Present: Linda Reynolds, Patricia Finney, Atifa Rawan, Yvonne Wilson, Steve Woods, Tanya Finchum, Rich Gause, Sherry Mosley, Barbara Miller, Diann Weatherly, Michael Esman, Nan Myers, Judy Horn, David Bird, Joe Furlong, Timothy Skeers, James Jacobs, Brian Carpenter, Margaret Lane.

1. Welcome and introductions. Coordinator Linda Reynolds called the meeting to order at 2:00 PM and distributed the agenda. Judy Horn from the nominating committee was encouraging those interested to run for a GODORT office.

2. Approval of agenda. Michael Esman from the National Agricultural Library was moved to item 4. The agenda was approved.

3. Approval of minutes from ALA Annual, June 15, 2002. The minutes were amended to correct the spelling of Diann Weatherly's name and approved as amended.

4. Program: Michael Esman from the National Agricultural Library. Michael provided an overview of his presentation at the GODORT update. The National Agricultural Library (NAL) needs help finding states that catalog state documents pertaining to experiment stations, land grant extensions, agriculture, forestry, and water quality.

This effort would expand on existing relationships the NAL has with some land grant universities through the United States Agricultural Information Network <http://www.usain.org>. One goal would be to improve access to various microfilming preservation projects conducted by NAL <http://www.usain.org/Preservation/preservinitiative.html>. It was decided to contact the GODORT Cataloging Committee regarding information gathering to help the National Agricultural Library by surveying institutions to find out who does cataloging for each state. Do any of the neighboring states do this? To also find a contact person for each state, Barbara Miller and Michael Esman will work with the cataloging committee. Steve Woods will possibly mount a survey on the web. Nan Myers said that Debbie Madison at Kansas State would be interested in this endeavor.

5. Reports
   a. Center for Research Libraries (Patricia Finney)
   The collection of state documents cover the 18th century through 1950. An ongoing project is reviewing the collection state-by-state, piece-by-piece. There are 35 states done, Alabama through North Carolina, plus some of Ohio and all of Oklahoma. Agriculture and university publications are excluded. The documents are being physically sorted to account for agency/title changes in preparation for the next anticipated step of cataloging. Filling gaps and digitization are possible actions for the future. A summary will be put on the SLDTF web site. Yvonne and Pat will write up an ILL policy and send to Linda and then get SLDTF approval. Afterward the policy will be placed on the web page.

   b. Notable State and Local Documents (Linda Reynolds for Janet Justice)
   Peggy Jobe just sent Janet the list for State and Local documents nominations. She will review the list when she receives them and obtain identifying and bibliographic information on them. The winners will be published in the May 15th Library Journal.
c. SLDTF Web Coordinator (Atifa Rawan)
Any updates should be emailed to Atifa and she will update as soon as she gets them. She hasn't received very many changes.

d. Bibliography Interest Group (Kathy Parsons)
No report.

e. Program Committee (Yvonne Wilson)
The preconference for Annual 2003 will be at University of Toronto Medical Center auditorium. June 19, 8AM-1PM and June 20, 8AM-1PM. Don Waters is the Keynote speaker. Email Yvonne if you know of a listserv that might be interested in the preconference.

f. Education Committee (Steve Woods)
Steve Woods expressed appreciation to Nan Myers for coordinating the 2002 Conference. All members of SLDTF attending the meeting responded with similar appreciation to Nan.

g. Cataloging Committee (Tanya Finchum)
Hasn't met yet.

h. GITCO (Rich Gause)
Hasn't met yet.

i. Legislation Committee (Sherry Mosley)
Sherry Mosley provided an overview of resolutions under consideration by GODORT. None of the resolutions directly impact SLDTF.

j. Publications Committee (Linda Reynolds for Anne Liebst)
Nearly all ALA-GODORT committees are on the Sunsite server. John Schuler is working on the mess created by the demise of Divine/Faxon. "Citing Government Documents" is out and GODORT does get revenue from this. "GODORT Directory" is done and is pending page proofs. Discussed problems with DTTP including possibly making it 3 issues a year.

k. Rare and Endangered Government Publications Committee (Timothy Skeers)
Hasn't met yet.

6. Old Business
a. Committee of 8 possible disbandment (Nan Myers, Barbara Miller, Richard Gause)
A brief report was submitted recommending that the Committee of 8 be retained. Excerpts: "Even with email it is still difficult to maintain contact with all 50 states, too big a job for one person. Future projects we may have not anticipated could benefit from this committee. . . . Even with email contact, it is still easier to collect data from 6 states than from 50. Another possible use of the committee would be to update contact people for each state each year, and perhaps to list this information on the SLDTF web page." It was decided that the Committee of 8 could be used to help with the National Agricultural Library project. The chair of the committee will be SLDTF coordinator-elect. Nan Myers is going to talk to By-Laws about changing the PPM. Draft of PPM change: Chapter 8, Task Forces. V C 1 a. Committee of Eight Insert the following as the second sentence: "The SLDTF Assistant Coordinator/Coordinator-Elect shall serve as the chair of this Committee."
b. State and Local Documents Toolbox (Diann Weatherly)
Diann Weatherly passed out handouts of what she has done so far. The consensus was that it looked good and to work with Atifa Rawan to have it look more like the other SLDTF web pages. Diann asked for input on the cataloging pages.

c. PPM updates
This item has been carried over on the agenda for awhile and Nan Myers said that Dena Hutto had previously identified some items that needed changes. Linda Reynolds raised questions about 2 parts of the PPM. Chapter 8 V C 1.c SLDTF Web Committee states that there should be 2-3 SLDTF members assisting Atifa Rawan. Atifa said there are members assisting. The other section was V C 3 regarding a State and Local Documents Column in DTTP. When the new editor is chosen Linda will contact them to find out if the SLDTF Coordinator needs to find someone for the column.

d. Top 10 List for New State Documents Librarians
Nan Myers stated that the list was complete and that she would send Atifa Rawan the pages so they could be put on the web page and have Diann Weatherly put a copy in the toolbox.

e. Documents on Documents MOU
The Memorandum of Understanding with UCLA for the Documents on Documents collection has not yet been signed. Nan Myers agreed to explore the possibility of moving the collection from UCLA to the ALA archives.

f. Program ideas for 2004 Annual
Ideas for a program for 2004 Annual in Orlando pertaining to municipal documents were discussed.

7. New Business
a. New book by Lori Smith (Barbara Miller) Barbara Miller announced that Lori Smith is a co-author of a new book about state documents that will be published later in the year and that SLDTF would invite Lori to our meeting at Annual 2003 in Toronto to discuss that book.

8. Adjourned.