

ALA GODORT State and Local Documents Task Force Minutes  
Annual Meeting 2005, Chicago, Illinois  
Hyatt Regency Hotel  
June 25, 2005, 2:00-5:00

Present: Jim Church (Chair), Paul Arna, Lyle Benedict, Crenetha Brunson, Bob Dowd, Tanya Finchum (Secretary), Patricia Finney, Connie Frankenfeld, Jennie Gerke, Jan Goldsmith, James Jacobs, Kris Kasianovitz, Kristin Martin, Richard Matthews, Barbara Miller, Lorna Newman, Stephen Patrick, Timothy Skeers, Michael Smith, Stephen Want, Yvonne Wilson, Stephen Woods, David Utz.

1. Jim Church called the meeting to order. The agenda was approved. Minutes from the 2005 Annual conference were approved.
2. Liaison Reports
  - a. Rare and Endangered (Tim Skeers) – the group toured the Newberry Library special collections department which holds old and rare state and federal documents as well as historical state and territory constitutions. There were also Native American materials (Indian Territory) and Cherokee constitutions.
  - b. Nominating (Yvonne Wilson) – announced the new chair of the Nominating Committee is Vicki Phillips.
  - c. Publications (James Jacob) – reported DttP subscriptions are down. A call for volunteers to write chapters in a book to be edited by Andrea Severson may soon go out. There was some discussion on doing an occasional paper series electronically. A local municipality government documents series is also in the works with an end goal being a bibliography pointing to primary materials similar to the format Mary Martin used with her book on state documents.
  - d. Legislation (Richard Matthews) – reported they will be doing a 50 state survey to determine which states have designated their online statutes and opinions as ‘official’ – i.e. authenticated. He reported Oklahoma is one of the few states he is aware of having done this. It is hoped that a legal bibliography can be created with the results of the survey. SLDTF can link to it when completed.
  - e. GITCO (Michael Smith) – SLDTF needs to have a presence in the clearinghouse project. There is still concern for the usability of some digital materials such as maps in soil surveys that are currently being done only in electronic format.
  - f. Education – nothing to report.
  - g. Program (Jan Goldsmith) – reported everything is on target for the program tomorrow (Monday, June 27). Church reported he has seen the powerpoints and thinks the program promises to be a good one.
  - h. Cataloging (Tanya Finchum) – the cataloging committee meets tomorrow. There will be discussion regarding the status of AACR3 and Gil Baldwin will provide an update on cataloging at GPO.

3. Kris Kasianovitz reported she has an updated SLDTF website in beta form and will load it once she returns from ALA. She had reviewed the old site and had looked at other task force sites before creating the informational architecture of the new site. She is now asking for help in deciding what content needs updating and what can be eliminated. Woods will help with this review and will funnel questions back to the task force for input. Church suggested that duplication from the GODORT main page be eliminated such as membership information. There was committee support for adding a page for statistical information. Members voted to accept the beta version of the website and move ahead. Kris will capture and archive all items currently on the site. "Thanks Kris for the great job!"
4. As reported earlier, the 2005 Program "Born Digital, Dead Tomorrow: Classification, Capture and Curation of Resources at Risk" is ready for tomorrow morning.
5. Michael Esman, National Agriculture Library – many institutions did not respond to what his request for helping in cataloging agricultural items at last annual. Agricola is re-scoping and will take about a year to do so. NAL is looking into covering the 'gray' area materials so as not to compete with the private sector. Experimental station materials that used to be published in series now vary from state to state and now many are being published in scholarly journals as opposed to as a series by the department/agency. Woods reported Penn State is in the process of digitizing their agricultural extension items.
6. Lyle Benedict, Chicago Municipal Documents – their collection is one of the last municipal reference libraries and they cover just Chicago. Records and materials are about 'how to do government' well. They have a large clippings file and collect items from newspapers related to the municipality. The collection is now located in the public library with 3 staff and are referred to as the municipal reference department. They attempt to collect 4 copies of everything they can get and currently they have no active preservation project. Most everything is cataloged so they do have access points.
7. Connie Frankenfeld, Illinois State Library – as a point of clarification records from agencies are sent to state archives and publications are sent to the state library. It is codified that 40 copies of anything agencies 'publish' are to be sent to the state library. They keep 3 copies and send others out to their state depositories. They compile a quarterly bibliography of items received and are finding more and more things are web-only. They are trying to print these and they, too, are concerned with preservation of electronic publications. She believes the role of the depository librarian is changing and foresees more 'teaching' document retrieval skills to public librarians. Customers want to find information online or are expecting their local library to find and retrieve information as opposed to them traveling to obtain it themselves. In 2003 legislation was passed that gave the Illinois State Library the responsibility of making electronic items available through their website. In 2003/04 statute was expanded to require electronically published items to be provided to the state library. There, however, are no teeth in the law if agencies do not provide 40 copies of any item they publish. There is a portal for Illinois government information at [www.finditillinois.org](http://www.finditillinois.org). When librarians receive grants to digitize items, they are required to take a class on

- digitizing and provide a copy of the finished source to the state library. More about this will be presented at the program tomorrow.
8. Pat Finney, Center for Research Libraries reported on the status of the Center's comprehensive collection of U.S. State Documents for all 50 states and territories covering the 18<sup>th</sup> Century to 1950; and Legislative Journals to 1990. 46 states (Alabama through Vermont, Wisconsin) plus DC, and PR are finished. Virginia is in the works and almost completed. Washington is next.

#### New Business

- Barbara Miller (By-Laws Committee) – reported that a statement about the appointment and duties of liaisons will be added to the PPM. For example “the incoming chair appoints liaisons to committees and the liaison shall be a voting member of the committee...” and the appointment shall be approved by Steering. Committee agreed with action.

Meeting Adjourned 4:45

Respectfully Submitted,  
Tanya Finchum, Secretary  
July 5, 2005