GODORT
Publications Committee Meeting
Friday, June 26, 1998
Washington, D.C.

Members Present: Marcia Meister (Chair), John Shuler, Judy Horn, Andrea Sevetson, Stephen Patrick, Anthony Anderson, Beth Estes, Barbara Ceizler Silver

Also Present: Jill Moriearty, Ann Miller, Kathy Tezla, Lisa Beinhoff

Introductions were made and the attendance sheet was routed.

POLICY AND PROCEDURES MANUAL:
Updating the PPM on the web was discussed. The current version of the PPM says that officers and committee chairs will receive paper copy of the PPM. The PPM is now maintained on the web by the Website Administrator and is the most current version. It has been several years since paper copies were distributed. Since the web version is current and accessible, the Publications Committee will recommend to the Steering Committee that the PPM be changed to reflect current practice of maintaining the PPM on the web and not distributing paper copies.

As stated in the PPM, the "Checklist of Resolutions" will be compiled again at the end of 1998.

WEBSITE ADMINISTRATOR POSITION: The committee reviewed the application from Andrea Sevetson and will recommend her official appointment to the position of Website Administrator. She has maintained the current GODORT web pages for the past several years and has the institutional support necessary to maintain the web pages on her institution's server.

The committee noted that the Bylaws will need to be changed to reflect the new position of Website Administrator and to add her to the membership of the Publications Committee, although as PPM Editor she will automatically be a member of Publications in that capacity as well. The Bylaws change will be referred to the Bylaws Committee.

Andrea reported briefly on her practice of providing printed versions and "snapshots" captured on disk of the GODORT web pages periodically to the archivist. The Website Administrator position includes making provisions for archiving electronic format records.

NOTABLE DOCUMENTS PANEL:
Barbara Ceizler Silver reported that CIS printed 1,000 copies of the Notable Documents List and they will be available at the CIS exhibit, the GODORT booth and at the CIS breakfast. She has received an honorarium from Library Journal for the article and they have given her the copyright to it. Barbara noted that the panel found that the criteria were somewhat out of date and had to be adapted to include the web sites and electronic format documents. Several electronic products, including GPO's "Core Documents of U.S. Democracy", were included. The committee approved the membership of the 1998-1999 Notable Documents panel. One additional federal judge is needed and an announcement will be made at the FDTF Business meeting.

DTTP:
As had been previously announced to the Committee and over GOVDOC-L, Edward Swanson has resigned as editor of DTTP as of the end of May. He will be responsible for completing the September and December, 1997, and March, 1998 issues. The status of the issues as reported by Edward follows:

September, 1997 has been published and is in the process of being distributed. The distributor will mail issues to the member mailing list as soon as they have mailing labels. December, 1997 and March, 1998: proofs are being edited and issues will be in the final printed stage very soon.

The Publications Committee heard updates from Advertising managers Jill Moriearty and John Shuler. They reported serious problems in soliciting advertising for future issues due to our inability to deliver issues on time for more than a year. The committee feels that it will take quite some time before we are able to reestablish trust with our paying advertisers after the publication resumes regular publication. A recommendation will be made to the Steering Committee that GODORT not bill the advertisers for the late issues that were not billed (September, December 1997, March and June, 1998) and not bill advertisers again until after the June/September, 1998 issue has been produced.

As announced over GOVDOC-L and at the Steering Committee meeting, John Shuler has accepted an appointment as Editor of DTTP for one year. John spoke about his plans for producing a combined June/September, 1998 issue. The deadline for submission of material to John will be July 3. Future issues of DTTP will be produced at ALA headquarters in Chicago, which provides a simpler geographic arrangement and consolidates distribution and publication. ALA will format the issues from electronically submitted copy, has made suggestions for revising the type font and layout and will also distribute and handle claims. This is a good solution to many of the production and more mechanical problems associated with producing the publication and the arrangement was made following Edward Swanson's earlier contacts with ALA. The cost for ALA production is comparable to the current costs for DTTP. There are currently 370 subscribers in addition to the members.

Content for the June/September issue will focus on messages from the past, current and future Chairs of GODORT and on conference reports. The December issue may contain preconference material and reflections on change in the organization. The third issues will look at more columns and features. John's vision for the publication is to develop a publication that achieves a place alongside the journals Government Information Quarterly and Journal of Government Information.

The Committee agreed that refunds for DTTP will not be issued to subscribers because we will be providing the issues, although at later dates than anticipated.

The Committee will not recommend an increase in the advertising rates until we have demonstrated that the publication will be produced on time.

Publications Committee report submitted by:
Marcia Meister, Chair