

**American Library Association
Government Documents Round Table
Minutes**

Midwinter Meeting

January 9-14, 2004

San Diego, California

- 2 -- Conference Call (November 24, 2003)**
- 2 -- Conference Call (January 6, 2004)**
- 3 -- Steering Committee Reflector Minutes**
- 4 -- Steering (I)**
- 7 -- Business Meeting**
- 10 -- Steering (II)**

- 15 -- Federal Documents Task Force**
- 15 -- International Documents Task Force**
- 17 -- State and Local Documents Task Force**

- 18 -- Bylaws & Organization Committee**
- 19 -- Cataloging Committee**
- 20 -- Education Committee**
- 20 -- GITCO**
- 21 -- Legislation**
- 22 -- Joint Conference/Membership**
- 22 -- Membership Committee (II)**
- 22 -- Nominating Committee**
- 23 -- Program Committee (I)**
- 25 -- Publications Committee**
- 26 -- Rare and Endangered Government Publications Committee**

**GODORT Steering Conference Call
Monday, November 24, 2003
3:00 - 5:00 pm EST
Hosted by: Pennsylvania State University
Andrea Morrison, Chair of GODORT
Stephen Woods, Secretary.**

Present:

Duncan Aldrich, Cass Hartnett, Bernadine Abbott Hoduski, Barbara Mann, Barbara Miller, Jill Moriearty, Andrea Morrison, John Stevenson, Jill Vassilakos-Long, Marilyn Von Seggern, Arlene Weible, Stephen Woods.

Welcome and introductions. Chair Andrea Morrison called the meeting to order at 3:08 p.m.

FDLP working group review (discussion summary). Vassilakos-Long reported on the progress of the FDLP working groups charge "GODORT and the changes in the Federal Depository Library Program: a Framework for Action" that was given to them on 10/9/03. The discussion that followed focused on the content of the draft, procedures for addressing policy issues, and what is currently being done to address the issue of "free access."

Action Item: Morrison will draft an e-mail to send to GOVDOC-L informing members that GODORT Steering has been approached by Superintendent of Documents, Judy Russell, to comment on changes happening in GPO and discuss how we are proceeding on this request. Moriearty, Mann, and Vassilakos-Long have agreed to review the draft before it is submitted.

Action Item: the Federal Documents Task Force working group was asked to continue the charge as stated. They were asked to focus on the language used in Title 44 and to try to remove rhetorical language from the document and bring focus to the bulleted list. At this time no letter will be sent.

GODORT possible conference call with GPO. Steering considered an invitation by the Judy Russell, Superintendent of Documents, to participate in a conference call as a means of communication between GODORT and GPO. The discussion addressed traditional ways that GODORT has communicated with GPO in the past: through ALA Resolutions (policy); through

invitations to meeting at conferences (updates and procedures); and indirectly through other ALA and GODORT communications such as the GODORT Councilor, GODORT statements, and reports approved by Steering. Steering agreed to explore the offer and to determine procedures where necessary.

Action Item: Woods will work with Morrison, Hartnett, and Stevenson to provide Steering with a draft recommendation for the rules and structure for the conference call with GPO. This will include questions that we would like to submit to GPO for discussion. This will be submitted to Steering before Midwinter.

Reactions to the conference call format.

Members of Steering were asked to comment on their perception of this particular conference call. Members were generally amenable and some found it valuable especially for new members of Steering. Arlene suggested scheduling another conference call before midwinter to discuss logistics. Cass suggested placing time limits on each agenda item.

Action Item: Woods will coordinate a conference call immediately before ALA midwinter (January 5 or 6) so that we can discuss logistics.

GODORT schedule. There was some discussion about the problem of Task Forces meeting at the same time. This has been a problem for a number of years. The skeleton schedule has been placed up on the GODORT web-site. Andrea reminded chairs to submit their annotations and send them to Bill.

**GODORT Steering Conference Call
Tuesday, January 6, 2004
2:00-4:00pm EST
Hosted by: Pennsylvania State University
Andrea Morrison, Chair of GODORT
Stephen Woods, Secretary.**

Present:

Duncan Aldrich, Kristen Clark, Cass Hartnett, Bernadine Abbott Hoduski, Barbara Miller, Andrea Morrison, Karen Russ, John Stevenson, Jill Vassilakos-Long, Marilyn Von Seggern, William Sudduth, Arlene Weible, Stephen Woods.

Welcome and introductions. Chair Andrea Morrison called the meeting to order at 2:08 p.m.

Background: How GODORT can communicate with GPO

- Through ALA Resolutions (policy)
- Through invitations to meetings at conference (especially updates and procedures)
- Indirectly through other ALA and GODORT communications, e.g. via our GODORT Councilor, or GODORT Statements, such as GODORT Principles on Government Information, and other reports approved by Steering.

Steering considered an invitation by the Judy Russell, Superintendent of Documents, to participate in a conference call as a means of communication between GODORT and GPO. Morrison stated that such a call can take place according to ALA Washington Office of Government Relations, with the attendance of a representative from the ALA Washington Office, such as Lynn Bradley or Patrice McDermott. She also indicated that ALA policy should not be discussed in this venue, but procedural and operational questions are appropriate.

Discussion Summary: Steering agreed that the general concept of communicating with GPO through a conference call may be beneficial within reasonable boundaries and predicated upon certain needs. It was determined that the “need” should ultimately be initiated by the Chair of GODORT and that the substance should be agreed upon through discussions with Steering. Steering agreed to schedule a trial call following ALA midwinter. Some of the benefits of a conference call with GPO identified by Steering include:

- Serve as another channel for GODORT to communicate with GPO
- Expose new members of Steering GODORT to the larger issues facing the community
- Development of leadership
- Provide chair elects with an opportunity to sit in on the issues

Conference call participants: GODORT Executive Committee, FDTF coordinators, rotating chairs with relevant questions, a representative from the ALA Washington Office.

Agenda and Content: The following is a general outline of the procedures recommended for creating an agenda and content for the conference call:

- One month before the conference call, Steering will solicit questions and draft an agenda.
- Two weeks before the call, the agenda will be posted to GOVDOC-L for comments from GODORT members.
- One week before the call, GPO and Steering will exchange questions placed on the agenda.

There was some discussion regarding whether or not to include guidelines in the procedures and policies manual for conducting conference calls. Steering agreed that some basic guidelines should be added, but that we should avoid specific rules. Questions should be about broader issues (i.e. GPO budget) rather than focusing on specific operational questions. However, it was pointed out that some of the smaller operational issues are directly related to the broader questions.

Scheduling: Several members of Steering emphasized that this type of communication should be schedule “as needed”. There were suggestions that there should be a regularly scheduled call particularly as a means of following up on the Depository Library Council meetings.

Steering agreed to pursue a trial conference call with GPO following ALA midwinter 2004 (San Diego) and to set an action at one of the meetings in midwinter.

Reporting Minutes: A summary of the minutes should be approved by the people who attended the call and by Steering. Suggestion was made that these minutes could be communicated to the GODORT members through *DttP*.

**GODORT Steering Reflector Minutes
ALA Midwinter 2004, San Diego**

January 9–14, 2004

Appointments. Steering approved the appointment of Susan Pinckard, Emory University, as intern to the Cataloging Committee and Connie Reik, Tufts University, as intern to the Education Committee.

Steering approved the following appointments: Barbara Kile, Rice University, Chair of the Development Committee (2004); Erhard Konerding, Development Committee (2005); Larry Romans, Vanderbilt University, Education Committee (2005); Marcy Allen, Western Illinois University, Education Committee's representative to State and Local Documents Task Force (2005); Michael Smith, Northwestern University, Government Information Technology Committee's representative to State and Local Documents Task Force (2005); Amy West, University of Minnesota, Legislation Committee (2005); Maureen Olle, Louisiana State University, Legislation Committee's representative to the Federal Documents Task Force (2005); Beth Rowe, University of North Carolina Chapel Hill, Legislation Committee's representative to the International Documents Task Force (2005); Valerie Glenn, University of North Texas, Legislation Committee (2005); Sally Lawler, University of Michigan, Program Committee's representative to Federal Documents Task Force (2005); Brian Rossman, Montana State University-Bozeman, Publications Committee's representative to the Federal Documents Task Force (2005); Karen Nordgren, Emporia State University, Rare & Endangered Government Publications Committee's representative to the Federal Documents Task Force (2005); Anna Korhonen, Cornell University, Rare & Endangered Government Publications Committee (2005); August A. Imholtz, Readex Corporation, Rare & Endangered Government Publications Committee (2005); Aimee Quinn, University of Illinois at Chicago, Rare & Endangered Government Publications Committee (2004).

Steering approved to drop the following appointees: Paul Arrigo, Education Committee; David Griffiths Rare & Endangered Government Publications Committee.

Liaison to Freedom to Read Foundation.

Steering approved the appointment of Bernadine Hoduski as liaison to the Freedom to Read Foundation.

International Documents Task Force Liaison.

Steering approved the appointment of Chuck Malone, Western Illinois University, International Documents Task Force liaison to Rare & Endangered Government Publications Committee; Brett Cloyd, University of Iowa, International Documents Task Force liaison to Publications Committee.

University of Georgia Fire. Steering approved sending a letter of support to Susan C. Field (US Regional Depository Librarian, University of Georgia Libraries) and the William G. Potter (library director), and to post the letter on our website.

OCLC's Principles. Steering charged the Cataloging Committee to draft a letter supporting changes to OCLC's "Guidelines for Contributions to WorldCat" recommending that government documents holdings should not be exempt. A draft is currently being considered by steering.

Federal Depository Task Force Charge.

Steering approved the charge for the Federal Documents Task Force (FDTF) to form a group to address problems, concerns, and issues surrounding ongoing changes in the FDLP.

GODORT Meeting at DLC. John Stevenson presided over a GODORT meeting on October 20th, 2003. The meeting included: a short introduction to GODORT, discussion from the Electronic Documents Working Group (EDWG), and an open discussion of proposed changes to the FDLP.

**Steering Committee Minutes (I)
Convention Center, Room 10
Friday, January 9, 2004, 9:30-12:30
Andrea Morrison, Chair
Stephen Woods, Secretary**

Welcome and introductions. Chair Andrea Morrison called the meeting to order at 9:30 a.m. Steering Committee members and other attendees were asked to introduce themselves.

Changes to the agenda and adoption. Steering agreed to make changes to the agenda by allowing Prue Adler (ARL Legacy documents) and Michael Gorman (ALA presidential candidate) to speak earlier. The agenda was adopted as amended.

2003 ALA annual minutes. Bill Sudduth reported that he has procured the minutes for the business meeting, but he is still trying to find minutes for Steering one and two. Steering agreed to wait until annual 2004 to adopt the minutes.

Secretary's Report. Draft minutes were distributed from the reflector July 24, 2003 through January 9, 2004 and the Steering conference call of November 24, 2003. A summary of the January 6, 2004 conference call was also discussed.

Appreciation. Steering expressed thanks to the GODORT Secretary, Stephen Woods, for his work setting up and organizing the two conference calls.

Treasurer's report. Ann Miller, GODORT Treasurer, distributed proposed budget figures for 2004-2005. She stressed that revenue is less than expenditures and suggested meeting with publications to discuss possible revenue avenues. Miller stated that she is investigating loss of revenue related to bank fees. There was discussion about the high fees for conference equipment mainly due to the cost related to having technical assistance. Steering agreed to Miller's proposal to setting a fixed budget for conference equipment and her recommendations to be modest in our endeavors.

Roundtable announcements. Attendance sheets were circulated and should be given to the Nomination Committee. The bin number and copy number were distributed to the Steering Committee. Morrison reminded Steering members of the January 20th (issue 1) and March 15th (issue 2) deadlines for the round-the table article for the *DttP*. Steering members were asked what other ALA meetings they were attending. Morrison, Stevenson, Peterson, and Sudduth indicated that they are planning on attending the Ebsco seminar for ALA directors. Stevenson and Miller are attending the ALA planning and budget assembly. Hartnett is attending a Congressional Quarterly product

demonstration. Moriearty is attending the RUSA/MARS discussion and presentation on management tools and privacy issues for reference.

Sudduth announced that the schedule for the meetings in the ALA schedule contained errors and that the times and places in the schedule distributed at the meeting and at the GODORT website were accurate. Sudduth also reminded members to contact him regarding room and equipment changes for ALA annual in Orlando. Reggie Scott, GODORT's staff liaison from the Washington Office, was introduced to Steering. Steering members were reminded that the minutes from their respective meetings need to be in Washington Office by 7:00 p.m. Sunday January 11th so that the minutes can be distributed by the Secretary at the Business meeting.

Association of Research Libraries Digitizing Project – Legacy Collection of Federal Documents. Prue Adler, Associate Executive Director of Federal Relations and Information Policy for the Association of Research Libraries (ARL) discussed issues related to ARL's current explorations into digitizing the legacy collection of federal government information resources. The concept was a product of discussions that occurred at the Spring Depository Library Council meeting in Reno and a meeting that Superintendent of Documents, Judy Russell, had with ARL directors in July 2003. A prospectus regarding this endeavor can be found at <www.arl.org>. Adler is currently working with a number of ARL directors, GPO and other partners to create a business plan for this endeavor that will be available in the next few weeks. Steering encouraged GODORT members to discuss in their committees how GODORT can be involved in this project. If you want more information about the project Adler can be contacted at: <prue@arl.org>.

ALA presidential candidate. Michael Gorman, presidential candidate for ALA 2004 talked to member of steering about his candidacy. He stressed his commitment to intellectual freedom, advocacy for better salaries and education (ALA-ABS), strive for better working relationships with ALA officials and its divisions and roundtables, broader range of folks into the profession, free access of

information and commitment to the depository system.

Reports and Action Items.

Federal Documents (Chair, Jill Vassilakos-Long). Vassilakos-Long had no report.

State and Local Documents (Chair, Barbara Miller). Miller indicated that the State and Local Documents Task Force would be addressing areas of federated search and disappearance of state government information.

International Documents (Chair, Sandra Peterson). Peterson stated that the International Documents Task Force would be adding issues related to the distribution of United Nations documents to their agenda.

Awards (Chair, Susan Tulis). Tulis, Awards had no report.

Bylaws & Organization (Chair, Cass Hartnett). Hartnett said that Bylaws and Organization would be looking procedures for handling voting procedures for nominations to the Depository Library Council.

Cataloging (Chair, Kirsten Clark). Clark indicated that the Cataloging Committee would be addressing OCLC holding issue.

Conference (Chair, Jill Moriearty). Moriearty had no report.

GODORT Councilor (Bernadine Abbot Hoduski). Morrison indicated that Hoduski was delayed by weather and would report at the Business meeting.

Development (Chair, Barbara Kile). Kile had no report.

Education (Chair, Barbara Mann). Mann had no report.

Government Information Technology Committee (Chair, John Hernandez). Hernandez stated that the Government Information Technology Committee would discuss the legacy CD-ROM collection and the potential partnership with GPO for a digital clearinghouse.

Legislation Committee (Chair of Legislation, Arlene Weible). Weible announced that the 4th meeting of the legislation committee may be canceled.

Membership Committee (Chair, Marlyn Von Seggern). Von Seggern had no report.

Nominating Committee (Chair, Karen Russ). Russ announced that the five names submitted by the Nominating Committee for the Depository Library Council were: Bert Chapman, Diane Eidelman, Linda Johnson, Jill Moriearty, and Bill Sudduth.

Program (Chair, John Stevenson). Stevenson, had no report, but Stevenson encouraged members to make suggestions for future programs.

Publications (Chair, Duncan Aldrich). Aldrich had no report. Aldrich announced that Christof's term as GODORT web administrator will end this summer. Also, Andrea Morrison will be presenting a proposal for an ALA publication on e-government.

Rare and Endangered Government Publications (Chair, David Utz). Utz stated that the Committee will be adding the ARL project as an addendum to the current schedule. Utz also stated that LexisNexis will be giving a presentation at the meeting on their U.S. Serial Set product. Dr. Marilyn Parr will also talk about a module within the American Memory Project entitled "A Century of Law Making for a New Nation".

Cartographic Users Advisory Council (CUAC) Mary McInroy had no report.

@ Your Library Campaign. Chair of Education, Barbara Mann, followed up on the status of GODORT's involvement in the @ Your Library Campaign.

Action Item: Steering asked the Education and Publications Committees to see if there was a possibility of providing a more modest budget proposal.

FDTF/FDLP Working Group. Vassilakos-Long indicated that a working draft will be given to the FDTF for review and that the final copy will be given at the Business meeting.

GODORT Principles on Government Information.

Action: FDTF will take the principles for endorsement.

Action: Legislation will take it Committee on Legislation.

Documents holdings in OCLC Cataloging.

Kristen Clark, Chair of the Cataloging Committee, submitted a draft letter approved by the Cataloging Committee to Steering through the reflector list. Steering discussed the possibility of making it a joint letter with other groups, but recommended that it would be more beneficial to approve a final draft of the letter as representation of GODORT position. Concerns were raised by some members of Steering regarding content and it was agreed that the letter would be brought forward for a vote at the Business meeting.

News. Mary Alice Baish discussed "Open to Government Documents Organization" a resource in support of the freedom of information that provides views on secrecy and government information at the state and federal level. For more information she can be reached at: <baish@alw.georgetown.edu>. Andrea encouraged members to talk with vendors to support *DttP*. Lori Smith & Dan Barkley and three others have recently published "Tapping State Government Grapevine". Barb Mann & Andrea Morrison recently published "International Organizations and Foreign Governments: A Subject Guide".

Business Meeting

Wyndham Hotel, Topaz

Monday, January 12, 2004, 2-4pm

Andrea Morrison, Chair

Stephen Woods, Secretary

Welcome and Introductions. Chair Andrea Morrison called the meeting to order at 2:00 p.m.

Adoption of Agenda. The agenda was distributed and approved as written.

Approval of Business Meeting Minutes from Annual 2003. A motion to approve the minutes

was made and seconded. Sudduth requested the removal of the question marks "?" from the minutes.

Secretary's Report. Stephen Woods reported that minutes from GODORT Conference Call (January 6, 2004) and the Business Meeting were available. Morrison talked about the success and usefulness of the conference call by GODORT steering.

Treasurer's Report. Ann Miller, GODORT treasurer, handed out a copy for review of the proposed budget for 2004-2005. Miller stated that the budget of GODORT is currently not very good. Miller reported that she had been contacted by Jan Eisen from Budget Analysis and Review (BARC) a standing committee of ALA and Council regarding ALA's concern about the status of GODORT's budget. ALA has requested that GODORT provide them with a written plan that would allow GODORT to have a reserve that contains 25% of its operational budget.

For more information go to BARC:
<<http://www.ala.org/ala/ourassociation/governance/council/councilcommittees/barc.htm>>

Several suggestions were made to reduce the budget. One suggestion was to zero out for scale back on the GODORT reception in line 5302. It was also recommended that GODORT limit equipment assistance to programs and the GODORT update. There was some discussion about fundraising through support of membership and the silent auction. Arrigo requested an explanation about the increase in the cost of printing. Aldrich explained that the increased cost came from the decision to have ALA publish *DttP*.

Action Item: Miller has agreed to begin working on a 5 year business plan for GODORT to be submitted to ALA.

Action Item: Steering has agreed to review the budget through the reflector list and to assist the treasurer in suggesting ways to address the budget deficit.

Action Item: Morrison agreed to have steering consider reviewing the dues structure and to make recommendations for changes at the Business meeting at ALA annual 2004.

Announcements. Morrison announced the deadline for the “Round the Table” column in *DttP* for the next two issues: January 20, 2004 for issue #1 and March 15, 2004 for issue #2.

Report from Legislation Committee (Chair of Legislation, Arlene Weible). Weible, submitted 4 resolutions for approval: Memorial resolution for Paul Simon; Resolution commending GPO and NARA; Resolution commending the Educational Resources Information Center (ERIC) Clearinghouses for their service to the education community, the library community, and the public; and Resolution on USA PATRIOT Act related measures that infringe on the rights of library users. All four resolutions were approved.

The motion was made and approved that GODORT endorse in principle the “Principles on Government Information” revised 1-11-04.

Action: Weible will take the document “Principles on Government Information” revised 1-11-04 to the ALA legislation committee.

There was some discussion regarding the document “Principles on Government Information”. Ann Miller wanted verification as to whether or not the principles were in any order of priority. Weible indicated that the document did not reflect any order of priority that the purpose of the document is to codify and centralize the principles that have been agreed upon in ALA over a period of time. Weible announced that the updates from the ALA Office of Government Relations were also included in the packet distributed at the Business meeting.

Candidate for ALA President. A motion was made and approved to allow presidential candidate, Barbara Stripling, the opportunity to speak. Stripling handed out a flier with her position statement “Building Community.” Stripling emphasized democracy, preserving our heritage, scholarships, and helping people find their place in the association (communication). Stripling invited members to participate in discussion with her through a BLOG.

Reports from Task Forces.

Federal Documents (Chair, Jill Vassilakos-Long). Vassilakos-Long made no changes to the

minutes from FDTF business meeting. A motion was made and withdrawn by Vassilakos-Long to endorse in principle the report on permanent public access.

Action: A motion was made by Vassilakos-Long and seconded to empower the Chair of GODORT to write a letter to GPO regarding current changes in the FDLP. This motion was approved with some dissenting votes by members of GODORT. (NOTE: this was amended later in the minutes).

International Documents (Chair, Sandra Peterson). Peterson made no changes to the minutes from the IDTF business meeting.

Action: A motion was made by Peterson and seconded to request that the Chair of GODORT write a letter to the appropriate individuals in the Canadian government regarding recent changes in their publications program. This motion was approved by the members of GODORT.

Cass Hartnett raised some concerns that she had heard that some members thought this was a good thing since they had heard rumors that the program was going to be moved into the National Archives. Peterson stated that these issues would be part of the research be for the letter is officially sent.

Action: A motion was made by Peterson and seconded to request that the Chair of GODORT write a letter of GODORT’s concern about the United Nations current strategy to discontinue distribution of UN documents in paper format to the distribution through optical disc and the Internet for official format. This motion was approved by the members of GODORT.

Action: A motion was made by Peterson and seconded to request that the Chair of GODORT write a letter of support for the United States decision to rejoin the United Nations Educational, Scientific and Cultural Organization UNESCO. This motion was approved by the members of GODORT.

Julia Wallace raised some concern about whether or not other ALA organizational units were already writing a letter of support.

State and Local Documents (Chair, Barbara Miller). Miller reported that one correction needed to be made to the minutes: Item 5 program proposal for 2005 should be “Cataloging and preserving digital government information.” The summer program for 2004 ALA annual was not discussed, because some of the presenters could not make the meeting.

Reports from Committees

Awards (Chair, Susan Tulis). Tulis announced that the selected award winners would be announced to members of steering at the second Steering Committee meeting.

Bylaws & Organization (Chair, Cass Hartnett). Hartnett made no changes to the minutes from Bylaws and Organization business meeting. Hartnett requested assistance from the membership in making a graphical organizational chart of GODORT as well as a legislative flow chart.

Action: The Chair of Publications will work with the Chair of Bylaws and Organization to update the *Procedures and Policies Manual*.

Cataloging (Chair, Kirsten Clark). Clark made no changes to the minutes from Cataloging Committee business meeting. Clark requested to withdraw the motion to send a letter to OCLC. This was approved.

Conference (Chair, Jill Moriearty). Moriearty announced that the Conference Committee would be having a joint meeting with the Membership Committee. Moriearty requested any ideas and volunteers for assistance with the GODORT reception. Moriearty is still waiting for confirmation regarding the GODORT hotel for annual.

Development (Chair, Barbara Kile). Kile reported that she met with Aimee Quinn, Sandy Peterson, Susan Tulis, and Ann Miller to discuss the organizational issues of the committee. A draft was submitted to attendees discussing purpose, organization, and responsibilities of this committee. Kile announced that they are working to find ways to raise money for a reserve fund as well as discussing money raising initiative such as the silent auction.

Action: Peterson has agreed to post a message to GOVDOC-L regarding solicitations for the silent auction for ALA annual 2004 in Orlando.

Education (Chair, Barbara Mann). Mann made no changes to the minutes from Education Committee business meeting.

Government Information Technology Committee (Chair, John Hernandez). Hernandez made no changes to the minutes from GITCO’s business meeting.

Membership Committee (Chair, Marlyn Von Seggern). Von Seggern made no changes to the minutes from the Membership Committee business meeting. She announced that 26 individuals attended the new member’s lunch.

Nominating (Chair, Karen Russ). Russ announced the candidates for the Depository Library Council: Bert Chapman, Diane Eidelman, Linda Johnson, Jill Moriearty, and Bill Sudduth.

Program (Chair, John Stevenson). Stevenson made no changes to the minutes from the Program Committee business meeting. Stevenson put out a call for program evaluation tools. His contact information is varken@UDEL.edu.

Publications (Chair, Duncan Aldrich). Aldrich made no changes to the minutes from the Publications Committee business meeting. Aldrich announced that an ad hoc committee was looking into the possibilities and feasibility of moving the GODORT website to the main ALA website. Aldrich also announced that Christof Galli was finishing his term as GODORT Web Administer and that the Publications Committee was looking for volunteers. The membership of GODORT would like to thank Christof for his years of service to the community.

Rare and Endangered Government Publications (Chair, David Utz). Utz made no changes to the minutes from the Rare and Endangered Committee business meeting.

Reports from GODORT councilor and liaisons.

GODORT Councilor (Bernadine Abbot Hoduski). Hoduski announced that ALA will be considering a resolution on Cuba. GODORT's issues will be addressed on Wednesday. ALA values were discussed in the morning. Hoduski shared GODORT's "Principles on Government Information" revised 1-11-04. Hoduski mentioned ALA Council wanted to reinforce their decision that Roundtables cannot endorse a particular ALA president. Hoduski announced a resolution being considered to eliminate ALA's logo. She also stated that the resolution concerning Senator Simons had passed. ALA council showed some concern regarding GODORT's financial problems. Cass Hartnett asked whether or not council was considering eliminating midwinter. Hoduski stated that there was no discussion on this issue happening in council. Hoduski announced that Library workers day in April has been approved. Finally, she stated that there is a high level of appreciation on council for the things GODORT is doing.

Cartographic Users Advisory Council (CUAC). John Stevenson (for Mary McInroy, who could not attend) reminded members of GODORT that the deadline to revise the directory information being gathered by MAGERT for the 3rd edition of the Guide to U.S. Map Resources is the end of January.

Old Business.

FDTF/FDLP Working Group and other related GODORT communications with GPO. A motion was made by Jill Vassilakos-Long and seconded requesting the Chair of GODORT write a letter of gratitude to committee and GODORT members who participated in writing the report on permanent public access. This was approved.

GODORT Principles on Government Information. See earlier motion made in Report from Legislation Committee to accept these in principle.

GODORT Conference scheduling. Barbara Miller and Jill Vassilakos-Long discussed some of their ideas regarding changing Task Force meeting to avoid scheduling conflicts. It was agreed that this discussion should be brought up at the next steering meeting.

New Business

Amazon.com Referrals. A motion was made by Beth Clausen and seconded that steering look into the possibilities of working with Amazon.com to get a referral to depository libraries in records for hearings and other government publications listed in their database as a supplement to the existing statement OP or limited availability.

Parliamentary procedures. A motion was brought by Jim Veatch that steering appoint a parliamentarian. Morrison announced that Beth Clausen was functioning as parliamentarian for the Business meeting. The motion was withdrawn. Morrison suggested that GODORT consider providing training session on parliamentary procedures in the future.

Diane Bradley. Cass Hartnett asked whether or not GODORT was planning on any condolences to appropriate individuals regarding the passing of GODORT member Diane Bradley? No decision was made.

Letter(s) to GPO. Bill Sudduth brought a motion that was seconded to replace the previous motion "to empower the Chair of GODORT to write a letter to GPO regarding current changes in the FDLP." (See previous notes). The motion as stated is included in the action item below.

Action: The Chair of GODORT write letters to the Public Printer and the Superintendent of Documents in response to their request for advice from the depository community based upon the report of the FDTF and upon approval.

Jill Vassilakos-Long agreed to rescind the motion passed earlier. Sudduth's motion was passed by GODORT members. There was some discussion about whether or not the motion should or should not include different letters to the Superintendent of Documents and the Public Printer. Susan Tulis stated that the policy in the past was to send a single message. Judy Russell, Superintendent of Documents, stated that we may need to reply to this Public Printer differently. Some concern about the letter was brought by Arlene Weible and Dan Barkley indicating that caution should be taken not to address policy issues.

Adjourn. A motion was made and seconded to adjourn the meeting at 4:10.

GODORT Steering II
Wyndham Hotel-Topaz Room
January 13, 2004, 8-11AM
Andrea Morrison, Chair
Stephen Woods, Secretary

Chair Andrea Morrison called the meeting to order at 8AM.

Agenda: The agenda was adopted with the additions of report of the Treasurer and visit by the ALA Budget Analysis and Review Committee (BARC) liaison to GODORT, Jan Ison.

The Annual 2003 Steering Committee minutes were unable to be approved due to the inability to locate them because of technical difficulties. They are being re-created.

Announcements. Because of not being to attend ALA 2003 Andrea presented a talking book light to Bill Sudduth in keeping with the tradition of incoming chair presenting a gift to outgoing chair.

Sudduth announced that *DttP* "Round the Table" deadline is Sunday, January 20, by 5PM EST for issue #1 and March 15 for issue #2.

Morrison requested that full draft minutes be sent to Christof Galli, web manager, by February 13, 2004 in order to make them available on the GODORT web site. If a Committee has its own web page, then please send the link to Christof. Conference Committee reported that they will not have minutes.

Morrison also requested that completed items should be sent to Vicki Tate, Archivist, for inclusion in the GODORT archives. Andrea reported that a copy of the letter she sent to the University of Georgia regarding the fire there has been added to the archives.

Treasurer's Report:

Jan Ison, BARC liaison to GODORT, spoke re GODORT's budget difficulties. BARC reports to ALA's Council and Executive Board and reviews all budgets and makes

recommendations. Ison is GODORT's advocate. BARC looks at the net balance, how much is spent. They meet four times a year: annual, fall midwinter, and spring.

GODORT has not received enough subscription or advertising revenue. The fund balance as of the end of fiscal year 2001/2002 was \$133 and at the end of 2002/2003, \$258. GODORT should have as a minimum 25% of its budget in reserve. Morrison, Stevenson, and Miller met to discuss the budget situation. The bottom line is GODORT has to find a way to reduce expenses and increase revenue. GODORT has been a big concern to BARC and they want to help. GODORT does not want BARC to make a recommendation to not approve its budget. GODORT needs a business plan. Ison is willing to be on the reflector to help answer any budget questions.

When asked the time frame needed to get to 25% reserve, Ison suggested 2-3 years, with evidence of an upward trend. When asked where GODORT was in comparison to other round tables, Ison said that two others are also facing similar difficulties, but GODORT is in the worse shape. When asked what would constitute 25%, Miller stated that based on the current contracted budget of \$35,000, 25% would be \$8,000-\$10,000. Miller wants to develop an ideal budget and then will work towards this.

Morrison thanked Ison and stated that GODORT takes this matter very seriously. It will be addressed and expects to see an upward trend that will please BARC.

Miller will revise the 2004/2005 budget and send it to Steering for approval. She has identified a couple of problem areas to be addressed. The Executive Committee of GODORT will work to formulate the business plan to present to Steering by mid March.

The Chair asked the Treasurer to begin immediately on a 3-5 year business plan. Miller will work with Development, Publications, and Membership committees to gather information. Miller will also develop an ideal budget. Morrison asked that this budget include priorities and address what can be cut. Morrison also suggested that the business plan contain a glossary of terms.

The chair then stated that we can overcome these budget difficulties!

Announcements

Bernadine Hoduski discussed the status of the four resolutions passed by GODORT at the Business Meeting. The resolution concerning Paul Simon was accepted with revisions. The resolution concerning the USA PATRIOT Act had minor changes made in the ad hoc committee and was accepted by ALA council.

UNESCO

Action: Sandra Peterson, Chair of the International Documents Task Force, will draft a letter stating GODORT's appreciation.

Reports and Action Items

Federal Documents Task Force (Chair, Jill Vassilakos-Long). Vassilakos-Long reported no changes to the minutes from the FDTF meeting. There was discussion regarding the decision by GODORT members at the Business Meeting to send letters to the Superintendent of Documents and the Public Printer regarding the status and future of GPO. There was also discussion regarding the eight recommendations included at the end of the document, "Federal Documents Task Force on Permanent Public Access: Final Report".

Action Item: Vassilakos-Long, Morrison, Sudduth, and Aldrich will assist in drafting the letter to be presented to Steering.

Action Item: Steering agreed to discuss these eight principles further on the reflector.

International Documents Task Force (Chair, Sandra Peterson). Peterson handout copies of draft procedures for nominating GODORT members as liaisons to IFLA's Government Information and Official Publications Section (GIOPS). Sudduth requested a clearer explanation of the appointment schedule for these liaisons pointing out that this has provided some confusion for chairs in the past. Sudduth stated that there are actually two liaisons appointed to four year terms and that these terms overlap.

There was discussion regarding responsibilities for updating the procedures and policy manual (PPM). It was pointed out that the PPM already contains language assigning this responsibility to the Bylaws and Organization Committee and the GODORT Secretary.

State and Local Documents Task Force (Chair, Barbara Miller). Miller discussed scheduling issues for the summer meetings and agendas.

Action: Barbara Miller, Jill V, Sandra Peterson will work on speakers for the GODORT update at Orlando.

Awards Committee (Chair, Susan Tulis). Tulis sent around a list of winners for Steering. This list will remain confidential until the committee has time to notify the winners.

Bylaws and Organization (Chair, Cass Hartnett). Hartnett stated that the committee was working on points of clarification for Article 5 section 7 "Duties of the GODORT Councilor". These will be sent to the reflector when they are finalized. She also announced that a volunteer had been found to create a web-based organizational chart for GODORT.

Cataloging Committee (Chair, Kirsten Clark). Clark announced no action.

GODORT Councilor (Bernadine Abbot Hoduski). Hoduski discussed activities of the Allied Professional Association (APA) and the possibilities of GODORT working with the Committee on Workers. There was some discussion about whether or not the chair should approach the committee about the possibility of formalizing a liaison to the committee.

Hoduski also announced and solicited comments on ALA's exploration of a reduced due structure for support staff. It was pointed out that many higher level support staff actually make more money than lower level professionals. The suggestion was made that a graduated schedule based on salary might be more equitable. However, there was some concern that a graduated schedule might create privacy problems.

Action: Steering charged the Membership Committee to look at possible dues structures

that would encourage support staff participation in GODORT.

Hoduski announced the sale of the ALA building in Chicago and that they were exploring purchasing property in Washington, DC. Reggie Scott, Washington Office ALA staff, confirmed and stated that ALA is in the process of looking at 10 properties.

Conference Committee (Chair, Jill Moriearty). Moriearty stated that the committee is considering suggestions for bylaw changes in the PPM. She also stated that the GODORT hotel for ALA annual in Orlando would be finalized in two weeks.

Development (Chair, Barbara Kile). Kile announced that the development committee will be exploring ways to build the reserve funds. Donations for the silent auction will continue to provide monies for the Rozkuszka scholarship fund and extra monies will be used to build the reserve. There was discussion on whether or not ALA had added the Rozkuszka scholarship to the ALA renewal forms. Sudduth announced that he had contacted ALA regarding this request and had not heard back from them.

Education (Chair, Barbara Mann). Mann stated that there were no corrections to the summary minutes. She pointed out that work was proceeding on combining the Handout Exchange and the Clearinghouse.

Government Information Technology Committee (Chair, John Hernandez). Hernandez, Chair, made no changes to the summary minutes. The Digital Project Clearinghouse digitization project was discussed by Steering. GITCO is currently working with GPO to determine how they can partner on the project.

There was discussion about whether or not GPO would host and administrate the site. Hernandez indicated that the details regarding the partnership had not yet been worked out. Weible and Aldrich stressed the need to get agreements from GPO in writing.

Legislation (Chair, Arelene Weible). Weible stated that all of the resolutions were approved by the ALA Legislation Committee, although the Intellectual Freedom Committee has some concerns with the wording in the resolution

regarding the "Principles of Government Information."

Membership Committee (Chair, Marlyn Von Seggern). Von Seggern announced that 26 people attended the new member's luncheon. Von Seggern stated that the committee is having a planning session at annual for the mentoring project. Interested committees are invited to send a representative to the session which will be during the first meeting of the Membership Committee. The Steering committee suggested distributing copies of the GODORT history to new members and Sudduth indicated that he would be willing to mail copies.

Nominating (Chair, Karen Russ). Russ conveyed thanks to the Washington Office (Pat May and Reggie Scott) for their work and expressed how they had assisted in making the work easier for the nominating committee.

The ballot for GODORT (as of 1/13/04) consist of: Assistant Chair/Chair Elect (Arlene Weible); Secretary (Nan Myers, Barbara Costello, Sherry Mosley); ALA councilor (Stephen Hayes, Cathy Hartman); Awards (Jim Veatch, Sandra Peterson, Susan Xue, Linda Johnson, Maggie Farrell); Bylaws (Barbara Miller, Marsha Meister); Nominating (Yvonne Wilson, Bill Sudduth); Publications (Dan Barkley, Barbara Mann); FDTF Assistant Chair/Chair Elect (Beth Clausen, Susan Kendall); FDTF Secretary (Judith Dounie, Judith Haydel, Suzanne Holcombe); IDTF Assistant Chair/Chair Elect (Chuck Malone, Brett Cloyd); IDTF Secretary (Elizabeth Marguarti, Catherine Morse); SLDTF Assistant Chair/Chair Elect (Stephen Woods); SLDTF Secretary (Tanya Fitchum, Michael Smith). An amendment to the ballot was approved moving Michael Smith to SLDTF Secretary.

Programs (Chair, John Stevenson). Stevenson discussed the status of the pre-conference on cataloging issues for Orlando. There was some discussion as to whether or not to a registration fee break could be given to members of GODORT. Sudduth mentioned the idea of having programs every other year as a means of reducing expenses.

Stevenson also introduced a pre-conference proposal from REGP, "Historical metadata, full-text, and other issues: another look at

government documents from the Serial Set to the silicosis series and beyond". Ann Miller was concerned that the topic would not be accessible to a broad group of members of ALA. A motion (passed) was made by Sudduth and seconded (Miller) that preliminary approval of the 2005 pre-conference with the conditions that there be:

- A complete budget
- A marketing plan
- A goal of a minimum attendance of 50 members
- That 50% of the net revenue go to the GODORT treasury

Final approval will be at Steering I in Orlando. There was some discussion about whether or not the minimum of 50 was acceptable.

A program proposal from the International Documents Task Force, State and Local Documents Task Force and Cataloging Committee was presented about cataloging and preserving digitally born government information (Jim Church). Sudduth raised concerns about the established cost of the program. Stevenson stated that there would be no cost for the speakers and only cost for equipment and a room. Moriearty stated that CIS may assist. Weible indicated that the topic was good and would be relevant to a broad group.

A motion was made by Sudduth and seconded for the adoption of the program with the stipulation that cosponsors would be contacted in cooperation with the Development Committee.

Publications (Chair, Duncan Aldrich). Aldrich had no changes to make to the summary minutes or action items to put forward. Aldrich announced the end of Christof's term as Web Administrator. Sudduth and Aldrich will coordinate a meeting for the web managers in the schedule for ALA annual.

Rare and Endangered Government Publications (Chair, David Utz). Utz had no changes to make to the summary minutes. Utz will work with the program committee to find additional information required for the pre-conference.

Utz discussed the REGP perspective on the ARL/GPO legacy project.

- REGP needs more specific guidance, in order to proceed with its work. REGP is loathe to reduplicate the efforts of others, or to start from scratch.
- There are many pre-existing lists of important documents for digitization: REGP would be interested in reviewing and refining pre-existing lists or those which are in process of compilation by other groups (e.g., Depository Library Council).
- REGP would be interested in reviewing the work of other groups, concerning decision criteria used to develop these lists.
- REGP is particularly interested in focusing on publications in the date range 1932-1962, especially those published during, and immediately following the Second World War, as the quality of paper on which many of these were printed is extremely poor, and these are among the most endangered Federal Government Publications.

Morrison directed REGP to identify priority lists put together by groups such as DLC, ARL, and CIC. Also, REGP should send out a request for information through GOVDOC-L. Steering also instructed REGP to compile its own list for Federal documents published during the period (1932-1962) in which it expressed particular interest. It was agreed that this would be a list of agencies whose publications have high priority, not a list of individual publications, or even publication series. Aldrich stressed that one of the challenges to creating such a list will be maintaining a balance between digitizing for preservation and access.

Old Business

Conference Call. There was a consensus of approval that Steering move forward on the conference call with GPO.

Morrison announced that the Superintendent of Documents was planning on having an open meeting with directors of libraries in the FDLP.

Sudduth announced that February 8, 2004 is the last date for scheduling, equipment and rooms for ALA annual. February 17, 2004 is the last day for room set up.

New Business

Depository Library Council. Aldrich suggested that we need to consider ahead of time what GODORT is going to do for the council meeting. The Chair of GODORT will contact GPO to secure a slot and room. Membership will discuss the event and what can be done on their end.

A motion was made by Morrison and seconded to extend the meeting by five minutes.

Vassilakos-Long suggested that committee members get a refresher on Sturgis before the meeting. Peterson stated that this use to be a regular part of the orientation. The suggestion was made that a conference call could be scheduled for the orientation.

Action: Moriearty, Sudduth, and Morrison will try and solicit information on an orientation session for ALA annual.

Federal Documents Task Force

Hyatt, Randle

January 10, 2004, 2:00-5:30 pm

Jill Vassilakos-Long, Chair

Beth Clausen, FDTF Secretary

Report of the FDTF Working Group on Permanent Public Access. Aimee Quinn, chair of the working group, led the discussion about the work group report that had been submitted to Steering and distributed to the larger community via GOVDOC-L.

The portions of the document of most interest for this discussion were the changes made to the GODORT Principles on Government Information and recommendations for GODORT action. The GODORT Principles are to be reviewed by the ALA Committee on Legislation, a group that is expected to endorse that the principles become the ALA Principles on Government Information. The recommended actions were viewed as ambitious, but worthwhile.

According to the working group's original charge, it was to produce a white paper. FDTF discussed the white paper and agreed to rescind that charge to facilitate pursuit of recommendation #8 of the report (publication on permanent public access) as Aimee Quinn had already been approached by the editorial board of *Government Information Quarterly* to produce a thematic issue on permanent public access to government information.

The report was accepted by Steering. Membership endorsed in principle the changes to the Principles on Government Information incorporated into the report as well as the recommendations for GODORT action. The report will be submitted to GODORT membership at Monday's meeting for endorsement in principle.

Report of the Work Group on Recommendations for the Public Printer.

Vassilakos-Long led the discussion about these recommendations that will be submitted to the GODORT membership for endorsement in principle at the Midwinter business meeting. Several changes to the document were made before it was accepted by FDTF.

If endorsed by membership, FDTF proposes that it be sent along with a letter to the Public Printer from the GODORT Chair, and a copy of the revised Principles on Government Information.

Awareness Project. The awareness project involving promotional materials for advocacy and public relations for government information has not moved forward. It will be discussed at the Annual meeting in Orlando. A second call for participation in the project will be sent to GOVDOC-L.

Government 101 Pre-Conference. The idea for a pre-conference aimed at non-government information librarians was briefly revisited. In addition to talking about timing issues for such a program, there was discussion of other possible conferences that such a program could be held in order to reach a broad audience. Further discussion was tabled until the Annual meeting in Orlando.

International Documents Task Force Hyatt, Manchester C

January 10, 2004, 2:00-5:30 pm
Sandra Peterson, Chair
Christof Galli, Secretary

2003 Minutes. The meeting minutes of the 2003 Annual Conference were approved.

Committee Liaison Reports.

Legislation. A number of resolutions dealing with Federal legislation are in preparation. (Education) Planned is a discussion of web-based training modules and input for the ARL digitization project.

GITCO. Legacy CD software issues and digital project clearinghouse partnership with GPO will be discussed.

Publication. LexisNexis royalty check was received. *DttP* financial situation was presented. *DttP* is now marketed to various vendors. Andrea Morrison is planning to edit a volume on "E-Government Publications: Issues and Practices." Several IDTF members have volunteered contributions.

Cataloging. Nothing of importance to IDTF is planned. Discussion of presentation in Orlando is on agenda. The International Cataloging Toolkit is up on the Cataloging web site.

Program. IDTF pre-conference with REGP at Annual 2004 will include segment on international statistics. Jim Church presented a program idea for Annual Chicago 2005 on digitally born government documents at the state level. A segment on international documents may be included.

REGP. Two presentations are planned, one on the Library of Congress' "A Century of Lawmaking", another on the LexisNexis Serial Set project. The committee will discuss planning the pre-conference for Annual 2005 in Chicago on the Serial Set. The inventory of Serial Set holdings is complete. The Chicago 2005 pre-conference will address metadata issues. Jim Church will address metadata issues involved in the process of converting PDF tables into Excel tables. Chuck Eckman will talk about metadata in archival and digitally born materials.

IFLA. IDTF's representative attended the Annual IFLA Conference in Berlin. She was appointed Information Office of the GIOPS committee. By May 2004 a new representative will have to be submitted to ALA for the next 4-year term. In addition, the appointment procedure for IFLA representatives will have to be finalized.

IIRT. The International Relations Round Table presented the Global Research database. This tool tracks the participation of North American librarians in worldwide librarian community activities.

Agency Liaison Reports. Eleven reports were submitted. They will be available on the IDTF web site. Brett Cloyd is the new liaison for Bernan.

CRL. The Foreign Official Gazettes project has completed the list of titles for which CRL has complete holdings. Also complete is the list of those CRL holdings which exist only in hard copy and need to be filmed. In addition, a list was established of titles which CRL needs to acquire to complete a collection of record through 1995. The redesigned CRL website offers complete descriptions of all CRL collections.

Reports from the Field

OECD. New web site will be launched shortly (<http://new.sourceoecd.org>). The old and the new site will co-exist for March. The new site will allow for permanent URL's using ISBN numbers. User statistics will be available also.

World Bank. As of this writing about 1,300 titles are now available in the World Bank Online Library. User statistics are available. Publications are in html format. Updated pricing information for E-library: \$5,000 for up to 5,000 FTE; \$6,000 for 5,000-15,000 FTE; \$7,000 for > 15,000 FTE. Metadata for all titles in the Library is now available in Excel format. Policy Research Working Papers, although available for free, will be included also to allow for cross-searching. Regional Papers will also be added. FORUM will be added also. Doing Business database will also become available.

Sharing of Information on International Digitization Projects. Stanford's GATT Digital

Archives project has nearly completed digitization. In the meantime, WTO has been reviewing its restriction policies and issues have arisen about documentation. Stanford is exploring the digitization of archives at the International Bureau of Custom Tariffs. This institution owns extensive runs of tariff schedules of member states. The Ad-Hoc Committee on Digitization is encouraging people to contribute to their clearinghouse, especially if international projects are involved. Library of Congress' Angel Batiste of the Africa and Middle East Division is involved in a project which is focusing on digitally born South African government documents. The Social Science Library and Social Science Research Service at Yale have digitized the Mexican State Statistical Abstract under an 18-month grant from the Mellon Foundation. Their report is due in February 2005.

Old Business. Peterson will clarify the status of the IFLA Representative appointment procedures.

New Business.

Program Committee Liaison. IDTF is looking for a permanent liaison with the Program Committee.

Canadian Depository Program. Several libraries represented in IDTF are Canadian depositories and are very concerned about the Canadian government's decision to dissolve their depository program. IDTF passed a motion that the Chair of GODORT write a letter to the appropriate authorities in the Canadian government publishing system expressing the grave concern of IDTF about the impending dissolution of the Canadian depository program and the consequences of this action.

UN ODS. ODS is to become the sole distribution tool for masthead and documents and official records. It will be available free of cost to anybody once an improved server infrastructure is in place. Expected implementation date is late 2004 or early 2005. ODS includes documents from 1993 forward. IDTF passed a motion stating that the Chair of GODORT write a letter expressing grave concern of both UN Depository and other libraries that wish to maintain complete runs of official records in paper format about the

announcement that ODS become the sole distribution tool for these materials.

UNESCO membership. IDTF passed a motion asking the Chair of GODORT write a letter to the appropriate authorities expressing support and thanks for the United States decision to re-join UNESCO.

Scheduling. There will be discussion about programming possible joint session of the three task forces. At the moment, the three task force meetings are scheduled at the same time which makes it difficult for interested members to attend more than one meeting.

ARL. IDTF members should think about what might be good international documents project that should be prioritized to taken on by ARL.

State and Local Documents Task Force
Hyatt, Maggie
Saturday, January 10, 2004, 2:00-5:30 pm
Barbara Miller, Chair
Karen Hogenboom, Secretary

The task force discussed the cataloging section of the SLDTF toolbox. The Committee of Eight will collect the following information from each state: what classification system is used for state publications; what entity catalogs state publications; what utility cataloging records for state publications are submitted to; whether the state is cataloging electronic publications.

Michael Essman of the National Agricultural Library reported that NAL will contact the organizations that catalog state agricultural extension and agricultural experiment station documents in order to set up partnerships with NAL to get these documents into AGRICOOOLA. The Committee of Eight identified these organizations last year.

Pat Finney reported on the state documents project at the Center for Research Libraries. 37 states have been reviewed, Pennsylvania is in process, and 12 states remain. There is a possibility of tours of this collection at 2005 Annual, and CRL may be willing to host the GODORT Reception.

Mary Martin's book on local documents is pending from Greenwood Press; no publication date has been set. Chapters are topical, with

information on how to find documents in each area.

Jim Church proposed a program for 2005 Annual about cataloging and preserving digitally born government information. This was approved by SLDTF.

At the request of the legislation committee the Committee of Eight will expand on the survey about state permanent public access laws done by AALL in order to determine procedures and policies in effect of preserving electronic state government information, in addition to the applicable laws compiled by AALL.

Kris Kasianovitz asked task force members for topic ideas for the *DttP* column on state and local information. She raised the specific question of how libraries are handling the transition of municipal codes to electronic only format.

Mary Alice Baish, from AALL's Washington office, reported on a new coalition <<http://www.openthegovernment.org>> which is working on many issues related to eroding individual freedom and reduced government openness, including takedowns, and the USA PATRIOT Act. The coalition is looking for state and local organizations as well as individuals who are willing to make a (non-monetary) commitment to helping with these issues, and asked the task force to speak to their state library associations and government documents organizations.

Barbara Miller reported that Prue Adler from the Association of Research Libraries has asked for information about any states that are digitizing their legacy collections. Anyone with information about these programs should contact Barbara.

Bylaws & Organization Committee Meeting Wyndham, Ivory Monday, January 14, 2004, 9:30-11:00 am Cass Hartnett, Chair

Present: Cass Hartnett (Chair), Aimee Quinn, Helen Sheehy.

The meeting resulted in no action items, no issues requiring a GODORT vote.

Discussion Points. What role should Bylaws and Organization play in updating and maintaining the GODORT Policies and Procedures Manual (PPM)? Currently, the web administrator serves as editor of the PPM under direction of the Publications and Steering Committees. In reviewing GODORT's new structure: are all committees and task forces still relevant and vital? Is there a need to clarify the GODORT Steering Committee's selection process for Depository Library Council (and other) nominees? It was decided that there needed to be more discussion and consultation needed. The committee will look into possible revisions of the PPM Chapter 17, Article V, and Section C6.

Inform Steering about these two editorial changes to the GODORT Bylaws. (A) 3-year term of office for GODORT Councilor inserted into Art. 5, Sec.7, (B) realignment (i.e. alphabetizing) of committee names in Art. X, Sec. 3.

Homework. Develop a graphical one-page organization chart for GODORT. Consider developing a "legislative flow chart" as well, to illustrate the path of a resolution, etc. As soon as possible, collect and review PPM sections from all new committees; check PPM for redundancies.

Cataloging Committee Meeting Holiday Inn, West Coast BR Sunday, January 11, 2004, 8:00-11:00 am Kirsten Clark, Chair Barbie Selby, Secretary

Introduction. Kirsten Clark opened the meeting. The 19 people present introduced themselves.

Annual 2003 Minutes & Mid-Winter 2003. Due to a lack of a quorum at the Annual meeting in Toronto minutes of the Mid-Winter, 2003 meeting were approved. Notes of the Annual meeting in Toronto were also approved.

Orlando Pre-Conference. Elaine Winske and Barbie Selby presented an overview of the pre-conference set for June 24 in Orlando. Beth Camden, UVA Acting head of Content Management, and Jim Noel, Marcive, attended

the meeting and spoke about their respective portions of the pre-conference program. Gil Baldwin indicated that someone, probably a Cataloging Section Chief, would be participating from GPO as well. David Griffiths and Andrea Morrison volunteered to assist in anyway possible, including acting as facilitators for the lunch time ILS – specific discussions. The group discussed how to widely publicize this pre-conference – non-documents listservs, including ALCTS list, Florida listservs, and the like. It is unlikely that we can get any official co-sponsor at this point, but Beth said she would bring it up with the ACLTS chair.

GPO Update (Gil Baldwin)

Recruitment of Catalogers. During the past two years the Cataloging Branch has hired 17 new catalogers. All 17 have been trained to catalog to national standards and as well as GPO practices and all are working productively. Our Cataloging Branch now employs 25 full time catalogers.

Training of Catalogers. All catalogers, both new hires and long established catalogers have successfully been trained to apply the extensive changes that have been incorporated into the Anglo-American Cataloging Rules, Second Edition, and 2002 Revision. We also expect that significant training will be required to ensure that catalogers work effectively with an integrated library system (LIS) when it is acquired sometime during 2004.

OCLC Connexion. Both section chiefs and two catalogers have recently been trained to use *OCLC Connexion*. During 2004 we anticipate phased in training of all catalogers with regards to OCLC's new cataloging interface and expect that Connexion will become a critical component of the archiving of online titles.

Cataloging Backlog Significantly Reduced. The positive effects of recruitment and training activities are now becoming evident. In August of 2003, we had a backlog of 6,058 titles. In December of 2003, this backlog was reduced by 3,178 titles to a total of 2,880 a reduction of 52.2%.

Cataloging Contracts. GPO is looking at a cataloging contract, probably one that is focused on the more routine types of publications, thus

freeing staff to concentrate on the really tough material. They would very much appreciate information on any contracted cataloging experiences particularly OCLC TechPro.

University of Arizona Pilot Project. The University of Arizona Pilot Project began in September 2002 as a one-year test of the viability of the “all-electronic” depository library collection. To date, more than 3,400 records of online titles have been produced as a result of the project. Recently, two University of Arizona graduate students were trained by Cataloging Branch personnel to continue this project through additional submissions.

Main Domains Application. People who are interested in having access to the main page of publishers whose titles have been cataloged by GPO may now do so via http://www.access.gpo/su_docs/fdlp/tools/domains.html. This new application provides access to the main pages of approximately 1,500 publishers of more than 40,000 online titles that have been cataloged by GPO. This application will be updated once each month and provides access to main pages via hot-linked alphabetic publisher and URL listings. Those wishing to gain access to online titles should continue to us the online Catalog of United States Government Publications available at: <http://www.gpoaccess.gov/cgp/index.html>

Questions & Answers.

ILS. In response to a question about the anticipated ILS vendor for GPO Gil indicated that the CIO is on track to make an offer to a vendor which meets GPO's specifications. It is anticipated that the ILS vendor will have electronic records management (ERM) capabilities, but GPO may not immediately be able to implement that aspect of the system.

“Help Desk” – Customer Relations Management. Gil said that most any question, including cataloging questions, we have for GPO should come through the Help Desk so that the answer can be incorporated into the knowledge database. It would be extremely helpful if cataloging questions could be labeled as “Cataloging Question”. If the asker knows that a specific person will ultimately need to be consulted it would be fine to include the person's name at the top of the question. In

response to Julie Wallace state that often when we communicate with GPO it is to tell them something, not to ask a question. Gil indicated that it may be possible to add some feature to the Help Desk function so that this sort of communication is better facilitated.

Cataloging Policies. Julie Wallace encouraged GPO to communicate with the depository community, possibly via the FDLDP listserv, about any changes in interpretation or cataloging policy that GPO makes. Several people stressed practices and policies. Barbie Selby mentioned that the pre-conference will be a two-way education – the participants learning, and the GPO staff learning just how vital their records are to us, and how important it is that we clearly understand their policies.

Liaison Reports.

Federal Documents Task Force. Karen Highum reported that the FDTF is working on two draft documents – Permanent Public Access to Government Information and Principles for Government Information.

International Documents Task Force. Barbie Selby reported that IDTF is accepting nominations for ALA's 2nd IFLA representative. Elaine Winske stated that IFLA is examining "common principles" in cataloging so it's important for the IFLA representative to have some cataloging background.

State and Local Documents Task Force. Tanya Finchum reported that the SLDTF is going to send out a small questionnaire to its members asking what sort of information would they like to see in the catalogers toolbox for state and local documents.

Cataloging Committee: Description and Access. Becky Culbertson reported on Barbara Tillet's presentation on updating the "Paris principles" of cataloging – a common set of cataloging principles. More information is available at www.ddb.de/news/ifla_conf_papers.htm. Becky said that the meeting of the Joint Steering Committee of AACR2 is meeting in Ottawa and will be discussing an editor for AACR3. Tillet gave an overview of a retrospective cataloging and digitization project for about 2,000 pre-1970 hearings. This project doesn't currently include any cooperation with GPO. The Committee

suggested that some mechanism be found to get these records to depository libraries.

Old Business. OCLC Guidelines for Contributions to WorldCAT. The Cataloging Committee opposes any change in the OCLC "Guidelines for Contributions to WorldCAT". While encouraging libraries to put holdings into OCLC, cost is currently prohibitive to a change in the guidelines. (Julia Wallace moved and it was seconded by Barbie Selby). Gil indicated that GPO is investigating some arrangements in which holding might be automatically posted to OCLC for depository libraries.

New Business.

2005 Conference Proposal (Jim Church). The Committee supports the program Jim proposes, and voted to add itself as an official sponsor of the program. (Barbie Selby moved, David Griffiths Seconded).

ARL Digitization Project. Kristen Clark will contact Prue Adler of ARL expressing the Cataloging Committee's interest and support of the ARL initiative.

Education Committee
Holiday Inn – Pacific Ballroom A
Sunday, January 11, 2004, 2:00-5:30 pm
Barb Mann, Chair
Constance Reik, Secretary

Old Business.

@ Your Library Update. Beth Clausen is forming a task group to develop a campaign plan and cost estimates and will be inviting members from the three Task Forces, Development and Publications Committee to participate.

Information Literacy Poster Sessions. Three program proposals are being developed for ALA Annual 2004: Information Competencies, Statistics Basics, and Competencies for Non-Document Librarians.

Handout Exchange/Clearinghouse. We will combine the two entities; include both names in the title for now; the current subgroup exploring this issue will prepare a final written report by Annual addressing the issues of control and

oversight, design, weeding and new material acquisition and publicity.

Web Page Upgrades. The page will be updated and revised.

New Business. There was discussion about the exploration of Web-based training opportunities. The Chair will be in conversation with FDTF regarding the proposed pre-conference and possibilities for developing future web-based training modules. Exploration of core competencies need to develop further training will also be discussed further at Annual 2004, using the competencies developed for the poster sessions as a starting point.

Government Information Technology Committee (GITCO)
Holiday Inn – Pacific Ballroom A
January 11, 2004, 8:00-11:00 am
John Hernandez, Chair
Michael Smith, Secretary

Attendance: A majority of the committee members were present, along with several guests and representatives from GPO.

Welcome & Introductions – John Hernandez, Chair

Approval of Agenda

Approval of Minutes, Annual 2003

Census Update: Andrea Severson provided an update of recent developments at the Census Bureau and will post a full version of her report to GOVDOC-L shortly after this conference.

Liaison Reports

Reports were faithfully submitted for the following: FDTF – John Hernandez (for Amy Stewart-Mailhot), IDTF – Carolyn Kohler, SLDTF – Michael Smith

Old Business

Legacy CD-ROM software issues:

At Annual 2003, two work groups were formed to address legacy CDs. During today's meeting the GITCO Chair requested clarification of the

current membership of these groups and reiterated their charges.

The first group is charged to build a document or database published in tangible format with a list of questions to ask when evaluating CDs. This group consists of Carolyn Kohler, Amy West, George Barnum, and Cindy Etkin as liaison to GPO. This group has begun to develop a list of CD-ROM specifications using the CD-ROM Documentation Database's data dictionary as a starting point. The work group will collect feedback from committee members and others concerning additional specifications to be added to the list. They will report their results to GITCO one month after this conference.

The second work group is charged with performing the review and consulting with outside people to develop an overall process. This group consists of John Hernandez, Megan Dreger, Cathy Hartman, Wendy Mann, Suzanne Holcombe, Tom Byrnes, and Judy Russell as liaison to GPO. The work group will determine the best way to divide up the work (by agency, by software application, by operating system, etc.) and report back one month after this conference.

Tom Byrnes of the University of Kentucky, in partnership with GPO, has conducted a review of 2,700 CD-ROMs and prepared a detailed report of errors and other concerns. He will share his report with the committee to help inform the tasks of the two work groups.

Status of the Subcommittee on Digital Imaging: The SDI bibliography is still in need of updating; and the sections on digital imaging projects models, mentors for digital projects, and grant-related issues have yet to be filled-in. Mary Horton, chair of the SDI, reported that Sandy Peterson has agreed to work on grants, and that the remaining items will be worked on in time for the next conference. The GITCO Chair also advised that Grace-Ellen McCrann has expressed interest in joining the subcommittee.

New Business

Digital Projects Clearinghouse partnership with GPO: GPO is offering to house the clearinghouse. Judy Russell has assured there will be no jurisdictional problems with including

international and state/local projects. Several questions were raised and discussed. GITCO recognizes that any official partnership with GPO would have to take the form of an action item to be approved by the GODORT membership. At present no such action item is contemplated as the matter is still in discussion, though one will likely be forthcoming.

Judy Russell will conduct meetings with representatives of federal agencies and other interested parties to discuss digitization issues. The GITCO Chair will serve as liaison to these groups.

PDQ Explore software for Census PUMS data: John Hernandez presented material provided by Grace York concerning new software that provides a user-friendly Windows interface for accessing 1980-2000 1% and 5% PUMS. More information can be found at <http://www.pdq.com>. Grace will present a more detailed report on this at the next conference.

Feedback on GITCO website: James Jacobs has requested that any comments be sent to him.

Meeting adjourned 10:55 am.

**GODORT Legislation Committee (I)
Convention Center Room 10
January 9, 2004, 9:30-12:30
Chair, Arlene Weible
Secretary, Becky Byrum**

Committee members present: Arlene Weible (chair), Becky Byrum, Amy West, Maureen Olle, Beth Rowe, Mary Mallory, Susan Kendall, Sherry Mosely.

The meeting was called to order by Arlene Weible and the minutes of the previous meeting were approved as posted.

Reports on committee assignments:

Public Access to Science: Amy West reported that the bill was still in committee.

FOIA-related activity: Susan Kendall reported that H.R. 2417 has been signed into law and is now P.L. 108-177.

ERIC: Becky Byrum reported Ask ERIC and the clearinghouses were taken down on December 19, 2003 and that she will be attending the EBSS-sponsored discussion on Saturday for updates on the current situation.

Critical Infrastructure Information: Maureen Olle reported no change.

Terrorism Information Awareness: Amy West reported no change.

USA PATRIOT Act: Beth Rowe reported that some of the elements to the USA PATRIOT Act 2 are being slipped into omnibus bills.

State level issues: Sherry Mosely announced that the AALL report on state issues will be put on the agenda of the State & Local Task Force. Potential Actions:

GPO/NARA Agreement: Valerie Glenn has drafted a commendation resolution.

Principles on Government Information: This GODORT document has been revised by a subgroup of the Federal Documents Task Force and will be sent up ALA Council through the Committee on Legislation.

Senator Paul Simon draft memorial resolution: Mary Mallory corrected the date of this resolution and it will be sent to the GODORT Councilor.

ERIC Clearinghouse Commendation Resolution: This resolution was written by ACRL's EBSS group and we will take it to the GODORT Business meeting for endorsement.

USA PATRIOT Act resolution: Weible announced that a resolution was coming from the privacy subcommittee of Council on Legislation. The Washington Office has said that the resolution should be focused and will not ask for the repeal of the USA PATRIOT Act.

Other discussion:

A response by the Legislation Committee to the Public Printer regarding fee-based access to government documents will focus on the Principles of Government Information. It was suggested that members of the committee

contact their legislators to make them aware of issues on this topic.

Patrice McDermott announced that the Legislative Action Center on the ALA site lists talking points for issues that affect libraries.

**Summary of additional meetings at the Midwinter Conference
(Prepared by Arlene Weible, Chair)**

Becky Byrum reported that the ACRL-EBSS group is forming a group to monitor changes to ERIC as a result of its new configuration with a private contractor. Becky will alert the group to the Committee's interest in following this work. Beth Rowe will be working with the International Documents Task Force in drafting a congratulatory letter for the U.S. rejoining UNESCO.

Sherry Mosely will monitor the State and Local Documents Task Force efforts to collect more information about states level efforts to provide permanent public access to state government publications.

The committee worked with COL-Government Information Subcommittee on further editing of the Principles on Government Information and the GPO/NARA resolution.

Several committee members also worked on editing of the memorial resolution for Sen. Paul Simon.

While not received in time for consideration by the Legislation Committee, a resolution from the ALA Committee on Legislation, Subcommittee on Privacy entitled: "Resolution On Proposed Amendments To The USA PATRIOT Act" was taken to the GODORT Business meeting for endorsement. The text of these resolutions, as approved by the Committee, are available at the GODORT Legislation web site.

<http://sunsite.berkeley.edu/GODORT/resolutions/index.html#2004>

**GODORT Joint Conference/Membership Committee Meeting
January 9, 2004, 2:00-5:30 p.m.
Convention Center Room 26A
Marilyn Von Seggern, Membership Chair**

The Conference and Membership Committees reviewed drafts of revised Policy and Procedures Manual sections that reflected the separation of duties since the Conference Committee was formed this past year. Revised drafts will be forwarded to the Bylaws and Organization Committee.

**Membership Committee (II)
Wyndham, Diamond II
January 12, 2004, 9:30-12:30
Marilyn Von Seggern, Chair**

Current Projects. The letter and survey the committee has been developing for dropped members was discussed and revisions suggested. The committee's website was examined and several changes were recommended. An account for the committee was recently established at Berkeley and its pages will soon be moved to this new host site. The committee continued to develop content for inclusion on a web page being developed specifically for new and prospective GODORT members. The mentoring program will be discussed at the Annual conference in Orlando. Representatives from task forces and other GODORT committees will be asked to attend and provide assistance in developing a planning document for this program.

New Projects. The committee chair will draft a letter to be sent to new members and will send it out to the rest of the committee via e-mail for comments and revision. The committee began planning for the development of a GODORT brochure and will have an initial draft completed for the full committee's review by the end of February. The committee will begin collecting information about the state of GODORT organizations and will ultimately make this information available on its web site. The committee chair will begin working on arrangement for the new member's lunch at ALA Annual in Orlando.

**Nominating Committee
Manchester Grand Hyatt, America's Cup
January 10, 2004, 8:00-9:00 am
Karen Russ, Chair
Linda Kopecky, Secretary**

Members Present: Judy Horn, Linda Kopecky, Karen Russ (Chair), John Stevenson. Guest: Bill Sudduth. Members Absent: Dena Hutto.

Karen Russ called the meeting to order at 8:05 am. The formal minutes from Midwinter 2003 are pending approval at a later meeting or via e-mail.

Due to technical difficulties, the Nominating Committee website is somewhat out-of-date although the web forms are accurate and working. It was recommended to substitute a link to the committee roster (in the current GODORT Directory) for the listing of individual committee members on the page, to decrease the need to update both pages.

Karen announced Depository Library Council nominations were closed prior to Midwinter; the names and applications were sent to GODORT Steering and have been voted on in accordance with the *GODORT Policies and Procedures Manual* (PPM). The Committee briefly discussed the DLC nominations, procedures, and selection process. The PPM states GODORT Steering may select up to five names to forward to the ALA Executive Board for their consideration and submission to the Public Printer. However, it is unclear if the top five vote getters automatically are forwarded or if the list sent forward should be limited to candidates who received a majority vote from Steering (e.g., if fifteen Steering members voted, candidates receiving eight or more votes would then be forwarded to ALA for further consideration). The Bylaws Committee has been asked to review this issue.

Nominating Committee members have been busy gathering names for the Spring 2004 GODORT ballot. Candidates have been identified for all but one position; committee members and GODORT leaders will continue to contact potential candidates during this conference. The Committee encourages new members to self-nominate for positions of interest.

Nomination materials are due to Karen no later than January 19, 2004 due to ALA's timetable for the mailed ballot. Potential candidates who have not yet submitted their information are encouraged to do so via the appropriate forms on

the GODORT website (preferred) or via a printed or faxed application submitted to Karen.

Karen will present the full slate of candidates to Steering for approval on Tuesday. The meeting was adjourned at 8:57 am.

**GODORT Program Committee (I)
San Diego Convention Center 25a
January 9, 2004, 2:00-4:30 pm
John Stevenson, Chair
Sally Lawler, Secretary**

Present. John Hernandez, Jim Church, Jan Goldsmith, Yvonne Wilson, Kris Kasianovitz, David Utz, August Imholtz, Barbie Selby, Elaine Winske, Kirsten Clark, Kath Jones, Becky Culbertson, and Andrea Morrison.

Minutes. Minutes from ALA Annual 2003 were approved as written.

2004 Pre-Conference. "Make the Most of What You've Got: Improving Access to Government Information in Your Online Catalog". Cataloging Committee's Elaine Winske and Barbie Selby reported that speakers will provide an overview of MARC and GPO cataloging. Librarians will present a set of issues and questions to GPO and ILS vendors. The pre-conference will be publicized on GOVDOC-L and in *DttP*. Target audience is documents and technical services librarians to improve communication.

Preliminary Review of Proposal for 2005 pre-conference, Chicago. "Historical Metadata, Full-Text and Other Live Issues: Another Look at Government Documents from Serial Set to the Silicosis Series and Beyond". David Utz and August Imholtz said the venue will be the University of Illinois, Chicago or Northwestern Law School. Target audience is U.S. historians and librarians interested in full-text searching of primary sources. Pre-conference is intended to be a vehicle for collaboration between the two. Strategies for promotion and marketing to non-ALA members were discussed.

Preliminary review of proposal for 2005 Annual Program. "Cataloging and Preservation of Digital Government Information". Jim Church, State and Local Documents Task Force, believes that archiving

electronic documents should be a top priority in GODORT. All are rare and endangered. Trisha Cruse, Director of Digital Preservation, will present preservation issues, including capturing at-risk political communications. As most documents will be electronic, preservation and access are crucial. The cataloging issue of concern is that the bib record is an historical record of something that existed. Only Colorado has a mandate to preserve electronic documents, but there are many projects for cataloging state documents.

New Business. How do we measure success of GODORT programs and pre-conferences? We decided to develop a form to measure what people like and don't like. We also decided that a survey instrument should be designed to go out on GOVDOC-L to get both attendees' and non-attendees' view points. Also, we might have an observer assess the logistics – how many left in the middle, how program was received, were there too many speakers, and was the room to far away?

There was a brief discussion on a possible joint venture between FDTF, Education Committee and GPO for free continuing education modules on the web. The Education Committee should bring this project forward to the Steering Committee when it is worked through.

GODORT Chair, Andrea Morrison made a visit and advised us about fee structure for non-ALA members who attend pre-conferences.

GODORT Program Committee II
Monday, January 12, 2004
Wyndham Crystal BR 1
San Diego, CA
Chair: John Stevenson
Recorder: Yvonne Wilson

Update on Orlando 2004 Pre-conference
“Make the Most of What You've Got: Improving Access to Government Information in Your Online Catalog”. Two of the speakers Beth Camden, and Jim Noel attended Cataloging Committee discussed their pre-conference presentations, and received feedback from the Committee to refine their topics. Camden reported that ALCTS is interested in co-sponsoring the pre-conference, which would aid in promotion. The Committee has been

promised that GPO will provide a speaker who works closely with the cataloging records.

Update on Orlando 2004 GODORT Program (SLDTF). *“Potholes on the Information Highway: Improving Access to Local Government Information.”* Rich Gause was not present, but Barbara Miller, Chair of SLDTF, has confirmed the list of speakers. A web page announcing and promoting the program has been drafted and will be made live after Midwinter.

Proposal for Chicago 2005 Pre-conference (REGP). *“Historical Metadata, Full-Text, and Other Live Issues: Another Look at Government Documents from the Serial Set to the Silicosis Series and Beyond.”* There were no additional changes made to the pre-conference proposal as a result of the discussion at REGP. Program Committee recommended that additional sponsors, such as LexisNexis, be contacted.

Proposal for Chicago 2005 Program (SLDTF, IDTF, and Cataloging). *“Cataloging and Preservation of Digital Government Information.”* Jim Church presented his draft program proposal to SLDTF, IDTF and Cataloging Committee and has received support for his program. The Task Forces and Committee gave him some additional suggestions for speakers. Stevenson will recommend approval of the proposed 2005 pre-conference and program at Steering II.

New Business. Stevenson solicited program evaluation instruments from those present, which will be discussed by e-mail.

Robin Haun-Mohamed, GPO, asked on behalf of Judy Russell if a meeting had been scheduled for FDLP library directors to meet with the Superintendent of Documents at Orlando. Stevenson reported the Sudduth has arranged a meeting time.

Publications Committee
Convention Center Room 26A
January 9, 2004, 2:00-5:30 pm
Duncan Aldrich, Chair

Introduction. Aldrich reported that there are some inconsistencies in the Procedures and Policies Manual (PPM) in the section on publications that will need to be rectified before ALA annual.

Notable Documents. Linda Johnson reported in the Notable Documents report. Johnson stated that the nomination process is on schedule. Nominees have gone to the notable documents selectors and will be forwarded to the judges.

Treasure Report. Ann Miller, GODORT Treasurer, reported that \$797.51 in royalties were received from LexisNexis for various GODORT publications. Miller led the discussion on the cost of *DttP* and stated that expenditures estimates will exceed revenues by \$11,824. Aldrich requested a summary of *DttP* revenues and expenditures over the past several years to get a clearer picture of the situation. Miller will also factor out how much of the individual member's dues are committed to *DttP*.

***DttP* Report.** Andrea Severson reported that total Revenue is currently \$17,845 while the expenditures are \$28,687 with a net difference of \$11,842. The goal is increase advertising to \$10,000 annually. Severson anticipates annual revenue of \$22,000 within two to three years. There was some speculation that by having *DttP* indexed in other sources besides Library Lit might increase subscriptions. Barb Mann volunteered to explore the possibilities. The question was raised whether the PPM stipulation that *DttP* be funded 40% by advertising and 60% subscriptions is realistic. Currently raising advertising rates next year is under consideration.

Andrea Morrison's Proposal for a book on E-Government. Committee suggested that the book focus more on practices than issues. Committee also thought some further work was needed in developing chapter topics. Chair recommended the concept of using ALA Editions to generate revenues for GODORT and encourages other committee members to encourage Task Forces and Committees to consider possible publications. Chair told Andrea that the Committee is happy to entertain an official proposal as per format indicated in the PPM, and then we will officially consider the content and offer suggestions.

Web Administrator's Report (Christof Galli, Duke University). Major discussion was whether we should consider moving the GODORT Website from Berkeley Sunsite to the

ALA Web-site. It was noted that such move would entail a lot of work. Christof suggested that an ad-hoc committee be established to examine this suggestion. Committee will include: Christof Galli (Chair), Sherry DeDecker, Duncan Aldrich, and Anne Liebst. Christof's term as Web Administrator ends August 1, 2004. A new Web Administrator will be recruited to start August 1st. Christof volunteered to assist the new Web Administrator during the transition, possibly as part of an ad hoc transition team. There was also some discussion of better organizing the Web Managers to more evenly distribute responsibilities.

The meeting was concluded with brief reports from Task Forces.

**Rare and Endangered Government Publications Committee (REGP)
Holiday Inn, Porthole
January 11, 2004, 2:00-5:30 pm
David Utz, Chair**

REGP had two speakers before its business meeting. Dr. Marilyn K Parr, Library of Congress, gave a presentation on the current status of the "Century of Lawmaking For a New Nation; U.S. Congressional Documents and Debates". This is part of Library of Congress American Memory Project. She reviewed the items added in January 2003 and then mentioned the items to be added during the current year. New items will include the U.S. Statutes up to 1950, Senate Executive Journal to 1920, the presidential papers of Madison and hopefully Jackson, and more years of the Congressional Record (still to be determined). Andrew Laas, LexisNexis Academic and Library Solutions, reviewed his company's progress on their efforts to digitize the U.S. Serial Set.

Major items covered during the REGP business meeting were a status report of the Serial Set inventory, report of the committee's 2005 pre-conference on the Serial Set, discussion of a future program dealing with the preservation of local documents, and the idea of pursuing a volume dealing with historical aspects of the Serial Set. The committee also discussed the ARL/GPO plan to digitize a legacy collection.

REGP has no action items to bring forward.