

ALA Midwinter GODORT Steering Committee Meeting
Sunday, January 27, 2019
4:00-5:30PM
WSSC 401, Seattle, WA

Hallie Pritchett, Chair
Julia Frankosky, Minutes

Attendees: Hallie Pritchett, Julia Frankosky, Bernadine Abbott Hoduski, Simon Healey (serving as proxy for Andrea Morrisson, chair of Cataloging Committee), Kay Cassell, Gwen Sinclair, Patricia Siska, Danielle Ponton, Rachel Dobkin, Laura Sare, Jim Church, Kian Flynn, Lynda Kellam, Rebecca Hyde, Mike Smith, Aimee Quinn. Virtual attendees: Emily Rogers, Sarah Erekson, Samantha Hager

Introductions and announcements

Treasurer's Report, Rebecca Hyde

- Copies were distributed. Page 2 details last year's budget; page 3, the current budget so far. GODORT is doing very well budget-wise and has a bit of a reserve.
- Rozkuszka Scholarship listed on page 4 has been doing well despite a dip due to market fluctuations. The scholarship received a \$350 gift honoring the Library Services and Content Management Outreach staff of the Government Publishing Office.
- At the earlier Membership Meeting, the budget was approved with a slight change caused by lowering expected DttP expenses.
- Rebecca moved for Steering to accept the proposed modified budget. Susanne seconded. All approved and the budget was passed.
- Bernadine asked about GODORT's dues to the Freedom to Read Foundation and why that wasn't paid on time. Rebecca explained that due to a transition from the Washington Office to Chicago Office, this was an oversight but the dues were paid in December.
- Rachel asked if for GODORT's investments, is there a socially responsible mission for selecting our investments? Rebecca explained that investment selection is handled by ALA and that this is being discussed in Council.

Old business

Website Migration, Hallie Pritchett

- ALA has ceased supporting the wiki and all content was asked to be moved to the new Drupal site about a year ago. The website group was chaired by Hallie they successfully migrated almost all of GODORT's content to the new site. About 400 meeting minutes and agendas still needing to be added. Steering will need to discuss how this website will be maintained and how to handle our online

presence as a whole to ensure a robust, up to date web presence. The wiki with historic content will be archived.

- Hallie is currently acting as web master and any requests for content that needs to be added or updated should be sent to her.
- Bernadine: is the new site separate from ALA Connect? It's confusing to try to figure out what to post, where. Hallie: Yes, this site serves a different purpose than Connect.
 - Shari: the redesign of Connect removed a lot of functionality GODORT used to use like sharing documents, so it's not as easy as it used to be under the old system. The GODORT Listserv was kept in addition to Connect to ensure communication with everyone.
 - Hallie: wants a rubric as to what to post where to be made available to all so one can figure out appropriate use of each of these tools/sites. More discussion about this will happen under Communication Committee agenda item.
 - Rachel: who participated in migration? Hallie Pritchett, Kian Flynn, Tom Adamich, Amy Slater, Samantha Hager, Robbie Sittel, and Shari Laster.

Communications Committee proposal, Hallie Pritchett

- Managing the website is too much for any one person and it's good to have backups. It'd also be good for our online presence to be unified, kept up to date and promote our mission. Permissions must be granted to access the website, social media accounts, etc. and we don't have a system in place to add and remove permissions. ALA doesn't want a lot of people to have access to update websites due to security concerns. We also need to make sure we have timelines in place to ensure content is posted in a timely manner. We also need a group to keep up with emerging technologies or things we should adopt or get rid of. Because of these factors, it makes the most sense to have a consolidated group.
- Originally proposed as Communications Committee but it's more like technology committee. They will NOT be creating content but will be responsible for but posting it on various sites. The idea is that these people will ensure we know who has access to our sites and that they are expected to work with other committees to get the content to post, create forms for groups, etc.
- Ideally, this committee would be rather small, and 2-3 people with experience with Drupal, social media, graphic design etc. and this would be a rotating group. Would have the ability to grant and revoke permissions for Facebook, LibGuides, etc. while streamlining the process of disseminating information, while also making it transparent. While we need more than one person, we do not want this to be a massive committee.
- Simon is on web presence committee for another group and does 60% to 70% of what is being discussed. ASCLA committee is 5 people, but they lack technical

experience like Drupal but they have a separate web master for that. Committee reviews website content, sets up timelines for review and posting of documents/content, and does other things that were listed as part of this proposed committee's charge. Web presence is suggested as the name for this committee instead of Communications

- As there is currently a Web Master position, Hallie proposes that the Web Master serve as chair for this committee. In addition to Web Master, there would be two others on the committee to assist and ensure things are done in a timely manner..
- Sarah: anyone can post on the Facebook page but there are 3 main account holders and 4 editors who can remove posts.
- We need to make sure that privileges are revoked and that we have a process in place to ensure that those who are not active are not able to post.
- Aimee Quinn: have you all discussed archiving any social media in addition to what's on the website and who will migrate that content when ALA comes up with a new technology to use.
 - We might want to look into this through this committee. We assume Connect is being dealt with by ALA
- Rachel: would like to be clearer on technology only and not content. Would like to add for consideration: committee should be in charge of virtual meetings such as Zoom, and permissions as well as archiving. Would like to see this committee create a schedule and index so that we know exactly when things are going up on the various sites and where. Would like it to be incredibly transparent. Should include integration of what ALA is doing.
 - Hallie: we do have a virtual meetings coordinator (Samantha Hager), who is a special officer of Steering. We can discuss this further. One of the things this group will do is put together a schedule about what is updated and when and where. As far as keeping up with technology this group should keep up with emerging technologies and keep an eye on ALA. We don't need to adopt all available technologies but we need to make sure we aren't falling behind. We need to be proactive. Who's creating content: realistically the different committees need to be doing this for their own pages. In terms of content outside of specific committees another conversation needs to happen.
 - Rachel: this is something new people from library schools would be great. We should figure out how to get these people involved.
 - Hallie, we should always be looking at how to get new people involved across the board.
- Hallie will draft a new proposal for this committee and send it to Steering for further discussion. Hallie hopes to have this new committee in place by Annual.

Update on Declining Membership/Loss of Councilor, Hallie Pritchett

- Individual membership numbers have dropped below 1% of ALA personal membership. To regain our dedicated Councilor, we need to get at least 1% which is about 525 people by August. Last report showed we're at 463 and have gained about a dozen new members. We will no longer have a dedicated Councilor after Bill Sudduth's term, however we will be represented by Round Table Councilor. We put forth a name for consideration but haven't heard back. If we don't get our numbers up we'll go another year without a dedicated Councilor. Pushing to get our name out there and build membership is our goal. We had cool swag and will be discussing other ways to boost membership.
 - Ideal is higher than 1% so we aren't in crisis mode constantly. Barrier: need to be an ALA member to join GODORT.
- Lynda: have we gotten into LIS programs to advertise? Not yet but will send emails out to depository members and will work to do outreach to library schools
- Patricia: are there discounts for GODORT membership for first time members? No but we can discuss this as a possibility; our dues are \$20.
- Bernadine: where are the membership brochures? We should have them at all our meetings to hand out. We are expecting more people at Annual and this is a great time to push our membership as we will have a lot of non-GODORT members for all of our programs. Need to make sure we have our materials available. Hallie: Currently they are placed in ALA Lounge. Hallie and Rachel will make sure we have sufficient GODORT promotional materials for all GODORT-related events at Annual.
- While GODORT was part of roundtable spotlight but there was not a lot of foot traffic; however, those who stopped by were enthusiastic about government information.
 - Rachel: as head of Membership, doing outreach and swag is not enough. Outreach to groups hasn't been working and we aren't offering anything to people and until we figure out what we offer and can offer to people we can't reach out successfully. We didn't have an update at general membership or for liaisons; there's a lot of information that needs to be shared and we need to figure out what we want, especially if we aren't having in person meetings. We need a reorganization for this to happen successfully. It's hard to do this because we need to make big changes and until we do GODORT won't be relevant. There needs to be a bigger discussion as to why people aren't members and how we can get them in and get them to participate.
 - Aimee: echoes what Rachel says. Wants Steering to come up with a marketing plan to students and depository coordinators. Hallie would like to suggest that we continue this discussion on marketing and outreach at a virtual Steering meeting.

Update from our ALA Executive Board Liaison, Andrew Pace

- Changes to the ALA investment budget: 8.5 million to go towards information technology, advocacy, and steering committee on organizational effectiveness. Brought in an interim CIO.
- Bringing state chapters and Washington Office together in advocacy efforts.
- Restructuring Midwinter meetings with an emphasis on more programming.
 - Please send any feedback or concerns about the Midwinter restructuring to Andrew Pace.
- New executive director will hopefully start next year. New search has begun.
- ALA has a new treasurer as well. Hopes to better align investments with ALA's core values and strategic initiatives.

GODORT Ad Hoc Committee on Equity, Diversity, and Inclusion draft statement, Shari Laster

- Ad Hoc Committee consists of five members: Allan Van Hoye, Bernadine Abbott Hoduski, Hayley Johnson, Sarah Erekson, Sean Buckner, and Shari Laster
- Want to open the door for conversation and help encourage others to get involved and join. Create a statement that makes it clear what GODORT can do, what we should do, etc. statement of principal that lays out why what we do is important, came up with a non-comprehensive scope of broad actions that GODORT can address. Some concrete, some abstract.
- Will share draft with general membership for feedback and will create an action plan for Annual.
 - Rachel: Native American documents are government documents and can see a very specific connection to tribal libraries. Would love to see something very specific about this.
 - Rebecca: such great ideas and worried that there won't be follow through. We need a plan to ensure these suggested actions actually happen.
 - Shari: we already have a structure through the PPM to get this done, we can get some of these things addressed in each committee's PPM entry, but we need to make sure there are ways to ensure this is sustained and that this can be more open to those who might not be familiar with GODORT and government information. This is an essential component to recruit new members.
- Hallie thanks the Ad Hoc group for their great work so far. Shari has submitted this to Steering and would like feedback as soon as possible. Can use the Google Doc to add comments or use track changes on Word and send to Shari. After feedback has been given and Rachel's feedback incorporated, it will be sent for Steering for endorsement, then to general membership for feedback.

New business

Awards Committee has selected winners. Steering members will review and vote. Shari moved to approve the slate, Rebecca seconded. Winners unanimously approved.

Additional Funding for the 2019 Rozkuszka Scholarship

- Hallie: we award \$3000 for a scholarship but would like to award 2 scholarships this year. Could we raise the amount so both recipients would receive \$2000 rather than \$1500? Rebecca listed concerns in a previous email sent to Steering members. No real problem approving this increase this year, but we should remember that the fund isn't doing as well as it has in the past and concerned that this would become a regular occurrence. The fund is set up for \$3000 a year and we need to rethink things if we plan on increasing the amount frequently in the future.
- Emily: several times in the past 7-8 years we have awarded this scholarship to 2 people. Lynda confirmed that in the past when there were 2 recipients, we've increased the scholarship for each recipient.
- For the past several years donations and auction proceeds have been around \$4000 each year, so it's in line with what we've been bringing in.
- Emily made the proposal that we increase the amount of funding for scholarship to 4000 for 2 recipients. Motion to approve: Kay, Laura seconded. All in favor. No opposed. Motion passed.

Annual 2019 meeting schedule, Shari Laster

- Our deadline for meetings, room configuration requests (such as if committee is going to have a panel, discussion group, etc.) is fast approaching so please contact Shari ASAP. We need to get our meeting information into the Scheduler and it's easier to do this early. Shari will be putting the call out and while all details don't need to be ironed out, the more you can tell her the better our descriptions will be in the scheduler. Every meeting we proposed, we got for the time we wanted and room we wanted. Deadline for Shari to submit to ALA is February 15 [Secretary's note: the date provided by Shari at the meeting was incorrectly stated as February 25]. Deadline for Steering will be about 10 days before that. Will email Steering this week asking for this information.
 - Rachel: GODORT 101 will be on the schedule. We might talk about having Happy Hour at a time that doesn't conflict with the Exhibits opening so that it can be on the schedule. Wants to start thinking about having 2 Steering Committee meetings at Annual as it would allow us to have a lot of conversations that we can't have online. It'd be helpful if we had time to brainstorm.

- Hallie: we've done two Steering Meetings at Annual historically. Shari: we stopped 1st steering 4 years ago on Fridays. Can see how having Steering discuss things before the event of conference would allow us to be alert to certain issues. But this can also be done virtually.

Future of the Midwinter Meeting

- Tabled due to time.

DttP Embargo, Laura Sare

- Embargos the last 6 months so only GODORT members can access all the issues; after 6 months all content is available to everyone. It'd be better to be open access immediately. Publications will be voting on this.

International Documents Task Force Proposal, Jim Church

- At the IDTF meeting, Jim discussed an IFLA advocacy statement on open access and international government information. He would like GODORT to endorse this statement in the future. Jim will submit text of proposal to Steering for a vote to endorse at a later date.

Potential GODORT Liaisons

- Tabled due to time.

State and Local Documents Task Force, Hallie Pritchett

- Currently does not have a coordinator at the moment. This group had a good meeting and discussed the name of the group and attendees thought there was a need for a support group for those who work with state information. Thought the term 'task force' was misleading and should be called a discussion group instead. Will be discussed virtually at a later date.

Hallie would like to schedule a virtual Steering meeting for the end of February. Please keep an eye out for a Doodle poll and fill it out in a timely manner.

Hallie: reminder please make sure when you get Steering emails that you respond. We need 11 for quorum so please respond in a timely manner. Keep in mind you'll see quite a few emails regarding future meetings, etc. in the next few weeks.

Motion to adjourn Susanne, Gwen seconded.

