



Depository Library Council Meeting Arlington VA, October 21 – 23

Minutes

The Depository Library Council (DLC) meeting convened at the DoubleTree by Hilton, 300 Army Navy Drive, Arlington, VA. The meeting of the Depository Library Council was held in conjunction with the Federal Depository Library Conference. There were 233 people in attendance on site, and 268 unique virtual logins.

Council members in attendance:

Erik Beck, California State University, Sacramento
Jane Canfield, Pontificia Universidad Católica, Puerto Rico (Secretary)
Mary Clark, State Library of Virginia (Chair)
Gregory Curtis, University of Maine
Alicia Kubas, University of Minnesota
Celina McDonald, University of Maryland
Rick Mikulski, Portland State University
Stephen Parks, State Library of Mississippi
Laura Sare, Texas A&M University
Robbie Sittel, University of North Texas
Will Stringfellow, Vanderbilt University
Yvonne Williams, Memphis Public Library

MONDAY, OCTOBER 21, 2019

EVENT KICKOFF WITH DLC CHAIR & SUPERINTENDENT OF DOCUMENTS

[\[Session recording, slides, and closed captioning transcripts\]](#)

DLC Chair Mary Clark called the meeting to order at 9:30 AM. She welcomed the attendees in Arlington, and those who joined the meeting virtually; and introduced the members of the DLC.

OPENING REMARKS OF THE CHAIR

The Council and I are excited to be in Arlington, Virginia, with all of you, and with those who are attending virtually in the United States, Puerto Rico, the Virgin Islands, Guam, and the Northern Mariana Islands.

This is an exciting time to be involved with government information. Our libraries are ground zero for protecting, promoting, and providing free official, secure, digital and print United States

government information to the public. This conference provides all of us who work with government information in whatever capacity, a time to celebrate our successes, commiserate about our shortcomings, and collaborate with colleagues from all types of libraries, libraries with small and large collections or no tangible collection at all. I personally have learned so much from this conference over the years and I have made lasting friendships and professional connections with documents librarians all over the nation. This is a sharing community and one that depends heavily on each other and the Government Publishing Office (GPO) for guidance and assistance. Most of us toil alone in the fields of government documents. But assistance is usually no more than an email away. This is a shining example of a group of people with a shared interest, working together without judgment to assist each other in meeting the needs of our users and our administration. The staff of Library Services and Content Management are always ready to assist. And with their “GPO on the Go” program, they have been building personal relationships with depository library staff all over the country.

For those who do not know, the Depository Library Council serves as an advisory committee to the GPO Director and the Superintendent of Documents. The Council endeavors to assist the GPO to improve public access to government information through the Federal Depository Library Program. Eleven of the twelve members are in attendance here.

I want to thank all of Council for their service. We’ve been busy; here’s a quick review of what the DLC has been working on for the last year:

- Provided an issue brief in support of the FDLP Modernization Act to the Acting Director of GPO.
- Provided feedback on a survey for the Law Revision Counsel on the cessation of printing the annual supplements to the United States Code.
- Discussed issues relating to copyright and government publications. We recommended that GPO’s cataloging records contain a general statement indicating that most federal publications are free from copyright.
- Provided guidance on several pilot projects related to building the comprehensive collection of government applications
- Working Groups:
 - Cataloging
 - Digital Deposit
 - Digital-Only Depository Libraries
 - Federal Advisory Committee Act (FACA) Best Practices

Working groups will offer their thoughts and recommendations to the full Council, as needed, and the DLC may subsequently make recommendations to GPO.

The Chair turned the meeting over to the Superintendent of Documents Laurie Beyer Hall for opening remarks and update from GPO.

REMARKS OF THE SUPERINTENDENT OF DOCUMENTS

For those of you who have not yet met me, I am Laurie Hall. Last year at this time, I was talking to you about juggling many hats. Today I am the Superintendent of Documents and the Managing Director of Library Services and Content Management (LSCM). One year later in the same spot, I can report that I am still juggling hats, but this is the hat I am going to wear today [to laughter and applause she puts on a Washington Nationals baseball cap – Nationals are in their first World Series that begins tomorrow]. Okay?

[Laurie recognized GPO staff in attendance.] I know that I speak for all of them, when I say welcome, we are just so happy that you all are here – those who have come to D.C. and those who are joining us virtually. And for those of you who have been here many times, welcome back.

Every day we work on your behalf, and on behalf of the public. We work with you all on a daily basis – we either answer your emails, phone calls, or visit you. That is how we find out what is going on in your libraries and what you need. So while you are here make sure you find us and talk to us and let us know what is going on. One of the things we always talk about is this is really the largest gathering of federal depository libraries and government information professionals in the country. And a couple of weeks ago, we had a photo on the F DLP.gov from 1973 and it was the very first meeting of the Depository Library Council. In [1991] the meeting was incorporated into the Federal Depository Library Conference, we'll have an anniversary to celebrate in the near future. It's been eight years now that we have provided a virtual component to the DLC Meeting and FDL Conference. So far, up to this point, we have had 13,000 virtual attendees. That is pretty good, so thank you to all who are attending online the next three days.

Laurie described some of the programs on the conference agenda, and highlighted the keynote speaker, Dr. Trevor Owens, Head of Digital Content Management from Library Services at the Library of Congress. We are so fortunate that Dr. Owens took the time to be with us today. I know you will enjoy his presentation and ensuring, and during digital access, principles and approaches to digital presentation, "Ensuring Enduring Digital Access: Principles and Approaches to Digital Preservation". The [captioning transcript](#) is available.

GPO Update

Currently leading our agency is Acting Deputy Director, John Crawford, who took the helm this past April when Acting Deputy Director Herbert Jackson retired. For those of you who do not know Mr. Crawford, he is permanently the Managing Director of the Plant Operations and he originally joined the GPO workforce in 1966 as a journeyman binder. So he knows the agency printing side of the house, the binding, back and forth. He has overseen the printing of the secure documents, including the electronic passport, and he has done a lot to contribute to the migration from the old lead presses to printing in the digital age. And as a tidbit, he's three generations of Crawford's that have worked at GPO.

Assisting Mr. Crawford in the leadership of the agency is Ric Davis. He's serving as Acting Chief of Staff and he's the agency's Chief Technology Officer. Many of you may know Ric, from his

days as Managing Director of Library Services and Content Management and former Acting Superintendent of Documents. Also working with Mr. Crawford is Lyle Green. Many of you may not have met him. He serves as Acting Chief Administrative Officer. His regular job is Managing Director of Official Journals of Congress. Lyle plays a key liaison role with The Hill for all the committees that we visit on a regular basis or we need to work with and collaborate with and help do our business at GPO.

So as we were preparing for this conference Mr. Crawford, first and foremost, asked that I convey his sincere thanks to all of you for all the critical work you do every day in your depository libraries that help in *Keeping America Informed*.

In addition, he asked that I bring you a few agency updates on key, critical projects that do have some ties to our work for FDLP. First on everybody's mind, the nomination for the Director of GPO. Last Tuesday the president nominated Hugh Halpern to be the GPO director. GPO put out a press release last week and we also put out a news alert to the FDLP. I have not met him yet. I'm sure there will be a lot more information coming in the next couple of weeks. So we will continue to notify everybody and let the Council know when we hear more about what is going on. So what we know was in the release.

Next, the agency itself, GPO is focusing on a number of key strategic projects and I have several updates on them.

- **govinfo.** GPO's system of online access, **govinfo**, averages about 35 million retrievals per month. While new content is added regularly, in the coming months, new functionality will be added. You can find out about those new functions and what is going on at the session today at 2 PM. Next on the list of agency strategic priorities was the certification of **govinfo** as trusted digital repository. For those of you not following us, the audit happened in December and the results were announced in January. GPO made history because as the first organization in the U.S., and the second organization in the world, to get certification compliant with ISO 16363. Jessica Tieman's hard work, and the work of others in Program Strategy and Technology (PST), got us to this point. Wonderful job! That was one of our biggest achievements this year, not only for LSCM but for the agency as well. There's a lot of information about the process on FDLP.gov under the preservation tab. We've given presentations and webinars about it, available in the FDLP Academy archive.
- **Digitizing historical documents.**
 - Public Paper of the President: We digitized 74 volumes with help from Office of Federal Register. Many thanks to those of you who contributed volumes.
 - U.S. Government manual: currently, we are working to digitize 67 volumes of the. That's from 1935 to 1994, 1995, that's now underway.
 - Digital Content Contributors: We also continue to work with members of the depository community, you, to bring your digitized content into **govinfo**. Recently, there were 1,500 publications for the National Recovery Administration information that were digitized by the University of Florida added to **govinfo**. Additionally, UF provided GPO with digital content of the National Commission

of Libraries and Information Science and some U.S. Department of Agriculture agencies that are no longer in existence. We got digital publications from the Washington State Library and Boise State University, which relate to those two states, were added to **govinfo**. So many of the documents are being highlighted on FDLP.gov in a section where we post historic publications quarterly.

- Okay. Newsflash, a press release will go out tomorrow. I am officially announcing today that through an interagency agreement, GPO and the Law Library of Congress will be collaborating on a multiyear effort to digitize, catalog, and make accessible the volumes of the U.S. Congressional Serial Set – back to the first volume that was published in 1817. Teams from LSCM and the Library of Congress have been working and meeting together and figuring out specifications, figuring out process. There's much more to come on this huge undertaking, but we are happy it is an official partnership and we are going to go forward.
- **Publishing Modernization:** John Crawford asked me to talk about the modernization of our publishing systems – the agency's new digital technology for XML-based publishing. With the implementation of it, GPO will, quickly and simultaneously, be able to publish all the latest documents in a variety of print and digital formats. We took a major step forward beginning with the 2018 main volume of United States Code by beginning to publish through XPub, The XPub system replaces one of GPO's more modern 30-year-old MicroComp system. Sometimes in the government, you cannot let things go or it takes a while to let things go. We know about some of those things. So they are planning on working toward transitioning production of other routine congressional publications, congressional records, congressional bills, statutes at large, House and Senate calendars to the XPub system so I will keep you little more informed about this.

Moving on to LSCM initiatives: I'm just going to highlight a few things that are near and dear to my heart because my colleagues here are going to go into a little bit more detail of what they are doing in their areas. Most of these sessions, after today will be recorded. You can always go back and listen to them. Also don't forget, in your packet is the massive LSCM Update handout. We always try to put a little information about all of our things that we have been working on to show our progress and where we are. So at it is just chock full of all kinds of stuff. And also remember we do news alerts and there are a lot of project pages on the webpage. What have we been up to this year?

- **Hiring Chief of Federal Depository Support Services:** As many of you know, Robin retired. That was in January. And so now, we are hiring a new Chief of Federal Depository Support Services. The job was posted through [USAjobs](https://www.usajobs.gov), the federal jobs search site. We posted it on ALA jobs as well. We sent it out to every single Listserv in the library community and others that we thought we could get some applicants and it is open to all. That deadline for applications closed October 17. So we hope we'll be interviewing by December.

- **Regional Discards:** In August, after we digitized the entire set, we announced the first eligible title for regional discard, Public Papers of the President. We had one regional library that took us up on our offer. That was really helpful because we walked through the process and the policy; how it all worked; and asked all kinds of questions as to why a regional want to discard the Public Papers. It made sense and it also worked. That was one big step for us.
- **FDLP.gov:** We have also done a little bit of look and feel modifications on FDLP.gov. We were hoping more people would visit the website. We have added new content, snacks, which are brief tidbits of what is going on in the community, new hot documents or relevant documents. Recently we recognized some different anniversaries, different legislation that passed, and anything related to Constitution Day. We are trying to keep the front of the website at a little fresher, so if you have information, or things you want to share with the community, for example you have a new building, a new person, anything, please let Kelly or one of the outreach folks know, email them.
- **FDLP Academy:** There was a lot of programming in the FDLP Academy this year. There were 35 webinars with over 4,000 combined registrants. Two sessions of the Coordinator Certificate Program (CCP) were held, with 85 coordinators completing the program in FY 19. Congratulations to everybody who attended! The first Regional Coordinator Program (RCP) was conducted, with 10 regional coordinators completing the class. Congratulations to the regional coordinators who attended the RCP! For both of these programs there are surveys and feedback solicited. Please make sure you have provided feedback because we always use it to make improvements.
- **Biennial Survey of Federal Depository Libraries:** The 2019 biennial survey is now open and it is due November 18. Sometimes the date is extended a little. Just an FYI for those of you who have not filled it out yet, there are not as many questions this year. And all I can say is just get it done. Okay.
- **Essential FDLP:** A new initiative called the Essential FDLP was launched. LSCM is collecting your FDLP testimonials from library staff and patrons. We use photos and videos to help promote the program.
- **Special Opportunities to Select:** One of the other things we did new this year, was to offer special opportunities to select. We do know, and I admit it in front of you, the item number selection system really needs to be reviewed; that system was built a long time ago; and things have changed. We have libraries now that are going mostly digital, all-digital. But we also recognize there sometimes is still a need for print. And most of the time, I have heard from you, it's my topic. So far, we have had the Mueller Report (now who would not want to have that in the library), Pocket Constitutions, the National High School Debate Topic, and we just looked at one last week, before the conference, Navy History and World War II. It's a consolidated volume that includes maps and photos. Special Opportunities to Select is a service we are testing where LSCM orders some additional copies to offer to libraries who do not routinely select in certain areas to help build depository collection. So we would like to hear from you and hat you think about this service. Come find me, Megan Minta, or Lara Flint who are working jointly on the special opportunities to select. We have more titles coming.

- **Pocket Constitutions:** And speaking of that Pocket Constitution, our annual Pocket Constitution Day was a huge success. We distributed over 32,000 pocket constitutions to depository libraries. Over 50 libraries sent us their photos. So this time, we offered you more copies to get out and that seems to have worked. So all of those photos and exhibits at events are all under the tab under promotion at FDLP.gov.
- **LibGuides:** We've had more than 30,000 views to the 82 LibGuides that we currently offer. We also had checkout the depository coordinator calendar leave guide which is coordinated by Lara Flint, Outreach Librarian. It's to help you see what is going on on a monthly basis. We thank those of you who contributed content, some staff continue to provide content. If you have not paid much attention, go. There's a lot of good information in the guides. Like I said, we highlight communication.
- **National Collection Pilot Development:** We called them the preservation pilots, but some of them were not preservation activities so we changed the name to National Collection Pilots. We are doing cataloging, inventory, condition assessment, it's not all preservation. We are in the beginning phases of starting the project. We visited State Library of Virginia we visited William and Mary, and we visited just recently, the University of Maryland. The preliminary results of those visits and how we are going to set up these pilots, will be discussed in a session tomorrow.
- **New SOD Policies:** A couple of more interesting things, we just released a couple of new SOD Public Policy Statements. One is *Redaction of Personally Identifiable Information from GPO's System of Online Access by the Superintendent of Documents*, and the other is *Access to U.S. Government Information Within the Scope of the Public Information Programs of the Superintendent of Documents*. The redaction one sets forward that whenever we bring content in from wherever it is coming, digitized content from your collections or agency collections, we are going to make sure that there is no high impact PII. We shared these policies with folks on The Hill as well. So one of our challenges is to try to find new and better automated applications and systems to make sure we cleanse content of high risk PII.
- **Regional Discard Policy:** We also have a draft revision to the regional discard SOD policy and we are looking for your feedback. We posted it on FDLP.gov last week. Now that we've had the first regional library that has discarded, we are streamlining and we've updated the policy. We would like your feedback on that. It will also be discussed at the regional meeting tomorrow. It's open to all, of course.
- **Salesforce:** We talked last year about Salesforce. For those of you who don't know, Salesforce is a customer relations management system. We have a customer relations management system that is behind askGPO. We've had that now for about 15 years. So now it is time to move forward. Our first phase of Salesforce implementation was discovery and that happened last year. And it took us a year to get the funding. At the end of September I started to bring in Salesforce people and the integrators back into start developing the askGPO replacement infrastructure. It's a pretty tight turnaround. So we'll keep everybody informed. We will probably do some webinars about that.
- **Shared Regionals Across State Boundaries:** I'm happy to announce, we have our first shared regional across state boundaries, which became effective October 1 – Alderman

Library at the University of Virginia and Davis Library at the University of North Carolina. Barbie Selby and Renée Bosman put quite a bit of thought into their plan and their agreement. Part of that process was getting senators to sign off on the agreement. GPO facilitated that process, and with strong letters from UVA and UNCCH, we got signatures from Senator Mark Warner of Virginia and Senator Richard Burr of North Carolina. It turned out well for them and for us at GPO. We will continue to work with them, as new questions arise, to see what worked well, and what did not work so well. We are really pleased that we are able to try new approaches in this changing environment. And we hope that others may look at UVA and UNCCH as a new model worth exploring for their state.

- **Some Library Technical Services Stats:**

- Cataloging: In FY 2019, the catalogers created nearly 23,000 cataloging records and added them to the *Catalog of U.S. Government Publications* (CGP). Of those, 15,546 (or 69%) contained PURLs to full-text publications.
- Warehouse facilities and distribution: folks distributed almost 4,000 titles and over 700,000 individual copies to depository libraries. And they were the ones who also are now working with us to handle those special opportunities to select.

I'm really proud of what we've done and accomplished this year. So on behalf of the entire staff, thank you for your hard work and keeping those libraries running and keeping people informed. Your work does not go unnoticed. We publicize your library on social media, and the more press releases we put out about depository library achievements, the more exposure there is for the American public to become informed and engage in our democratic processes. You said it very well, Mary. I am very proud of what our libraries are doing and the public services they provide. So thank you all for coming and listening and chatting. I hope you enjoy the conference. And let us have your feedback. Thank you.

LSCM PROJECTS AND SYSTEMS

Anthony Smith, Chief of Projects and Systems, Library Services and Content Management described his area as project management, library systems, web content, and archives and preservation. He reminded everyone of his program Tuesday morning where he'll summarize [Projects and Systems team activities](#) in a one hour block of time.

He mentioned a couple of Projects and Systems activities that would occur during conference:

- Preservation Librarian, David Walls, along with our Digital Preservation Librarian, Jessica Tieman, will team up with Carmen Tinker of the Washington State Library to talk about the process of [preparing content to be added to govinfo](#).
- Suzanne Ebanues, Manager of the Projects Team and our partnership coordinator, will join Brent Abercrombie of the Indiana State Library, Dominique from Arkansas State, and Karen from Colorado School of Mines to discuss the [Preservation Steward Program](#).
- Jessica Tieman and members of the Depository Library Council's Digital Deposit Working Group, James Jacobs from Stanford, Robbie from University of North Texas, will be

providing an update on Working Group activities and have breakout sessions to address questions, as well as planned next steps. [[Handout of Questions](#)] [[Slides](#)]

- David Walls and Cindy Etkin, who teamed up a few months ago to begin [planning our pilot project support services](#), will share some lessons learned and next steps as we explore new service models. [[Slides](#)]
- Corey Holder, from our Web Content Team, and Melissa Fairfield from Education and Outreach, will offer us a hands-on intro to FDL P LibGuides. [[Slides](#)]
- For this year's conference, we are offering one-on-one consultations with our various subject matter experts. It's a great opportunity to ask specific questions or share ideas for unique things you have experienced in your libraries. Projects and Systems will have staff available to chat all three days. And I hope you will have an opportunity to visit with them.

I would also like to take a moment to promote the depository libraries for all the work you do to keep this program running. We have heard it twice already. I just want to reiterate that those of us in LSC M continue to look for new ways that we can best support the work that you do. Partnerships have been one of those things that have proven to be an effective path toward accomplishing major things. And I personally feel it is one of the key component for future success of the program. Please know that your ideas matter. We look for ways that we can get your input and your thoughts into how this program moves forward. Set if you have ideas or thoughts on how we might work together but are not sure where to start, I would encourage you to reach out to Suzanne Ebanues who can at least get you pointed in the right direction or started. That is my first ask.

Number two, if you do not currently serve as a mentor for anyone, please consider doing so. Help someone else understand why this work is important. But also know you will be helping to grow the next generation of information professionals.

Third, the FDL P should not be the world best-kept secrets. The program should have champions on every circle and in every profession. Take full advantage of what it has to offer. With that in mind, one final plug, tomorrow afternoon Kelly Seifert and Laura Flint will lead an interactive session titled “Communicating FDL P Value: Purpose, Perception, & Persistence”. My time is up. I look forward to chatting with you and hearing your ideas and thoughts over the next three days. Thank you.

LIBRARY TECHNICAL SERVICES

Fang Gao, Chief of Library Technical Services (LTS), Library Services and Content Management, described LTS as the unit responsible for the Cataloging and Indexing Program, and a significant portion of lifecycle management activities. They are responsible for the cataloging of government publications and support of national cataloging initiatives. This is an ongoing effort to create a comprehensive index of all Federal publications in support of the National Collection. They develop partnerships to provide cataloging services and also support for the National Collection pilot development. This will help reduce the number of uncatalogued collections and reduce the number of fugitive publications. Cataloging also supports digital preservation by providing

metadata for the discovery and access of digital content on **govinfo**. Much was accomplished in FY 2019. I would like to give a big thank you to all staff.

FY 2019 is a year of increasing access to more Federal Government publications. It's reflected in nearly 16,000 items created with links to full text publications. 34,000 serial issues were checked in to the CGP.

In terms of content, I would like to mention Congressional Research Service Reports. In September last year, the Library of Congress launched a new website for CRS reports. Based on the requirements of the public law, GPO made these reports available to the public. As of September of this year, LTS staff have cataloged over 2,800 separate and unique CRS report titles. This is approximately 40% cataloged over all the reports available on the site. Most publications posted are part of the report series which provide in-depth research and analysis. LTS also catalog reports from four other series— In Focus, Insight, Legal Sidebar, and Testimony as they become available on the website. Other collections that have been added to the CGP are the Bureau of Mines Report of Investigations series, the USGS Water Supply Paper series, and the USGS Circular series, thanks to the cooperative cataloging partnership with the University of Colorado Boulder and the Colorado School of Mines.

- Collection Development Librarian Megan Minta and LTS Supervisory Librarian Caroline Hassler will speak more about our collection services in the LTS updates tomorrow afternoon.

FY2019 is also a year of exploration and innovation. In order to provide better services and more access to government information, we are constantly examining our workflows and looking for ways to improve our quality of cataloging products and to increase the efficiency of our operations. One of the initiatives is the **govinfo** test. LTS staff take advantage of the **govinfo** API to obtain metadata records from **govinfo** and convert records into preliminary marker references saving LTS staff rekeying titles, publishing information, et cetera. The resulting records are also with other metadata elements that will help users with search experiences.

- During the LTS updates tomorrow, LTS Supervisory Librarian Stephen Kharfen will provide more details about this initiative.

In FY 2019, we also focused efforts on planning and staff training. More than half of LTS staff have been with GPO for less than 5 years. With more existing staff members eligible for retirement, it is critical to make sure succession planning and knowledge transfer occur. We are reviewing GPO catalog guidelines and standard operating procedures on a continuing basis. We will share our training plan for training LTS staff. Into the future, we would like to accomplish more through our collaboration with you, that Trinity community starting with the conference today.

- During our program, following the LTS Update presentation, there will be brief breakout sessions where you can share your thoughts and comments with us and give us your feedback on any topics presented here or topics in which you have an interest.

We are looking forward to hearing from you. Thank you. I hope you will have a great conference. Thank you.

KEYNOTE ADDRESS

[\[Session recording, slides, and closed captioning transcripts\]](#)

Ensuring Enduring Digital Access: Principles and Approaches to Digital Preservation

- Dr. Trevor Owens, Head of Digital Content Management for Library Services, Library of Congress

The increasingly digital records of our communities and our organizations require all of us to become digital stewardship and digital preservation practitioners. The challenge seems daunting but the good news is we don't have to do it alone. A distributed network of practitioners and learners across the globe are increasingly finding ways to learn together and share and pool their resources to tackle these challenges and provide enduring access to our digital heritage. This talk will provide an overview of key principles for practicing digital stewardship and an orientation to how to connect with and engage with the international community of practice developing and refining the craft of digital stewardship and digital preservation.

PRESENTATION OF THE LIBRARY OF THE YEAR AWARD

[\[Session recording, slides, and closed captioning transcripts\]](#)

Library of the Year Award Presentation

- Laurie Beyer Hall, Superintendent of Documents & Managing Director of LSCM, GPO
- Robin Miller, Assessment & Instruction Librarian, University of Wisconsin–Eau Claire, McIntyre Library

Presentation of the 2019 Federal Depository Library of the Year award to the University of Wisconsin–Eau Claire's McIntyre Library

MONDAY AFTERNOON DLC SPONSORED PROGRAMS

[\[Session recording, slides, and closed captioning transcripts\]](#)

Do Tweets Document the Constitutional Duties of the President? Social Media and the Presidential Records Act

- Will Stringfellow, Federal Depository Coordinator, Vanderbilt University Central Library
- Hannah Bergman, Information Policy Counsel, National Archives and Records Administration

This program will look at the role of the Office of the Federal Register and the National Archives in preserving Presidential social media.

The Federal Advisory Committee Act, GPO, and the Depository Library Council

- Cynthia Etkin, Senior Program Planning Specialist (Librarian), Office of the Superintendent of Documents, GPO
- Stephen Parks, State Librarian, Mississippi Law Library
- Mary Clark, DLC Chair, The Library of Virginia

The Federal Advisory Committee Act (FACA) of 1972 provides guidance for the conduct of Federal Government agency advisory groups in the executive branch. GPO and the Depository Library Council have been working to adopt GSA's FACA guidance as best practices to operate and manage the DLC to support transparency and accountability. This program will explore ways that Council and GPO are fine-tuning our practices to the FACA model.

DLC WORKING MEETING

4:30-5:30 PM, Jackson Room

Discussion about the Depository Library Council:

- Mary Clark commented on the intense but rewarding nature of the work of DLC.
- Will Stringfellow put forth the idea that Council should be proactive in its work.
- Robbie Sittel commented that the work of council Changes with changes in the work and responsibilities of GPO.
- Will Stringfellow suggested that a program at conference on what DLC does would be useful and Eric Beck indicated that adding a historical perspective to such a program would be good.
- Should DLC be added back to the conference name?
- Bill Sudduth, a member of the community, asked what the issues are that Council is addressing. He said that there are opportunities to address truth, facts and digital issues of FDLP. Bill also mentioned that mentors existed in the past.
- Mary Clark mentioned that educational issues are being addressed by the FDLP Academy.
- Council briefly addressed the challenge that many government documents librarians have multiple responsibilities that make their jobs difficult and discussed the possibility of programming to cover this problem. Council also considered the idea of offering more help and programming for outreach to promote the FDLP.

TUESDAY, OCTOBER 22, 2019

DLC SPONSORED PROGRAM

Digital Deposit: Collection Development for the 21st Century

- Jessica Tieman, Digital Preservation Librarian, LSCM, GPO
- James Jacobs, U.S. Government Information Librarian, Stanford University Libraries

- Robbie Sittel, Government Information Librarian, University of North Texas, Libraries

At the Spring 2019 DLC Virtual Meeting, the Digital Deposit Working Group discussed the value of digital deposit with the depository community. This panel will now expand the discussion on digital deposit to talk about practical applications and potential benefits to Federal depository libraries and their users. The Digital Deposit Working Group has envisioned three pilot projects to test the viability of digital deposit. This session will give an update of our work since spring and will elicit feedback and ideas from attendees for moving forward. This session will be participatory. [[Handout of Questions](#)] [[Slides](#)]

WEDNESDAY, OCTOBER 23, 2019

DLC SPONSORED PROGRAM

[[Session recording, slides, and closed captioning transcripts](#)]

Cybersecurity and Your Personal Information: Balancing Your Right to Information Access with Your Need for Privacy

- James Burd, Acting Director of Privacy (Privacy Officer), Cybersecurity and Infrastructure Security Agency, Department of Homeland Security

Those of us who work with Government information in libraries are fully committed to open and transparent access to the information our users need to be fully functioning citizens. At the same time, we are aware of the need to protect the personal information of our users from any unwanted and unauthorized use. This program will address how our Government works to protect our personal data while providing access to information we need as citizens. Questions to be answered in this program include: How do I know the Government will keep my personal data private when I access Government websites such as Social Security or when I file my income taxes? Also, how do I know that my personal data and the data from sites I search are secure from hacking by individuals, organizations, or misuse of any type?

DLC WORKING MEETING

9:40-10:40 AM, Jackson Room

Every fall meeting the Depository Library Council elects a person to serve as Chair-Elect. Two names were placed in nomination, Alicia Kubas and Robbie Sittel. Votes were made by secret ballot and counted by Chair Mary Clark and council Secretary Jane Canfield.

Discussion:

PURLs — The question of the reliability of PURLs was raised. Robbie Sittel mentioned that PURLs do not always function and that there are other possible standards used by other agencies and organizations. She also commented that perhaps GPO policy on PURLs could be more transparent. Celina MacDonald commented that PURLs may not give full access to all available information. Cindy Etkin indicated that she would share SOD 307, *Using Persistent Identifiers for Online Federal Government Information Dissemination Products*, with the

Council. She also stated that GPO is working to review and revise policies and to make them accessible on FDLP.gov. DLC discussed whether to continue the PURL discussion, but ultimately decided to create a working group to explore the possibilities of PURLS or other means of permanent links.

Planning for Wednesday's Wrap-Up Session:

- Mary Clark said that Council should give a summary in response to GPO's responses to Council's spring 2019 recommendations about the biennial survey and digital-only depositories. Eric Beck will review and comment on the biennial survey recommendation and Yvonne Williams will comment on the digital-only depositories recommendation.
- DLC working groups will also report out at the wrap-up session:
 - Digital deposit Working Group
 - Cataloging Working Group
 - FACA. Working Group
- DLC will prepare commendations on GPO's use of special opportunities to select and on the GPO cataloging group for their extensive and important work. Council also decided to prepare a recommendation accepting and implementing FACA best practices where appropriate and as much as possible for the work of DLC.

DLC WRAP-UP & CLOSING

[\[Session recording, slides, and closed captioning transcripts\]](#)

- The members of the Depository Library Council

I am Mary Clark from the Library of Virginia and the current Chair of the Depository Library Council. Now I invite Superintendent of Documents Laurie Hall up to speak.

SUPERINTENDENT OF DOCUMENTS

Thank you, Mary, just a few words before you get to your business, I just want to thank you for taking time out of your very busy schedules to be here, either in Arlington or virtually. I hope the programming was to your liking, and you got a lot out of this opportunity. I wish for those of you who are traveling, safe travels home. Kelly wanted me to remind everyone that everybody that is registered gets the evaluation, please fill them out because we do really read them and make changes and take your suggestions. Also, for any of you who are still here who have a poster presentation, don't forget to pick it up before you leave home, or arrange for disposal because it will be disposed. I want to say thank you to Mary for her leadership this year, wonderful job, thank you, Mary. It has been a very fluid scenario at GPO, you've got a lot of things accomplished this year so I want to say thank you to Mary and all of you and the newest members of Council who are just learning the ropes, for all the work that you have done for us this year. So, thank you all and I will turn it back over to Mary.

COUNCIL CHAIR

Thank you, Laurie, and of course thanks to Laurie and Cindy and everyone at the GPO for putting this on, it is a production and, you know, it starts as soon as they close the doors here, they take about six days and they start with the emails about the next one. So, we love them.

Welcome back to the business meeting of the Depository Library Council, for the end of this fall meeting. I'd like to take this opportunity to review and comment on the [DLC recommendations from the Spring 2019](#). And first I would like Eric to talk about the recommendation on the Biennial Survey, and Yvonne Williams on the second recommendation relating to all-digital depository libraries

COUNCIL MEMBER ERIK BECK

The first recommendation had to do with the Biennial Survey, as Mary said. It was really in response to the FDLP Modernization Act last year which did not require GPO to conduct the survey. Council recommend that GPO continue to deliver this survey whether there was a statutory requirement or not. It is extremely valuable not just for GPO, to be reporting back from all of you, but also as a tool for us to understand our own program. So, the first part of our recommendation was to continue doing that. But we also wanted to ask for consistency in questions between surveys to ask for comparative analysis between years to be able to do a longitudinal analysis.

GPO's Response to that was they have plans to continue to do the Biennial Survey and they have no plans to suspend it, which is good to hear. They also offered to make an effort and strive to support that kind of multiyear change over time analysis with the Biennial Survey, but they also reserved the right to be adaptable with the survey and address needs from year-to-year, which they have always done. So, the 2019 survey is now out, and I hope you all have either completed it or plan to in the next few weeks. The deadline is coming up in November, so do your survey! One of the reasons why it is such a good tool is because there is such an incredible response rate to it, not just a representative sample, it is a comprehensive sample, so close to being the entire population. So, keep up the great work.

COUNCIL MEMBER WILLIAMS

The Depository Library Council recommended that the GPO continues to provide guidance to and develop requirements for the digital-only depository library, to include a customer service model for the library. In addition, DLC recommended that each digital-only depository adopt the following best practices:

1. Place the depository logo on all library webpages, including those pages that reference Federal information.
2. Provide links to the following basic collection, and of course that includes the budget of the United States, the Code of Federal Regulations, government information, etc.
3. Display the name or context or contact person on the webpage.
4. Maintain the same level of practices and the same level of policies and standards that every FDLP has to follow.

GPO responded positively. They are working diligently to meet the changes and needs of the libraries nationwide. They recognize that one size does not fit all, but some would need more tangible materials while others would need more digital materials. Therefore, the aim is to have each library tailor their collection to individual needs. This comes in the process of updating their existing guidance for libraries related to the selection, and implementing a new method for the library to select tangible materials called special opportunity to select. Since this writing, that has been implemented. I'm sure most of us have received the report. Furthermore, GPO assures that the best practices recommended by the DLC will continue to appear in the FDLP guidelines and communicated by staff. DLC accepted and appreciates GPO's response. Finally, let me add, at this point, the Digital-Only Depository Library Working Group has completed the assignment, however, it remains in place at the request of GPO, thank you.

COUNCIL CHAIR

Thank you, and thank you also to the Working Group that was able to pull together those guidelines. And thanks to those all-digital depositories for taking this on. It is a wonderful service for your community.

WORKING GROUP REPORTS:

FACA Working Group

COUNCIL CHAIR CLARK REPORTING

On Monday there was a [program about the Federal Advisory Committee Act](#) that included a report of the work of the FACA Working Group, and how Council interpreted the guidelines for advisory committees to help us make best practices. Now, the Working Group will make a recommendation to the DLC that we follow, as best as practicable, the GSA's Federal Advisory Committee Act guidelines. Once we have written that request to the full Council, if the Council accepts it, DLC will present it to GPO as a formal recommendation. That is the report for the FACA Working Group.

Cataloging Working Group

COUNCIL MEMBER STRINGFELLOW REPORTING

We've just begin to organize the Cataloging Working Group. We have drafted framework for the Working Group. At this time we are looking for people who have an interest in cataloging that would like to volunteer to be a part of the Working Group. If you're interested, please let us know. You can email Cindy Etkin or Laurie Hall, me. Contact information is in your packets. You can also use the Council comment form on the DLC portion of FDLP.gov.

Digital Deposit Working Group

COUNCIL MEMBER SITTEL REPORTING

The Digital Deposit Working Group held a discussion session at this conference where we got feedback from the community. We were very grateful to have the turnout that we did, and to get the responses that we received. We took up the forms that people filled out, so

we are going to collate that data and from there figure out our next steps. To the virtual attendees, we would also like your feedback as well. Included in the slides is a link to [11 questions we posed during the session](#). Please provide your feedback via the Council contact form on FDLP.gov.

COUNCIL CHAIR

Having heard over the course of this meeting and over the last few months, the work that GPO catalogers have been doing, and as well, Laurie's idea about the special opportunities to select, Council will be proposing formal commendations to LSCM, and the GPO Director. And I honestly didn't realize about the four affiliated publication series that catalogers are going to be cataloging, so we are happy to apply those formal commendations. At this point Council does not have any formal recommendations to make to the GPO Director.

An action item for DLC, is to establish a working group to study PURLs and suitable alternatives. We don't yet know whether that will culminate in a recommendation to GPO or perhaps a white paper. So keep your eye out, we will follow up on this as the work gets started and we will let you know because we will be looking for members of the community to serve on this working group as well.

Our new **Chair-Elect is Alicia Kubas**. She is the regional depository library and from the University of Minnesota, Twin Cities. I am thrilled to be able to share the load, that is wonderful and I will also give a shout out to Lori Thornton who is our previous chair, who I sat at the knees of for a few months before I took over as Chair. I'm looking forward to working with Alicia in the coming months.

Spring 2020 DLC Meeting, save the date, April 22-24. This will be a virtual Council meeting, put it on your calendars. Get ready — registration will be coming in January. I'm already looking forward to it. Programs already on the agenda:

- Following up on and more about presidential social media and those unofficial sources that are saving and using both materials and Laura Sare is going to be working on this.
- Census dissemination products. Hopefully by then they will have an idea what they will be.

Keep that in mind for spring and if you have ideas for programming, remember, this is a virtual conference, we can invite you in, you can come in remotely and so if you wish to have anything you would either like Council to cover or that you would like to provide him a we will be able to work with you.

Finally, this is the wrap up, Council, do you have any comments or questions? Go ahead.

COUNCIL MEMBER STRINGFELLOW:

This is my second conference, I did it last year and I wanted to say thank you to the Council members, all of the community that attended, along with GPO, it has just been an absolutely wonderful experience and it is an absolute honor and pleasure to serve on the Council.

COUNCI CHAIR

Thank you, Will. Do we have any comments or questions from those of you in attendance? Anyone virtually? Alrighty. Yes? You've got to go to the microphone.

>> Hello, I just wanted to again say thank you to the whole counsel and everyone that is here at GPO and elsewhere, for this wonderful conference, I'm so grateful for it and thank you for your work.

COUNCIL CHAIR

Thank you for attending and I have to get a shout out for all of the presentations, I have heard nothing but good comments. The people who do posters and bring them in, I love the poster session, I love the way they were set up in this room to show off the posters and make them central to the programming, instead of down the hallway, somewhere you might not ever get to. I'm grateful that we are able to have these programs recorded, at least for two of the sessions that we had, so for those of you that weren't able to go to them, they can go back and revisit them at a later date, or go back and see the ones that we have really liked and watch them five or six times. That'll be great. I want to once again say thank you to Laurie, the Superintendent of Documents, Cindy Etkin who works with Council. And, thank you to our technical staff and everyone over there, it has been a pleasure. Again, working with Kelly Seifert, who pulls together the slides, and your slides. Did you see how many slots there are? There are like four programs all with slides, to gather ahead of time so you can download them and take your notes.

Anyone else have anything to say? All right, I wish you all safe travels back to your places. **The Fall meeting of the Depository Library Council is adjourned.** Thank you.

[DLC Meeting Concluded]