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.