GODORT State and Local Documents Task Force
Annual Meeting
Saturday, June 24, 2006; 4-5:30pm
Sheraton Grand Ballroom E

DRAFT

Present: Paul Arrigo, Vickey Baggot, Crenetha Brunson, Patricia Finney, Tanya Finchum, Stephen Woods, Jennifer Gerke, Jan Goldsmith, James Jacobs, Barbara Miller, Lorna Newman, Stephen Patrick, Sarah Santos, Timothy Skeers, Vicky Tate, Yvonne Wilson, Stephen Woods

I. Welcome and Introductions (Stephen Woods, Chair)
Stephen will be outgoing chair. Paul Arrigo will be the incoming chair at Midwinter.

II. Agenda Approved

III. Draft Minutes of ALA Midwinter Meeting approved. Action: SLDTF Secretary will post to website.

IV. Reports from Committee Liaisons
   Cataloging (Lorna Newman) will be meeting on Sunday, June 25. Topics to be discussed: RDA, LC Series Authority changes; Jennifer Davis from GPO will be there to discuss cataloging issues. Cataloging has migrated its website over to the new ALA CMS; check it out for information, links to LC and GPO Cataloging policies.
   Education (Sarah Santos) will be meeting on Sunday, June 25
   Government Information and Technology Committee (Jennie Gerke) will be meeting on Sunday, June 25.
   Legislation Committee (Richard Matthews) is going over feedback on the Essential Titles list from FDTF meeting this morning; they are working of 4 resolutions: Federal Libraries; EPA Libraries; Voting Rights Act; and Oversight of GPO. SLDTF is still in need of a liaison to Legislation, contact Paul Arrigo (parrigo@lee.edu) if interested. Action: Kris Kasianovitz will post a call to GOVDOC-L.
   Program Committee (Jan Goldsmith) is working on revising their mission. They are also clarifying the definitions of what constitutes a program vs. a pre-conference. Pre-conference for 2007 will be sponsored by International Documents Task Force: It’s a Small World After All: Globalization of International Documents”. 2007 Program will be sponsored by Rare & Endangered, “What Difference Does it Make What Congress Published? American History in the Earliest Congressional Documents”. The Program committee asks that we work on putting forth program or pre-conference plans.
   Publications (James Jacobs) Andrea Morrison is still seeking editors for Managing Government Information in the Electronic Age (deadlines August 31, 2006).
   Rare and Endangered Government Publications (Timothy Skeers) will be meeting on Sunday to discuss the Serial Set Book project and the Serial Set print inventory. REGP took a tour of Williams Research Center today.
   Bylaws (Barbara Miller) discussed reorganizing the GODORT structure; ideas discussed: Task Forces may become more like Interest Groups; FDTF and Legislation could be merged into one since there is so much overlap.

V. Old Business
   Patricia Finney, Center for Research Libraries, gave us an update on the comprehensive collection of U.S. State Documents for all 50 states and territories, 18th C. – 1950; and Legislative Journals to 1990. Pat has completed the review and organization of 48 states, DC and Puerto Rico. 2/3 of Washington and West Virginia are all that remain!

   Report & presentation from Kris Kasianovitz, SLDTF web manager. SLDTF website has been migrated into ALA CMS; ALA will be moving to another CMS in October; all content is expected to migrate without a lot of intervention. There are a few remaining clean-up items to do (normalize URL naming convention; finish Website Documentation guide; clean up some html); information provided on how to submit content. If you have content to be added, questions, or ideas for SLDTF website, please contact Kris, krisk@library.ucla.edu

   Reports & follow-up from web-working groups (see midwinter minutes action items):
   • State Resources: Vickey Baggot completely updated and greatly expanded content for the State Depository Systems & Laws resource guide. Jennifer Gerke has reviewed and updated State resources page.
   • Collection Development: Timothy Skeers is continuing to build content for this area; will tie-in discussion items from today’s meeting for this area. Volunteers to work on this section welcome!
   • Cataloging & Processing: Lorna Newman spoke with Cataloging Committee to determine if SLDTF should pursue a State & Local Cataloging Toolbox. Cataloging supported this idea. Lorna is working on updating content initially created by John Stevenson. The Toolbox will reside on the Cataloging Committee’s Website. SLDTF website will point to it. Action: Lorna will send the link to the S&L Cataloging Toolbox; Task Force members should review and send comments to Lorna lorna.newman@uc.edu
   • News and Issues: Kris Kasianovitz has contacted previous creators of the SLDTF Bibliographies to get information about criteria for inclusion of citations. Bibliographies for 2001-2006 will be added to the site. Volunteers to
assist with this are welcome! Please contact Kris, krisk@library.ucla.edu Kris is also investigating the possibility of using a Blog or adding RSS feeds to the site for the News section.

- Committee of 8: Stephen Woods has updated the directory and filled a missing position. He will be working with current members of the C8 to review their Charge and what their needs in order to be more involved with SLDTF.

VI. New Business

Reflect on the Past, Envision the Future: Members engaged in a brainstorming session to evaluate the relationship of the Task Force’s mission to the needs of GODORT members. The four areas below were discussed; we were asked to reflect on what we had done in the past and what we could do in the future. Task force members were asked to take the lead on each of the four areas and be the “contact”. Each contact that is charged with the following:

1. Conduct a needs assessment to get feedback from those who work with State & Local docs; are we heading in the right direction? Are these resources what they need and find useful for their work?
2. Identify relevant groups within ALA that are doing similar work, review websites, identify ideas/issues that we can use as an example.
3. Brainstorm ideas for potential SLDTF sponsored Programs (we want to build a “bank” of program ideas)

Action: Contacts will report back at Midwinter 2007. If you have ideas, suggestions for any of the areas, please send to the contact.

Notes & Ideas from Brainstorm

Reference & User Services
Contact: Jennifer Gerke jennifer.gerke@colorado.edu
Possible participation in programs such as UIC’s Pilot Program for Digital Reference; Reference Services – promotion of state and local documents in response to reference questions; how to lead users to state and local documents; are there reference resources which we need to promote, on a regional level (utilize the Committee of 8 to supply information or leads); provide locations of resources; Training aids for reference – how to start such a program; Work on more programs for State & Local Reference that are “documents for non-documents librarians” – cosponsor with RUSA, BRASS, etc.

Technical Services
Contact: Crenetha Brunson
Presentations at ALA Conferences on local and best practices for cataloging; develop the Cataloging Toolbox; Reporting from regional conferences.

Bibliographic Instruction & Training
Contacts: Barbara Miller barbara.miller@okstate.edu & Kris Kasianovitz krisk@library.ucla.edu
Expand and update the “Top 10 List for State Librarians” to help State & Local librarians build and manage collections as well as provide information literacy sessions to students; “Lists” for collection management will answer “how is X handled in your state (X = copyright; who, what, where of archived, cataloging, harvesting born digital; state depository laws; state contacts for materials; how do you access state documents, tangible or print; include best practices and information from workshops, like the one held in NC; how and how often is your State Library Association involved in legislative actions/issues)? “Lists” for instruction will help explain state vs. local jurisdiction for laws, courts, budget and finance for programs, understanding legislative bodies, how they operate, how they are funded; what is an EIR.

Collection Development
Contacts: Paul Arrigo parrigo@lee.edu and Yvonne Wilson ymwilson@lib.uci.edu
SLDTF Programs on CD, web bibliographies, the SLDTF website have supported this area in the past. For the future: develop resources with links to various State Harvesting/Crawl projects and preservation of paper and electronic; “How to Collect Local Docs” guides; create partnerships with public libraries, historical societies and law libraries; Union List of State Documents; Notable State and Local Documents.

VII. Stephen thanked all on the committee for their work this past year; special thanks to those whose term ends: Kris Kasianovitz (returning for ’06 – ’07), Richard Matthews, Jan Goldmith (returning for ’06-’07), Timothy Skeers, and James Jacobs.

VIII. Meeting Adjourned at 5:30pm

Respectfully submitted,
Kris Kasianovitz, Secretary
June 26, 2006