Meeting was called to order at 2:00 p.m. This was followed by introductions. John Phillips agreed to take notes, for which the Chair thanks him.

Agenda was adopted after amendments were made.

Dr. Marilyn Parr, Library of Congress, gave a presentation on the current status of the "Century of Lawmaking for a New Nation: U. S. Congressional Documents and Debates," a module of the American Memory digital library project. Six years ago there were 6 volumes on the site. Now there are over 600. She reviewed the items which had been added since January, 2003, and then mentioned the items to be added during the current year. New items will include the U. S. Statutes up to 1950, Senate Executive Journals to 1920, the Presidential Papers of Madison and, hopefully, Jackson, and more years of the Congressional Record (still to be determined) The Serial Set volumes continue to be added selectively. If they have maps, they are added. Money is what determines what will be added.

Andrew Laas, LexisNexis Academic and Library Solutions, reviewed his company's progress on their efforts to digitize the U. S. Serial Set. They began work in mid-2003. They are augmenting the standing subject indexes, and there will be full text of the collection which is 98% accurate. Full color and zoomable maps will be included in 2006. Their marketing people decided to do the text first, and then the maps. Their first release will cover 1817-1838.

Business Meeting:

The minutes of the Annual 2003 meeting were approved. Aimee Quinn asked for more detail about the mention of a future book on the Serial Set. Karen Nordgren mentioned that there had been discussion about investigating in more detail the idea of a book.

Report from Task Force Representatives:

FDTF reported that the major part of the group's discussion centered on the upcoming report to the Public Printer.

SLDTF mentioned that the National Agricultural Library gave a report on the status of the cataloging of state publications. There also was discussion of losing some access to state
information. A report was given on the inventory of state documents that was being done by CRL. Weeding has occurred, and the collection is being put in order. There was talk of a possible tour of the CRL collection, when ALA meets in Chicago. David Utz asked a question about the 2004 Annual program on local documents. He wanted to know if there would be any discussion on rare and endangered local documents. The answer was that they would not be covered, but the speakers could be asked to speak about this area. There was a discussion of organizing a program dealing with the preservation of rare and endangered local documents. David Utz asked that this discussion be tabled, and that it be discussed again during the Orlando meeting. David will attend the summer meeting of SLDTF to talk about this idea. Karen Nordgren will attend the business meeting of FDTF in David's place.

IDTF mentioned United Nations Resolution 52214 which will allow the adding of their documents to the Web for free. Documents are available on the Web now from 1993 forward, but they have been password protected. The new site will have documents dating back to the 1940's, and the goal is to have it available in 2005.

RBMS, PARS, and MAGERT - No report

**Old Business:**

August Imholtz reported, for Donna Koepp, on the status of the Serial Set Inventory. Eleven libraries have now turned in inventories.

2005 GODORT Pre-Conference - August reported on its status. The location for the pre-conference will be set by the time of the Orlando meeting.

**New Business:**

There was a lot of discussion concerning the idea of a book on the Serial Set. Everyone agreed that an editor needs to be found to be in charge of this project. Further discussion on this topic was tabled until the committee meets in Orlando.

The ARL/GPO digitization plan was discussed at Steering I, and the question was how GODORT should be involved. Steering I assigned to REGP the task of ranking federal publications that need to be digitized. The question was asked by what date this needs to be done. Another question concerned whether the committee was to compile a list, or were they to rank a list that was to be provided to the group. There was a general consensus that many of the older documents are being preserved already by projects that already exist, or they are in microfiche. There was also a consensus of the Committee on four general points, which the Chair would report to Steering II:

1. REGP needs more specific guidance, in order to proceed with its work. REGP is loathe to reduplicate the efforts of others, or to start from scratch.
2. There are many pre-existing lists of important documents for digitization: REGP would be interested in reviewing and refining pre-existing lists, or those which are in process of compilation by other groups (e.g., Depository Library Council).
3. REGP would be interested in reviewing the work of other groups concerning decision criteria used to develop these lists.

4. REGP is particularly interested in focusing on publications in the date range 1932-1962, especially those published during, and immediately following the Second World War, as the quality of paper on which many of these were printed is extremely poor, and these are among the most endangered Federal Government Publications.

Meeting was adjourned at 5:25 p.m.

Minutes submitted by David A. Utz, Chair