

**GODORT State & Local Documents Task Force
Minutes of the Business Meeting
Saturday, January 13th, 2-4 PM - 2001
2001 Midwinter Meeting, Washington, DC
Washington Convention Center, Room 35**

Attending: M. Concannon, R. Culbertson, B. Fagan, J. Fagan, R. Gause, K. Holvoet, D. Hutto (coordinator), N. Kolenbrander (secretary), M. Lane, A. Miller, N. Myers (assistant coordinator), C. Ottow, R. Palin, K. Parsons, L. Treff-Gangler, Y. Wilson.

Announcement

Lori Smith, Southeastern Louisiana University, is editing a book on state government information and is looking for a co-author who will cover this topic for the Northwestern states.

Liaison Reports

Liaison reports were delivered by: Rebecca Culbertson (Cataloging); Katherine Holvoet (Education); Carrie Ottow (GITCO); Nancy Kolenbrander (Program); Yvonne Wilson (Rare & Endangered Government Publications). Janet Justis (Legislation) and Jim Church (Publications) were unable to attend due to other meeting conflicts. Dena Hutto summarized their written reports for the task force.

Old Business

1) Documents on documents collection

Margaret Lane summarized the background and history of the documents on documents collection for newer members. The collection is being processed for archival storage at UCLA. When processing is completed, catalogers at UCLA will create a collection-level cataloging record. Dena Hutto will work with Lori Kram at UCLA to draft a memorandum of understanding to affirm the collection housing agreement between GODORT and UCLA. The task force discussed questions that have arisen at UCLA in the course of processing the collection. Documentation on several state classification systems, which was not included in the ERIC microfilming, will be retained as part of the collection. Several duplicate copies of documents will not be retained at UCLA, but will be offered to documents librarians via an "offers" posting on GOVDOC-L and other state library listservs. In addition, the task force discussed ways of publicizing access to the Documents on documents collection. Among the ideas discussed were a web page with link to the archival finding aid, an article in DttP, and an informational brochure.

2) State documents bibliography

Kathy Parsons is compiling an annotated bibliography of articles on the topic of state documents from 1986 to the late 1990s. The Task Force discussed how to make this work available. The SLDTF web page and DttP were considered as options. The DttP editor will be consulted, and Kathy will keep the task force updated on her progress.

3) Update on state depository coordinator conferences

The Eastern state depository coordinator's conference was held in May 2000. Proceedings are available at: <<http://www.cslib.org/stdocconf/index.htm>>. A western conference is currently being planned by the Western Council of State Libraries. Plans are for Spring 2002, and Denver is being considered as a location. Suzanne Miller, South Dakota State Librarian, is chairing a planning committee.

4) Program proposal for 2002 from State & Local Task Force

The Task Force discussed idea for a program or preconference to be based on the state depository coordinators conferences. After much discussion, members settled on a program proposal for the 2002

Annual Conference in Atlanta on the working theme: innovative access to government information by state libraries. Possible topics include: access to state laws of the 50 state legislatures, state GILS projects, availability of state codes and statutes, and access to state information, perhaps through the Northern Light search engine. The following members volunteered to serve on a working group to plan the program and identify speakers: Becky Culbertson, Dena Hutto, Nan Myers, Yvonne Wilson.

5) State & local toolbox

The project, is an attempt to make information concerning state cataloging and processing practices and tools available on a web site. Topics to be included are: state listservs, name authority guidelines for state and local documents, and state classification schemes. The Committee of Eight will be used as contacts for information from individual states. Nan Myers and Nancy Kolenbrander will present templates at the State & Local Task Force meeting in San Francisco.

New Business

Due to lack of time, the single new business agenda item, a discussion of the need to update some sections of the PPM, was deferred until the next meeting.

The meeting was adjourned at 4:15 PM.