

## MINUTES

### LOUISIANA ADVISORY COUNCIL FOR THE STATE DOCUMENTS DEPOSITORY PROGRAM

**Friday, September 11, 1998**

The Louisiana Advisory Council for the State Documents Depository Program held a regular meeting on Friday, September 11, 1998 at the Bluebonnet Branch Library in Baton Rouge. Council members present were: Glenn McMullen, Lori Smith, Stephen Henson, Stacey Hathaway-Bell, Monica King, Ann Carruth, Virginia Smith, ???

Council Chair Glenn McMullen called the meeting to order at 1:10 p.m.

Minutes of the 3/27/98 meeting were read by Henson. One correction was made to indicate that it is the Executive Budget support document that is online only, not the Budget itself. The minutes were passed as corrected.

Minutes of the 6/19/98 meeting were read by Henson. The minutes were passed. Henson said that he would post them on BAYOUDOC.

Service Guidelines -

Henson distributed copies of the "Draft Depository Library Public Service Guidelines for Government Information in Electronic Formats [updated May 1, 1998]" which were issued for Federal Depository Libraries. After Henson reviewed the guidelines, discussion of adopting similar guidelines for state depositories was tabled until a later meeting.

Cataloging Project -

Monica King reported that she had investigated the availability of grant funding for the cataloging project. She found that funds are available from the state and federal government for preservation projects. She reviewed the NEH guidelines and found that money is available for projects related to bibliographic access to printed works. King said she would ask some questions at an upcoming meeting of LEH and report at the next Council meeting.

Stacey Hathaway-Bell distributed a draft survey form for comments. The survey will solicit information on the current cataloging practices of state documents depositories. Some changes to the survey were suggested during the discussion, and Hathaway-Bell requested that additional comments be e-mailed to her.

During the discussion, someone mentioned that a bibliography of state documents would soon be made available on the House website. It was suggested that further discussion of archiving electronic publications should be held until legislators had become more familiar with the need for it themselves.

Election of New Officers -

Due to the resignation of McMullen, it was necessary to elect a new Chair. Judy Smith was nominated and elected by acclamation. Lori Smith and Stephen Henson agreed to serve as Co-Secretaries. Though terms for the new officers would not normally begin until July 1999, they will take office for the Spring 1999 meeting.

New Business -

None.

Announcements -

Due to McMullen's resignation of his position at LSU, future announcements of LACSDDP meetings should be sent to Faye Phillips.

Next Meeting -

The next meeting was scheduled for March 19 at 10 a.m.

Lori Smith reporting. (10/18/99)