# Weeding through the Options: An Overview of Various Discard Processes in the FDLP

## *DLC Snacks with Council*

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This snacks session will explore the various discard processes within FDLP libraries. It will allow participants to share experiences with and best practices for dealing with weeding/discards projects and will include an overview of FDLP guidelines.

Please contribute using the chat box.

Questions are encouraged.

# Discussion Question 1

## What brings you to this Snack session today?

### Please share in the chat.

# Poll 1

What experience do you have with weeding/discard projects in your library? [select all that apply]:

- Currently weeding/discarding materials
- Have done a big weeding/discard project in the past
- I don't know how to weed or discard materials
- Planning a future weeding/discard project
- None of the above
- Other [share details in chat]

# Discussion Question 2

Do you know how to find guidance for weeding?

# FDLP Rules (LRPR) & Guidance

- [Legal Requirements & Program Regulations](#) (LRPR)
  - Establish the roles for weeding materials
    - [Selective depositories] May dispose of government documents after retention for five years (§1911) and upon the approval of the Selective's designated Regional depository within the area after first offering them to other depository libraries within their area, then to other libraries (§1912).
    - Different criteria based on different library types
      - Federal agency library, highest state appellate court library, a regional depository, or a selective depository not served by a regional all have different requirements
  - Note that the word "Discard" is used for weeding in LRPR

- [Guidance](#) document related to discard
  - [Weeding a Depository Collection](#)

# Discussion Question 3

Do you know how to identify your library's regional library?

# FDLP Directory – Regional Contacts

- [List of all Regionals via askGPO](#)

# Poll 2

Why do you weed or discard materials? [select all that apply]

- Space issues
- Keep a current, not historic collection
- Administration requires weeding (non-space related reasons)
- Data-driven decision
- Removing specific formats (e.g., microfiche, CD/DVD, etc.)
- Other [share details in chat]

# Poll 3

What is your approach to weeding/discarding materials? [select all that apply]:

- Regular maintenance
- Remove as much as I can per month
- Project-based
- I wait until I absolutely have to
- I don't weed/discard materials
- Other [share details in chat]

# Systems & Processes to Weed Materials

- FDLP eXchange
  - Run by GPO – automated workflow for reviewing and matching needs and offers

- ASERL Documents Disposition Database
  - For libraries in the Association of Southeastern Research Libraries

- Regional-specific Database
  - Indiana offers database

- Send lists to Regional
  - Tried and tested method common in many regions

- Post to Listservs
  - GovDoc-L, DocTech-L, Maps-L, etc.

# Poll 4

What systems does your library use for offering discarded materials? [select all that apply]

- FDLP eXchange
- ASERL Disposition Database
- Regional-specific Database
- Send lists to Regional
- Post to Listservs
- Other [share details in chat]

# Discussion Question 4

# What are best practices or systems that work for you?

Please share in the chat.

# Frequently Asked Questions (FAQ)

- What should I weed?
  - Weed based on your community needs and your collection development policy.
- How should I get started?
  - Talk to your Regional
- What about superseded materials?
  - You can optionally follow the superseding process. Confirm with your Regional.
- How do I know what GPO wants?
  - GPO Needs LibGuide (https://libguides.fdlp.gov/gpodigitization)
- What if I'm not interested in weeding/discarding?
  - Consider becoming a Preservation Steward for those titles.

# Thank you for joining us!