February 18, 2004

Ms. Judy Russell
Superintendent of Documents
U.S. Government Printing Office
732 N. Capitol Street, NW
Washington, DC 20401

Dear Judy:

I am happy to transmit to you today a copy of the Depository Library
Council's Incentives document compiled from the various library-sized
breakout sessions that were conducted during the October Conference. I
hope that you find the compilation informative and worth sharing among
interested parties in GPO. Should you need any clarification from Council,
please contact us at your convenience.

Best,

Dan Barkley,
Chair, Depository Library Council

Incentives (Carrots)

Over the years depository libraries have invested considerable amounts of institutional money and resources to support their collections and allow greater access by the public to government information. These resources have included personnel, cataloging, and the purchase of indexes and computer databases and equipment. Because of the rising costs of the support of a depository, some libraries have decided to withdraw from the program.

To encourage depositories to remain in the Federal Depository Library Program, the Depository Library Council has identified a number of services/added benefits that GPO could provide. Some of these can be implemented in a short period of time (less than two years) while others may take longer or require further study. With the addition of these services, the depositories will get a better return on their investment, their partnership with GPO will be strengthened, and the public will receive enhanced access and better services.

The incentives identified below were generated during breakout sessions at the October 2003 Federal Depository Library Conference. These breakout sessions were organized by type and size of library. The incentives have been divided into categories as well as into a time frame of implementation. The preliminary version of this list also was sent out on GOVDOV-L after the Depository Library Council compiled it. Additional input was received and those recommendations have been added. The complete list of incentives is included at the end of this report or at the end of each section.

Incentives that could be implemented within two years

Databases

There was unanimous agreement at the October meeting that GPO should provide depositories with no fee access to **ALL** government databases. Providing each depository with a password could do this, as is the case in STAT-USA. GPO also could provide a Web page listing all the pass-worded databases that would be available. Some of the databases suggested were: PACER (Public Access to Court Electronic Records); Internal

Revenue Service's Business Master File; MILSPECS Database; Davis-Bacon Wage Rate Database; Service Contract Wage Rate Database; pre-1990 NTIS Database; World News Connection and EuroTrade Online. Access to the commercially produced U. S. Congressional Serial Set Database also could be handled in this manner.

One idea suggested that the more money that a library spent to support its depository collection the more databases that would be available to that library.

Procedural Matters

A variety of procedural matters were suggested that could be implemented by GPO after going through a short review process. There were some that were simple like the adding of shipping list numbers to the map tubes, printing, in *Administrative Notes*, the 1995 memorandum on eliminating microfiche from future discard lists, and the establishment of a list of official electronic titles on GPO Access. Other ideas would require the drafting of guidelines and consultation with non-government agencies.

Knowledge of what electronic titles are being added to GPO's database was mentioned many times. The listing of new electronic titles on a separate site on GPO Access also could have a companion automatic e-mail service that notified libraries as new titles were added. The titles could be listed alphabetically as well as by producing agency.

With the success of the elimination of microfiche from future discard lists there were suggestions to expand this to include certain titles, ephemera and posters. Depository libraries could provide suggestions as to what titles to include and examples of ephemera.

As Regional depositories are receiving the majority of the publications that are cataloged by GPO, having their library holdings symbol automatically added to these titles would be helpful.

Funding

The use of funding to aid depositories centered on discounts for depositories buying publications through GPO sales. This included products currently available as well as products that may become available with the introduction of on-demand printing.

Training

Training was another topic of discussion that was requested by most libraries. The training in the use of new technology could be done by staff at GPO or in conjunction with the government agencies making information products, i.e. Census Bureau conducting training on American FactFinder. Another area, that would require monetary support, was establishing grants to support training and to help in funding the attendance of librarians at meetings held by GPO.

Incentives that could be implemented in two years or more

Procedural Matters

This group of procedural matters comprised a wide number of ideas that included the revising the selection processes used in distributing publications, the cataloging of these works and the rewriting the instructions to depository libraries. Most of the suggestions for cataloging concerned projects that involved work with pre-1976 publications. GPO could work on this cataloging in-house, contract out this work or coordinate the activities of depositories assisting with this effort.

Funding

Funding ideas for this group of incentives would require GPO to do more investigative work. The incentives suggested by the depositories are beyond the present scope of GPO funding and would require greater budgetary support.

Archival Matters

The idea to establish a Legacy Collection for the future use of the citizenry of the United States would be of benefit to GPO and the depository libraries within the FDLP. The collections that currently exist are in need of preservation. Many libraries no longer have the space to continue the growth of government publications. Digitization is one method in which these publications could be preserved and allow libraries to free up space. Efforts in this area are already underway. These efforts need to be coordinated to insure that duplication does not take place. GPO needs to become the coordinator of digitization projects. However, there also was a concern expressed about the need for additional paper collections around the United States. These collections would not only support the interlibrary loan role that GPO has envisioned for their Legacy Collection but it also would continue to support the interlibrary responsibilities of the program as mentioned in Title 44.

Carrots that could be implemented within two years

Databases

 Provide no fee access to ALL government databases

Databases mentioned at the meeting:

PACER (Public Access to Court Electronic Records)

Internal Revenue Service's Business Master File

MILSPECS database

Davis-Bacon Wage Rate Database and Service Contract Wage Rate Database

Password into the pre-1990 NTIS database

World News Connection

EuroTrade Online

GPO Web page listing all pass-worded databases

Procedural Matters

Allow certain titles, ephemera and posters to be more easily weeded

Add shipping list numbers to the map tubes

As new electronic titles are added have an automatic e-mail service notifying libraries and have access to these e-mails on GPO Access

Print 1995 memorandum on eliminating microfiche from future discard lists in **Administrative Notes**

Add Regional libraries holding symbol to OCLC records

Branding of GPO/FDLP electronic information

Provide a list of official electronic titles on GPO Access

GPO Powerpoint on Web

Funding

Discount for depositories buying the paper Serial Set from GPO Sales

Allowance for libraries to buy on-demand materials

Credit or discount for on-demand print materials

Free shipping for on-demand materials

Training

Small competitive grants for new documents librarians to attend DLC and other GPO sponsored meetings

Support training for small non-depository libraries

🥕 Training for new technology

Carrots that could be implemented in two years or more

Procedural Matters

🥕 Place SuDocs numbers on publications

🥕 Clarify and simplify "Instructions to Depository Libraries" to allow simpler collection development policies and incorporate new methods for discarding

🥕 **List of Classes** - Delete obsolete items numbers and breakout the item numbers to make them more informative

🥕 Allow selection by title and not item/class number

🥕 Provide smart barcodes to be added to publications to allow scanning for discard lists

🥕 Provide cataloging for pre-1976 publications

🥕 Provide credits to libraries that do pre-1976 cataloging

🥕 Coordinate list of retrospective cataloging projects

🥕 Create consultant program based in geographically dispersed areas

🥕 Develop a portal/template for electronic collections management

Funding

🥕 GPO funded library school students for projects and/or clearinghouse of library school practicum

🥕 Provide cataloging records free to libraries and not make them go through vendors

🥕 Funding for equipment grants

Funding to attend one FDLP meeting per year

Allowance for travel to support training at selectives

GPO purchases commercial Serial Set in digital form for Regional libraries

Develop web and video based training modules

Archival Matters

Foster support of legacy collections

Coordinate artifact management; as materials are digitized make sure some paper copies are kept around the country

Assistance in preservation efforts

GPO could serve as a clearinghouse for digitization projects and certify the projects so libraries can discard paper copies as the titles are digitized

Agree to take over a database of digital material if a library is no longer able to maintain the site

Geographically dispersed storage facilities to support ILL and resource sharing