

**November 5, 2010**  
**USGS/National Wetlands Research Center**  
**Advisory Council of the LA State Documents Depository Program**  
**10:00 a.m.-12:00 p.m.**  
**Minutes**



### **Members & Guests Present**

Linda Broussard- **NWRC**  
Diane Brown- **State Library of LA**  
William Charron- **Nicholls State University**  
Miriam Childs- **Law Library of LA**  
Howard Coy Jr.- **Vernon Parish Library**  
Elizabeth Elmwood- **Xavier University**  
Allen Enger- **Department of Children & Family Services**  
Rita Franks- **La Tech**  
Angela Graham- **Nicholls State University**  
Rose Herbert- **Southern University Law**  
Charlotte Henderson- **Southern University Law**  
Sonnet Ireland- **UNO Library**  
Harold Isadore- **Southern University Law**  
Hayley Johnson- **David Poynter Library**  
Stephen Kuehling- **New Orleans Public Library**  
Elizabeth Parish- **Louisiana College**  
Michelle Pope- **Loyola Law Library**  
Carla Pritchett- **Tulane Law Library**  
Mary Shively- **La Tech**  
Melanie Sims- **LSU Law**  
Elaine Smyth- **Louisiana State University**  
Paula Singleton- **Xavier University**  
Quiana Wright- **State Library of LA**  
Fatima Zamin- **Our Lady of the Lake College**  
Zee Zee Zamin- **LOUIS Consortium**

### **Absent:**

Rebecca Blakeley-**McNeese**  
Paula Bryers- **La Dept. of Economic Development**  
Lisa Davenport- **University of New Orleans**  
Cynthia DuBois- **Nicholls**  
Ferol Foos- **State Library of LA**  
Hallie Hankel- **Jefferson Parish Library**  
JoAnn Palermo- **Louisiana State University**

- I. Welcome and Introductions: Lori Smith welcomed everyone and introductions were made around the room.
- II. Approval of Minutes from the May 21, 2010 meeting: Coy moved to approve minutes. Pritchett seconded. Motion passed.
- III. Old Business:
  - A. Council Membership- Lori Smith is new chair.
    1. 2012 Class-
      - Allen Enger- Library Users
      - Paula Bryars- State Agencies
      - Harold Isadore- Special Libraries
      - Hallie Hankel- Public Libraries.
    2. 2013 Class
      - Miriam Childs- State Agencies,
      - Lori Smith- Academic Libraries,
      - Sonnet Brown- Library Users,
    3. 2011 Class
      - Rebecca Blakely-Academic Libraries,
      - Carla Pritchett-Special Libraries,
      - Stephen Kuehling-Public Libraries,
      - Ferol Foos, Elaine Smyth & Quiana R. Wright- Historical Depositories.
  - B. Revision of the State Plan- Lori Smith led revision of the State Plan; members read silently and contributed changes as recognized. Changes were discussed and then changed immediately.
    1. Carla Pritchett inquired about SLOL contract with Poynter Library. Diane Brown verified contract between the two institutions and that the contract is on file at the State Library of LA. Contract states that Poynter Library is not required to make their collection public due to the nature of the content.
    2. The State Plan will be archived electronically in the Digital Archive. Historical Depositories will have a print copy while other depositories will have access to the electronic version.
    3. Lori Smith asked for motion to accept changes to the State Plan. Elaine Smyth motioned; Quiana Wright seconded the motion. Council voted to accept changes.
  - C. Revision of Superseded List- Lori Smith led revision of the Superseded List; members read silently and contributed changes as recognized. Changes were discussed and then changed immediately.
    1. Lori Smith called to attention the new structure of the Superseded List—Categories are now listed as opposed to titles.
    2. Elaine Smyth inquired about whether or not a depository is required to keep **all** Newspaper Acts as stated in Section 2.
    3. Quiana Wright noted that SLOL does keep Newspaper Acts until that year's acts are published and then the Newspaper Acts are discarded. Elaine Smyth noted changes in sections 6 & 7. Charlotte Henderson noted a change in section 8.

4. Section 11: In reference to items marked “Draft”, Keep final version and any early versions that don’t appear to be fully replaced by the final version. Smith asked if anyone had an example of anything like that.
5. Discussion on Superseded Electronic Only
  - Lori Smith- Federal docs are allowed to discard print items if it is superseded by something only available online. *“A lot of federal titles are becoming online only, so you may have a printed edition in your stacks and find that there are three newer editions available online, so we finally did get permission to supersede those and consider the print copy superseded by the online edition. There seems to be more hesitation with the State Docs because they are “rarer”. So the question is should we only supersede the print if the electronic is in the digital archive, but the State Library isn’t putting a high percentage of “stuff” in the digital archive, so if we only allow them to do the supersession when it’s in the digital archive that really isn’t going to help people much and it’s going to leave a lot of those old outdated print copies in collections. So does anybody have any opinion about allowing the discarding of state publications in print when there is a version available online that will supersede it if the electronic one had been available in print?”*
  - Pritchett- mentioned “Directories. If you aren’t interested in the history. Yes.”
  - Ireland agreed. Superseded is what’s needed. The physical copy is out of date for a reason... it won’t be that helpful.
  - Smith polled the Council-How many are in favor of allowing libraries permission to discard items in print that is superseded by something that is in the digital archive?
  - Kuehling asked about the term “allowed”. Is there any encouragement to do it or is it simply strictly allowed?
  - Smith commented, Right now we can’t encourage it if it’s not allowed. That is the next decision we have to make. Once they can, should they?
  - Coy commented that it should be up to the individual library simply because they know their needs and their collection and what is simpler for them to use. It would also be easier if there was more uniformity in the Federal complying with the State and vice versa.
  - Pritchett- we should never encourage anyone to throw anything away, instead we should encourage them to mark it “Superseded”. Throw it away only if you MUST. Only when faced with space constraints, usage, or out of date... then they “may”.
  - Ireland- if it’s not marked then somebody will go pull it from the shelves. So marking them will help.
  - Smith- if the library doesn’t want to get rid of them, then they should be marking them “superseded”.
  - Pritchett- We should encourage libraries to offer up their superseded items instead of discarding them.
  - Kuehling commented, *“Is the thinking behind this primarily to bring it in conformity with the Feds?”*

- Smith- Not necessarily, it's for the same reason that the Feds made up their rule. Polled the Council again and a consensus was reached to allow libraries to discard printed materials when it is superseded by an electronic copy.
- D. Revision of the Core List-Lori Smith led revision of the Core List; members read silently and contributed changes as recognized. Changes were discussed and then changed immediately.
1. Criteria Pollutant data Sets. Question marks indicate that they had no OCLC# and had not been cataloged...
  2. Removing Commercial Fishing Regulations.
  3. La Hunting & Wildlife Regulations are staying.
  4. Removing Migrating Game Bird
  5. Recreational Fishing Regulations are staying- for public.
  6. Trapping & Turkey removed.
    - *Smith commented that we will wait to do a final vote once a revised draft of both the Core and Superseded list is complete and we will vote by email. Also commented that she would like to wait until Ferol came back to work to approve the changes as well.*
- E. Cooperative Cataloging Initiative- Diane Brown
- The process is ongoing and there is someone at LSU who continues to help us with this effort. He has done over 80 titles since the summer and if anyone has any available staff who would like to help with this, please let us know. The SLOL is very short staffed and behind on the electronic stuff. Michelle Pope offered to help but expressed that she didn't know how to get started. Brown offered to have someone come and provide instruction in the process to help her get started.
- F. Selection List Committee
- Smith asked if anyone remembered what the reason behind the Selection List Committee was. Michelle Pope responded as she was the one who brought it up in the last meeting. It had to do with depositories getting things they don't want.
  - Pope was concerned that the public is paying for things that we are discarding and that we are wasting money by discarding it. She was going to try to go about putting a price tag on her collection. She basically wants to try to control what she takes in.
  - The overall consensus was that there is no way you can assign an accurate value to the documents we receive. Most times they are already used or out dated.
  - Pope wants to form a committee to study this. Smith asked if anyone wanted to join Michelle Pope in this effort. Stephen Kuehling volunteered.
- IV. New Business
- A. Online Meetings- Smith reviewed the last meeting the Council held via AT&T connect. It worked moderately well. Most members agreed that due to budget constraints and simplicity that we should at least try it as a more affordable option to traveling to meetings. If the proper equipment is procured (i.e. headset w/mic) then the online meeting will be an

almost perfect situation. Some people expressed the lack of privacy in their library that will inhibit them from full participation in the meeting.

1. Smith polled the Council to see who is in favor of trying the online meeting option in the spring. The vote was unanimous.
2. The point was made about the Federal Document meeting. What about it? Once the State doc meeting is over will someone have to drive somewhere for the Federal meeting.

- V. Recorder of Documents Report- Ferol Foos
  - A. Shared by Lori Smith in Ferol's absence.
  - B. Smith asked how the SLOL was planning to forge ahead in Ferol's absence. Diane Brown stated that Ferol's assistant, Christine Thurman was very capable in handling the day to day operations
- VI. Reports from Individual Depositories
  - A. Nothing to report
- VII. General comments from Library Users
  - A. Nothing to report
- VIII. Next Meeting
  - A. The next meeting will be held May 13, 2011. Since the next meeting will be online, we can start the meeting earlier than usual. It will be at 9:30 a.m.
- IX. Adjourn
  - A. Carla Pritchett motioned to adjourn. Quiana Wright seconded.