

FALL REGIONAL MEETING

OCTOBER 21, 2008

7-9 PM

I. CALL TO ORDER AND INTRODUCTIONS:

A. At 7:02 PM the meeting was called to order by Sandee McAninch of Kentucky. Other REGIL Committee members in attendance were introduced: Dan Barkley, Stephanie Braunstein, Jennie Burroughs, and Herrick Heitman.

B. The GPO staff members in attendance were introduced: Ted Priebe, Kathy Brazee, Robin Haun-Mohamed, Cindy Etkin, [Ashley Dahlen](#), and Ric Davis.

C. The minutes from the spring meeting in Kansas City were approved.

D. Sandee noted that she and Laura Harper will be rotating off REGIL at the end of 2008.. Marianne Mason and David Cismowski volunteered to serve on REGIL for the upcoming year. Dan Barkley will be taking Sandee's place as the head of the committee.

E. Approximately one half hour was set aside to allow each Regional representative to introduce him or herself and to share any new activities or other changes taking place in that particular Regional Library.

II. GPO STAFF REPORTS:

A. Kathy Brazee briefly discussed Public Access Assessments.

"In the discussion about Public Access Assessments, Kathy described the questionnaire being sent to 3 randomly chosen selectives when a regional depository is assessed and that sent to regionals when their selectives are being assessed. These questionnaires would be sent to Regional-L for review and comment (which was done in November). GPO is interested in knowing if the questionnaires help give them the most accurate and complete information about [an] individual library."

B. Cindy Etkin provided updating on the ongoing Regional Report. She noted that there was a 100% response rate from directors and that the final draft might be available by the end of the month (October). Cindy then listed seven "talking points" and recommendations that came out of the study surveys and resulting report:

1. Funding for cataloging of the Legacy Collection.
2. Modeling for and establishing of shared regionals

3. Supporting dialogue about the study between GPO and the rest of the depository community.
4. Allowing the results of the study to drive possible Tit. 44 revisions.
5. Digitizing of the Legacy Collection.
6. Supporting authentication efforts.
7. Funding regionals for storage and maintenance of collections.

Again, it must be emphasized that the recommendations as presented were preliminary. Final recommendations will be included in the report when submitted to the Joint Committee on Printing.

III. GENERAL DISCUSSION:

A.A discussion about the substitution of electronic materials for tangible materials included concerns over having a specific substitutions list—title by title—versus having policy guidelines with examples. The latter is the most recent policy, and librarians are expected to apply the guidelines using their professional judgment. The three main qualifiers used to determine whether or not an electronic version is acceptable to replace a tangible version are as follows: Equivalency; Completeness; Official Status; Permanent Access. The same criteria would be used to determine substitution with commercial products. Concerns were raised about ILL availability because of the nature of proprietary databases in particular. Each depository would have to consider its contractual agreements with vendors before substituting a commercial product for a GPO title. If Regionals determine that it would be preferable to include a title-by-title substitution list, and GPO agrees, then GPO would issue an official update that would include such a list.

B.Further discussions centered on the archiving of monographs using the Handles program.

IV. REPORT FROM ARL REGIONALS:

At the recent ARL Regional Directors meeting, directors expressed interest in reaching out to selectives. Some of the directors would like to attend the spring DLC meeting in Tampa. It was determined that meetings with directors and discourse on regional issues in general would be welcome in spring.

V. JENNIE BURROUGHS' REPORT ON COOPERATIVE RETROSPECTIVE CONVERSION:

Jennie gave a brief PowerPoint presentation updating her work on the Pre-1976 un-cataloged materials. She shared the results of a survey done of depositories indicating their status concerning the cataloging of these materials. She received 117 responses, primarily from large selectives that had been depositories since before 1940. She continued by discussing her Pre-76 Wiki project, the creating and manipulating of batches of records, and batch searching and exporting using OCLC.

VI. ANN MARIE SANDERS' DISCUSSION ON GUIDELINES FOR CHANGING FDLP STATUS—LEAVING THE PROGRAM OR CHANGING FROM REGIONAL TO SELECTIVE:

Ann created two documents: "Guidelines for Regional Libraries Withdrawing to Selective Status" and "Guidelines for Termination of Selective Libraries." Each document outlined the suggested steps required of federal depositories who wish to change status or totally withdraw from the FDLP.

The documents take both a logical and a chronological approach, listing steps involved in three stages of the processes: "Prior to Withdrawal"; "Decision to Withdraw"; and "Disposal Requirements."

See Addenda 1 and 2 for copies of both guidelines.

VII. DAN BARKLEY'S DISCUSSION OF SUPERSEDED LIST UPDATING:

Dan noted that the last revision is from 2001. There was an agreement made then that certain superseded materials would be retained by a few regionals. This agreement and the list that came out of it need to be re-visited and well publicized so that these agreements are known to all FDL's. Currently, the old list is on Ann Marie Sanders' website for regionals, under the heading of "Shared Information."

VIII. FINAL BUSINESS CONDUCTED:

Two groups were formed to address two of the issues brought up at the meeting:

Chairing a committee to look into the issue of substitution lists is Valerie Glenn. Also on this committee are Cindy Etkin, David Cismowski, Ann Marie Sanders, and Kirstin Clark. See General Discussion III, A above.

Chairing a committee to address the superseded list issue is Dan Barkley. Also on this committee are Stephanie Braunstein, Carmen Orth-Alfie, Arlene Weibel, and Beth Rowe.

The meeting was adjourned at 9:15 PM.

Respectfully submitted, Stephanie Braunstein.

ADDENDUM 1:

Guidelines for Regional Libraries Withdrawing to Selective Status

Prior to withdrawal:

- Earliest possible communication between the regional library considering withdrawal and GPO; a minimum of one year is needed
- Earliest possible communication between the regional library considering withdrawal and other regional library in state, if state has two regional libraries, and state library agency, if not already involved
- Require that regional librarian contact all selective depository libraries in the state to inform them that the library is considering withdrawal as a regional depository
- Require meeting between all parties discussing ramifications of withdrawal
- Require that regional librarian contact the office of both of the state's Senators to inform them that the library is considering a change in depository status

Decision to withdraw:

- Minimum six month notice of decision to both GPO and all other parties
- Regional library again contacts the Congressional delegation, informing them of decision and if the decision creates a vacancy

Disposal requirements:

- Disposal requirements are negotiated between all the parties, if the former regional depository wishes dispose of portions of its collection, including requirements for listing.
 - May include use of regional needs lists or specific classes or formats exempt from listing requirements.
 - May require following established disposal procedures or a specially negotiated time frame
 - Requires disposing library to ship items at their expense to a designated address
 - May include offers to other depository or non-depository libraries in the state or nation

ADDENDUM 2:

Guidelines for Termination of Selective Libraries

Prior to withdrawal:

- Earliest possible communication between the selective library considering withdrawal and its regional library
- Require meeting between regional librarian and selective discussing ramifications of withdrawal
- Require that regional librarian contact the office of the appropriate Member of Congress if the selective library involved is Congressionally designated and inform them that the library is considering withdrawal from the program

Decision to withdraw:

- Minimum six months notice of decision to both GPO and regional library
- Selective library terminating status must also inform other depository libraries in the Congressional District
- Regional library again contacts the Congressional delegation, informing them of decision and if the decision creates a vacancy

Disposal requirements:

- Disposal requirements are negotiated between the regional library and the selective library, including requirements for listing.
 - May include use of regional needs lists or specific classes or formats exempt from listing requirements.
 - May require following established disposal procedures or a specially negotiated time frame
 - Requires terminating library to ship items at their expense to address designated by regional library
 - May include offers to other depository or non-depository libraries in the Congressional district, state, or nation
 - Terminating library should expect visits from other librarians as part of the process
- Based on existing state guidelines in:
- Kansas: www.lib.ku.edu/govtinfo/Exchange%20Files/KS_termination_guidelines.pdf
- Michigan: http://www.michigan.gov/documents/Appendix_H_2004_118995_7.pdf