

GODORT
Business Meeting
Minutes

January 12, 1998

GODORT BUSINESS MEETING

Dan Barkley, Presiding

Linda Johnson, Recording

1998 ALA Mid-Winter; New Orleans, LA

January 12, 1998, 2 - 4 PM

Hilton Magnolia Room

Dan Barkley called the meeting to order at 2:03 PM. He welcomed everyone and introduced the head table: Edward Swanson, Parliamentarian and Linda Johnson, Secretary.

Approval of the Agenda

The Agenda was approved with a change in its order. Robert Walter, Chair, Legislation Committee, will report first so that he can bring forward the committees resolutions to the ALA Committee on Legislation which is now meeting.

Legislation Committee

Walter brought forth two resolutions from the Legislation Committee which have been approved by the ALA Government Information Subcommittee. It was brought to the attention of ALA President Barbara Ford that the area handbook series may disappear since the Department of the Army has withdrawn funding for the research done by the Library of Congress for these.

Walter moved that it be endorsed in principle:

BE IT RESOLVED, that the American Library Association affirm the intellectual value of the Area Handbook series and urge the Joint Committee on the Library, the Librarian of Congress, the Secretary of Defense, the Secretary of the Army, and the Secretary of State to secure funding for its research, publication, and dissemination.

Discussion followed with Walter confirming that the area handbooks are not being replaced by something on the WEB but rather are being completely discontinued. The motion passed. The second resolution dealt with Congressional Research Service publications which have been an issue for a long time. This resolution is somewhat delicately worded to avoid any offense which might be taken by those concerned about the appropriateness of releasing some of the CRS publications.

Walter moved that it be endorsed in principle:

BE IT RESOLVED, that the American Library Association urge that the Joint Committee on the Library, the Senate Rules and Administration Committee, and the House Oversight Committee take immediate action to assure that non-confidential Congressional Research Service reports and information products are distributed to Federal Depository Libraries and are made available in a timely manner to the general public on the Internet. There was no discussion and the motion carried.

Approval of Minutes

The minutes of the 1997 Annual Business Meeting as published in the September, 1997, DTTP, Vol. 25 No. 3 were approved.

Announcements

Barkley announced that the deadline for the March 1998 issue is January 15. The deadline for the June 1998 DTTP which includes the minutes from Mid-Winter meetings is March 1.

Barkley announced that drafts of any letters being sent by the GODORT Chair need to be to him by January 31. He also announced that the candidates running for ALA President have been invited to speak so when they arrive, the Business Meeting will be suspended for them.

Barkley noted that the ASCLA Member Survey done by the Ad Hoc Committee on Organization regarding the proposed merger with ASCLA & ILERT is available at the back table with typographical errors corrected.

Andrea Sevetson, Immediate Past Chair, announced a change of meeting location.

Treasurers Report

Andrea Sevetson reported for Treasurer Judy Horn who was unable to attend the conference. She referred to the multi-paged and multi-colored Budget Report Package. On the first sheet Treasurers Report FY 1995-1996 (Year to Date) Corrected, ALA agreed to the correction in budget line #5302 representing the reception in New York. This is an improvement of about \$4000. On the second sheet FY 1996-1997 (Year to Date) there is a deficit of \$2,045 which is due to a lack of revenue. We normally have about \$6000 in DTTP advertising revenue but last year we had 0 because no billing was done. This has been rectified with over \$12,000 in DTTP advertising revenue deposited this year. We anticipate getting even more before the end of the fiscal year. The fund balance has dropped to \$39,150 and without adequate revenues, reserves will diminish rapidly so we need to increase our revenues. The goldenrod sheet, the Treasurers Report, 1997-1998 (Year to Date), shows the revenues and expenditures for the fiscal year which began September 1. Since we have received only one performance report, this report represents just the first month of the fiscal year. There is an error in line #5302 which ALA is investigating and will most likely rectify. The final white sheet is the Proposed Budget 1998-1999 approved by Steering at Annual in San Francisco. Once again our expenditures exceed our revenues. GODORT does traditionally deficit budget but because we do not spend all of the funds budgeted there is not cause for alarm. However, if there is not an increase in revenues and Steering agrees to any additional purchases we will likely run a deficit again next year. It is extremely important that GODORT find additional streams of revenue. The Steering Committee has been working on this problem on a number of fronts and hopefully there will be some action by the end of this conference.

Task Force Action Items and Reports

Federal Documents Task Force

No action items.

International Documents Task Force

No action items. Mike McCaffrey-Noviss, Coordinator, called attention to the fact that the IDTF did pass a motion in the form of a statement of concern to GODORT urging a fuller form of funding for the GODORT IFLA liaison. This corresponds to Horns Option # 3 of the Liaison Report

distributed to Steering. He mentioned that the schedule for the Pre-Conference on June 25, International Organization Information for the 21st Century will soon be posted on listservs and other venues. The IDTF Meeting Minutes will shortly be posted on the IDTF WEB page.

State and Local Documents Task Force

Deborah Hollis reported for Sandra Webber. No action items.

Committee Action Items and Reports

Awards Committee

No report

Budget Committee

Sevetson submitted to Steering the report on GODORT liaisons for consideration at 2nd Steering. A request to delay the consideration of the purchase of an LCD panel for the GODORT computer while more research can be done will be brought to Steering. Sevetson noted that since Divisions do not pay for any equipment at conferences while Round Tables pay for all equipment, our decision on the ASCLA merger will impact the LCD purchase decision.

Bylaws Committee

No Action Items.

Cataloging Committee

Arlene Weible, Chair, reported on her activities between conferences. At the request of the GODORT Chair, she investigated and wrote a letter to OCLC in support of the Gils Profile in the Z39.50 standard. Her letter was approved by the Steering Reflector. She received an informal response from OCLC and expects a formal response from them soon which she will share with Steering. Since this is such a complicated issue, she did not take up Business meeting time explaining but offered to discuss with anyone who is interested. After discussion in the Committee which included Tad Downing from GPO, it was decided Weible will write a formal recommendation to GPO Cataloging Branch to pursue a policy to create collection level records for Internet resources.

The committee spent time discussing WEB page development.

The Mid-Winter discussion panel on Cataloging Pre-1976 Documents was well-attended with some positive outcomes. She thanked everyone who was involved. Barkley asked if there were any questions for Arlene about the Dublin Core issue. She indicated the letter dealing with this was designed to correct the perception in the standards development community that the library community does not support GILS standards profile. From responses she got, the letter and the support it represents was well received.

Education Committee

No action items. Patricia Cruse, Chair, announced that the Chair of ACRLs Education & Behavioral Sciences Section Program Committee, came to the committee meeting to see if we would like to participate in the 1999 annual program, Information Services for Citizen Participation, Protection, Education, Advocacy. They would like help with the content and contacting speakers. The committee wants to pursue this particularly since it was felt this would reach people who usually do not attend GODORT programs. There is no money involved in this proposal.

The WEB Page Work Group recognizes that there is a tremendous amount of materials available on the Internet that would facilitate the successful management of electronic government information. Some of these include the standards for cataloging electronic materials, collection development policies, and how to launch CD-ROMs from a WEB browser. Working with the other GODORT WEB groups, we want to pull these together and make it easy for librarians to get to them. Acknowledging that even though scheduling is difficult, the Committee would like to suggest arranging future GODORT meeting schedules so that the Cataloging, Education, and GITCO Committees do not meet at the same time. This would give them the opportunity to attend each others meetings.

Cruse introduced and thanked Amy Spare for all the work she has done on the Ad Hoc Committee on Continuing Education Fund which was established by a gift from Jack Sulzer. Spare reported on the two proposals which will be brought forward to Steering. The first proposal is partnering with an institution to create a teleconference on Advocacy Skills for Government Information Librarians. We would prepare the content and presenters and the partner would help with the production. The second proposal will identify, bring together, and enhance resources available on the WWW that will assist government information librarians in the successful management of electronic government information and in building advocacy skills to promote access to this information. It will gather already available sites, evaluate them, identify what is missing, and supply grants to government information librarians to create and maintain tutorials on the site. Spare thanked Sulzer for the opportunity to work on this. Barkley asked Cruse if in relation to the ACRL conference we were being asked to cosponsor or lend the GODORT name? Cruse indicated it would be premature to offer to co-sponsor as the ACRL committee chair had not yet met with her committee. Cruse will contact the committee chair after the Mid-Winter conference and there seems to be no financial commitment for GODORT.

Government Information Technology Committee

Barbara Levergood, Chair, announced the completion of the WEB page template by Cathy Hartman, Larry Schankman, and Mary Mallory. This is available through the GITCO WEB page.

Although there was considerable interest on the part of GITCO in doing a program, due to extensive commitments, we will not do one. There was interest in the concept of working with MAGERT, LITA, and GODORT for a GIS program at Annual 2000.

A summary of comments and recommendations from GITCO, GOVDOC-L, and the FDTF Work Groups on the CD-ROM Electronic Information Product Standards put together by Chuck Eckman was distributed. GITCO would like more comments before distributing the report. Levergood moved that:

The GODORT Chair write a cover letter to Jeanne Hurley Simon, Robert S. Willard, and Woody Horton of NCLIS with copies to Anne Heanue and Carol Henderson of ALA Washington Office and Gil Baldwin and Sandy Schwalb of GPO, transmitting a report from GITCO outlining recommended standards for CD-ROM products and expressing an interest on the part of GODORT and Federal Depository Libraries in participating in the NCLIS standards assessment process.

Levergood noted the report and the letter would not be ready until mid-March. No discussion, the motion passed. Barkley indicated the mid-March date was acceptable. Levergood elaborated that this was timed based upon Woody Hortons appearance at Council in April so that the report would be fresh in peoples minds.

Membership Committee

No action items. Karen Russ, Chair, thanked Frances Skiffington for the local arrangements in New Orleans and the people who attended the New Members Lunch. The lunch was very successful with about 25 people attending of which 7 were new members and 2 were potential members. Volunteers are needed for the local arrangements for Mid-Winter in Philadelphia. Barkley thanked Russ and the Local Arrangements group. He also noted that thanks to the work of the Membership Committee, the St. James Hotel is reserved for GODORT in DC for Annual and that there will be a GODORT suite.

Nominating Committee

Michele McKnelly, Chair, announced the names of Elizabeth Baur, Donna Koepp, Larry Schankman, Andrea Sevetson, and Arlene Weible which will be sent to the ALA Executive Board as recommendations for appointment to the Depository Library Council. She also asked for people to consider running for ALA Council; she has the forms.

The meeting was suspended while Sarah Long, candidate for ALA President spoke.

Program Committee

Kathy Tezla, Chair, described the two programs being planned for Annual 1998. These are the conference program on Monday after the CIS breakfast sponsored by the Rare and Endangered Documents Committee. Preserving Our Nations Heritage; How Do We Protect Our Rare and Endangered Government Publications and the pre-conference on "International Organization Information for the 21st Century" sponsored by IDTF in conjunction with the office of the Delegation of the European Union which will be held June 25. We are excited about both these programs which are very strong and should be well-attended.

The Committee is beginning to talk about the 1999 program, with a proposal on "How Are We Managing Our Depository Library Programs in Changing Cultural Work Environments."

Publications Committee

Marcia Meister, Chair, reported on a number of issues. In regards to DTTP, Jill Moriearty and John Shuler have agreed to serve as Advertising Managers and Lisa Beinhoff was appointed as the Distribution Manager at Annual in San Francisco. The committee has had a number of productive discussions about production, content, and distribution issues. For example, one of the items under consideration is various cost estimates including one from ALA Publishing. It is very comparable to what we are currently paying for the DTTP production and distribution. If we go with ALA publishing it may make for more timely and effective distribution. In other matters, a position description was drafted and approved for the Website Administrator. This is currently being done by Sevetson but this will formalize the duties and reporting structure for the administrator. The position will appear on GOVDOC-L and on the GODORT WEB page with a

formal appointment made following Annual.

A number of new items such as forms for Notable Documents, the DTTP editor and staff listing, and the DTTP Advertising rates are linked on the Publications Web Pages. Barbara Ceizler Silver is the new editor of the List of Notable Documents scheduled to be published in a spring issue of Library Journal. Two publications, "Guide to Official Publications of Foreign Countries" and "Guide to Country Information in International Government Organization Publications" have been published by CIS. Complimentary copies supported through GODORT royalties are offered to libraries in developing countries.

The meeting was suspended while Martin Gomez, candidate for ALA President spoke.

The Publications Committee report continued. McCaffrey-Noviss asked when the March 1998 DTTP will be mailed; it should arrive end of March. Barkley thanked the Executive Board, Swanson, Moriearty and Shuler for their work on DTTP issues.

Rare and Endangered Documents Committee

Ann Miller, Committee Member, gave an overview of the Annual program, "Preserving Our Nations Heritage, How Do we Protect Our Government Publications?" which will include a series of speakers. August Imholtz, a noted authority on the Serial Set, will speak on some of the discoveries he made working with CIS and the results of the recent survey. Jane Gillis of Yale will speak to rare government documents within the library and we are looking for a speaker from the rare book community to discuss what is valuable within our collections and should be protected. George Barnum is going to start revising his GPO Preservation packet on rare and endangered federal materials that was distributed 4-5 years ago. The committee is considering making it an annotated bibliography, marking it up and putting in on the WEB. The GODORT Education Committee is considering adding it to their WEB page.

Ad Hoc Committee Action Items and Reports

Ad Hoc Committee on Organization

Jack Sulzer, Chair, expects the public hearing held this morning which dealt with the proposed merger with the Association of Specialized and Cooperative Library Agencies (ASCLA) and the Independent Librarians Exchange Round Table (ILERT) to be the last public hearing. We have been talking about this for a couple of years now. There was a good crowd and exchange at the hearing. Comments made at that meeting will be reported through various channels although we may not make the January 15 deadline for DTTP. They will also be on the WEB site and GOVDOC-L. And we will be publishing on the WEB site all the documentation collected from the various conversations with ASCLA and ILERT including that from our meeting with their representatives in October. Additionally, Ridley Kessler and Larry Romans are working on a document on the pros and cons of merging, hopefully in time for the DTTP deadline. The committee wanted to provide the greatest opportunity for information dissemination and discussion so the membership could decide. Sulzer presented the committees motion: The Ad Hoc Committee on Organization moves that a referendum of the GODORT Membership be conducted on a mail ballot regarding the proposed merger of ASCLA, ILERT, and GODORT.

The motion was seconded and discussion followed.

Weible asked for a clarification of what the referendum means, what are we voting on? Diane Garner interpreted Weible's question as two questions: what question are we going to send out to the membership and what are we voting on now? The answer to these are: "Merge, don't merge" and "Are we going to ask that question?"

Lengthy discussion followed with a number of people suggesting the voting be delayed until after the results of the issue of councilors for Round Tables has been decided. Sulzer felt the counselor issue was not the only issue as demonstrated by the fact that at the public hearing this morning, the counselor issue was not a key discussion point. He also noted the motion does not have a timetable and could be delayed. Discussion followed as to the timing and methods to do this. Severson as Acting Treasurer, reminded us that if we wait until after the ALA ballot and vote in May, there will be an expense to GODORT for mailing of at least \$320 for postage plus photocopying. This would need to go to the Steering Committee.

Jim Veatch mentioned that even if we are waiting until after May, we could just as easily wait until after Annual to have a public hearing at Annual. Veatch moved to table this motion until the Annual Conference, Business Meeting. Motion second and discussion followed. Some indicated they were ready to vote and Severson indicated it would be impossible to add another meeting time to the Annual schedule.

Bernadine Hoduski supported tabling the motion, did not think we need another hearing, but would like a discussion at the GODORT Business Meeting at Annual where there will be more people. Various people felt there was a need to give members without Internet access the opportunity to review the documentation, to delay the voting, and place a date on the motion indicating a vote would take place. The motion to table was defeated.

Barkley returned to the original motion and asked for discussion. Severson moved to amend the proposed motion to read that the ballot should be sent out between July 15 and July 30, 1998. Second, no discussion, motion passed as amended.

Barkley asked if there was more discussion. Romans introduced an amendment to remove the words regarding the proposed merger of ASCLA, ILERT, and GODORT to replace them with Should the Government Documents Round Table merge with ASCLA and ILERT.

Barkley repeated the entire motion:

The Ad Hoc Committee moves that a referendum of the GODORT membership be conducted on a mail ballot between July 15 and July 30, 1998 to read: Should the Government Documents Round Table merge with the Association of Specialized and Cooperative Library Agencies and the Independent Librarians Exchange Round Table.

Discussion followed.

Mary Redmond wondered if it would be better to specify a new ALA division to clarify what are we merging into? Romans explained that our proposal is to officially merge into ASCLA for some technical reasons and anything else would be confusing if put on the ballot. He went on to say that

ASCLA is now the type of Division that is able to set its own standards and there is some concern that this status might be lost in a newly created division. There was some concern that GODORT would be dissolved before becoming part of anything else. Brief discussion followed as to the organizational and procedural mechanism although Barkley indicated this technical discussion was not appropriate at this time. The amendment passed.

Barkley read the motion as passed:

The Ad Hoc Committee moves that a referendum of the GODORT membership be conducted on a mail ballot between July 15 and July 30, 1998 to read: Should the Government Documents Round Table merge with the Association of Specialized and Cooperative Library Agencies and the Independent Librarians Exchange Round Table.

McKnelly verified what materials could go out with the ballot and there was discussion suggesting some documentation with an informational sheet indicating where the other materials were located.

Romans felt there should be discussion now at the Business Meeting as to the actual merits of the proposal before sending it to members to vote upon. There was some discussion as to the appropriateness of this discussion at this time Barkley indicated members can speak to the question of whether or not to hold the referendum. Some members indicated that ASCLA has asked every group to join and that for GODORT this merger is not a good fit. There followed discussion that an issue such as the merger should come before the Business Meeting before going to the full membership for a vote. Some felt there is a second step which is to discuss the issue in the Business Meeting as to whether it is a good idea to have this referendum and the merits of the issue. Otherwise there is no other place in GODORT where this is discussed and approved as any other bylaws change. Buckley urged that in the formulation of the ballot it be very clear that this is not like a Bylaws change that has been approved by the membership at a conference for submission to the entire group but rather it is being put forth with pros and cons.

Barkley asked for an extension of the meeting time. Jan Fryer moved for an extension of 30 minutes, this was seconded and passed.

Chair Barkley, ruled that the discussion was straying from the point of whether or not we should bring this to a vote. Garner spoke for putting the merger issue to a vote. She and others feel it is too important to leave to a few people who have either thought about it or been able to come to conferences. GODORT has always operated as a democratic organization where everyone had the opportunity to say yes or no. And we should give our entire membership the opportunity to say yes or no and not just this committee.

Based upon the past discussion, it was decided there would be time to discuss the merger at the already scheduled GODORT Business meeting at Annual, the delay would allow time for the wide publication and distribution of the materials, the entire GODORT membership would have an opportunity to decide, and a definite date for the vote would be set. The motion passed.

Mini-Legislation Day

Sevetson, Chair, reported the committee met this morning. There is a plan

for action for material due by April to appear on the GODORT WEB site. It will include services for Advocacy Skills and Information such as informing your Congressional delegation, appropriation issues for this year, copyright, how to find the right staff member in your Congressional delegation, and follow-up to your visit.

Legislation Committee

Walter returned from the ALA Committee on Legislation to announce that both GODORT resolutions were passed by the Committee on Legislation as part of their package.

Reports from Liaisons

Association of Public Data Users (APDU)

Julia Wallace, liaison, reported that APDU is watching developments with the 2000 Census and there continues to be serious issues related to this. She posts the important issues which suggest action on GOVDOC-L. She was unable to attend the annual conference due to a scheduling conflict with Depository Council, but other attending members will do an article for DTTP.

Council of Professional Associations on Federal Statistics (COPAFS)

Susan Tulis, liaison, mentioned that COPAFS is also following the 2000 Census with great detail including the issue of funding for the statistical agencies. She will have her usual report in DTTP.

MAGERT Geotech Committee

Kathy Hartman reported on the meeting at which a number of issues were discussed. The main thing that came from the meeting was a preliminary discussion of programs for the year 2000. We would like to propose that GODORT think about doing a progressive program between GODORT, MAGERT, and LITA with the topic, Census 2000. GODORT would approach this as a program about collection methodology, the census products, media, etc.; MAGERT could focus on maps; and LITA on technology and software. Barkley suggested this be discussed with Tezla, Program Chair.

ALA Education Assembly

No report.

ALCTS Cataloging and Classification Committee

Rhonda Marker, GODORT representative to the Committee on Cataloging, Description, and Access, has been the representative for awhile. She believes it is healthy for an organization to offer such opportunities to a variety of people. If anyone is interested in this post, see Tezla or Weible. Marker will be pleased to discuss the requirements with anyone.

Freedom To Read Foundation

Bernadine Hoduski, liaison, announced the Foundation will have a 30th anniversary celebration at the 1999 conference in Philadelphia. Ann Simons is very interested in freedom issues and since our access to government information fits into that category, we need to get involved in that particular celebration. The Foundation is concerned about the recently introduced "son of CDA," the Communications Decency Act. She wanted to check about GODORT's dues being paid to this group. Hoduski is a trustee of the Merit Foundation which is connected to the Freedom to Read Foundation. This is the group that gives money to librarians who actually carry out our principles and get fired in the process of doing it. The

Merit group met today and she noticed there are very few GODORT members who are members; she would encourage everyone to contribute \$5 or \$10. Severson reported that the Treasurer noted that the \$500 for The Freedom to Read Foundation had not yet been processed.

Old Business

None.

New Business

Barkley asked that members start thinking about a membership dues increase of \$5 to be done by a vote at Annual. We have not had a dues increase in 4 years at which time the dues went from \$12- \$15. We are starting to encounter more expenses in our GODORT operating budget and in other areas. We need to start seriously looking at how much we can help the IFLA representative and perhaps increasing the Freedom to Read Foundation funding. We are also looking at the fact that our royalties are starting to dwindle and we have been highly dependent on these for a long time. These have compensated for some of the deficit spending we have done in the past. Previous chairs and treasurers have done a very good job in maintaining the budgets as submitted although there are always exceptions and we have always had reserves. Barkley would hate to see us lose these reserves. Additionally, we are working on a proposal to buy additional equipment such as an LCD panel so we do not have to rent one which is very expensive. We will need to update the GODORT computer and printer. So there are a number of anticipated expenses which we are going to have to find ways of meeting them. At this point in time we need to give serious consideration of a nominal dues increase such as \$5. Barkley urged Committee and Task Force Chairs to continue to discuss this in their groups and he may discuss on electronic venues.

Barkley asked if there was any discussion on this issue. Cindi Wolff said that although this is a nominal dues increase, there is a lack of information about the operating issues and budget. She asked if the reserve funds were interest bearing and if so, how much interest does that generate each year? Secondly, she noticed budget line # 4000 representing the revenues from membership dues, are always anticipated at \$20,000 and each year it has dropped from \$18,000 to \$17,000. What kind of affect would this have on the income if the dues goes up but membership continues to drop?

Hoduski indicated a dues increase is connected to whether we continue as a Round Table or become part of a Division. We need more clarification of what happens to our funds since she has heard that Divisions are zero-based funded so that any funds not expended in that year returns to ALA. Are there any safeguards so that we will have a reserve? These are things that need to be clarified when talking about a dues increase. She does not have an objection to a modest dues increase but is not sure procedurally when this needs to be done and what it means.

Weible reflected the thoughts of the Cataloging Committee that it would be extremely helpful to have a concrete proposal to consider. For instance, this is the first time she had heard the increase was to be \$5. To facilitate discussion, we need a written justification that details a lot of these issues. Barkley indicated he would do one.

Veatch feels that it is still really important to have people on ALA Council. We have two people running for Council, Steve Hayes and Jack

Sulzer, who would do an excellent job. He requested that Steering do all it can to help promote the candidacy of these people. We do have membership who could help get them elected if we could just get them to vote. McKnelly announced she has more petitions if anyone else is interested in running for Council. Barkley noted and agreed with Veatch's point and expressed his appreciation to Hayes and Sulzer for running for Council. Barkley will do everything he possibly can to widely publicize Hayes and Sulzers candidacies.

Sevetson asked Romans if he has not traditionally gotten a list from ALA of the people running for Council and their affiliation and that this is posted on GOVDOC-L as well? Romans said yes. Sevetson indicated people do have knowledge of GODORT candidates. Barkley felt Veatch was suggesting an additional effort.

Meeting adjourned at 4:40 PM