

**American Library Association  
Government Documents Roundtable**

**Draft Minutes  
Midwinter Conference,  
January 7-10, 2011  
San Diego, CA**

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# Steering Committee 1

## GODORT Steering 1

**Hotel: Hilton Bayfront - Aqua 306a**

**Friday, January 07, 2011**

**1:30-3:30**

**Convener:** Geoffrey Swindells

**Recorder:** Sue Kendall

**Attendance:** Amy West , Valerie Glenn, Sandy Schiefer, Yvonne Wilson, Barbara Miller, Judith Downie, Ellen Summons, Kevin Reynolds, Larry Romans, Richard Guajardo, John Hernandez, Jill Moriearty, Rebecca Hyde, Lucia Orlando, Jim Church, Andrew Laas, Linda Spiro, Jennie Gerke, Helen Sheehy, Kirsten Clark, Tassanee Chitchavoen, Justine Veatch, Steve Hayes, Susan Tulis, Diane Smith, Dan Barkley,

- Welcome and Introductions
- Chair's report – will be working on issues during the Spring 2011
- Kevin Reynolds – Councilor report

The major news is that ALA is working on its strategic plan 2015 –

- Two new goal areas in the plan: discussion on transforming libraries and membership engagement. At a previous meeting, the board set up 8 – 10 groups that focused on these specific issues. ALA will take the results of these meetings and hold future discussion this Spring. Questions from the floor involved the e-government toolkit and its place in the strategic plan. Kevin will take this issue back to the group for further consideration.
- Another point is the white paper on the future of midwinter. The board is asking for input on this. The white paper has a good background of midwinter and how it has evolved. From the floor questions concerning the date of the revised report and the next steps. Kevin replied that he sees the report evolving at the Spring Board Meeting and that there may be a Midwinter 2.0-type report. Although there is no assessment plan, there could be a lot of change across ALA to look at Midwinter. Geoff added that the paper gives clarity about Midwinter. Also Midwinter was seen as the business the meeting. But we should think fundamentally what are Midwinter and its purpose. Kevin's understanding is that people are interested in some business meetings to be held virtually. How can we harness connection with others if we do not have the in person meeting? There may evolve one face-to-face meeting and one virtual.
- Spectrum Presidential Initiative – as of today the total is over \$568,000 working to the goal of \$1 million. Last year Camilla Alire began to raise \$1million for scholarships for SLIS. The bulk of the contributions have been from individual ALA members. Larry Romans suggested that not only could GODORT contribute as a group, we can contribute individually. ALA is sponsoring 75 scholarships. A question was raised about the number of scholarships that can be given, but the economy and interest rates are the big determinants of that.

- Old Business: Previous minutes will be voted on virtually
- Announcements – DttP has submission of Around the Table is due 1/20. Next issue, PLEASE let Valeria or Beth Clausen know what you want to input.
- 5:30 tonight (Friday, Jan 7) is a social gathering of GODORT at the Proper Gastro Pub
- Anyone interesting in mentoring new govpubs librarians talk at the social gathering.
- BIN number is 42
- Deadline for minutes go to Susan Kendall 1/9/11 at 6pm
- Deadline: Amy please email for the DttP [Westx045@umn.edu](mailto:Westx045@umn.edu)
- Nominating is being turned down left and right due to commitments, retirements, etc. Open slots in several areas.
- Copy machine is 13-604-5910-0000
- More on committee nominations: Andrea commented it would be helpful if there are expectations for virtual vs. in person.
- Move that GODORT Steering approve the list of the nominations. Move by Geoff; second by Amy West. Add Jesse Silva to the list to Education. Lori Smith of SE LA is new on Legislation Task Force. Geoff will be sending out a list of all appointments.  
Vote: unanimous
- Treasurer's report: John Hernandez: financial picture is solid. GODORT is financially solid. And could run it for two years on our net assets.  
FY10 closing budget did not have to dip into assets for DttP. The Washington reception and emerging leader was paid by an anonymous donor. Changed the numbering codes to reflect the ledger and itemized a few more things to show the flow of the money.  
Reserve endowment was changed to general support.  
The current fiscal year: on track for gathering for dues collection and the income from DttP. Our expenses have not been invoiced for conference and DttP – but anticipate smooth sailing.  
Proposed budget will be given at the membership meeting.  
Comment from Jill M. that the figures look very realistic. Freedom to Read Foundation he authorized the renewal to this for the full year.  
The Rozkuszka scholarship has come out of operating budget because the endowment is not enough. However this summer ALA restructured endowment fund structures. As a result the Rozkuszka was reallocated and that part was put into spending account. Spending balance is about \$15,000 to spend – 1. Transfer that into the principal and pay out of operating or 2. Leave as is and pay it from the operating expense. Perhaps Development committee could review it?  
Steve Hayes: we have a due diligence – we have stated that we are giving money to x fund. But if we spend it on y activity would be difficult to justify.  
Jill M reminded the group about other financial distressed times, that is if you lock the funds in one area, it is hard to borrow during deficit times. An endowment can wind up tying up ones hands. Judith: can be messy if borrowing from different accounts. Re-iterated what Steve said that this is what it is going for.  
John H: the commitment is there for the scholarship.  
Steve H: the Rozkuszka, Emerging Leaders and keeping GODORT out of deficit were a part of our Steering committee agreement several sessions ago.

The principal balance of the Rozkuszka scholarship was to add the donations to build the principal. The interest dividend would cover the endowment. The gains and losses are added into the endowment. The bank service fees come from the spending account.

Andrea asked about rolling the extra money back into the endowment.

Geoff asked if there was a sense of this item going to steering or back to development.

John and Steve said it was for steering to give the sense of what is needed and then return this to Development for further discussion. John said he now had a good sense of the parameters for Development.

- Lexis Nexis Documents to the People Award will be rebranded to be Proquest
- Publications and Education will have a joint meeting on e-learning initiatives. The major challenge will be working with ALA to get into their publicity stream. We are the first Round Table to want to do this. Currently e-learning initiatives have been done at the division level. Sunday at 1:30 the committees are jointly meeting.
- ALA Resolution on Wikileaks: if you have comments let Ellen know
- Judith Downie speaking on the PPM said that comments were put on the GODORT wiki. Please send comments on the PPM chapters. Barbara: please look at your section from the perspective of someone new to GODORT.
- **Chair's Discussion Topic:** GODORT in a virtual environment.
  - a. ALA Connect has replaced our listserv as the primary means of communications within GODORT. Connect has some coordination issues.
  - b. Has had trouble getting committee sites assigned.
  - c. If you post and want members of other committees to see your post, you need to extend to those. Otherwise, it only gets posted to members on the one committee
  - d. Voting – if doing virtual we need to use Connect to vote. Everyone needs to go into their account and get it set up.
  - e. Confusion between the WIKI and Connect.
  - f. There are 3 pieces of our public face: ALA website which still exists though out of date; virtual members – going on the assumption that all could work with virtual members. Geoff needs to know are there any committees where virtual membership will not work. Discussion about recruiting for committees has met with many saying if it was virtual they would serve. Amy – Steering, Membership, Task forces are the only ones required to meet. Judith: how do we define a meeting? Nominating committee has been a virtual so that a slate will be up by midwinter meeting. Barbara: have a section in the PPM devoted to guidelines for virtual membership in committees. Steve – we are an all volunteer group but need to accomplish things that need face to face meetings. Barbara: need to have a go-to person so all know what is happening what to do, report, etc. so there is a consistency. Kirsten: back to what we need is expectations of what is needed to be accomplished? John: this is a real mentorship program that should be started. Kevin: has committed to make virtual meetings work. What the parameters will be are yet to be determined. Are we tied to the ALA schedule? Chairs need to report so they need this information beforehand. Do we have to pay for the rooms? Yes we get charged. Could we collapse meetings into one area? Survey those who are coming. Geoff: on the calendar piece: we need to get from ALA a real working calendar with all the dates that we need to know. Jill VL you need to publicize if you are not meeting. Please also let nominating know this. Steve: are we trying to maintain paying membership? When would you then

meet? Jill: Wants a government information update brought back and perhaps collaboration with other ALA groups. Geoff: redefining the work we do so that we have venues to attract people to attend these meetings. Steve: do members want a Midwinter meeting anyway? Discussion ended and the meeting was adjourned at 3:32pm

## **Bylaws**

### **Bylaws & Organization Committee**

DATE: Friday, January 7, 2011

TIME: 4:00-5:15 PM

LOCATION: HIL Aqua 302

#### Meeting Summary

Started with summary of virtual membership discussion in Steering I. Bylaws members further discussed virtual membership in GODORT and how it should be formalized in the PPM. Yvonne Wilson has assembled various comments and materials from previous conversations that will help in drafting a section for this type of membership and participation.

Old business consisted of reviewing revisions to Policies and Procedures document to date. Noted there is work needed on the external liaisons sections and responsibilities. Champions for each section of the PPM were assigned to contact appropriate chairs, coordinators and officers to follow up on questions and review. Action item for Steering II is to ask GODORT Chair to assign each responsible officer to make sure they can find and open the PPM revision pages in the week following close of Midwinter.

New business is any pending Bylaws revisions—this is postponed until PPM is in a final-for-now revision. Since the PPM reflects practice, it seems wise to complete the working practice and then review Bylaws for what we say we do and revise accordingly to fit our practice and comply with ALA.

Adjourned 5:20 PM

Judith Downie, co-Chair

## **Cataloging**

The Cataloging Committee meeting included an update from GPO representatives, Laurie Hall, and Manisha Bhattacharyya regarding their current cataloging projects underway. Laurie reported that they are reworking the serials cataloging workflow as they close out activity in their legacy system. Serials activity continues to move to the Integrated Library System (ILS). New software and hardware is now in place for the creation of PURLs (Persistent Uniform Resource Locators). PURL referrals will now point to fdlp.gov. The new PURL software now offers referral statistics for depository libraries. Cataloger's Desktop pages are being migrated to FedSys from the current GPO Access pages. This project will continue as time permits. Recent

GPO news includes the appointment of William J. Boorman as the new Public Printer of the United States.

The Committee also briefly discussed developments in the proposal for a new cataloging standard known as RDA (Resource Description and Access). RDA has been the main topic at most ALCTS sessions being held at this Mid-Winter meeting. The Library of Congress, the National Library of Medicine, and the National Agricultural Library will be meeting to reach a decision possible implementation of RDA. It is anticipated that a decision will be made prior to the ALA Annual Meeting in New Orleans. RDA is intended to replace AACR2.

-- Richard Guajardo  
Chair, GODORT Cataloging Committee

## **Development**

Development Committee minutes

1/9/11

Justin Otto—Development Committee.

The Development committee continued its work on a fundraising strategy for GODORT. Development was joined by Mark Huber, Assistant Director of Development for ALA. Topics discussed included:

- Upcoming email, mail and DTTP communication to members
- Web presence for Development and integration into GODORT's greater web presence
- Budget authorizations to take to GODORT Steering

## **Education**

**GODORT Education Committee Minutes Summary**

**ALA 2011 Midwinter Meeting (Joint Meeting with Publications)**

San Diego Marriott and Marina - Point Loma  
Sunday, January 9, 1:30-3:30 pm  
Linda Spiro, Chair  
Lori Lester, Recorder

**Education Committee Members Present:**

Kathy Bayer, Marilyn Von Seggern, Jesse Silva, Linda Spiro, Lori Lester, Julia Proctor

### **Federal Documents Task Force**

**SUMMARY OF BUSINESS CONDUCTED AT MEETING**

## **FDTF Meeting at Midwinter 2011—Saturday January 8, 2011**

### Task Force Officers present:

Stephanie Braunstein, FDTF Coordinator and meeting facilitator; Antoinette Satterfield, Coordinator-elect; Justin Joque, Secretary.

### Guest Speakers present:

Dan Barkley and Kirsten Clark, members of the Title 44 Revision Task Force.

- Dan discussed the history of groups (and their work) involved in proposed revisions of Tit.44.
- Kirsten described the current Task Force's work on three different drafts for changes.
- In discussions on Govdoc-L, most posters preferred a format neutral version (e.g., version 1) on Govdoc-L.
- The Task Force has temporarily set the issue aside in response to the selection of a new public printer and the election of a new Congress.

Ross Housewright, of Ithaka S+R.

- Gave overview of the newest study of the FDLP, "Modeling a Sustainable Future for the Federal Depository Library Program in the 21<sup>st</sup> Century."
- Reminded attendees that the various sections of the study are still in draft format and are available for comment at the following site:  
<http://fdlpmodeling.net>
- Announced an OPAL webinar taking place on Jan. 13, 2011 at 2 PM EST. The webinar will review the background, goals, and status of the project.

Ted Prebe and Cindy Etkin of GPO

- Updated everyone that FDSys became GPO's new official system of record ([www.fdsys.gov](http://www.fdsys.gov)), while GPOaccess is being phased out by mid-2011
- Announced that JCP approved two initiatives: increased online access to Statutes at Large (1950-2002) and Congressional Record (1873-1998)
- Discussed the Depository Library User Survey, which has been extended to February 28<sup>th</sup> and currently has 2100 responses submitted.
- Reminded everyone that this is a biennial survey year. The survey should be launched in October 2011.

### HIGHLIGHTS OF NEW BUSINESS

Discussion of a survey of Louisiana selectives and their use of disposal lists.

Short discussion on involvement in LOCKSS-DOCS.

Brief overview of plans for Annual Meeting.

Meeting adjourned at 5:30 PM

## **International Documents Task Force**

DRAFT (Not Approved) MINUTES  
GODORT International Documents Task Force  
Hilton Bay View – Aqua 308  
Midwinter 2011 Conference – San Diego  
Saturday, January 08, 2011  
Convener: Annelise Sklar  
Recorder: Julia Proctor  
Attendees

Members: Annelise Sklar, Sherry Mosley, Shari Laster, Helen Sheey, Mary Fetzer, Jennie Gerke, Chris Davidson, Marilyn Von Seggern, Chelsea Dinsmore, Karen Vargas, Bruce Samuelson, Jim Church, Caron Rollins, Brett Cloyd, Justin Joque, Julia Proctor, Mina Pease, Devika Levy, Beth L. Rowe

START TIME: 8:00 am

#### FIRST ORDER OF BUSINESS

Approve the agenda: Sklar motioned to approve the agenda, Chelsea Dinsmore seconded the motion. The motion was approved unanimously.

Sklar made the following announcements:

IDTF section of ALA connect is available and encouraged members to sign up

Position open on Rare and Endangered Documents Task Force

Position open on Legislation Committee – Volunteer agreed to fill it

#### SECOND ORDER OF BUSINESS

Approve the minutes: Sklar motioned to approve the minutes, Helen Sheey seconded the motion, the minutes were approved unanimously.

#### THIRD ORDER OF BUSINESS

Committee Liaison Reports: Short focused reports from Committee Liaisons:

Cataloging – nothing to report

Education – not present

GITGO- nothing to report

Legislation- nothing to report

Program – nothing to report

Publications– Jim Church announced the joint Publication and Education Committee meeting the following day – encouraged people to attend the meeting so that they may voice their opinions on web presence and eLearning initiatives.

Rare and Endangered Documents – not present

IFLA – not present

#### FOURTH ORDER OF BUSINESS

Approve the International Documents Librarian Competencies: Sklar motioned, Jim Church seconded, motion approved unanimously.

#### OTHER BUSINESS

Reports from Vendors and Agencies

Bernan - accepts standing orders for World Health Organization publications

IMF - not present

OECD - not present

Renouf – not present

World Bank – reminder that databases are now open to the public and will be offering webinars on an ongoing basis. World Bank has also moved their eLibrary to a new platform, launched World Development Report for free online in hopes of more usage and exposure. New World Bank websites include e-atlases, free apps – World Bank Data Finder and Info Finder. The World Bank is also conducting a survey about creating new resources to reach end users – the survey was passed out.

#### UN Publications

Rutgers received a letter saying they would no longer receive materials the UN was distributing as a non-depository library, now sending that responsibility to National Book Network. Since last February they've only received 6 publications through NBN and no monographs.

Bruce Samuelson from Bernan responded: Standing order customer information is in the process of being entered, but he advised not to place one-time orders for things that used to be received on standing order because they should be caught up soon (before the end of February). Bruce offered to serve as a liaison regarding this issue.

The question was also raised regarding the possible discontinuation of all print distribution by the UN. Helen Sheey motioned for the chair of GODORT to write a letter to the UN head of publications and the head depository program regarding distribution of print. Chelsea Dinsmore seconded, unanimous vote in favor.

Helen Sheey's trip to Ethiopia: Helen Sheey attended the Acknowledge Africa Conference and gave a brief account of her experience.

The meeting adjourned at 9:45 am.

## **Legislation**

#### Legislation Committee I: 1/7

The committee discussed the agenda for Midwinter and approved the minutes from annual. We edited a draft resolution thanking Bob Tapella for his service, and discussed whether or not virtual membership is a possibility for this committee.

#### Legislation Committee II—Joint Meeting with GIS: 1/8

The meeting opened with a status update on the Ithaca S + R project. Next, a letter from new Public Printer William Boarman was distributed. The meeting ended with discussion of possible resolutions related to Wikileaks and overclassification of information.

#### Legislation Committee III—Joint Meeting with FDTF: 1/8

The Federal Documents Task Force covered Title 44, Ithaca S + R, the new Public Printer, FDsys, and surveys.

#### Legislation Committee IV: 1/9

The committee considered four resolutions, and voted to present two to membership for possible endorsement. “Resolution Thanking Bob Tapella for His Service as the 25<sup>th</sup> Public Printer of the United States” will be presented for endorsement, and “Resolution on Access to and Classification of Government Information” will be presented for endorsement in principle. Two resolutions from SRRT, “Resolution in Support of Wikileaks” and “Resolution on Wikileaks and Federal Agencies,” were not recommended for endorsement in principle.

## **Program Committee**

Program Committee

The program committee discussed the 2011 annual program on government information and civil engagement, then began discussion of potential topics for 2012 programs/pre-conferences. The committee is also looking at program ideas to celebrate GODORT's 40th anniversary at annual 2012.

The program chair will be bringing to Steering II motions to sponsor in name only the MAGERT and LPSS 2011 Annual programs.

## **Publications Committee**

### **Members Present:**

Sandy Schiefer, Helen Sheehy, Jim Church, John Hernandez

From Education Committee: Kathy Bayer, Marilyn Von Seggern, Jesse Silva, Linda Spiro, Lori Lester, Julia Proctor

### **Guests Present:**

Kathy Bayer, Beth Rowe, Judith Downie, Shari Laster, Mary Prophet, Annelise Sklar, Vicki Tate, Geoff Swindells, John Stevenson, Mina Pease, Tom Twiss

### **I. Welcome and Introductions**

**Chairs** Linda Spiro and Jim Church welcomed committee members and guests.

### **II. Discussion Session: Planning for Online Training.**

A motion carried to get approval for an ad hoc committee from Steering at the January 10, 2011 meeting. The ad hoc committee composed of chairs or designees from the Program, Education, Publications and GITCO Committees will formulate procedures to solicit, evaluate, recruit, and provide recommendations for the structure of online learning by June 1, 2011. Their proposal will go to Steering for approval. The ad hoc committee will solicit volunteers to create content before Annual. GODORT hopes to know by the end of January if we can do this within the ALA structure. If ALA grants permission, we can proceed. If not, we will pursue other avenues for hosting carefully constructed content.

### **III. Approval of Agenda**

Approved

#### **IV. Approval of Minutes - Annual 2010**

Approved as written.

**V. Outreach Update** – Kathryn Brazee Bayer, Outreach Librarian, GPO Education and Outreach – See report on full minutes.

#### **VI. Liaison Reports**

A. FDTF (Lori Lester) – Announcement: Everyone is encouraged to read the ITHAKA report and accompanying materials and comment. Early feedback is strongly encouraged.

B. SLDTF (Robbie Sittel) – no report.

C. IDTF (Tom Twiss) – The task force approved competencies for International documents. They are also updating the publishing policies and practices section of the GODORT Handout Exchange on the wiki.

D. Education Assembly (Linda Spiro for Dottie Ormes) - New standards have been approved for library schools that will take effect the fall of 2012. Several divisions are planning to offer a program at Mid-winter Dallas focusing on diversity training in library schools. GODORT members are encouraged to show support by attending.

E. Literacy Assembly (Aimee Quinn) – no report.

#### **VII. Old Business**

A. Next steps - Online GODORT training – See notes under joint discussion.

B. Discussion – The committee voted to meet online only for Midwinter meetings.

C. Competencies for government information specialists update – The committee will attempt to create one document for federal, state/local and international competencies to present to Steering at Annual 2011.

#### **VIII. New Business**

We discussed possible topics for the discussion session at the 2011 Annual meeting including what other GODORT committees might partner with Education on a discussion topic. The Committee will decide the final discussion topic through ALA Connect.

Marilyn Von Seggern moved to adjourn. Jesse Silva seconded. The meeting adjourned at 3:30 p.m.

## **Rare and Endangered Government Publications Committee**

### **Draft Summary**

Government Documents Round Table: Rare and Endangered Government Publications Committee

Andrew Laas, chair

Sunday, January 11, 2011, 10:30 a.m.

MARRIOTT-Encinitas

Report of the Chair on activities since annual included discussion on signing members up on ALA Connect, ASERL Centers of Excellence at U of Kentucky (WPA project), and progress on migrating REGP ala website material to the REGP wiki.

Karen Hogenboom asked for volunteers for the Inventory of Projects Preserving State Government Information in Electronic Format.

There was an extended discussion of REGP's stated purpose as noted in the PPM:

“...seeks to identify rare, unique, and or endangered government publications in all formats, and from all levels of government, to evaluate materials for preservation and conservation and to plan programs and workshops on the preservation of these materials”

It was the consensus of REGP that between midwinter and ALA annual, the committee needs to further discuss and review (via ALA Connect) what REGP's role should be and out of those discussions, changes to the stated goals in the PPM should be considered. The committee agreed that since REGP membership and liaisons hail from a number of different ALA groups, REGP should play a coordination role within GODORT and other ALA groups, programs and projects. In this clearinghouse role, REGP could, for example, create a best practices toolkit to be used by librarians as they embark upon collection weeding projects. It was agreed that certain members of the committee would contact past REGP chairs for additional information on what the committee had undertaken in the past, and pre 1998 issues of DttP would be consulted for minutes of the committee that were never on the ALA website. Discussion of REGP's role will continue between midwinter and annual on ALA Connect.

## **State and Local Documents Task Force**

Midwinter Meeting, San Diego 2011

Saturday, January 08, 2011

1:30 -3:30p.m.

ALA E-Gov Toolkit

Discussion on the ALA e-Government toolkit, what we as libraries are doing, what we should do and how we can do that.

Old Business

Still looking for volunteers for projects of preserving state government information.

New Business

Decision Annual's Task Force Topic: The topic for the ALA annual meeting in New Orleans will be looking at a follow up to how people have recovered state and local documents since Katrina.

Reminder: Please join the State and Local Documents ALA Connect page, it is open to everyone in GODORT!