

**American Library Association
Government Documents Round Table**

DRAFT (2) MINUTES

**Annual Conference
June 26 – July 2, 2008
Anaheim, CA**

Table of Contents

1st Steering

2nd Steering

Steering Committee Reflector

Steering Committee Teleconference, August

Steering Committee Teleconference, November

GODORT Membership

Committee meetings:

Awards

Bylaws & Organization

Cataloging

Conference

Development

Education

Government Information Technology (GITCO)

Legislation

Nominating

Program

Publications

Rare & Endangered Government Publications

Federal Documents Task Force

International Documents Task Force

State & Local Documents Task Force

GODORT Steering Committee I
ALA Annual Conference
Hilton – Huntington Room
June 27, 2008, 1:30 – 3:30 p.m.
Bill Sleeman, Chair
Jill Vassilakos-Long, Secretary

PRESENT: Bill Sleeman (Chair), Jill Vassilakos-Long (Secretary), Cass Hartnett, Jill Moriearty, John Stevenson, Mary Mallory, Justin Otto, Wayne Strickland for Crenetha S. Brunson, Karen Hogenboom for Stephen Woods, Valerie Glenn, Mary Horton, Chuck Malone, Jennie Burroughs, Ellen Simmons for Kevin McClure, Beth Clausen, Esther Crawford, Karen Hogenboom, Barbara Miller, Amy West, Linda Johnson, Larry Romans

ABSENT: Aimée C. Quinn, Marcy Allen, Stephen Woods, Yvonne Wilson, Lora Amsberryaugier, Barb Mann

I. Welcome and Introductions.

II. Adoption of the Agenda: Request to move Larry Romans' report after Mary Mallory's.

III. Approval of Minutes from Midwinter: Approved as published on the website.

IV. Announcements: Cathy Hartman: NARA has announced that they will not attempt to capture the Executive Branch web information of the Bush Administration. The University of North Texas, the California Digital Library, and the Internet Archives are designing a project to capture the administration's electronic presence before it goes dark. They will ask the library community for help: please recommend URLs and entire sites that should be captured and recommendations for the optimal timing to record each site. They may also ask for help in reviewing what's been recorded; they are looking for volunteers. They need to be ready to start in Fall.

V. Report of Chair on Activities since Midwinter Meeting: Bill Sleeman
The report will be posted on the wiki.

State of GODORT: in the last six months GODORT has gained 20 members. (now 914 individual and 156 corporate members. One of the most pressing issues facing GODORT is the question of how to change ALA culture and processes so that Round Tables are included in ALA's strategic planning.

VI. Treasurer's Report: Jill Moriearty
GODORT's finances have improved, we now have the \$10,000 reserve required by ALA's Budget Analysis and Review Committee (BARC).

VII. GODORT Councilor: Mary Mallory
Several resolutions of interest to the government information community are being crafted at this conference.

o One on Cuba will go to ALA's International Relations Committee.

- o Questions about the consequences of open listservs will be discussed in many fora.
- o COL and GODORT Legislation are crafting resolutions.
- o ALCTS' resolution on preservation is of aligns with GPO priorities.

Web 2.0 pre-conference was excellent. Everyone involved should be commended.

Report from ALA's Executive Board: Larry Romans

Task Force on Electronic Member Participation (TFOEMP) (Chair Janet Swan Hill) is working on its report and will meet Sat 3:30 and Monday 11:30.

Expanded Member Pavilion in the Exhibit area a number of groups doing mini-101 sessions. GODORT is participating.

Web-site redesign is moving forward. Group in charge of that went through an 18 month process that started out with an excellent outside report and have come up with the beginning of the new site. ALA.org/preview is the preview address of the new site.

ALA is also working on social networking site: ALA Connect.

Library Education Task Force is working on ALA Core Competencies. (The basics that should be part of the knowledge of anyone with a degree from an ALA accredited program.)

Election Campaign Task Force is exploring the question of how much financing it takes to run for a major ALA office. Questions include: how much campaigning is appropriate (because of cost implications), how we can help candidates to run low-cost campaigns, and when it is appropriate for different ALA groups to endorse.

Friends of the Libraries U.S.A. (FOLUSA) and the Association for Library Trustees and Advocates (ALTA) are discussing the possibility of combining to create a stronger Division.

The first students have graduated from the Certified Public Library Administrator Program (CPLA, ALA/APA).

Over 1000 libraries participated in ALA's salary survey.

Beginning in 2010 Annual & Midwinter will end on Tuesday rather than Wednesday. (Schedules will be compressed, more early and late meetings). ALA has already reduced the number of rooms needed from 330 rooms to 280 simultaneous rooms.

Bill Sleeman: ALA is working on a strategic planning effort called the Seven Measures of an Excellent Organization, why aren't they involving the roundtables? Larry Romans: There are two reasons, 1) ALA's operating agreement specifies that they work with Divisions and 2) habit. Many friends of GODORT who are on the Board are agitating for a roundtable representative. Larry Romans and Fran Buckley will make sure it is brought up at the Executive Board meeting. It's difficult and slow to change an organization's culture. A little patience and an enormous amount of persistence are needed. (Don't give up, don't accept silence for an answer, keep

working on it in all venues.)

Mary Mallory: What is procedure to prepare a resolution to recommend that they be consulted just as the divisions are? Larry Romans: This could come from GODORT Membership if we wrote a resolution. Councilors from some roundtables would be willing to introduce it and have it brought to the roundtable committee. Please continue to ask "Why weren't we included in this?"

Barbara Miller: We've moved from 330 simultaneous meeting rooms to 280, and are attempting to bring that down further. At what number would we be able to hold conference at the second tier of venues that would cost less? Larry Romans: Not sure, and not sure we could reach that goal. Fran Buckley: it's not just meeting rooms, it's also hotel rooms. Jill Moriearty: there are other implications if we decrease too much; ALA oversight implications. Larry Romans: We have contracts in place through 2018 and the decision to end conference on Tuesday created the need to renegotiate all of them.

VIII. Task Force Reports:

FDTF : Justin Otto

FDTF meeting will include a discussion of the GPO Report Regional Libraries in the 21st Century. Acting Superintendent of Documents, Ric Davis will be in attendance.

IDTF: Marcy Allen

IDTF will discuss digital collections and collaborative collection development.

SLDTF (Wayne Strickland filling in for Crenetha S. Brunson)

SLDTF meeting will include a presentation on digital preservation in a constrained environment.

IX. Committee Reports:

Awards (Karen Hogenboom filling in for Stephen Woods)

Please attend the reception at Chapman University to honor our award recipients.

Bylaws and Organizations: Valerie Glenn

PPM and Bylaws changes are being reviewed and will be reported out to Steering II for a decision on how to bring them to Membership.

Cataloging: Mary Horton

No action items.

Conference (Barbara Miller filling in for Yvonne Wilson):

Kudos to the committee, the hotel is excellent. The Exhibits situation has changed. ALA has agreed to watch the booth where we have membership brochures, a handout about our meetings, GODORT stickers, etc. so it was not necessary to have the booth manned every hour. Cass Hartnett created a slide show for the Membership Pavilion.

Development: Chuck Malone

The Silent Auction to fund the \$3,000 needed annually for the Rozkuszka Scholarship will run

through July 3. At this conference Development will propose a bylaws change; work on Guidelines for Solicitations to Vendors; and work on the annual solicitation plans. Valerie Glenn: are they different from the guidelines submitted at Midwinter? Chuck Malone: Not yet, but they will be reviewed at this conference.

Education: Jennie Burroughs

Committee will discuss training colleagues to handle government information questions; migrating handouts to the wiki; and the next stage of the competencies project.

GITCO:

Will meet at 1:30 on Sunday

Legislation (Ellen Simmons for Kevin McClure)

Saturday's meeting will include a discussion on bringing stakeholders together. (Ric Davis will attend the beginning of the meeting.) Sunday's meeting will be a continuation of the FDTF discussion on the GPO Report Regional Libraries in the 21st Century. The Committee is working on resolution on the e-gov reauthorization act.

Membership: Beth Clausen

No action items.

Nominating: Esther Crawford

If there is a quorum at the meeting they will work on the Nominating section of the PPM.

Program: Cass Hartnett

Going Local with Business Information on local communities. (Urban and city plans 1909 etc.) Commends the pre-conference organizers, they did a wonderful job.

Publications (Jill Moriearty filling in for Barb Mann)

The committee will discuss how best to publicize Managing Electronic Government Information. The DTTP report will be accepted by the committee. There will be an update on the DTTP editor search. The committee will also discuss Google Groups and the Occasional Papers Series.

Rare & Endangered: Karen Hogenboom

The committee will work on an inventory of who is preserving state online docs for permanent public access. They will pull together a list and post it on the GODORT wiki. They are also looking at issues involving the deteriorating 1932-1962 paper federal documents.

Schedule: (Bill Sleeman filling in for Aimee Quinn)

Many of the first committee meetings will be held in a joint space; committee chairs and members should evaluate the effectiveness of this solution for limiting meeting room requests. Please let Bill Sleeman know how the joint meeting space worked for your committee.

GODORT will be billed for equipment requested for meetings. If the requested equipment was not provided then please notify Bill Sleeman and Jill Moriearty so that they can challenge the cost. Jill Vassilakos-Long asked if, for the purpose of the new ALA meeting requirements (an equal number of meetings at peak and non-peak times) would the joint most-committees meeting

be counted as one meeting or eight meetings? No-one knew.

Strategic Planning: Linda Johnson.

The committee will look at the timeline, the final report will be presented at Annual 2010. They have reviewed the last GODORT Strategic Plan and environmental scans, they gathered information at a forum at DLC, and they have surveyed past members. There is no summary at this time. A few of the high points: most people who dropped GODORT membership are either retired or have changed jobs; the cost of coming to conferences is an important element in the interest in virtual membership, as is the number of GODORT meetings which makes it difficult to participate in other groups if one is active in GODORT.

X. Old Business

a. Oral history GODORT proposal: (Bill Sleeman for Tanya Finchum) There was a discussion of the proposed process as posted:

Government Documents Librarianship Oral History Project/ Finchum, Tanya

[tanya.finchum@okstate.edu] – GODORT

Government Documents Librarianship Oral History Project

Scope: To collect oral histories of members of the government documents community who have devoted a lifetime to and made significant contributions to the field of government documents librarianship.

Purpose: To record and preserve the memories of persons who have championed access to government information in order to document the unwritten history of government documents librarianship.

Population: The government documents community.

Initial Sample: Recipients of the James Bennett Childs Award. [Rational: this award is given to a person who has made a lifetime and significant contributions to the field of government documents information and usually awarded each year. Beginning with the 2009 recipient, it will become standard procedure to request (and hopefully) conduct an oral history interview with the recipient).

Additional Sample: Government documents community may suggest additional people to be interviewed, provide rationale for inclusion, or conduct and deposit recordings along with transcripts of the recordings to the specified repository [this will need to be explored further].

Procedure: Before a person is interviewed, background information will be gathered in order to develop questions specifically for that individual. Time devoted to this phase will vary depending on the career of the interviewee, the amount of available information, and access to people who can share information regarding the interviewee. There will be a core set of questions for each interviewee accompanied by a question guide developed especially for that interviewee.

The interviewer [will need to explore who will interview] will arrange a time for the interview and acquire the necessary forms for signatures [Deed of Gifts that give the content of the interview to ??? ALA GODORT ??? - the verbiage of this form will need to be approved by the ALA Legal Council Office].

The interviewer will transcribe (or arrange for transcription) and allow the interviewee the opportunity to review and edit the transcript. Once the interviewee has approved the transcript, a final copy will be given to the interviewee and a copy will be deposited to the designated repository.

Accessibility: The repository [to be determined] would manage and preserve the oral history recording and transcript. This would include access to the interview. [It would be great to be able to access a PDF of the interview online and perhaps even a snippet of the recording and a photo of the person]

Note: I do not have the knowledge necessary to create or maintain a web presence for these oral histories and the library administration of my institution is not interested in providing server space or technical support for this project. I am very interested personally in the project and am willing to conduct many of the interviews myself and transcribe them myself (transcription on average takes about 6 hours per hour of interview) but will need to partner with various people for background information (on average research may take 6 to 10 hours) and personalized questions for potential interviewees as well as with a repository for the oral histories [whether it's GODORT Archives, GODORT Publications, or an institution that is willing and able].

Suggestion: Develop an invitation to participate in this oral history project to all living recipients of the award and begin interviewing in 2009 or even at the FDLP Conference this Fall.

Recipients of the James Bennett Childs Award

2008 Larry Romans (it would be great if we could conduct an oral history with him during 2008--- and he has indicated he is interested in this venture)

2007 August Imholtz, Jr.

2006 Grace York

2005 Gil Baldwin

2004 Robert A Walter

2003 Carolyn Kohler

2002 Ridley R. Kessler, Jr. (We could gather memories of him!)

And the list continues. Bernadine Hoduski was the second recipient (in 1977) and is interested in participating. There are many names on the list that I am unfamiliar with so it would be helpful if the community could provide current contact information as well as any information that would help with developing questions tailored for specific people.

Questions for the Group:

- Is there interest in pursuing this?
- Is initially targeting the recipients of the James Bennett Childs Award acceptable, with the understanding that others may be interviewed as well?

- Who is willing and able to be the host of the recordings/transcripts and make them accessible as well as preserve and maintain forever?
- And if there's interested in this initial approach, would adding it to the PPM for recipients of the award be a possibility down the road?

Vote to endorse the proposal (m:JVL; 2nd:KH), passed with no votes against.

XI. New Business

a. Discussion of GPO Report: "Regional Depository Libraries in the 21st Century"

(10 minutes) Mary Mallory : Did draft of letter from ALAWO (COL letter) go to general membership? The GPO report did so and Bill Sleeman asked for comments, the letter went to membership after it was approved by ALA. People are very concerned about the process.

Membership was not asked for comments on COL letter before it was finalized. Bill Sleeman: As Membership's leaders between conference we act as their representatives. COL sent the letter out and asked that it not be disseminated, stating that it was not appropriate for dissemination.

Our job on Steering is to act for the membership. Given the time frame we had a fair discussion on Steering. Mary Mallory: Is there a way to give a heads-up to Membership and tell them about deadlines, or to ask ALAWO to send out a summary of the letter or at least a list of the major points of it? This report is not just about Regionals but also about Selectives. Regionals endorsed GPO's report, Selectives did not. If our lists are open will Steering's lists be open?

We're a membership organization and this is a central issues. And then the deadline was extended for two weeks. Bill Sleeman: Wish I could give a better answer. GODORT Steering followed our process for making decisions between conferences. We did follow the process the way it's structured. Jill Moriearty: We did this correctly. We do represent membership. But maybe this discussion should occur in the Membership meeting on Monday. Instead of just limiting this discussion to Steering. Fran Buckley: we asked the Executive Board to write a letter complaining about the time frame. COL worked hard on consultations, but two weeks for consulting all parties and getting feedback was not a reasonable amount of time for consultation.

COL had the request for some period of time and crafted a response before sending any information to GIS. They developed a draft before consulting with GIS. GIS should have been involved in the discussion and in developing the response. This will come up in other meetings.

b. Proposed Bylaws changes to the Development Committee. Thank you to Valerie Glenn and Chuck Malone for taking this on. The changes, if adopted, will make the Chair of the Development Committee a two-year appointment. We need to vote on whether or not we take the issue to Membership for a vote. We can put on agenda for the Membership meeting at Midwinter or put it on the ballot for Spring. It would go into effect immediately following Annual 2009. There must be a notification in DTTP and membership must have 30 days for review before the vote. Cass Hartnett: Putting it on ballot might raise member awareness of the Development Committee. Chuck Malone: What are the differences in the timeline? Valerie Glenn: it would go into effect after Annual 2009 either way. Vote: To put the changes on the ballot for membership to vote (CH moved, JM 2nd) Ayes have it, no opposing votes.

Chuck Malone: recommendations for planning and continuity of the Development Committee. It is difficult to get even simple things done in one year, a two year term would be an improvement.

The annual solicitation letter is a big project, maintaining the mailing list is a problem. We should increase the term of the Development Chair to two years and also add an additional

member to the committee. Right now it's difficult to get a quorum. Jill Moriearty: people have asked if I support this proposal and I do, I've seen the benefits of the longer term in my service as Treasurer. The longer term of service allows you to see patterns and identify problems. It takes six months just to catch up when you're new. We have to get an active endowment started. It takes someone in place for a couple of years to move that forward. Barbara Miller: From the Conference Committee point of view continuity is important. When I was chair I thought I had the names of all the vendors to ask for money, but it's complex. Every year it changes and it's hard to pass on the information, it would be easier if we had some continuity. GODORT would look better if we were more organized. Vote: Motion came from Committee VG moved for committee (Bylaws) passed by voice vote – no opposition, motion carried.

Other new business from the floor: please thank the vendors when you see them at reception and exhibits. Mary Mallory: could we discuss uses of GODORT list? Membership complained of multiple copies of messages. Cass Hartnett: Larry pointed out that posting on the wiki is unmoderated. It's not necessary to wait for approval to get a post to show up. Bill Sleeman: the plan was to have different roles for the wiki and the GODORT list. Amy West: It would be nice if all agendas not in both places – should be in GODORT list. Receiving everything twice is getting tiresome.

Cass Hartnett: The DTTP Editorial Board that is stepping down. We need a new group to take over the project. It takes a team. Maybe a retired GODORT Librarian who has time to think and write and edit. Someone who's bossy and a good organizer for editor in chief, the rest just edit.

Bill Sleeman: the way current editorial board functions is the creation of that board; the editor could be a single person. Valerie Glenn: Ch 21 of Bylaws tells you how it can be structured.

XII. Adjourn

GODORT Steering Committee II
ALA Annual Conference
Hilton – El Capitan, Anaheim, CA
June 30, 2008, 4:00 – 6:00 p.m.
Bill Sleeman, Chair
Jill Vassilakos-Long, Secretary

PRESENT: Cass Hartnett, John Stevenson, Lora Amsberryaugier ,Yvonne Wilson, Kris Kasianovitz for Crenetha Brunson, Mary Horton, Mary Mallory, Marcy Allen, Chuck Malone, Valerie Glenn, Jennie Burroughs, James Jacobs for Barb Mann, Esther Crawford, Karen Hogenboom (also speaking for Stephen Woods), Justin Otto, Kevin McClure, and Rebecca Hyde for Beth Clausen

Absent: Aimée C. Quinn, Jill Moriearty, Barb Mann, Barbara Miller, Stephen Woods

DRAFT meeting minutes

PRESENT: Present: Bill Sleeman (Chair), Jill Vassilakos-Long (Secretary), Cass Hartnett, John Stevenson, Lora Amsberryaugier ,Yvonne Wilson, Kris Kasianovitz for Crenetha Brunson, Mary Horton, Mary Mallory, Marcy Allen, Chuck Malone, Valerie Glenn, Jennie Burroughs, James Jacobs for Barb Mann, Esther Crawford, Karen Hogenboom (also speaking for Stephen Woods), Justin Otto, Kevin McClure, and Rebecca Hyde for Beth Clausen.

ABSENT: Aimée C. Quinn, Jill Moriearty, Barb Mann, Barbara Miller, Stephen Woods.

I. Welcome and Introductions

II. Adoption of the Agenda

Amendment: Add CUAC discussion before Old Business.

III. Announcements

Turn in sign-in sheets to the incoming Membership Chair. She will make copies to share with Nominating.

IV. Treasurer's Report

The report was previously provided at the Membership Meeting. 2008/09 Steering will vote on the proposed budget under New Business.

V. GODORT Councilor's Report

Council has only met once. They will meet Tuesday and Wednesday. The e-participation report will be due at Midwinter. In addition to the e-government resolution, there was another resolution about supporting GPO that was put forward at the ALA Membership meeting by three Councilors and will be referred back to COL when raised on the Council floor.

VI. Task Forces

No action items from FDTF or IDTF.

SLDTF: Will write letters of thanks for Paul Arrigo's speakers to go out under the Chair's signature.

VII. Committee reports

Awards: No action items.

Bylaws: Re proposed bylaws changes: Lengthening the term of the Chair of Development, correcting language in the REGP section of the bylaws (specifically correcting the identification of PARS from the Preservation, Archives and Restoration section of ALCTS to the Preservation and Reformatting section of ALCTS), and correcting the charge of the Conference Committee (specifically striking the sentence that says that they coordinate equipment for conference meetings, since this is no longer accurate).

Moved by committee so no second, and Steering agreed by acclamation for these changes to be included on the next ballot.

Conference: Action item: Send letters of appreciation to speakers. Send letters to Laurie Gates and Charlene Baldwin of Chapman University for lending the facility and assisting with the GODORT Reception.

Vote: Conference Committee moved, so no second needed. Steering agreed by acclamation.

Development: No action items.

Education: Action items will be presented in New Business.

Program: Action item: Letters of thanks for all preconference speakers and hosts (Chapman University, California State University, Fullerton).

Publications: No action items.

REGP: No action items.

Schedule: No action items.

Strategic Planning: No action items.

Proposal from the Web Administrator's team will be presented under new business.

VIII. Liaison report from Cartographic Users Advisory Council

Mary McEnroy, CUAC representative, met at EPA on April 24&25, 2008. Many representatives attended an excellent program on EPA libraries. At that time there was a positive trend. Since then, the situation has deteriorated. At the time of the meeting EPA was working on a new integrated library system, was hiring professional librarians, was working on a dark archives, and there were document repositories at EPA headquarters and two other libraries. An interim policy should be available some time this summer. 50,000 pubs have been digitized. GPO has begun using EPA cataloging in OCLC and they are hoping to bring EPA fugitives into GPO Access.

GODORT's new CUAC representative after 2008 will be Marcy Allen, succeeding Joy Suh. Mary McEnroy expressed thanks for the seed money given by GODORT for the 2004 Library of Congress conference.

IX. Old Business

Approval of 2008/09 Committee appointments. Passed out for Steering approval. Vote: Jill Vassilakos-Long moved, and Karen Hogenboom seconded. Approved by acclamation.

Bill Sleeman passed on the mallet to the new Chair, Cass Hartnett.

New Steering

Present: Cass Hartnett, Jim Church, Valerie Glenn, Carol Hanan, Jennie Burroughs, Kirsten Clark, Rebecca Hyde, James Jacobs, Amy West, Bill Sleeman, John Stevenson, Mary Mallory, Kristine Kasianovitz, Kathy Brazee.

Introductions of new Steering Committee.

Cass Hartnett will check in with the Web Administrator, Archivist, and the Parliamentarian to confirm their continued service in 2008-2009. She will also appoint the liaisons not yet appointed. Some liaisons are still to be appointed by Task Force coordinators.

X. New Business

1) GODORT Budget

The budget, with an extra \$50.00 added for the Freedom to Read Foundation Membership, was approved by voice vote. Kirsten Clark moved. Valerie Glenn seconded.

2) Proposal to include government information in the new ALA Presidential Task Force on Library Education list of core competencies

The draft does not currently include mention of government information competencies. The Task Force is currently seeking comments on the draft list.

Jennie Burroughs put forward a motion : I move that GODORT send a letter with comments and recommendations to the ALA Presidential Task Force on Library Education recommending the inclusion of core government information competencies.

Discussion in favor of the motion followed. Burroughs as Education Committee Chair will draft the letter for Steering review. The letter will be shared with the membership after sent to the Task Force. The motion was carried by voice vote.

3) GODORT logo update

James Jacobs stated that the Web administrators find that the logo is not optimal for use on the Web.

James Jacobs: I move that GODORT Steering approve a contest for a new GODORT logo with the Web Administrator's group being the point to administer the contest.
Amy West seconded.

Discussion followed about the use of the logo on the Web and in print and also the process for contest administration, including potential participation incentives. The discussion was closed for a voice vote. With one nay and zero abstentions, the motion carried.

XI. Message from the new Chair

Cass Hartnett presented gifts to Bill Sleeman and thanked Bill for his service as Chair.

Cass Hartnett's theme as Chair: We have to expand the definition of what it means to be a government information specialist. It's not optional. Not all of us will have government documents in our job titles. Let's keep ourselves relevant.

The meeting was adjourned at 5:50pm.

Action Items:

Bylaws and Organization: Proposed bylaws changes will be included on the next ballot.

Education: Will draft a letter for the Chair's signature to the ALA Presidential Task Force on Library Education recommending the inclusion of core government information competencies in the new ALA Presidential Task Force on Library Education list of core competencies.

Web Administrators: Will administer a contest to develop a new GODORT logo that will be easily used in all medium of publication. CORRESPONDENCE = SLDTF: Will write letters of thanks for Paul Arrigo's speakers to go out under the Chair's signature.

Conference: Send letters of appreciation to speakers. Send letters to Laurie Gates and Charlene Baldwin of Chapman University for lending the facility and assisting with the GODORT Reception.

Program: Letters of thanks for all preconference speakers and hosts (Chapman University, California State University, Fullerton).

Draft Steering Reflector Minutes
January – June, 2008
Chair
Secretary

January Reflector Minutes

February Reflector Minutes

March Reflector Minutes

April Reflector Minutes

May/June 2008 Draft Reflector Minutes

Steering Committee Reflector Minutes
July – December, 2008
Cass Hartnett, Chair
Kathy Brazee, Secretary

PRESENT: [http://wikis.ala.org/godort/index.php/2008-09_Directory#Steering Committee](http://wikis.ala.org/godort/index.php/2008-09_Directory#Steering_Committee)

Post Conference Wrap-up

- Draft ALA resolution entitled "RESOLUTION ON IMPROVING THE FEDERAL DEPOSITORY LIBRARY PROGRAM AND PUBLIC ACCESS TO GOVERNMENT INFORMATION, 06.30.08".

Mary Mallory, GODORT Councilor, shared this resolution. The resolution, which was authored by GODORT and ALA Council members Fran Buckley, Larry Romans, and Kevin Reynolds, was passed unanimously at the first ALA Membership Meeting. The Council on Legislation (COL) and the authors decided further input was needed before another vote, so no other action was taken on this at ALA Annual. It was suggested that GODORT Legislation Committee pursue further work on this along with Subcommittee on Government Information, COL, and its original authors.

Announcements

- GODORT Handout Exchange wiki.

Jennie Burroughs, Chair of Education Committee, shared that the new wiki was announced in American Libraries Direct (rebroadcasting a ResourceShelf entry) and asked for members of Steering to submit useful handouts and tutorials to help add new content to the wiki.

- ALA Core Competencies of Librarianship, May 2008. Draft.

Jennie Burroughs, Chair of Education Committee, announced that the Committee members discussed the draft document and decided that they didn't have any suggestions to change the draft. A letter to the ALA task force was drafted to express GODORT's interest as a stakeholder in development of the competencies. The letter was shared with Steering for review and comments.

- DTTP masthead.

Andrea Severson, Editor, DTTP announced that the masthead of DTTP (the top 5 or so lines) and the information about DTTP in the ALA Handbook was modified to get the best USPS rate.

Discussions

- Discrepancy between By-Laws and Policies and Procedures Manual.

Valerie Glenn, Chair of By-Laws, announced that there is a discrepancy between the Publications Committee chapter of the PPM and the committee's section of the Bylaws.

Specifically, the Bylaws show that the committee is composed of nine members, and the PPM states that the committee is composed of eleven members. Valerie asked for Steering Committee discussion about a proposal to amend the PPM so that it states that the Committee is composed of nine members. Little discussion ensued.

Votes

- Vote to select Emerging Leader. Chella Vaidyanathan was selected for 2008-2009. Passed.
- Vote to approve Brett Cloyd as the International Documents Task Force. Passed.
- Vote to approve the following to Task Force Coordinators' Appointments to GODORT Standing Committees & other appointments. Passed.
 - o Gregory J. Wool – Cataloging Committee liaison to FDTF
 - o Duncan Stewart – Cataloging Committee liaison to IDTF
 - o Tim Dodge – Education Committee liaison to FDTF
 - o Tom Twiss – Education Committee liaison to IDTF
 - o Laura Lind – GITCO liaison to FDTF
 - o Shari Laster – GITCO liaison to IDTF
 - o Jeff Bullington – Legislation Committee liaison to FDTF
 - o Kay Ann Cassell – Legislation Committee liaison to FDTF
 - o Tanya Finchum – Legislation Committee liaison to SLDTF
 - o Chris Palazollo – Program Committee liaison to IDTF
 - o Crenetha S. Brunson – Program Committee liaison to SLDTF
 - o Chella Vaidyanathan – Publication Committee liaison to SLDTF
 - o Rebecca Blakely – Appointed by GODORT Chair to Publications Committee to complete a term.
 - o Linda Johnson -- Rare and Endangered Gov't Publications Committee liaison to SLDTF
 - o David Oldenkamp -- IDTF liaison to International Federation of Library Associations and Institutions (IFLA)
 - o Barbara Miller - State/Local Judge, Notable Documents Panel
 - Marianne Mason – Federal Judge, Notable Documents Panel
 - David Griffiths – International Selector, Notable Documents Panel
 - o Annelise Sklar – IDTF Web Administrator
 - o Jennie Gerke – SLDTF Web Administrator

August 2008

Announcements

- Emerging Leader program

- o Cass Hartnett, Chair, solicited comments from the ALA Round Table Coordinators about reasons the other Round Tables chose to participate in the Emerging Leaders program.
- o Cass Hartnett, Chair, announced that a letter was sent to Ms. Beatrice Calvin, Program Officer, Placement/Recruitment, Office for Human Resource Development & Recruitment (HRDR), ALA. It indicated that GPO will sponsor an Emerging Leader in 2009, Chella Vaidyanathan, and that the Executive Committee has approved an expenditure of \$1,000 for this purpose.

- GODORT Web site

Cass Hartnett, Chair, shared an ALA announcement that ALA was going to hold a meeting for Round Table Web developers on August 19th.

- ALA Annual 2008 wrap-up

Bill Sleeman, Immediate Past Chair, announced that all thank you letters for activities through the past ALA Annual were sent on August 15th.

- ALA Midwinter 2009 scheduling

Bill Sleeman, Immediate Past Chair, shared draft ALA Midwinter 2009 scheduling details and requested responses about the schedule and room arrangements by September 10th.

- GODORT/SLA program proposal for 2008 Federal Depository Library Conference
- Cass Hartnett, Chair, announced the topic, regulations, of a joint SLA DGI/GODORT program proposal at the Federal Depository Library Conference. Cass has been working with Eileen Deegan from SLA. The Monday evening block during the conference will be used by the GODORT Strategic Planning Committee (GAHSPC).

Discussions

- GODORT hotel choices for ALA Midwinter 2009

Carol Hanan, Chair of Conference Committee, announced hotel choices and asked for discussion about preferences that best support GODORT members.

Votes

None this month.

September 2008

Announcements

- Updated By-Laws and PPM

Valerie Glenn, Chair of the By-Laws and Organization Committee, announced that the By-Laws and Policy and Procedures Manual have been updated and posted to the GODORT wiki on the By-Laws and Organization Committee Web pages. The PPM is now available in one merged file.

- GODORT Web pages

o Cass Hartnett, Chair, announced information for Web administrators. It was forwarded from ALA about communicating pathways in the Collage software.

o Cass Hartnett, Chair, also later shared information with Steering to share with Web Administrators that the "go live" date of the new ALA Web site is Sept. 22, meaning that work by Web administrators must be complete the prior week.

- ALA Midwinter scheduling

- o Bill Sleeman, Immediate Past Chair, distributed an updated ALA Midwinter schedule and advised of some ALA Web site issues that were slowing down the process to set up the complete schedule all at the same time.

- o Cass Hartnett, Chair, reminded Steering of the changes made to the ALA Midwinter schedule. Meetings are compacted more closely together, and it is an opportunity for GODORT to review how in-person meetings may be best optimized.

- Virtual membership opportunities

Cass Hartnett, Chair, forwarded information from the Round Table Coordinator's List about virtual membership opportunities from two messages: 1) Mary W. Ghikas, Senior Associate Executive Director, ALA; and 2) Nancy Faget, FAFLRT President. Options include blogs, wikis, and online virtual meetings through OPAL (<http://opal-online.org>). FAFLRT is using OPAL successfully, and it is slowly being tested for meeting use by other units.

Discussions

- ACRL government issues and initiatives advisory committee

Discussion requested by Cass Hartnett on the following: ACRL Board of Directors charged the Government Relations Committee, chair, the Government Relations Specialist, and an ACRL Board member to develop criteria and build a pool of member content experts that would advise the Board, the Government Relations Specialist, and the Government Relations Committee on government information issues and initiatives (e.g., digitization, Federal Depository Library Program) and that this initial pool (and criteria) be shared with the Board by the Fall 2008 Executive Committee meeting. Information shared by Judith Downie to Cass Hartnett after Judith read <http://acrl.ala.org/crlnews/september08/boardactions08.pdf>.

- o ACRL held two retreats related to government information in 2006, and this may be related.

- o The ACRL Committee's charge to develop ACRL's Legislative Agenda, which in years past has included more copyright/open access issues than government information issues.

- o This current charge may be based on the numerous requests for comments from ALA regarding FDLP issues.

- o Although GODORT and ACRL have some different perspectives on government information, this could be a real opportunity for GODORT to continue our efforts to expand GODORT's relations with other ALA units, especially through those who are both GODORT and ACRL members.

Votes

None this month.

October 2008

Announcements

- Bill Sleeman, Immediate Past Chair, distributed the preliminary 2009 ALA Midwinter Meeting schedule and requested review. He also requested blurbs and AV requests for the GODORT schedule and names of speakers for the GODORT Update.

- Bill Sleeman distributed the preliminary 2009 ALA Annual Conference schedule and asked for review, including AV requests and notification whether or not committees will be meeting.

- Jill Moriarty, Treasurer, also asked for notification about AV requests for conferences in order to budget.
- Cass Hartnett, Chair, requested that all Steering Committee members who will be attending the Federal Depository Library Conference attend the GODORT program on Tuesday, 10/21.
- Valerie Glenn, Chair of the By-Laws and Organization Committee, requested notification of any potential changes to the PPM or By-Laws that other committees wish to discuss at the Midwinter Meeting.

Discussion

- EPA Releases Draft Information Access Strategy, Calls for Comments (<http://aallwash.wordpress.com/2008/10/16/epa-releases-draft-information-access-strategy-calls-for-comments/>)

A question was raised by Bill Sleeman, Immediate Past Chair, whether GODORT should submit a comment. Amy West, Chair-Elect, indicated in the affirmative.

Votes

- Vote to approve Marcy Allen to a co-chair position on the Ad Hoc Strategic Planning Committee (replacing Marianne Ryan). Passed.
- Vote to approve Jennie Gerke to the position of FDTF liaison to the Publications Committee (finishing Rod Miller's term). Passed.

November 2008

Announcements

- Bill Sleeman, Immediate Past Chair, disseminated an update to the 2009 ALA Midwinter schedule. He requested blurbs from those who had not yet submitted them, and announced that final changes or additions to the schedule are due by January 1, 2009.
- James Church, Awards Committee Chair, requested nominations for GODORT awards.
- Cass Hartnett, Chair, shared a summary of a meeting at the ALA Washington Office on October 22, 2007. Attendees included Cass, Jessica McGilvray and Lynne Bradley of the Washington Office, Depository Library Councilor and Chair of ALA Committee on Legislation (COL) Ken Wiggin, Chair of GODORT Legislation Kirsten Clark, Chair of Development Steve Hayes, and guest Dan O'Mahoney. The purpose of the meeting was to discuss the need for ALA to consider Federal Depository Library Program concerns, including the program's future, in an ongoing way and as a whole association. The group made the decision that an effective mechanism for this is an ALA Assembly, with representatives from every ALA unit. Ken Wiggin, as Chair of ALA COL, has the authority to convene such an assembly and is communicating with COL to this effect. The charge is:
 "... to a) act in an advisory and resource capacity to the ALA Committee on Legislation regarding the Federal Depository Library Program; b) provide a forum for sharing information about the FDLP; c) coordinate dialog between all divisions and units of ALA interested in the FDLP; and d) promote awareness amongst the ALA membership of the issues relating to the FDLP."
- Cass Hartnett, Chair, announced that a conference call with the U.S. Government Printing Office and GODORT Steering has been scheduled for December 16, 2008 from 2-3:30pm

Eastern.

- Cass Hartnett, Chair, shared the Chair's Activities Reports for July and August, 2008.
- Cass Hartnett, Chair, announced a GODORT Steering conference call has been scheduled for November 25, 2008 from 2:15-3:00 pm Eastern.
- Bill Sleeman, Immediate Past Chair, shared the ALA conference bin number and photocopy account number.

Discussion

- Cass Hartnett, Chair, requested discussion on the idea of a FDLP Assembly. None followed. No discussion ensued. It was discussed during the 11/25/08 conference call that Steering Committee members are waiting for more specifics.
- Cass Hartnett, Chair, forwarded a request from a past GODORT Chair, Aimee Quinn, to create a Web page devoted to information about past Chairs, including their activities as Chairs. A few suggestions for locating useful content were provided by others. John Stevenson, current Parliamentarian, and James Jacobs, Publications Committee Chair, volunteered to create the page.

Votes

None this month.

December 2008

Announcements

- John Stevenson, Parliamentarian, shared resources that describe the Standard Code of Parliamentary procedure used in GODORT meetings.
- Bill Sleeman, Immediate Past Chair, announced that the draft 2009 ALA Midwinter schedule is on the GODORT wiki and requested review.
- Cass Hartnett, Chair, requested agenda items for the GODORT-GPO conference call scheduled in mid-month. She later shared the finalized agenda.
- Cass Hartnett, Chair, forwarded a message from the ALA Round Table listserv about a call for papers for the 2009 Library Research Round Table (LRRT) Forums at the 2009 ALA Annual Conference.
- Kirsten Clark, Legislation Committee Chair, shared information with the Steering and Legislation Committees about a new GODORT wiki page that provides a list of key documents related to the study of the FDLP future. It is at http://wikis.ala.org/godort/index.php/Future_of_the_FDLP_Resources.
- Cass Hartnett, Chair, announced that the Depository Library Council recommendations have been forwarded to Eileen Hardy of the ALA Executive Board.
- Carol Hanan, Conference Committee Chair, announced that the GODORT 2009 ALA Annual in Chicago will be Hotel 71.
- Bill Sleeman, Immediate Past Chair, announced that 2009 ALA Midwinter summaries from committee chairs are due to him by 1/27/09.

Discussion

- Discussion took place about the proposed FDLP Assembly and GODORT's current role.

GODORT should determine its role and the individual(s) who will advocate for this. One suggestion to start this process is to charge the Federal Documents Task Force with creating a proposal for Steering's review.

- There was discussion about the number of useful copies of the brochure showing the GODORT conference schedule. It was decided that 200 is sufficient to distribute at first Steering and to have in the bin.
- Carol Hanan, Conference Committee Chair, shared the suggested 2009 ALA Annual Conference hotels as ranked by the Conference Committee and asked for comments about the hotels and a proposal to increase the number of GODORT rooms to reserve Friday to Sunday of the conference from 40 to 45. Those commenting agreed with the selections and proposal.

Votes

- A vote to recommend nominees for the Depository Library Council resulted in the names of Arlene Weible and Jill Moriearty being forwarded to the ALA Washington Office.

Steering Committee (Executive Committee)
Telephone conference call meeting
August 25, 2008
3:15 – 3:45 p.m. Eastern time
Cass Hartnett, Chair and Recorder

PRESENT: Cass Hartnett (GODORT Chair), James Jacobs (Publications Chair), Mary Mallory (Councilor), Bill Sleeman (Past Chair), and Amy West (Chair Elect).
Invited guest: Steve Hayes (Development Chair)

ABSENT: Consulted but not in attendance: Jill Moriearty (Treasurer); Excused absence: Kathy Brazee (Secretary)

GODORT leadership needs to make a quick budgetary decision regarding our sponsorship of a 2009 Emerging Leader. An anonymous donor has pledged a \$500 gift to GODORT to sponsor an Emerging Leader. The total cost of sponsoring an Emerging Leader is \$1000. If GODORT can commit to providing the additional \$500, and we convey our intentions to ALA right away, ALA will permit us to sponsor an Emerging Leader even though we are past the deadline. [Note: although we submitted the name of a GODORT-endorsed Emerging Leader by the July 31 deadline, we did not have the funds for sponsorship at that time.] The need for extremely quick turnaround prompted Cass to convene an Executive Committee meeting rather than a meeting of full Steering.

Action Items:

After discussing various models for raising \$500, we agreed to allocate \$500 of the GODORT budget for Emerging Leaders 2009.

Further recommended action: We resolved to use the anonymous gift as a catalyst to raise an additional \$500. Ideal outcome would be that GODORT does not have to expend the allocated \$500. The Chair will report this meeting to Steering and encourage further discussion (among Steering and membership as a whole) of GODORT's Emerging Leaders involvement.

**Steering Committee (Executive Committee)
Teleconference**

November 25, 2008, 2:30 – 3:30 p.m.

Cass Hartnett, Convenor

Kathy Brazee, Recorder

PRESENT: Cass Hartnett, Bill Sleeman, Amy West, Mary Mallory, Sarah Gewirtz, Brett Cloyd, Jim Church, Valerie Glenn, Patsy Inouye, Carol Hanan, Jennie Burroughs, Gretchen Gano, Kirsten Clark, Rebecca Hyde, Marcia Meister, James Jacobs, Sarah Erikson, John Stevenson, and Kathy Brazee

ABSENT: Kris Kasianovitz, Andrea Severson, Steve Hayes, Linda Johnson, Marcy Allen, Jill Moriarty, Vicki Tate, Starr Hoffman

Cass Hartnett, Chair, indicated that this teleconference will be informally conducted with the purpose of sharing information outside of the Steering reflector.

2009 Midwinter preparations

- Bill Sleeman, Past Chair, shared all the logistical information already known and indicated what additional is upcoming.
- Cass Hartnett, Chair, announced that the first part of Steering I will include a team building exercise. She reminded everyone to review the PPM and parliamentary procedure.

Overviews of committee activities

Each individual provided an overview of their activities.

- Councilor - Mary Mallory

Mary shared information about preliminary recommendations within ALA from the Task Force on Electronic Member Participation. All units are being encouraged to provide electronic participation. The Task Force has 13 recommendations.

- Federal Documents - Sarah Gewirtz

The Virtual Liaison Program has started.

- International Documents - Brett Cloyd

Speakers are lined up for the GODORT Update at Midwinter. Brett will not be at Midwinter, so Kris Kasianovitz will announce the speakers and David Oldenkamp will preside at the IDTF meetings. Brett will also discuss lack of info about the Update in the PPM with Bylaws.

- Awards - Jim Church

Sent several announcements recently asking for nominations for awards. Differences in directory information on the GODORT Web page and the wiki led to different people being contacted regarding nominations.

- Bylaws and Organization - Valerie Glenn

So far the updates to the PPM are minimal. Valerie asked for any suggestions where others have noted a need for review and possible change.

- Cataloging - Patsy Inouye

The Midwinter meeting will cover some major events at GPO, so Patsy is inviting GPO representatives to the meeting.

- Conference - Carol Hanan

So far, the committee doesn't have a location for the reception at Annual in Chicago and requested any suggestions. Discussion followed about the attendance, funding for the reception, and possible points of contact.

- Development – (absent)

- Education - Jennie Burroughs

A sub-group of the committee is working on an evaluation of the core competencies.

Midwinter's meeting will include a discussion about library school curricula related to government documents.

- GITCO - Gretchen Gano

The committee is looking at its charge and best avenues to make any recommendations for changes. The committee is also looking into outreach opportunities within GODORT and to ALA.

- Legislation - Kirsten Clark

The committee is working on a resolution regarding the retirement of Gil Baldwin from GPO. A resolution from the previous ALA about the FDLP has been tabled for now but may come up again.

- Membership - Rebecca Hyde

Since the location previously identified for the Midwinter Happy Hour recently closed, the committee is looking for suggestions. Discussion followed about typical attendance and possible points of contact.

- Nominating - Marcia Meister

There is a new deadline for submission of GODORT's recommendations for the Depository Library Council to ALA. Discussion took place regarding GODORT's support of candidates who are or are not GODORT members. The PPM does not specify this, but some expressed that all recently supported candidates have been members of GODORT. The names will be provided to Steering as soon as possible.

- Program - Amy West

The committee will solicit ideas from the membership for the next conference programs.

- Publications - James Jacobs

James requested that anyone interested in a GODORT blog to contact him. The committee is working on the DTTP survey.

- Rare and Endangered - Sarah Erekson

Sarah indicated that a library tour has not been scheduled for Midwinter. Discussion followed about tours, which are offered whenever feasible. The committee will continue to try to identify a tour location.

- Schedule - Bill Sleeman
Nothing more.

- Strategic Planning Committee – (absent)

- Treasurer – (absent)

- Parliamentarian - John Stevenson

John indicated that ALA uses Sturgis, not Robert's Rules of Order, and that he would share resources again for this via the reflector.

- Archivist – (absent)

Committee on Legislation (COL)-sponsored FDLP Assembly

Cass Hartnett shared the background on the development of this proposed Assembly. The purpose is for ALA to have an organization-wide look at the FDLP. COL is meeting in the first week of December to discuss the roll-out. Cass will share an announcement about the Assembly to all of GODORT through the list, and she would like Steering to comment via the reflector on involvement, participations, concerns, etc.

Web and Wiki comments

There was discussion about the Web pages and wiki. Several commented how they have improved since the last ALA conference, with more new content, such as Communication from the Chair, added. Some confusion still exists about what information is available through the pages, maintained in ALA's software, and the wiki. Web administrators described the difficulties they experience when updating the ALA pages. Since the pages are one of the major public relations vehicles for GODORT, Jim suggested that everything from the pages be redirected to the wiki rather than try to maintain two separate content management systems.

Cass indicated that, if this is considered, would require a vote of the membership.

GODORT Membership Meeting
ALA Annual Conference
Marriott, Elite 1, Anaheim, California
June 30, 2008, 1:30 p.m. – 3:30 p.m.
Bill Sleeman, Chair
Jill Vassilakos-Long, Secretary

I. Welcome and Introductions

II. Adoption of the Agenda

- Add announcement from Barbara Miller and Andrea Morrison regarding ALA Council.

III. Approval of Minutes from Midwinter meeting as published on the website.

- Minutes were approved with no objections.

IV. Legislation Committee report (Kevin McClure)

- Reports on Legislation Committee meetings:

– GODORT Legislation Committee I, Friday, June 27, 2008, 4:00 – 6:00 pm. The meeting started with discussion of a proposed resolution on the FDLP brought forward by Larry Romans. The committee also edited the draft resolution on the E-Government Act of 2007.

– GODORT Legislation Committee II (first joint meeting with COL-GIS), Saturday, June 28, 2008, 1:30 – 3:30 pm. The first joint meeting with the ALA Committee on Legislation – Government Information Subcommittee (COL-GIS), began with Ric Davis discussing the current status of the FDLP. Dan Barkley gave an overview of the past twenty years of ALA policy the FDLP. The majority of the meeting then centered on discussion of our common wants and needs for the FDLP. The conversation will be continued on the GIS wiki site and will include two part: discussion of the legacy (tangible) collection and digital issues. Each of these parts will then be broken down by what can be accomplished under the current Title 44 and what would need revision of the law.

– GODORT Legislation Committee III, Sunday, June 29, 2008, 8:00 – 10:00 am. Wording on the resolution on E-Government Act of 2007 was finalized and approved unanimously by the committee. Liaison reports were presented, with discussion centering on the FDTF report regarding the regional report. Larry Roman requested, through email to the Committee chair, suggestions and comments regarding his draft resolution on the FDLP. The committee made suggestions and directed the Committee chair to send them to Larry.

– GODORT Legislation Committee IV (second joint meeting with COL-GIS), Sunday, June 29, 2008, 10:30-12. The committees discussed the GPO Regional Report. After general discussion, the committee focused on the first recommendation related to continuing and increasing appropriation for GPO's initiatives of pre-1976 publications. The committee recommended that GODORT, working with such groups as ALCTS, ACRL and other interested or appropriate groups, develop two documents (one for within ALA and one for use with Congress) that outline the benefits of supporting the GPO request for adequate funding in this recommendation. COL-GIS endorsed in principle the draft Resolution on the E-government Act

of 2007 with minor revisions. The draft FDLP resolution was read and GODORT Leg reiterated its recommendations decided on at the previous meeting. COL-GIS then discussed their response to the draft FDLP resolution.

- Action item: Resolution on E-Government Reauthorization. The resolves were read, and the resolution was endorsed in a voice vote?

V. GODORT Councilor report (Mary Mallory)

- Three councilors proposed a resolution on improving the Federal Depository Library Program at the first ALA Membership meeting. It was tabled / delayed until Tuesday's meeting. The resolution has been reviewed by the various ALA groups including GODORT Legislation and has been heavily edited.
- Mary Mallory encouraged GODORT members to attend the ALA Membership meetings. There was some discussion of meeting time conflicts. One issue that will come up at the ALA Membership MidWinter meeting will be the e-participation final report. There are powerpoints on the draft report available now; Mary Mallory will forward them to Bill Sleeman. This topic is of great interest along with proposals regarding virtual meetings. There are some concerns. At this conference's Membership meeting a trustee expressed the concern that some people are not comfortable with the technologies that would be employed. Providing access to programs would be relatively straightforward, but governance issues will have to be thoughtfully managed. ALA is moving towards holding virtual conferences of some sort. Every unit is encouraged to experiment, one proposal is for opening the listservs. At the Membership meeting two people spoke about their experiences in virtual participation at conferences. Their experiences were extremely positive.
- Conference calls are considered meetings: notice that the call is going to take place must be posted 10 days in advance and the unit must make provisions for interested individuals to participate. It is necessary to be compliant with ADA regulations. Discussion focused on whether or not this rule applies to all calls involving ALA business or to all calls involving ALA members. Would it apply to the GODORT/GPO conference calls? That is unclear, this does clearly apply to a Steering conference call. This does present difficulties and there has been some pushback from various groups. Discussion will continue to Midwinter.
- The ALA Membership meeting had a quorum! There was discussion on whether or not GODORT should avoid scheduling meetings during the ALA membership meetings. The entire schedule is problematic, particularly with new ALA mandates on meeting times and the compression of the ALA schedule.
- There have been many concerns about ALA not including GODORT in strategic planning and policy making. Bill Sleeman stated that he had exchanged emails with Leslie Berger asking why roundtables are not involved in ALA's strategic planning, and Mary Mallory stated that she would like to ask the same question on the floor of Council. (She was encouraged to do so.)

VI. Guidance/action on Council actions as needed.

- Mary Mallory stated that she feels she is GODORT's advocate and that she will work to ensure that issues pertaining to GODORT are brought before GODORT. One recent concern was the GPO resolution. Its path was traced: it was originally proposed by three ALA members at the ALA membership meeting. (It is the right of any ALA member to bring forward a resolution.) It was sent to several committees (including GODORT Legislation) for comment. It has now been referred to the Committee on Legislation where it is being revised. There was comment that it should have come for endorsement (or not) to the GODORT Membership meeting. Council agreed that groups involved in government information should look at the resolution. The councilors are very aware of GODORT's expertise and asked why the resolution had not gone through COL and GODORT. Mary Mallory was instructed that, if the resolution came up for a vote, to vote to send it back for review. There were questions on when it is appropriate for Steering to consult GODORT membership and about the timing of a response to GPO's Regionals report. Will freezing this at this conference mean that no action can be taken by ALA until after Midwinter? The response was that Council can act in accordance with previous ALA policy, but that if the action is not directly supported by previous policy that Council probably has to vote. It may be possible for the Executive Committee to vote between conferences.

VII. Announcements (not included below)

Barbara Miller and Andrea Morrison encouraged all GODORT members to run for Councilor at Large. Obligations include one late Friday meeting and Sunday through Wednesday meetings.

VIII. Report of the Chair on Activities since Annual meeting (Bill Sleeman)

There were many phone calls on issues and governance. A surprising amount of work. See the GODORT wiki for bimonthly updates of the Chair's activities. A few of the highlights of the last six months:

- April: Met with Jessica McGilvray, Assistant Director of the Office of Government Relations, and Janet Scheitle, Chair of FAFLRT, discussed cooperation on government advocacy issues.
- Pre-Depository Library Counsel (DLC) Spring meeting conference call with GPO.
- Participated in the first of three forums of the government information community, which was held at the Spring DLC, as part of the GODORT strategic planning effort.
- Worked on a variety of joint initiatives, including collaboration with ARL, ACRL, and AALL.

IX. Treasurer's Report & Approval of budget items as needed (Jill Moriearty)

- The balance on the books will cover this conference.
- GODORT has built a reserve of over \$10,000 and is now in compliance with ALA rules.
- Steering II will be asked to approve the proposed budget for next year. Once it is approved it will be sent to Pat May and to ALA.

- The Elections Preconference made \$2500, the pre-conferences made close to \$3000 in all.
- DttP is in excellent shape (both editorially and financially).
- GODORT raised almost enough to cover the GODORT Reception through sponsors (and the venue was wonderful).
- The Publications Committee oversaw the writing of *Managing Electronic Government Information in Libraries* edited by Andrea Morrison. All royalties will go to GODORT and the chapter authors voted to have the money earmarked for 1) setting up an endowment, 2) setting up a hard line budget for emerging leaders (GODORT recommends people to the program but does not help them financially), 3) setting up a hard-line budget to provide the seed money for moving to digital publishing.

X. Task Force Reports:

Federal Documents (Justin Otto)

GODORT FDTF had two speakers: Daniel Cornwall from the Alaska State Library presented on his EPA Tagging Project, and Acting Superintendent of Documents Richard Davis gave an update on GPO's activities since ALA Midwinter.

There was a discussion of the FDTF virtual membership pilot project.

FDTF has solicited volunteers but has not received enough responses for a quorum. The consensus at the meeting was to continue trying, and suggestions were given for new ways to solicit volunteers.

There was an open discussion of the GPO report "Regional Depository Libraries in the 21st Century: A Time For Change?." Richard Davis and Cynthia Etkin from GPO were present to engage in a dialog with FDTF about the report.

International Documents (Marcy Allen)

State and Local Documents (Crenetha S. Brunson)

State and Local Documents met and had three presentations on the Library of Congress digital preservation efforts, Browse Topics: Urban Planning, and creating a digital collection of documents using tools such as Internet Archive and Google. The Task Force also discussed a strategic plan that includes plans for increasing State and Local Documents membership. There were no action items.

X. Committee Reports:

Awards (Stephen Woods): There was acclamation for the excellent work of the committee in choosing this year's Award recipients.

Bylaws and Organization (Valerie Glenn): The Committee reviewed several proposed updates to the following PPM Chapters: 1, Conferences; 10, Awards Committee; 14, Development Committee; 21, Publications Committee. Also reviewed were two proposed Bylaws changes, for

the Conference Committee and some general housekeeping. These will be action items at Steering II. The Committee also discussed the possibility of becoming a virtual committee and doing all work between conferences.

Cataloging (Mary Horton): The Committee received several reports including an update on RDA from CC:DA and an update from GPO. The committee has no action items.

Conference (Yvonne Wilson): GODORT hotel arrangements have worked out well. Please report any problems to the Committee. Discussed the arrangements for GODORT Reception and Awards Sunday, June 29, and set-up on Sunday at Chapman University. The Committee is looking for at least one new member and an intern. We are hoping a new member will be able to be the web manager. There was acclamation from the floor for the excellent planning of the Conference Committee from the hotel to the reception; they did an amazing job.

Development (Chuck Malone): The Committee discussed the status of its bylaws change proposal to make the Development Chair a 2-year appointed position and to increase the membership of the Committee by one. Minor changes were suggested for the Draft Proposal to Solicit Donations from Vendors, and those changes were given to the Bylaws Chair for potential PPM changes for several committees. Potential procedures were discussed for the annual solicitation fund drive, and it was discussed that next year perhaps the GODORT Silent Auction needs to be promoted ALA-wide in such venues as the ALA Direct online newsletter.

Education (Jennie Burroughs): The committee discussed the government information core competencies survey that will be disseminated in late September to government information librarians, federal librarians, LIS instructors in government information. The GODORT Handout Exchange has migrated to the GODORT wiki, and the committee seeks new content for the Exchange: <http://wikis.ala.org/godort/index.php/Exchange>. The committee discussed challenges in soliciting programs for GPO's OPAL presentation program.

The report from Education Assembly indicated that the ALA Presidential Task Force on Library Education has issued draft Core Competencies of Librarianship, and that group is seeking comments by July 31, 2008. The competencies do not clearly reference government information, and the committee suggests that GODORT should provide feedback to the task force recommending the inclusion of core government information competencies that every librarian should have.

Action item: GODORT Education recommends that GODORT send a letter to the ALA Presidential Task Force on Library Education recommending the inclusion of government information knowledge as a core competency.

GITCO (Lora Amsberryaugier) The committee discussed program ideas for the next annual conference. Members were encouraged to contact the new chair as soon as possible in order to have time to arrange a program for the annual conference in Chicago. Ideas generated at the meeting will be relayed to the in-coming chair. Work on the E-competencies toolkit continued, and members volunteered to create needed content for various competencies on the GITCO wiki, <http://wikis.ala.org/godort/index.php/E-competencies>. The committee decided to divide the

toolkit into three sections: legacy technology, current technology (divided into three tiers), and emerging technology. Further discussion is needed to match e-competencies with the e-competencies toolkit. The ad-hoc committee completed its whitepaper on a possible data and statistical subgroup for GITCO. The whitepaper discussion will be led by the new chair, Gretchen Gano.

Membership (Beth Clausen): The Committee discussed relevant comments from the Membership Survey and identified ways the group can work to meet the needs identified through those comments. Virtual committee membership will be investigated in the coming months as will a pilot GODORT Ambassadorship matching program for first-time conference GODORT member attendees.

No action items.

Nominating (Esther Crawford): Possible updates to the Nominating Committee's section of the PPM were discussed. Recommended amendments will be submitted prior to Midwinter.

Program (Cass Hartnett): No action items. Preconferences this year went well, and planning for 2009 preconferences is underway. Ideas for 2010 preconferences and programs are welcome from now until Midwinter.

Publications (Barb Mann): No action items. DttP is going well. Still seeking new DttP editor(s) as Andrea Severson's term will expire with Spring '09 issue. Contact James Jacobs (jjacobs@stanford.edu) if you're interested. There are several leads. Notable Documents issue came out [<http://www.libraryjournal.com/article/CA6556172.html>]. Thanks to Jim Church and the rest of the notable documents editors. Morrison Book ("managing Electronic Government information") is now available at the ALA bookstore. Thank you letter from GODORT sent to Andrea Morrison. Thanks, Andrea!! Publications will be moving to Google Groups for communication and document repository. Currently we have 3 submissions for Occasional Papers. Please contact James Jacobs (jjacobs@stanford.edu) if you're interested.

Rare & Endangered (Karen Hogenboom)

The committee discussed a survey of depository holdings of New Deal federal publications and will conduct a small pilot project before Midwinter. The inventory of projects preserving state online publications is at the point of starting; we have volunteers from REGP and SLDTF to cover fifteen states, and the inventory will reside on the SLDTF wiki.

Schedule (Bill Sleeman for Aimee Quinn): The shared room for the multi-committee meeting worked well. It was even possible for some committees to merge their meetings to talk about shared issues. It was requested that thanks be delivered to Aimee Quinn for keeping the meetings in the Convention Center, the Marriott and the Hilton that were right next to the Convention Center. It was helpful to have the rooms for GODORT meetings in close proximity to each other.

Strategic Planning Committee (Linda Johnson, Marianne Ryan)

XI. Liaison Reports

- Barb Mann on the Planning and Budget Assembly: those who pay the combined registration for Midwinter and Annual will be given a higher priority for housing at Annual.
- Cass Hartnett announced that Arlene Weible was appointed to the ALA COL E-Government Services Ad Hoc Subcommittee.

XII. Old Business

I. GODORT Membership Survey results (Discussion. Beth Clausen, 10 min.): The Membership Committee conducted a 14 question web-based survey of members in January 2008. Highlights of survey results were distributed (the full report will go to Bill Sleeman, Cass Hartnett, and the Strategic Planning Group). Highlights included:

- Comments on the current structure included suggestions that GODORT should have either committees or informal discussion groups on reference and instruction, emerging technologies, and outreach/marketing. There were also recommendations to combine GITCO and Education, and to combine Awards and Nominating. Some participants indicated that they feel the current structure of GODORT impedes its work.
 - Participants appreciate the different avenues of communication for GODORT members including GOVDOC-L, the GODORT website, DttP (in print), and colleagues. 90% of respondents were somewhat satisfied or satisfied with GODORT's modes of communication.
 - 25% of respondents were dissatisfied with GODORT support for new members, and 17% were dissatisfied with career advancement opportunities provided by GODORT.
 - Respondents cited the high number of GODORT meetings causing a lack of time at Conferences to both participate in GODORT and attend to other responsibilities and a lack of support to travel to conferences as barriers to participating in GODORT. Some also stated that parliamentary procedure at GODORT meetings is used to stifle rather than to support the exchange of ideas.
 - In response to questions concerning how to increase GODORT's visibility and membership respondents suggested that GODORT co-sponsor more programs and encourage our members to be active in other groups. Many also suggested that GODORT needs to make generalist librarians aware that they use and rely on government information in their daily work.
- Discussion: The discussion brought out that many librarians consider providing access to government information as one part of their duties. Split assignments mean that librarians feel a need to attend GODORT meetings and meetings that are relevant to their other responsibilities. The number of GODORT meetings makes this difficult. Other topics included the GODORT email list. Respondents mentioned that it provided needed information with less noise than GOVDOC-L. Membership in the room commented that the duplication of meeting notices on GOVDOC-L and the GODORT list had been annoying. Questions were asked about respondents' opinions on virtual membership. In general they were for it, but it was unclear if they were recommending entire virtual meetings, a few virtual committees, or a limited number of members with "virtual" commitments to existing committees.

XIII. New Business

1. Emerging Leaders. Annelise Sklar was endorsed for the 2008 ALA Emerging Leader

program. (This program is for librarians with less than 5 years of professional experience or who are under 35 years of age. It is designed to involve new librarians in ALA through problem-solving workgroups. They learn more about ALA while networking with new colleagues, helping them prepare for professional leadership.) Ms. Sklar reported on her experiences in the Emerging Leader program. (She worked on a project that was sponsored by ASCLA.)

2. Federal Libraries Impact Statement proposal: Federal Libraries Subcommittee (Bernadine Abbott-Hoduski) is working on a proposal to charge agencies with the responsibility to write an impact statement regarding the closing or radical reorganization of an agency's library prior to closing that library. (The idea originated with Aimee Quinn.) The agency will need to investigate to write an impact statement that covers the library's history, its legal responsibilities, its current situation, how the agency will fulfill the library's responsibilities to the public, etc. and justify the closure or restructuring. The impact statement would then be published in the Federal Register to begin a 180 day comment period and then the agency would hold a public meeting to take comments. In the next six months COL will try to get all units of ALA to endorse in principle. (Many GODORT members offered to move to endorse now, but agreed to wait until Midwinter and the ALA call for the unit votes.)

3. GODORT Web Development Committee (Amy West and Starr Hoffman): The web committee proposes moving active GODORT pages to the wiki and pointing from the ALA site to the corresponding wiki pages. The reason is that ALA's content management software (Collage) has broken down and it's virtually impossible to make changes to the ALA website.

Discussion: Some committees are already doing this. It is possible to lock down the content so that it can only be altered by designated administrators. It was agreed that there needs to be some effective communication with ALA. Their software is not working and they have created an efficient barrier to units communicating via the web. Although ALA's site is being reorganized, that is not a review of the underlying software. The wiki itself is in the ALA domain, so there should not be any legal problems. When the site was hosted at Berkeley this is how ALA handled it. Some areas have to be updated on the ALA site; for instance, the directory is managed through a larger product. The old content can stay in place, except for what must be updated. To the extent possible that could be removed and updated on the wiki. There was a general consensus that this is the right path. Steering will discuss the best way to communicate GODORT's disgust with Collage.

4. FTRF Membership: Bernadine Abbott-Hoduski moved to reinstate GODORT's FTRF membership now that GODORT is solvent. Cass Hartnett seconded. Discussion covered the question of whether or not GODORT should wait and review all past memberships, maybe to assign the task to an Ad-Hoc group. The general consensus was that the FTRF membership would rise to the top in such a review and that there was no reason not to reinstate it now.

Reinstating the FTRF membership was approved by voice vote.

XIV. Adjourn.

GODORT Awards Committee Minutes

INSERT HERE

GODORT Bylaws & Organization Committee Minutes
Hilton Anaheim, Redondo
June 27, 2008, 4:00-5:30 p.m.
Valerie Glenn, Chair and Recorder

PRESENT: Valerie Glenn, Chair; David Griffiths; Kevin Reynolds; John Stevenson

ABSENT: None

GUESTS: Barbara Miller

The Chair opened the meeting at 4:05 p.m. Minutes from the Midwinter Meeting were approved as posted at <http://www.ala.org/ala/godort/godortminutes/2008mwconf.doc>.

The Chair announced that the Development Committee's proposal to amend the Bylaws was approved at the first meeting of the Steering Committee. The GODORT membership will vote on the changes on the ballot this spring.

The Committee reviewed proposed Bylaws changes from the Conference Committee, as well as factual corrections to the Bylaws. These will be taken to the second meeting of the Steering Committee, seeking approval to add these changes to the already-approved bylaws changes.

The Committee reviewed proposed Policies and Procedures Manual (PPM) changes drafted between meetings. These include updates and corrections to the following chapters:

Chapter 14: Development Committee. The Committee reviewed the newly drafted 'Guidelines for Managing Solicitation from Vendors.' After noting that there may be additional updates to the PPM required, it was decided to table this discussion and discuss between Annual and Midwinter.

Chapter 21: Publications Committee. The Committee reviewed the submission on the Occasional Papers Series, and had some follow-up questions for the Publications Committee. Specifically, the questions were regarding the format of the final product, and the use of language consistent with ALA guidelines.

The Committee reviewed two charts for insertion into the PPM. One outlines GODORT's structure and its relationships with other ALA bodies. The other updates the existing chart in Chapter 1 of the PPM - "Shorthand Sturgis - a Guide for the Parliamentary-Challenged."

The Committee reviewed several updates to Chapter 10 of the PPM, the chapter for the Awards Committee. The Committee reviewed a new section on the ALA Emerging Leaders Nomination and updated information on the process for obtaining plaques for the James Bennett Childs and the Bernadine Abbott Hoduski Founders Awards. Further updates to this chapter were suggested, including more information on the process for publicizing the award winners. The Chair will follow-up with the Awards Committee Chair.

The Committee finished its scheduled business with time remaining, so a discussion on virtual membership was held. There is interest in this committee acting as a 'virtual committee,' where business is conducted between conferences and no meeting is held during conferences.

The following items should be done before the Midwinter Meeting:

1. Continue to review PPM Chapter 14: Development Committee, and update additional sections of the PPM as necessary.
2. Follow-up with Awards Committee Chair regarding procedures for timely publicity of award winners.

Action Items:

Proposed Bylaws changes from the Conference Committee; factual corrections

GODORT Cataloging Committee
date
location

INSERT HERE

GODORT Conference Committee Minutes
date
location

INSERT HERE

GODORT Development Committee Minutes
ALA Annual Conference
Sunday, June 29, 2008
8:00 am to 10:00 am
Conference Room 1, Hilton Anaheim Hotel (HIL)

PRESENT: Chuck Malone, Karen Russ, Tim Byrne, Jill Moriearty

The **Development Committee** discussed the upcoming GODORT vote of its bylaws change proposal to make the Development Chair a 2-year appointed position and to increase the membership of the Committee by one. Minor changes were added for the Proposal to Solicit Donations from Vendors and those changes were given to the Bylaws Chair to be incorporated as PPM changes for several committees. Potential procedures were discussed for the annual solicitation fund drive. And the Committee touched bases on procedures in carrying out the GODORT Silent Auction.

GODORT Education Committee Minutes
ALA 2008 Annual Conference
Marriott Anaheim, Gold Key I/II
June 29, 2008, 1:30 – 3:30 p.m.

PRESENT: Jennie Burroughs, Hui Hua Chua, Brett Cloyd, Judith Downie, Suzanne Sears, Carol Spector, Linda Spiro, Annie Young

ABSENT: Chantana Charoenpanitkul, Jim Church, Alita Pierson, John Shuler

GUESTS: Kathy Brazee, Jeff Elliott, Rich Gause, Jennie Gerke, Karen Hogenboom, Marcia Meister, Lucia Orlando, Jesse Silva, Geoff Swindells, Sinai Wood

I. Welcome and Introductions

II. Approval of Agenda - approved with no changes

III. Discussion Session: Government information training for non-specialists

The discussion session consisted of a brief presentation from Jennie Gerke, Assistant Professor at the University of Colorado, Boulder, on the Government Information in the 21st Century (Gi21) project, small group breakouts, and summaries from the groups.

Jennie explained Gi21: a project to train non-specialists in government information where trainers travel to libraries across 5 states. She shared lessons they've learned, including: hold sessions in a computer lab when possible, include hands-on practice, adapt the training to the interest of the trainees, and always include basic information to cover all levels of knowledge. Training materials were used from the Gi21 website (<http://webjunction.org/gi21>) and are available to everyone.

In the breakout discussions, attendees discussed methods to train non-specialists such as: handouts, tutorials, scavenger hunts, subject specialists' guides, sharing resources with selectors, bringing in external trainers, using blogs/Wikis to share FAQ's, and inviting peer review of your instruction sessions. Other points of discussion included the importance of holding refreshers, offering one-on-one training for new staff, serving on the reference desk so others can observe you, and working government information into other types of training like evaluation of sources (see Karen Hogenboom's *portal* article at http://muse.jhu.edu/journals/portal_libraries_and_the_academy/v005/5.4hogenboom.html).

IV. Approval of Minutes from Midwinter 2008 meeting - approved with no changes

V. Liaison Reports

A. FDTF (Hui Hua Chua)

- No action items.

B. SLDTF (Carol Spector)

- No action items.

C. IDTF (Brett Cloyd)

- The group has added a discussion session to their meeting, based on the Education Committee's model. This discussion was on preserving access to digital documents.

D. Education Assembly (Linda Spiro)

- They are considering supporting 2 competencies documents, which Linda will try to find and share with the Education Committee.
 - ALA's Presidential Task Force on Library Education is working on competencies for newly graduated generalists and comments are due by 7/31. Jennie will announce as an information item at Membership and bring as an action item at Steering II that a letter move forward from GODORT to the Task Force suggesting that they include government information as a core competency.
 - The other document is Library Support Staff Core Competencies. They have asked for endorsement from the Education Assembly.

VI. Old Business

A. Competencies for Government Information Specialists

The survey to assess competencies for new government information specialists, along with an explanatory letter, is ready to send to library school and government information-related listservs. The survey will be sent in late September and responses will be due 2 weeks later. The following suggestions were made:

- To use the list "Library Schools with Government Information Courses" (linked from the Committee's webpage) to identify emails of library school listservs.
- To send to the FEDLIB-L listserv. (Kathy Brazee offered to forward it on if needed.)
- To add a statement to the letter noting which listservs it has been sent to and asking to please forward it to anyone else who might be interested.
- To add a note to the letter that results will be posted to the ALA Wiki by a certain date.
- To incorporate a place to mention other important resources that weren't included in the survey. E.g. "What other competencies have not been addressed in this survey?"

B. Handout Exchange for Clearinghouse

All links from the site have been moved to the ALA Wiki. There is a lot of material still on the University of Michigan's website; once ALA CMS issues have been resolved we should transfer content. The group decided to market the resource with GODORT and ask for new content. Then we will advertise on the same listservs we're using for the survey, create handouts for the FDLP conference (Kathy Brazee will contact Lance Cummins to contact Jennie), and consider doing a poster at ALA's poster session.

C. OPAL

There have been only a few applications to create OPAL sessions. Following up on the discussion at Midwinter, Suzanne spoke with John Shuler, Barbara Miller, Nan Myers, and Cliff Broadworth about doing sessions and all were interested but none have submitted proposals. The group felt that all we could do was to encourage people to submit proposals and send

reminders. New suggestions included a training session from AALL and looking for anyone who is currently creating voice-over training. Jennie will contact the creators of the OPAL presentation on preservation to see if they are interested in doing a presentation at the FDLP Conference showing their session and talking about how they created it.

VII. New Business - no new business

Meeting ended at 3:40 p.m.

Respectfully submitted,
Annie Young, Intern
Jennie Burroughs, Chair

Government Information Technology Committee (GITCO)
ALA Annual Conference
Anaheim, CA
June 29, 2008
Lora Amsberryaugier, Chair

Minutes

There was a correction to the minutes, Kate Zwaard's name was misspelled in the FDsys Update section. The minutes were approved as corrected.

Liaison Reports

State and Local Documents Task Force: There were several presentations at the SLDTF meeting, on: the digitization programs at the Library of Congress; a new "Browse Topics" guide on Urban Planning; and tips on finding digital documents using Google Books and other online tools. The task force has begun a joint wiki project with the Rare and Endangered Government Publications committee to collect links and information on projects preserving digital documents produced by state agencies. The wiki will be hosted by SLDTF.

([http://wikis.ala.org/godort/index.php/State %26 Local Documents](http://wikis.ala.org/godort/index.php/State_%26_Local_Documents))

Rare and Endangered Government Publications:

The joint wiki project with the SLDTF is moving forward. Volunteers are needed to contribute content for states and/or regions. Contact Karen Hogenboom (hogenboo AT uiuc DOT edu) if you would like to participate.

Federal Documents Task Force:

The FDTF discussed the EPA tagging project, and the regional libraries report. FDsys is undergoing usability testing.

International Documents Task Force:

The IDTF meeting focused on what efforts are underway in the preservation of digital international publications. James Jacobs has been tagging items with an "IA-deposit" tag and uploading them into Internet Archive.

Report from the Ad-hoc Committee on Data

The report will be sent out to the GITCO list in the next few weeks. Discussion of the report will be tabled until midwinter.

New Business

Adding programs to GITCO meetings

There was general approval of the concept of incorporating short programs into GITCO meetings. Possible topics include: education and training focused on the e-competencies for government documents librarians; SDA software (that runs many agency databases, like RCPS, American National Election Studies, etc.); American community Survey. It was suggested that GITCO could combine their efforts with the Education Committee, since we share the same meeting time slot. Details will be worked out at future meetings.

Old Business

E-competency Toolkit

There was a working session on revision of the "E-competency Toolkit." The toolkit has been moved to the GITCO wiki for editing. Anyone needing a login for the wiki should contact Samantha Hager or Amy West. Several sections were assigned for new content:

Trouble-shooting for the End-User – Daniel Cornwall (Bypassing a web page's formatting)

How to subscribe to an RSS feed – Annelise Sklar

How to use a reader like Bloglines, or Google Reader – Rebecca Blakely

Setting up RSS feeds – Daniel Cornwall

Handling legacy formats – Lora Amsberryaugier

File formats – Samantha Hager

Keyboard Shortcuts for Windows, web browsers – Annelise Sklar

Converting text tables to Excel files (+Adobe tables to Excel) – Lorna Newman

New content should be completed by November 1, 2008. In the interim, the committee will use the GITCO list to address the correlation of the E-competencies document with the Toolkit and identify other topics which need to be developed.

Google Site

Lora Amsberryaugier will set up a Google Site for GITCO

Virtual Committee Meetings

If GITCO members are not able to physically attend the mid-winter meeting, the chair will investigate possibilities for web-conference capabilities in Denver.

Gretchen Gano submitted a white paper on the data sub group issue. She will forward it to the listserv for the committee to review and discuss either via email or at the next midwinter meeting.

ALA Annual Conference 2008
Legislation Committee Meetings Summary
date
location

INSERT HERE

GODORT Nominating Committee
date
location

INSERT HERE

Program Committee I
date location

GODORT Publications Committee Minutes
ALA Annual Conference
Marriott-Anaheim Gold Key 1/II
June 29, 2008, 8:00 – 10:00 a.m.

- **Welcome**
- **Attending:** Barb Mann (chair), James Jacobs (incoming chair, notes taker), Jill Moriarty, Chella Vaidyanathan, Wayne Strickland, Andrea Sevetson, Jim Church, Barbara Miller, Kristen Northrup, John Stevenson, Starr Hoffman
- Approval of minutes from Midwinter: Minutes approved
- DttP Report Andrea Sevetson: DttP is going well. All is well. In January, there was a color ad. Color ads usually don't run because it's too expensive. ALA picked up the cost because it was their mistake. AS found that for an extra \$125, there could be color ads. The vendors she talked with were interested in paying this extra cost. Spring issue is up on GODORT wiki. Andrea has explored interest in new editors. She has several possibilities. AS has done a wonderful job and is to be commended.
- Notable Documents Report: Jim Church. Issue “Blogs, battles, and Bees” came out on time. [<http://www.libraryjournal.com/article/CA6556172.html>]. 3 new appts need to be made: intl docs selector (a couple interested), state and local judge and a federal judge. Thanks to Jim Church for an excellent job done!
- Other Committee updates: None
- Old Business:
 - Morrison book publicity: Coupons for new book are being distributed. Morrison requested that proceeds from the book be split in 3rds for endowment, emerging leaders, GODORT digital publishing projects (occasional papers, DttP etc.). An ad in the next DttP will run. Announcement was sent to a variety of listservs. Idea to send out to journals to review. Thank you letter from GODORT sent to Andrea Morrison. Thanks Andrea!!
 - DttP Editor: See report above.
 - Google Groups: Approved.
 - Occasional Papers: 3 possibilities currently: 1) Bill Sleeman’s article. 2) Chella: bibliography on US and INTL docs resources on Latin America and the Caribbean. 3) Karen Russ, bibliography of 50 years after integration at Little Rock. PPM changes were sent to Valerie. It’s important to give examples of the types of papers we’re thinking of. James will announce occasional papers at membership meeting. Reminder that chair, chair elect and 2 others are current editors.
- New Business: No editor candidates so far (although see Andrea’s note above). Perhaps it’s time to look at making DttP a digital publication. More and more people are getting rid of print, it’s indexed but not widely, first supplement got 1000 hits in the first few days. Discussion started about publishing DttP in a digital format. Discussion centered around access issues (print vs online), advertising and revenue. LITA and LAMA have moved to digital but are still exploring the issues with advertising. Committee agreed that it was an appropriate time to research this, but also agreed that the current DttP economic model is not currently broken. Committee agreed that a DttP publication survey would be a good idea. Mark Philips (UNT) could put up a survey for the committee. AS will send

questions from past surveys. Linda Johnson's membership survey could also be useful. What is DttP about? That is what the survey should get at. Survey questions will be put together on the publications google group.

II. Oral Histories. Passed at Steering I Annual '08.

Still many questions about next steps and to whom responsibility now falls. Barbara Miller will check with Bill Sleeman/steering to see if publications committee is required

III. Chella is currently a publications committee intern. James will get to Cass to recommend that Chella Vaidyanathan become a full member. We appreciate Chella's work as intern.

IV. GODORT blog

Committee was interested in starting one up. Question about what would be posted to a blog vs godort-l vs DttP. That question will be added to the survey.

Agreed to put together a formal proposal for a GODORT blog including logistics (who, what, when, where hosted etc). James will put it up on google groups to hash out details of proposal. Thanks to Barb for running the committee for the year! A job well done!!

Respectfully submitted,

James R. Jacobs

GODORT Rare and Endangered Government Publications Committee
Marriott Anaheim, Gold Key I/II, Anaheim CA
Sunday, June 29, 2008, 10:30-12:00
Karen Hogenboom, Chair
Linda Johnson, Recorder

PRESENT: Charley Pennell (LITA liaison), Stephen Sexton, Robert Dowd, Michael Smith (MAGERT liaison), Linda Johnson (Recorder), Connie Reik, Sarah Erikson (PARS liaison), Catherine Morse, Rebecca Hyde, Yan Han (LITA liaison), Andrew Laas

ABSENT: Tanya Finchum, Michael North (ACRL RBMS liaison), Donna Koepp (MAGERT liaison)

GUESTS: Crenetha Brunson, Bert Chapman, Kristen Northrup, Marika Pineda, August Imholtz, Rebecca Ohm, Yvonne Wilson, Samantha Hager, Mary Webb Prophet, Patricia Finney, Meredith Johnson, Louis Takacs

The chair called the meeting to order at 10:30

The agenda for this meeting and the minutes from Midwinter 2008 as posted on the GODORT Minutes website were approved by consent.

The chair reported that the list of committee projects in the GODORT Policies and Procedures Manual will be updated at the end of this conference. She apologized for not arranging a tour at this conference, but logistics and cost were prohibitive. The next Midwinter Meeting is in Denver, and the State Archives, Colorado Historical Society and Denver Public Library were all suggested by meeting attendees as possible tour sites. Since Midwinter, the GODORT Steering Committee has discussed the ALA protocol for responding to requests from organizations outside ALA for opinions or positions as well as the recent report from the Government Printing Office about regional libraries.

PARS is planning to restructure its organization and continues to be interested in working with other organizations within ALA. MAGERT's newsletter is now being published online and its financial condition is improving. The new map security guidelines are on the website and an executive summary is being written. The MAGERT Education Committee is working on core competencies for map librarians. Liaisons from LITA had nothing to report and the ACRL RBMS liaison was absent.

The chair reported for Donna Koepp that the Serial Set book may become a two-part project. Aimee Quinn and Donna Koepp have proposed that the Readex book consist of the chapters about technical and bibliographic issues in the Serial Set, to be used in marketing Readex's online Serial Set project, while Aimee and Donna edit a separate volume consisting of articles by scholars and librarians who use the Serial Set in various disciplines. August Imholtz said that they have not had a chance to talk about this idea but need to make decisions before the Midwinter Meeting.

Discussion turned to the possibility of a program for the 2010 annual conference, on the subject of theft and destruction of government documents and/or security of government documents collections. MAGERT has done a similar program on map theft and security, but this one would be broader in scope. Andrew Laas and August Imholtz volunteered to work on a proposal (short description, title and possibly ideas for speakers) to present to the Program Committee at Midwinter in Denver.

The chair thanked Andrew Laas and Sarah Erikson for their work on the survey of holdings of New Deal federal government publications in depository libraries. The role of the committee in

the survey project and the feasibility of locating these publications in depository collections were discussed. The current survey includes a sample of 100 titles from Jerome K. Wilcox, *Guide to the Official Publications of the New Deal Administrations: Mimeographed and Printed (Supplement, April 15, 1934 – December 1, 1936)*, Chicago: American Library Association, 1936. Committee members pointed out both the ease of setting up a survey of this type and the difficulty of locating these publications, which are uncataloged in many collections, often were not distributed by GPO, and were often mimeographed rather than printed and bound. Sarah Erekson pointed out that PARS members have experience with preservation assessment surveys and are willing to help with this type of project.

The committee decided that before Midwinter it would do a mini-pilot project where each committee member looks for five titles in his or her local collection and returns to the group with a summary of how long it took to locate each item. Andrew Laas and August Imholtz volunteered to compile a list of 25 titles to look for and prepare an online interface for entering data about these titles. Some titles will be looked for by more than one committee member. Committee members will come to the Midwinter meeting with comments about the interface and with information about how long it took to find each of the titles assigned to them. With this information, the committee can discuss the feasibility of a larger survey.

Kris Kasianovitz is creating a page on the State and Local Documents Task Force wiki for the inventory of projects preserving state government information in digital formats. Committee members reviewed the proposal for the project, and discussed its scope. Digitized paper publications are in scope. Questions were raised about university presses (not in scope), and historical societies (in scope in states where they are state agencies). Contributors would need to make judgment calls about what constitutes state government information in the states they are covering. It was also suggested that the information collected about each project mirror bibliographic citations and the data collected for the GPO registry of digitization projects. Karen Hogenboom will revise the project description and send it to the committee and project volunteers for comment. Resources for contributors to begin to ferret out these projects are the upcoming NDIPP grants for preservation of state government information and the AALL report from a couple of years ago about legal requirements for preservation of state government information.

Sarah Erekson moved and Stephen Sexton seconded that the Rare and Endangered Publications Committee cosponsor the 2009 preconference, “Urban Planning: From 1909 Forward With an Eye to GovDocs.” Discussion ensued about the role that REGP could play in the preconference. Most members saw our role as working on the take-home toolkit of resources for preserving local governments’ planning information. We may also be asked to think of potential speakers. The motion passed unanimously.

The meeting was adjourned at 12:00 p.m..

Rare and Endangered Preservation Subcommittee minutes

REGP and Digital Preservation Subcommittee meeting, January 9, 2007
On the line: Geoff Swindells, George Barnum, Catherine Morse, Charley Pennell, Steve Sexton. George Barnum, reporting.

The charge (from the minutes of the REGP meeting at ALA Annual in June, 2006): Geoff Swindells led a discussion of REGP's role with respect to digital publications. There was general consensus that all formats should be considered by the Committee, but that REGP's role needed further clarification. Geoff Swindells appointed a subcommittee, composed of himself, George Barnum, Catherine Morse, Charles Pennell, and Stephen Sexton to explore this issue, and to report back to the Committee at Midwinter in Seattle.###

We discussed a little about the context for the discussion at Annual, that there was some concern that REGP's customary focus on hardcopy materials might be overwhelmed by considerations of digital preservation, and that there might be unwarranted overlap or "turf" issues with GITCO.

The charge to the REGP in the bylaws is silent about format issues, and the charge in the PPM specifically mentions "publications in all formats." REGP's interest has been, and should continue to be, on publications and their preservation, which would seem to be sufficiently distinct from GITCO's charge as a "forum for issues dealing with access to, dissemination of...[government information]."

As our report out to the REGP meeting in Seattle, the following points were raised:

- + Digital publications and their preservation (both born digital documents and reformatting/digitization issues) are firmly within REGP's remit;
- + REGP needs to encourage and develop expertise in the areas of digital preservation and digitization; it was suggested that this might take the form of one or more standing subcommittees within REGP which might establish formal connections with appropriate other committees, such as GITCO;
- + REGP should, when faced with issues that also concern other GODORT or ALA committees or task forces, reach out and encourage a cooperative approach (some examples besides GITCO included IDTF for issues surrounding preservation of UN digital documents, SLDTF for digital state pubs, etc.);
- + REGP's chair should make known in Steering that we recognize that

there may be these common areas of interest when dealing with born digital and digitized collection preservation, and express REGP's eagerness to cooperate.

Federal Documents Task Force, Business Meeting
ALA Conference, 2008
Anaheim, Calif. – Saturday, June 28, 2008
Presiding: Justin Otto, Chair
Secretary: Tim Dodge

1. The agenda and meeting minutes for the ALA Midwinter Conference 2008 (January 12) were approved.
2. Presentations by Guest Speakers:
 - a) EPA Tagging Project (Daniel Cornwall, Head, Information Services, Alaska State Library)
 - Project inspired by rise of tagging images in Web 2.0 social networking applications such as NASA Clickworkers Project (Mars image digitization project) and Galaxy Zoo (images of galaxies from Slocum Digital Sky Survey).
 - Cornwall took 32 EPA documents posted online by EPA Harvest Program and uploaded them to Internet Archive. Located volunteers via listservs to assign descriptive tags. Volunteers all used del.icio.us (social networking site) accounts to post tags.
 - Cornwall reported positive results: tags assigned by volunteers were satisfactory. Suggested tagging would be good interim form of access to government documents until GPO can provide full cataloging. Main challenge is to develop sense of ownership by taggers. Cornwall suggests GPO create RSS feed by agency/sub-agency and thereby encourage interest of would-be taggers.
 - b) Update from the Government Printing Office (Ric Davis, Acting Superintendent of Documents, GPO)
 - Five new Depository Library Council members have been appointed; GPO will offer “boot camp” orientation prior to Fall Council meeting.
 - Davis appreciates comments on controversial Joint Committee on Printing study on regional depository libraries: *Regional Depository Libraries in the 21st Century: A Time for Change?* No date at this point established for final report. Still incorporating comments including those on possible Title 44 revisions. Will be transparent in reply back to JCP.
 - Digital Authentication Initiative is going well: *Budget of the United States, Public Laws* and *Private Laws* now are signed digitally. GPO now has technology needed to digitally sign any document; just needs buy-in from all federal agencies.
 - Davis reported that GPO wants to turn FDLP Desktop into a collaborative tool by creating areas on web site for collaborative projects and setting up RSS feeds.

- Originally, when planned, the Digital Initiative project (to digitize the entire Legacy Collection) was to have 500 staff members but only 16 are actually available. Consequently, GPO is now seeking partners for this project via a request for proposals appearing in the July 3 issue of *Federal Business Opportunities*. When complete this project will allow free unrestricted online access to the Legacy Collection.
- GPO re-launched the Digital Registry project on June 17. Will add RSS feed and is looking for partnerships.
- GPO and the Naval Postgraduate School announced their recent partnership to provide access to the Homeland Security Digital Library, a database of over 50,000 non-classified Presidential directives, policy and national strategy documents, as well as specialized resources related to Homeland Security.

3. Old Business

- a) Update on FDTF virtual membership proposal: FDTF Chair-Elect Sarah Gewirtz.

Via appeals on two listservs, sought 12 volunteers to test concept out but, so far, has received only five responses. Task Force agreed that Gewirtz should send out more appeals and also ask for regional depository librarians to encourage volunteers from pool of people unable to attend conferences.

4. New Business

- a) *Regional Depository Libraries in the 21st Century: A Time for Change?* FDTF Justin Otto encouraged an open forum on this controversial report since Acting Superintendent of Documents Ric Davis and Cynthia Etkin, Program Planning Specialist, both of GPO, were present.

Main themes of the discussion included concerns over possible changes to Title 44 of the *U.S. Code*: some thought these would be necessary to make the FDLP and regional depository library operations more flexible, others were opposed. Davis and Etkin emphasized that major changes to Title 44 were unlikely but potential technical amendments might be considered without danger to the core program (FDLP). Issues of concern included the current rigidity of the structure forbidding cross-state cooperation of regional depositories such as Kansas and Nebraska; the diversion of limited resources due to the current requirements that regional depositories maintain print and microfiche documents rather than digitized versions. However, with digital authentication now possible, it may be possible to consider a digital substitution policy for regionals, provided print and microfiche copies be maintained for ultimate authentication, archival storage, etc.

International Documents Task Force (IDTF), GODORT
date
location

INSERT HERE

State & Local Documents Task Force
ALA Annual Conference
Marriott Anaheim (MAR) – Salon G-K, Anaheim, CA
June 28, 2008, 8:00 a.m. – 10:00 a.m.
Crenetha S. Brunson, Coordinator
Jennie Gerke, Secretary

- I. Welcome
- II. Attendance Sheet (Kristine Kasianovitz)
- III. Introduction of Members and Guests: All Introduced Themselves
- IV. Adoption of the Agenda
- V. Approval of Minutes from ALA Midwinter Conference, January 2008
http://wikis.ala.org/godort/index.php/State_Local_Midwinter_2008_minutes
Barbara Miller moved to accept
Kris Kasianovitz seconded

VI. Speaker

“Doing More with Less: Digital Preservation in a Constrained Environment”

(Intro by Wayne Strickland): Guy Lamolinara has worked at the Library of Congress for eighteen years, handling publicity, press relations, and other communications for the Library’s digital programs. He is currently the Communication Officer in the Office of Strategic Initiatives, which oversees all of the Library’s digital initiatives, including its Website and digital preservation program. Before joining the Library, Guy was a reporter and editor for the *Kansas City Times*, the *Army Times*, and *Congressional Quarterly*.

This presentation on is about the Library of Congress collection in digital age.

Some sources from the presentation:

Digitalpreservation.gov – web site for the digital group at the Library of Congress
Section108.gov – Studying copyright in regards to library

VII. Introduction of Liaisons (Wayne Strickland)

VIII. Liaison Reports

A. Reports from committees that have met:

- 1. Legislation (Olga Dee Wood/Crenetha S. Brunson)
 - 1. No report
- 2. Membership (Tanya Finchum)
 - 1. Barbara filled in that there are 1071 GODORT members total, slight decrease
- 3. Program (Mark C. Scott)
 - 1. Successful pre-conferences
 - 2. Sunday program’s “Going Local” is sponsored in part by STDF
 - 3. Next year pre-conference on Urban Planning/historical materials included in Chicago

4. Program for annual will be “Government Documents for Kids”
5. Idea on pre-conference in 2010 on EU depositories

B. Reports from committees that have not met:

1. Cataloging (Rich Gause)
 - Meeting tomorrow no agenda yet
2. Education (Carol Spector)
 - Meeting tomorrow
3. GITCO (Wayne Strickland)
 - Meeting Sunday
4. Publications (Rebecca Blakeley)
 - No report
5. Rare and Endangered Government Publications (Robert Dowd)
 - Philadelphia: Serial set, wiki work with more information on state-level digitization project

IX. Presenters

- Carol S. Spector: “Browse Topics-Urban Planning Guide”

Intro of speaker: Carol Spector, Government Information/ Reference Librarian, Glesson Library, Geschke Learning Resource Center, University of San Francisco, San Francisco, CA.

Examined the browse topics Urban planning guide

(http://www.browsetopics.gov/index.php?option=com_mtree&task=listcats&cat_id=243&Itemid=32) Discussed resources to include as well as categories to examine.

Included some discussion the browse topics web site as a whole

- Rebecca Blakeley: “What Was Lost, Now is Found: Using Google Books and Internet Archive to Rebuild What Hurricane Rita Destroyed”

Rebecca Blakeley, Head of Government Documents Department, Government Documents Librarian and Assistant Professor, Frazar Memorial Library, McNeese State University, Lake Charles LA. reblakeley@mcneese.edu

This presentation focuses on the discovery, collection, and dissemination of digital government documents using Google Books and Internet Archive to replenish a depository affected by a natural disaster. The focus was on how to find rare, valuable, and historical government state documents in a digital format using Google Books and Internet Archive. Negative and positive aspects of both these tools were examined.

X. Inventory of Projects Preserving State Government Online Publications

Proposal from the REGP committee

Wiki will pull together sites that preserve State Digital Documents

All those interested in program should come to the REGP meeting on Sunday

XI. Old Business

State and Local Documents Task Force Strategic Plan (presented by Paul Arrigo)

20% return rate on 1000 surveys

Those interested in the details on survey/plan see web site:

http://wikis.ala.org/godort/index.php/State_Local_Documents_StrategicPlan

Comments from attendees:

Kris Kasianovitz expressed thanks for getting this written and the work for following through on the survey results

Barbara Miller proposed that the task force to send this on the Strategic Plan committee, Paul Arrigo has done so

XII. New Business

No New business

XIII. Adjourn

Barbara Miller moved.