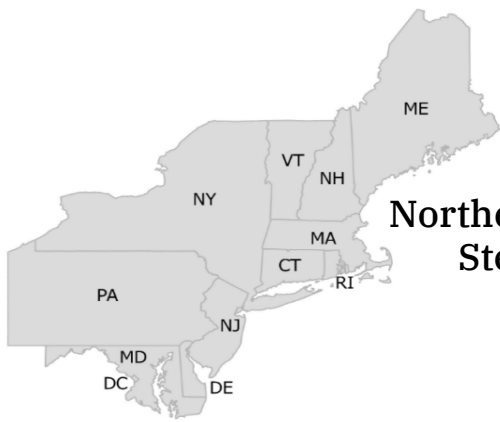




Northeast National Collection Service Area Steering Committee Annual Report June 1, 2025 – May 31, 2026

ABOUT THE STEERING COMMITTEE

In March 2024, the Superintendent of Documents created Steering Committees in each of the four National Collection Service Areas (NCSAs). With the implementation of the digital-first Federal Depository Library Program (FDLP) and limited print distribution, the need for collaboration among Federal depository libraries within each of the NCSAs is vital.

The Steering Committee (SC) serves as a coordinating body that fosters communication and collaboration within the NCSA. One overarching goal is for depository library representatives within the NCSA to coordinate planning for adequate numbers of tangible copies of documents and to ensure these are available for access and retention. This is accomplished through the collaborative creation and implementation of planning documents that result in opportunities for focused collecting and weeding flexibilities within the NCSA.

ACCOMPLISHMENTS

- Cataloging and Access Working Group developed a draft document with recommended best practices.
- Collection Development and Collection Management Working Group created a draft flowchart for the discard process.
- The SC met with regional depository librarians to share the draft working group best practices and recommendations and to discuss questions that arose during their meetings.

ACTIVITIES

The SC continued work on developing a collection management plan for the Northeast NCSA shared depository collection of limited print distribution titles. Working groups were established; one for Cataloging and Access and another for Collection Development and Management. SC members chaired the working groups. Members included volunteers from depository libraries within the NCSA.

Cataloging and Access Working Group

Charge: To develop guidelines for depository libraries in the Northeast for optimal public access for all limited print distribution titles, print collections and electronic resources through cataloging records and the most effective use of interlibrary loan procedures.

Members:

- Michael Cerbo (Co-Chair), University of Rhode Island
- Andie Craley (Co-Chair), Harford Community College
- Kris Abrey, Connecticut State Library
- Jackie Magagnosc, Cornell University Law Library

Collection Development and Management Working Group

Charge: To generate solutions and draft language regarding collection development and collection management for inclusion in the Collection Management Plan for the Northeast NCSA.

Members:

- Trina Magi (Chair), University of Vermont
- Kathleen Agno, New York University School of Law
- Heather Getsay, Slippery Rock University
- Celina McDonald, University of Maryland,
- Kim Mitchell, Union College

Preservation

The SC decided to address preservation as a group. GPO's Preservation Librarian, David Walls, joins the meetings for these discussions. Preservation best practices were discussed as issues/questions arose from the working groups. Work in this area continues.

STEERING COMMITTEE MEMBERS

Michael Cerbo II, Represents DLC ¹	University of Rhode Island,
Andrea Craley	Harford Community College
Liza Duncan, Chair	New York State Library
Jake Eschler, Secretary	Vassar College
Lara Flint (non-voting member) ²	Library Services & Content Management, GPO
Lisa Hartman, Chair-elect	Frostburg State University
Trina Magi	University of Vermont
Nicholas Wolkowicz, Past-Chair	Massachusetts Trial Courts
Kate Pitcher	Designated Federal Officer, GPO
Cynthia Etkin	Designated Federal Officer, GPO

¹ *Depository Library Council*

² *Government Publishing Office*

METRICS

- The Steering Committee met 12 times, regularly on the third Tuesday of the month.
- April's meeting included the 7 regional depository coordinators in the Northeast.

NEXT STEPS

During the FY2026-2027 year, the NE NCSA plans include:

- Organize and convene a meeting with selective depository libraries in the Northeast to build community
- Explore the possibilities of a shared file inventory of PDT titles across libraries in the Northeast to adequately plan future collection management needs
- Review the draft flowchart for the discard process of PDT titles in the Northeast
- Work with the other NCSA Steering Committees to streamline current reallocation guidelines for print materials
- Assist and work with GPO to recruit preservation stewards across the service area

MESSAGE FROM THE CHAIR

I would like to thank the members of the NESC for their valuable time, contributions, and insightful discussions as we worked through this year's assignments. We are very close to completing a comprehensive collection development and management plan for the northeast ensuring access to and preservation of the Northeast National Collection Service Area's Federal Documents contribution to the National Collection of U.S. Government Public Information.

Respectfully submitted,

Liza Duncan

Chair, 2025-2026

Northeast NCSA Steering Committee