

GODORT State and Local Documents Task Force Meeting
2002 ALA Midwinter Conference, New Orleans LA
Saturday, January 19, 2002, 2-4:30 PM
Morial Convention Center, Room 282

Chair Nan Myers called the meeting to order at 2:00 pm. Present: Margaret Lane, Smittie Bolner, Stephen Woods, Linda Reynolds (Assistant Chair/Chair-Elect), Stephen Patrick, Bill Sleeman, Patricia Finney, Yvonne Wilson, Nancy Kohlenbrander, Brian Carpenter, Jody Fagan, Richard Gause. Becky Culbertson, Jim Church (Secretary), Louise Treff-Gangler, Cathy Hartman, and Janet Justis.

1. After introductions, Nan Myers handed the meeting over to Jody Fagan, who gave a summary of her recent article "Citizen's Access to On-line State Legislature Documents," *Government Information Quarterly*, 18 (2001), 105-121.

The article was a result of a study of all 50 state legislative sites in the United States, and was conducted in September 2000. The authors browsed all 50 sites and evaluated them according to clarity of presentation and language, interface design, search options, and document accessibility in multiples formats. She also distributed a handout with examples of state legislature pages with clear and usable interfaces.

Overall the focus of the study was usability. The authors found that sites with the clearest and simplest language outperformed fancy websites with complicated interfaces, java scripts, etc. Many sites seemed to have used the same commercial software for webpage design, but the better examples did not seem more expensive to implement. The default browse used was Netscape, but some of the sites worked well only with advanced versions of Internet Explorer.

Each of the sites offered information about bills and statutes, but others included additional information, some more and some less. There were several questions from the task force about site content. While the study focused on site design, Jody noted that content varied wildly. The majority of them did not include Senate or Assembly journals or hearings. Some sites split Senate and Assembly information onto separate pages, and there were examples of information even more widely disbursed, including state constitutions split up onto 100 different pages, and 1500 page pdf files.

Jody suggested some possibilities for future study include the amount of funding available in each state for webpage design, more detailed surveys of content and archival policies, or explorations of local government websites.

Nan thanked Jody for an excellent presentation and moved on with the agenda.

2. Approval of the agenda: The agenda was approved. Nan noted that some committee liaison reports would be shifted to accommodate people with conflicting schedules.

3. Approval of SLDTF minutes from ALA Annual in San Francisco: the minutes were approved.

4. Reports from Committee Liaisons.

- a. Ad Hoc Committee on Digitization of Government Information (Cathy Hartman). Cathy reported on the committee's draft report, which was charged by incoming GODORT chair Ann Miller at the ALA Annual Conference in Chicago, 2000. The report is a substantial, well-documented work. The report's recommendations include increasing the membership of the Government Information Technology Committee (GITCO) by five members, updating the report's bibliographies, constructing a database of completed digitization projects, and creating lists of mentors to assist government information librarians with digital projects. The report also includes descriptions of best practices and digitization standards, a

clearinghouse of completed digital projects, and more. There is ongoing discussion about the possibility of a pre-conference on digitizing government information at ALA in Toronto, 2003. The target date for submission of the final report to GODORT Steering is May 2002.

- b. Committee of Eight (Margaret Lane). Margaret contacted the committee last spring and asked them to respond to a survey concerning the SLDTF toolbox, otherwise there has been no activity. Laurie Kram from UCLA has left, and Louise Treff-Gangler volunteered to replace her. Margaret explained the committee's function is for each member to monitor government information issues for seven state governments. Essentially it is an activist tool/telegraph tree to contact state governments quickly.
- c. Cataloging (Becky Culbertson). John Stevenson, chair of the committee, wishes to thank people from SLDTF who contributed to the Cataloging toolbox. Becky also noted GPO is getting a new Integrated Library System and is looking for suggestions to help meet the needs of the documents community.
- d. SLDTF Web Coordinator (Atifa Rawan). In Atifa's absence, Nan asked if there were any webpage issues. It was noted from the floor that some links were broken. Nan suggested e-mailing Atifa if you come across something.
- e. Education (Steven Woods). The committee is working on goals and objectives, and issues of information literacy as it applies to government information.
- f. GITCO (Rich Gause). The committee is discussing e-competencies and the implementation of subject headings for state government agencies in FirstGov.
- g. Program (Nancy Kohlenbrander). Nancy reported the committee is working on a Census pre-conference and a SLDTF program for ALA Annual in Atlanta, 2002. The SLDTF program's working title is "Innovations in State Government Information Sources" (see discussion under "Old Business.")
- h. Publications (Jim Church). Publications may eventually looking for a replacement editor for DttP and is currently looking for a DttP Advertising and Distribution Manager. Several publications are in the works, including an update of the GODORT Government Documents Style Manual. An active topic of discussion is the future of GODORT electronic publishing.
- i. Rare and Endangered (Yvonne Wilson). The committee is working on an inventory of web-based versions of the Serial Set. August Imholz is leaving CIS. A website has been set up at the University of Kansas using funds from the GODORT Donna Koepf honorarium.
- j. Legislation (Janet Justis). Nan reported initially in Janet's absence. Are we looking for a State & Local column editor for DttP? Nan is expecting to hear from Dena Hutto about this later.
- k. Center for Research Libraries (Patricia Finney). Pat reported on the cataloging of state documents at CRL. The good news is they are making excellent progress and have completed 29 out of 50 states. The bad news is states 30 and 31 are New York and New Jersey. New York documents alone comprise over two thirds of the entire collection, and include 33 rows of documents. New York should be completed by this summer. Pat is hopeful that in a year or so the project will be completed and CRL will be able to begin accepting new deposits.
- l. Brian Carpenter, from the ACRL Science and Technology Section, government documents committee, is here to gather information about what SLDTF is doing.

Old Business

5. GODORT Program for 2002 ALA Annual Conference, "Innovations in State Government Information Sources. Nan introduced the program to the task force, and noted that two speakers had agreed to make presentations: Trisha Cruse, Project Manager for the statistical database "Counting California" from California Digital Library (<http://countingcalifornia.cdlib.org>) and Susan Tuggle, Coordinator of Government Publications at UGA, and participant in designing the Georgia Government Documents section of Galileo (<http://www.galileo.peachnet.edu>).

The task force agreed that two additional speakers, or total of four, would be ideal. Other potential topics and speakers were discussed. It was agreed that criteria for selection included that the presenter must attend ALA (no funds to pay for travel), be a good speaker, and a librarian.

Steven Woods reported on a GIS project at Idaho State involving citizen and library participation using GIS software (ArcView) to create new redistricting maps at the state and national levels for Idaho. It was agreed that a GIS/Interactive Mapping presentation would be a good addition to the program. Another possible topic was the use of Multimedia formats for the preservation of government information, including a project of the Kentucky State government to record digital video and audio files of state legislators on the floor of the state congress.

6. Documents on Documents Collection.

Jan Goldsmith at UCLA has agreed to house the print documents on documents collection, and has also accessioned the entire collection. Nan has a copy of the MOU under which the collection will be transferred, and plans to submit it to second Steering for approval and have it signed by the chair of GODORT. She passed it around to the task force for review. UCLA has agreed to house the collection indefinitely, catalog it, and make it available via interlibrary loan. Nan later noted the exact procedures for ILL still needed to be clarified.

7. State and Local Documents Toolbox.

Nan noted the International Documents Task Force (IDTF) had developed an excellent toolbox, and asked for a status report of the SLDTF toolbox. Nancy Kohlenbrander has drafted a prototype which now resides at the University of Delaware production site. Nan asked for other volunteers to help complete the project. Nancy Kohlenbrander, Becky Culbertson, Richard Gause, and Vicky Boggatt volunteered.

8. PPM updates.

Dena Hutto noted several sections of the PPM regarding the task force are out of date and needed revision. She volunteered to work on this virtually with Nan, via e-mail.

New Business

9. Development of Top 10 List of Things to Know for State Documents Librarians (Margaret Lane).

Margaret introduced a prototype of a list of Top 10 things for state documents librarians to know, but she is retired and needs help to develop this. The list would be modeled on a federal list compiled by Sheila McGarr and Robin Haud-Mohammed. Some of the potential items include a national state documents listserv, state documents features of the CIS Directory of Documents Librarians, information about the GODORT handout exchange, locations of state documents bibliographies (DttP), and more information. She noted that there are new documents librarians in Louisiana and North Carolina, and what is being done to help them? The list could take a number of forms, including a handout or Internet Welcome Wagon.

Margaret also noted the Western Council of State Library Agencies (WestCo) is organizing a workshop, April 22-24, in Scottsdale Arizona, to address issues and concerns of state library government documents librarians.

Janet Justis (Legislation) arrived late from the ALA Government Information Subcommittee for the ALA Committee on Legislation (GIS) and noted an issue of concern is the draft 2003 Governor's Budget for the State of Washington, which effectively eliminates funding for the State Library. The budget has not gone forward to the State Legislature yet, but is still a serious issue as funding may be cut. The Washington Library Association is lobbying the state legislature.

Louise Treff-Gangler (nominating) noted GODORT nominations for IDTF Coordinator, SLDTF Coordinator, Fed Docs Coordinator, Chair of Publications, and Chair of GODORT are still being sought. Please contact her if interested or if you know anyone who might be.

Nan asked for a motion to adjourn and the meeting ended at 4:45.

Respectfully submitted,

Jim Church