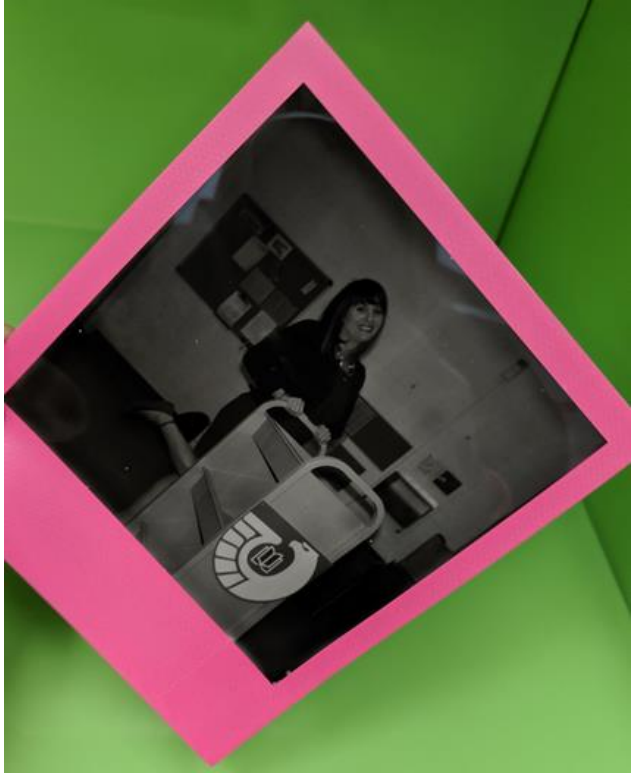

Declutter, Curate, Refresh

— Make a Big Impact with Small
Changes at your Federal
Depository Library —

Background/ FDLP Journey



Background/ FDLP Journey

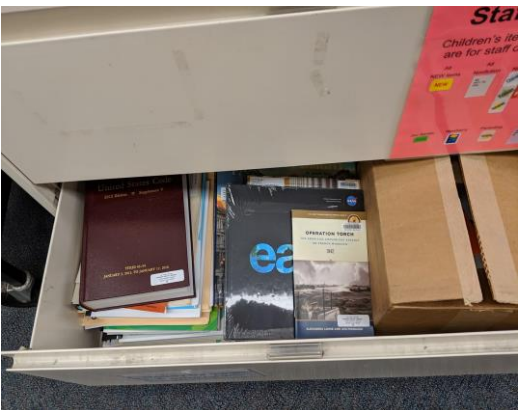
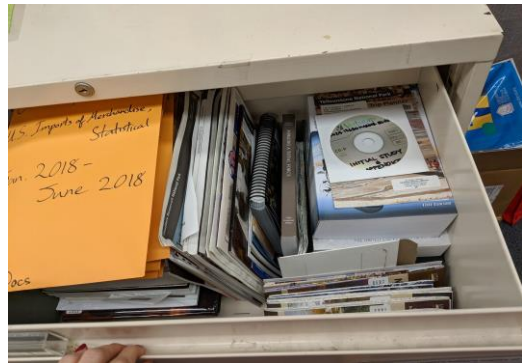


Declutter



- Weeding
 - Workflows
 - Moving collections
 - Clearing out old ways of thinking about government information!
-

Surprise!



Weeding with Purpose

What's your vision? What's the goal/outcome for weeding?

Do you have a collection development policy?

Are you discarding outdated material?

Making space on the shelves?

Looking to move to less tangible and more digital documents?

Do you want to create a browsable collection keeping items that aren't heavy reading?

Unexpected Documents



Digital Weeding

PURL Usage Report

Publication Date

Archived Websites Records

Agencies

Library Details

FDL # 0064B

Institution: Orange County Public Library

Contact: Cassandra Sargent

Library: Garden Grove Regional Branch

Email: cassandra.sargent@occr.ocgov.com

Hostname / IP address registration

Register a set of up to 10 hostname or IP address patterns (full or partial) for your institution here to receive monthly reports of all PURL referrals from those hosts. Data is compiled through the previous day for the current month. Historical data is available for a maximum of 12 months.

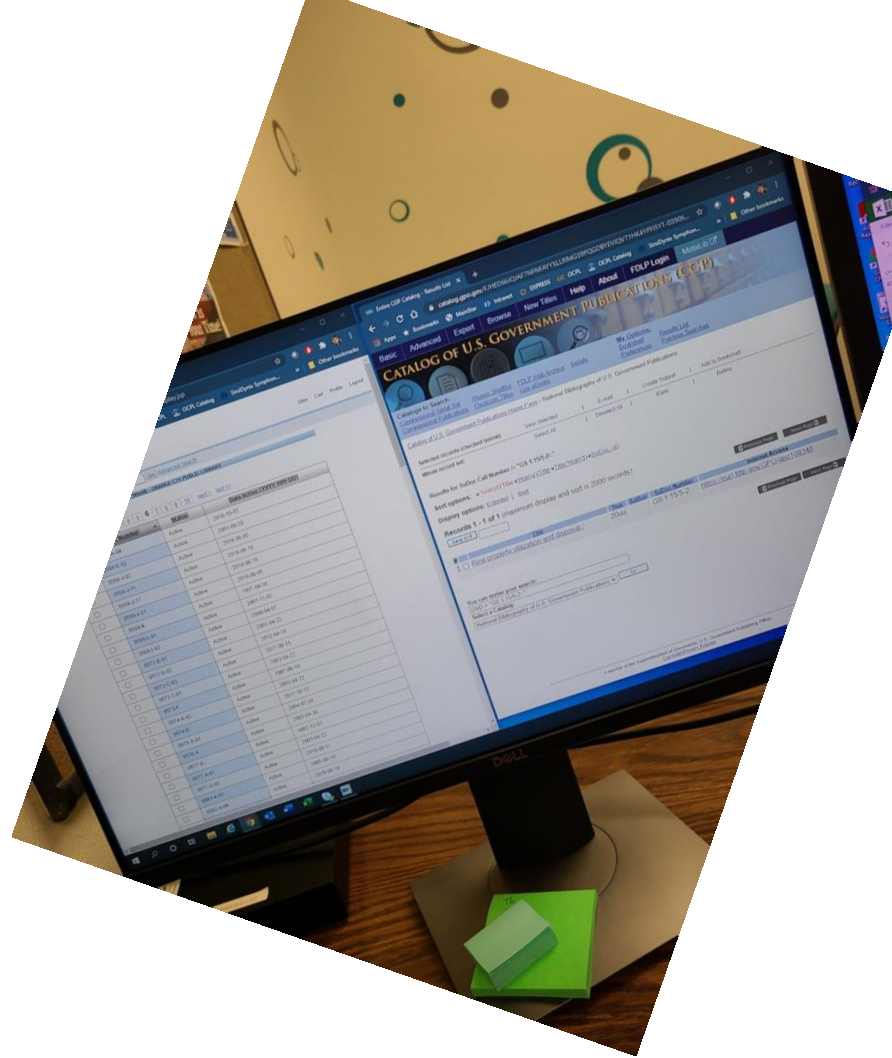
Use an asterisk (*) as a wildcard to replace any component of the pattern or define IP address ranges. Search examples: www.lib.purdue.edu, *.udel.edu, 141.217.41.27-141.217.41.50, 203.117.*.*. You may use the note field as a reminder of what a particular pattern is for.

The following patterns are registered for your library

Pattern	Note
catalog.ocpl.org	OCPL Refer URL
204.126.64.*	IP address
orca.sirsi.net	Legacy Refer URL
orca.ent.sirsi.net	Sirsi Hosted Instance Refer URL

Selection Profile

- As you're weeding, note some item numbers
- Look at your collection at stats
 - What is circulating
 - Areas you'd like to build and expand or minimize
 - Demographics of your community
- Special offers from GPO
- Choosing tangible or digital?
- DDM3
- Using the Catalog of GP
 - Search by SuDoc Stem or item number



Enjoying Successes





Federal Depository Library Program

COLLECTION TOOLS

REQUIREMENTS & GUIDANCE

PRESERVATION

ABOUT THE FDLP

Needs & Offers

50 ▾

Title ▾	Date of Webinar
Approving Items for Submission	March 02, 2020
Copying Needs as Offers	March 02, 2020
Filtering to View Current Offers (or Needs) in My eXchange	March 02, 2020

Offering Serials or Multi-volume Sets as Offers

Offering Serials or Multi-Volume Sets as Offers

Offers - Regional Review, Selective Review

Required Fields for Needs and Offers

Seeing Your Own Needs and Offers in My eXchange



University of Missouri Libraries / Library Guides / Government Information / Missouri Federal Depository Library Program - Information for Selectives / Disposal of Publications

Missouri Federal Depository Library Program - Information for Selectives: Disposal of Publications

Search this Guide

Search

This page helps Missouri library members of the Federal Depository Library Program remain compliant with program regulations.

[Home](#)
[Disposal of Publications](#)
[MO Needs List](#)
[Exchange List Service](#)
[MO State Plan](#)
[MODOC-L](#)
[Docs Processing Manual](#)
[Missouri Documents Conference](#)

[State Action Plan](#)
[FDLP Resources](#)
[Free Govt Pubs](#)

For FDLP Selectives



- Missouri Documents Conference
- MO FDLP Home

Guidelines for Disposal

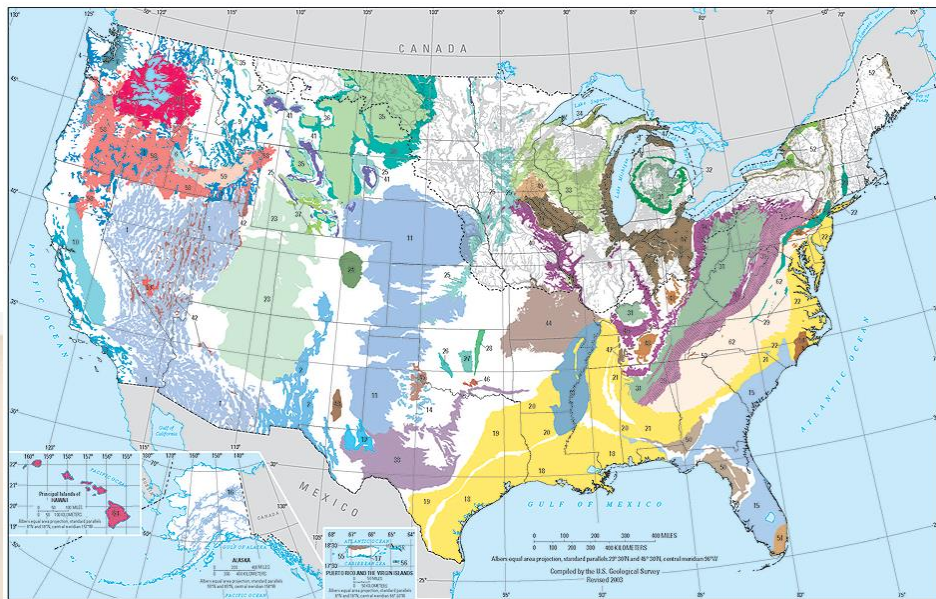
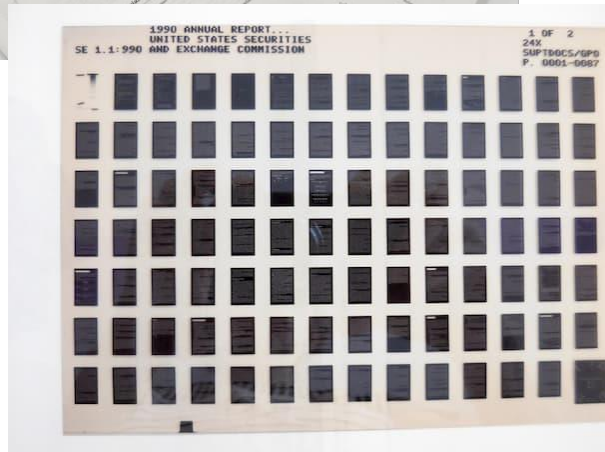
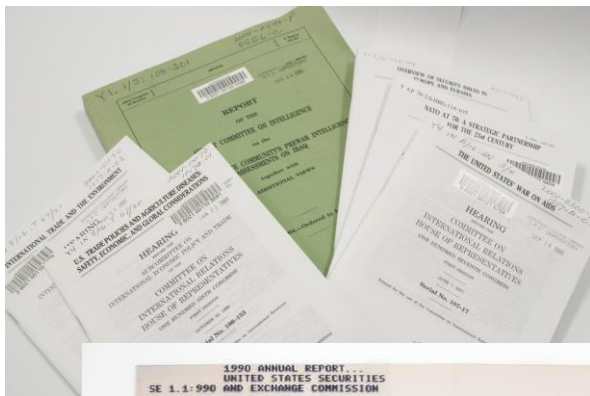
Depository publications are federal property, and they remain so even after they have been delivered to libraries. Through guidelines set forth in [Chapter 19, Title 44 of the U. S. Code](#), the federal government has reserved the right to determine how and when documents may be removed from depository libraries. Basically, the law delegates to Regional depositories the authority to permit Selective depositories to discard materials.

The guidelines on this web page have been customized to fit the needs of our state, but they are in compliance with the [Legal Requirements and Program Regulations of the Federal Depository Library Program](#) and with the [Guidelines for Depository Libraries: Substituting Online for Tangible Versions of Depository Publications by Selectives](#).

Guidance on Discards



Weeding, cataloging, shelf lists, discards & offers



Slow & Steady

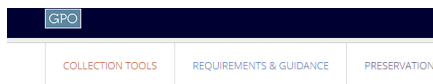
“Visualize big, but go small...”

Kim Garzia, Library Specialist and Government documents technician, Jefferson College



Selection Profile

ShipListsMicroform.xls	9/3/201
ShipLists.xls	9/3/201
ExchangeList_Worksheet.xlsx	7/5/201
Federal Depositories - the Basics.ppt	1/22/20
NextLevelDocsBradVogus1.ppt	1/22/20
Gov_Docs_Overview.doc	11/28/2
reg_sup_2000.doc	1/28/20
Class Headings.docx	1/23/20
Data Miner.docx	7/13/20
ExchangeList_0322A-12-01.docx	7/5/201
Gov_Docs_Claiming.docx	10/13/2
Gov_Docs_Receiving.docx	10/13/2
GOVERNMENT DOCUMENTS PROCEDUR...	3/11/20
History of the Federal Depository Library ...	3/13/20
ItemListA-Z.docx	10/12/2
Export.mrc	9/3/201
0322A-12-01.rtf	7/5/201
Add_List_01-28-12.txt	1/28/20
Exchange_Email.txt	7/5/201
FDDL_BasicsChat.txt	1/22/20
govdocs_integrated.txt	1/27/20



Cataloging & Classification

Cataloging Record Distribution Program

Details
Last Updated: October 13 2020
Published: October 24 2012

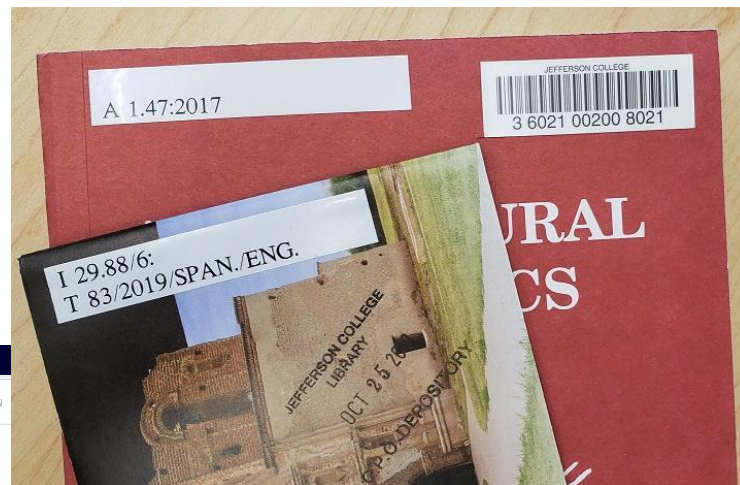
Recent message sent about CRDP Changed Records from a Recent GPO PURL Update Project

PLEASE NOTE: MARCIVE has extended the timeframe when CRDP catalog records are available to pick up, in support of libraries at this time. Please contact GPO or MARCIVE if you have any questions.

The Cataloging Record Distribution Program (CRDP) provides GPO produced catalog records to participating Federal depository libraries at no cost to the libraries.

The U.S. Government Publishing Office (GPO) started the CRDP on October 1, 2009 and has expanded the program each year. Currently, it serves up to 245 Federal depository libraries.

GPO contracts with MARCIVE, Inc. for bibliographic record services for CRDP participants. MARCIVE personnel work with...



Have a Messy Catalog?
MARCIVE Does the Dirty Work.

FREE DATABASE ANALYSIS



Services

- Authorities Processing <
- Database Processing <
- Cataloging <
- MARC Record Enrichment <
- Reclassification <
- ERIC MARC Records <
- Government Documents <
- Documents Without Shelves <
- MarciveWeb DOCS <

Bibliographic Data Services That Fit Your Library's Needs and Budget

Your database is your library's most important asset. Protect and enhance it with MARCIVE's cost-effective bibliographic services. Our experienced library professionals will help you keep your catalog up-to-date, your to-do list manageable, and your patrons able to access the wealth of resources available from your collection.

Be confident in the quality of your catalog with MARCIVE.

The Latest from MARCIVE

Interested in learning more about outsourced authority control in the Ex Libris Alma system? See our recent webinar from a current customer.

40 new slots open up October 1 for free federal documents cataloging in GPO's Cataloging Record Distribution Program.

Enjoy Successes

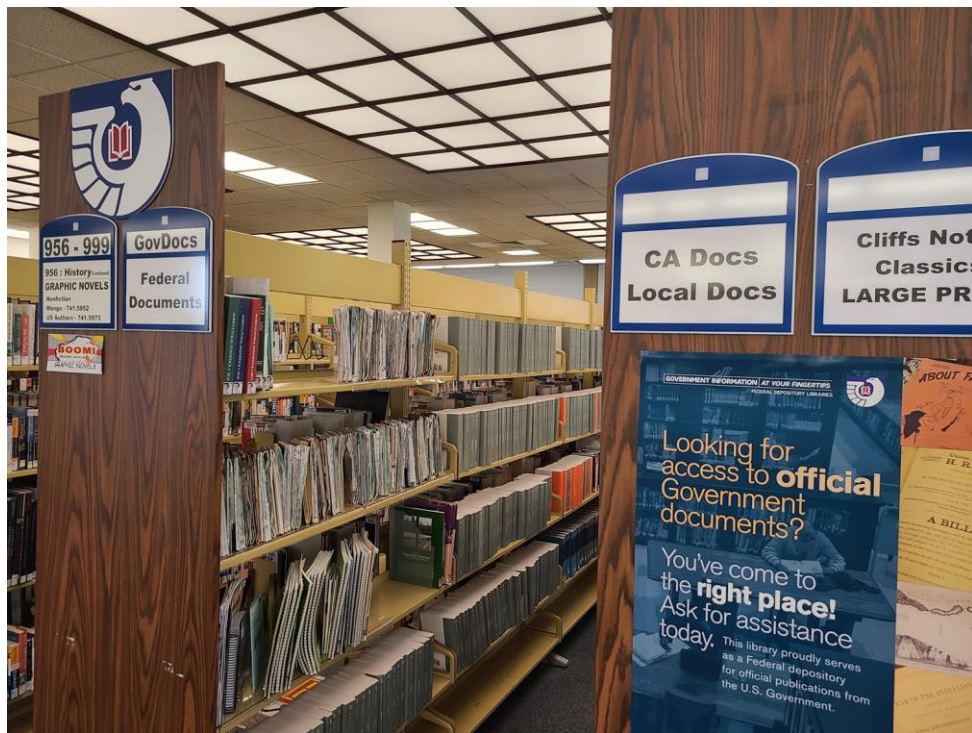


Curate

Less is more
Small is beautiful
Love the local

- Find items of local interest
 - Make items easy to browse
 - Create new displays
-

Curate: Make it Pop!



Curate: Shelving Small Items



Jefferson College Library

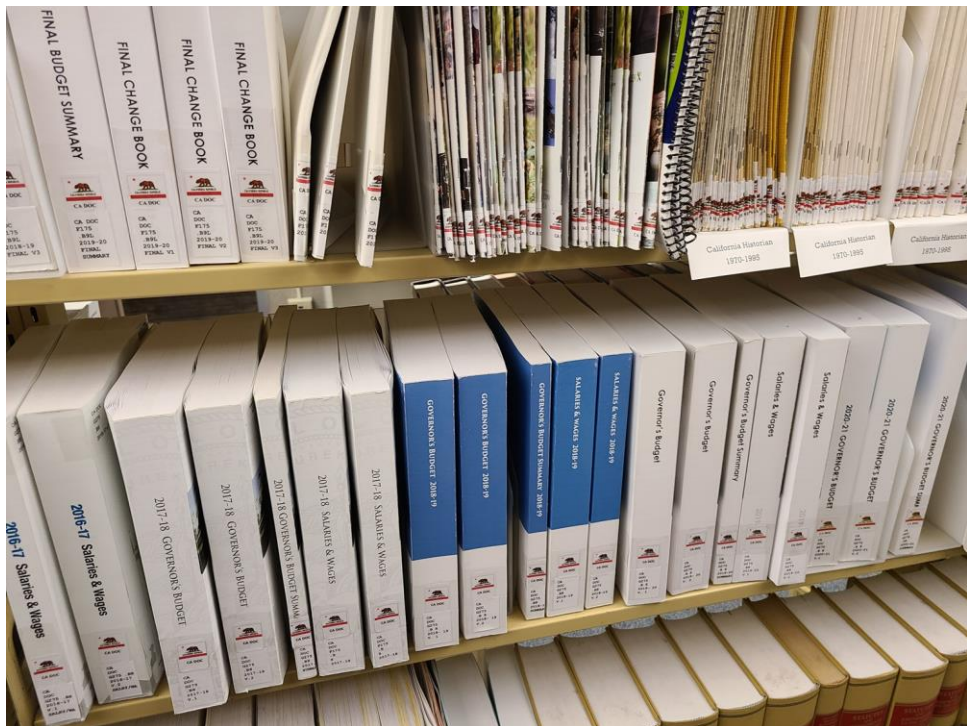


Garden Grove Main

Curate: Browsing a collection



Curate: Consistent Labeling



Curate: Access Database Labels

HE 20.7002:K 73/2015 / 20151124

SuDoc

List Date

0504 / 20160063P

Item Number

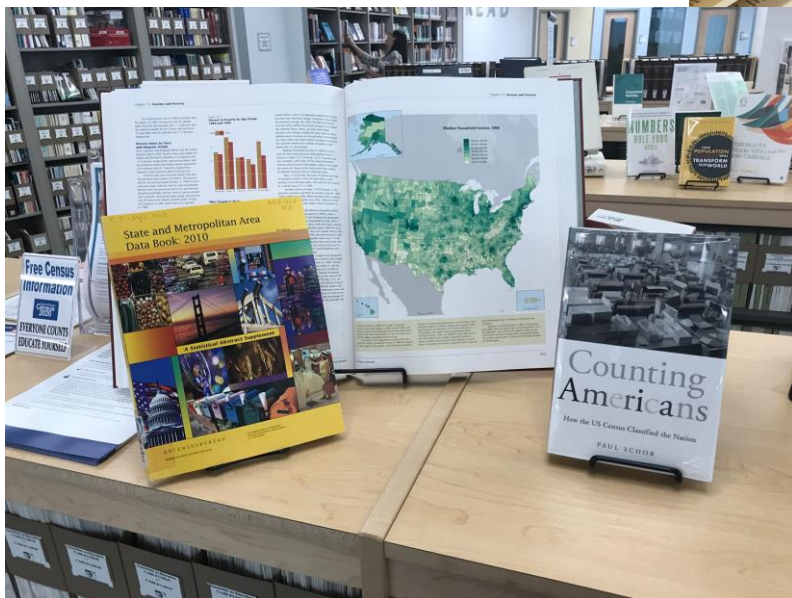
List Number

Knees Lifted High, 2015

GARDEN GROVE LIBRARY / 2015-12-22

Date processed

Curate:Displays



Curate: Spaces



Jefferson College Library--First Floor--2018

Curate: Local, State, and Federal Government Documents



Jefferson County History Center: Archives & Research Room, Jefferson College Library



Curate: Collections & Access



Refresh

In 2020 and Always

- Build excitement
 - Create something new
 - Refresh for your community
-

Refresh: COVID

Use your time for projects:

- Updating your Selection Profile
- Update your Gov Doc Collection Development Policy
- Write a Succession Plan
- Inventory
- Cleaning up catalog records



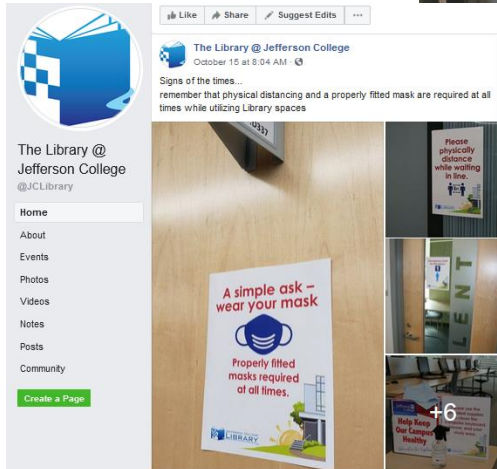
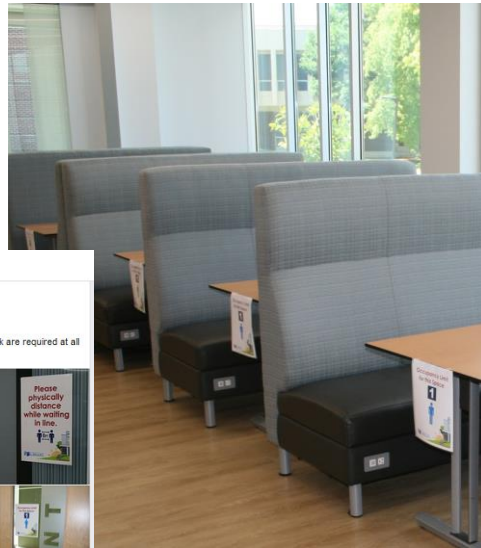
Refresh: COVID



Refresh: COVID



Refresh: COVID



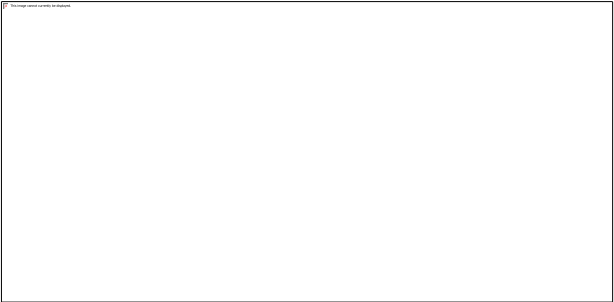
Refresh: COVID



Access to Government Information During Closure

As a member of the Federal Depository Library Program, Jefferson College Library is committed to providing access to Government information, even during our closure due to the novel corona virus (COVID-19) pandemic. Please email the Government information librarian, Lisa Pritchard, at lpitcha@jeffco.edu with requests for information. Alternative forms of assistance will be used to ensure access to Government information. The Library will work with partners across the nation to meet your information needs.

Refresh: COVID



Refresh: Guides and Webpages

Jefferson College / LibGuides / Census 2020 / Home

Census 2020: Home

Information about the 2020 Census.

The 2020 Census is fast approaching. Data collected in the census will inform the distribution of federal funding and food assistance. It's important that we all respond to shape the future of our communities.

Libraries & Census 2020



#jeffcount

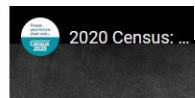


#jeffcounts

#jeffcount

It is vitally important for everyone living in the United States on April 1, 2020 to be in the 2020 Census. April is also College Month. Read more about the importance of counting community students [here](#).

What is the Census?



Jefferson College / LibGuides / Government Information / FDLP Basics

Government Information: FDLP Basics

Find government information to help with your research: historical documents, statistics, agencies, executive, legislative, and judicial branches, and more.

Jefferson College / LibGuides / Vote 2020 / Home

Access to Government Information During Closure

As a member of the Federal Depository Library Program, Jefferson College provides access to government information during the COVID-19 pandemic. Please email the Government Information Librarian to ensure access to Government information. The Library will work to ensure access to Government information.

Vote 2020: Home

A guide to resources about the history of voting in America, the right to vote, how to register to vote, guides to voting, and more.

Home FDLP.GOV Voting & Elections Voter Media Literacy Votes for Women Census 2020 Voting & Elections Toolkit

Vote 2020

This guide has information about registering to vote, checking your voter registration in Missouri, the history of voting rights, guides for first-time voters and more. Learn about the history of elections and voting from the Federal Depository Library folks at the Government Publishing Office, read about our celebration of the 100th anniversary of the ratification of the 19th Amendment, and listen to librarians talk about how to be a media smart voter. And, don't forget, the Census determines congressional representation and electoral college votes for the next ten years, so check out that guide and make sure you and your friends and family complete Census 2020.

Photo Credit: Cyrus-Crossan, Unsplash



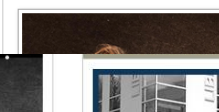
Federal Depository Library Program



Jefferson College documents collection and our unique combination of our services.

The Federal Depository Library Program disseminates the official version of government information to the various branches of the federal government.

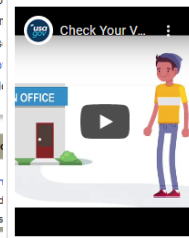
Government Documents Librarian, Library Director



FDLP Basics

- Assistant Librarian
- The federal government
- projects

Voter Registration Video from USA.gov



Register to Vote in Other States

- Voting Information for States &

Missouri Voter Information

The Missouri Secretary of State's Elections and Voting site has information about voting, including absentee voting, mail-in voting, what to take with you when you go vote, how to find your voting place, and more.

Voting Options in Missouri

2020 VOTING UPDATES

GOVOTEMISSOURI.COM

IN-PERSON VOTING

• Casting a ballot in person on Election Day guarantees your vote will count. It's the safest, most secure way to make your voice heard.

ABSENTEE VOTING

Search this Guide Search

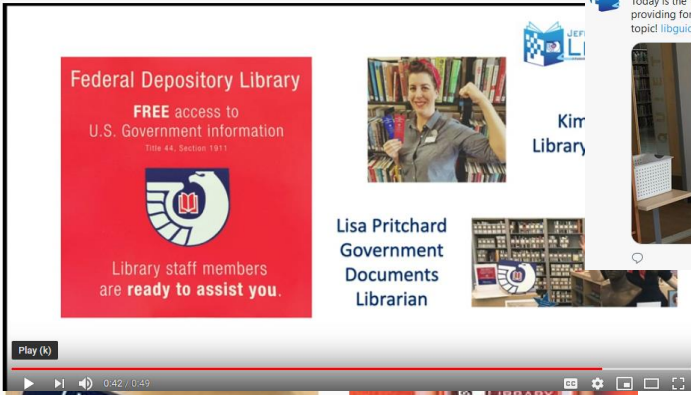
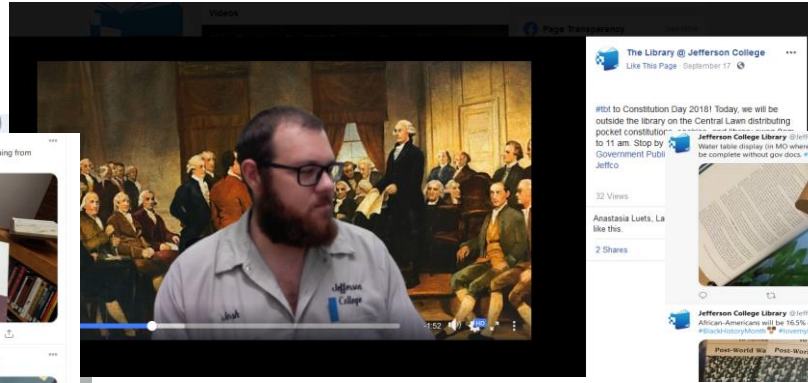
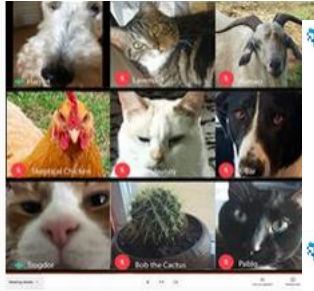
Jefferson County Voter Information

- Jefferson County Voter Information
 - County Clerk/Election Authority Page
 - Sample Countywide Ballot for November 2020
 - Absentee vs Mail-In Ballot
 - Free Notary Services in Missouri
- This is a list of free notary services available in Missouri, including De Soto Public Library, Jefferson County Library, Windsor Branch, and the UPS Store in Festus.

U.S. Government Voting Resources

- USA.GOV Voting
- Federal Elections Commission
- National Archives Electoral College

Refresh: Social Media





Refresh: Exhibits



WAHZHAZHE - THE OSAGE


"Over time, the Osage carved out a kingdom for themselves, and the land they claimed was vast. Early Missouri historian Louis Houck writes:
 "The territory from the Great Bend of the Missouri south to the waters of the Arkansas and east toward the Mississippi was the country of the Osages for several centuries before the advent of the Europeans. Here was their hunting ground."

The Tribes of Missouri Part 1: When the Osage and the Missouri Region? Ron Doubler Missouri Life magazine, 1 August 2015





"By the late 1860's, the Osage had ample reason to be angry. They had signed multiple treaties, all to their disadvantage. They had been squeezed onto ever-smaller slivers of land, only to see settlers follow them even there, compromising their hunting grounds, corn crops, and their last vestiges of independence and solitude. In 1865, they had moved onto the Osage Diminished Reserve, a fifty-mile-wide strip where homesteading was prohibited... The land where Charles Ingalls began building a cabin lay well within the Osage Diminished Reserve"

Peace Pipe: The American Dreams of Laura Ingalls Wilder. Candice Frazee, 2018, Metropolitan Books, Page 51

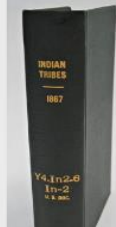



Arrowheads in cultural hall from the Osage Nation Park 1969 by Jack



Johnson's Missouri and Kansas 1865. Donated to the Jefferson County History Center by John Lathrop of Jefferson Co

Little House in Jefferson County—An Exhibit





Condition of the Indian Tribes. Report of the Joint Special Committee, appointed under Joint Resolution, March 3, 1865. Jefferson College. Digitized by Google Books. Digitized by Google Books.

Condition of the Indian Tribes. Report of the Joint Special Committee, appointed under Joint Resolution, March 3, 1865. Jefferson College. Digitized by Google Books. Digitized by Google Books.

Condition of the Indian Tribes. Report of the Joint Special Committee, appointed under Joint Resolution, March 3, 1865. Jefferson College. Digitized by Google Books. Digitized by Google Books.

Refresh: Exhibits

Military Art
Census
Gov Infographics
Maps
GPO Posters
Local Subjects
In-house posters



2016
National Park Service
CENTENNIAL

Travel With Charley Harper
The Charley Harper NPS Traveling Art Exhibit

FIND YOUR
PARK



Refresh: New Web Page

FREE ACCESS TO
DIGITAL U.S. GOVERNMENT
INFORMATION
AVAILABLE ON OUR
CATALOG AND ONLINE AT
OCPL.ORG

FDLP
Federal Depository Library Program

ocpubliclibraries • Following
OC Public Libraries

ocpubliclibraries Did you know OCPL is a @USGPO Federal depository? We have thousands of online #USGov documents available through our catalog, as well as, a new web page with databases, tools, and websites. Come discover a new resource at ocpl.org #fdlp #govdocs #governmentinformation #OCPL #ocpubliclibraries #orangecounty #governmentdocs

42w

justinslens This is awesome!! Cc @a_satsylbranian

42w 1 like Reply

ADD A COMMENT...



OC PUBLIC LIBRARIES GOVERNMENT DOCUMENTS PROGRAM

Mission:

The **Garden Grove Main Library**, located in the 47 th U.S. Congressional District, was designated a Federal Depository in 1963. The primary mission of OC Government Documents Program is to provide free access to Federal Government information through print, digital materials, and online resources.

This will be achieved through:

1. Offering a large selection of digital documents in our catalog that are available 24/7
2. Providing a Government Resource webpage on our library's homepage
3. Providing expert assistance by a trained librarian
4. Following the requirements set forth in the FDLP Legal Requirements and Program Regulations
5. Supporting the general collection of Orange County Public Library, which serves the citizens of Orange County, California.

Document Categories

Agriculture/Science	Education	Orange County Government
Business	FDLP	Politics/Elections
California Government	Federal Government	Statistics & Demographics
Careers and Occupations	Health	US Patent and Trademark
Citizenship and Immigration	Legal	
Consumer	Military/ Veteran Services	

Refresh: New Ways of Thinking



ocpubliclibraries • Following

ocpubliclibraries Being home right now, you might be more prone to snacking, or stress eating, throughout the day. USDA's MyPlate can help you to find healthy eating styles for all ages. Download their app to set food goals, get tips for healthy eating, earn badges, and take food challenges with friends! I plan to eat a dark green vegetable with every dinner, what's your goal? <https://www.choosemyplate.gov/coronavirus>

#healthychoices #safeathome #ocpubliclibraries

APR 18

Add a comment...

Refresh: your community

Local Food @ your library

A PANEL DISCUSSION ON AGRICULTURE IN JEFFERSON COUNTY AND THE DESOTO FARMERS' MARKET



FRIDAY, SEPTEMBER 24TH 2:00-3:30 P.M.
JEFFERSON COLLEGE LIBRARY IN HILLSBORO

Featured Guests

- Mr. Dean Wilson, Director of the Missouri Extension Office
- Debbie Campbell, Founder of Get Healthy DeSoto
- Christie Jones, participant in the DeSoto Farmers' Market
- Music presented by the DeSoto Patch Band



Jefferson College Library
Monday April 20th 1:30-2:30pm

Finnish Scholar @ your Library
Cultures of Hunting in North America and Europe: A Historical Overview

The history of hunting provides an important clue to many aspects neglected elsewhere in the core of national culture and history of class functions. This talk emphasizes the very distinctive Finnish and American experiences.

Dr. Mikko Saikku

Presented in Missouri
Presented by the Library at Jefferson College

Betty Olson--De Soto Public Library Librarian--60 years



Ann Fuhrman
United Nations Librarian

Ann Fuhrman is the United Nations Documents Specialist in Missouri's only UN depository library.

Refresh: your co-workers

Access U.S. Government information
on the go and on the shelf.

Federal Depository Libraries 101

About the FDLP

FDLP Academy

Details

Last Updated: November 29 2018
Published: September 10 2014



2018
Report, LSCM



FDLP ACADEMY

Engage and Empower through Education

Welcome to the FDLP Academy

The goals of the FDLP Academy are to:



Refresh: Gov Info Peeps

March 3rd, 2020



Refresh: FDLP friends

Depositories Strengthen Communities

Reach out to Scouts, non-partisan political groups, student government groups, local politicians and government officials, and Government Documents librarians—anyone who might share in your commitment to having an educated electorate and participatory democracy.



Jefferson College Library Federal Depository 30th Anniversary Celebration



St. Charles City-County Federal Depository 25th Anniversary Celebration

"Your voice as depository librarian is critically important in the promotion of the FDLP and Federal Government information."
— FDLP website

PLANNING YOUR FEDERAL DEPOSITORY CELEBRATION



IDEAS AND RESOURCES FOR PLANNING YOUR ANNIVERSARY OR SPECIAL OCCASION

Lisa Pritchard
Jefferson College Library
Hillsboro, MO



St. Charles City-County Federal Depository 25th Anniversary Celebration

Plan

The length of time that you will need to plan your event will depend on your library and community. Does the space that you need to use fill up quickly with requests? Do you need to work around an academic or legislative calendar? Do you know the protocols of your institution? The further out you can plan, the more time you will have to invite guests, line up activities, and get together your plan. Spread your celebration out over a month, a year, or make it one big event. Simple or grand—you decide!

- Theme or message of the day
- Check-lists & continuity plan
- Your enthusiasm will be contagious

Get a team

Get together a diverse group from your library or college: the more perspectives you can bring into the initial planning stage, the more ideas you will have about how to create a successful event. Ask for help and be specific. One person can take photos, make buttons, or pass out cupcakes. Your colleagues, friends, and community will want to be a part of this program.

Enjoy

There is no substitute for careful planning, but on the day of any large event (especially one for which you cannot anticipate the audience size), some things will go awry. Whatever you do, keep focused on your primary goal: to cultivate a greater understanding of the wonderful resources Federal Depository Libraries provide to their communities.

- Have a plan, but be flexible
- Keep your own remarks short
- Enjoy the visitors and your guests, everyone will take clues from you about how to behave
- Document the event, you will want photos for future promotions

Things happen

Whether it is insufficient buttons, too many cupcakes, or speakers who change the program, something will not go according to your plan. The attendees will not be aware of all that you have planned, and community members, young and old alike, will create some fun moments, even if they are unscripted. Remember – just enjoy it!

After the Party

Your celebration will bring attention to your collection and help promote the materials and services your library provides as a Federal Depository. Stories, newspaper articles, and questions about the FDLP will provide opportunities for you to educate the public about this important program and the materials it provides.

Make sure that you keep up the momentum beyond the celebration. You can continue to have small events that feature Government Documents for Constitution Day, Veterans' Day, or other federal holidays. You can promote access to your collection and civic engagement by partnering with other governmental agencies and community groups.

Follow-up

Write thank you notes to those who helped to make your event a success, especially elected officials or their representatives who attended the event, your board or administration, and other library staff who helped. Let GPO know about your event and how you used their promotional materials.



University of Missouri, Federal Depository Library 150th Anniversary Celebration

Resources & Assistance

FDLP Academy Webinar:
Planning your Depository Celebration

Lisa Pritchard, Jefferson College Library
lpritcha@jeffco.edu

Marie Concannon, University of Missouri
concannonm@mizzou.edu

GPO's FDLP Promotions:
www.fdlp.gov/requirements-guidance/promotion

Measuring Impact:

Let me count the ways

- Stats
 - Engagement
 - Social media
 - Your own enthusiasm
 - Community enthusiasm
-

Statistics

Engagement

Impact

Garden Grove Main Library

Circulation

Social media

Interactions with the webpage

Digital document clicks

Administrative Support

Jefferson College Library

Libguides, Videos/FB Posts

Circulation

Events & Exhibits

Passive Programming

Stakeholder Support

Challenges

- We aren't full-time dedicated Gov Doc Librarians
- Working around daily library needs
- COVID
- Distrust of government
- Building support for program
- Keeping up with requirements & changes
- Cataloging challenges & Selective Status

Remember you aren't alone!



Future Plans/ Staying Motivated



- Display on government conspiracy theories
- Systemwide grant programming
- #TBT Throwback Thursday
- Citizenship Corner/Veteran Resources Maps Exhibit, More Guides, Videos on Gov Info, Digital Records Project
- Weeding, State Bi-Centennial & Gov Docs

Resources & References

OC Public Library Government Document website <https://www.ocpl.org/page/document-categories>

Be a Voter <https://www.ocpl.org/voter>

More to come!

Cassandra Sargent

OC Public Libraries | Garden Grove Main Library

cassandra.sargent@occr.ocgov.com

714-530-0711

Links & References for Jefferson College Library

Census 2020 Libguide <https://libguides.jeffco.edu/census>

Constitution Day Video <https://www.facebook.com/JCLibrary/videos/2617913021856713/>

Hybrid Depository Flies Like an Eagle GPO Spotlight <https://www.fdlp.gov/all-newsletters/depository-library-spotlight/2247-jefferson-college-library-in-hillsboro-missouri-hybrid-depository-library-flies-like-a-depository-eagle-serves-the-public>

Little House and The Prairie in Missouri Exhibit featuring Government documents. <https://vimeo.com/364312942>

Celebrating 30 Years in the FDLP <https://www.fdlp.gov/all-newsletters/community-insights/2151-jefferson-college-library-celebrating-30-years-in-the-fdlp>

Vote 2020 Libguide <https://libguides.jeffco.edu/vote2020>

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Questions?

Thank you!