

American Library Association
Government Documents Round Table

Minutes
Annual Conference
June 14-18, 2002

Atlanta, GA

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GODORT First Steering Committee Meeting
ALA Annual Conference, 2002
Friday, June 14th, 2002, 2-3 p.m.
Georgia World Congress Center B218
Cindi Wolff, Chair
Mary Horton, Secretary

Welcome and Introductions. The meeting was called to order at 2:05 pm. Cindi Wolff welcomed everyone. Steering Committee members and audience members introduced themselves.

Adoption of the Agenda. Andrea Morrison moved to accept the agenda and Karen Russ seconded. The agenda was accepted.

Adoption of the Minutes, 1st Steering Meeting, Midwinter 2002 and Steering Reflector Minutes, June 2001 – June 2002. David Griffiths moved to accept the minutes of the First Steering Committee Meeting, Midwinter and the Steering Reflector minutes (June 2001 – January 2002). Karrie Peterson seconded. The minutes were approved.

Announcements. Earl Shumaker will not attend the conference due to recent surgery. A card for Earl was circulated.

Treasurer's Report. Treasurer Tim Byrne reported that GODORT will be approximately \$2,000 in the red this year. Donations for the reception are currently \$2,700, but \$4,000 was budgeted. GODORT has not taken in any advertising revenue. Conference registration fees have not been reported.

Task Force and Committee Reports.

FDTF (Sherry DeDecker, Coordinator): No report.

IDTF (David Griffiths, Coordinator): Chair Griffiths made a clarification: the IDTF meeting will begin at 3:00 pm, not 2:00 pm as listed in the ALA program.

SLDTF (Nan Myers, Coordinator): The SLDFT meeting will begin at 2:30.

Awards (Judy Horn, Chair): No report.

Budget (Tim Byrne, Chair): No report.

Bylaws and Organization (Andrea Severson, Chair): In addition to the program description, Bylaws and Organization will be discussing amendments to Article XV: Amendments.

Cataloging (John Stevenson, Chair): No report.

Councilor (Bernadine Abbot Hoduski, Councilor): Several resolutions are on the schedule, including a resolution on GATT. In order to follow CIPA to the Supreme Court, ALA will need approximately \$3 million additional dollars. ALA is considering setting up another defense fund (in addition to Freedom to Read) to support this, and other, lawsuits.

Education (Karrie Peterson, Chair): Karrie Peterson distributed a draft version of the Education Committee's post-9/11 information kit. Cindi Wolff asked that chairs take this draft back to the committees and task forces for discussion.

GITCO (Eric Forte, Chair): GITCO will be discussing their preparations for the Annual 2003 preconference program.

Legislation (Laura Dickson, Chair): Laura Dickson announced a room change: Legislation 2 scheduled for 2 – 4 pm on Saturday will be in GWCC A315.

Membership (Karen Russ and Earl Shumaker, Co-Chairs): No report.

Nominating (Louise Treff-Gangler, Chair): No report.

Program (Bill Sudduth, Chair): Bill Sudduth distributed flyers for Monday's program (9:30-12:30). Ann Miller will see that the door sign is modified since ALA has published the wrong time (8:30 start time) in the program. The preconference went very well; there were 40 registrants and 35 attendees.

Publications (Andrea Morrison, Chair): LexisNexis has printed the GODORT brochure and the updated GODORT History. The old version of the history has been digitized and the possibility of posting it on the web is being explored. The Publications Committee is also discussing GODORT's publications presence on the web. The Committee also encourages people and groups to think about for-profit publications projects. The Committee is available to work with people who are interested in pursuing such projects.

Rare and Endangered (John Phillips, Chair): No report.

Scheduling Committee (Ann Miller, Chair): Please report equipment and scheduling issues to Ann Miller.

Ad Hoc Committee on Digitization of Government Information (Cathy Hartman, Chair): Cathy Hartman submitted the Committee's report to GODORT Chair Cindi Wolff. There will be an open forum to discuss the report on Sunday morning at 9:30 am. *Chair Wolff* thanked Cathy, the Committee and all subgroups for their excellent work. Ann Miller moved to accept the Committee's admirable report and Sherry DeDecker seconded the motion. The motion passed and the report was accepted.

GIS/GODORT Task Force on Restrictions on Access to Government Information
Duncan Aldrich will be giving an update on Monday. Duncan and Gary Cornwell are co-chairing a subcommittee that is looking at restrictions on government information in the post-9/11 atmosphere, with a special focus on the Patriot Act. The four subcommittees of

the Task Force are looking at the historical perspective, the current crises, library advocacy, and legal issues. Sherry DeDecker, Laura Dickson, Cindi Wolff, Cathy Hartman, and Ridley Kessler are other GODORT members serving on this Task Force.

Old Business. Andrea Sevetson moved that Mary McInroy, University of Iowa, be nominated as GODORT's second CUAC liaison (Donna Koepp is our other liaison). John Phillips seconded and the motion passed.

Cindi Wolff also asked for nominations for the second GODORT liaison to IFLA, as Helen Sheehy's term is ending. The name of the second liaison is due following Annual to Michael Downing, ALA Chapter Relations Office and International Relations Office.

New Business. Cindi Wolff and Cass Harnett will meet with Deborah Davis to discuss a possible Government Information @your library program. Ms. Davis is in charge of the @your library program in the ALA Chicago Office.

Cindi Wolff is giving an introduction to GODORT at the NMRT Roundtable Breakout Session, Saturday, June 15, 2002, 8:30 am – 10:30am, Hyatt Regency Atlanta, International Ballroom.

Chair Wolff introduced a letter that FAFLRT has written to ALA expressing concern over the support they are receiving from the ALA Washington Office, including the fact that FAFLRT's (and GODORT's) support staff person, Pat May, has not attended an annual conference in three years. Prior to conference, Cindi Wolff met with Patrice McDermott, Pat May and Lynn Bradley to share GODORT concerns. Cindi, Bill Sudduth and Tim Byrne will meet with Mary Ghikas, Executive Director of Programs and Services, and the president of FAFLRT on Saturday, 1-2pm, at the Washington Office Table to discuss the situation.

Bill Sudduth has sent a letter to our CLA counterparts in preparation for 2003 Annual in Toronto.

ACRL will be hosting a celebration of the life of Sharon Hogan today (Friday) 4 – 5 pm, GWCC B406-407.

The IRRT orientation is today (Friday) 4:30 – 6:00 pm, GWCC A302.

The GODORT Booth number is 3362. The silent auction to benefit the David Rozkuszka Scholarship fund begins Saturday and ends at noon on Monday.

Adjourn. Ann Miller moved to adjourn and Bill Sudduth seconded. The meeting adjourned at 3:00 pm.

GODORT Second Steering Committee Meeting
ALA Annual Conference
Tuesday, June 18th, 2002, 9:30-12:30pm
Georgia World Congress Center, B213
Cindi Wolff, Chair
Mary Horton, Secretary

Welcome and Introductions. Chair Cindi Wolff called the meeting to order at 9:40 am. Members of the Steering Committee and audience introduced themselves.

Adoption of Agenda. Bill Sudduth moved that the agenda be adopted. Laura Dickson seconded and the agenda was adopted.

Adoption of Minutes, 2nd Steering Meeting, Midwinter 2002. Laura Dickson moved that the minutes from second steering Midwinter be approved. Karen Russ seconded and the minutes were approved.

Announcements. Task Force Coordinators and Committee Chairs are asked to forward their attendance sheets to the new GODORT Secretary, Angela D. Bonnell, following conference. The *DttP* deadlines are June 28, 2002 and September 13, 2002. Meeting minutes due to the GODORT webmaster, Christof Galli, by June 28, 2002. Meeting summaries for *DttP* are due to Cindi Wolff, Immediate Past Chair, by June 24th.

Reports and Actions

FDTF (Sherry DeDecker, Coordinator): No report or action items. The FDTF is planning to oversee the work of three task forces that will be collecting information from librarians who have been asked to withdraw government information. This work will be done in coordination with the GIS/GODORT Task Force on Restrictions on Access to Government Information.

IDTF (David Griffiths, Coordinator): No action items. As there is some confusion regarding the nomination of GODORT's IFLA representative, David Griffiths will be working on clarifying language for the PPM that will be submitted at the next Steering meeting.

SLDTF (Nan Myers, Coordinator): No action items. The housing agreement for archival materials between GODORT and UCLA has been signed. A copy will be placed in the ALA/GODORT liaison's files. Information regarding this housing agreement will also be added to PPM Chapter 22, "Who Has What."

Awards (Judy Horn, Chair): No action items. Two vendors have asked that the names of awards (CIS/GODORT/ALA "Documents to the People" Award and Readex/GODORT/ALA Catharine J. Reynolds Research Grant Award) be changed. Chair Cindi Wolff asked that the Awards Committee review the names of the awards and gather information from other divisions and round tables for comparison. The Awards Committee will report the results of this review to Steering.

Budget (Tim Byrne, Chair): Tim Byrne reported that he had received a large number of contributions during the conference: \$1,300 for the reception and \$4,700 for the Rozkuszka Scholarship.

Bylaws and Organization (Andrea Sevetson, Chair): Andrea Sevetson moved that the following language should be added to each of the PPM sections listed below: In the absence of a committee member who can serve as web manager, the Committee Chair may, with the approval of the GODORT Steering Committee, appoint a person to serve as the Committee's Web Manager in an ex-officio, non-voting, role

The PPM sections affected include: Ch. 11, Sec. II, Bylaws and Organization; Ch. 12, Sec II, Cataloging; Ch. 13, Sec III, Education; Ch. 14, Sec III, GITCO; Ch 15, Sec II Legislation; Ch. 16, Sec IA, Membership; Ch. 18, Sec III, Program; Ch. 19, Sec I, Publications; Ch. 20, Sec III, REGP.

Laura Dickson seconded the motion and the motion passed.

Andrea Sevetson also introduced the following suggested changes to Bylaws Article XV: Amendments. The wording in section 1 will now read "notice of the proposed version has been sent to members via govdoc-l or published in DttP at least thirty days prior to the meeting." Cindi Wolff suggested that govdoc-l be replaced by the phrase relevant listservs. The rationale for this change is to have the information regarding changes disseminated as widely as possible.

Cataloging (John Stevenson, Chair): No action items.

Councilor (Bernadine Abbot Hoduski, Councilor): No report.

Education (Karrie Peterson, Chair): Barbara Miller reported for the Committee that the post-9/11 information kit has been approved by the Publication Committee (leaving out the presidential papers issue) and has been posted on the Education Committee's web page. A notice will be sent to govdoc-l, *American Libraries* and the Washington Office. After a comment period, the information kit will be presented to the Steering Committee for approval.

The Committee is also creating a subcommittee to examine the overlap between the Committee's Clearinghouse and the Handout Exchange. Anne Liebst, Steven Woods, Grace York and Larry Romans will be serving on this committee.

GITCO (Eric Forte, Chair): Cathy Hartman reported for the Committee. She notified Steering that the PPM will be changed to reflect the creation of a new GITCO subcommittee as a result of the Ad Hoc Committee on Digitization of Government Information's report.

Legislation (Laura Dickson, Chair): No action items. Laura reported that all resolutions approved at the Business Meeting passed COL without amendment.

Membership (Karen Russ and Earl Shumaker, Co-Chairs): Karen Russ asked that Chair Wolff write a letter to Gayle Christian officially thanking her for her work on local arrangements.

Nominating (Louise Treff-Gangler, Chair): Cathy Hartman reported for the Nominating Committee. They are already in the process of seeking nominations for GODORT offices and the Depository Library Council.

Program (Bill Sudduth, Chair): Plans for the Toronto preconference on the digitization of government information are well underway. A list of good speakers has been developed and the plan is to have a day-and-a-half workshop. Planning for this preconference will require a lot of coordination between Membership, GITCO, Publications, and the Washington Office.

There are several possibilities in the works for an Orlando preconference. Cataloging is working on a proposal for cataloging for noncatalogers. SDLTF is thinking about a program covering municipal/county/local resources. FDTF is in the preliminary stages of preparing a program for 2004 on services to incarcerated persons.

Publications (Andrea Morrison, Chair): Andrea thanked Sandy Peterson and Larry Romans for their work on the updated *GODORT History* and asked that Chair Wolff write them an official thank you letter. Andrea also asked that a letter be written to Debora Cheney thanking her for her work on the book *The Complete Guide To Citing Government Information Resources : A Manual*. Andrea also announced that Dan Barkley and Susan Tulis are working on the eighth edition of *Directory Of Government Document Collections & Librarians*.

The Committee wants to encourage anyone interested in pursuing a publication project that has revenue potential for GODORT.

Cindi Wolff requested that the Publications Committee pursue the possibility of including the *GODORT History* in the ERIC system. Also, the Committee will look in to the possibility of publishing information from last year's preconference, "19th and Early 20th Century Federal Documents: Research Avenues and Access Tools."

Rare and Endangered (John Phillips, Chair): No action items.

Scheduling (Ann Miller, Chair): No report.

Ad Hoc Committee on Digitization of Government Information (Cathy Hartman, Chair): Ann Miller moved that the recommendations in the Committee's report be sent to the incoming Steering Committee for implementation. David Griffiths seconded the motion and the motion passed.

GIS/GODORT Task Force on Restrictions on Access to Government Information
The FDTF will be working to create a clearinghouse for information on librarians who have been asked to remove government information.

Old Business

Cass Hartnett, Dena Hutto and Cindi Wolff had a good meeting with the people in charge of the @your library program with the idea of creating a Government Information @your library campaign.

Tim Byrne, Bill Sudduth and Cindi Wolff meet with Washington Office staff to express our concern with lack of administrative support, especially regarding the fact that our liaison, Pat May, has not been sent to the past three Annual Conferences. Another concern centers around turn-around time involved in conference scheduling and the fact that we have to funnel everything through the Washington Office. Andrea Sevetson moved that GODORT write a letter to the new ALA Executive Director requesting that GODORT's liaison relationship for administrative functions be moved to the Chicago Office. Ann Miller seconded this motion and the motion passed. Andrea will draft such a letter and send it to Steering for comment. The letter will be sent to the ALA Executive Director from the GODORT chair. It should be noted that the feeling of the Steering Committee is that we have received excellent support on policy issues from the Washington Office; it is only in the administrative area that we have had problems.

Letters from the GODORT Chair, January 20th to date

New Steering Committee 2002/2003

Cindi thanked the current Steering Committee for their work.

Andrea Sevetson moved that the slate of new committee members and chairs be approved. Ann Miller seconded the motion and the slate was approved.

New Business

The New Steering Committee Members took their seats.

Bill Sudduth again thanked the outgoing members of Steering for their work and the incoming members of Steering for their agreement to serve. The new Steering Committee members introduced themselves.

Bill introduced the idea that it is time to consider establishing a conference committee. The Membership Committee needs to be a member services committee with focus on recruitment and retention. At the present time Membership spends much of its time on conference arrangements. This idea will be under study.

Sandy Peterson suggested the need for a development committee as well. This issue will also be reviewed.

Also, several PPM changes need to be reviewed. There is a need to set language for solicitations and how that affects other income. A mechanism for coordinating information on fund-raising must be set up.

Cass Hartnett moved that Education, Publications and FDTF work collaboratively to be in touch with Deborah L. Davis to have Government Information @your library materials

available at Midwinter. Dan Barkely seconded the motion. Cindi Wolff made a friendly amendment that Dena Hutto, Education Committee Chair, coordinate GODORT's efforts to work with Deborah L. Davis of ALA's @ your library program. Karen Russ seconded and the motion passed.

Adjourn

Susan Tulis moved to adjourn. Andrea Sevetson seconded and the motion passed. Chair Bill Sudduth adjourned the meeting at 12:05 pm.

GODORT Business Meeting
ALA Annual Conference, 2002
Monday, June 17, 2002, 2-5:30pm
Atlanta Marriott Marquis, Sydney
Cindi Wolff, Chair
Mary Horton, Secretary

Welcome and Introductions. Chair Cindi Wolff called the meeting to order at 2:05 pm.

Adoption of Agenda. Laura Dickson moved to adopt the agenda. Dan Barkley seconded and the agenda was adopted.

Approval of Midwinter Business Meeting Minutes, January 2001. Ann Miller moved that the minutes of the Midwinter 2001 Business Meeting be approved. Andrea Severson seconded the motion. Andrea Morrison proposed an amendment that Lexis-Nexis be referred to as the printer of the brochure and history, rather than the publisher. The motion passed and the minutes were approved as amended.

Announcements. Meeting minutes should only be sent to Christof Galli, GODORT web manager. Send summaries of activities to Cindi Wolff for her *DttP* column as Immediate Past Chair. The *DttP* deadline is June 28, 2002.

Treasurer's Report. Treasurer Tim Byrne reported that GODORT should see between \$35,000 - \$36,000 in revenues this year, but will expend approximately \$37,000 leaving an overexpenditure of \$1,000 -- \$2000. Tim has received money during the conference in the amount of \$5,625. This amount includes over \$4,000 in donations to the David Rozkuszka Scholarship fund.

Reports from Task Forces and Committees

FDTF (Sherry DeDecker, Coordinator): The *FDTF* is working on reviving the Agency Liaison Program as an electronic working group and will revise the PPM accordingly.

The *FDTF* Task Force on Permanent Public Access has begun work. The Task Force will review the *GODORT Principles on Government Information White Paper* and will present recommendations during Annual 2003.

Coordinator DeDecker asked that the GODORT Chair send a letter through ALA regarding the Andrew Card memo (the limiting of "unclassified but sensitive" information). Dan Barkley moved that the Chair write this letter, Vickey Baggott seconded and the membership approved.

After a discussion of the Essential Titles List, Sherry announced that she will send an e-mail to govdoc-l soliciting recommendations for additions to this list. Also, Robin Haun-Mohamed has agreed to notify govdoc-l if a title drops off the list.

IDTF (David Griffiths, Coordinator): David Griffiths presented the following resolution:

MEMORIAL RESOLUTION FOR ROSEMARY ALLEN LITTLE

WHEREAS, Rosemary Allen Little was a lifelong champion of access to government information; and

WHEREAS, Rosemary was a charter member and president of the Documents Association of New Jersey; and

WHEREAS, Rosemary helped found the American Library Association's Government Documents Round Table (GODORT), through which she furthered awareness of international and foreign government documents, and in which she held numerous positions, including chair of the Workgroup on International Documents (1981-1984) and liaison to the ALA International Relations Committee (1996-2001); and

WHEREAS, Rosemary served as a leader by encouraging the exchange of professional knowledge among librarians world-wide and provided longtime service within the International Relations Round Table (IRRT) of the American Library Association; and

WHEREAS, Rosemary held several positions within the ALA International Relations Committee and served there with distinction as a member from 1986 to 2001; and

WHEREAS, Rosemary served as a mentor to a large number of librarians at various levels in the documents and broader professional community; and

WHEREAS, Rosemary's career began at Princeton University, where she was appointed as a reference librarian in 1961 and was then promoted to the position of Public Administration Librarian in 1964; and

WHEREAS, Rosemary was widely recognized for the expertise she shared with the Princeton student and scholarly community and for the development of a model outreach and instruction program; and

WHEREAS, Rosemary's selfless dedication to the promotion of government information, user education, global exchange of professional knowledge, and mentorship of new librarians is widely recognized; and

WHEREAS, Rosemary's career path constitutes a model of excellence in the areas of mentorship, professional development, and international engagement that should be emulated and widely acknowledged; now, therefore, be it

RESOLVED, that the American Library Association honor Rosemary Allen Little for her lifelong work supporting access to government information, mentorship, and exchange of professional knowledge across national boundaries; and be it further

RESOLVED, that copies of this resolution be sent to Rosemary's family, the President of Princeton University, the Princeton University Librarian, the Princeton University Library staff, and the Documents Association of New Jersey.

Ann Miller moved that the membership endorse this resolution. Duncan Aldrich seconded the motion and the membership voted to endorse the resolution.

SLDTF (Nan Myers, Coordinator): No report.

Awards (Judy Horn, Chair): No report.

Budget (Tim Byrne, Chair): No report.

Bylaws and Organization (Andrea Sevetson, Chair): Andrea Sevetson introduced four changes to the Bylaws for approval by membership

Proposed Bylaws Changes

The following proposed Bylaws changes were presented to, and approved by, the GODORT Steering Committee on January 22, 2002.

Proposed deleted language – ~~striketrough~~

Proposed new Language – italics

Proposed changes to Article X: Standing Committees, sections d, f.

Section 3.

The Round Table shall have the following standing committees:

CHANGE 1:

d. Membership Committee. ~~This committee is composed of nine members appointed by the GODORT Chair with the approval of the Steering Committee to staggered two year terms.~~ *This committee is composed of nine members appointed by the GODORT Chair to staggered two-year terms, and the immediate Past GODORT Chair. . . .*

Andrea Sevetson moved that the membership accept this change. Dan Barkley seconded the motion and the motion passed.

CHANGE 2:

f. Publications Committee. This committee is composed of ~~eleven~~ *nine* members, including a Chair, a Vice-Chair/Chair-Elect elected annually, ~~the Immediate Past GODORT Chair~~, the GODORT Treasurer, the Editor of Documents to the People (DttP) (non-voting), The GODORT Website Administrator who also serves as the editor of the GODORT Policies and Procedures Manual (non-voting), the Chair of the Notable Documents Panel, ~~the Chair of the Editorial Review Board~~, and one representative from each of the Task Forces appointed to staggered two-year terms. The Publications Committee shall have the responsibility of:

. . .

~~(2) Publishing from time to time appropriate bibliographic or other special publications by an for the benefit of document librarians and others; Approving any publications produced under the auspices of ALA/GODORT;~~

...

(5) ~~Maintaining the~~ *Directing the maintenance of the GODORT Policies and Procedures Manual and the GODORT Web site; recommending and submitting for endorsement to the GODORT Steering Committee the GODORT Web Administrator;*

(6) ~~Maintaining the GODORT web site.~~ *Functioning as publisher of DttP. Recommending and submitting for endorsement to the GODOROT Steering Committee the DttP editor, and endorses the members of the DttP Editorial Board upon recommendation of the DttP editor.*

Andrea Sevetson moved that the membership accept these changes; Karrie Peterson seconded and the motion passed.

Proposed changes to Article V: Duties of the Officers.

CHANGE 1:

Section 2. Assistant Chair/Chair-Elect.

The Assistant Chair/Chair-Elect shall serve as a member of the Nominating Committee, ~~and~~ the Budget Committee, *the Schedule Committee*, and as Chair of the Program Committee.

Andrea Sevetson moved that the membership accept these changes; Julia Wallace seconded and the motion passed.

CHANGE 2:

Section 3: Immediate Past Chair.

The Immediate Past Chair shall serve as a member of the Executive Committee, the Steering Committee, the Budget Committee ~~and~~ the ~~Publications~~ *Membership* Committee ~~and the Schedule Committee~~ and shall perform such duties as assigned by the GODORT Chair.

Andrea Sevetson moved that the membership accept these changes; Julia Wallace seconded and the motion passed.

Andrea Sevetson also announced that the Bylaws and Organization Committee will be studying and proposing changes to Bylaws Article XV: Amendments, concerning the language dealing with notice and publication of the proposed changes in *DttP* at least thirty days prior to a membership meeting.

Cataloging (John Stevenson, Chair): Chair Stevenson reported that the Cataloging Committee is working on a preconference proposal for Annual 2004 on the topic of cataloging for noncatalogers.

Education (Karrie Peterson, Chair): The Education Committee is organizing a subcommittee to review the overlap between the Handout Exchange and the Committee's Clearinghouse. Larry Romans, Grace York and Anne Liebst are serving on this subcommittee.

The Committee's *Principles on Information Literacy* will be amended by the *Principles for the Networked World*. Send comments to Dena Hutto by July 15th.

The post-9/11 information packets (chronology, web resources, bibliography) have been vetted by the Publications Committee and presented to the Steering Committee. The information packet will be posted on the Education Committee's web site; comments should be sent Dena Hutto by July 15th.

GITCO (Eric Forte, Chair): Cathy Hartman reported for the Committee. As a result of the Ad Hoc Committee on the Digitization of Government Information's Report, *GITCO* is planning to create a subcommittee to deal with digitization projects. *GITCO* will be forwarding changes to the PPM regarding this subcommittee.

Legislation Committee (Laura Dickson, Chair): Laura Dickson introduced the following resolutions from the Legislation Committee.

RESOLUTION COMMENDING MICHAEL F. DIMARIO

WHEREAS, Michael F. DiMario has served as the 23rd Public Printer of the United States; and

WHEREAS, Mr. DiMario has brought to the office of Public Printer over thirty years of experience in several high-ranking positions in the Government Printing Office (GPO); and

WHEREAS, during Mr. DiMario's tenure as Public Printer, the GPO has achieved significant advances in printing and information dissemination and has been named the top in-plant operation by *In-Plant Graphics* magazine for four years in a row (1998-2001); and

WHEREAS, as directed by Congress and in close consultation with library community, the GPO under Mr. DiMario has successfully created a more electronic Federal Depository Library Program (FDLP) without losing sight of the principles on which the program was founded; and

WHEREAS, the award-winning *GPO Access*, created under Mr. DiMario's guidance, is one of the primary reasons for the success of the more electronic FDLP; and

WHEREAS, *GPO ACCESS*, one the largest and most used government web sites, serves as a model for free permanent public access to electronic Federal government information with well over one billion documents retrieved since it went online eight years ago; and

WHEREAS, Mr. DiMario has routinely sought and used the input of librarians and other Federal government information users in order to ensure that changes in policies and procedures at the GPO enhance, not limit, access to information; now, therefore, be it

RESOLVED, that the American Library Association commend Michael F. DiMario, 23rd Public Printer of the United States, for providing the leadership through which the Government Printing Office has shown innovation in printing and electronic dissemination as well as the promotion of free and permanent access to government information for all.

Ann Miller moved that GODORT endorse in principle this resolution commending Michael DiMario. Sherry DeDecker seconded the motion and the motion passed.

RESOLUTION COMMENDING FRANCIS J. BUCKLEY, JR.

WHEREAS, Francis J. Buckley, Jr. has served as the Superintendent of Documents since December 1997 promoting the people's "right to know" and continuing the electronic transition of the Federal Depository Program; and

WHEREAS, Mr. Buckley has been an active member of the American Library Association since 1974 serving on Council and chairing the Government Documents Round Table and a number of committees, including the Ad Hoc Committee to Form a Coalition on Government Information and the ALA Committee on Legislation Subcommittee on Government Information; and

WHEREAS, for more than twenty years he has been an advocate for reform of laws affecting the dissemination of government information serving as a member of the Ad Hoc Advisory Committee on the Revision of United *States Code Title 44* of the U.S. Joint Committee on Printing, chairing the Inter-Association Working Group on Government Information Policy, and serving as a former member and chair of the Depository Library Council to the Public Printer; and

WHEREAS, he has a distinguished record of service in public libraries, serving as director of the Shaker Heights (OH) Public Library from 1994 to 1997 and holding numerous positions in the Detroit Public Library from 1966 to 1994 including working as a reference librarian, documents specialist, and Associate Director for Public Services; and

WHEREAS, Mr. Buckley served as President of the Michigan Library Association and the Michigan Documents Round Table, and has been active in several state library associations; and

WHEREAS, he also has a long standing record of civic involvement including serving as an advocate for literacy programs and intellectual freedom issues; now, therefore, be it

RESOLVED, that the American Library Association commend Francis J. Buckley, Jr. for his dedication and service to the Federal Depository Library Program and to ensuring free and equitable public access to government information; and be it further

RESOLVED, that the American Library Association commend Francis J. Buckley, Jr. for his leadership in and advocacy of libraries and government information through his

service on ALA council and committees, on the Government Documents Roundtable and government and inter-association bodies.

Tim Byrne moved that GODORT endorse in principle this resolution commending Francis Buckley. Vickey Baggott seconded the motion and the motion passed.

RESOLUTION ON SUPERINTENDENT OF DOCUMENTS FY 2003 SALARIES AND EXPENSES APPROPRIATIONS

WHEREAS, public access to government information is vital to a democratic society and the economic well-being of the nation and the American public; and

WHEREAS, the Government Printing Office (GPO) Federal Depository Library Program (FDLP), reaches the entire nation through the geographically dispersed system of over 1,300 depository libraries and is the primary provider of no-fee public access to federal government information regardless of format; and

WHEREAS, GPO supports the information needs of businesses, researchers, students, and the general public through the Federal Depository Library Program; and

WHEREAS, over 225,000 electronic titles are available to the public through the award-winning *GPO Access* system which attracts 31 million downloads per month; and

WHEREAS, user needs cannot be met exclusively by electronic dissemination, thereby requiring GPO to maintain multiple format distribution systems; and

WHEREAS, this request ensures current and permanent public access to government information through partnership programs with federal agencies and depository libraries, electronic government information locator services, bibliographic control of electronic government information and the International Exchange Program; now, therefore, be it

RESOLVED, that the American Library Association urge Congress to fund fully the Government Printing Office S&E appropriations for FY 2003 at \$34.1 million requested by the Public Printer; and, be it further

RESOLVED, that the American Library Association urge Congress to reaffirm the government's responsibility to provide federal government information products in formats most appropriate to the public's needs and to ensure the permanent public access of federal information in all formats; and, be it further

RESOLVED, that the American library Association urge Congress to reaffirm its commitment to GPO Access and the Federal Depository Library Program services and collections and to sustain critical functions, such as collecting, producing, cataloging, indexing and distributing government publications from other agencies, and the continuation of the International Exchange Program

John Stevenson moved that GODORT endorse this resolution in principle. Andrea Severson seconded the motion and the motion passed.

RESOLUTION ON EXECUTIVE AGENCY PROCUREMENT OF PRINTING AND DUPLICATING

WHEREAS, the Office of Management and Budget (OMB) Memorandum M-02-07 proposes executive branch policy allowing agencies to produce or procure their own printing without going through the Government Printing Office (GPO); and

WHEREAS, the impact on public access to government information through the Federal Depository Library Program was inadequately addressed by the memorandum; and

WHEREAS, OMB has recommended that Chapter 48, Subpart 8.8 of the *Code of Federal Regulations* (Federal Acquisitions Regulations) be amended to reflect the policy outlined in OMB Memorandum M-02-07; and

WHEREAS, public comment on the proposed regulations to amend the Federal Acquisitions Regulations has not yet been requested; and

WHEREAS, Title 44, Section 501 of the *United States Code* requires Executive branch agencies to procure their printing through GPO; and

WHEREAS, for over a century GPO's role as central coordinator of printing has facilitated the procuring, indexing, cataloging, and distributing of government information; and

WHEREAS, the decentralization of printing for executive agencies as proposed in the memorandum would disrupt the efficient link between production and cataloging, indexing and distribution of government information; and

WHEREAS, the decentralization of printing would disrupt the dissemination of government information through the Federal Depository Library Program, the GPO Sales Program, the Library of Congress International Exchange Program, By-Law distribution to the National Archives, Senate and House Libraries, the Library of Congress and *GPO Access*; and

WHEREAS, OMB claims there will be savings of \$50 million to \$70 million by permitting agencies to perform or procure their own printing, while GPO's analysis shows that if all executive branch printing were to be removed from GPO, the cost to the Government could potentially increase over current levels by \$231.5 million to \$335.2 million in the first year, and from \$152.8 million to \$256.5 million annually thereafter; and

WHEREAS, a recent study from the Department of Health and Human Services, *Review of the National Institutes of Health Printing Program*, documented that large amounts of government information produced outside of GPO are not sent to depository libraries in compliance with Title 44, Chapters 17 and 19 of the *United States Code*; and

WHEREAS, a 1998 management audit of GPO by Booz-Allen & Hamilton, Inc., under contract to the General Accounting Office found widespread support in the executive branch for GPO's services; and

WHEREAS, the American Library Association has long supported a centralized procurement program for printing services; now, therefore be it

RESOLVED, that the American Library Association urge OMB to ensure executive agencies compliance with Title 44 of the *United States Code*; and be it further

RESOLVED, that the American Library Association urge OMB to solicit public comment on the proposed regulations to amend the Federal Acquisitions Regulations through the Federal *Register*; and be it further

RESOLVED, that the American Library Association urge appropriate Congressional committees to hold hearings on OMB Memorandum M-02-07 to assess and address its fiscal impact and potential effect on dissemination to Federal Depository Libraries and public access to government information.

Andrea Sevetson moved that GODORT accept this resolution in principle. Bill Sudduth seconded the motion and the motion passed.

RESOLUTION CONCERNING H.R. 4187, PRESIDENTIAL RECORDS ACT AMENDMENTS OF 2002

WHEREAS, the Presidential Records Act of 1978, 44 USC 2201-2207, affirmed the public's legitimate right of access to presidential records; and

WHEREAS, Executive Order 13233 substantially limits that right by giving incumbent and former presidents expanded veto power over any public release of materials by the Archivist of the United States; and

WHEREAS, Executive Order 13233 restricts the public's access to information by invoking vastly expanded assertions of Constitutional executive privilege over public information; and

WHEREAS, H.R. 4187, the Presidential Records Act Amendments of 2002, would amend the Presidential Records Act by establishing procedures for the consideration of claims of constitutionally based privilege against disclosure of presidential records; and

WHEREAS, H.R. 4187, would allow privilege claims only by the former president during whose term of office the record was created, and by the incumbent president; and

WHEREAS, H.R. 4187, would require that these claims state the nature of the privilege and the specific grounds for the claim; and

WHEREAS, H.R. 4187, would place strict limits on the time allowed for the submission of claims and on any related embargo on the release of public records; and

WHEREAS, H.R. 4187, upon the expiration of these statutorily defined periods, would require the Archivist to make publicly available any records subject to a privilege claim submitted by a former president unless otherwise directed by a court order; and

WHEREAS, H.R. 4187, would nullify Executive Order 13233; therefore, be it

RESOLVED, that the American Library Association reaffirm its support of the public's legitimate right of access to presidential records; and be it further

RESOLVED, that the American Library Association support H.R. 4187, the Presidential Records Act Amendments of 2002, and encourage its members to ask their legislators to co-sponsor and support the enactment of H.R. 4187 by the end of the 107th Congress.

Bill Sudduth moved that the GODORT membership endorse in principle this resolution. Sherry DeDecker seconded the motion and the motion passed.

RESOLUTION ON AGENCY GUIDELINES ON INFORMATION QUALITY

WHEREAS, the people's right of access to government information is the cornerstone of our democratic society; and

WHEREAS, continued and permanent public access to government information must be maintained to ensure the present and future accountability of the government; and

WHEREAS, delay or removal of government information inhibits public access and the public's ability to use and evaluate government information and assess government activities and

WHEREAS, the Office of Management and Budget, in response to Section 515 of the Treasury and General Government Appropriations Act for FY 2001 (Public Law 106-554), has issued Information Quality Guidelines (66 FR 49718, September 28, 2001 and as amended 67 FR 8452, February 22, 2002); and

WHEREAS, federal agencies are in the process of drafting Information Quality Guidelines that must be submitted by agencies to OMB for review by August 1, 2002 and that will go into effect on October 1, 2002; and

WHEREAS, ensuring and maximizing the quality, objectivity, utility, and integrity of information disseminated by federal agencies are important goals that must be accomplished in ways that do not restrict or inhibit access to government information; and

WHEREAS, the impact of the proposed OMB guidelines will result in an administrative system that will place additional burdens on agencies, further straining limited resources available for information dissemination activities; and

WHEREAS, the American Library Association supports public access to information collected, compiled, produced, and disseminated by and for the government of the United States; now, therefore, be it

RESOLVED, that the American Library Association urge federal agencies to provide public access to the government information being challenged under the quality guidelines; and be it further

RESOLVED, that the American Library Association urge Congress to hold hearings that assess the impact of the Information Quality Guidelines on dissemination of and public access to government information.

Andrea Sevetson moved that GODORT endorse in principle this resolution and Bill Sudduth seconded. The motion passed.

RESOLUTION ON RESTRICTED ACCESS TO GAO REPORT GAO-01-538R

WHEREAS, open, uninhibited access to Federal government information supports a thriving democracy and ensures government accountability, and

WHEREAS, the right to privacy includes the right to open inquiry without having the subject of one's interest examined or scrutinized by government; and

WHEREAS, the General Accounting Office (GAO) has requested that the Government Printing Office (GPO) remove the report entitled *The Brady Act: Instant Background Check is not Applicable to Antique Firearms, 2001* (GAO-01-538R) from electronic distribution to Federal Depository Libraries; and

WHEREAS, by requiring the submission of personal information for tracking purposes to obtain a copy of the report GAO has restricted access to open and anonymous public information; and,

WHEREAS, GAO has historically offered open, unrestricted access to its other reports; now, therefore, be it

RESOLVED, that the American Library Association urge the General Accounting Office to reverse its decision to remove the report *The Brady Act: Instant Background Check is Not Applicable to Antique Firearms, 2001* from Federal Depository Libraries; and be it further

RESOLVED, that the American Library Association urge the General Accounting Office to reverse its decision to require submission of personal information for tracking purposes to obtain a copy of the report.

Bill Sudduth moved that GODORT endorse this resolution in principle. Andrea Sevetson seconded the motion and the motion passed.

RESOLUTION ON SENSITIVE BUT UNCLASSIFIED GOVERNMENT INFORMATION

WHEREAS, the people's right of access to government information is the cornerstone of our democratic society; and

WHEREAS, public access to government information is vital to maintaining government accountability; and

WHEREAS, the Memorandum from the Information Security Oversight Office and the Office of Information and Privacy, Department of Justice on "Safeguarding Information Regarding Weapons of Mass Destruction and Other Sensitive Records Related to Homeland Security," issued March 19, 2002, accompanying the Memorandum on "Action to Safeguard Information Regarding Weapons of Mass Destruction and Other Sensitive Documents Related to Homeland Security" issued by Andrew Card, requests that all departments and agencies take necessary and appropriate actions to safeguard sensitive but unclassified information and process Freedom of Information Act (FOIA) requests for records containing such information in accordance with the Attorney General's FOIA Memorandum of October 12, 2001; and

WHEREAS, "sensitive but unclassified" has no legal or statutory definition; and

WHEREAS, the American Library Association supports public access to information; and

WHEREAS, the American Library Association recognizes the federal government's legitimate interest in protecting national security and public safety while preserving the public's right to know; now, therefore, be it

RESOLVED, that the American Library Association urge the Information Security Information Office and the Office of Information and Privacy, Department of Justice to remove the "Sensitive but Unclassified" provisions from the Memorandum of March 19th; and be it further

RESOLVED, that ALA urge government agencies to ensure that public access to government information is maintained absent specific compelling and documented national security or public safety concerns.

Bill Sudduth moved that GODORT endorse this resolution in principle. Andrea Severson seconded the motion and the motion passed.

Laura Dickson introduced the following resolution for informational purposes.

RESOLUTION COMMENDING THE GOVERNMENT DOCUMENTS ROUND TABLE ON ITS 30TH ANNIVERSARY

WHEREAS, the Government Documents Round Table (GODORT) was established in 1972; and

WHEREAS, for thirty years, GODORT has championed the public's right to know; and

WHEREAS, GODORT has led the development of government information policy within the American Library Association; and

WHEREAS, GODORT has educated the library profession on government information issues and practices; and

WHEREAS, GODORT has led the development of standards for cataloging, indexing, and bibliographic access to government information; and

WHEREAS, GODORT members have been a source of expertise and strong voice in supporting a broad range of ALA advocacy issues; and

WHEREAS, GODORT has contributed significantly to developing government information policies at all levels of government; and

WHEREAS, GODORT has produced and published a broad range of tools to facilitate access to government information; and

WHEREAS, GODORT has been at the forefront of the electronic transition and the utilization of electronic technologies to improve and enhance public access to government information; and

WHEREAS, GODORT has vigilantly monitored the actions and policies of governments and their impact on public access; and

WHEREAS, GODORT will continue to work to safeguard the public's access to government information in all formats at all levels of government; now, therefore, be it

RESOLVED, that the American Library Association commend the Government Documents Round Table on thirty years of service to the Association and the public.

Laura Dickson also introduced the Draft GIS Analysis of S.803 for informational purposes. It is expected that a resolution regarding S. 803 will not be presented to ALA Council.

Membership (Karen Russ and Earl Shumaker, Co-Chairs). The Membership Committee reported that the GODORT hotel continues to be an issue. GODORT must go through ALA to obtain hotel rooms and cannot obtain all hotel rooms in one place.

The mentor program is successful, with over three dozen mentor/mentee pairs. The GODORT Mentor program is held up as an example for other groups within ALA.

Ten people attended the Advocacy for Rookies program. Erhard Konerding's bibliography from the program will be printed in the next issue of *Administrative Notes*.

Nominating (Louise Treff-Gangler, Chair): Chair Treff-Gangler asked that people begin thinking of nominations for GODORT offices and DLC for next year.

Program (Bill Sudduth, Chair): Chair Sudduth announced that he had already talked to ALA regarding the problems with dates and times as printed in the March *American Libraries* and the conference program. Bill thanked Gayle Christian, Cass Hartnett, and Nancy Kohlenbrander for a very successful preconference. Bill also thanked the State & Local Documents Task Force, particularly Nan Myers and Nancy Kohlenbrander for the Monday morning program.

Publications (Andrea Morrison, Chair): Chair Morrison thanked Larry Romans and Sandy Peterson for their work in updating the *GODORT History*. Thanks were also given to Debora Cheney, whose updated *The Complete Guide To Citing Government Information Resources : A Manual* will be printed by LexisNexis and will generate some revenue for GODORT.

Andrea also urged people to pursue publication projects that would generate revenue for GODORT. The Committee stands ready to assist people who want to pursue this activity.

The Committee is also pursuing increasing GODORT's publication presence on the web.

Rare and Endangered (John Phillips, Chair): The Committee entertained a speaker from Norman Ross during their meeting. Norman Ross is conducting a survey to determine interest in reprinting such titles as the *1909 Checklist* and *Documents Catalog*.

Scheduling (Ann Miller, Chair): No report.

Ad Hoc Committee on the Digitization of Government Information (Cathy Hartman, Chair): The Committee submitted their report at First Steering. Chair Wolff again thanked the Committee for their work.

GIS/GODORT Task Force on Restrictions on Access to Government Information. The Task Force introduced two action items during the Legislation Committee report. They are exploring publishing possibilities for Task Force, perhaps through *DttP*. Cindi Wolff, Cathy Hartman, Ridley Kessler, Cary Cornwell, Duncan Aldrich, Steve Hayes, Laura Dickson, and Jan Fryer are among the GODORT members who are serving on this Task Force and its various subcommittees.

Reports from Liaisons.

IFLA: Debbi Schaubman reported that IFLA will be meeting in Glasgow in August with three programs for GEOPS. The international directory is temporarily stalled. IFLA is working on publishing papers from the Moscow workshop. They are also working on a bibliography project to provide a single list of papers .

CUAC: Mary McIvory (also incoming chair of MAGERT) was approved during the First Steering meeting as GODORT's second representative, along with Donna Koep.

Old Business. Chair Cindi Wolff thanked Sandy Peterson, contributors, and those who placed bids for participating in the silent auction.

Cass Harnett reported on the meeting that she, Cindi Wolff and Dena Hutto attended on the topic of a Government Information @your library program. The ALA marketing staff are willing to work with us to develop multi-media materials. They are interested in the questions we field and the patrons we deal with. Please send ideas regarding this program to Cass Hartnett or Dena Hutto.

New Business. No new business was discussed.

Adjourn. Ann Miller moved to adjourn and Vickey Baggott seconded the motion. The motion passed and Chair Wolff adjourned the meeting at 3:20 pm.

Steering Committee Reflector Minutes
January 22, 2002 – June 12, 2002

Policy and Procedures Manual. The Steering Committee approved the following additions to the Bylaws Ballot: the addition of membership on the Schedule Committee for both the Assistant Chair/Chair-Elect and the Immediate Past Chair and the change in membership of the Immediate Past Chair from the Publication Committee to the Membership Committee. These Bylaws changes will be voted on at the Annual Conference

Appointments. Steering approved the appointment of Amy West to GITCO to fill the term of Victoria Packard.

Nominations. Steering approved the addition of the following names to the election slate: Carolyn Kohler, Bylaws; Dena Hutto GODORT Chair; Aimee Piscitelli Quinn, Bylaws; Anne Liebst, Publications Committee Assistant Chair/Chair-Elect.

GODORT History. The Steering Committee voted to approve the revised GODORT History, authored by Larry Romans and Sandy Peterson.

Speaker Expenses. Steering approved car rental money for Trent Alexander, one of the speakers at the GODORT sponsored program at Annual.

Awards

GODORT Bylaws and Organization Committee
Hyatt Regency Hotel, Techwood Room
Saturday, June 15, 8-9am
Minutes

Attending: Carolyn Kohler, Roberta Palen, Julie Wallace, Andrea Severson (Chair and recorder) Ann Miller, Bill Sudduth.

1) Committee members were asked to review bylaws changes for the past few years and make sure that all of the "accompanying" changes have been made (make sure, if it affects an officer, that the officers duties are changed, as well as any committee, and vice versa).

2) Discuss the process we use to revise the bylaws and problems with that (i.e. getting the info into DttP in time). Ann Miller pointed out that the Bylaws required "notice" but not actual publication of the minutes in DttP. The committee decided that amending the Bylaws & Organization Chapter of the PPM was a better way to proceed. The committee endorsed the following language for inclusion:

2) Changes from the Bylaws Committee for PPM Chapter 11, Bylaws

Section III – Revisions to Bylaws

II a Timeline

(In accordance with Article XV of the GODORT Bylaws) After the Annual Conference or Midwinter Meeting, any changes to the Bylaws that were approved by the Steering Committee to go forward to the membership for a vote have the following procedure:

- proposed changes are posted immediately to the GODORT Website;
- a notice is posted to govdoc-1, and in *DttP* with the text;
- The GODORT Chair will be asked to add a note in the "From the Chair" column reminding members to check the website/*DttP* for the proposed change;
- approximately 30 days before the ballot election or conference, notice is again posted to govdoc-1 reminding people of the election and where the proposals can be found..

III b Format of proposed bylaws:

Bylaws changes should be presented in the following format:

- Proposed language
- Additional Sections Affected by the changes
- Rationale for the changes

IV Bylaws in DttP

A copy of the bylaws shall be forwarded to the DttP Editor for Publication in years ending in 1, 4, and 7.

3) Virtual committee issues – how to proceed – the committee decided not to pursue the discussion at this time.

GODORT Cataloging Committee
Atlanta Sheraton Hotel, Atlanta 3, Atlanta, GA
Sunday, June 16th, 2002, 8:30 a.m. - 12:30 p.m.
John Stevenson, Chair; Esther Crawford, Recorder

Welcome

John Stevenson convened the meeting at 8:30 am.

Presentations

Tad Downing, GPO Cataloging Branch Chief, reported on cataloging activities and developments at the Government Printing Office, including recruitment efforts for catalogers and online fugitive documents identification. Richard Huffine, EPA Library Network Manager gave an overview of resource description and the controlled vocabulary for metadata creation developed by EPA staff. Mary Prophet, Deputy Director/Documents Librarian, Denison University Libraries, led a discussion on the Final Report for The Five Colleges of Ohio Historical Government Documents Cataloging Project.

Adoption of Agenda

Nan Myers moved for adoption of the agenda. The motion passed and the agenda was adopted.

Approval of Minutes

Nan Myers moved for approval of the minutes from ALA Midwinter Meeting 2002. The motion passed and the minutes were approved.

Reports of liaisons on matters of interest to GODORT Cataloging Committee

CC:DA liaison Becky Culbertson reported and asked for comments on the Canadian Cataloging Committee proposed revision to AACR2 Chapter 24.20C1 which LC wants to broaden to read: "Enter a head of government acting in an official capacity who is not also a head of state under the heading for the jurisdiction, followed by the title of the official in the vernacular. Add the inclusive years of the incumbency and the name of the person in a brief form and in the language of the heading for that person." CC:DA is proposing that LC's suggestion be an option, instead of a mandatory change. Our committee was in favor of the suggested change but agreed with CC:DA in having it be optional. One person noted that there may be problems with remembering to eventually provide a closing date when the piece being cataloged was for an official currently in office.

Federal Documents Task Force liaison Nan Myers was unable to attend and John Stevenson reported on the meeting.

International Documents Task Force liaison Kristina Waldron noted that Readex vendor is seeking suggestions for a new indexing project.

State and Local Documents Task Force liaison Rebecca Culbertson asked Nan Myers to report. Nan Myers reported and recommended that this committee watch the partnership

between OCLC and selected states (Arizona, Connecticut and Utah) to catalog state documents.

Old Business

A. Committee Web Pages (John Stevenson): Stevenson reported that similar headers have been added to the toolbox pages so you can easily get from one toolbox to the next. They are continuing to add links to the tools. The toolbox is available at: <http://www2.lib.udel.edu/godort/cataloging/toolbox.htm>

B. Possible Preconference for 2004: Elaine Winske discussed possible topics for a preconference in Orlando on cataloging government documents. She suggested government documents cataloging for non-catalogers as a topic. GPO is interested in participating. Elaine noted that this works well since new AACR rules will be in place in December and suggested that the topic could include rule changes. Other possibilities discussed included serials changes (ex: what constitutes a title change), cataloging of electronic resources for a continuation that is also a book when actually distributed in microfiche (ex: continuation note in microfiche record, but not in online record). The group suggested additional possibilities including communication between reference and cataloging with emphasis on serials and multi format records; cataloging formats; serving the end user through public services in OPAC web design; records in the OPAC and their appearance for patrons; addition of brief records; cataloging electronic resources; and use of the notes field from a reference perspective. Julia Wallace suggested that the group identify the target audience first and discussion resulted in agreement that attendance would be mainly documents librarians and documents processing staff. Discussion about whether the proposed preconference should last a half or whole day resulted in a consensus that an entire day would be necessary. Elaine will facilitate continuation of discussion of the preconference topic through GOVDOC-L. A vote taken by John Stevenson showed interested in pursuing this preconference.

C. Report on presentation at the Depository Library Council meeting in Mobile, AL. (Kirsten Clark, John Stevenson, Elaine Winske): John Stevenson reported a successful presentation on using online tools and noted that Robin wants the committee to do it again. Kirstin and Elaine agreed to present again. John will be unable to participate in the presentation due to Council's schedule.

New Business

Andrea Morrison spoke about the pre-1976 documents project that she is leading. She is interested in identifying people with an interest in this project. She thinks GODORT should be one partner in this project and would like to apply for a large grant, possibly from IMLS, to pursue the project. She suggested that the cataloging committee have a workgroup for this project. Andrea noted that she is not suggesting participation in this project in her capacity as GODORT chair-elect, but that she has a personal interest in facilitating this. This item will be added to the agenda at the ALA Midwinter Meeting. The meeting was adjourned at 11:00 am.

GODORT Education Committee Meeting
ALA Annual Conference, 2002
Sunday, June 16, 2002
2:00 - 5:30 p.m., Sheraton Georgia

Karrie Peterson, Chair
Kathryn Courtland Millis, Recorder

In attendance: Peterson, Michael J. Kaminski, Karen Hogenboom, Barbara Miller, Dena Hutto (Chair Elect), Steve Woods, Lynne Stuart, Millis, Denise Arial Dorris, Angela Bonnell, Tammy Stewart, Joyce Lindstrom, Ann Liebst.

Visitors: Cindi Wolff, Andrea Morrison, Grace York, Larry Romans.

Karrie Peterson, Chair, called the meeting to order slightly after 2:00 p.m. The agenda was accepted and minutes approved.

Cindi Wolff, GODORT Chair, distributed the “Principles for the Networked World” and asked the committee to solicit feedback on and discuss the draft Information Literacy principles. She suggested that some committee members attend the discussion of adding access to government information to the “@ your library” campaign.

September 11 Info Kits

Peterson announced that the kits are almost ready for approval as an official GODORT product. Unresolved is inclusion (or not) of Presidential Papers. Minor editing continues. Hutto will solicit comments via GOVDOC-L and the steering committee listserv.

Information Literacy Presentation

Barbara Miller, Steve Woods, and Karen Hogenboom presented.

Miller spoke about using Outcome Based Education to teach about government documents, so that after bibliographic instruction students can meet specific performance goals. She spoke about fitting specific government document information into the students’ pre-existing knowledge of libraries. Wood spoke about applying ACRL information competency standards to a one shot introduction to government documents. He gave specific examples of how he meets the standards with government document topics, sources, and public policy concerns. He spoke on the evaluation process. Hogenboom spoke about using government documents in the basic workshop given to Rhetoric students. The ACRL information literacy standards cannot all be covered in one session, but since course goals overlap significantly with the standards, she focuses on one, two, and three, leaving four and five for the professor.

Morrison noted that the scholarship of teaching and learning is currently hot in academia, and suggested that this would be a good topic for a *Dttp* article.

The committee discussed possible projects, including standards, defining goals and objectives, and best practices. No action was taken.

Clearinghouse and Handouts Exchange

Grace York and Larry Romans joined the committee for discussion of the Clearinghouse, Handout Exchange, etc. We appointed a subcommittee to discuss overlap, the possibility of eventually merging, and practical matters such as scope, updating, weeding, and indexing. Subcommittee members: Ann Liebst (chair), Grace York, Larry Romans, and Steve Woods. The chair will solicit other members.

Liaison Reports

Heard liaison reports from IDTF (Bonnell), FDTF (Peterson), SLDTF (Woods), Web managers (Liebst), Publications (Morrison), Cataloging (Miller), and Rare and Endangered (Miller).

Assessing Use of Documents

Angela Bonnell gave an overview of her recent assessment of document use at the Illinois State University.

Commendation

The committee commended outgoing chair Peterson.

GITCO Meeting
Sheraton, Georgia VII
June 16, 2002, 2-5:30pm
Eric Forte, Chair
Wendy Mann, Secretary

The meeting started with welcome and introductions. There were a few minor changes to the distributed agenda – the report from the Ad Hoc Committee on Digitization and discussion of the Census Toolbox (2 old business items) were moved to the beginning of the meeting. This was approved.

GITCO's Digitization Program for Toronto – status/planning – Cathy Hartman and GITCO.

The Ad Hoc Committee on Digitization of Government Information has finished its work and submitted its final report. Since the committee has completed its charge, the group has been disbanded. A recommendation of the Committee on Digitization of Government Information was to increase GITCO membership by 5 members and make digitization a subcommittee of GITCO. This was recommended to the Steering Committee so the subcommittee can carry on the work of the Ad Hoc Committee of Government Information. Based on the Report on Digitization of Government Information it was recommended that, GITCO shall have a subcommittee, the GITCO Subcommittee on Digital Imaging (GITCO SDI). A GITCO member designated by the GITCO chair will chair the GITCO SDI, and an additional 4 persons will be appointed by the GITCO Chair to serve on the subcommittee. Subcommittee membership does not require conference attendance and may offer flexibility with appointments. The SDI Chair would serve as a full member of GITCO and report SDI activities at GITCO meetings. Authority for this is outlined in Article X of the GODORT bylaws. GITCO SDI activities will include those outlined on pages 7-9 of the Ad Hoc Committee on Digitization of Government Information's Digitization of Government Information Report.

The Ad Hoc Committee on Digitization of Government Information was asked to do a pre-conference in Toronto. Cathy Hartman asked for ideas on working on getting the program together. When the SDI subcommittee is formed, it will help with putting together this pre-conference. Information from the Ad Hoc Committee's web pages will be given a permanent home on GITCO's web-site. Cathy Hartman and Suzanne Holcombe volunteered to help out with the SDI subcommittee.

Cathy Hartman talked about putting together the program for the Toronto pre-conference on digitization. Cathy distributed a draft agenda and stated that she has started to build a list of possible speakers but also wants suggestions for speakers. The draft agenda was discussed and it was suggested that with all of the material that will be covered, that the pre-conference should be 1.5 days rather than a day. Seemed like a lot to go over in a day. There were no additional comments on the draft agenda. Another suggestion was to compile a list of appropriate vendors and look into the possibility of having them do presentations at the pre-conference or be sponsors (or both). Cathy will gather names of vendors and people involved with/knowledgeable about digitization. If you know of anyone, please send information to her for possible speakers/sponsors.

We need an off-site space in Toronto. Program planning must be completed by September or October. If you know of anyone who can provide assistance with providing and off-site space, please let Cathy know.

GITCO will need a chair for GITCO SDI subcommittee, some members of the subcommittee will be non-GITCO member.

Megan Dreger and Amy West will be the incoming GITCO chairs.

Census Toolbox – Hui Hua Chua and Amy West

A lot of work on the Census Toolbox has been completed and the toolbox is now on the GITCO web-page (sunsite.berkeley.edu/GODORT/gitco/gdtoolkitindex.html). The toolbox is a collection of Census 2000 information, resources and instructional materials. The toolbox continues to be a work in progress. People from GITCO can comment and make suggestions for additions/changes to the toolbox. It was agreed that there needs to be contact information listed on the Census Toolbox web-page so people can make suggestions. The toolbox will be announced on GOVDOC-L. Hui Hua will continue to maintain the Census Toolbox.

Reports from Task Force Representatives on matters of interest to GITCO:

FDTF report from Eric Forte (Amy Quinn was unable to come to the meeting). FDTF was working on revitalizing the Agency Liaison program. They have stopped working on this and the Digital Documents Working Group (a Depository Library Council Committee) is working on something similar. Reported on the activities of the FDTF Task Force on permanent public access to government information.

IDTF Report from Eric Forte. IDTF is working on creating a database of Sub-Saharan Africa IGO's and NGO's. We need a new IDTF liaison to GITCO since Eric is rotating off.

SLDTF Report from Rich Gause. The State and Local Documents Toolbox should go live soon. SLDTF is gathering information on different state documents classification systems. SLDTF is also trying to ID all of the various GODORT toolboxes that exist.

Old Business:

GITCO website has a new home (sunsite.Berkeley.edu/GODORT/gitco).

Megan Dreger reported on the DTTP TechWatch column. She has a list of suggestions for future columns but could use more ideas. Still have not heard if GITCO can put TechWatch columns on the GITCO web-site. If anyone is interested in writing a column, let her know.

Web page template has been reviewed and updated with some additions.

Carolyn Kohler reported on the CD-ROM documentation project. Ann Liebst has resigned from the project. Right now it is just Carolyn and Aaron. 66 new records have been added and 800 records have been updated since midwinter. There have been 1866 hits since midwinter. A new page will be going up listing the contributors to the CD-ROM Documentation Project.

FirstGov update from John Hernandez. The new FirstGov interface has been up since February. The new interface is more service oriented. FirstGov has finished its search for a new search engine provider and has awarded the contract to FAST. The FAST search engine went active June 3. Supposedly the search engine is capable of searching government information databases – John has not had a chance to test this.

Amy West is working on the E-Competencies Toolbox and will continue to update it. The toolbox is on the GITCO page.

New Business:

Cindi Wolff reminded GITCO of the Business Meeting on Monday afternoon. Will distributed Principles for the Networked World brochure and handout on Information Literacy. Cindi suggested an idea for a program or project. Since many of the US government agency web-sites are contracted out maybe GITCO could have a project of keeping track of who maintains these pages.

There was no other new business.

The meeting was adjourned at 3:50pm.

GODORT Legislation I

June 14, 2002; 3:00-5:30pm

Georgia World Congress Center, B201

Present: Laura Dickson (chair), Valerie Glenn, Steve Hayes, Janet Justis (secretary), Susan Pinckard, Arlene Weible, and Bernadine Abbott-Hoduski, ALA GODORT Councilor.

Prue Adler, Mary Alice Baish, Dan Barkley, Francis Buckley, Gary Cornwell, Mike DiMario, Robin Haun-Mohamed, T.C. Evans, Carolyn Kohler, Patrice McDermott, Tom Minton, Payton Neal, Lisa Nickum, Andrea Sevetson, Stephen Sexton, Lynne Siemeis, Vicki Tate, Bonnie Trivizas, Jill Vassilakos-Long, Jim Ventch, Julie Wallace and Cindi Wolff.

Chair called the meeting to order at 3:03pm.

Approval of the agenda: moved by Hayes; seconded by Glenn; approved with corrections of starting time.

Approval of the minutes from ALA Mid-winter in New Orleans: moved by Glenn; seconded by Hayes; approved.

NAAN Update: Justis reported that we still need a representative for New York. Weible will be taking over the NAAN and will need an assistant. The NAAN still needs to be tested after conference.

New Issues since Mid-winter:

Dickson reported that the ALA Task Force on the Withdrawal of Government Information met this morning. Barkley, Hayes, McDermott and Dickson are members. The Current Crisis Group is concerned with GAO's request that GPO take down the electronic report *The Brady Act : Instant Background Check is not Applicable to Antique Firearms, 2001* effectively removing the report from the depository program (there was no print copy). Now individuals who want a paper copy of the report must request one directly and provide personal information. The Current Crisis Group would like for GODORT Legislation to consider drafting a resolution regarding GAO -01-538R.

In addition, the Task Force and the Subcommittee on Government Information would like the committee to consider a resolution regarding the Card Memo that addresses "sensitive but unclassified information."

GODORT Legislation agreed to draft resolutions on both issues.

Another possible issue is the *Data Quality Act* in which OMB instructs agencies to apply quality standards to government information that is made available to the public. McDermott summarized the key issues which include concerns that the standards (quality, utility and integrity) will place undo burdens on agencies and others who produce reports, data and publications which could cause some information to never be

released or could increase instances where information is challenged and subsequently taken-down. The administrative process that agencies would have to follow could drag the process of delivering information down. Although the Act mentions “data” it really covers any information except that which is subject to FOIA.

Hayes and Abbott-Hoduski commented on former ALA resolutions regarding quality. In general, we support authentication of reports by the agency or individuals who prepare the reports, but in general, we do not evaluate the information for users. Wallace added that we need to do something substantive when this is open for public comment because it definitely could create a chilling effect on information that needs to be disseminated.

Adler mentioned that OMB is instructing each agency to review it’s reports. Vassilakos-Long stressed that information needs to be kept up while it is being challenged and that notice needs to be given if it is to be taken down. There was extensive discussion on evaluating data vs. ensuring that a report is posted as it was prepared. More information is needed to continue the discussion.

Update on Old Business:

FRUS:

Dickson reported that Swindells cannot attend, but has submitted an email report, and that there are no action items on *FRUS*.

H.R. 4187 Presidential Records Act Amendments of 2002:

Glenn reported that there is a draft resolution for *H.R. 4187 Presidential Records Act Amendments of 2002*. The act would nullify E.O. 13,233. The committee agreed to carry forward the resolution.

Commendation Resolutions:

Justis reported that there are draft resolutions commending Michael DiMario and Francis Buckley. The committee agreed to carry forward these resolutions.

Memorial Resolution:

Pinckard reported that IDTF has drafted a memorial resolution for Rosemary Little. The committee recommended that IDTF bring the resolution forward at the GODORT Business meeting and the committee endorsed the resolution in principle. Pinckard will report to IDTF tomorrow. GODORT councilors can take it to ALA Council.

Abbott-Hoduski also suggested that the Chair of GODORT sign a letter to the family in addition to the resolution. IDTF can draft the letter for the chair.

FY 2003 S & E Appropriations:

The committee endorsed in principle the FY 2003 S & E Appropriations draft resolution pending editing.

OMB Memo M-02-07:

Dickson reported on a draft resolution regarding OMB Memo M-02-07. There will be a hearing on July 10th and Julie Wallace will testify. The chair of the Joint Committee on Printing is from Minnesota. The committee agreed to go forward with the resolution.

S. 803:

Weible reported on the analysis of S. 803. McDermott provided a side-by-side comparison of changes in the bill as it has been significantly revised. After lengthy discussion, it was agreed that a brief analysis of each section might be helpful as opposed to drafting a resolution since additional changes are likely to occur in the bill. The focus will be on sections of the bill that we feel are positive for libraries and the dissemination of government information. GIS is also interested in looking at S. 803.

Meeting was adjourned at 5:10pm.

GODORT Legislation II

Joint meeting with the Subcommittee on Government Information / GIS

June 15, 2002; 2:00-4:00pm

Georgia World Congress Center, A 315

Present: Laura Dickson (chair GODORT Legislation), Valerie Glenn, Steve Hayes, Janet Justis (secretary), Kevin Reynolds, Larry Romans, Arlene Weible, Bernadine Abbott-Hoduski, Gary Cornwell (chair of GIS), Ann Miller, Jane Sessa, Dan O'Mahony, Bob Walter, Dan Barkley, Patrice McDermott, Mary Alice Baish, Francis Buckley and Prue Adler.

The meeting was convened by Gary Cornwell, chair of GIS.

The two committees divided into small working groups to draft and edit resolutions.

- Sensitive but Unclassified (Hayes and Barkley)
- GAO taking of names (Reynolds and Romans)
- Appropriations and Commendation Resolutions (Walter)
- OMB (Cornwell)
- Data Quality (O'Mahony and Sessa)
- S. 803 (small working group led by Weible and Miller)

Some members completed work early. Copies of drafts will be printed for review and discussion at tomorrow's GODORT Legislation Meeting. Cornwell asked that as many GIS members as possible attend the 3rd GODORT Legislation Meeting on Sunday to continue drafting.

Meeting officially adjourned at 5:00pm.

GODORT Legislation III

June 16, 2002, 8:30am-12:30pm

Sheraton Atlanta, Georgia 3

Present: Laura Dickson (chair), Valerie Glenn (webmaster), Steve Hayes, Kevin Reynolds, Larry Romans, Janet Justis (secretary), Arlene Weible, Dan Barkley, Gary Cornwell, Ann Miller, Bob Walter, Jane Sessa, Ridley Kessler, Patrice McDermott, and Becky Bynum.

Dickson called the meeting to order at 8:30 am.

Several members of GIS attended the meeting to continue discussions and editing of the various resolutions. Members split into smaller groups to complete assignments on specific resolutions from the previous meeting. Weible and Miller lead further discussions on S. 803 and later drafted a brief analysis of key sections of S. 803.

Around 10:30am the entire group reconvened in order to review the final drafts. Each resolution was read and final edits suggested and approved. Then GODORT Legislation members voted to endorse in principle the following resolutions:

Resolution on Sensitive but Unclassified Government Information: moved by Glenn, seconded by Reynolds, approved.

Resolution on Restricted Access to GAO Report GAO-01-538R: moved by Justis, seconded by Glenn, approved.

Resolution Commending Francis J. Buckley, Jr.: moved by Glenn, seconded by Reynolds, approved.

Resolution Commending Michael DiMario: moved by Reynolds, seconded by Glenn, approved.

Resolution on Executive Agency Procurement of Printing and Duplicating: moved by Reynolds, seconded by Glenn, approved.

Resolution Concerning H.R. 4187, Presidential Records Act Amendments of 2002: moved by Hayes, seconded by Reynolds, approved.

Resolution on Agency Guidelines on Information Quality: moved Hayes, seconded Glenn, approved.

Resolution on Superintendent of Documents FY 2003 Salaries and Expenses Appropriations: already moved and seconded at GODORT Legislation I pending minor edits; edits approved.

The Chair will carry forward the resolutions as action items at the GODORT Business meeting on Monday. The meeting was adjourned at 12:30pm.

GODORT Membership Meeting I
ALA 2002 Annual Conference, Atlanta, GA
Friday, June 14, 2002, 3pm, Georgia World Convention Center

Present: Karen Russ (Chair), Gayle Christian, Erhard Konerding, Cheryl McCoy, Jill Moriearty (visitor), Marilyn Von Seggern, Julienne Wood

The meeting was called to order at 3:15pm.

There were no additions to the agenda.

All present introduced themselves. Karen Russ introduced Jill Moriearty as the committee chair beginning at the end of this conference. The Chair asked for the approval of minutes of the two meetings held in New Orleans. Pending several corrections to spelling and members present/absent the minutes were approved.

Final Arrangements

New Members Lunch--23 have registered for the lunch that Gayle Christian arranged for Mary Mac's Tea Room on Saturday noon. All arrangements are completed. Jill Moriearty asked if the New Members' Lunch needed to be held at every conference. Karen Russ said that that had been the practice since she had been involved with the Membership Committee.

Advocacy for Rookies--starting time is listed as 8am on some schedules and 8:30 on others. Since one of the speakers cannot be on time the event will probably begin late with the second Membership Committee meeting following. Jill and Karen will also speak.

GODORT Reception--Gayle Christian said that all is ready for the reception. To date \$2300 has been raised to meet the bill of \$3300 at the Margaret Mitchell House. Some businesses that have regularly contributed have not yet responded to the request letter.

Dues increase for student members

The recommendation that students pay a third of regular member dues did not go forward. It is unclear whether this will be presented again at the business meeting at this conference. GODORT needs to recruit more student members as total membership is down again this year.

Other

Jill Moriearty said that a current passport is being recommended for travel to Canada for the 2003 Toronto meeting. In place of a passport an official birth certificate may be accepted. The meeting adjourned at 4:15pm.

Marilyn Von Seggern, Recorder

**GODORT Membership Meeting II
ALA 2002 Annual Conference, Atlanta, GA
Sunday June 16, 2002 Sheraton Atlanta**

Present: Karen Russ (Chair), Erhard Konerding, Jill Moriearty (in-coming chair), Barbara Costello, Marilyn Von Seggern, Cheryl McCoy, Julienne Wood (recording)

The meeting was called to order at 10:20 a.m.

There were no additions to the agenda.

Toronto Arrangements

J. Moriearty is working on revamping Big Blue and getting the booth registration settled early for the Toronto conference. It looks like the Silent Auction may be suspended for a year because of customs issues with the Canadian location. Many vendors are scrambling to cover the expected high costs of receptions so GODORT is looking into a joint reception with the government information group in the Canadian Library Association. A decision will have to be made soon.

Everyone was reminded about the various security issues involved with the border crossing. Plans are being made to provide details at MidWinter and on the GODORT web page.

K. Russ will ask for comments on the GODORT hotel at the Business meeting Monday. It appears that membership will continue to work with the ALA Housing Office to reserve blocks of hotel rooms. The committee agreed that dealing directly with hotels, against ALA policy, is not acceptable.

Mentoring Program

E. Shumaker submitted a report indicating that the number of mentoring pairs is rising. He would like comments on when the participants should begin evaluating the system? Six months in? Twelve months? M Von Seggern suggested that Membership look at the evaluation form used by ACRL for their new members mentoring program. J. Moriearty reminded everyone that e-mail mentoring is effective also.

Dues increase for student members

It is not likely that the reduction in student dues will be voted on at this conference. There has been some discussion as to whether or not it was formally presented already and the By-laws Committee says "No." K. Russ will prepare a final report on the idea and will provide the argument for next year's committee to present.

GODORT members who teach in library schools or visit government documents classes are being encouraged to promote GODORT membership with the students they meet.

Other

There has been a 6% decline in overall GODORT membership in the past twelve months. It appears that most people have left because they no longer work with documents.

The meeting adjourned at 11:10 a.m.

GODORT Program Committee Meeting I
ALA Annual Conference, Atlanta
Friday, June 14, 2002
Georgia World Congress Center

Present: Bill Sudduth (chair), Sherry DeDecker, Cathy Hartman, Nancy Kohlenbrander, Nan Myers, Maureen Olle, Brian Rossman

Meeting was called to order at 3:30 pm. This was followed by introductions.

Maureen Olle agreed to be secretary of the committee.

Minutes from 2002 Midwinter meeting were approved.

Status of 2002 Annual Conference Programs

Review and Report Census Pre-Conference Workshop

Sherry DeDecker reported that overall things went smoothly. Total number of registrants was 40 and 35 people attended. ALA messed up the dates for the pre-conference. GODORT probably made at least \$2600 from the pre-conference. Cass Hartnett, Nancy Kohlenbrander, and Sherry DeDecker did an excellent job setting up the pre-conference. Sherry suggested making sure to have an evaluation form for the next pre-conference.

State and Local Documents Task Force - Monday Program

There were concerns expressed about people getting from Lexis-Nexis breakfast in the Marriott hotel to the Monday program in the Convention Center. Handouts and speakers are ready for the program.

Review of 2003 Annual (Toronto) Program

Pre-conference- Digitization of Government Information (Ad Hoc Committee & GITCO)
The program committee needs to know the number of attendees, fee, and location. The pre-conference will not be hands on and will be all day. A location needs to be found. Ideally, Cathy Hartman would like an auditorium with the capability of Power Point displays. It was suggested that if the session was held at a university, GODORT could offer a slot to the campus for use of the facilities. GITCO needs to get speakers. It was decided that lunch will not be included with the pre-conference but refreshments will be provided.

Annual Monday Program- National Libraries (FDTF)

Contacts need to be made with the National Library in Canada. Brian Rossman has some contacts at the National Library of Canada. National Libraries include National Library of Education, National Agriculture Library, National Library of Medicine, National Library of Transportation, and Library of Congress.

Meeting adjourned 4:30 pm.

Minutes submitted by Maureen Olle

GODORT Program Committee Meeting II
ALA Annual Conference, Atlanta
Monday, June 17, 2002
Marriott Marquis-Zurich

Present: Bill Sudduth (chair), Cathy Hartman, Cass Hartnett, Nancy Kohlenbrander, Andrea Morrison, Nan Myers, Maureen Olle, Brian Rossman, John Stevenson, Elaine Winske

Meeting was called to order at 8 pm. This was followed by introductions.

Glitches with the Census pre-conference were discussed. The wrong date for the pre-conference appeared in American Libraries. A correction was sent to GOVDOC-L. The subject matter was timely since the Summary File 3 data will be released from the Census soon. Some non -GODORT people attended the pre-conference.

The State and Local Documents Task Force Monday program, Innovations in State Government Information Sources, went well. There were about 75-80 attendees. The respectable number may have been higher if the program had taken place in the same location as the Lexis-Nexis breakfast. It was expressed that the Program Committee could provide more support in completing tasks to prepare for programs. Suggestions for next year included requesting a smaller room than one for 300 people, making a checklist for the group who is sponsoring the program (such as look at signage, protocol for introducing speakers, having time cards for speakers, having a table for handouts, bring a roll of tape, etc.), and changing the time/day of the program. It was determined that the day could not be changed.

It was suggested that evaluation forms for programs be included in the Policy and Procedures Manual.

Cathy Hartman presented a draft agenda for the 2003 Toronto pre-conference on digitization of government information. The pre-conference will last a day and a half, Thursday morning till noon on Friday. The possibility of videotaping the pre-conference and publishing the proceedings was discussed. Having a videoconference downlink for the Friday portion was also mentioned. ALA will need to be contacted about the logistics of videotaping the pre-conference. A speaker from Canada should be added to the list of possible speakers to attract Canadians to the audience. Anticipated audience size is 150 people.

Cass Hartnett talked about the annual Monday program that the Federal Documents Task Force is organizing on national libraries. The proposed program title is "The People's Treasure: Six National Libraries". The 6 national libraries in the title refer to Education, Agriculture, Transportation, Medicine, Library of Congress, and the National Library of Canada. Program topics suggested were requirements for web pages to be ADA compliant, automatic data generators, value of national libraries, and statistical focus of libraries. The program will take place from 9:30-12:30.

Elaine Winske and John Stevenson from the Cataloging Committee discussed a pre-conference idea on cataloging government documents for the 2004 Orlando conference. There are sites already targeted for the pre-conference that GODORT would be able to get for free. Topics would include serials, impact on government documents of the new improvements of chapter 12 of AACR2, and what rules are for electronic resources. Another section of the pre-conference will be discussion of the changes in the Government Printing Office's cataloging policy. The program will be an all day event. Tad Downing of GPO has offered to send a Cataloging Branch section chief as a presenter in support of this pre-conference. Both Cataloging Branch section chiefs are experienced in training and supervising catalogers. Both federal and non-federal documents examples will be used throughout the program.

State and Local Documents Task Force also talked about a pre-conference idea for 2004 Orlando conference. There is guaranteed space at the University of Central Florida campus, about 20-30 miles from the conference site. The pre-conference will be on municipal and county government information. Public access to local and state records (FOIA can be worked into this idea) and local government information access technology will be covered in the pre-conference.

Federal Documents Task Force wants to cosponsor with the Law and Political Science Section of ACRL a session on criminal justice issues involving services to incarcerated people. It was suggested that ASCLA also be approached as a cosponsor.

Meeting adjourned 10:20 pm.

Minutes submitted by Maureen Olle

Minutes of the GODORT Publication Committee Meeting

June 14, 2002, 3-5:30 p.m.

Georgia World Congress Center Room B214

Attending: Anthony Anderson, Duncan Aldrich, Tim Byrne, Debora Cheney, Suzanne Ebanues, Christof Galli, Ann Miller, Andrea Morrison, Chair, Sandy Peterson, Susan Tulis. Absent: Angel Batiste, James Church, Peggy Jobe, John Shuler and Bill Sleeman.

After the welcome and introduction, the minutes for both Publications Committee meetings at ALA Midwinter Meeting, Jan. 18 and Jan. 21, 2002, were approved.

GODORT History: Sandy Peterson, co-author, reported on the GODORT history, *A History of the Government Documents Round table of the American Library Association, 1972-1992, by Lois Mills, 1992-2002 by Larry Romans and Sandy Peterson.* The history is complete and published. It was printed by LexisNexis and will be available at the GODORT booth and GODORT anniversary reception. No pictures were included in the new section due to time constraints and difficulties in selection. Larry Romans and Sandy Peterson were very responsive to requests for changes. Andrea Morrison recognized their efforts and work, and the entire committee congratulated them. The Committee also recognized and praised all those who contributed and assisted in completing this project in time for the 30th Anniversary. The old GODORT history by Lois Mills should be available soon on the GODORT web site. The new edition will also be put on the GODORT web site, as there is no copyright claimed on either history. The Committee charged next year's committee to investigate putting a digitized version of *GODORT Recollections* on the GODORT web site. The Committee discussed a 'Publications' link on GODORT's home page. No new link is called for; the Committee asked the Web Administrator to add digitized publications under 'Resources' and to develop design as needed, appropriate, and consistent with the rest of the GODORT home page.

Financial Report: Tim Byrne, GODORT Treasurer, made the financial report. Hein is now advertising in *DttP*.

Report from the Web Administrator, Christof Galli: The GODORT web page was re-designed; it received commendation from the Committee. The *DttP* page needs to be developed for a more electronic presence on GODORT's web site, with the cooperation of the editor of *DttP*, John Shuler, who has contributed positive comments on this development in his *DttP* report in absentia. The Committee discussed possible content, including a Table of Contents of a range of years and an index. In a side discussion on creating revenue for GODORT through publications, Susan Tulis and Debora Cheney agreed to serve as consultants to any editorial project on a volume covering issues related to the topic "Continuing Access to Government Information" or "Government Information and Democracy." An editor is needed, as well as authors for chapter submissions. The project proposal should be submitted to ALA as a publisher, before trying to complete the project. GODORT members are encouraged to contact the Publications Committee to discuss this or other book publishing projects.

Peggy Jobe was unable to attend and report on the Notable Documents Update, but has been in contact with the Chair. She is on task. Some new appointments will need to be made soon to the Notable Documents Panel.

DttP Report: John Shuler, editor, made a written report on the status of *DttP*, dated June 11, 2002, to the Committee. The Committee commended to last issues of *DttP* and recognized the content of the issues. It also directed the editor to include content in *DttP* to the full amount budgeted. The Publications Committee directed the Web Manager to work with John Shuler and report back on implementation of the web site information on *DttP* at the next ALA Midwinter Meeting. The Advertising Manager and Subscription Manager Position should be filled by the end of July 2002. The Publications Committee discussed the replacement of the *DttP* editor, as required, in two years. Upon a suggestion from John Shuler and the Chair of Publications, a training period of a least a year for an incoming editor was discussed, beginning approximately Summer 2003. The Committee recommends the incoming Publications Committee chair, Bill Sleeman, begin the process of finding a new *DttP* editor now as required by the By-Laws and the PPM, including advertising the position, etc. The editor reports that he should be including an article on cataloging from Rhonda Marker soon in *DttP*.

Old Business

The Committee commended Andrea Morrison on a project well done in the **GODORT Brochure**. LexisNexis provided \$750.00 to print the brochure for Annual Conference. The Committee recommended that a printable version of the current brochure be made available from the GODORT home page under Resources, but that a template version be made available under the Publications Committee's web site. Andrea Morrison will work with the Web Administrator and the Publications Committee Webmaster to complete this.

The Publications Committee discussed the **Education Committee Press Kit**, now called "**Background issues Kit**". The Education Committee is highly commended on their work with the Kit. The Publications Committee had approved the Press Kit via an e-mail vote prior to conference, as "approved with changes". The Education Committee had included our Committee's request for a disclaimer about "views expressed" and the other changes we had requested, therefore the Publications Committee is pleased to report that all changes have been made to the satisfaction of the Committee. The Publications Committee suggests, after further discussion, that the references to the Presidential paper issues sources be removed. The Publications Committee also recommends that the "Kit" be taken one step further, into a pamphlet or other educational materials.

Reports on progress of Publications: Congratulations to Debora Cheney on completing the *Citation Guide to Government Information*. It will soon be available for purchase. Susan Tulis reported on the Directory, which is moving forward. There were some problems with receipt of questionnaires following Sept. 11. The contract is in place and people are encouraged to complete their entry. In absentia, Jim Church reported to the Committee chair that the IDTF survey would soon be submitted to *DttP*.

GODORT Electronic Occasional Paper Series. The Committee discussed the series and charged next year's Publications Committee to continue working on developing this

series. Andrea Morrison stepped down as Working Group chair on editorial policy, submission, and review processes, and recommended former working group member, Suzanne Ebanues, present, as chair. The Committee approved the appointment and the appointment was accepted.

New Business

Should GODORT Communities write an Annual Report? Upon discussion, the Committee agreed that workload precluded implementation of this idea, regardless of how desirable it might be. Committee Chairs can choose to submit reports to *DttP*. The Publications Committee encourages Committees and Task Forces to complete thorough and timely minutes.

No second meeting is necessary. The Committee arranged to leave notification at the meeting room of Publications II. The Meeting adjourned at 5:15 p.m.

Respectfully submitted,
Andrea Morrison
GODORT Publications Committee, Chair

ATTACHED: **Submitted Report on the Status of *DttP***, June 11, 2002, John A. Shuler

Report on the Status of DttP.
June 11, 2002
John A. Shuler

Articles and Deadlines

The deadline for the Fall 2002 Issue will be June 28, 2002.

This issue will have papers from a Patent program presented at ALA last summer.

The deadline for the Winter Issue 2002 will be September 13, 2002.

This issue will have papers presented from the Summer 2001 Preconference on Historic Federal Documents

Advertising and Subscription Manager Positions

I am in the process of contacting two individuals who have indicated a willingness to serve. Should have both positions filled by the end of July 2002. Expected income from advertising will be less than a thousand dollars

Printing and Production Costs

These continue to be brought in under budget. With more careful management of resources, it is expected to increase the number of pages over the next two issues.

Advertising Sales

These have been in a slump since September, due to the continued merger of major publishing companies, the slump in the economy. Advertising folks tell me that they are more interested in next year. This is quite a departure from the hopeful responses I got from advertisers during the Winter and Summer ALA conferences.

Subscriptions

These funds, now that the issues have been on a regular delivery, have begun to show a return to the plus column. Have approximately \$4,000 worth of checks I will be sending to ALA Washington office.

Web Page Information

Now that the journal has achieved a fair degree of stability in terms of publication and subscription base, we need to push this major publication through the Roundtable's web pages. Specifically, along with the other major publication series sponsored by GODORT, these new web pages should highlight the journal's editorial mission statement and policies, advertising rates, subscription payments, publishing schedules, as well as an index for issues since 1998.

GODORT Rare and Endangered Government Publications Minutes
ALA Annual Conference, Atlanta
June 16, 2002
Sheraton Atlanta – Georgia 4

Present: John Phillips (Chair), David Utz, Yvonne Wilson, Jackie Druery, Roberta Palen, Suzanne Ebanues, Karen Nordgren, Jonathan Perry, Dan Stanton, Christof Galli, Deborah Yerkes

Meeting was called to order at 8:31 a.m. This was followed by introductions.

The agenda was adopted and the minutes of the Midwinter 2002 meeting were approved.

As the new history of GODORT has been published, Phillips mentioned that the section dealing with our committee gave a background of how and why the committee was established. While the committee was charged to look at all rare government publications, the U.S. Serial Set has been its primary focus over the last few years. Utz pointed out that at his library the focus has been more with the cataloging of their pre-SuDocs publications. Even though he realizes its importance, he is not able to spend time working on the Serial Set inventory.

With Donna Koepp moving to Harvard, concern was expressed about the location of her inventory. Would it stay at the University of Kansas or would it move with her? Phillips will investigate this and will report back to the group.

The guest speaker at this meeting was Jonathan Perry from Norman Ross Publishing. He was asked to talk about the possibility of publishing government documents that have been identified as possible candidates for reprinting. He explained how the company began and how the census was selected to be their first major series to be reprinted for the documents community. Other series have been selected and are in the process of being reprinted. However, Norman Ross has also been working in the international arena by microfilming publications of a number of international organizations. Perry pointed out that the company is interested in any series or single publication that members of the documents community feel are important. Even though state publications have not been singled out for reprinting, Perry mentioned that they could be included as well.

Reports from Task Force Representatives:

Yvonne Wilson reported on SLDTF and the program that was planned for this summer's conference. Areas of concern of the committee include preservation of publications, digitization and legislation within state governments concerning state libraries. SLDTF will also be looking at preparing a toolbox.

Jackie Druery reported on IDTF and their concern for the preservation of publications of IGOs. She also mentioned that CRL is working on their foreign documents collections to determine what needs to be kept and cataloged.

Old Business:

Phillips mentioned that work is still progressing on the *Supplementary Indexes and Resources for Regional Federal Depository Libraries* survey and how it can be useful to libraries in identifying the location of some of the large historical microfilm collections that are being purchased by Regional Libraries.

At the last meeting of the committee in New Orleans, the group agreed that a letter should be sent to August Imholtz thanking him for his work with the committee as well as GODORT. Phillips mentioned that the letter had been written and would be sent by Cindi Wolff.

New Business:

As Midwinter will be held in Philadelphia, the committee asked David Utz to investigate the possibility of visiting his library's (Free Library of Philadelphia) documents collection on Sunday afternoon.

T. C. Evans had mentioned at FDTF that there was a proposal in Washington to digitize the *Congressional Record* and its predecessors back to 1800. This was of interest to the members of the committee. Phillips will keep in contact with Evans to check on the status of this project.

An issue of concern was that libraries that collect publications of other states need to remember to add them to their Needs and Offers lists as many of these are being discarded and libraries in other states could have secured them for their collections.

The REPG website will need to be moved to Oklahoma State University as David Larkin is no longer on the committee. Once it is moved, the minutes for 2002 will be added as well as a link to the Law Librarians' Society of Washington, D.C. Serial Set information page.

Meeting adjourned at 10:48 a.m.

Minutes submitted by John Phillips, Chair-REGP.

Federal Documents Task Force - Steering Committee
Hyatt Regency, Hanover A/B
Annual Conference, Atlanta, GA
June 15, 2002 2:00-2:30pm
Sherry DeDecker, Coordinator

Sherry DeDecker called the meeting to order and welcomed those in attendance. The agenda was adopted. The previous meeting minutes from January 19th, 2002 in New Orleans were approved.

Announcements

- 1) The ALA GIS/GODORT Task Force on Restrictions on Access to Government Information, chaired by Duncan Aldrich and Gary Cornwell, has two ideas for FDTF. They have asked FDTF to oversee a committee with representatives from IDTF and SLDTF to track the release of library information at libraries. They have also asked FDTF to consider the revival of the agency liaison program in order to reestablish a dialogue with agency representatives.
- 2) The GODORT Legislation Committee has requested FDTF look at two issues. One is the memo by Tom Sussman on "Removal or Destruction of Federal Depository Library Documents" (3/13/02), and the other is the memo by Assistant to the President and Chief of Staff Andrew Card on "Action to Safeguard Information Regarding Weapons of Mass Destruction and Other Sensitive Documents Related to Homeland Security" (3/19/02), dealing with information deemed "sensitive" but not "classified". It was agreed that a work group should be formed to discuss the second memo.
- 3) FDTF is sponsoring a program in Toronto at Annual 2003, and forms are due for the program by the end of this conference.

Reports of FDTF Liaisons

Sherry indicated that the Liaison reports would take place during the Business Meeting later that afternoon.

Plans for work groups

- 1) Agency liaison program. Cass Hartnett described the agency liaison program previously run by FDTF. She put out a call on GOVDOC-L asking for a new coordinator. Five people expressed interest, and one person could serve as the new coordinator. A work group will discuss what FDTF members want the liaison program to accomplish.
- 2) Task Force on Permanent Public Access to Government Information. Beth Clausen, a member of the FDTF task force, would like a work group to discuss the charge of the committee. The chairs of the committee are Aimee Quinn and Geoff Swindells, who were not able to make the FDTF meeting.

Essential Titles List

As a result of substantial discussion on GOVDOC-L on the topic, Sherry DeDecker has requested that Robin Haun-Mohamed, Chief, Depository Services, U.S. Government Printing Office, discuss the Essential Titles List at the Business Meeting.

With no other business, the meeting was adjourned at 2:20pm.

Respectfully submitted,

Kathryn Brazee

Secretary, Federal Documents Task Force

Federal Documents Task Force - Business Meeting
Hyatt Regency, Hanover A/B
Annual Conference, Atlanta, GA
June 15, 2002 2:30-5:30pm
Sherry DeDecker, Coordinator

Prior to the Business meeting, presentations were made by John Kavaliunas and Barbara Aldrich with the U.S. Bureau of the Census and Robin Haun-Mohamed and T.C. Evans of the U.S. Government Printing Office.

The following Work Groups also met prior to the Business meeting:

- Agency Liaison Program
- Task Force on Permanent Public Access to Government Information
- Memo by Assistant to the President and Chief of Staff Andrew Card on “Action to Safeguard Information Regarding Weapons of Mass Destruction and Other Sensitive Documents Related to Homeland Security” (3/19/02).

Sherry DeDecker called the meeting to order at 4:30pm. The agenda was adopted. The previous meeting minutes from January 19, 2002 in New Orleans were approved with one correction, changing the year listed in the announcement on the GODORT Preconference “A Horse of a Different Color: Census 2000 and Creating Customized Tables on the Web” from 2001 to 2002.

Announcements

Sherry announced that the new ALA GIS/GODORT Task Force on Restrictions on Access to Government Information has asked FDTF to oversee a committee with representatives from IDTF and SLDTF to track the release of library information at libraries. A question was asked whether the USA Patriot Act allows information about requests for library information to be made public. A few audience members indicated that library administrations and ALA could be notified, but the issue will be further clarified before steps are taken to begin tracking.

Cass Hartnett announced that, as the FDTF coordinator-elect, she has 5 nominations to make. The following 3 people have agreed to serve for 2 years: Karen Highum as Cataloging Committee Liaison, Amy Stewart-Mailhiot as the GITCO Liaison, and Becky Byrum as a Legislation Committee Liaison.

Old Business

Reports of FDTF Liaisons

Cataloging: John Stevenson reported that progress has been made creating reciprocal links in the Cataloging Toolbox for the different permanent GODORT Task Forces. The committee held a program on Using Online Processing Tools at the Depository Library

Council meeting in Mobile, Alabama and is considering a possible Preconference on cataloging at Annual in 2004.

Education: Karrie Peterson reported that the committee has not met yet. She provided an overview of the new draft press packet, Balancing Information Access since 9/11: A Background Issues Kit, which includes a bibliography, Web resources, and a chronology.

GITCO: Sherry DeDecker read an announcement from Eric Forte. GITCO is busy planning a Preconference in 2003. The e-competencies list is evolving to include links to instructional materials. The Census 2000 Toolbox will include materials from the 2002 Preconference on Census 2000.

Program: Brian Rossman reported that the next program in 2003 will be sponsored by FDTF, will focus on the 5 U.S. National Libraries, and will include a speaker from Canada as well. Names for potential speakers have already been gathered.

Rare and Endangered: John Phillips reported that the committee meeting will feature a speaker who will talk about the reprinting process.

Publications: Debora Cheney encouraged everyone to think about publishing. She has completed the citation guide and discussed other publishing projects. Comments will be accepted for a GODORT Web page redesign.

Legislation: Kevin Reynolds announced that the Legislation Committee is considering and working on ten items, which he listed.

Report on Ad Hoc Committee on Digitization of Government Information

Sandy Peterson reported that the committee is still meeting during the conference and is looking for any further feedback on the Report on Digitization of Government Information. She also reported that the committee is working with GITCO on the 2003 Preconference and will develop regional training opportunities for those interested in digitization projects.

New Business

Announcements

Cindi Wolff made several announcements:

- The ALA @ Your Library campaign staff were very happy to receive the recent letter from GODORT (drafted within FDTF) regarding inclusion of government information in the campaign, and Cindi and Cass Hartnett will meet with them soon.
- The NASA exhibit booth has information about a program “NASA Month” at your library, which includes a \$3,000 stipend from ALA and Apple Computer. The traveling exhibit is directed to children and their parents. For more information, contact Linda Mays in the Association for Library Service to

Children at 800-545-2433 ext 1398 or nasa-alsc@ala.org. A NASA contact is Elsie D. Weigel, Public Outreach, NASA at 202-358-2435 or eweigel@hq.nasa.gov.

- There is a Preconference in Toronto entitled Due North that GODORT may want to investigate and participate in.
- Cindi recommended stopping by government agency exhibit booths and discussing issues with their representatives, some of whom are not very familiar with the FDLP.

Reports/Recommendations of the Work Groups

Agency Liaison Program – Cass Hartnett provided a history of the program, which paired working librarians with agency representatives. Instead of reviving the same program, a recommendation was put forth to help populate and fortify the Electronic Documents Working Group (EDWG), a GPO and volunteer librarian project. Since the EDWG volunteers establish a dialog with agency representatives and learn about publications in all formats while searching for electronic fugitive documents, this proposal would accomplish the goal of a continuous dialog as envisioned in the FDTF Liaison Program and would also increase the number of publications in all formats available in the FDLP. FDTF could link from its Web pages to the EDWG pages. Other liaison programs exist within MAGERT and AALL, and FDTF would not want to duplicate these. The GODORT volunteers could also look at working with the GPO ACCESS Browse Topics service. John Stevenson, a member of the EDWG, discussed his experiences with a personalized submission page and application of SOD-71. The PPM and By-Laws would need some changes. A sense of the group was taken regarding this proposal. All who responded said aye, and none said nay.

Task Force on Permanent Public Access to Government Information – Beth Clausen reported that the group discussed the charge of FDTF for the committee. The committee will review the GODORT Principles on Government Information, passed in 1991. A Web site for the committee will be posted. A white paper, including action items, will be written within 2 months after the next Annual conference.

Memo by Assistant to the President and Chief of Staff Andrew Card on “Action to Safeguard Information Regarding Weapons of Mass Destruction and Other Sensitive Documents Related to Homeland Security” (3/19/02) – Jill Vassilakos-Long reported for the group that discussed the memo. The group drafted a letter of concern which they recommend be sent by ALA through the GODORT Chair to Assistant to the President and Chief of Staff Andrew Card, who wrote the Memorandum for the Heads of Executive Departments and Agencies and to Laura Kimberly (Acting Director, Information Security Oversight Office) and Richard Huff and Daniel Metcalfe (Co-Directors, Office of Information and Privacy, Department of Justice). The Legislation Committee is also working on this, and Jill will discuss the draft letter with the Legislation committee liaison, Kevin Reynolds.

Essential Titles List

Possible titles to add to the list and the mechanism for doing so were discussed.

The Supreme Court slip reports were discussed. The Official Reports are on the Essential Titles list. The preliminary copies continue to be distributed in paper. Before transitioning the slip reports to online only, Robin Haun-Mohamed mentioned that GPO checked with the Depository Library Council and also verified that it is the preliminary reports, not the slip reports, which are cited. The slip reports were distributed in batches and were not timely, and the Web provides more timely publication of this title.

Other titles or types of publications discussed include: Weekly Compilation of Presidential Documents, other major statistical resources, Catalog of U.S. Serial Set, Congressional hearings, Statistical Yearbook of the Immigration and Naturalization Service, and documents that do not meet ADA compliance in electronic format.

Robin Haun-Mohamed indicated that requests for inclusion of additional titles in the Essential Titles list should go to askLPS@gpo.gov. (Notification about documents in any format not in the FDLP should go to lostdocs@gpo.gov.) She also mentioned that SOD 71 may still be applied to any publication, regardless of its inclusion on the Essential Titles list.

Sherry will send a message to GOVDOC-L regarding these and other possible suggestions to the Essential Titles List before submitting the list to GPO's Library Programs Service for their review.

With no other business, the meeting was adjourned at 6:00pm.
Respectfully submitted,
Kathryn Brazee
Secretary, Federal Documents Task Force

GODORT International Documents Task Force

MINUTES

**ALA Annual Meeting
Saturday, June 15, 2002
3:00-5:30pm
Atlanta, Hyatt Regency, Hong Kong Room**

Presiding: David Griffiths, IDTF Coordinator

Secretary: Linda Johnson

David Griffiths called the meeting to order at 3:15

Agenda

David added three items to the agenda: the proposal for annual committee and tasks force reports to the Steering Committee, ideas for GODORT publications, and the appointment of a new IFLA liaison.

Approval of Minutes

The minutes from ALA Midwinter 2002 were approved by voice vote.

COMMITTEE LIAISON REPORTS

1. IDTF Agency Liaison Program - Marian Shaaban

Agency reports were given for the Council of Europe, International Labour Organization, International Monetary Fund, Organization for Economic Co-operation and Development, the United Nations, and the World Trade Organization. Anyone interested in being the liaison for the OECD should contact Marian.

2. Ad Hoc Committee on Digitization of Government Information - Chuck Eckman

The extensive report is online. The Committee will be meeting tomorrow morning and will be making a recommendation for a pre-conference.

3. Cataloging Committee - Kristina Waldron

The Cataloging Committee meets tomorrow morning and will discuss integrating the IDTF cataloging toolbox with the toolbox created by the Cataloging Committee.

4. Education Committee - Angela Bonnell

The Education Committee meets tomorrow afternoon. There is not much scheduled for discussion related to IDTF at this time.

5. Government Information Technology Committee - Eric Forte

GITCO will meet tomorrow. Discussion will include suggestions for a pre-conference related to digitization. Electronic education issues will also be discussed.

6. Legislation Committee - Susan Pinckard

There is nothing on the Legislation Committee's agenda related to IDTF. The next meeting will deal with the drafting of resolutions.

7. Program Committee – Carol Hunter

No report.

8. Publications Committee – Angel Batiste

The GODORT History has been completed. DTTP issues were a lengthy agenda item, and the GODORT brochure is on the GODORT website.

9. Rare & Endangered Government Publications - Jackie Druery

The Rare & Endangered Government Publications Committee meets tomorrow with an update on the Serial Set holdings, inventory projects, and older indexing tools.

10. IFLA - Debbi Schaubman

IFLA will meet in Glasgow. Three papers on NAFTA, Mercosur, and the OECD have been accepted. The organization is still working to publish the Moscow papers. Work has begun on a bibliography of all papers presented at IFLA conferences. Helen Sheehy's term as a GODORT representative to IFLA ends after the August conference in Glasgow.

OLD BUSINESS

Christof Galli presented the report of the Working Group on the IDTF IGO/NGO Database. The report outlines a plan for a pilot project limited to sub-Saharan Africa and containing 2,000 to 3,000 records. A list of the existing directories--both free and commercial--is included in the report. In the ensuing discussion, Peter Hajnal commended IDTF for undertaking the project and suggested that the Working Group contact the Third World Network, an umbrella group headed by Martin Khor. The CIVCIS and the Union of International Associations are other good groups with which IDTF may want to cooperate. Eric Forte suggested a field for publications be added to the Database.

Motion: David moved that IDTF endorse the continuing work of the Working Group on the IGO/NGO Database project. The motion passed by a voice vote.

IFLA is responsible for the next step in the online directory of international documents specialists project.

NEW BUSINESS

Peter Hajnal is pleased that IDTF is addressing the very complex universe of nongovernmental organizations (NGOs). This is important because NGOs have developed a tremendous amount of clout and our users are increasingly asking for NGO

information. Many NGOs have formal or informal relations with IGOs, and some have co-opted the work of NGOs. Peter is editing a book to appear in September or October of 2002 entitled, *Civil Society in the Information Age*.

As an information item, Peter described a new university and its new library in Macedonia. It is supported by a variety of groups. He asked people to contact him if they have ideas regarding how to assist this library, whether through collection donations or some other means. Half of the university's instruction will be in English, with some in Albanian, French, Russian, German, and other languages. He also mentioned that the library was successful in becoming a United Nations depository.

Kristina Waldron reported that the IDTF Catalogers Toolbox will remain a separate resource, but some of the common elements will be integrated into a more general Catalogers Toolbox created by John Stevenson and the Cataloging Committee. The Cataloging Committee will discuss how this will be done.

OTHER NEW BUSINESS

When David introduced the topic of committee and task force annual reports being done for Steering, Christof Galli said that the idea was withdrawn at the Publications Committee meeting.

David passed on the Publication Committee's request that GODORT committees and task forces consider ideas for GODORT publication projects, such as the recently completed CIS citation guide. GODORT receives income from these.

David indicated that the GODORT Chair had asked IDTF to recommend an IFLA representative for the 2003-2007 term. Debbi Schaubman indicated that after GODORT puts out a call for volunteers, the name goes to ALA, and IFLA needs to approve the representative. She also pointed out that GODORT provides no travel support and that this fact needs to be stated in the letter to IFLA. Debbi is happy to share information about the role of this representative. Those who are interested in the position should contact David.

David will take a memorial resolution honoring Rosemary Little to Steering. If passed, it will be sent to ALA Council, which usually passes such resolutions at its final meeting. Jackie Druery indicated that a reading room in the Princeton library has been named in honor of Rosemary.

Anyone interested in becoming the GITCO or Program liaison should contact Chuck Eckman.

IGO AND VENDOR REPRESENTATIVES

1. Kikko Maeyama - United Nations

Kikko discussed the UN's response to an IDTF letter regarding ESCAP publications. Two years ago, IDTF requested that all ESCAP sales publications be distributed not only to UN depositories in Asia and the Pacific but to depositories in other regions as well. For financial reasons, ESCAP is unable to fulfill the request. However, the problem will be ameliorated at the end of 2002 when a service similar to the Official Document System

(ODS) makes sales publications available as PDF files. An IDTF member stated that the new service should be available by IP address.

Peter Hajnal thanked Kikko on behalf of the Macedonia library for their acceptance as a UN depository. David also deeply appreciates how helpful Kikko and Dana Loytved have been in providing information in a timely and effective manner.

2. Patricia Finney - Center for Research Libraries

Patricia reported on the Foreign Official Gazettes project and distributed handouts. She discussed another project to review the Center's collection of uncataloged foreign documents. This is viewed as a national collection strengthening project and will not discard materials since it is recognized that many other institutions may own these but they will not be reflected in their online catalogs. A Serials Redundancy Project will look at Southeast Asian documents although from some sampling already done, not many titles will be duplicated.

3. Jennifer Kache - Norman Ross

Norman Ross will publish the FAO microfiche for all of their serial titles. They are considering Official Foreign Gazette and other projects. More information is provided at their conference booth.

4. David Braden - Readex

The 20th Annual International Documents Workshop will be held this year. Those interested in attending should contact David. Indexing of retrospective UN documents for 1946 to 1948 will begin in September.

David adjourned the meeting at 4:35

Respectively submitted by Linda Johnson, June 16, 2002

GODORT State and Local Documents Task Force Meeting

2002 ALA Annual Conference, Atlanta GA

Saturday, June 15, 2002, 2:30-5:00 PM

Hyatt Regency, Cairo

1. Welcome and introductions

Chair Nan Myers called the meeting to order at 2:00 pm and distributed the agenda. Present: Jim Church (recorder), Diane Weatherly, Dan Stanton, Roberta Palen, Susan Tuggle, Jan Goldsmith, John Hernandez, Miki Goral, Patricia Finney, Yvonne Wilson, Karen Hoganboom, Nancy Kolenbrander, Barbara Milller, Al Palko, Vickey Baggott, Linda Reynolds, Michael L. Smith, Stephen Woods, Brian Carpenter, Andrew F. Johnson, Margaret Lane, Gayle Christian, Deborah Hotchkess, Rich Gause, Mary Horton, and Andrea Morrison.

After introductions, Nan called attention to task force handouts available on the table. These included SLDTF minutes from last midwinter, "Top10 List For New State Documents Librarians," "SLDTF Toolbox for Processing and Cataloging State and Local Government Documents", "Data to be Added to State Toolbox Web Page", and "Memo of Understanding: Agreement for Housing of the Documents on Documents Collection."

Nan reminded the committee of the GODORT program this annual, "Innovation in State Government Information Sources," co-sponsored by the State Library Agency Section of Association of Specialized and Cooperative Library Agencies. The program was conceived and orchestrated by SLDTF and includes topics on TRAIL: The Texas Records and Information Locator, the Georgia Government Publications Database on GALILEO, Counting California: Integrated Access to Information About the Golden State, and Idaho Citizens Redrawing of Legislative and Congressional Districts using GIS technology.

2. Approval of the agenda.

Because of time constraints for Jan Goldsmith, Nan Myers said the MOU on the Documents on Documents Collection, item 7 on the draft agenda, would be moved earlier. Some other shifts in liaison reports might be necessary. The agenda was approved.

3. Documents on Documents Collection Update: Finalization of the MOU (Jan Goldsmith/Nan Myers).

Nan explained the history of the documents on documents collection. It features legislative pamphlets and other materials on processing, policies and publications for state government information and depository libraries. There are three boxes of materials dating back to 1972 and ending in 1995. The collection has been filmed by ERIC and includes finding aids.

Nan explained the MOU designates UCLA as the custodian and lender of the collection. Records for the collection have been added into OCLC. The collection is available for use by the public and via interlibrary loan. Jan Goldsmith observed that the original finding aids were incorrect and were updated by UCLA. UCLA arrangements on loaning discrete sections of the collection still need to be worked out.

Nan asked for approval of the MOU. The motion was seconded and adopted.

4. Program

Nan introduced Al Palko, State Documents Librarian at the Connecticut State Library, who led a discussion on issues for state documents practitioners and SLDTF leadership, and reported on the "State Documents Librarians' Conference: Western States" held in Scottsdale, AZ, April 22-24, 2002.

Al launched into the discussion by noting how unfortunate it was so few state library documents could attend ALA because of budget shortfalls. A chorus of affirmation broke out from other state librarians around the table. He then proceeded to summarize the two State Documents Librarians Conferences (Eastern and Western States) noting that there were four main issues.

The first was that states have different depository programs (some have none, some have no state libraries). This is because of differences in state legislation. Despite this there are many similarities between practitioners (people who work with state government information) and users of the information. There are ALA sanctioned standards for practitioners for each state, which were originally drafted by SLDTF. This information needs to be mounted on a website.

The second is that preservation of older state documents is as urgent, if not more so, than preservation of digital documents. Historical state documents are like corn flakes: yellow, crunchy and extremely fragile. There are also gaps that state libraries need to fill.

The third observation is that librarians need to be mindful of state & local practitioners who do not work in depository libraries. We need to know them and vice versa. Al called for the coordination and cooperation of all organizations working in state documents areas.

The fourth observation was the question of digital preservation. Ten people are going to Oz, but none of them are on the Yellow Brick Road. By this he meant that the way to digital preservation needs to be standardized – legions of different companies and universities embarking on disparate projects will only lead to confusion. He suggested that OCLC has the knowledge and financial resources to develop a digital preservation standard and archive.

Digital formats have a short shelf-life (CD ROMs as short as five years). Databases vary considerably in structure. Patrons are lazy and want to search only in one box. He

pointed out that OCLC has essentially done the same thing with WorldCat, and that the people at OCLC have a library sensibility.

A noisy discussion followed. Many from the floor objected to the notion of a private company serving as the central archive for all government information. It was noted that scores of digital projects are being carried out, many with great promise. What would happen if the digital archive were sabotaged, blown up, or went out of business? State librarians noted that many state libraries don't have the server space or the funds to store extensive digital documents collections.

It was agreed by all that the mini-program led to very stimulating discussions. Nan thanked Al for an excellent presentation

5. Approval of the minutes from ALA Midwinter, January 2002.

The minutes were approved.

6. Reports

a. Committee of Eight (Margaret Lane)

Margaret would very much like to retire from this. The committee's previous charge was to collect and distribute state documents information: each member of the committee would communicate with state documents librarians from neighboring states. Margaret proposed giving the committee a new name and function, now that so much information is transmitted electronically. She also noted that now the committee rarely does anything unless asked specifically by the SLDTF chair.

Noisy discussion again followed. Perhaps there's still a use for this group? Give it a new name, e.g. "state liaisons?" Submit a report once a year? Are there other concerns the committee could address? It was decided to table the disbandment of the committee, and appoint three volunteers to study the issue and formulate a new charge. Rich Gause, Nan Myers, and Barbara Miller volunteered. There was a motion from the floor to permit Margaret to retire. The motion carried. Nan thanked Margaret for her many years of service.

b. Notable State & Local Documents Panel (Nan Myers for Janet Justis)

Peggy Jobe is looking for a new state & local notable documents panel selector to replace Janet Justis. The panel is said to need judges. Task force members are encouraged to submit names.

c. SLDTF Web Coordinator (Nan Myers for Atifa Rawan)

Nan reported in Atifa's absence. Atifa needs to be sent SLDTF webpage material (such as minutes) in a timely matter. Atifa always posts material quickly after receiving it.

d. Bibliography Interest Group

Tabled, because of Cathy Parson's absence.

e. Cataloging Committee (Nan Myers for Becky Culbertson)

Nan reported in Becky's absence. GPO is trying to select an integrated access system, and is hiring a consultant to investigate which product will best serve their needs. Other items for discussion included PURLs for serials and cataloging of pre-1976 federal documents.

f. Ad-Hoc Committee on Digitization of Government Information (Nan Myers)

Discussion of the Ad-Hoc committee's report will take place when the committee meets tomorrow from 9:30 to 12:30. SLDTF members are encouraged to attend and express their opinions on this important document.

g. Education Committee (Steve Woods)

Three main items are scheduled when the committee meets tomorrow afternoon. These include information literacy as it relates to government information, the future of the GODORT handout exchange, which has much outdated material, and the press packet project on restricted access to government information after September 11.

h. GITCO (Rich Gause)

The committee will meet tomorrow and will be discussing the GITCO/Ad Hoc Committee on the Digitization of Government Information pre-conference in Toronto. They will also review progress on the E-Competencies project, which is also being worked on by the Education Committee.

i. Legislation Committee (Nan Myers for Janet Justis)

The committee will review issues since midwinter, including H.R. 4187, "Presidential Records Act of 2002", S. 803, "E-government Act of 2002", GPO appropriations, the OMB Memorandum M-02-07, regarding the private contracting of government printing, and other memorial and commendatory resolutions, including a memorial resolution for Rosemary Little.

j. Program Committee (Nancy Kohlenbrander)

This year's program was conceived and orchestrated by SLDTF. Nancy asked the task force what they thought of scheduling GODORT pre-conferences on Friday so people wouldn't have to pay for another night in a hotel. It was noted that other meetings are schedule for Friday afternoon.

k. Publications Committee (Andrea Morrison for Jim Church)

Andrea Morrison reported for Jim Church, who missed the meeting. Andrea distributed the new GODORT brochure, and asked that SLDTF contribute information to it. She noted the new GODORT history has been published and is available at the GODORT booth. SLDTF members are encourage to work on projects that will create revenue for GODORT, e.g. books on state & local documents cataloging and other issues.

l. Rare & Endangered Government Publications Committee (Yvonne Wilson)

The committee is continuing to work on urging documents librarians to work on their Serial Set holdings. There will also be a presentation tomorrow by Norman Ross on re-printing of historical government publications.

m. Center for Research Libraries (Patricia Finney)

CRL has a retrospective state documents collection for all 50 states, dating from colonial times to the 1950's. It's a huge collection – 18,000 linear feet. Some states are more represented than others. Currently the collection is “shelf-cataloged” or arranged hierarchically and by keyword. CRL is going through the states alphabetically. They have just finished New Jersey and should be finished with New York in a few months. To date 32 of the states have been done. Once the cataloging is complete they will begin to fill in gaps. They also catalog categories of documents upon request, including publications on state fairs and exhibitions, and immigration materials.

Old Business

7. GODORT Program for 2002 Annual Conference ("Innovation in State Government Information Sources").

See discussion under “Welcome and Introductions”.

8. State and Local Documents Toolbox (Subcommittee led by Nancy Kohlenbrander)

Nancy discussed progress on the project to date, and called the committee's attention to two handouts: a printout of the current toolbox webpage, and a printout of responses of state libraries to nine questions formulated by Margaret Lane on classification schemes, authority lists, checklists, selection lists, depository library lists, state agency mailing lists, roster of state officials, OCLC authority files, and other information. Information from the second handout, “Draft Copy of Data to be Added to State Toolbox Web Page” needs to be added. Nancy asked for committee feedback on where to add this information to the site. The toolbox also features information on state libraries, links to state publications checklists, links to state depository library systems, and paper and electronic sources for cataloging state documents

The committee commended the work of everyone who contributed to the toolbox and thought the site, currently hosted by John Stevenson at the University of Delaware, could go live. A link should also be added to the SLDTF website.

There was discussion from the floor as whether the scope of the cataloging toolbox could be broadened to a more general toolbox, encompassing more state & local documents issues. Diane Weatherly (Univ. of Alabama, Birmingham) volunteered to lead this with Vicky Baggot and Tanya Finchum.

9. PPM Updates (Dena Hutto/Nan Myers)

In Dena Hutto's absence, this was tabled until midwinter.

New Business

10. Top 10 List for New State Documents Librarians (Nan Myers/Margaret Lane).

The task force reviewed the list and asked that any suggestions be submitted to Nan Myers.

11. Pre-conference ideas

Rich Gause proposed a topic for an SLDTF pre-conference for ALA annual in Orlando. The University of Central Florida has space to host the conference. The local county website features a database of county meeting records on video that can be searched and downloaded, in 10 minute segments. The University library is also working with county clerk's offices on open access issues.

The task force agreed the idea sounded promising. Nan will introduce the pre-conference when the Program Committee meets on Monday.

Barbara Miller also notified the committee of about a new Oklahoma periodicals database on the people, places, history, culture, wildlife, and natural history in the state. The database indexes four important Oklahoma periodicals (Oklahoma Today, Outdoors Oklahoma, Chronicle of Oklahoma, and Persimmon Hill). The URL is <http://www.library.okstate.edu/database/perindex.htm>

12. Adjourn.

The committee adjourned at 5:30.