



Louisiana Advisory Council for State Documents Depository Program
National Wetlands Research Center
700 Cajun Dome Blvd.
Lafayette, La. 70506
May 16, 2008

Council Members present: Judy Smith, Chair (Historical Depository), State Library of Louisiana; Ferol Foss, Recorder of Documents; Mary DeMajo (Library Users, retired), secretary; Lori Smith (Academic Libraries), Southeastern Louisiana University; Frances Thomas, (Special Libraries), Poynter Library, Louisiana House of Representatives; Michelle Pope, (Special Libraries), Loyola Law Library; Catherine Carlock Simpson (Library Users), Office of Group Benefits; Patricia Birkett (State Agencies), Department of Environmental Quality.

Council Members absent: Margaret Lane, Emeritus; Howard Coy, (Public Libraries), Vernon Parish Library,

Others present: Rebecca Blakely, McNeese State University; Miriam Childs, Law Library of Louisiana; Rita Franks, La. Tech University; Mary Shively, La. Tech University; Gail Kwak, Northwestern La. University; Mary Linn Wernet, Northwestern La. University; Karen Cook, University of Louisiana Monroe; Rob Bremer, La. Tech University; Melanie Sims, LSU Law Center; Quiana R Wright, State Library of Louisiana; Rose Hebert, SULC Library; Harold Isadore, Southern University Law Library; Elizabeth Parish, Louisiana College; Paula Singleton, Xavier University; Stephen Pomes, Minerals Management Service; Carla Pritchett, Tulane Law Library; Sonnet Brown, Tulane Law Library

Meeting was called to order at 10:02 a.m.

Judy Smith welcomed new council members Catherine Simpson and Patty Birkett, and thanked our host Linda Broussard.

OLD BUSINESS

Minutes from May 18, 2007 and November 9, 2007 approved as amended.

NEW BUSINESS

Judy announced continuing plans for the upcoming 60th Anniversary of the state documents depository program on November 14th 2008. On that day meetings will be held at the State Library. The LFDLC meeting will be held in the morning, and the LACSDDP meeting will be held in the afternoon followed by a reception. Ferol added that the anniversary celebration will:

- Honor Margaret T. Lane for instituting the state depository program
- Recognize state agencies and their liaisons for making documents available to us
- Recognize depositories and their library directors for supporting the depository program.

Ferol is planning for a speaker (15 to 20 minutes) who will address the issue of the importance of having public documents freely accessible. She is working on press releases and a proclamation from the governor. She is also working on having decals made of the state depository logo. These would be placed at the entrances of state depositories, as is the federal depository logo.

Council Vacancies to be filled: After discussion, it was agreed that the following names will be submitted to the State Librarian: Rebecca Blakely to represent Academic Libraries; Marlene Bishop to represent Special Libraries; Frances Thomas to represent State agencies (2008-2009) and Dr. Forrest Clark to represent library users.

Council voted to suspend the rules, and a vote was taken to name Patty Birkett chair-elect. (Judy's term as chair should have ended in June 2008 but will now continue until November 2008.)

Reports:

Recorder of Documents Report is attached.

Shipping Lists: Ferol announced that the November shipping list will be released next week, with the January and February lists soon to follow. There is now only one cataloger at the State Library. There are 2 openings in Technical Services and the positions are currently frozen. The shipping lists which have been released recently are temporary. These will be finalized when every entry has a record in the State Library catalog. Level K cataloging is being done on ephemera for expediency. Groups of ephemera are being assigned a single call number. The question arises as to whether or not local libraries will decide to assign individual call numbers to each piece. Ferol asked for feedback from local depositories on this matter.

Digital Archive titles are also being included on the shipping lists. After discussion, it was decided that digital titles will be put on a separate shipping list, and that this list will be arranged by title. OCLC is migrating to CONTENTdm software, and the graphics component is not working yet, but may be available by July. For now, the State Library has discontinued harvesting e-documents. Local libraries are encouraged to capture the State Library digital records for their own catalogs and link them to the digital archive.

Superseded List: The list is still a work in progress. Karen Cook reported that she has put the list in LaDoc number order in a spreadsheet. Karen distributed copies of the list to those present. Ferol will put the revised list on the State Library web page.

GODORT: Lori reported that Stephanie Braunstein will begin as Chair in July, instead of Melanie Sims, who has been elected 1st Vice-President/President-Elect of LLA. Cynthia DuBois will be GODORT's Vice-Chair/Chair-Elect and Georgia Chadwick will be 2nd Vice-Chair. Lori reported that LLA GODORT sent a letter to Governor Jindal dated April 28, 2008, outlining the importance of authentication of e-documents. Lori also reported that LLA GODORT is doing a local handout exchange (similar to the ALA GODORT handout exchange), and that handouts are being posted on the LLA GODORT web site.

Outreach Committee

Cynthia Dubois has previously raised the question of whether or not a depository may share its collection with a smaller non-depository library. Since other depositories do not do this, it was suggested that the Recorder ask for extra copies of certain types of documents for distribution as needed to interested non-depository libraries. Local depositories could then check with non-depositories in their areas to see if any would like to be on a list to receive these publications. Foos described another state's program that does this. However, Foos said she does not know how the Recorders Office could implement this type of service.

Reports from local depositories

Rebecca reported that McNeese now circulates state depository publications and that all of her core titles are now in the McNeese catalog.

Karen reported that University of Louisiana in Monroe will be celebrating the 60th anniversary of their state documents depository on September 25th 2008 and all are invited. The anniversary is being promoted on the ULM webpage.

Lori reported that Southeastern now uses the state depository logo on its web page.

Ferol reported that she would like help designing a bookmark with the state depository logo.

Those present were reminded to promote and to attend the Louisiana Book Festival on October 4th in Baton Rouge.

Meeting adjourned at 11:18 a.m.

Respectfully submitted by Mary DeMajo