

**GODORT State & Local Documents Task Force
Minutes of the Business Meeting
Saturday, January 13th, 2-4 PM - 2001
2001 Midwinter Meeting, Washington, DC
Washington Convention Center, Room 35**

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y: Rebecca Culbertson (Cataloging); Katherine Holvoet (Education);
Kolenbrander (Program); Yvonne Wilson (Rare & Endangered
t Justis (Legislation) and Jim Church (Publications) were unable to attend
Dena Hutto summarized their written reports for the task force.

llection
background and history of the documents on documents collection for
is being processed for archival storage at UCLA. When processing is
will create a collection-level cataloging record. Dena Hutto will work
t a memorandum of understanding to affirm the collection housing
nd UCLA. The task force discussed questions that have arisen at UCLA
ollection. Documentation on several state classification systems, which
icrofilming, will be retained as part of the collection. Several duplicate
retained at UCLA, but will be offered to documents librarians via an
and other state library listservs. In addition, the task force discussed
e Documents on documents collection. Among the ideas discussed were a
al finding aid, an article in DttP, and an informational brochure.

y
annotated bibliography of articles on the topic of state documents from
Force discussed how to make this work available. The SLDTF web
as options. The DttP editor will be consulted, and Kathy will keep the
ss.

ordinator conferences
ordinator's conference was held in May 2000. Proceedings are available
conf/index.htm>. A western conference is currently being planned by the
ies. Plans are for Spring 2002, and Denver is being considered as a
Dakota State Librarian, is chairing a planning committee.

rom State & Local Task Force
or a program or preconference to be based on the state depository
much discussion, members settled on a program proposal for the 2002

Annual Conference in Atlanta on the working theme: innovative access to government information by state libraries. Possible topics include: access to state laws of the 50 state legislatures, state GILS projects, availability of state codes and statutes, and access to state information, perhaps through the Northern Light search engine. The following members volunteered to serve on a working group to plan the program and identify speakers: Becky Culbertson, Dena Hutto, Nan Myers, Yvonne Wilson.

5) State & local toolbox

The project, is an attempt to make information concerning state cataloging and processing practices and tools available on a web site. Topics to be included are: state listservs, name authority guidelines for state and local documents, and state classification schemes. The Committee of Eight will be used as contacts for information from individual states. Nan Myers and Nancy Kolenbrander will present templates at the State & Local Task Force meeting in San Francisco.

New Business

Due to lack of time, the single new business agenda item, a discussion of the need to update some sections of the PPM, was deferred until the next meeting.

The meeting was adjourned at 4:15 PM.