



## **At a Glance**

**DEBORAH SCHANDER, State Librarian**

**Established:** 1854

**Statutory authority:** CGS Chapter 188

**Central office:** 231 Capitol Avenue, Hartford, CT 06106

**Number of employees:** 89 (all funds, as of 6/30/21)

**Recurring operating expenses:** \$8,798,628

**Organizational structure:**

**Office of the State Librarian:** Outreach Services; Special Projects

**Access Services**

**Business Services Group:** Fiscal Services; Support Services; IT Services

**Collection Services**

**Discovery & Delivery Services**

**Library Development**

**Library for the Blind and Physically Handicapped**

**Museum of Connecticut History**

**Public Records**

**State Archives**

## **Mission**

The mission of the Connecticut State Library is to preserve and make accessible Connecticut's history and heritage and to advance the development of library services statewide.

## **Statutory Responsibility**

The twelve-member State Library Board has responsibility for:

- The supervision of the State Library by a State Librarian
- Planning for state-wide library service, other than for school libraries
- Maximum state participation in federal aid for public libraries
- Establishing standards for principal public libraries
- Appointing an advisory council for library planning and development
- Instituting and conducting programs of state-wide library service
- Maintaining the state's principal law library

- Maintaining a library service for the blind and other persons with disabilities
- Planning and developing the Connecticut Digital Library
- Providing construction grants to public libraries
- Creating and maintaining the official state archives
- Programs for library development and reader services
- Operating the Raymond E. Baldwin Museum of Connecticut History and Heritage

The State Library Board consists of the Chief Justice of the Supreme Court or designee; the Chief Court Administrator or designee; the Commissioner of Education or designee; five members who are appointed by the Governor, one of whom shall be an experienced librarian, one of whom shall be an experienced archivist and one of whom shall be an experienced museum professional; and one member each appointed by the president pro tempore of the Senate, the minority leader of the Senate, the speaker of the House of Representatives and the minority leader of the House.

Under the direction of the State Library Board, the State Librarian is responsible for administering, coordinating, and supervising the State Library; administering the Federal Library program; developing and directing a public records management program.

The State Library Board approves rules and regulations for the state publications depository library system, the retention, destruction, and transfer of documents; the borrowIT CT programs (formerly Connecticard); and statewide library programs.

## **Public Service**

The State Library provides a variety of library, information, archival, public records, museum, and administrative services to the citizens of Connecticut, as well as the employees and officials of all three branches of State government. Students, researchers, public libraries, and town governments throughout the state are also served by the State Library. In addition, the State Library directs a program of statewide library development and administers the federal Library Services and Technology Act state grant.

In 2011, the Department of Administrative Services' Small Agency Resource Team (SMART) became responsible for the State Library's Human Resources needs and most of its business office operations.

### **Access Services**

Maintains and provides access to:

- Comprehensive collections of Connecticut and United States government publications dating from the late 1700s to the present. These collections, numbering well over a million and a half pieces, support the State Library's roles as the Regional Federal Depository for Connecticut and Rhode Island, and as the Connecticut State Documents repository.
- A comprehensive collection of legal, legislative, and public policy resources. The collection includes statutes and case reports for all 50 U.S. states and federal jurisdictions. The collection also includes a broad range of legal treatises, law periodicals,

loose-leaf services, and electronic resources on topics relevant to state government interests that include the archives of Connecticut General Assembly documents, indexes to legislative bills, House and Senate proceedings, public hearings, and compilations of legislative histories for Connecticut Public and Special Acts.

- A comprehensive collection of materials on the history of Connecticut and its people. Resources include an extensive collection of local histories and genealogies with particular emphasis on Connecticut and New England, most Connecticut town vital records, land records, probate records from the 1600s to the early 1900s, church records from hundreds of Connecticut churches, transcriptions of family Bible records and cemetery inscriptions, abstracts of newspaper notices of marriages and deaths, military records, the Federal census records for Connecticut, 1790-1930, comprehensive and retrospective collections of Connecticut atlases and maps (including Sanborn Fire Insurance Atlases), city directories, and the most comprehensive collection of Connecticut newspapers from colonial times to the present.

### **Collection Services**

Responsible for administering the Library Materials budget and its acquisitions; collection development; documents processing; monograph and serial processing; preservation; digitization; and electronic resource acquisition. The Preservation Office provides in-house repair, treatment, and custom protective enclosures to preserve the State Library's collections.

### **Discovery & Delivery Services**

Responsible for cataloging and metadata creation for the State Library's collections and managing the library's integrated library system.

### **Division of Library Development**

The Division provides leadership, funding, education, and statewide services that enhance a local library's ability to deliver high-quality library service to their community.

- *deliverIT CT* (formerly *Connecticar*) provides a delivery service to more than 200 public and academic libraries in Connecticut, transporting books and other items for patrons, and providing support for statewide resource sharing.
- *borrowIT CT* (formerly *Connecticard*) is a statewide reciprocal borrowing program allowing Connecticut citizens to use their hometown library cards in any public library in Connecticut. The Division administers the program including grants that partially reimburse libraries for non-resident use.
- *Consulting and Training Services* support the local library's ability to provide high quality library services that are responsive to the needs of their communities.
- *research IT CT* (formerly *iCONN*) provides all students, faculty, and residents in Connecticut with online access to essential library and information resources. Through *researchIT CT*, a core level of information resources including a statewide catalog and interlibrary loan system is available to every citizen in the state. In addition, specialized research information is available to college students and faculty.
- *The Middletown Library Service Center* provides collection support, a technology training lab, consulting, and training and professional development materials for Connecticut library staff.
- *Public Library Grants* provide basic support for public libraries in Connecticut.

- *The Public Library Construction* program provides grants for public library construction projects to improve library facilities to meet their communities' changing needs.
- *Statistical Data* on public libraries is compiled annually and published online. The Division submits statistical data to the Federal-State Cooperative System for Public Library Data and compiles and reports statistical and narrative data on the State Library agency to the Institute of Museum and Library Services.
- *Federal Support for Libraries* from the Institute of Museum and Library Services is administered through the Division. The Division also coordinates and approves E-Rate Technology Planning for public libraries.

### **Library for the Blind and Physically Handicapped**

LBPH is a network library of the Library of Congress, National Library Service for the Blind and Physically Handicapped. The service provides a free mail loan of recorded and braille books and magazines and necessary playback equipment to eligible state residents unable to read conventional print because of a visual or physical disability.

### **Museum of Connecticut History**

The Museum is located in the Connecticut State Library and Supreme Court Building. The Museum consists of Memorial Hall, a magnificently restored beaux-arts style gallery, and three adjoining exhibit areas. On permanent display are portraits of Connecticut Governors as well as historic documents, including the State's original 1662 Royal Charter, the 1639 Fundamental Orders, and the 1818 and 1964 State Constitutions. The primary focus of the Museum's collection is Connecticut's government, military, and industrial history. Permanent and changing exhibits trace the growth of the state and its role in the development of the nation from the Colonial era to the present.

### **Office of the Public Records Administrator**

The Office of the Public Records Administrator is responsible for designing and implementing a records management program for all state agencies within the executive department and the towns, cities, boroughs, districts, and other political subdivisions of the state. The office establishes records retention schedules and records management guidelines; publishes regulations regarding the construction of vaults, the filing of permanent land maps in the towns, and the electronic recording of land records; and monitors the annual examination of land record indexes. The office administers the State Records Center, which provides state agencies with off-site storage of inactive records at no charge. It also inspects and approves public records storage facilities and municipal vaults. The office administers the Historic Documents Preservation Program, which assists municipalities in improving the preservation and management of their historic records. The office carries out a program to identify and preserve essential records necessary for disaster response and recovery of normal business operations by the state and its political subdivisions. By statute, the Public Records Administrator and the State Archivist must approve the disposition of all public records prior to their destruction or transfer.

### **State Archives**

While the State Library has served as the official State Archives since the passage of PA 09-175 in 1909, it began acquiring historical records from the three branches of State government as early as 1855 under the first State Librarian J. Hammond Trumbull. Today, the State Archives

includes more than 49,000 cubic feet of records from state and local governments, private organizations, and individuals. These records document the evolution of state public policy and its implementation, the rights and claims of citizens, and the history of Connecticut and its people. The State Archivist assists the Public Records Administrator in developing records management guidelines, regulations, and records retention schedules for state agencies and local governments. By statute, the State Archivist must review all records retention schedules issued by the Public Records Administrator and records disposal authorizations submitted to the Public Records Administrator to determine if the records have historical value.

## **Improvements/Achievements 2020-2021**

Deborah Schander joined the agency in January 2021 as the 11<sup>th</sup> State Librarian. She is the first woman to be permanently appointed as Connecticut's State Librarian.

State Library facilities were closed to the public from March 2020 until May 2021. Although our physical locations were closed, staff provided core services for all library patrons via phone, email, and other methods. Beginning in the summer of 2020, state employees from agencies, the courts, and the legislature were able to make appointments to visit and use the collections. All patrons were able to visit by appointment between mid-May and June 30, 2021, and the State Library fully reopened to the public on July 1, 2021.

### **Access Services**

#### *Reference Questions at a Glance*

465	In person
4,492	Telephone or chat
3,844	Email, mail, or inmate correspondence
8,801	Total reference questions

Although the pandemic impacted patrons' ability to visit the library, as well as staff's own access to our collections, we continued to offer research support throughout the year. Our online FAQs (based on past questions) continues to be a resource and immediate reference as well.

#### *Law and Legislation*

A new law research database has been posted for public use: the *Index to Historical Bills & Acts*: <https://ctstlibrarydata.org/>. The dataset includes basic information about Connecticut bills and acts introduced between 1913 and 1965. It is searchable by year or date range, bill or act number, keyword, or phrase. It will be expanded in the future.

The following have been indexed for the 2021 Regular Session: 2808 Bills, 449 Resolutions, 793 File Copies, 201 Public Acts, 38 Special Acts, 3 Resolution Acts. For the 2021 June Special Session: 2 Bills, 6 Resolutions, 2 Public Acts. 43,586 transcript pages from Connecticut General Assembly 2020 Committees have also been indexed. The agency continues to upload older materials to the Connecticut Digital Archive for public access.

#### *New & Enhanced Online Resources*

- A research guide to assist students and teachers with History Day projects: <https://libguides.ctstatelibrary.org/historyday>

- Inventories of municipal and town charters, ordinances, and documents: <https://libguides.ctstatelibrary.org/towndocuments> and <https://libguides.ctstatelibrary.org/chartersandordinances>
- In partnership with the Department of Public Health's Vital Records section, death records and marriage records for 1897-2001 are now available: <https://ctstatelibrary.org/marriage-records/> and <https://ctstatelibrary.org/death-records/>
- A new name index/database of Connecticut military service personnel who served during World War II and the Korean: <https://ctstatelibrary.org/connecticut-military-service-personnel/>

## **Division of Library Development (DLD)**

### *DLD Programming at a Glance*

108/3,107 Continuing education programs/number of attendees

21,226 Online tutorials streamed

Innovative professional development programs offered include: a pilot program with the Niche Academy that enabled librarians to take self-paced continuing education tutorials while their libraries were closed; Transforming Teen Services to prepare librarians to develop services to prepare teens for future success; an inaugural Summer Reading Unconference, presented to over one hundred youth librarians in April, focused on meeting the needs of teens during the Covid-19 pandemic and helping them to address the various challenges with online learning programs.

### *American Rescue Act Program (ARPA) Allocation*

The Institute of Museums and Library Service (IMLS) awarded the State Library \$2,775,000 in ARPA funds to address digital inclusion and pandemic response. The State Library awarded \$1,900,000 in subgrants to principal public libraries; acquired electronic resources to enhance workforce development opportunities for CT residents through their libraries and acquired other resources and equipment to better serve the CT library community. Additionally, \$500,000 was allocated to a Digital Navigation Pilot Project program in which subawards are to be granted to 5 public or academic libraries. As part of this project, DLD began a new partnership with the National Digital Inclusion Alliance.

### *Everybody Learns Grants and Support for Public Libraries During COVID-19 Pandemic*

On October 7, 2020, Governor Ned Lamont announced the dedication of \$2.6 million of Connecticut's Coronavirus Relief Funds to support the state's public libraries as they continued to make health and safety improvements and offer more services to residents amid the ongoing COVID-19 pandemic. DLD distributed grant funds to 62 libraries in urban and rural areas where public Internet access was most needed. The focus was on providing connectivity access via Wi-Fi or public computers to remote learners and patrons working from home.

### *Public Library Construction Grants*

In FY2021, the State Library Board awarded 4 public library construction grants totaling \$1,021,322 to Brainerd Memorial Library, Haddam (\$675,000), Durham Public Library (\$146,957), East Haven Public Library (\$159,375), and Harwinton Public Library (\$40,000).

### *All CT Reads*

All CT Reads is a year-long initiative to promote lifelong reading, learning, and connection that uses a rotating community committee structure to select three main book titles and 3 shortlist book titles each calendar year for three age groups: children (ages 8-12), teens (ages 13-18), and adults. In addition to the books, All CT Reads provides a supported programmatic structure built around the titles with room for individuality and creativity. All CT Reads is a partnership with the Connecticut Library Consortium (CLC), CT Humanities Center for the Book, and the CT Association of School Librarians (CASL) and others.

#### *Homelessness and CT Libraries Initiative*

Building on a workshop, Family Homelessness and Connecticut Libraries with Vikki C. Terrile, the State Library connected with Connecticut Coalition to End Homelessness (CCEH). This new partnership will include information sharing sessions, two levels of diversion training for library workers, story times to raise awareness and empathy across all ages, and potentially a library panel session at their annual institute to raise awareness of libraries as partners in addressing homelessness in CT.

#### *Partnership with Hartford Healthcare*

DLD established a new partnership with Hartford Healthcare (HHC) to help ensure health services and health information are accessible to all and address the healthcare and health literacy needs of the communities we are all serving. Currently, HHC is setting up COVID-19 mobile vaccination dates at CT libraries and conducting virtual or in-person COVID-19 vaccine information sessions with HHC providers.

#### *Diversity Audit Workshops*

In May DLD offered a very well received Diversity Audit of Library Collections presentation created by Children/Young Adult Consultant Kymberlee Powe. The presentation has been accepted to the New England Library Association annual conference and will be presented at a youth librarian day long workshop in Ohio and a public librarian workshop in Tennessee.

#### *CT Vision for Resource Sharing*

Through its “The Future is Shared | Libraries Sharing Resources: Three Possibilities for 2030” and “Lead Your Library” programming, the State Library’s Advisory Council for Library Planning and Development is seeking to enhance CT libraries’ ability to anticipate and respond to imminent social, technological, environmental, economic, political and consumption trends through Strategic Foresight pertaining to resource sharing.

#### *Statewide Services*

- borrowIT CT is the statewide reciprocal borrowing program: In FY2021, 1,418,242 items were loaned by public libraries to residents of other towns. Lending was reduced substantially compared to the previous year as most libraries in the state were closed to the public for weeks or months due to COVID-19.
- eGO CT is the statewide eBook platform. Connecticut public library users can now access eAudio and eBook titles from their individual public library, all in one intuitive, easy-to-use mobile app for iOS and Android. Since the launch of SimplyE, DLD has purchased 5,604 items for libraries and their patrons to freely access.

- research IT CT is Connecticut’s research engine, providing all students, faculty, and residents in Connecticut with online access to essential library and information resources.
- requestIT CT is Connecticut’s Statewide Interlibrary Loan Service. Last year, libraries successfully lent 7,502 items through the system. DLD staff provided 10 requestIT training sessions via Zoom.
- findIT CT is Connecticut's Statewide Library Catalog. It contains the holdings of 370 libraries in Connecticut and 24 million records.

## Collection Services

### *Collection Statistics at a Glance*

10,249	Items added to the general collection
1,618	Items added to the Federal Documents collection
1,676	Items added to the Connecticut Documents collection
406,056	Links to full-text resources maintained in Alma/Primo, our library catalog
106	Databases on our LibGuides A-Z List
42,040	Virtual visits to databases on our LibGuides A-Z List
101	Interlibrary Loan lending requests filled from CSL collections
143	Interlibrary Loan borrowing requests filled to assist state agencies
66	Items circulated directly to patrons
638	CT State Library cards issued
292,879	Digital objects viewed in Connecticut Digital Archive belonging to State Library collections

### *Connecticut Documents*

Connecticut documents added to the collection during FY2021 totaled 1,676. The State Library maintained the Connecticut State Document Depository Program by distributing 715 Connecticut documents by U.S. Mail to 13 libraries, including the Library of Congress. 235 town documents were added to the collection.

### *Electronic Resources*

To support the research needs of staff and patrons working remotely the State Library negotiated with vendors to allow remote access and extend free trials to as many online subscription databases as possible including *Westlaw*, *LexisNexis*, and *Ancestry.com*. We offered 106 databases, of which 50 permitted remote access 24/7 for State Library cardholders. The top three databases most often consulted were *ProQuest’s Hartford Courant (1764-1995)*, *Connecticut Death Records Index, 1897-1968*, and *Connecticut Marriage Records Index, 1897-1968*.

### *Digital Collections*

The Preservation Office digitizes unique works from the library collections on request from patrons and staff and participates in statewide and national digital initiatives. Last year, in total, objects in the repository belonging to the State Library were viewed 292,879 times.

Recent projects include:

- The State Library signed on as a sourcing library for the American Prison Newspapers Collection, an open access collection of prison newspapers that is hosted and administered by the non-profit organization Reveal Digital.



- Digitizing the Connecticut Statement of the Vote, election results for state and federal offices from 1819 to 1919, in support of a project undertaken by the Secretary of the State's Office to develop a database of election results.
- The State Library's Special Genealogical Files, which include Bible records, correspondence, typescripts, and manuscripts, arranged by family name, are now available in the CTDA, providing a valuable online resource for genealogists.
- As part of the Newspapers of Connecticut statewide project, the Preservation Office has preserved over 6,400 digitized newspaper issues. The State Library has received four two-year grants from National Endowment for the Humanities to digitize and contribute Connecticut newspapers to the Library of Congress (LOC) for inclusion in Chronicling America. It has just been awarded a fifth two-year grant to continue the project.

## **Discovery Services**

### *Cataloging Statistics at a Glance*

620	Name authority records contributed to the Name Authority Cooperative Program
3,207	Print monographs and serials cataloged
12,869	Federal documents in all formats cataloged
9,662	Federal documents in electronic format cataloged
3,200	State documents in all formats cataloged
633	State documents in electronic format cataloged and archived
19,276	Titles in all formats cataloged

### *State University Press Publications*

Staff have been updating State University Press publications incorrectly identified as Government Documents. This project benefits all Connecticut State Colleges and Universities (CSCU) institutions by removing the false designations, and it supports the State Library's custodial responsibility for works produced by federal and state government. This project contributes to the collaborative experience strategic goals of the CSCU.

### *Spine Labels*

The State Library began creating and printing call number spine labels using new software. This allowed IT to retire the computer previously used for label production, which was running an obsolete version of Windows.

### *Reclassification Project*

Staff has started cataloging and processing former Special Collections books, primarily cataloging and reclassifying items from Dewey Decimal Classification to Library of Congress Classification. New bibliographic records are being shared in the Online Computer Library Center (OCLC) database for libraries across the world.

### *The Bristol Press-New Britain Herald*

On March 25, 2020, the daily newspaper *The Bristol Press-New Britain Herald* began publication. In June, staff contributed cataloging records to the OCLC database describing the complete runs of the two Connecticut daily newspapers, *The New Britain Herald* and *The Bristol Press* that merged to form the new daily. Staff also cataloged the new publication into OCLC.

## **Museum of Connecticut History**

### *Collections*

Highlights of recent acquisitions include:

- A Civil War Sharps 1859 Rifle unit (identified to the 8<sup>th</sup> Connecticut Volunteer Infantry);
- A one-of-a-kind presentation Norwich Arms Company Contract Model 1861 Rifle-Musket with elaborate lock engraving;
- CT Civil War letters and photographs; and
- An important 650-page 1885 Peck, Stow and Wilcox (Southington & Berlin) illustrated tool manufacturer's catalog.

### *Education*

With staff outreach visitation to schools paused by the pandemic, several new and innovative "Hiking Through History" in-person, socially distanced walking tours were created for the Home School and Learning Pod community. 177 people participated in six programs: 1) Old CT Path, 2) Hartford History, 3) Windsor Locks Canal, 4) Norwich Native Americans, 5) Cedar Hill Cemetery, and 6) Rochambeau Revolutionary Route. 285 students and teachers attended new Distance Learning Programs via Zoom: 1) Moon Rocks, 2) CT Sampler, 3) CT Biographies, and 4) CT Invents.

## **Library for the Blind and Physically Handicapped (LBPH)**

### *Program Expansion*

The State Library, in conjunction with our partner, the Library of Congress, National Library Service for the Blind and Print Disabled (NLS), provides reading materials via mail order and digital download to more than 5,500 blind/print disabled and physically handicapped patrons throughout Connecticut. Recent changes in NLS's federal regulations now allow program participation for those with reading disabilities. The State Library is readying outreach efforts and program expansion for new and existing patrons.

## **Office of the Public Records Administrator**

### *Enterprise Content Management Project*

The Enterprise Content Management (ECM) system is designed to improve electronic records management efficiencies for state agencies and allow the State Library to more effectively manage records retention, disposal, and accession procedures. The system utilizes the Atlas retention schedule database, FileNet repository, and the IBM Enterprise Records (IER) module to automate the review and disposition of records. Public Records staff are working on this project in collaboration with the State Archives and the Department of Administrative Services, Bureau of Enterprise Systems & Technology (DAS/BEST). Staff have continued to add and revise retention schedules within the Atlas database, update procedures, provide training for state agencies, and develop Atlas enhancements to improve user experience. Work also continues with the implementation of the IER module, which enables the Atlas database to communicate with FileNet for the disposition of records. The IER module includes workflows for the destruction of records and for the transfer of archival records to the Connecticut Digital Archive (CTDA).

### *Retention Schedules*

Staff continued work with state agencies to develop new or updated State Agency Specific Retention Schedules. Public Records issued four new or updated State Agency Specific Records Retention Schedules, six new or updated series to the State Agency Specific Schedules, and two updated series to the State Agency General Schedules.

#### *Historic Documents Preservation Program*

The Historic Documents Preservation Program supports records preservation and management in municipalities across the state and at the State Library. In FY2021, the program awarded \$882,000 in targeted grants to 140 municipalities, with funding levels set at \$5,500, \$7,500 or \$10,500, for small, medium and large towns, respectively. Since its establishment under Public Act No. 00-146, the program has awarded over \$19 million in municipal grants. These grants support a broad range of projects, including scanning paper records for improved preservation and access. Many municipalities have reported that because of ongoing grants from this program, they were well-prepared to provide electronic access to the land records when town halls were closed to the public during the pandemic. This ability to provide online access supported essential services for the recording of property transactions across the state.

#### *Training and Outreach*

- Staff presented two municipal records management training webinars in coordination with the Connecticut Conference of Municipalities and the Connecticut Town Clerks Association.
- Staff continued to work with municipal and state agency personnel throughout the year to address a wide range of records management issues.
  - Records Storage Vaults: Municipal and probate vaults provide a high level of security for permanent and essential government records and by statute, the vaults must be constructed and maintained in accordance with state regulations and approved by this office. Staff worked with town officials and architects on vault construction and modification projects and issued six preliminary/final project approvals during this period.
  - Records Storage Facilities: Staff conducted an inspection of the records storage facility currently on state contract for state agency use and approved a building addition for the storage of State of Connecticut records.
  - Disaster Preparedness and Recovery: Staff assisted four municipalities in addressing the recovery or disposal of records damaged by water or mold.

#### *Records Disposals; Examinations; and Certifications*

Last year, 625 requests for the disposition of 3,533 cubic feet of state agency records or scanned hard copies were reviewed and approved or denied. 1,286 requests for the disposition of 24,548 cubic feet of municipal government records or scanned hard copies were reviewed and approved or denied. There were no requests for removal of personal data files. 125 certificates for the Examination of Indexes and Inspection of Land Records were received and processed for Calendar Year 2020. 4 certificates of Records Disposition for Information Systems Records were received and processed for Calendar Year 2021.

#### *State Records Center Services*

The State Records Center provides off-site inactive records storage for state agencies at no charge. Staff processed 2,763 reference requests from state agencies and re-filed or inter-filed 1,201 files/boxes. Staff accessioned 2,543 cubic feet of records. In addition, staff deaccessioned 8,142 cubic feet of records, leaving room for an additional 15,434 boxes. Currently the State Records Center stores 59,574 boxes of records.

## **State Archives**

### *Accessions*

In compliance with Covid-19 protocols, State Archives staff halted most transfers and donations between July 2020 and early May 2021 except in emergency situations. The State Archives acquired 20 accessions totaling 73 cubic feet, bringing the total quantity of records in the Archives to 49,085 cubic feet.

Accessions included: Department of Mental Health and Addiction Services, Connecticut Valley Hospital patient records on microfilm, circa 1870-1948; Military Department, 59th Presidential Inauguration (PI59) missions photographs, 2021; General Assembly, Commissions, Committees and Councils, Consent of the People: 350 Years of Representative Government, circa 1987-1994; Department of Transportation correspondence, circa 1967-1968; Department of Transportation training videos, circa 1980-1999; Connecticut State Library state legislation regarding marathon dancing, 1933; Town of Columbia aerial photographs, 1966-1986; Town of East Windsor tax records, 1887-1953; Town of Middlefield voter registration cards, 1934-1988; James F. Blesso papers, circa 1951-2010; and Central Baptist Church (Norwich) records, 1840-2020.

### *New Haven Court Records*

The State Archives was awarded a two-year grant from the National Historical Publications and Records Commission (NHPRC) to enhance access to judicial records from the New Haven County and Superior Courts, 1700 – 1855 held in the State Archives. The project continues earlier grant funded work to identify records related to interactions with underrepresented groups, especially enslaved persons, free persons of color, and indigenous persons with the court system and to improve access for researchers. The project will digitize selective case files, create a specialized finding aid, and a database of court cases related to these communities.

### *New Digital Collections*

The following digital collections have been processed and are now available through the Connecticut Digital Archive:

- Governor Malloy's Legislative Office files and photographs, 2016 - 2018;
- Lieutenant Governor Nancy Wyman's Chief of Staff, General Counsel, Special Assistant, and Communications Office files; and
- a typed transcript of Samuel Clemens' (Mark Twain) will.
- The Colt photograph collection and Family and Personal Vital Records have been transferred from ContentDM to the CTDA.

## **Information Reported as Required by State Statute**

The State Library's most recent Affirmative Action Plan was approved by the Commission on Human Rights and Opportunities on June 9, 2021. The State Library is firmly committed to the

principles and objectives of equal employment opportunity for all individuals. The State Library has undertaken numerous steps to effectuate equal opportunity in its hiring, promotions, training and other employment-related responsibilities, and in the provision of the programs and services that fall under the Department's authority. The agency did not knowingly do business with any bidder, contractor, sub-contractor, supplier of materials, or licensee who discriminates against members of any class protected under C.G.S. Sec. 4a-60 or 4a-60a.

*Historic Records Account*

The following report on the Historic Records Fund [Conn. Gen. Statutes 11-8k(c) and 11-8m(b)] was submitted to the General Assembly committee of cognizance:

"Annual Report to the Joint Standing Committee on Government Administration on the Preservation Activities of the Connecticut State Library (September)".