Present: Barbara Miller (coordinator), James R. Jacobs, Jim Church, Karen Hogenboom (secretary), Kirsten Clark, Michael Smith, Mary Martin, Donal O'Sullivan, Timothy Skeers, Richard Yarnall, Kris Kasianovitz, Yvonne Wilson, Stephen Patrick, Patricia Finney, Sherry Mosley, Atifa Rawan, Michael Esman, Margaret Lane, Tanya Finchum, Marcy Allen, Anne Liebst, Randall Halverson, Andrew F. Johnson, Jian Anna Xiong

1. Coordinator Barbara Miller called the meeting to order. The agenda was approved, with the addition of a report from Mary Alice Baish of the American Association of Law Libraries. Minutes from the 2003 Midwinter and Annual conferences were approved.

2. Liaison Reports

A. The SLDTF representatives to the Cataloging Committee, Education Committee, GITCO, and Rare and Endangered Government Publications Committee should send a report to the coordinator after their committees meet.

B. Legislation Committee (Sherry Mosley): The committee is working on resolutions about ERIC and the principles of the depository program and access to government information. The committee would also like to put forward a resolution on state governments' removal of information from their web sites, but needs more background research and time for discussion before a resolution can be drafted. The AALL report on state laws re: access to information is a start, but actual practices also need to be investigated. SLDTF may be asked to help collect background information for this resolution.

C. Program Committee (Yvonne Wilson): Rich Gause did not report to the committee on the SLDTF program for the 2004 Annual Conference. The deadline to submit the program to ALA has been met, and an online flyer will be posted soon. A preconference on cataloging government documents for the 2004 Annual Conference is being sponsored by the Cataloging Committee. Future plans include a preconference in 2005 on digitization of historical government documents and a 2005 program on cataloging and preservation of digital government information. The Program Committee is discussing evaluation of programs.

D. Publications (Anne Liebst): The notable documents nominations have gone to selectors. Documents to the People's finances are getting better, and DttP is changing its look and feel with the next issue. A proposal has been submitted to the committee re: a book on issues and practices surrounding e-government. Duncan Aldrich and Andrea Morrison are looking for volunteers to write chapters on state and local government. Mary Martin's book about local documents has been submitted to Greenwood Press. A task force has been appointed to manage the transition to a new GODORT web administrator and the possible transition to ALA hosting the GODORT web site.

3. State and Local Documents Toolbox (Tanya Finchum)

John Stevenson has done a draft of a toolbox for catalogers of state and local documents, including a list of state libraries, relevant rules from AACR2, electronic sources for state publications, and a list of paper sources including some information from individual states. The goal was to create a tool similar to the toolbox for federal documents, but the cataloging issues are not the same. The future of this
project was discussed, and it was decided that the toolbox would be a useful tool for catalogers who need to catalog documents from states other than their own, and should contain contact information for help cataloging state documents as well as general information about each state's cataloging and classification systems. It was decided that the Committee of 8 should survey the states, asking the following questions:
A. What classification system does the state use?
B. What entity catalogs state documents (i.e. a department at the state library or a university library's government documents department).
C. To which utility does this entity submit its cataloging records?
D. Does the state have a GILS program?
E. Does the state catalog documents in digital format?

4. National Agricultural Library cooperative agreements with state agricultural cataloging agencies (Michael Esman)

The National Agricultural Library has been unable to follow up on the information about which entities in each state catalog agricultural extension and agricultural experiment station documents, but plans to contact each state before the 2004 Annual Conference to establish partnerships so that these documents can be added to AGRICOLA. Barbara Miller reported that the Committee of 8 survey of states to identify this information has been completed.

5. Center for Research Libraries project on state documents (Pat Finney)

The CRL collection of state documents is being reviewed to establish meaningful order and enforce the scope agreed upon by GODORT and others. The states are being reviewed in alphabetical order. 37 states plus the District of Columbia and Puerto Rico are finished, and Pennsylvania is almost finished. The end product of the project will be a collection that is manageable, able to be fully cataloged, and able to accept deposits to fill in gaps once holdings are known. Pat Finney and Yvonne Wilson are working on a web page describing the project. CRL may be able to provide tours of the collection or host a reception at the 2005 Annual Conference.

6. Book on local documents (Mary Martin)

Mary Martin has written a book on local documents, but does not have a publication date yet from Greenwood Press. Mary will be one of the speakers at the SLDTF summer program on local documents. Each chapter of the book discusses how local documents on a particular subject might be found, rather than giving a bibliography of documents on that subject. Chapters were written by volunteers from all over the country. Three introductory chapters discuss how local information is organized and general rules for accessing it.

7. Possible 2005 program (Jim Church)

SLDTF approved a proposal for a program at the 2005 Annual Conference about the cataloging and preservation of digital government information. For the cataloging portion of the program, one speaker would talk about a shared cataloging project in California, and another about the PURL project at OCLC. Possible speakers for the preservation portion of the program would come from the California Digital Library, the Wayback Machine, and OCLC. Jim Church asked that task force members contact
him with names of entertaining and informative speakers on these topics who normally attend the Annual Conference.

8. Information about permanent public access to state government information

The GODORT Legislation Committee has asked SLDTF to compile information on state governments' practices for ensuring permanent public access to their information. AALL has done a report on state laws, but the Legislation Committee would like a picture of procedures and policies in the states. Many state documents are copyrighted, which complicates any large-scale project to make copies of documents for permanent public access. The Committee of 8 chair will add questions on this topic to the list of questions submitted to the state contacts.

9. Federated searching for state documents

The GODORT chair has asked SLDTF to survey the states to find out where federated searching is available. This subject will also be added to the Committee of 8 questions.

10. DttP column ideas (Kris Kasianovitz)

Contact Kris with column ideas about state and local government information, particularly local government information. She would like to highlight local data projects or collections. Possibilities are Chicago municipal documents and the Chicago Public Library's agreement with the Library of Congress regarding the Library of Congress's collection of Chicago documents. Another issue is how libraries are handling municipal codes as they become electronic only. If the library collects historical versions of a municipal code, how are they providing access to superceded versions of the code in the electronic environment? Some codes are unpublished or privately published, which complicates access. Law library and public library listservs could provide information about this issue.

11. openthegovernment.org (Mary Alice Baish)

Mary Alice Baish reported on the AALL white paper that gave the status of state laws re: access to electronic information, including freedom of information and depository laws. The white paper is a tool to educate and advocate for legislative change. The District of Columbia and New Jersey have been highlighted for change in state laws, and AALL will work with state library associations on these issues. She also described a new coalition, openthegovernment.org, which is advocating on issues surrounding openness in government (for example, takedown of electronic information, sensitive but unclassified government information, detainees, and the secrecy provisions of the PATRIOT Act). Organizations are participating in the coalition by signing a statement of values on the coalition's website. These member organizations are then asked to sign on to letters to legislators and other policy makers. The coalition has written letters to the Secretary of the Department of Homeland Security about freedom of information and labeling government information as "sensitive but unclassified;" it has also written a letter about the Electronic Government Services Act, which has been introduced in seven states and provides that no state information can be made available for free if two commercial publishers are making it available. The coalition also can provide experts to speak on issues related to open government and can be contacted for help with problems related to open government. Opengovernment.org is looking in particular for state library associations to sign the statement of values.
12. Prue Adler from the Association of Research Libraries asked the GODORT Steering Committee for information about states that are digitizing their legacy collections. The Palmm Project in Florida was mentioned. ARL is specifically looking for standards for these projects. Anyone who knows of a project should contact Barbara Miller, who will forward the information to ARL.

13. The meeting adjourned at 4:50 p.m.