Minutes of the GITCO meeting at ALA Midwinter, San Antonio, TX.
Holiday Inn Riverwalk, Tarantella 2
1/16/2000, 2-5:30 p.m.
Doralyn Edwards, Chair
Megan Fitch, Secretary

Meeting called to order. Special thanks given to Barbara Levergood for her work and contributions as the prior chair of GITCO, as well as her continuing support.

Motion to approve minutes from 1999 Annual meeting in New Orleans made by Barb Mann, seconded by Brian Rossmann, passed by voice vote. Motion to approve agenda seconded and passed by voice vote.

Reports:

T.C Evans, GPO: DVD conversions continue to be a shifting target. PTO DVD's are forthcoming and will contain full-text and images. The PTO product was developed with a hardware benchmark of the Pioneer DVD-302 driver. It can read regular CD-ROMs as well as CD-R. The Electronic Code of Federal Regulations (ECFR) is to make its debut in the late spring early summer. ECFR will be a compendium of federal regulations, updated daily. Other activities: working on metadata, researching how search engines index GPO Access pages.

Judy Russell, NCLIS: NCLIS is strategizing how to effectively follow up on their report and work with agencies to improve standardization of web information, archiving, and more. They are seeking feedback from stakeholder groups on where to go from here, how/whether to do another survey. NCLIS would like GITCO and GODORT to work with them on appropriate issues. Discussion identified Education, GITCO, Legislation, and the Federal Documents Agency Liaison Program as potential participants. Brian Rossmann and Barbara Levergood will lead a discussion on the listserv as to how best to proceed. Either Judy or Wendy Horton (whorton@nclis.gov) can be contacted.

Brian Rossmann, GODORT web group/GITCO website: The GITCO website is still housed at Rice: content still the same. The Web Group discussed standardization of metatags and titles, as well as the problem of pages on multiple servers and URLs changing for committee pages as membership changes. GITCO discussed these items within our committee context. The CD-ROM project pages at UNC will be transferred over to the main
(for the moment) GITCO server at Rice.

Mary Mallory, Education Committee: The Continuing Education Fund Working Group held its last meeting and awarded funding to 4 of 6 projects submitted. The announcement will go out over GOVDOC-L shortly.

Bylaws: Bylaws approved expanding GITCO from nine to twelve members. Nine members will be appointed by the chair of GODORT: four in even years and three in odd years. The FDTF Coordinator and IDTF Coordinator will each appoint one member in even years, and the SLDTF Coordinator shall appoint one member in odd years. Additional clarifying language was added. GITCO approved the changes. These changes will be taken to GODORT Steering for a vote by the membership.

Task Force Reports:

Barb Mann, IDTF: web site revamped, formed sub-group on archiving full-text instruments. Publishers reported on new products. IDTF co-sponsoring international statistics program at annual.

Carrie Ottow, SLDTF: Met as same time as GITCO, no report. Agenda item is Annual program on university/local government information partnerships.

Eric Forte, FDTF: Update sessions heavy on technology, including demo of GPO permanent archive. The CIC group is undertaking a floppy disk conversion project: contents and software are being archived and put on a server.

Eric Forte, Steering: NTDB focus group is disbanding, GITCO is being asked to take over examination of new interface and the issues it presents. As part of later discussion it was decided Esther Crawford and Carrie Ottow would examine the CD-ROM and begin a GOVDOC-L discussion.

Rare and Endangered has not met yet: no report.

Cathy Hartman gave report on Government Information Web Page Template Project.

Robin Haun-Mohammed reported from GPO-attending PLA, great place to advertise template.

Mike Burrows and Lisa Jenkins spoke on the potential for e-books provided by the EPA being sent to depositories to disseminate offsite consequence analysis information for chemical disasters. Email input was solicited through the office's website: www.epa.gov/ceppo Much discussion ensued about this possibility. Stephen Woods agreed to facilitate a discussion on the GITCO listserv.

CD-ROM Documentation Project

Update from Carolyn Kohler: no hardware/software changes. As of 1/3/2000 there are 677 titles in the database. Records are updated. Requested CIC floppy project contribution
receive more prominent recognition. The url for the project is: www.indiana.edu/~libgpd

Barbara Levergood requested working group handout files be sent to her for posting on the GITCO site.

Working Group 11: Four charges: 1) create content standards 2) Design data entry form 3) Determine which fields to take from pre-existing Iowa records 4) Develop an introductory page for the database. Handouts were circulated to flesh out the recommendations. Discussion ensued on a variety of topics, including searchable fields. It was decided to add a field indicating whether the item was Y2K compliant, change the date field, and add a padded SuDocs number field. Recommendations made for front page changes.

Motion made and passed to extend meeting until 5:30.

Workgroup 12: Charge: 1) Divide up responsibility for managing the project 2) Draft agreements for various participants. Handouts outlined responsibilities of managing editors, regular editors, voluntary contributors. Discussed possibility of GPO providing basic bibliographic information. Draft agreements based in large part on the solicitation. Discussion ensued as to whom to recruit for managing editor. It was decided to target professional librarians rather than students or a library school. Potential model for continued GITCO involvement could be the relationship Education Committee has with the Handout Exchange.

Post Meeting Activities:

Workgroup 11: rewrite introductory language, add/modify fields, tweak. Aim for getting front end to database up and running before Annual, to assist with recruiting Managing Editor.

Workgroup 12: Clarify GITCO and Managing Editor responsibilities.

Overall tasks: get site up, recruit and select Managing Editor before Annual, help them get started.

Other: Discussions on NTDB, NCLIS, e-books on listserv and GOVDOC-L as appropriate. GITCO will have a program as part of its next meeting, at ALA annual in Chicago. It will comprise the first part of the GITCO meeting and include speakers from government agencies, as well as a presentation/demonstration of the CD-ROM Documentation Project. This part of the meeting will be followed by the business portion of the meeting. Barb Mann agreed work with Doralyn Edwards on the program portion of the meeting.

Barb Mann moved to adjourn the meeting, Barbara Levergood seconded, passed on voice vote.

Respectfully Submitted,
Megan Fitch, Secretary