

November 6th, 2009

USGS National Wetlands Research Center

Advisory Council of the LA State Documents Depository Program 10 – 12 pm

Minutes

Members and Guests Present:

Patricia Birkett – LDEQ Library (State Agencies Representative) (Chair)

Rebecca Blakeley – McNeese (Secretary)

Linda Broussard – USGS NWRC

Diane Brown – State Library

Sonnet Brown – UNO

Paula Bryars – Dept. of Economic Development (State Agencies Representative)

Miriam Childs – Law Library of LA

Howard Coy Jr. – Vernon Parish

Cynthia Dubois – Nicholls

Allen Enger – LA DSS (Library Users Representative)

Ferol Foos – State Library, Recorder of Documents

Charlotte Henderson – Southern

Rose Herbert – SULC

Harold Isadore - SULC (Special Libraries Representative)

Stephen Kuehling – New Orleans Public Library (Public Libraries Representative)

Gail Kwak – Northwestern

JoAnn Palermo – LSU

Elizabeth Parish – Louisiana College

Michelle Pope – Loyola Law (Special Libraries Representative)

Melanie Sims – LSU Law (Special Libraries Representative)

Paula Singleton – Xavier

Elaine Smyth – LSU (Historical Depository)

Mary Linn Wernet – Northwestern

Absent:

Marlene Bishop LSU Health Sciences Center – (Special Libraries Representative)

Hallie Hankel – Jefferson Parish Library (Public Libraries Representative)

Catherine Simpson – LA Office of Group Benefits (Library Users Representative)

Lori Smith – SELU (Academic Libraries Representative)

Judy Smith – State Library (Historical Depository)

I. Welcome and Introduction of Members - Patricia Birkett welcomed everyone and introductions around the table were made.

II. Approval of Minutes - from June 5th, 2009 – Howard Coy moved to approve the minutes. Elaine Smyth seconded. Passed.

III. Old Business – None.

IV. New Business:

A. Statement from Diane Brown, State Library: The State Librarian wants to fulfill her mandated responsibility to nominate members to the council. She asks that we gather a list of nominations and she will make the final decision then notify the Council Chair and the Recorder of Documents. The State Librarian will continue her mandated responsibility by notifying those selected by letter.

Diane announced that cooperative cataloging is a much needed initiative due to vacancies in tech services, etc. within the State Library. Electronic documents take longer to catalog than print. State Library archives born digital state documents in the Louisiana State Documents Digital Archive but it takes a lot of time and is hard to keep up with. They are looking for other libraries willing to help catalog born digital electronic state documents. Get in touch with Diane if you are interested and want more information. They are piloting this initiative with the cataloging department at LSU.

B. State Documents State Plan Review, Ferol Foos: A committee needs to be formed to review the State Plan. Rebecca Blakeley and Charlotte Henderson volunteered to be on this committee with Ferol, who suggested Lori Smith might also be interested in serving.

C. Resignation of Patricia Birkett as Chair because she is leaving her position at LDEQ.

V. Reports:

A. Recorder of Documents, Ferol Foos (full report attached) – LSUS has seen a 40% increase of gov docs since more LA electronic documents have been put in their catalog! Make sure all electronic and tangible are in your catalog and you'll notice a huge increase in use. Add any state doc on shipping list (even if you don't select it) to your catalog.

Tip: make a color copy of the LSDDP LOGO that can be taped on your LA Doc Shelves.

Core Collection of URLs are in the Digital Archive as PURLs now. They have not been updated yet with the newer issues/additions. LSU-BR cooperative cataloging project will work on this update.

Selection Lists were turned in. LSUE went to core and focused on electronic only because tangible is not used at all. January 2010 is when the new selection list will take effect and you will not get the titles that you deselected.

B. Outreach Committee, Cynthia Dubois – No Report.

C. Ephemera Committee, Cynthia Dubois – (see attached file) Handed out a document of results from her discussion with the Texas State Documents Depository Program who exclude ephemera from their definition of public documents. However, some are included in the LA definition of what is a public

document. A list of proposals are listed on the last page of the spreadsheet document. The committee/council can discuss/vote for these proposals at the May 2010 meeting. (i.e. Work out “bugs” such as what is required by law, etc. and make an affirmative list of what is ephemera, required by law, etc.).

D. Superseded List – Ferol reports that she talked with Judy and they both are favoring “types” rather than titles in the list because titles change so frequently. “Serials” is a broad term: newspapers vs. journals vs. newsletters. “Newsletters” is a better term for the “keep one year” option. Judy will revise the definition of “monographs” vs. “serials” and will discuss with Lori Smith.

E. GODORT Report – Removed from agenda.

Ferol said we could appoint a temporary interim State Doc. Dep. Chair for May. [After the meeting, Ferol notified the officers that the council guidelines specify that the chair-elect moves up to fill a vacant chair position. Lori Smith, chair elect, agreed to become chair until her regular term begins in July 2010.]

F. Individual Depository Reports:

LSU is excited to be working with State Library on co-op cataloging efforts.

Melanie Sims reminded us of LLA March 2010 in Baton Rouge.

SULC has a new Microfiche Reader Printer!

Howard Coy says they’ve been getting lots of env. impact reports and entering them in catalog and taking in local docs as well.

Allen Enger reports shortage of money so tangible copies are not being produced as much as electronic.

Ferol reports that they have no student worker but that is ok because less documents are coming in now during this slow time of year.

Stephen Kuehling from New Orleans Public is cataloging all that they get now but NOPL is understaffed so backlog will take time or they may never get to it.

Paula Singleton’s library is dealing with SACS and QEP endeavors. She will move into a different area so she will no longer have government documents responsibilities.

VI. Date for Next Meeting – Friday May 21st 2010, possibly at the State Library.

VII. Announcements – None.

VIII. Adjournment – 11:54 am. Rebecca Blakeley moves to adjourn. Seconded by Sonnet Brown.