1. Jim Church called the meeting to order at 2:00. The agenda was approved. Minutes from the 2004 Annual conference were approved.

2. Liaison Reports
   a. Cataloging (Tanya Finchum): Jim Church opened discussion regarding the SLDTF Toolbox, and in particular, the cataloging part of the toolbox. The Cataloging members suggested contacting state librarians via their own listserv. Jim requested members from the two groups form a working group. Andrea Morrison volunteered to be a consultant, not an official member of the working group, and there were no further volunteers. The Chair, David Griffith, stated the committee would put out the word for volunteers. There was brief discussion supporting the potential value of the Toolbox but no further action taken. On a different subject, GPO is getting its first ILS (Integrated Library System) and a review of the interface was reviewed at the meeting on January 16th. There is discussion regarding having multiple 856 fields to include a “Locate Libraries” option. As of September 2004, more than 570,000 records had been entered. GPO is required by law to print a Monthly Catalog so will have to obtain a waiver before switching entirely to an electronic version. AACRIII is scheduled to be released in 2007.
   b. Education (Marcy Allen): There is an overhaul of the Handout exchange in the works. The development of a list of competencies for information specialists is also in the works. Incorporating government documents into BI sessions is a potential topic of a 2006 Annual conference program.
   c. Govt. Information and Technology (Michael Smith): GITCO will discuss GPO’s document on the future digital system. There will discussion for a 2007 pre-conference on the American Community Survey. There is also an anticipated discussion on the Google/Stanford Initiative.
   e. Program (Jan Goldsmith): The 2005 program has been finalized. Three speakers have been confirmed with a potential fourth one to be decided within the next two months. The Pre-Conference program on “Demystifying Government Information” is ready and is geared toward non-government information specialists.
   f. Publications (James Jacob): DTTP is getting closer to being in the black. DTTP may start a mentor-type program as a means to recruiting new helpers, for example, for people with layout skills, publishing software,
advertising, etc. There is a new webmaster and things are moving along and will soon be working on the GODORT page. A blog may be added to the page as a communication venue.

g. Rare and Endangered (Timothy Skeers): The program focusing on older (over 150 years old) state and local documents is being delayed waiting on a more advantageous time.

h. Nominating (Yvonne Wilson): David Utz is running for Chair; needs people to run for secretary of SLDTF. There are also openings in other area of GODORT so please contact Yvonne if interested in running.

3. Jan Goldsmith reported the Documents on Documents Collection has been shipped to GODORT Archives (Vicki Tate). Jan is now weeding the accompanying boxes of correspondence and when finished, she will mail them to the archivist as well.

4. Jim Jacobs and Kris Kasianovitz have volunteered to be the new webmasters for the SLDTF webpage and will host the site as well. Jim and Kris also volunteered to take a look at the toolbox (Diann Weatherly relinquished her role in hosting and managing the toolbox January 6, 2005) and determine what might need to be done to improve it. Discussion followed regarding the perceived value and potential of the toolbox with Jim deciding to attend the Cataloging Committee meeting the next day in hopes of finding a resolution to toolbox issue.

5. As reported earlier, the 2005 Program has three confirmed speakers and can be done without a fourth if need be. The title was reworked to “Born Digital, Dead Tomorrow: Classification, Capture and Curation of Resources at Risk” with the aim being to increase interest in capturing state and local electronic documents.

6. Julie Schwartz, Connecticut State Library, gave a condensed version of her GODORT Update presentation on their project with OCLC on digitizing documents. The project has been active the last 5 years. As the project continues to progress, they are establishing standards for handling metadata. They are harvesting born digital state items and archiving them (data is actually stored at OCLC). As the items are harvested, they are added to the cataloging workflow. At this time they do not have an automatic harvesting mechanism in place. They recently started disseminating the links to their state depositories.

7. Bette Siegel, State Library of Massachusetts, presented information about the state library. By law towns have to provide copies of their annual reports to the state library so they have a large collection of old town documents. Cities, however, are not mandated to do the same so they have to keep a watch out and request copies as needed. There is a constant challenge to track down and request copies for the collection. Items are microfiched and disseminated to depositories in the state. They are just now starting to address issues of electronic documents.

8. Pat Finney, Center for Research Libraries reported on the status of the Center’s comprehensive collection of U.S. State Documents for all 50 states and territories covering the 18th Century to 1950; and Legislative Journals to 1990. Alabama through Tennessee, Vermont, DC, and PR are finished with Texas and Wisconsin almost completed. The Center will be offering tours during ALA Annual 2005
and will run buses Thursday 12:30 -4:00, Friday 9-12 and 12:30 to 4:00. Specific details will be forthcoming.

Meeting Adjourned 3:55

Respectfully Submitted,
Tanya Finchum, Secretary
January 18, 2005