



FEDERAL DEPOSITORY LIBRARIES
Free Information, Dedicated Service, Limitless Possibilities

Update for Collection Management and Preservation

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Office of Archives Management



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Collection Management and Preservation: Three Units within CMP

Depository Distribution
Unit headed by Janet McCaskill

Education and Outreach
Unit headed by Lance Cummins

Office of Archival Management
Unit headed by James Mauldin





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Collection Management and Preservation: Responsibilities

- Distribute tangible Federal publications to libraries participating in the FDLP according to each library's established item selection profile
- Coordinate conferences and learning events to assist in the training and collaboration between Federal depository libraries, GPO, agency representatives, and the Depository Library Council
- Organization and management of material in all formats, as acquired for the FDLP and Cataloging and Indexing (C&I) Program, to meet agency NARA requirements
- Coordination of processes associated with Biennial Survey, requests for GPO participation, consultative visits.
- First hand investigations of depository collections as required under 44 USC 1909, Public Access Assessments for the individual depository libraries.



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Collection Management and Preservation

Depository Distribution

- Receipt of tangible publications ordered for depository libraries
- Maintenance of systems for lighted bins and library addresses
- Coordination of shipping list development with Library Technical Information Services and depository receiving
- Item fulfillment according to each library's established profile
- Delivery of publications to depository libraries
- Claims fulfillment



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Collection Management and Preservation

Current Activities: Depository Distribution

- Ordered and received case sealer and conveyor system to replace equipment that had long outlived its expected lifetime
- Working as part of an overall project to stabilize and migrate legacy systems, a backup server and training was acquired and put into place for the ADDS system
- Finalizing RFP for the services of expert consultant to review depository distribution space and systems technology
- Initiated steps to allow for identification of staff responsible for box processing which provides accountability for shipment processing



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Education and Outreach

- Conference and event planning (Depository Library Council Meetings, Federal Depository Library Conference, Interagency, Conference Booth, etc.)
- Coordination of OPAL presentations
- Library designations and change of status
- Responding to requests for GPO participation
- Public Access Assessments
- Biennial Survey Outreach
- Promotional material requests and fulfillment



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Collection Management and Preservation

Current Activities : Education and Outreach

- Continuing work with Web team to migrate important information from the old Desktops to the new FDLP Desktop
- Developed 11 articles available from the FDLP Desktop for New Depository Coordinators
- Revision of self-study with 8 modules currently available from the Desktop
- Follow-up on biennial survey non-responders
- In coordination with Web Team, development of monthly FDLP Spotlight Articles
- Development of plans for Fall 2010 Federal Depository Library and Council Meeting



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Current Activities: Education and Outreach

- Working with all areas of LSCM on development of an educational module for WebTech Notes
- Assistance provided to libraries on a daily business from GIO referrals, requests for consultations and visits, and working with at risk libraries for data and information
- New Public Access Librarian (Outreach) brought on board
- Assistance provided inside GPO on projects including review and testing of WebTech Notes, Pilot Project to push CGP records to depository libraries, development of marketing resources and outreach



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Office Archival Management

- Coordinate the collection of tangible publications cataloged for both FDLP and C&I Programs to ensure they meet NARA requirements
- Responsible for working with cross-agency efforts both within GPO and with other agencies to develop consistent specifications for digitization for preservation level and access derivative files
- Working with partner libraries - OAM puts forth digitization effort as identified in the Registry in the U.S. Government Publications Digitization Process
- Archive staff also participate in the CENDI Digitization Specification and Harvesting Groups, Federal Agencies Digitization Guidelines, FLICC Preservation and Digitization Working Group, International Internet Preservation Consortium, and the Society for Imaging and Science Technology
- Work on PURL validation in coordination with other LSCM units



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Current Activities: Office of Archival Management

- GPO continues to work extensively with other Federal agencies on the National Digital Standards Advisory Board, Federal Still Image Digitization Working Group and Audio-Visual Working Group
- The Web site for the Federal Agencies Digitization Guidelines Initiative is available at <http://www.digitizationguidelines.gov>
- Working on development of an updated Collection Management Plan
- A Preservation Librarian has been hired who started work yesterday, Monday, April 26, 2010
- OAM continues working with other GPO staff to increase visibility and participation in digital initiatives, including most recently a presentation at NIST on a program, Roadmap Development for Digital Preservation Interoperability Framework



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Current Activities: Office of Archive Management:

- PURL Server
 - Coordination role and archival activities for LSCM and PURL responsibilities
 - Summary of events from last summer
 - Update of action taken to ensure PURLs are available
 - PURLZ and what to look for in the future



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