Present: Paul A. Arrigo, Vickey Baggot, Diane Campbell, Elaine Coppola, Patricia Finney, Jennie Gerke, Jan Goldsmith, Karen Hogenboom, James Jacobs, Kris Kasianovitz (Secretary), Barbara Miller, Lorna Newman, William Oduro-Donpreh, Stephen Patrick, Mark Scott, Timothy Skeers, Michael Smith, Sara Striner, David Utz, Marilyn Von Seggern, Amy West, Stephen Woods (Chair), Yvonne Wilson, Richard Yarnall

1. Welcome and Introductions

2. Minutes from the 2005 Annual conference were approved. See: http://sunsite.berkeley.edu/GODORT/sldtf/minutes.htm#june2005

3. Reports from Committee Liaisons
   - Cataloging Committee (Lorna Newman) – Committee meeting on Sunday, 10:30am. Lori Hall from GPO will be there to discuss various cataloging issues, including the proposal to use the MARC 300 field for electronic publication description, and give an update on their forthcoming ILS.
   - Education Committee (Kris Kasianovitz & Paul Ariggo) Committee meeting on Sunday. 1:30pm. Committee will be discussing competencies for government information librarians (as a continuing education and professional development tool) and for Library School government information courses. (SLDTF Chair asked that we keep in mind competency issues that are specific to state and local government. We may want to consider asking Task Force to provide feedback.)
   - Government Information and Technology Committee (Jennie Gerke) Committee meeting on Sunday, 1:30pm. GPO will be discussing the Future Digital System and Concept of Operations (Con-Ops). They will also discuss GODORT/ALA advocacy for non-proprietary/open-source software.
   - Legislation Committee (Richard Matthews) Committee is discussing the PPM, specifically the role of National Action Alert Network as well as creating sample wording for letters to legislators.
   - Program Committee (Jan Goldsmith) The committee will be adding a blanket statement about working with other groups (within and outside GODORT) on programs to the PPM. The committee will be creating a planning checklist to help those who will be sponsoring a program. The 2006 Annual Pre-conference (sponsored by the International Documents Task Force) has been postponed. Since the pre-conference is a revenue generator for GODORT, there is discussion of offering 2 pre-conferences in 2007. The 2006 Summer Program, sponsored by the Education Committee, will focus on teaching information literacy skills to students, using government information. It is aimed at a broad audience, not just government information librarians.
   - Publications (James Jacobs) Committee meeting on Sunday, 10:30am. Andrea Morrison is seeking contributors for chapters in the book Managing Electronic Government Information in Libraries. The committee will discuss issues related to the migration of the GODORT website from the Berkeley Sunsite to ALA servers, using the ALA Content Management System.
   - Rare and Endangered Government Publications (Timothy M. Skeers) Committee meeting on Sunday, 1:30pm. There will be an update on the Readex Serial Set Project. GODORT members are invited to attend the REGP sponsored tour of the Daughters of Revolutionary Texas Library; meet at the Alamo 4pm today.
Nominating (Yvonne Wilson) Committee is seeking nominations for the offices of Coordinator (2-year term), Coordinator elect (2-year term), and Secretary (1-year term) for SLDTF, FDTF, IDTF as well as GODORT Chair and Secretary, and Publications Committee Chair. Please notify a Nominating Committee member by Sunday if you are interested. Officers must be able to attend both mid-winter and annual conferences for the duration of their term. Forms for Depository Library Council, GODORT offices, and volunteers are available from the committee’s website: http://sunsite.berkeley.edu/GODORT/nominating/index.html
Barbara Miller encouraged anyone who might be interested to check out the PPM for GODORT officers responsibilities.

5. Old Business & Guest Speaker

Patricia Finney, Center for Research Libraries, gave an update on CRL’s project to review and assemble in a meaningful order the Comprehensive Collection of US State Documents for all 50 States and Territories, 18th C. to 1950; and Legislative Journals, up to 1990. Pat has finished reviewing and ordering 46 States (Alabama – Vermont, Wisconsin) plus D.C. and Puerto Rico. Virginia is quite far along; Washington in next. Due to personal health and staffing, some progress has been made; Pat plans to have more to report at Annual.

Mark Philips digital projects manager from the University of North Texas Libraries gave a presentation on the Portal to Texas History, see: http://texashistory.unt.edu/ Created as “the digital gateway to Texas History throughout the state,” they are working with smaller institutions (historical societies, museums), public libraries and private collectors to digitize text, image, and artifacts. In addition to academic research support, the project is also collaborating with history faculty and graduate students to create curriculum pages for 4th and 7th grade history courses that comply with TEKS (Texas Essential Knowledge and Skills) standards. The site also features digital project resources.

Discussion on adding content to the State & Local Documents webpage. The SLDTF website was redesigned and a beta version was rolled out at Annual 2005. We broke into small groups to discuss specific areas of the SLDTF website that need content revised, removed or created and create action items.

Action Items:
Professional Development Tools> State Resources

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<td>1.</td>
<td>Review and combine pages on State Depository Library Systems and State Document Depository Laws</td>
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Professional Development Tools> Collection Development

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<td>1.</td>
<td>Create content for this portion of the site. Possible ideas: Link to Collection Development Policies from State Libraries, universities, etc.; How to write a collection development policy; Add a link to Vickey’s revised portion of State Resources; AALL report; Archiving projects; Annual Lists</td>
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Professional Development Tools> Cataloging & Processing

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<td>1.</td>
<td>Lorna will ask Cataloging Committee if they still want SLDTF to develop a resource page for Cataloging. She will suggest an alternate option of including as part of the Checklist for State Librarians, a section on Cataloging. If Cataloging wants us to develop resource page, we will get a template from John Stevenson to work on. If no interest from Cataloging, we will remove this from the website.</td>
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Professional Development Tools> Local Resources
1. Review content and decide what information is necessary for this section. Potentially remove Data and Statistics, GIS & Mapping. Paul Arrigo, David Utz, Mike Smith

New & Issues
Remove Articles section; add citations to Bibliographies; Remove Taskforce Initiative Kris Kasianovitz
Continue to add content to Bibliographies; Contact Kathy Parsons for scope/parameters she used for creating Bibliographies. Kris Kasianovitz
Create bibliographies for years 2000 – 2006 (2 years per person) James Jacobs, Kris Kasianovitz Sara Striner
Find out parameters of ALA CMS; if we are able to, use RSS feeds to Stateline.org, Governing.com, Council of State Governments, Council of CIO’s to create content under News from States & Localities James Jacobs
Link powerpoints and other presentation materials to Conference Programs /Events. Investigate where these materials currently reside. Stephen Woods
Add the Texas History Portal to Digital Projects/Initiatives Kris Kasianovitz

Official Business> Committee of 8
Revise content to reflect current members and instructions. Stephen Woods

6. New Business
State library associations and legislative alerts. Barbara Miller would like us to investigate how we can better communicate with our Legislators when issues/bills that require our attention arise. Due to the bureaucratic structure in place for reviewing and vetting letters written by state library association members to Congressional representatives, Barbara and the Oklahoma Library Association discussed ways to streamline this process, so they are better poised to react to legislation in a timely manner. There will be discussion with the Legislation Committee, possibly suggesting language for the letters. Can we create a short explicit statement about the necessity for free public access to government information that can be pre-approved by state library associations and then “plugged-in” to letters to legislators when issues that require our attention arise? Also, Legislation committee will be investigating what to do with the now defunct National Action Alert Network (NAAN), PPM Chapter 17, Section IV, http://sunsite.berkeley.edu/GODORT/PPM/leg.html#IV

Feedback needed. Paul Arrigo and Stephen Woods will email members of SLDTF for feedback on a Metropolitan and city directory project they are working on.

7. Meeting was adjourned at 3:30.

Respectfully Submitted,
Kris Kasianovitz, Secretary
January 21, 2006