

Report to the State Library Board

May 22, 2017

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State Librarian

This report is prepared bi-monthly in conjunction with the regular meetings of the Connecticut State Library Board. The report, which will be included in the minutes of the May 22, 2017 meeting of the Board, covers the period of March 28, 2017, through May 19, 2017.

Highlights

World War I Commemoration Ceremony

On April 6, 2017, the state of Connecticut marked the centennial of the U.S. entry into World War I with a ceremony at the Connecticut State Library. Governor Dannel P. Malloy, joined State Librarian Kendall Wiggin; State Historian Walter W. Woodward; Commissioner of Education, Dianna R. Wentzell; Lieutenant Colonel Timothy J. Tomcho, Connecticut Military Department; Commissioner of Veterans Affairs, Sean M. Connolly; George King II and Dr. Jeffrey Klinger, Ambulance 255 Project; and the Connecticut Army National Guard Color Guard, to commemorate Connecticut's vital role in World War I. Those gathered included descendants of World War I soldiers and veterans of more recent conflicts.

State Library Building Model Restored

With funding from The Connecticut Supreme Court Historical Society, the Williamstown Art Conservation Center in Williamstown, MA, recently completed restoration of a plaster model of the Connecticut State Library and Supreme Court Building. The New York firm of architect Donn Barber created the model as part of the design competition for the building in 1908. The model has been placed in the lobby of the building and was unveiled by former Supreme Court Justice and former member of the State Library Board, Peter Zarella. The plaque inside the display case reads "Restoration of the building model was funded by the Connecticut Supreme Court Historical Society in honor of its founder, Justice Peter T. Zarella, for his tireless efforts on behalf of the Society. Dedicated May 3, 2017."

Office of the State Librarian

Passing of Mark Smith

We are deeply saddened by the sudden death of the State Library's Fiscal Administrator, Mark Smith. Mark played a critical role in the operation of the State Library and maintained excellent working relations with the Office of Policy and Management; the General Assembly's Office of Fiscal Analysis; the Department of Administrative Services and many other agencies. Mark was also responsible for maintaining the Connecticut Heritage Foundation accounts and was most recently instrumental in setting up the ability for online donations to the Foundation. His loss is deeply felt by all who knew him and worked with him.

National Library Legislative Day

I joined Connecticut Library Association (CLA) Vice President Glenn Grube, CLA Legislative Chairs Mary Etter and Carl Antonucci and Chris Hemmingway in Washington D.C., on May 1 and 2, for the annual National Library Legislative Day. We visited all of the Connecticut congressional offices and had an opportunity to speak directly with Representative Courtney

and Representative Esty. Each office was very supportive of federal library funding and other issues of concern to the library community including eRate, copyright, and broadband. Again this year, Jane Beaudoin did a great job scheduling all of the appointments.

World War I Commemoration Ceremony
(see Highlights section)

Professional Activities and Outreach:

In addition to participation in ongoing committees, I attended the retirement reception for Anita Barney, Director of the Brookfield Library; spoke at the ribbon cutting for the Tolland Library expansion project; spoke at the groundbreaking for the Burlington Public Library expansion; spoke at the ribbon cutting for renovations to the Groton Public Library; attended the launch of the capitol campaign for the Stetson Branch of the New Haven Free Public Library; was interviewed on NPR's Where We Live; spoke at the Spring Conference of the Town Clerks Association; and spoke at the Connecticut Education Network's annual conference.

Division of Library Development (DLD)

EXCITE Transformation for Libraries Pilot Project CT Library Association (CLA) Conference Session

DLD sponsored a CLA conference session highlighting the success of the EXCITE Transformation for Libraries Pilot which resulted in six library teams being awarded Library Services and Technology Act (LSTA) seed grants. The session was moderated by Dawn La Valle and featured Jeanine Esposito of Innovation Builders; Karen Jensen, Director of the James Blackstone Library in Branford; Christine Angeli, Director of the Milford Library and Elizabeth Joseph, Coordinator of Information and Adult Services at the Ferguson Library in Stamford. The session provided insight and reflection on the three session process that librarians went through over a period of four months. A detailed overview of the project and participant feedback can be viewed at: <https://www.youtube.com/watch?v=3lAXeopLKQ4>.

We will be presenting at the Rhode Island Library Association Conference at the end of May. Planning continues to ensure that this program continues as interest in becoming an EXCITE Library in Connecticut and beyond builds. Our grant project "EXCITE Your Library Community: Transforming Librarians," has been selected by the Institute of Museum and Library Services (IMLS) to advance to the second phase of the application process for the FY 2017 Laura Bush 21st Century Librarian Program (LB21).

Futures Conference 2017

In May of 2007, a partnership between the New Jersey, Pennsylvania, Maryland, West Virginia and Delaware state libraries presented the first Mid-Atlantic Library Futures Conference. The planning for the conference not only focused on the future of libraries but on the future of the world. Futurists often ponder the inevitable questions of what will the world look like? What will everyday life be like? What will people need to function in the future? Rather than looking inward to libraries the partnership looked beyond the library walls to seek visionaries from all aspects of life to bring them together with librarians to discuss what changes in the future will impact libraries over the next decade. The resulting conference was groundbreaking, touted as the one conference to attend. Librarians walked away with ideas and plans to help them navigate through the possibilities and challenges of the future of public libraries. Ten years later

a new, expansive collaborative partnership has been formed between New Jersey, Connecticut, Delaware, Maine, Maryland, New Hampshire, Pennsylvania, Rhode Island, Vermont and West Virginia with support from COSLINE (Council of State Libraries in New England) and LibraryLinkNJ to offer a retrospective of libraries in the last decade and to look forward to the new future with futurists, innovators and demographers from corporate, technology and education fields. The Conference will be held at the Borgata Hotel in Atlantic City, NJ, September 24th and 25th. For more information contact Dawn La Valle at dawn.lavalle@ct.gov.

borrowIT CT

During March, libraries reported their non-resident loans for the March 2016 to February 2017 time period, in order to receive reimbursement payments. Payments were calculated based on total funding of \$781,820. This is the lowest funding level since 2006. Data on payments, lending, borrowing, and net-plus lending has been made available on the DLD website.

findIT CT

Gail Hurley continued to work with Bibliomation and Equinox staff, libraries, and vendors on configuring their various systems for findIT. The findIT CT catalog continues to grow and it now contains the holdings of 235 libraries.

requestIT CT

Steve Cauffman trained 24 libraries on requestIT (findIT's ILL module). They are piloting the basic ILL system for 6-8 weeks. Steve is processing ILLs for the Middletown Library Service Center (MLSC) which is also a pilot library.

New Library Directors:

Division staff met with the following new library directors: Yvonne Cech, Brookfield Library; Jessica Miller, Somers Public Library; Sarah Morgan, East Hartford Public Library.

Professional Activities and Outreach:

Dawn La Valle

- Participated in a partnership strategy meeting with outreach coordinators at CT United Way 2-1-1.
- Attended "Libraries on the Move: How Aarhus Library Meets Citizens Where They Are" at the METRO NY Library Council.
- Participated as panelist at the Access to Justice (ATJ) Working Group on Libraries Panel Session at the 2017 CT Library Association Conference.
- Attended ILL Roundtables around the state with Steve Cauffman to discuss the Interlibrary Loan Pilot for findIT CT.
- Hosted CSL/DLD information table at the CLA Conference, highlighted the fiber project, Excite Innovate, eGO and other State Library Agency services and projects.
- Facilitating CT Best Practice for Public Libraries Pilot with the Advisory Council for Library Development and Planning (ACLPD) to garner feedback for the latest document revision.
- Developing new LSTA 5 Year Plan with DLD staff and ACLPD members.

Tom Newman

- Along with Ken Wiggin, testified before the Bonding Subcommittee of the Finance, Revenue and Bonding Committee on the Governor's proposed funding for the public library construction grants.
- Updated the Connecticut Laws Affecting Public Libraries” to reflect legislative changes from 2016.

Gail Hurley

- Worked with CSL staff to test the procedures and do the loading of a historic local newspaper into the CT Digital Archive.

Steve Cauffman

- Rolling out a new method of collecting deliverIT CT statistics. Libraries will count all their incoming and outgoing bins on an ongoing basis and have them report the numbers quarterly. DLD will compile a statewide report at least annually.

Eric Hansen

- Created EBSCO Explora search boxes for elementary schools, high schools, and public libraries; posted to “About researchIT CT” libguide and announced it to e-mail discussion lists.

Maria Bernier

- Attended LSTA Coordinators meeting in St. Louis, April 18-19, and gave presentations on grant monitoring procedures and EXCITE Transformation for Libraries project.
- Redesigned LSTA brochures for ALA Library Legislative Day.
- Coordinated meeting between CSL and the Connecticut Education Network (CEN) to introduce Ryan Kocsondy, new CEN director, to the fiber project.
- Continued support for Fiber Consortium and ISP project as needed so libraries submit appropriate forms on schedule.
- Held several E-rate drop-in assistance sessions at MLSC as well as help sessions via phone.

Linda Williams

- In collaboration with CLA, Linda Braun presented an all day workshop on Design Thinking for librarians working with teens. Evaluations showed that the 40 attendees felt the workshop was valuable to their development as teen librarians.
- Created 45 book discussion webpages with frameworks for guide information. Have finished the guides for 25 of them.
- Attended and participated in the annual Collaborative Summer Library Program Meeting in Charleston, SC. At this meeting bylaws are reviewed, vendor offerings are reviewed and voted on, slogans and themes for upcoming programs are voted on, and various other tasks related to the organization are accomplished.
- Finished the annual summer reading lists and sent them on to the Department of Education.

Access Services

Connecticut State Colleges & Universities (CSCU)/Ex Libris Project

On March 30, the State Library officially stopped using the CONSULS catalog and started using the Primo discovery system. This required cooperation across library departments and units. Bonnie Gallagher (Law) put up a web Primo Help Guide. Jackie Bagwell changed catalog links on our web pages. Stephen Slovasky communicated with the CSCU Library Consortium to answer our many questions. Primo presents interesting challenges to our patrons. It provides two views to our catalog, one to patrons with library cards and one for those without. CSL library card holders now have the option to set up an account that will allow access to a more detailed view of an item's circulation status.

Technology Upgrades

The CSL IT Department was able to provide the reference areas with a more stable WiFi connection. This project is being funded through the eRate program. Patrons and staff who use their personal devices must use a password and accept Library policies before they access the Library's internet network. The password changes on the first Monday of the month. This has given users a more stable and faster connection.

On May 1, the State Library started filtering its computers and WiFi to be Children's Internet Protection Act (CIPA) compliant in accordance with the State Library Board policy approved in January. Each reference area has copies of the Internet policy and an Internet safety handout to give to patrons. The implementation could not have happened as quickly as it did without the cooperation of all IT staff and law librarian Debra Pond.

Patron copying and printing resources have been changing to the new vendor and pricing structure. Effective May 1, all copying/printing is 25 cents a page.

History Day

Students from the Region 15 School District (Middlebury and Southbury) continue to use the resources of the State Library to participate in National History Day. They have been doing this for many years and often let us know if they win any awards at the state level. This year one group will go on to the National competition held in College Park, MD. Two groups won 3rd place and one group won a special award, *Outstanding Entry Related to Taking A Stand in Connecticut History*.

Professional Activities and Outreach:

- Kevin Johnson presented William Webb at the Wapping Elementary School and Pleasant Valley Elementary School, both in South Windsor; Amity Middle School, Orange; and at the Plainfield Center Middle School. He presented Jordon Freeman at the Pleasant Valley Elementary School in South Windsor. He gave a brief overview of State Library changes to the Connecticut Professional Genealogist Council.
- Carolyn Picciano (H&G) gave a tour of the library to 15 students from the Killingly Middle School and H&G staff assisted a group of 6 researchers from the Mansfield Senior Center.
- Nancy Lieffort visited the Connecticut Department of Transportation to discuss the closing of their library.

- Debra Pond and Nancy Lieffort visited librarians at Enfield Public Library to discuss their internet filtering system and time management computer program.
- Mel Smith (H&G) attended the *New England Regional Genealogical Conference in Springfield, MA*.

Collection Services Group

State Library Digital Collections

Since mid-March, 33 volumes (6,883 pages, approx. 68 GB) have been scanned and put online. Public access continues to be through our Digital Collections on the CONTENTdm site (CDM). In addition, we are preserving the master files in the Connecticut Digital Archive (CTDA). We also have a long term project to move files for our earlier scanning projects to CTDA as well. Library Technician Glenn Sherman is doing substantial work transforming library catalog records into the metadata needed for CTDA.

New online:

General description of the new State Library and Supreme Court building. Call no.: ConnDoc St292b no. 4. CDM:

<http://cdm15019.contentdm.oclc.org/cdm/ref/collection/p128501coll2/id/475625> CTDA:

<http://hdl.handle.net/11134/30002:21731895>

Hartford suburban directory [1905/1906]. Call no.: F104 .H334 C5 1905/1906. CDM:

<http://cdm15019.contentdm.oclc.org/cdm/ref/collection/p4005coll11/id/913>. CTDA: it is in the queue.

Report of the Joint Special Committee on Woman's suffrage [Majority report, 1870]. Call no.: ConnDoc G259ma. CDM:

<http://cdm15019.contentdm.oclc.org/cdm/ref/collection/p128501coll2/id/475649>. CTDA:

<http://hdl.handle.net/11134/30002:21732685>. We also have the Minority Report at CDM:

<http://cdm15019.contentdm.oclc.org/cdm/ref/collection/p128501coll2/id/475658> and in CTDA.

Joint Standing Committee hearings, Appropriations [1903]. Call no.: Joint Stdg Cmte Hearings--Appropriations 1903. CDM:

<http://cdm15019.contentdm.oclc.org/cdm/ref/collection/p15019coll3/id/175901>.

Yasemin Agis, Library Technical Assistant continues to check and fix links missing or broken in Alma/Primo, the new library catalog for our scanned books and state publications.

New Electronic Resources

The Library has acquired the following new eBooks. These are available remotely with a CT State Library borrowing card:

Connecticut Beer : A History of Nutmeg State Brewing

<https://cslib.idm.oclc.org/login?url=http://search.ebscohost.com/login.aspx?direct=true&scope=site&db=nlebk&db=nlabk&AN=1190158&custid=conns>

Connecticut Made : Homegrown Products by Local Craftsman, Artisans, and Purveyors

<https://cslib.idm.oclc.org/login?url=http://search.ebscohost.com/login.aspx?direct=true&scope=site&db=nlebk&db=nlabk&AN=1211780&custid=conns>

Connecticut Town Greens : History of the State's Common Centers

<https://cslib.idm.oclc.org/login?url=http://search.ebscohost.com/login.aspx?direct=true&scope=site&db=nlebk&db=nlabk&AN=1023233&custid=conns>

Hopes and Expectations : The Origins of the Black Middle Class in Hartford

<https://cslib.idm.oclc.org/login?url=http://search.ebscohost.com/login.aspx?direct=true&scope=site&db=nlebk&db=nlabk&AN=1446979&custid=conns>

Vanished Downtown Hartford

<https://cslib.idm.oclc.org/login?url=http://search.ebscohost.com/login.aspx?direct=true&scope=site&db=nlebk&db=nlabk&AN=1189224&custid=conns>

Connecticut Digital Newspaper Project (CDNP)

After delays with problems with blurred pages and page images damaged by a software glitch during scanning, we shipped three more batches to the Library of Congress for their quality control step before the newspapers will be added to Chronicling America. We expect them to go online sometime this summer. We will be adding the *Morning Journal and Courier* (New Haven, 1882, 1887-1894) to finish that title and putting up the first batches of the *Waterbury Democrat* (1890-1901). Meanwhile more batches are being prepared or are at the scanning vendor for more issues of the *Waterbury Democrat* (1902-1908) and to start the *Newtown Bee* (1877-1906).

Professor Roger Bilisoly of Central Connecticut State University, gave a talk on Feb. 24th about his exploration of data mining methods using our Connecticut newspapers in Chronicling America.

On May 11th, Dr. Allison Horrocks spoke about “Connecticut’s History of Youth and Recreation During the Progressive Era”. Dr. Horrocks, who contributed a guide to doing research on this subject in our online newspapers, will focus on the development of recreation and parks.

Christine Gauvreau, Project Coordinator for CDNP will repeat her talk “The War at Home: World War I Era Stories from Connecticut Newspapers” at the Simsbury Public Library on May 23rd.

Christine, and Project Co-Directors Gail Hurley and Jane Cullinane, submitted blogs to the State Library blog roll including: “March Madness 100 Years Ago” about news of the development of the sport of basketball and “The Triumph of the Connecticut Newsgirls” about the effort to keep newsgirls off the streets in CT in 1917. This one was republished by the New England Historical Society on their history blog roll.

March 30th was the last day for Library Technical Assistant Frank Jonientz who had a durational position with the CDNP. Frank performed technical inspection of microfilm and collated each issue of the newspapers on the film. He also wrote the occasional blog entry.

Preservation Activities

Library Aide, Maritza Pagan has prepared and sent our last shipment of volumes to the bindery for this fiscal year. We sent one more batch than originally planned when the Legislative Hearings and Proceedings for 2015 became ready.

Connecticut State Colleges & Universities (CSCU)/Ex Libris Project

CSL Project Lead, Stephen Slovasky, along with Carol Trinchitella and Diane Pizzo, continued to setup and evaluate new workflows for technical services. Collection Services staff members continue to learn and increase proficiency using Alma and Primo, our new resource management system and catalog.

Federal Depository Library Program

Carol Trinchitella participated in the Federal Depository Library Program (FDLP) Coordinator Certificate Program (CCP). The eight week program, Feb.-Apr. 2017, provided training in managing depository collections in compliance with the [Legal Requirements & Program Regulations of the Federal Depository Library Program](#). Weekly webinars focused on topics such as legal requirements and regulations, collection management, cataloging, the SuDoc item number system, policies, Library Services and Content Management (LSCM) services and products, and regional responsibilities.

Carol Trinchitella has earned a Federal Depository Library Program (FDLP) Coordinator certificate. The course work provided essential information that directly supports Collection Services activities to process incoming FDLP shipments and discard requests from selective federal depositories.

Office of the Public Records Administrator (OPRA)

Enterprise Content Management Implementation Project

The State Library and the Department of Administrative Services, Bureau of Enterprise Systems & Technology (DAS/BEST) are continuing to collaborate on a project to enhance the Enterprise Content Management (ECM) environment to manage the State of Connecticut's information assets. The ECM system will allow State agencies to more effectively and efficiently store and manage electronic records to ensure compliance and support agency requirements.

LeAnn Power, Lizette Pelletier, Allen Ramsey and consultant Bob Williams participated in recurring weekly meetings and conference calls with DAS/BEST to configure the system to meet the needs of the state. The Atlas application has been installed and tested in the Development environment and the testing will continue as we move into the Staging environment. Delays have occurred in the vendor development work, but we are getting back on track for a July rollout to the agencies.

Historic Documents Preservation Program

The Historic Documents Preservation Program is now entering its 17th year and has awarded over \$15,000,000 in grants to municipalities. With this funding, towns have completed over 2,300 projects to improve local government records preservation, access and management.

Kathy Makover is processing FY2018 Cycle 1 grant applications and FY2017 final reports. For FY2018, the program has received Cycle 1 applications from over 120 municipalities, with a closing date of April 30. The remaining municipalities are eligible to submit Cycle 2 applications, with a closing date of September 30. For FY2018, grants will be awarded in the amounts of \$4,000, \$5,000 and \$7,500 for small, medium and large towns respectively.

Staff met with the Historic Documents Preservation Advisory Committee on March 22. The committee is comprised of town clerk representatives and State Library staff and provides input regarding the program and other issues related to municipal records preservation and management.

Consultations

Kathy Makover, Lizette Pelletier, Allen Ramsey and Nancy Lieffort from Access Services, met with staff in the Office of Protection and Advocacy to provide records management guidance as the agency prepares to close and to transfer its functions and its records to other agencies and organizations.

Professional Activities and Outreach

- LeAnn Power and Kathy Makover attended the Spring Conference of the Town Clerks Association in Groton on April 6, staffing an information table and speaking with town clerks and records vendors to address questions related to the grant program and agency policies and procedures.
- LeAnn spoke during the “A Moment with our State Agencies” session at the Town Clerks Conference, providing an overview of the Office of the Public Records Administrator.
- LeAnn spoke as part of the panel session, “Fulfilling the Promise of Promptness” at the annual Freedom of Information Conference. Kathy also attended the conference, held in Haddam.

Disaster Preparedness

Staff responded to several calls in April from a municipal school district regarding water damaged records stored in trailers on the school property, providing guidance on records recovery services, disposition procedures, and instructions on ensuring proper storage conditions in the district’s other records storage locations.

State Records Center

The State Records Center provides off-site inactive records storage for state agencies free of charge. During this reporting period, Doug Yaeger and Mike Soltesz accessioned 784 cubic feet of agency records; deaccessioned 1,291 cubic feet of agency records; processed 1,070 reference requests; and processed 375 re-files and inter-files.

State Archives

Other Accessions:

RG 062:140, Town of Thomaston Non-criminal Court Abstracts, 1940-1960, 0.25 cubic feet

RG 069:182, Robert F. Young Scrapbooks, circa 1940-1945, 4 volumes

Technician 4th Grade Robert F. Young was a World War II veteran who served in 2525 SCU Enlisted Detachment of the 43rd Division. Robert enlisted in the Connecticut National Guard in March 1940 at the age of 17 in New Britain, Connecticut. He entered active service in February 1941 and spent three years in the South Pacific where he took part in the battles of New Zealand, New Caledonia, Guadalcanal, New Georgia, Russell Islands, Munda, and Leyte. He was awarded the Combat Infantryman Badge for satisfactory performance of duty in ground action against the enemy in a major operation, the Good Conduct Medal, and the Asiatic Pacific Medal with two Bronze Stars. Robert was honorably discharged from the United States Army on October 11, 1945. After the war he joined the United States Merchant Marine in November 1945 for a year and a half; worked as a postal clerk in the New Britain Post Office for seven years; and then worked at the New Britain Herald as the Advertising Manager for 12 years. He moved in 1966 to California and worked for the Los Angeles Police Department as a Senior Station Officer and Instructor of the Property Procedures School of the Police Department Academy. Robert F. Young passed away in February 2006 at the age of 83. The four scrapbooks were put together by Robert Young's father, Thomas R. Young, a former Navy veteran of World War I, and consist of newspaper clippings.

RG 076, Dept. of Revenue Services Commissioners Records, circa 1896-1996, 0.5 cubic feet

The records consist of an organizational chart, 1954; salaries registers, 1925-1935, 2 registers; History of Taxation in Connecticut, 1636-1776, photocopied pages, circa 1896-1935; photographs, undated; and materials pertaining to William H. Blodgett, Tax Commissioner, such as publications, printed speeches, newspaper clippings, and Remsen-discs for home recordings, circa 1900-1996.

State Archivist Lizette Pelletier participated in a phone interview on April 5 with Kenny Jones, a public history student, on the archival profession and the State Archives and its collections.

State Archives staff assisted Nancy Dumais from the Department of Motor Vehicles in locating the earliest motor vehicle registration for possible exhibit celebrating the agency's 100th anniversary.

Lizette and Assistant State Archivist Allen Ramsey served as judges in the Junior Individual Website division and the Junior Group Documentaries division at the State Contest for Connecticut History Day on April 22. Lizette also served as a runoff judge in her category.

Lizette met with members of the Connecticut Professional Genealogists Council on May 2 regarding HB 7188, An Act Concerning the Preservation of Historical Records and Access to Restricted Records in the State Archives.

Stolen Documents

Lizette, Allen, and Damon responded to a call from Michael Spellman from the Groton Public Library on April 6, regarding 5 New London County Overseer documents related to the Pequot tribe being auctioned on eBay. After consultation with former Assistant State Archivist Bruce Stark who handled a prior case involving stolen documents found in another repositories collection in 2002, Lizette attempted to contact the seller and stop the auction because the records could only have come from the State Library. When the seller, through his attorney, refused to cooperate, Lizette and State Librarian Kendall Wiggin met with an officer and Detective James Nolting of State Police Troop H on April 10, to file a police report. Two documents had sold the previous day. The detective unsuccessfully contacted eBay in attempt to stop the auction of the remaining 3 documents. The investigation is ongoing. The Library's Assistant Attorney General has also been notified. The goal is to recover the documents from the buyers.

Consultations

- Lizette, Allen and Damon met with Stephanie Snyder from the Department of Administrative Services (DAS) to appraise orphan records that were left in the State Office Building at 165 Capitol Ave. after all the agencies had been relocated to 450 Columbus Ave. They identified approximately 20 c.f. of historical material which subsequently was transferred to the State Archives.
- Lizette, Allen and Damon met with Department of Emergency Services and Public Protection (DESPP) Division of State Police auditor Versie Jones on April 3 at the Van Block facility regarding current State Archives procedures and the Van Block storage facility related to compliance with the Criminal Justice Information Systems (CJIS) Security Policy standards for handling Federal Bureau of Investigation (FBI) records in various records held by the Archives and to prepare for the upcoming FBI audit this summer.
- Lizette and Allen met with Sharon Gustave with the Department of Energy and Environmental Protection's (DEEP) Planning and Standards Division Air Bureau, on April 25 to review its files for transfer to the State Archives
- Lizette, Allen and Public Records staff met with the Office of Policy and Management (OPM) staff regarding legal requirements for the retention and preservation of the Office of Protection and Advocacy for Persons with Disabilities' closed files

Professional Activities and Outreach

- Lizette and Allen continued to participate in the Electronic Content Management [ECM] system development project with Public Records and DAS BEST staff.
- Lizette, Allen, and Christine Pittsley continued their work on the Connecticut Radio Information System's [CRIS] National Historical Publications and Records Commission (NHPRC) grant to make historic records more accessible to individuals with visual impairments and learning disabilities.
- Lizette continued her participation on the Connecticut Valley Hospital Museum Advisory Committee concerning the commemoration of the 150th anniversary of Connecticut Valley Hospital and mental health care in the state.
- Lizette continued her work on the State Historical Records Advisory Board's programming grant from the NHPRC.
- Lizette and Christine Pittsley met with Jessie Leavenworth of the Hartford Courant regarding WWI materials collected and displayed as part of the Remembering WWI digitization project and the centenary commemoration of WWI.

<http://www.courant.com/news/connecticut/hc-ct-conn-in-wwi-sidebar-0406-20170405-story.html>.

- Lizette and Allen met with other members of the nine-member advisory committee, consisting of archivists and historians, for the NEH SPARKS! grant. The objective of the grant is to help staff and volunteers in mid-sized and small cultural heritage organizations develop an understanding of the importance of using Describing Archives: A Content Standard (DACS) and Encoded Archival Description (EAD) compliant finding aid templates to make their collections accessible and searchable online.
- Lizette, Allen, Damon, Robert Kinney, and former State Archives intern Marcia Furman attended the Winslow Society of the Connecticut Forest and Park Association reception held in the Museum of Connecticut History on April 12. Archives staff, interns, and volunteers were acknowledged and recognized by the association for our work on preserving and making accessible the Connecticut Forest and Park Association records, 1883-2012 (RG 169:007).

Library for the Blind and Physically Handicapped (LBPH)

Connecticut Volunteer Services for the Blind and Handicapped (CVSBH)

CVSBH has uploaded four more books to the National Library Service's (NLS) national internet book distribution website, for a total of 8 books so far with many more in the pipeline. The CVSBH is researching funding options, in particular grants, to support the conversion of existing analog cassette books to digital format. There are about 3,000 books to be converted. At present, the Utah LBPH has converted a small number of books -- about 30 so far -- free of charge and will continue to do so as long as they have the capability. Kathy Hotchkiss has received quotes from two professional companies for 3,000 books: National Audio Company for \$607,700 and Potomac Talking Book Services for a base price of \$300,000. The CVSBH has been advised that no State funds are available for this project.

The LBPH Friends

The Friends group met on April 11. They had a telephone briefing from Kim Charlson, the Director of the Perkins LBPH in Massachusetts, concerning friends group membership, activities and fund raising. The group also sent a letter to the State's Education Committee voicing deep concerns about budget cuts. Membership renewals have been received for 2017. The number of members is now 33 and the treasury balance is \$1,556.75.

The LBPH Advisory Committee

The Advisory Committee met on April 21. After several changes this past year, the committee presently consists of 14 persons representing the LBPH patrons and other relevant organizations. These include CRIS Radio, New England Assistive Technology (NEAT) Center at Oak Hill School for the Blind, the U.S. Veteran's Affairs in West Haven, the Blind Veteran's Administration (BVA), the Consumer Advisory Committee associated with the Bureau of Education and Services for the Blind (BESB), and a Quinnipiac University faculty member/private home health care company owner.

Braille book donations overseas

As of this point in time, 1,274 boxes of braille books have been shipped overseas by Laura DeFrancesco and volunteers, and is continuing. Each box holds 2-4 individual books. Began shipping braille to two additional institutions in Bangladesh: The FIMA Institute for Disabled Society and the All Book Corporation (a non-profit).

Patron Information Machine Maintenance System (PIMMS) and the Random Shelving

These projects remain incomplete due to the continuing programming challenges by the Consortium of User Libraries (CUL) software vendor with the NLS integrated database (PIMMS). These must be resolved before the random shelving and PIMMS can be implemented at the LBPH. The CUL software vendor is still working with the other five CUL libraries. The estimated completion date is now in June.

Consortium of User Libraries (CUL)

The Future of CUL is being assessed by the CUL user group because of budget issues and a lack of confidence that the CUL LBPH software programs can be converted to a web-based platform. The CUL user group consists of CT, ME, NJ, MI, Pittsburgh and Philadelphia. According to the NLS, the implementation of PIMMS is just the first step in a 5-plus year process of the service becoming cloud-based with the internet delivery of materials. This requires the CUL software to become web-based. However, the CUL software vendor has no experience in such programming. Thus it is the consensus of some of the CUL libraries and that of NLS itself that the CUL vendor may be unable to develop and implement the web-based software. Furthermore, the cost of going to web-based is considered to be more than CUL user group can pay. CUL is funded solely through member user fees and the idea of user group fee increases is anathema to all. Connecticut currently pays \$30,300/yr. Three of the six CUL libraries have also indicated a desire to drop CUL altogether, which would decimate CUL revenues. Thus the future of CUL has become a major issue.

The LBPH has completed arrangements with Data Management to have web access on our PC's for a demo version of the LBPH library software program called WebREADS. Access is being granted to Gordon, Paula, Brad, Kathy and Rafal. As the primary users, we will evaluate the suitability of WebREADS over the next few weeks as a possible replacement for CUL. Data Management is the NLS contractor which develops and manages NLS automation programs and database, which includes PIMMS. WebREADS is produced by NLS and is designed for small libraries such as Connecticut. It has three major advantages: It is already web-based, already incorporated into PIMMS, and is free of charge (other than an initial \$20,000 setup fee). It's biggest disadvantage is that it is a basic system with fewer features than CUL and we have to accept whatever features NLS develops -- we can't make any changes ourselves.

Professional Activities and Outreach

- Gordon Reddick attended the St. Ann Parish Health Fair in Milford.

Museum of Connecticut History

State Library Building Model Restored

(see Highlights section)

Museum Education Programs

- Outreach programs are winding up for the school year. Recent visits include schools in Waterford, Thompson, Glastonbury, Rocky Hill, Pawcatuck and Hartford and adult programs in Glastonbury.
- Patrick is finishing teaching an 8 week class about Connecticut and World War I titled "Send the Word, the Yanks are Coming". It's in partnership with the Lutz Museum in Manchester and a large home school cooperative. Seventeen students ages 9-12 are in the class which meets once a week. They are reading the young adult book War Horse

as part of the class and using objects, images and documents from the Museum and Library.

- Summer programs are being planned with visits to several local libraries and summer camps. World War 1 programs are also in the planning stages for an adult education summer class in Enfield.