

ALA GODORT State and Local Documents Task Force Minutes
Annual Meeting 2004, Orlando Florida
Orange County Convention Center Room 209
June 26, 2004, 2:00-5:00 p.m.

Present: Barbara Miller (Co-coordinator), Stephen Woods, Paul Arrigo, Matthew Marsteller, James R. Jacobs, Timothy Skeers, Vickey Baggot, Karen Hogenboom (Secretary), Merleen Dibert, Michael Smith, Nan Myers, Tammy Stewart, Andrew Johnson, Lori Smith, Megan Waters, Jan Goldsmith, Yvonne Wilson, Marcy Allen, Richard Matthews, Rich Gause, Patricia Finney, David Utz, Richard Yarnall

1. Barbara Miller called the meeting to order at 2:00.
2. Richard Matthews spoke about the American Association of Law Libraries' report on permanent public access to state information. He thanked GODORT for its review of the report and reviewed the history of the report's development and funding. The purpose of the report was to foster advocacy on permanent public access issues and to provide models for state laws, policies, and practices. For example, Kansas has established a partnership with a private company, the National Information Consortium, which provides web sites that deliver government services. Other models for ensuring public access to state and local government information were discussed, including direct data feeds from local agencies similar to what news agencies receive, finding ways to participate in the government's knowledge management system rather than asking them to follow our model, and using a repository similar to MIT's D-Space. Copyright issues, the special issues when archiving databases, and cataloging issues for dynamic web sites were also discussed.
3. Megan Waters discussed Florida's Publication of Archival, Library and Museum Materials (PALMM) project. The project is under the auspices of the Florida Center for Library Automation (FCLA), a state agency, but is a partnership among the 10 public universities in Florida. FCLA is creating a union catalog for the universities, and the digital collection grew from that project. FCLA also does metadata harvesting for the state library and has partnerships with local government organizations through its university members. The project was initially funded with a federal grant, but currently state funding is available through a legislative mandate to digitize materials related to Florida heritage. FCLA has server space for digital projects, but member universities can also host PALMM projects. FCLA also has guidelines for participating projects on its web site and can provide training and the use of digitization equipment. FCLA is talking to participating libraries' special collections departments and hoping to put together a group of Florida historians to evaluate the collections.
4. The agenda was approved unanimously, with the addition of the approval of minutes from Midwinter 2004 and announcements.
5. The minutes from Midwinter 2004 were approved unanimously.
6. Liaison reports
 - A. Cataloging: Nan Myers reported for Tanya Finchum. The preconference was educational, well-organized and well-presented. Gil Baldwin will meet with the committee tomorrow about the national bibliographic planning efforts. GPO is hiring toward these efforts.
 - B. Rare and Endangered Government Publications: David Utz reported that arrangements are proceeding for a tour of the Boston Public Library at the Midwinter 2005 conference. The library is the regional FDLP library as well as having a collection of Boston municipal documents. Barbara Miller noted that the schedule for task force and

committee meetings may change at Midwinter, so careful scheduling of this tour is important.

- C. Program: There were 70 attendees at the preconference, which was very successful. An evaluation sheet for preconferences and programs has been developed. A preconference proposal from the Rare and Endangered Government Publications Committee may be revised and resubmitted. The program proposal about cataloging digital state and international government information is going ahead for the 2005 annual conference. Jim Church is looking for one or two more speakers.
 - D. Nominating: send candidates for positions on SLDTF to Yvonne Wilson.
 - E. Publications: James Jacobs reported that the DttP summer issue is out and content is set for the rest of the year. The deficit is getting smaller; there may be an advertising rate hike. 190 subscribers have renewed, with 200 additional subscriptions needing to be renewed or cancelled. Ads for preconferences and the LexisNexis breakfast have been free, but may have a reduced rate in the future. The committee is planning to move the GODORT web site from the Sunsite server. Sections may be responsible for archiving their own web pages in the future.
 - F. Bylaws: Barbara Miller reported that the Bylaws Committee may handle the Policies and Procedures Manual rather than the Publications Committee.
 - G. Membership: Nan Myers reported that a map to the site of the GODORT reception has been distributed.
 - H. Other liaisons will report to Barbara Miller once their committees have met.
7. Pat Finney from the Center for Research Libraries reported that 42 states are complete in her project to organize the Center's collection of state documents from the 18th century to 1950 (legislative journals were collected through 1990). Once the documents are organized they will be able to cataloged and CRL will be able to accept deposits to fill in gaps. Remaining issues include documents from the Panama Canal Zone and Guam, which could also be considered federal documents. The task force suggested that these documents be cataloged as part of CRL's regular collection. CRL is also starting a preservation project, with state documents high on the list of priorities, but funding and equipment are not yet in place. Richard Yarnall reported that state document digitization at the Library of Congress is being held up by copyright issues, although LC is getting a server and will start permission discussions with states that have the authority to grant permission for digitization. State information could not be included in GPO Access without a change in its authorizing statute. A visit to CRL during the 2005 annual conference is a strong possibility. CRL does not have the equipment to scan the Documents on Documents collection.
 8. Jan Goldsmith reported that UCLA would like to transfer the Documents on Documents collection. The collection consists of three collections, the first two of which were microfiched by ERIC, except for a very few copyrighted documents. All three collections are cataloged. The ALA Archives were discussed as a possible repository for the collection, as were the Library of Congress's special collections and GODORT archives, if they are separate from the ALA archives. The task force's consensus was that Jan should contact the GODORT archivist about whether GODORT has a separate archive to accept these materials, and to contact the ALA archives if not. Duplicates will be weeded from the collection before it is archived.
 9. Barbara Miller reported that the Committee of Eight is gathering information about cataloging of state information. Stephen Woods will check to see if there is any overlap with the AALL questionnaire. There is currently a vacancy on the committee for the southeast U.S. states; Rich Gause will look for a volunteer, and Stephen Woods will give the volunteer a list of state contact persons.

10. Barbara Miller reported for Michael Esman that the National Agricultural Library has sent out 15-20 letters to potential cataloging partners for agriculture extension and experiment stations. South Dakota, Wyoming, and Rutgers University have agreed to catalog these documents for inclusion in AGRICOLA. Michael Esman will report at Midwinter.
11. Barbara Miller reported from the GODORT Steering Committee that DttP will print synopses of all Orlando task force and committee meetings. Steering denied a request for GODORT to become a member of the Freedom to Read Foundation; the Development Committee is investigating principles to guide GODORT in deciding whether to become a member of organizations that are tangentially related to GODORT's primary mission. GODORT is trying to build a reserve of 10% of its annual budget.
12. Stephen Woods reported that the GODORT Handout Exchange and the Education Committee Clearinghouse are being combined. Issues include how to solicit handouts and the criteria for submissions, as well as how to archive obsolete handouts. The Education Committee's charge may be amended to include these collection development issues.
13. Barbara Miller reported that there are ten new volunteers to prepare Browse Topics pages on individual states in addition to twenty-one existing volunteers for pages about states; Browse Topics is also in need of volunteers for other topics. Lori Smith's book on state information is available now; Mary Martin's book on municipal information will be published shortly.
14. The meeting adjourned at 4:40.