

FDLP Regional Librarians Meeting Agenda

Washington, DC

7-9PM October 18th, 2011

I. Approval of the April 5th, 2011 regional librarians meeting minutes

Approved as submitted.

II. Round-robin introductions & brief communication of news of attendees' regional depository activities

Beth Rowe reminded everyone that she tests the regional-I list on a regular basis. She has cleaned up the subscriber list. If you have changes in regional personnel please send her updates.

North Dakota: North Dakota, which is a joint regional state, has little to report this year. The state's depository libraries underwent a Public Access Assessment during the first part of the year, and all libraries seemed to do fairly well. One selective decided to withdraw from the FDLP program and contacted the regionals about starting that process. One of the regionals, University of North Dakota, has a new regional coordinator. There is a new state librarian, Hulen Bivins, who started recently. The state is doing fairly well in terms of budget though libraries are always pressed for funds.

The Texas State Library and Archives Commission experienced a significant decrease in our agency's budget for the next two years. New functions added to the department (a combined Ref/Docs unit) include interlibrary loan, Texas documents clearinghouse, and the archiving of Texas state agency web sites – all with no additional personnel. The agency's director is a strong supporter of the federal documents program and the regional depository.

Texas Tech: Texas Tech is completing digitization of Texas state soil surveys from 1950s to 1970s. This complements those surveys done by UNT beginning to 1950s and those done digitally by the USDA.

University of Hawaii, Manoa: The University of Hawaii at Manoa Library is going through a reorganization. The current proposal would merge the Government Documents & Maps Department with the Access Services, Business, Humanities, & Social Sciences, and Science & Technology units. The Government Documents & Maps unit would continue to maintain a separate reference point if the proposal is approved. We are recruiting for a new Geospatial Services Librarian to replace our former Maps/GIS Librarian, who took a position at Stanford

University working with the David Rumsey Collection.

University of Minnesota: The University of Minnesota regional continues to work with interested parties on the Minnesota/Michigan regional proposal. We are also moving forward on the full cataloging of our collection

West Virginia University: To support WVU's First Year Academy program, the Libraries sponsored "Discover! WVU Libraries" on August 20, Saturday afternoon. We invited the incoming class into the Libraries for a series of activities throughout the buildings. Each library gave out prizes, and students were entered into a drawing for an iPad, Sony Reader, and t-shirts. GovDocs also set up a station displaying some notable GovDocs and different format of publications. We gave out GPO's promotional materials such as Constitution of the US, Our American government, FDsys flyers & Pens. In addition we gave out patriotic candies, pencils, & USA buttons. We also played a game, using Civics and Citizenship Toolkit, asking students questions. It was a fun experience for both students and library staff.

Arizona State Library: As for the business at hand the latest update from Arizona is that Janet Fisher is Interim State Librarian which occurred upon the retirement of GladysAnn Wells as State Librarian earlier this year. The Arizona State Library Archives and Public Records is proposing to extend its hours back to 8 p.m. to 5 p.m. as it was before budget cutbacks affected the state during the last few years.

University of New Mexico: Like some Regionals, UNM continues to suffer from lack of staff, space, budget, and administrative support. My Dean returned the Biennial Survey with Questions 2 and 3 marked that UNM is thinking of discontinuing with the FDLP as well as discontinuing being a Regional. It has been strongly suggested that I discontinue retroactive collection activities. On a brighter note I continue to foster relationships with local Federal agencies (e.g., BIA, USGS,) and participate in TRAIL.

Indiana State Library: We are currently working on an inventory of our pre-1965 federal documents. We hope to have it completed by early next year. The selective situation in Indiana has remained pretty stable – we've had no one leave or join the program this year. However, there have been several new documents coordinators throughout the state.

University of Florida: Documents in our storage facility continue to be cataloged in preparation for their move to a state-wide high density storage facility. As of September 30, 106,169 items have been cataloged; 11 percent received original cataloging. The pamphlets that do not fit the parameters of the high density storage trays are being digitized and placed in semi dark storage. Work continues on our hearings inventory project where we are matching our holdings against the hearings of the Proquest digital hearings collection.

University of Georgia: The UGA Libraries started moving into its new Special Collections Building in September; the new building is scheduled to partially open this fall and open completely in

January. The move of the various special collections to their new building will open space in our Main Library for a new map and government information library, scheduled to open in time for Fall Semester, 2012.

University of Iowa: Annual road trips to each Iowa FDL complete and held first virtual meeting in August. Most of Gov Collection moving to more accessible space as Learning Commons construction begins. Univ. of Iowa is an official GPO partner for the digital Federal Poster Collection: <http://digital.lib.uiowa.edu/gpc>

University of Kansas: The FDLs in Kansas have begun a collaborative process to draft a new state plan with a projected completion in Spring 2012. We are using LibGuides as the virtual space to for this project in hopes of increasing our LibGuide skills. In the hope of increasing our support and outreach to public libraries, Kansas GODORT surveyed public libraries in the state. The results are being analyzed for a discussion at our Fall meeting in November.

University of Maine: Revision of the state plan for Maine complete and will shortly be uploaded to the FDLP Community site. Successful completion of PAA's for the libraries in the program in Maine and Vermont by the GPO. Cataloging project for pre-1976 maps is complete. Cataloging project for pre-1976 uncataloged items underway with additional staff hired. The library is beginning a digitization project for Army Corps of Engineers projects relating to Maine. U of Maine was "Library in theSpotlight" for August.

University of Maryland: Cindy Todd retired in June. Tanner Wray is the Interim Regional Librarian. We are hiring a Regional Librarian. University of Maryland and Johns Hopkins University are joining ASERL and expect to hear about our application next week. Towson University has rejoined as a selective in the Region. University of Maryland experienced the earthquake on August 23rd with 27,000 volumes on the floor.

University of Memphis: University of Memphis Libraries Federal depository 45th anniversary. Three new depository coordinators in the state. Two selectives dropped (Grateful for help from GPO). Work on ASERL disposal database.

University of Missouri, Columbia: 1 -- An arsonist set fires in the library building in early September. All government documents and shelving must be moved so that floors can be repaired and re-carpeted. The entire stack area has been closed to the public with a pull service only. #2 -- A plan has been worked out with Washington University in St. Louis to manage and oversee exchange of documents among the twelve FDLs in that metro area. In return, Washington University gets first choice of discards with no requirement to take what it does not want. Docs not needed in St. Louis are next offered to the Regional, then to other Missouri depositories, then to the rest of the nation.

Oregon State Library is in the process of recruiting a new State Librarian. Portland State University will also be recruiting a new library director. Any changes in leadership at the Oregon libraries makes us a bit nervous about our shared collection agreement, but at this point, we have no reason to expect that anything will change with our agreements. [Note: we have since actually hired a new State Librarian, an internal candidate, Robert Hulshof-Schmidt. He has always been very supportive of Regional operations at the State Library, so this is good news!]

The State Library of Ohio hosted Forever Free: Abraham Lincoln's Journey to Emancipation, a traveling exhibit from ALA, in the spring. Exhibits and special programming included federal documents. Many Ohio selective libraries are heavily weeding their collections including some very old, unique documents. The State Library is replacing Serial Set volumes with discards that have better bindings and filling blanks to have as complete a paper set as possible.

The University of Virginia Library became an ASERL Center of Excellence for the Department of State in 2011. We are in the process of inventorying and, then, cataloging all our State Department materials. Virginia depository libraries met at James Madison University in July. Jori Frazier of the Census Department did some American Factfinder 2 training. Barbie Selby introduced the ASERL Documents Disposition Database. All Virginia depository libraries began using the ASERL database for all discards on October 1, 2011. U.Va. is examining how documents check-in and processing are done. It appears likely that documents processing will move to the Cataloging and Metadata Services Department. This will free up time for one staff member to concentrate more on maps, geographical information systems, and data.

The University of Kentucky continues to serve as the COE for the WPA and has added the Appalachian Regional Commission as UK's second Center of Excellence. We have also been assigned a new professional librarian as a staff member in our unit. Her name is Mary McLaren, and has been at UK for over twenty years. While she has no experience with Federal publications, she brings many planning and project management skills that should be useful to us during this time of transition.

Louisiana State University is awaiting the results of a grant request made to our Board of Regents which would allow us to digitize many of our Corps of Engineers' materials that pertain to the Lower Mississippi River Delta/Valley.

III. Follow-up on Title 44 revision proposals from Fall 2010 meeting (Barbie Selby)

Selby reported that work on the Title 44 revisions is on hiatus. Since the issue was first raised, Congress has changed. Furthermore, since Mary Alice Baish has indicated that she believes Title 44 needs to change, it makes sense to monitor any initiatives to change the law.

IV. Updates on various digitization projects (ASERL – Mary Clark, CIC – Marianne Mason, GWLA – Dan Barkley)

Clark reported on the use of IMLS funding of a leadership grant for ASERL to develop cooperative services to support the analysis of federal collections. Work includes establishing Centers of Excellence and creating complete collections using inventories, gap analysis, and a disposition tool. They have developed an MOU for Centers of Excellence and established best practices. Non ASERL libraries are also involved.

Mason reported for the CIC. They have digitized over 211,000 documents today. Many CIC libraries including Minnesota, Penn state, Purdue, Indiana and others are contributing. Recently Mark Sandler, Director of the CIC Center for Library Initiatives spent 2 days at U. of Iowa. He asked “What new projects would you like to initiate?” Marianne reported that the University of Iowa has materials relating to health that would make good candidates for local digitization. Cataloguers at the U. of Iowa have volunteered to catalog the Serial Set.

Barkley reported on the TRAIL project initiated at GWLA which is now affiliated with the Center for Research Libraries (CRL). The TRAIL project is building a digital repository of scientific and technical reports published before 1975. Currently the USGS is considering joining TRAIL. Since USGS already has a large repository of digital materials in the USGS Publications Warehouse, joining TRAIL may involve linking back and forth between the TRAIL and USGS sites. TRAIL is experimenting with digitization of technical materials distributed on microfiche and microcards. Recently Cleveland Public sent large collections to TRAIL. He urged attendees to contact him if they are interested in further information about TRAIL.

V. Discussion of retrospective collection development requirements of regional depository libraries (Robin Haun-Mohamed – GPO)

Haun- Mohamed began by referring to Legal Requirements and Program Regulations that were recently distributed. According to Haun-Mohamed, regionals are responsible for building comprehensive collections of tangible materials for state and for assessing needs for a complete collection. She reminded libraries that regionals can refuse permission to withdraw in order to maintain complete collections in the state.

She reminded everyone about the recently issued guidelines on superceded materials.

Regionals cannot substitute online for tangible. Regionals cannot substitute tangible materials with a subscription service such as CIS. If the tangible collection is distributed among several libraries you need to have MOUs with all of the participating libraries in order to guarantee the existence of a complete collection.

In event of catastrophe, use common sense and best effort in order to rebuild the retrospective collection. Under exceptional circumstances regionals may suspend withdrawal process. For example, Washington University has taken on the responsibility for the withdrawal process as the University of Missouri at Columbia recovers from its recent fire caused by arson.

In order to maintain a comprehensive collection, the regional needs to intake materials or refuse permission to withdraw when a selective wishes to withdraw the last remaining copies within the state. You either need to take it yourself or not let the selective withdraw.

Barbie Selby asked if there was a cost/benefit analysis as to the amount of detail needed for withdrawal. She needs to take into account staffing levels at her institution. As the ASERL Center of Excellence(COE) for the State Department, U. Va will be will be inventorying and cataloging all of its collection of materials from the State Department. The ASERL Disposition database will allow her to concentrate on the State Department materials . Her library can only afford to eyeball. Reality in many regionals may not mesh well with GPO expectations.

In response to the mention of ASERL, Haun-Mohamed reported that GPO has concerns about COE's getting first crack rather than selectives in state.

Bill Sudduth reported on changes to ASERL disposition list which took effect on September 1. Regionals and COEs will get first crack at requesting materials. The COEs and regionals negotiate if more than one institution would like to have titles. This change should assuage GPO's concerns.

Because the database allows customization of needs lists by key words and stem, the COE's can set up needs specifications. For example, one library wants all of the materials with the keyword "Florida" in the record. This customization is also good for

selectives. While the regional gets first view, selectives have opportunity to add needs with an automatic notification when a need is matched with titles.

Haun-Mohamed commented that GPO remains concerned about collection building when the inventory of an agency or stem is complete.

Beth Rowe countered that her selectives are not using the needs and offers list. Because selectives had not been weeding on a regular basis, her library was inundated by lists for 5 years. Some lists backlogged for one year. She would argue that the ASERL disposition process honors the spirit of the law. She noted that she personally will not tell selective to keep material if that helps retain them in program. Furthermore, there are some materials which she does not want. Although she would love to take everything, she can't because of the realities in her institution. She thinks that electronic substitution makes sense when selectives have a long term agreement.

Haun-Mohamed reiterated the GPO position that ASERL must modify the disposition tool in a way that makes it possible for selectives within one state have selection rights before a COE in another state. Selectives must have an opportunity to build their collections. Materials cannot leave a state unless selectives have an opportunity to add to their collection.

Barbie Selby noted that the ASERL disposition tool allows for a better withdrawal process than some of the approved methods. In this regard she mentioned in person inspection and needs lists.

Dan Barkley asked "where in the law does it say that you have to build a retrospective collection? --I can't find it." He observed that the system is starting to disintegrate under the current fiscal realities. He has no support for collection building. Juggling regional responsibilities with his other duties is a constant balancing act.

Haun-Mohamed advised regionals to protect themselves in this economy. She suggested documenting what you are told by the library administration in a memo. She will share any info she receives with Mary Alice and the GPO general counsel

Carmen Orth-Alfie noted that she cannot be compliant with the requirements. She is excited by the ASERL database. Because she has no direct reports it is difficult to intake materials. For her the bigger battle is to convince others that government information is important. Without getting them to understand its importance, she will never get

support to add to the collection. Personally she feels extremely discouraged because she cannot do what GPO asks of her.

In contrast Marie Concannon successfully used the requirements in Title 44 to fill a position during a job freeze. The requirements in Title 44 convinced legal counsel at her institution that they must open a funding line in order to remain in compliance.

Arlene Weible noted that the responsibility to collect retrospectively is not spelled out in Title 44. Haun-Mohamed noted that the responsibility for retrospective collecting is in an interpretation prepared by the counsel of the Public Printer. Weible asked that the interpretation be made available. While there is a requirement to have a comprehensive collection, regionals need a definition they can work with. She further noted that the act of acting asking a library to retain materials effectively makes those materials part of the regional collection. If that is the case, it seems like you would need housing agreement to document this. If something is important enough to remain in the state, and you are making the library retain it, shouldn't that information be documented? Haun-Mohamed did not respond to this question.

Stephanie Braunstein asked if regionals have a responsibility to build a comprehensive collection in each state they serve. Haun-Mohamed clarified that the comprehensive collection is for the state or area served. For example, South Dakota can rely on Minnesota for a comprehensive collection because they are grandfathered in.

Bill Sudduth suggested that the regionals need to continue conversations with GPO about the different interpretations and contradictions in the legal requirements. Hallie Pritchett will ask for volunteers via regional-I. Dan Barkley, Gwen Sinclair, and Arlene Weible expressed interest in continuing the conversation with GPO about the requirements in order to align the goals and mission of the program with the current realities.

VI. **Procedures/processes related to Regionals stepping down from Regional designation and negotiating intra/interstate agreements (Arlene Weible)**

Arlene Weible asked attendees to give feedback on this issue to members of Council (Stephanie or Arlene). They are trying to reach agreement on best practices

VII. Discussion of future schedule of regional librarians meetings, including a possible virtual meeting in the spring –

The group agreed to work with GPO to set up a virtual meeting in the spring. We may have scheduling options to present at the fall 2012 meeting.

Next year is 50 year anniversary for regionals. Lance will coordinate something for fall 2012.

VIII. Off-agenda topics

Kathy Hale and Bill Sudduth agreed to serve on REGIL with terms to expire in 2014

Arlene Weible will take on responsibility for maintaining FDLP community site for Regionals.

Beth Harper noted that the letters sent by GPO about the Michigan/Minnesota agreement allude to “different ways” regionals handle discards. It seems like the University of Minnesota is being held to a higher standard on this issue. There is a lack of clarity about the degree of flexibility in the discard process. She also observed that her library is “ far from an ideal regional”.

When considering the future of the FDLP, Beth Rowe commented that the issue of digitization standards and forward migration of digital content needs to be considered.

Haun Mohamed noted that GPO has hired a digital preservation specialist and participating in process to develop digitization standards for the federal government. <http://www.digitizationguidelines.gov/guidelines/digitize-framework.html>. The standards are specific for each format. GPO is changing its focus to the acquisition of digital objects rather than riding print runs. They are working on xml versions of the Statutes at Large, Congressional Record, and Constitution Annotated. They are working to win approval for additional projects from the Joint Committee on Printing.

The meeting adjourned at 8:58 pm

REGIL members & terms

- David Cismowski, California State Library – 2011
- Marianne Mason, University of Iowa – 2011
- Peggy Jobe, University of Colorado, Boulder – 2012
- Gwen Sinclair, University of Hawaii, Manoa – 2012
- Hallie Pritchett, University of Georgia (chair) – 2013
- Arlene Weible, Oregon State Library – 2013