
- VI. Future meetings and adjournment**
The next meeting is tentatively scheduled for Friday, May 4, 2018. The meeting adjourned at 3:04 p.m.