

BLACKSTONE, COKE AND THE LOCAL LAWYER

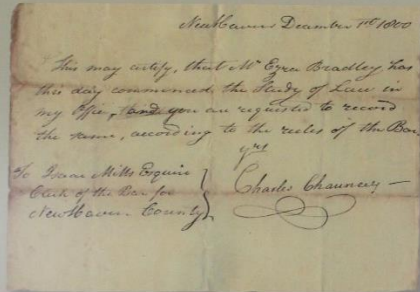
Studying the Law

During the 18th and early 19th centuries lawyers-to-be continued to train under the apprentice system. For two years, or three for non-college graduates, these young men paid to "read the law" in the office of a lawyer. They would copy legal documents, read the standard law books, such as Coke and Blackstone, and could hope to assist on a case or two. At the end of the two year training period, they were eligible to be presented for admission to the bar. In New Haven, CHARLES CHAUNCEY was a well-respected lawyer and teacher. He used the method of reading Coke and Blackstone and copying laws, as well as moot courts, to teach his students the law. It has been estimated that two-thirds of the men admitted to the New Haven Bar in the 1780s had studied under him.



The Patriotic American Farmer, 1784, Philadelphia Library of Congress, Rare Book and Special Collections Division

This image of an American lawyer depicts a law library in the background. A copy of Coke is prominently displayed.

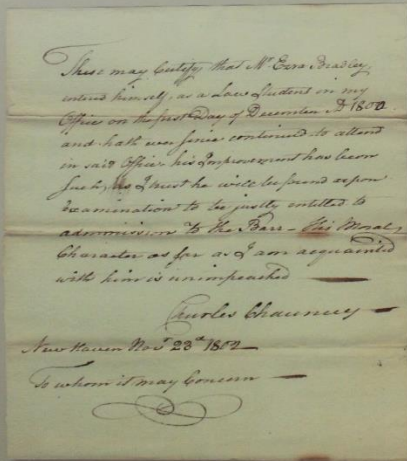


Note from Charles Chauncey to the Clerk of the Bar about new student, Ezra Bradley, 1800
New Haven Museum and Historical Society, Connecticut Superior Court Records

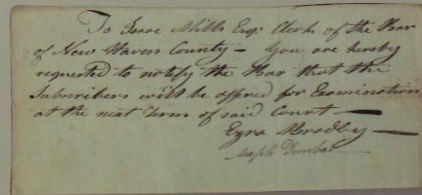
"Every citizen in the state, ought to acquire a knowledge of those laws, that govern his daily conduct, and secure the invaluable blessings of life, liberty and property."

—Zephaniah Swift, Introduction to A System of the Laws of the State of Connecticut, 1795

Students entering into the study of law needed to document their studies. In these documents CHARLES CHAUNCEY states to the Clerk of the Bar for the county that EZRA BRADLEY had begun his two years of study in his office. Mr. Bradley seemed to have passed the three rules of admission; he has studied under a lawyer for two years, was qualified to practice and was of good moral character. The bar was then notified that Mr. Bradley was to be "offered for Examination at the next term said Court." Notification was necessary for examination and for giving members of the bar an opportunity to object to an applicant.



Note of certification for Ezra Bradley signed by Charles Chauncey, November 23, 1802
New Haven Museum and Historical Society, Connecticut Superior Court Records



Notification of the Bar for Examination of Ezra Bradley, no date [1802]
New Haven Museum and Historical Society, Connecticut Superior Court Records

CONNECTICUT JUDICIAL BRANCH LAW LIBRARY SERVICES 2018-2019 ANNUAL REPORT



INTRODUCTION – REVIEW

During the period July 2018 through June 2019, the Connecticut Judicial Branch, Law Library Services Unit added two law librarians to fill the vacancies that occurred in 2016 due to retirements. The Law Librarian I positions for the Putnam and Rockville Law Libraries were posted, applicants interviewed, and successful candidates selected and hired for each location. The newly hired librarians were provided extensive orientation and training by both the Judicial Branch and Law Library Services. The Supervising Law Librarians and assigned library staff worked closely with the newly appointed librarians to ensure a smooth transition to law librarianship. In addition, all staff law librarians provided support and knowledgeable guidance whenever requested. As a result, Law Library Services gained two law librarians who strengthen the frontline public service assistance rendered by the Judicial Branch Law Library Services Unit.

Once the vacancies in Putnam and Rockville were filled, the staff assignment plan set in 2016, which necessitated the reassignment of two supervising law librarians and six law librarians as well as the reduction of open hours in four locations, was revised. Of the twelve courthouse law libraries, the revised plan increased the number of libraries operating five days a week from six to ten. The Putnam and Rockville Law Libraries continued to offer curtailed open hours in order to provide time for the newly appointed librarians to gain experience working in law libraries in several locations. The benefit of increasing the number of Judicial Branch law librarians who are able to render assistance to those patrons researching law-related issues is immeasurable. It is an ongoing effort of Law Library Services to achieve the goal of providing an adequate number of professional law librarians in order to staff all courthouse law libraries on a full-time schedule. Law Library Services continues to operate with reduced staff levels. Without a full complement of library staff, the Judicial Branch stakeholders, both internal and external, will suffer from the lack of the legal research guidance and assistance provided by knowledgeable, experienced law librarians.

Notes of interest –

- The remote reference service, “Live Chat,” which was introduced early in 2018, was expanded during this reporting period to operating five days a week, six hours a day. Through this service, the law librarians offer online, real time, legal research assistance.
- A continuing education program that provided motion drafting guidance and an overview of the Judicial Branch Law Library Services Unit’s resources and services was initially offered in two courthouse locations. During this reporting period, the program was recorded and posted to the Judicial Branch, Minimum Continuing Legal Education (MCLE), YouTube channel, providing expanded access to valuable information.

All these activities and more, as contained in this report, demonstrate that the dedicated work and professional service rendered by the Judicial Branch law librarians remains strong. The commitment of the law librarians during this reporting period to exert all possible efforts to fulfill the mission of the Law Library Services Unit, to meet patrons’ needs, to maintain services and resources, and to expand outreach efforts is commendable.



State of Connecticut Judicial Branch Law Library Services



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Stamford Law Library

VISION OF THE LAW LIBRARY SERVICES UNIT

The Law Library Services Unit of the Connecticut Judicial Branch will provide prompt and professional guidance and access to reliable and comprehensive information to individuals who are researching or pursuing legal rights and remedies. This will be accomplished by using the latest technology, by maintaining an up-to-date collection of appropriate materials, and by collaborating with Judicial Branch units and other organizations to offer services sufficient to meet the current and emerging needs of its patrons.



New Britain Law Library

MISSION OF THE LAW LIBRARY SERVICES UNIT

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.



Hartford Law Library

LAW LIBRARY ADVISORY COMMITTEE

In accordance with *The Connecticut Supreme Court Policies for the Establishment and Maintenance of a System of Law Libraries*, the Law Library Advisory Committee, “shall meet annually and at such other times as it deems necessary, and may report to the Chief Justice and the Chief Court Administrator any recommendations it may have concerning the adequacy of the funding and services provided by the law libraries, whether additions or deletions should be made to the list of law libraries so established, whether amendments should be made to the minimum collection standards for the law libraries, and such other matters as the committee believes are pertinent to the operation of the law libraries.”

During the period covered by this report, in order to maintain a law library system that functions today and remains integral to the justice system in the future, the Law Library Services Unit continued the process of working toward the goals contained in the [Strategic Plan for the Connecticut Judicial Branch Law Library Services Unit, 2015-2020](#), which was adopted by the Law Library Advisory Committee in May 2015. The mission of the Law Library Services Unit supports and works in tandem with the Judicial Branch Strategic Plan’s goal of meeting the needs of the public in attaining equal access to justice. The Strategic Plan that was formulated as a guide for the future of the Law Library Services Unit recognizes the strategic direction of the Connecticut Judicial Branch and is envisioned to complement and strengthen those ongoing Branch initiatives, while working within the framework of available resources and funds. During this reporting period, the Law Library Advisory Committee began the process of reviewing the Strategic Plan and discussing updates and revisions to the Plan.

In furtherance of efforts to ensure that the legal information needs of all stakeholders are met, now and in the future, an implementation plan was created, outlining steps to be taken by the law librarians in order to move toward achieving the goals of the Strategic Plan. Each librarian was assigned to work on initial steps to be undertaken for two Strategic Plan goals. Two updated periodic progress reports were submitted to the Law Library Advisory Committee during this reporting period, summarizing the implementation steps undertaken by staff working toward the accomplishment of the Strategic Plan goals.

The Law Library Advisory Committee members serving during FY2018-2019 are listed below:

Committee Members

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

William H. Clendenen, Jr., Attorney

Adam J. Cohen, Attorney
Michael R. Brandt, Attorney
Eamonn S. Wisneski, Attorney
Ann M. DeVeaux, Law Library Director
Darcy Kirk, Associate Dean and Professor of Law

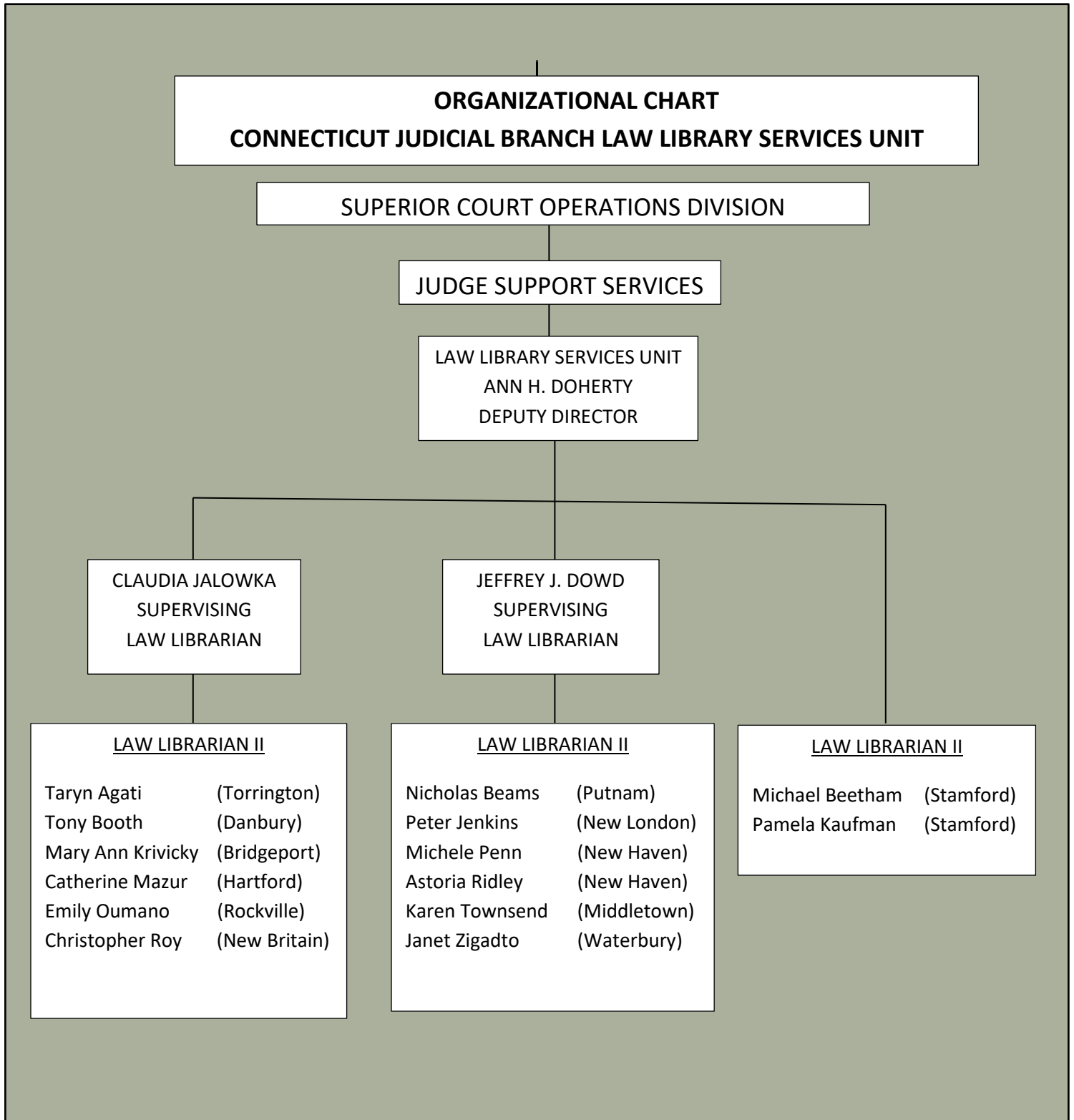
Teresa Miguel-Stearns, Law Librarian and Professor of Law

Secretary to the Committee: Deputy Director of Law Libraries,

Ann H. Doherty, Judge Support Services, Superior Court Operations

STAFF

The Law Library Services Unit is a Connecticut Judicial Branch, Superior Court Operations Division unit within Judge Support Services. During Fiscal Year 2018-2019, the staff of the Law Library Services Unit consisted of fourteen law librarians, two supervising law librarians, and the Deputy Director.



LAW LIBRARY SERVICES – SERVICES AND STATISTICS

For the period July 1, 2018 to June 30, 2019, the Connecticut Judicial Branch Law Libraries report the following totals for the twelve staffed libraries:

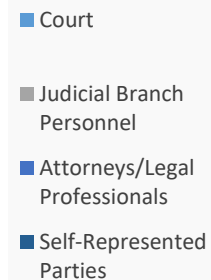
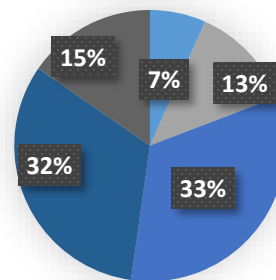
Door count	133,341
Telephone reference responses	4,969
Email reference responses	3,489

The door count total consists of both patrons who requested reference services and patrons who utilized the law library resources but did not require assistance from a librarian. The telephone and email reference responses represent assistance rendered to patrons directly contacting a library or an individual librarian.

For the period July 1, 2018, through June 30, 2019, the following information was tracked:

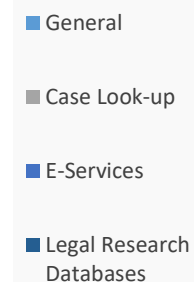
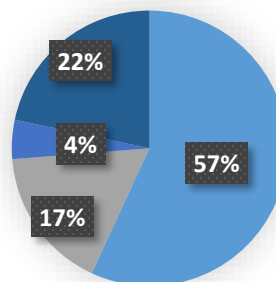
In-library users by type:

Court	2,303
Judicial Branch Personnel	4,320
Attorneys/Legal Professionals	11,420
Self-Represented Parties	11,183
General Public	5,314



In-library computer use:

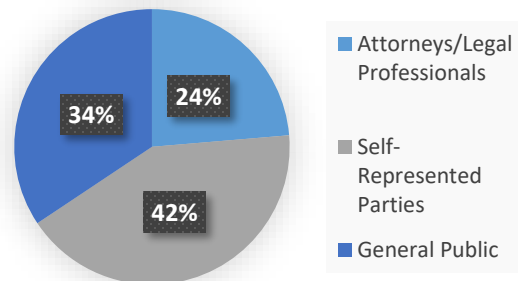
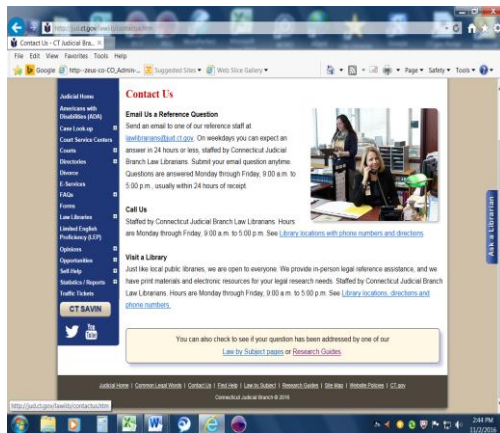
General	8,437
Case Look-up	2,498
E-services	681
Legal Research Databases	3,214



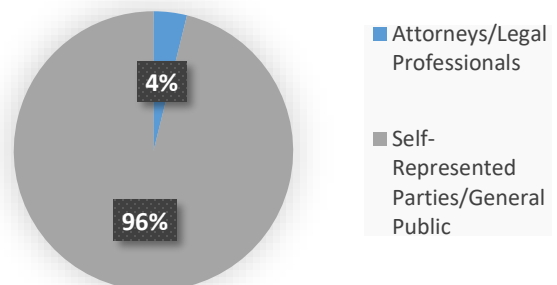
LAW LIBRARY SERVICES – SERVICES AND STATISTICS

In addition to email reference assistance provided to patrons contacting a particular library or an individual staff librarian, the Law Library Services Unit also responded to email reference requests through two additional email services: “Ask a Librarian” service, offered through the Law Library Services web site, and “Ask Us a Question” service, offered through the Judicial Branch web site and managed by the law librarians.

2018-2019: “Ask a Librarian” Email Service – 617 email reference questions were asked and answered by the Judicial Branch law librarians. This number represents 146 responses to attorneys and/or legal professionals, 259 responses to self-represented parties, and 212 responses to members of the general public.



2018-2019: Judicial Branch “Ask Us a Question” Email Service – This service began in August 2013, and the law librarians have managed the service since its inception. During Fiscal Year 2018-2019, the law librarians responded to 1,295 inquiries for information and assistance, covering a wide range of court and law related matters. This number represents 50 responses to attorneys and/or legal professionals, and 1,245 responses to self-represented parties or members of the general public. In addition, on a monthly basis, a staff librarian compiles and reports detailed statistics concerning the service to the Judicial Branch Web Board.



LAW LIBRARY SERVICES – SERVICES AND STATISTICS

2018-2019: Law Library Services, “Live Chat” service –

In January 2018, the staff Law Librarians were given the opportunity to test “Live Chat”, an online program providing the platform for a new remote reference service. Initially, “Live Chat” was offered by the Law Librarians on a limited schedule.

After a period of staff training, and some trial and error, the “Live Chat” schedule was expanded to 5 days a week, 6 hours a day. During this reporting period, staff have responded to over 226 chat requests.



2018-2019: Law Library Services, “E-Notification” Services, through which assigned librarians monitor the Advance Release Opinions from the Connecticut Supreme and Appellate Courts, releases from selected Bureau of National Affairs (BNA) services: U.S Law Week, Criminal Law Reporter, and Family Law Reporter, and the Connecticut Law Reporter Highlights. Summaries of released opinions are forwarded, via email, to judges, staff attorneys, and other Judicial Branch personnel who sign up for the service and are on a distribution list. Full-text decisions or articles are provided, upon request.

2018-2019: The following number of judges and court personnel received each notification bulletin:

- Advance Release Opinions from the Connecticut Supreme and Appellate Courts – 211
- BNA U.S. Law Week –70*
- BNA Criminal Law Reporter – 72*
- BNA Family Law Reporter – 88*
- Connecticut Law Reporter Highlights – 106

2017-2018: The following requests were filled through the E-Notification Services:

- Advance Release Opinions from the Connecticut Supreme and Appellate Courts – 563
- BNA U.S. Law Week – 11*
- BNA Criminal Law Reporter – 82*
- BNA Family Law Reporter – 23*

*Service discontinued during this reporting period.



LAW LIBRARY SERVICES – COMMITTEES AND SERVICES

Law Library Services, through its standing committees, was involved in the following services, activities, and initiatives during the reporting period:

“Ask a Librarian” Email Service

Purpose: Management and oversight of the Law Library Services’ email reference service, “Ask a Librarian.” Duties include establishing policies and procedures for the service, providing staff training, scheduling coverage, modifying guidelines, and providing coverage backup, as needed.

2018-2019: The law librarians responded to 617 reference inquiries.

Cataloging and Original Cataloging

Purpose: Management and maintenance of the online catalog for Law Library Services. Create both copy and original catalog records, as necessary, for inclusion in the online catalog.

2018-2019: During this reporting period, the committee issued revised cataloging guidelines and procedures to be followed by staff when updating the online catalog. The committee also initiated a project to be undertaken by all librarians to inventory, update, and revise catalog holdings for their respective law libraries. The “Catalog Records Tracker,” a worksheet used as a tool for reporting needed catalog revisions, continues to be useful tool for all library staff to check to see what is needed to maintain the catalog accuracy and currency for each library’s holdings. During this fiscal year, committee members created 121 original catalog records.

Group Purchasing

Purpose: Coordinate purchasing of titles system-wide for law libraries. Contact and negotiate with vendors for discounts. Address any problems with purchases. Process billing for group purchases, and oversee distribution of material.

2018-2019: The number of group purchases completed during any time period is dictated by the number of titles published that are of interest to the law librarians and are offered at group purchase rates. During this fiscal year, 16 titles were purchased through this program, resulting in a savings of \$7,278.91 over the published purchase costs.



Litchfield Law Library at Torrington

LAW LIBRARY SERVICES – COMMITTEES AND SERVICES

Inmate Correspondence Service

Purpose: This service provides inmates with requested information, within the guidelines established by the Law Library Services Unit. The committee members share the correspondence responsibility. A New Haven staff librarian oversees the service.

2018-2019: During this reporting period, 129 written requests were received, and 100 responses were mailed to inmates who submitted requests that complied with the guidelines. Through this program, 2,157 pages of information were forwarded to inmates to assist them in their legal matters.

Interlibrary Loan (ILL)

Purpose: Coordinate and process interlibrary loan requests submitted by the law librarians for patrons. Provide access to and monitor the interlibrary loan system network. Serve as contact with lending and/or borrowing institutions.

2018-2019: During this reporting period, 29 interlibrary loan requests were initiated, 22 requests were filled, 3 were unfilled, and 4 were cancelled. All of the requests that were filled were loans of material from participating libraries. The average turnaround time from receipt of request to fulfillment confirmation was 7.33 days.

Intranet & Blog

Purpose: Create and maintain an intranet page and blog for law library staff to share information, news, and resources. Site consists of administrative information and reference resources, and postings of professional development and training opportunities. Both the Intranet site and the blog offer opportunities for the law librarians to share information and increase communication.

2018-2019: 381 blog posts were issued during this reporting period. The posts included staff development opportunities, Judicial Branch announcements, newsletters, educational articles, State of Connecticut agency notices, and other information of interest to the Law Library Services Unit.

Legal Research Guides

Purpose: Create and update existing legal research guides (pathfinders), and establish standards for formatting, editing, and publishing, both in print and online. Identify appropriate legal topics to create new legal research guides. Oversee management of the staff assignment schedule for continual updating of the guides.

2018-2019: There were 80 published legal research guides, of which 44 guides were updated. One new research guide, *Probation in Connecticut*, was created. The guide covers sentencing, modification of probation, and revocation of probation.

LAW LIBRARY SERVICES – COMMITTEES AND SERVICES

Marketing

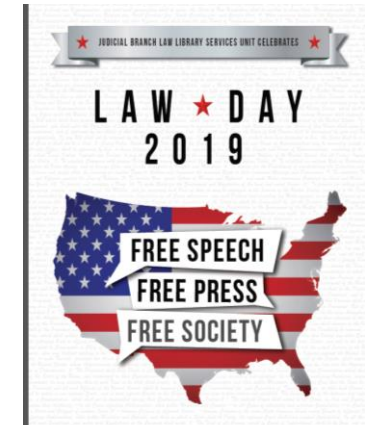
Purpose: Develop and increase awareness of Law Library Services resources and services through publications, programs, exhibits, special events, and the Internet. Provide programming to target patron groups. Create an outreach component to attract new and non-traditional users. Foster a working relationship with other libraries.

2018-2019: The Marketing Committee prepared, ordered, and distributed Judicial Branch Law Library calendars, in four sizes ranging from 5"x7" pocket size to 2'x3' poster size. These calendars have proven to be very useful and popular with court personnel, as well as with attorneys and the general public. During this reporting period, 4,006 calendars were distributed.

During this rating period, the Marketing Committee revised the Law Library Services' popular "Quick Reference" cards for both Connecticut and Federal legal research. The Committee distributed 2,980 quick reference cards to the Judicial Branch Law Libraries and public libraries throughout Connecticut.



In the spring of 2019, the Marketing Committee, to celebrate Law Day, and with the assistance of the Judicial Branch Graphic Artist, created and distributed 41 posters highlighting the Law Day theme: *"Free Speech, Free Press, Free Society."*



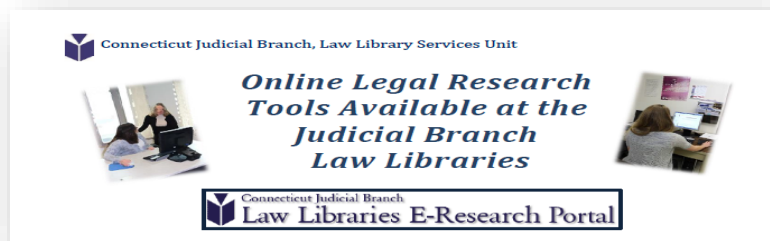
A new poster showcasing the Law Library Services' NewsLog was created, and 30 were distributed by the Marketing Committee. The posters highlight the features available to subscribers to the NewsLog, a daily email digest service delivering recent Connecticut Supreme and Appellate Court decisions, legal news and developments, and information about legal resources and the Law Library Services Unit.

LAW LIBRARY SERVICES – COMMITTEES AND SERVICES

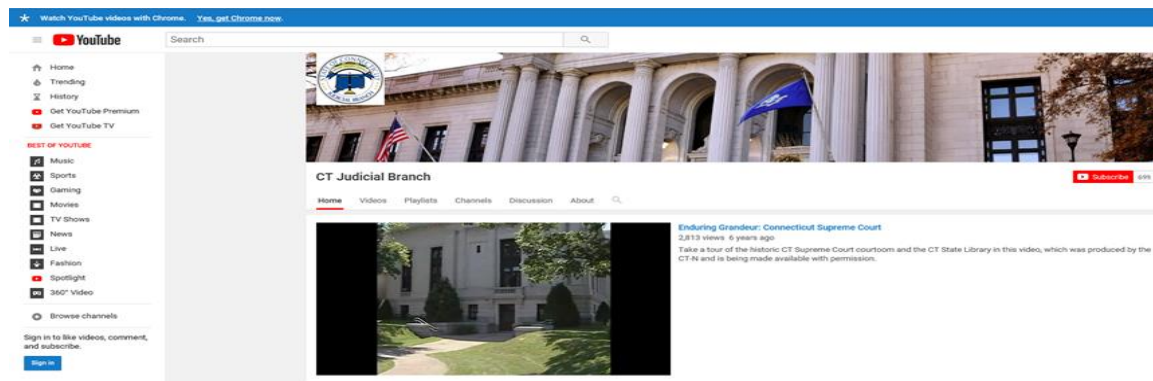
New Attorney Program

Purpose: Develop, coordinate, and present programs that provide information about legal research strategies and the resources available at the law libraries. Work with Judicial District courthouse personnel and other Court Operations units to schedule and present two to three programs each year. Explore several options for developing future programs on legal research and services targeting attorneys.

2018-2019: During this reporting period, the Committee developed and presented the program *“Online Legal Research Tools Available at the Judicial Branch Law Libraries.”* The program was presented at the Rockville Superior Court in the fall of 2018. The first part of the presentation provided an overview of the reference services available at the courthouse law libraries. The second part of the program demonstrated search techniques and user tips for both Patron Access Westlaw and Lexis Advance, two of the online services available at the Judicial Branch law libraries. 24 people registered for the program and 20 attended.



The program presented in the previous reporting period, *“Practical Skills & Resources for Drafting Effective Motions in Connecticut,”* was recorded during this reporting period and posted on the Judicial Branch YouTube page for Minimum Continuing Legal Education (MCLE) in 3 parts. The views to date are: Civil – 741; Criminal & PJR – 355; Library Services – 411.



Minimum Continuing Legal Education (MCLE) Videos	
Part I – Motions Practice Civil Scenarios  NEW!	Bibliography
Part II – Motions Practice Criminal Scenarios and Prejudgment Remedies  NEW!	
Part III – Motions Practice Case Law Research and Library Services  NEW!	

LAW LIBRARY SERVICES – COMMITTEES AND SERVICES

Outreach & Training

Purpose: Develop and provide training programs and instructions in multiple formats to present patrons with basic information concerning library services, court procedures, and legal research.

2018-2019: During this reporting period, members of the Committee presented programs to both internal and external stakeholders, highlighting the services, assistance, and resources available.

During this reporting period Law Librarians participated in programs for public librarians sponsored by Connecticut Library Consortium (CLC), roundtable discussion groups. Local programs were held at the Bridgeport and New London public libraries. A third program was presented at the annual meeting of the CLC Statewide Interlibrary Loan Roundtable. At each program the law librarians discussed the resources and services available at the courthouse law libraries.

In June 2019 a New Haven Law Librarian hosted several librarians from Yale University, provided a tour of the New Haven courthouse law library, and answered questions about the services and resources available at the law library.

Also in June, the Stamford Law Librarians offered a program to Stamford courthouse staff covering the library resources and services available at the law library and the resources accessible from the Law Library Services' web page. Three sessions were offered and all were well attended. This program has served as the prototype of programs subsequently offered in several other Judicial Branch courthouses.

Self-Represented Parties Information Series Videos

Purpose: Develop and create slidecasts regarding court procedures for self-represented parties. Oversee maintenance of existing videos to ensure that content is kept up-to-date.

2018-2019: The slidecast, "*Application for Waiver of Fees*," was revised and re-recorded using updated software. The video is to be uploaded onto the Judicial Branch YouTube channel.



LAW LIBRARY SERVICES – COMMITTEES AND SERVICES

Staff Professional Development

Purpose: Identify and provide professional development programming to expand and strengthen staff's professional skills. Comprised of two sub-committees: 1) education; and 2) training.

- **Education Sub-Committee**

Coordinate Annual Staff Development Program. Track professional educational opportunities pursued and offered by staff. Compile statistical information.

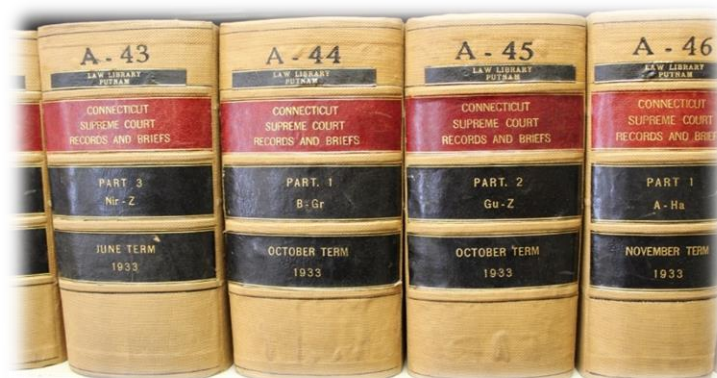
2018-2019: In the fall of 2018, the sub-committee arranged for a staff training program on the activities and services of Statewide Legal Services presented by Sandra San Emeterio, program manager. In the spring of 2019, the staff attended a program presented by Doreen Del Bianco, former legislator and Judicial Branch External Affairs staff member, discussing the State of Connecticut budget process. The Annual Staff Development Program was held in June 2019, and featured a presentation by Attorney Bridget A. Garrity, a solo attorney practicing family law in Torrington. The program provided staff with very helpful information and guidance in dealing with the litigants coming to the law libraries with family related issues.

2018-2019: Staff attended 223 hours of training/staff development programs.

- **Training Sub-Committee**

Ensure that all staff has adequate training on electronic programs (legal research and office management). Develop webinar tutorials for refreshing skills.

2018-2019: During this reporting period, the training sub-committee provided **50** hours of formal training, which included pre-bench training for two newly appointed Family Support Magistrates. In addition, the committee members also provided individualized, in-chambers training to Supreme Court Justices, Appellate Court Judges, Appellate Court Law Clerks, and Superior Court Judges. Judicial Branch Legal Services staff and Legal Research Clerks also received training.



LAW LIBRARY SERVICES – COMMITTEES AND SERVICES

Web Page

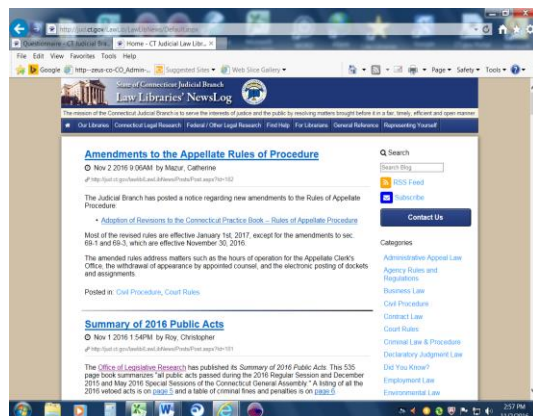
Purpose: Create and update law library web site content. Periodically review the law libraries' web pages for accuracy, completeness, and usability. Create links to legal information helpful to the courts and the public. Identify the need for changes, additions, or deletions, including links, and submit requests for change to the web developer.

2018-2019: 4 periodic web site link checks were conducted during the reporting period. During 9 months of the reporting period the web site statistics are as follows: number of visits - 479,409; number of pages accessed - 909,662; and number of hits - 8,668,769.



NewsLog (Sub-Committee of Web Page Committee)

Purpose: Maintain the NewsLog on the Law Library Services web site. Provide advance release decision postings. Locate and post up-to-date information about Connecticut legislative developments, online legal research tools, new law library resources, and other topics of interest to the Connecticut legal community. Offer RSS (Rich Site Summary) feed and subscriber services which allow subscribers to receive notices and announcements as they are posted.



2018-2019: During this reporting period, the NewsLog editors were responsible for 480 posts, and the number of subscribers to the NewsLog service increased by 150, from 432 to 582.

LAW LIBRARY SERVICES – ADDITIONAL ACTIVITIES AND SERVICES

During the time period covered by this report, the law librarians participated in additional assignments, activities, and services.

Collaborative Activities

Access to Justice (ATJ) Workgroup on Libraries and Access to Justice

A Judicial Branch law librarian and a law librarian from the University of Connecticut School of Law, both members of the workgroup, collaborated on drafting and presenting a training program for public librarians, “Hands-On Legal Reference for Public Librarians.” The program was sponsored by the Connecticut State Library, and was presented at the West Haven Public Library on March 19, 2019. Participants learned techniques on how to conduct legal reference interviews efficiently, and how to identify the difference between a request for legal information and a request for legal advice.

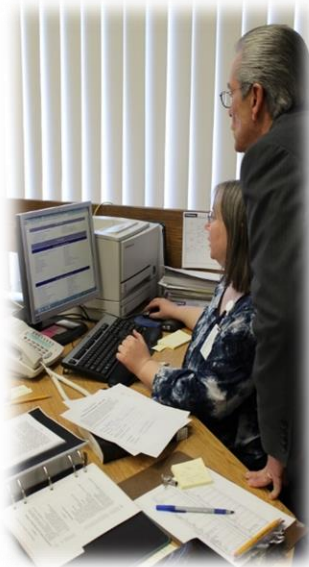


Judicial Branch Web Board

A supervising law librarian serves as a member of the Judicial Branch Web Board. The Web Board coordinates and oversees the posting and updating of all of the information and material provided by the Superior Court Operation Division on the internet for court staff and for the public. The board meets at least quarterly to ensure coordination and collaboration between units within the Division.



Bridgeport Law Library



Waterbury Law Library



New London Law Library

LIBRARY SERVICES – ADDITIONAL ACTIVITIES AND SERVICES

Connecticut State Library – Advisory Council for Library Planning and Development

During this reporting period, a New Haven law librarian served on the Connecticut State Library – Advisory Council for Library Planning and Development. The Advisory Council was created to assist the State Library Board in the planning and coordination of statewide library information services.

The law librarian was also appointed to Co-Chair the Committee on Resource Sharing, a sub-committee of the Council.

In addition, the law librarian was appointed to serve on the Search Committee for the Connecticut State Librarian to replace the current State Librarian who retired.

Professional Organizations

Judicial Branch law librarians belong to, participate in, and hold voluntary leadership positions in a number of professional library organizations: American Association of Law Librarians (AALL); Southern New England Law Librarians Association (SNELLA); NELCO, Inc. – an international consortium of law libraries; and Connecticut Library Association (CLA). The benefits of membership in these organizations are many: maintain awareness of current trends in the field; build a network of peers; access continuing education programs; and collaborate on community outreach programs.



New Haven Law Library



Rockville Law Library



Danbury Law Library

LIBRARY SERVICES – STATISTICS AND NUMBERS SUMMARY
SUMMARY OF CONNECTICUT JUDICIAL BRANCH
LAW LIBRARY SERVICES UNIT STATISTICS AND NUMBERS
FY2017-2018

Patron Statistics		
By the numbers		
	Door Count	133,341
	Telephone reference responses	4,969
	Email reference responses	3,489
By the in-library users		
	Court	2,303
	Judicial Branch Personnel	4,320
	Attorneys/Legal Professionals	11,420
	Self-Represented Parties	11,183
	General Public	5,314
In-Library Computer Use		
	General	8,437
	Case Look-up	2,873
	E-Services	681
	Legal Research Databases	3,214
Email Reference Services		
Ask a Librarian		
	Responses to Attorneys/Legal Professionals	146
	Responses to Self-Represented Parties	259
	Responses to General Public	212
Ask Us a Question		
	Responses to Attorneys/Legal Professionals	50
	Responses to Self-Represented Parties/General Public	1,245
E-Notification Services		
	Advance Release Decisions	563
	BNA U.S. Law Week	11*
	BNA Criminal Law Reporter	82*
	BNA Family Law Reporter	23*
*Service discontinued during this reporting period.		
Inmate Correspondence Service		
	Written requests received	129
	Responses mailed to requests meeting guidelines	100
Interlibrary Loan Service		
	Requests initiated	29
	Requests filled	22
	Requests cancelled	4
	Request average turnaround	7.33 days

**SUMMARY OF CONNECTICUT JUDICIAL BRANCH
LAW LIBRARY SERVICES UNIT STATISTICS AND NUMBERS
FY2017-2018
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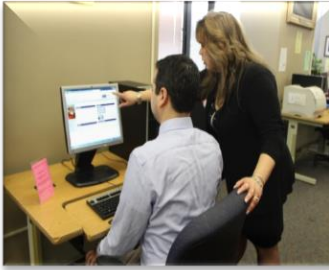
NewsLog		
Total subscribers	582	
Total posts	480	
Education and Training		
Hours training attended	223	
Hours staff training provided	50	
Marketing Committee		
Calendars distributed	4,006	
Law Day posters distributed	41	
NewsLog posters distributed	30	
Law Library Services' quick reference cards distributed	2980	
Research Guides		
Published research guides	80	
Updated research guides	44	
Law by Subject Web Pages		
Total web pages	116	
Law Library Services Web Site		
Number of visits	479,409	
Number of unique visitors	347,621	
Number of pages visited	909,662	
Number of hits	8,688,769	



Litchfield Law Library at Torrington

THANK YOU!

Throughout this reporting period, the Judicial Branch law librarians have received many a “Thank you” from appreciative patrons. A sample of the comments follows:



“Thank you sooooo much. Exactly what I was looking for.”

“Thank you so much for the quick turnaround on this. Very much appreciated.”

“You ROCK!! Perfect!! Thanks so much.”



“This is super helpful. Many thanks!”



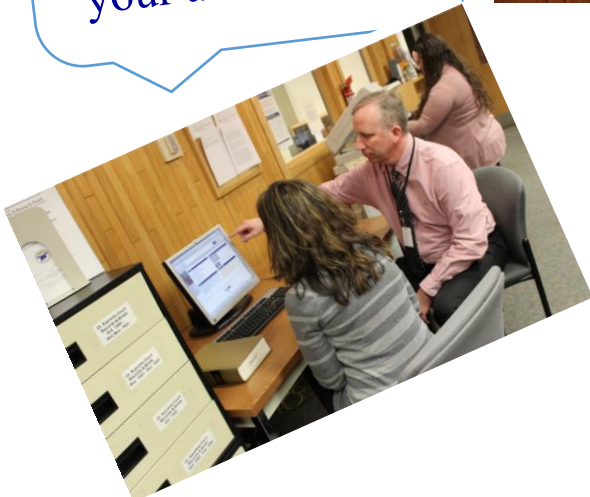
“This is great! I appreciate your immediate response!”



“This is incredibly helpful. Thank you so much for your assistance!”



“This is extremely helpful! Your help is very much appreciated.”



“Wow! You really put a lot of effort into locating these authorities. Thank you very much!”



CONCLUSION

This Annual Report showcases the value of the services of the Connecticut Judicial Branch Law Library Services Unit. The quantitative data presented provides a glimpse into what Law Library Services is all about - a dedicated staff of law librarians striving to meet the need for access to legal information. The duties, responsibilities, activities, and initiatives undertaken by the law librarians highlight the continued contributions of Law Library Services in its efforts to achieve the goals of the Strategic Plans of both the Judicial Branch and the Law Library Services Unit. The law librarians are frontline representatives of the Judicial Branch who are strategically positioned to utilize their knowledge, skill, and resources to assist patrons in pursuit of knowledge and understanding of the law. The information in this annual report demonstrates the progress made in focusing on the future and strengthening the ability of the law libraries to respond to the constantly evolving demands and needs of patrons.

In addition to reporting the numbers, this annual review is also intended to cultivate an appreciation for the vital role the Law Library Services Unit plays in supporting the Judicial Branch's endeavors to fully and fairly serve those seeking access to justice. As stated in the previous annual reports, the Law Library Services Unit will continue to expand its involvement in programs and initiatives in order to meet the challenges of accurate, timely information delivery, and to assist the Connecticut Judicial Branch in its ongoing efforts to provide access to equal justice under the law.



Connecticut Judicial Branch Law Libraries

ADMINISTRATIVE OFFICE
90 WASHINGTON STREET
HARTFORD, CT 06106
TELEPHONE: 860-706-5145
WEB: www.jud.ct.gov/lawlib
EMAIL: lawlibrarians@jud.ct.gov

