>>> Please stand by for realtime captions.

>>> Good afternoon. Welcome to our GPO Wednesday Spring 2018 Virtual DLC . We will be getting started in about 10 minutes.

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>>> Greetings. Welcome to the GPO Wednesday Spring 2018 Virtual DLC Meeting . We are broadcasting live from Arlington, Virginia. We are with staff members from the rubbishing office. For we get started, I will turn the mic -- over. There is one URL for each day that can be used as often as needed. Feel free to come in and out of the sessions as you please. You can also download handouts and slides from each session by visiting our virtual webpage. It is easy to get to from our homepage. If you have any questions or comments on the presentation, feel free to chat them in the chat box on the bottom right-hand corner of the screen. We will keep track of all of the questions that come in for each session. At the end of each presentation we will feed those questions to the presenters. We are recording the entire virtual meeting and everyone who registered to attend will receive a follow-up email with links to the recordings as well as any associated handouts and slides. During the sessions, if you need to zoom into the slides being shown by the presenter, you can click on the full-screen button on the bottom left side of your screen. To exit the full-screen mode, just mouse over the blue bar that will appear at the top of your screen. Finally we are live tweeting the event using -- we encourage you to tweet along with us. Now I will hand the microphone over to Jim Shah.

>> Good afternoon. This is Jim. I am the government document library at the University of Nebraska Omaha and I am the current chair of the depository counsel. I want to welcome everyone to the sessions this week. As of about three minutes ago, we had 405 people in so that is great attendance. Thank you all for coming. We have eight different sessions scheduled between this afternoon and the next two afternoons. There is quite a variety and we are hopeful that everybody will find at least one or two that you can enjoy and benefit from. Everything is being recorded and if you can't make it through an entire session, come back at another time and pick it up later. That is about all I have written so thank you again for attending. Thank you the counsel for being here and everybody who has been working to get these things together. I will hand it over to Andy Sherman.

>> Thank you. I am Andy Sherman, the acting deputy director of the GPL. I was Chief of Staff under the directive, I am now in charge of the place. Assisting with me is see PO's -- we are dedicated to ensuring that everything that has been going on with GPO, particularly all the policies that govern the depository program, continue. We do not foresee any changes to that while we are in charge. I know everybody has heard that the house administration the last week reported out a bill to modernize the Federal depository library. That was a result of a year of oversight work done by the committee on house administration. It is the direction that the former director had recommended that the committee take. He recommended the program D modernized to take account of the practices and procedures that have been operative for the last 25 years in the digital era. Are happy to see that this bill has been put out. We will then proceed to legislative action in the house. Also reported out last week was a bill to authorize the GPO to set up a website for public assess -- access filed by agencies. We are happy to take on that responsibility. We have worked with staff both in the house and the Senate on this idea. We are glad to see it advancing in the house and we think that Senate action will not be far behind. These are two signature development we have been involved in for the improvement of the program. Also, you may know that in the omnibus appropriation legislation that was enacted the end of March, Congress

authorized the Library of Congress to set up a system for the digital dissemination of nonconfidential reports in the research service. Those will be within the scope and when that is up and operating all of the libraries that you serve will benefit from access to this information. We are very glad to see that development as well. Finally, last week we testified on our appropriations request for fiscal year 2019 before the subcommittee on legislative grants. We are asking for the public information program of the Superintendent of documents for a substantial increase raising the total amount for the program from -- we want those extra dollars to hire additional staff to help manage the many projects that the FDL P is involved in but also to work closely with the agency to strengthen the harvesting of digital documents from the agency's. It is a down payment on the effort that we see being fulfilled even further. We are confident has our overhaul -- our overall appropriations request is flat. We are fairly confident this increase will go through. We are happy to report that as well. You all have a great program lined up for you today. Also tomorrow and Friday with the GPS staff and members of the depository library counsel so I wish you all the best and I know you will have some productive discussions coming out of this. We look forward to hearing the results of the conference. Thank you very much.

>> Welcome, everyone. Thank you so much for participating this afternoon or early morning, whichever it is for you. We are so glad you taking time out of your very busy schedules to be with us here today. If you do have to leave, we will be glad to have you come back and do the things on our archived site. We have a very full agenda today and we are looking forward to having you chat, and please do not be shy about submitting your chat. We will be monitoring those questions and answering them as we go forward. I will do a general overview about what has been going on, some of the highlights and then each of the chiefs of the various divisions will be giving you more detail about a lot of the projects and activities that are going on. As everybody has talked about already and there will continue to be discussion this afternoon about title 44 revision, we know you all know it was unanimously reported out of committee and we are very excited about that. It took a lot of hard work to get to that point. We have spent a lot of time on staff, reading versions and looking for changes. The last version that we have been reading in the last couple of days after April 12 is the amendment that was dated on the ninth is the latest version of the bill that was reported out. That has been coasted to the resource page where there is all sorts of information about the timeline, the process. There are responses from various letters of support, there are reports from the DLC and there are links from all of the various bills and information there. we do have all of that information posted there for you to take a look at. Right now we are continue to monitor the progress of what next. We are doing a lot of internal processing, thinking about how this will impact the LSCM community. If the bill becomes a law, what that means, and if it does not become a law, what are the expectations that may drive some of the strategic things that we do in the future. This is a lot of work and there are a lot of things we need to do. We're talking and thinking internally about organizational impact, budget systems, and services that we currently provide and those that we may be thinking about providing. I think one of the things that is clear to us is, if it does become a law, a lot of these changes will not happen overnight. It will be a succession of things over many years. That sounds like a lot, but it does take time to get a lot -- through a lot of these things. It allows us to do a lot of things that we will have to prioritize. We know that this body, the DLC and the community, we know you all are there to help us as we go through this process, whichever way it turns. We are looking forward to the continuing work and working even more with everybody as things progress with the legislation. I would like to talk to you briefly about the two new FDLP libraries. They just joined the program so I hope if there are any staff from there, welcome to the depository library program. We also want to announce the newest preservation steward. I think where -- we are up to 24 at this point. Some of those who are listed here, they are on the process of doing press releases and announcing. I will just highlight a few of what the collections are. The University of Rhode Island's library are doing Noah publications. To Queens Borough Public Library is doing the public papers of the president. The handbook of North American Indians as well. Kansas is doing hearings. The University of

Washington law library is doing statutes at large. Oklahoma is doing agriculture research publications. We have a wide variety of libraries joining and taking time to look at their collections and determine what key documents they really know they need and want to preserve. I want to thank all of them and many more who are thinking about it or are in the process of working with us to become preservation steward's. The FDLP, the exchange is on everybody's mind. This is where we are and I will repeat the phrase, we are in transition to production and it already has begun. Anthony Smith will give you a little bit more information so we are moving from training to production and it is already underway. We are already working on details for some retraining for the community and getting ready for that production. He will tell you a lot more about that. I also wanted to give you a little bit of progress on the fall DLC recommendations. You had three -- the Council had three recommendations that we have been working on. We have completed one. I'm not sure if this is in order but this is how I remember them. One of the recommendations was that we publish the memorandums of agreements that we have with the different libraries, particularly the preservation steward. We did that and we made those public. To other recognitions are underway. One is to do a little bit better rearranging of the FDLP Academy archives . The archives have exploded. There are so many things going on and being recorded in the FDLP Academy. Somebody is going to talk about the FDLP archive project. We are making good progress on that. I want her to report on that. She will do that shortly. The third was to consider including copyright statement information in our records. Somebody will also talk about that. We have some information that we will be releasing shortly to get community input on that. So she will talk about that in the tech services update. That accounted for the three action recommendations from the Council in the fall. I just want to give you some highlights and statistics that always work well. We do have additional information on a lot of the project in the handout that we have done for this meeting, plus we have project pages for all of the different projects on FDLP.gov . There is always up-to-date information and we put things there on a regular basis. Here are some stats. Since the Academy began in 2011, we have had over 200 webinars and webcasts. I want to thank the community for participating in those. Also called agencies participating and the GPO staff doing all sorts of different webinars. I think it's really been successful. That is obvious when we look at the new bill because they have recognize that the Academy and -- is continuing education for the community and that is being put in the bill. That really proves it is important to us and GPO and to the community. We did the final release of the federal register at the beginning of April. There were 14,000 individuals and pages so we want to thank the staff who actually reside one floor -- two floors above us, the contracting staff that we hired, and the program strategy and technology who worked very hard on that project to get that complete. On the go, we have been continuing the initiative that was started by the director to try to visit as many libraries as we can. Robin will give you a little bit more detail on that. So far we have done 528 libraries in various states. The percentages are going up every day and we are continuing to make additional trips to places we have not visited before. In terms of our cataloging and public assets -- access statistics, we catalog a lot. On average we are doing close to 1500-2000 titles per month. So far this year it is over 24,000 in 2018. I think that may be a record. The CGP, we are getting close to the million mark. That is of total rib records. It is a good anniversary to start looking forward to. I also want to spend a little bit of time highlighting some of the milestone anniversaries for depository. When you sit and look -- and look at how long some of these have been in the program, it is phenomenal. We have new ones coming in but we also have a lot of libraries who have extensive historic collections and have believed in the mission of the program for so many years and continue to be active participants in the community. We are visiting a lot of these libraries. I am on my way to the University of Mississippi next week to do a presentation and to celebrate with them. I have never been to the state of Mississippi and I am really looking forward to that. We have been to quite a few other libraries that are celebrating their big anniversaries. I just wanted to recognize them and if you have a celebration that you might be interested in having one of us attend, everybody should know there is a link on FDLP.gov to request a visit. We like being out there

with you celebrating with you, and actually preparing. I have to say preparing for the Mississippi speech and presentation has been really fun, going through some of their digital archives looking at older pictures of the library in like 1925. It's fun to see the transitions that have gone on in that library. I think that covers my general update on some of the key things that are going on. Now each of the chiefs from the various divisions will give you a little bit more detail about the projects they are working on in their areas. First is --

>> Hello, everyone. I am pleased to be here to be up to share some information about the outreach and support of our unit. She already showed all the good stats. I do want to share that the stats you see in these slides are from the first of 2018 through April. These are impressive statistics. Our unit includes nine librarians and two of the librarians are planning -- we are grateful to have that level of support with all of the projects we are working on. We have been busy and all -- as all of the staff at LSCM have been. On the go, we have been! Our goal for this year has been to visit all of the regional libraries by the end of the fiscal year. We look to be on track with New York and Oklahoma. All of the other regional libraries have been recently visited. If not by outreach staff than by executive staff since we started this. In addition, we will continue to visit the select libraries near the regional libraries that we visit. We do take a trip for a conference or event, we try to match it up with library visits. But what happened like in Philadelphia, if people are going to PLA they don't want to visit. We have good intentions and we try to match those two together. We do have some takeaways from the visits. I am going to share some of these with you. The first one is, we spent a lot of -- we have met a lot of new people. Lots and lots of new people. It is good to be able to say, we can put a name to a face and getting GPO back out into the libraries and meet people. The second thing we have found is we receive a lot of training requests from most of the visits. We kind of thought it would be a visit and we would offer training and a couple of people may want the training. But it is the other way around. They want the training and then they want to visit. We do training almost every time we offer a list of sessions available and we visit at least one every visit. The third thing is, we are able to share information in many libraries that make their processes easier. A lot of libraries still have some of the old rules in mind and maybe some staffers or some directions that show you still need to select a certain percentage or you need to select anything. Usually there is a takeaway with new staff saying, we did not know we could do that. Yes, you can. If you need more ideas, contact us. During these visits, we are sharing information about the preservation stewardship and putting libraries in contact with our partnership lead. When we see there is an interesting or historical item, or even something like a referral for the handbook for North American Indians, if a small library that is infrequently used, think about becoming a partner in our stewardship program. We are able to share that information between GPO and the libraries. Of course, when we are out missing we are able to identify ideas for the pilot program. Lori is really dangerous to send out because she excels in this effort. We keep having to tell her, only to. -- 2. One of the project we like to talk about is our trying -- FDLP guide. It has been around for a year. We decided to give it an extra year so we can gather some additional data. It is really interesting to watch the trends for the guys because you can see increased use when you promote the resource at a conference or another event. According to our analytics, community guides page has the most views which was at 645 views in October of last year. On January 24, we noticed a spike of 820 fun use on that day. It is now our largest site. The reason was, we did a webinar on it that day and people went to the site to see about it. We thought we would test it a little bit also with location and we found that the websites for PLA and access library, -- we are learning a lot. I'm sure that the report will have a lot of interesting information. Some of the GPO guides, I went through and said let's show a couple. One is the information for a new depositary coordinator. That is one of the higher viewed once. One is on military and veterans. For the community guides, we have a lot of variation and these caught my eye. Stem resources, we are all revving up to do stem. We have a guide on Elvis Presley and that is one of my favorites. This one caught my eye, government documents. Another one on photography. The URL is available, you can go exploring. I want to talk a bit

about the Academy before I used all the fun once. -- Fun ones. The archive that is up there now brings it up to community, agency, and GPO. It scrolls on forever. We are working on tagging those webinars and then we will, once we get that up and running, we will make some additional changes. At this time, we need to convert 62 recordings. The other 176 seminars are already in the correct format. Once that formatting has been completed we will begin migrating the webinars. In addition, we had to develop a policy for retention of the webinar. You can go on for quite a long time. We had an exchange of ideas on staff at GPO to find -- to come up that the magic number of 2 years. We need to get it completed within 2 years so we do not lose any of the webinars and people can understand all of them. That is part of the process we are putting in place right now. An update on the coordinators program, this is just completed for our third round. 53 people in each session. In the spring 2018, 41 people received a certificate. We will be working at refreshing the class and adding another topic. We did and optional session on more in depth look at the tools for coordinators and some of those other acronyms that nobody wants to remember. Looking at the surveys from the folks that completed it, they were pretty strongly in agreement that that is one that needs to be added to the next round of printing. We will work on doing that. Everyone's favorite topic is next. The civil -- the survey of the depository libraries. They were doing some phone calling and if you know it to be who has not turned in, if they have not heard about it, they will hear about it soon. We are told he is doing outreach. The data related to that, we posted in January, we had a pretty good turnout rate like we always do. 96% out of 1000 respondents -- something different we did this year was the original report. What we did was take the information and data and compile it in a way so that there region could see what was going on in their state or region. We were hoping to get some responses to it that we have not gone too much. Part of that is because of the surprise of receiving it. We need to do additional outreach to help people to better understand it. I'm looking at Selena and maybe she will give me some feedback after we finished today about what she found out about that. I still think this could be useful in between now and the next survey. Staff are also working on doing the analysis and report and it will be available in June. We have a subject matter expert that needs to be off for a while. This detailed data analysis will come out later in the summer. We would prefer and wait and have the expert technology and clearance that she has to use for this instead of putting out a less detailed report. We are pretty excited because we have made some changes that we thought would be helpful this time. With also gave definitions -- we also gave definitions and we thought that would be helpful. More information will be coming out of that as we prepare for the next one. Next is the legal requirement and program regulations of the Federal depository Library program. We have revised this resource in February and what it did was, it put into writing the things that have been happening over the last several years. We have rescinded the regulation that everybody has to select these two item numbers. We changed the name of it to FDLP. We updated the decals and graphics. This is available only online. I don't even have a printed copy of it. It is available from FDLP.gov under the guidance -- requirements and guidance tabs. You can click on there and download it. I think one of the most important things that this does is that those libraries who want to be all-digital, you can be all-digital because the guidance is not telling you something else. The next thing to do is go through all of those guidance articles and update those. My staff is really excited to do that. My last topic deals with the official files standing project. We are digitizing all of the documents in the depository. A lot of these files have information back to the 30s in them. We really don't have anything prior to the 1930s. If you have a designation from 1907, we probably do not have a copy of that unless you send it to us at some point. Of the last several years we have had a lot of dictation and -- digitalization. We think this will be helpful down the road to replace our customer relationship management system. These will be available to the libraries through that tool. Right now we are scanning them and we have scanned 21,000 pages. It does not sound like much but those are official files from 128 libraries. We are not in a big hurry but we would sure like to see those files. They are scanned but we have not seen them to do the QC. That is what is next is to do QC and we are very

excited about doing that. When we know more about the CRM, the customer relation management system replacement, then we will be able to update you on that. Meanwhile, if we have scanned it, we will send information that you may need. Feel free to reach out to us and let us know if there is something that is missing from your own files or from a regional file. You can reach the outreach group easily at GPO.gov. That is my summary. Thank you for the opportunity to share.

>> Good afternoon. I and the library technical assistance at LSCM. During the next 10 minutes or so I would like to provide you with some LPS updates. LPS has about 40 FTEs and had a full conference in October of last year. We had some staffing changes. A couple of people retired at the end of 2017 and we thank them for their outstanding work at GPO. Also at the end of 2017, a couple of people were selected as administrative librarians. Just last month, Jessica, Crystal, and Caroline Thomas joined us as new technical librarians and they are undergoing a lot of training right now. With more staff eligible for retirement, we have been doing successive training. There might be job openings in the near future so if you are interested, watch out for job postings at USA job, the federal employment site. Our work on the national graphic inventory initiative continues. Through this initiative, we have identified and catalogued publications and historical publications not in CGP that are in scope of our indexing program. Since 1997, we have developed strategic partnership with federal depository Libert -- libraries and other federal agencies to increase access to electronic federal publications. As you can see here, from the slide, we continue adding records in the University of Montana. Through partnership with the University of Colorado Boulder, we have 2000 through the CGP. The print versions of the Bureau reports investigation. We also worked with the University of Kentucky and the University of Florida on various projects. For example, WPA and the U.S. professional papers as shown on the slide. The transcription of the historic shelf list is also part of the inventory initiative. Right now, we have the total number of records in the CGP has reached 195,000 records. Since September of last year, our contract labs have been working on this project. These records are now available. We have also been working with them. There are over 180,000 of these records. So far, we have run a couple of test batches and successfully loaded some of our work into the database. After -- more information will be shared on batch loading efforts. Let me now turn to the cataloging records distribution program. This program provides directors with participating in federal depository libraries through no-cost. The participating libraries can receive records based on their respective library item numbers lection profile. They include, historical records. Participation is partially limited to 180 libraries and we are planning to add more libraries by 2019. Just a couple of reminders, currently for dissipating libraries can update their FDLP number selection profiles at any time. They can also contact us and get in contact with a fellow practitioner at another library, ideally with the same library system. They can also contact archive personnel when the need to update their FDLP profile or have technical questions. Libraries interested in joining, we are encouraging you to contact us for support at FDLP.gov . Next I am going to talk a little bit about CIP updates. So many of you have heard about the CIP program. CIP stands for cataloging in publication. The Library of Congress started this program in 1972 with GPO as a cataloging partner. When books are published, the CIP data is printed, in the new publication. Here are some of the examples of the log with data. It includes title, author, and so on. CIP involves assigning numbers as shown here. Also, creating new authority and subject heading as needed. We have created 35 CIP records in FY 18 and over 90 titles in 2016. Our CIP team is developing documentation which can be -- can describe the CIP process and what is needed in order to submit CIP applications to Congress on behalf of the agency. If you want to find more information, you can go to the library of Congress cataloging and publications program website. I also want to mention a bit about the country for archives. LSCM continues to have publications and websites . That is with the FDLP development experts. Your March of this year, we have increased the side of FDLP web archive collections to 14 terabytes. We have also increased the websites available on the FDLP archive. We continue to increase Google analytics to evaluate user activity in more detail, evaluating where users are coming from, what they are looking at, and for how long. We work on

collection development documents, identifying priorities, and will sue -- soon be adding new collections to the web archives. Preserving web contact is an ongoing effort. We encourage it to be evaluated by the FDLP at FDLP archiving at FDLP.gov. There are also many other activities going on. For dissertation -- for digitization projects, we are rapidly acquiring historic fugitive publications from depositories. We are currently targeting these agencies who do not have representation in the historic section. We look forward to increasing coverage of historic documents in the CDP. The study by the federal research division, is wrapping up. We look forward to receiving the final report from F Road and apply the recommendations of --. Our collection library and is also helping our staff and our users make recommendations. For example, the most recent example is when the consolidated appropriation act of 2018 came out, it included a provision directing the library of congressional research to make nonconfidential CRS reports available to the public. We got the question whether those reports will be catalogued. Yes, those records historically were limited to Congress. They are now on the website. Once CRS reports begin to be publicly disseminated, we will be cataloging them. Stay tuned for more information. Having forward, we would like to increase our agencies outreach efforts. I think I am running out of time and I want to leave enough time for Anthony. I would just mentioned, we are also to quickly mentioned, we are continuously updating things. Most recently, we have extended clarification on the authoritative status of the CGP records. CGP is the source of the short version of the public records. We normally would not maintain records in the CLP but maintain our records that are available in the CGP. Coming soon, the classification. We are in the final stages and doing the final review and they will be released soon. The last one is, in the fall 2017, Council recommended that LSCM explore using -- to define the copyright status of publications. Use of this field to identify material should promote more active use of government documents by the public. Particularly, in teaching and research materials. We have done some research and looking at our peer agency website they will come up with details of the plan and we have found some internal review and soon we will start with internal review. At this conference I am announcing it and after the conference we will send out announcements and also facilitate comments from the Council and do a survey through the FDLP community for their feedback. We will look for possible modifications of processing FDLP records. Think you.
>> -- Thank you.
>> Greetings, everyone. My name is Anthony Smith, chief of projects and assistants. Let me get my slides up. I am going to jump right in. The first two slides, basically outline projects and systems in five functional systems. I am going to take a moment to go through some of the key activities that are taking place in each of the five areas right now. You have this information. I just want to give you the scope of work that each of these areas are responsible for. Web content and reservation being the final two and we will talk more about what these two different areas are up to. Archival management, in 2017 we did solicit feedback from users to enhance the redesigned Perl dashboard. Four 2018, we are looking to incorporate these enhancements into the service interface. The new enhancements will include a note field and will have the user report. The ability to save IP address ranges and several other improvements that will help LSCM better manage their service. We will be sure to keep you posted as these new enhancements become available. For the sake of time, Robin has already mentioned the historic library files. I just want to make you aware that both of our projects are heavily involved in working with outreach to digitize some of the business related documents. I think what I saw was the entire collection that was comprised of about 100,000 documents. I think it is about 100,000 documents being digitized. That is certainly something we are all looking forward to having available. As Lori mentioned in her remarks, we started transitioning the FDLP exchange from a training and testing phase 2 live production. Most of the work over the past few months has been focused on developing and implementing a compliant platform as a service. This is a new service platform for our program. It meets a far more rigid standard for web hosting content. This new environment is a foundation for what we have been calling the library service. The FDLP exchange really represents the first tenet within this new

infrastructure environment that we are --. Here is where we are. The production instance has now been created. This was really the last big milestone. It did take longer than we had anticipated. With that being said, testing in the new environment is scheduled to begin next week. We will also be finalizing the rollout plan next week. We have meetings scheduled to begin work on finalizing that. Most of the planning with regard to marketing, outreach cocky vacation, a lot of that is already in place and waiting. Now that we have the production instance, our goal is to turn it over to depositories. We want to try to get this out as soon as possible. We don't have a exact date yet. Once the interim authority to operate is done. I think I will be able to say something. That is the unknown piece that I have to get past that speaks more about specific dates. We are in the final phases here. Part of the rollout plan will be to offer refresher training. That will be as needed. We know we will be doing refresher training for outreach and other DPO folks and the plan is to offer some refresher training for depository staff as well. Be on the lookout for that. We are already pre-populating all of the account data in the production environment. You will not have to go back and re-create that. Finally, as an FYI, once we do go live, the training site will also be available for your use. I had actually hoped that we could make the FDLP exchange available much earlier than now. There been two major delays along the way. Both were related to increased security requirements that were really beyond our control. I do think we have positioned ourselves well. This is by going the extra length with some additional cost that came with that to establish a compliant -- it is the platinum standard for web posting today. The plan is to add regional functionality in the next release of the service. We will have more to share on that, coming soon. The library systems has been working behind the scenes to modernize the interfaces. At this stage, the functional requirements seem to indicate a need for standard library discovery layer. However, we will need to let the federal procurement process play out and see where we land. I suspect we will have more to share on this in the fall as well. The -- I want to speak a little bit about withholding data. The level of importance around -- preservation steward program as well as -- are creating a priority for this and if the FDLP act becomes law, the need will expand significantly given the language. The library systems is trying to get ahead of the curve. We are in the process of exploring and testing several different approaches to storing and managing storage data as well as future requirements. I know I am running out of time here. Let me jump to the next slide. Lori has already talked about the digitization projects and the records projects have been completed. They are now available. In addition, the project team is working closely with our preservation library and others in LSCM to establish or implement an individual production unit. We are busy working there. Robin has mentioned the FDLP Academy video migration work. We are heavily involved in the work that is happening there. They have put in place a demo of this new system that we have been looking at, the functionality of that. Hopefully we will have more to talk about regarding that effort later. I do want to say quickly, FDLP.gov modernization, that work is in place and the web team has started work this year to create the next generation of FDLP.gov. Much of the work thus far has focused on architect design. We have made good progress. It looks like we will be working this summer on a proposal for the fall conference program. We want to engage more of the depository community. I am running out of time, I will try to make some of this additional information around preservation available to you all online. Just for awareness, a lot of this is available online and we have tried a -- started to digitize the process. That process is underway with unexpected -- with unexpected completion date of early next year. We tried to create part -- it is a growing suite of activities around preservation in the program. I have one more slide here. The preservation stewards, Lori has covered that pretty well in her opening remarks. The only thing I was going to add is that, one of the DLC recommendations was to provide access -- explore providing access to the agreement between our preservation stewards and all agree they are available now on FDLP.gov . If I can just close by saying that we are really interested in your ideas around preservation, your thoughts, your questions. Please hit us up on our website if you have any ideas around future webinars, sessions, or anything related to preservation that would be of benefit. With that, I will yield to the lady from Maryland. [Laughter]

>> Hello everyone. We are overtime so I will do everything marketing in 30 seconds. We just launched the FDLP toolkit. It is available from the promotion page. Can you please put the link in the chat? You can download images for website, separate -- social media displays. We have two new public service announcements you can download and give either to your college radio stations or local AM stations. We have two new handouts available for odor -- order or download. We still have the sticky notes and we just restocked our pencils and the wildly popular tattoos are in so get yours while they are still there. They are flying out fast. In February we did our campaign and we had about 60 tweets about the FDLP. We reached about 126,000 people with the campaign. Take you for everybody who participated in that. Our new brochures for the FDLP , they will be a new design that is smaller and easier to fit on your materials. Coming new this year, our new packets. They will have the pocket constitutions available and new resources as well. Thank you. I don't think we have time for questions so I did what in the chat, anybody who submitted a question that was not responded to, we will compile the answers and put them online with the recording. We will be back in 10 minutes for the next session. Thank you.

>>> We will get started in about 2 minutes on our next session.

>>> Welcome back, everybody. In the interest of time, we will get started. Our first presenter is George Barnum.
>> Now you can hear me! I am George Barna. I of the senior Lanning specialist in the LSCM. They said this is the glamorous part of the program so get ready for clamor and excitement period --. We are going to talk about comprehensive collecting and in particular at regional collections. A conversation we have been having within LSCM for the last couple of months and we are anxious to open up that conversation a little bit. One of the things that I have learned in my other life as GPO agency historian, is the thing that I sum up in the phrase, no idea at GPO, good, bad, or indifferent, ever really goes away. This is a discussion that has gone on in various forms and in various forums for years and years. We are back to it. The conversation is, what do we really mean when we talk about a comprehensive collection? What are our understandings about that and what are our expectations about that and how do we deal with that? It is important to say a word or two about why we are having this conversation at this moment. There is not necessarily any direct button push that started it. There are two things in my head that have gotten this conversation going at this time. One is the knowledge that we will be looking at lots of policy review and change and alteration with a new statute or without it. With a new statute we will have to look at a lot of changes. Without it, we are sensitized to the fact that we have things we have got to do even if the law does not change. The secondly -- secondly, it is an attempt to make all of our policy statements, our actions, and our communications a bit more consistent and a bit more clear. With an eye toward this idea of consistency and acknowledging that we have not necessarily been that consistent over time in talking about this topic, we are going to try to take the knot out of the string. It is my job which seems to be usual, to look at historical background and frame this up in the context. Fundamentally, we always start here with the goal of -- to make government documents available for the free use of the general public. This is absolutely the bedrock of what we do. To this we always at the understanding that there should be ongoing access to everything that did not scope. We know that chapter 19 explicitly provides us with the definition of scope and it also gives us an assumed mechanism of permanence. The idea is, that when people see the Eagle, and I would amend the slide here to say no, people should know that they can find stuff that falls under the definition of what a government publication is in chapter 19. Is it an individual doctorate at government expense, going back throughout all of this to be assured that the program does provide for end. if we look back through history, when GPO took over responsibility for depository submission in 1895, libraries were somewhat different than they are now. Library concerns were different as well. Nobody thought much in the first two thirds of the history of the program about getting rid of it. They only thought about bringing more in. Libraries

were really about building collections, acquiring things. Our history of how this practice of collecting works in the program reflects that. We are talking about before the 1962 act, all the depository libraries either received everything between the beginning of GPO's involvement in 1895 and the 1920s of when every library that was designated a depository library got everything they should. There was absolutely no provision for discarding or withdrawing anything. There was an assumption that nobody would ever want to. Starting in the 1920s as the number of publications that were in the program grew, libraries were called on as a cost saving measure to the government to only get what they selected, not the things they did not want. That was the beginning of various things that we take for granted in the background now like the item selection system, classified list, all of these things went into providing a degree of selectivity starting in the 1920s. It also needs to be mentioned that in that beginning period, what libraries were receiving was primarily brand-new, right off the press information but it was not all that. The law provided for the accumulation of documents that were present in agencies which were turned over by agencies, and were then passed along to libraries. That is an important fact to remember. After 1962, we have the system of regional selective disestablished. Regionals get one copy of everything and as of 1962, keep it forever. They need to retain it for a minimum of 5 years and withdraw it according to the rules that are managed by the region. The thread that runs through throughout all of this is the geographic dispersion of the program across all 50 states. So from the point of the creation of the system of regionals, they have been delegated an explicit role in weeding and discarding. It is not a really impossibly long jump to the idea which this became current, just about the time we started to deal with digital access, that the originals are de facto -- a de facto part of the assurance that publications remain continuously available. So that gives you a little bit of historical frame for this conversation we are having. Now somebody will continue on looking at how we have expressed that in various ways over the years.

>> Hello, everyone. Thank you, George. This is review information, and included in the official documentation. First of all, at a very high level, the basic operating principles of the FDLP are authorized in chapter 19. Interestingly, it was expectation that regional depository -- depositories would have complete selections. A complete document selection comes up several times. The law services as a basic operating principle. Just make sure we are all on the same page. The roles and regulations have been published in resources in the FDLP handbook and the library program. These are guidelines which address programs and performance goals for operations and are published in resources like the guidelines for the library system, the manual, the FDLP handbook , and guidance on FDLP.gov. These were -- these resources were created -- drafts of the 1977 guidelines were disseminated to the public at that time in a letter to all of the low -- the librarians at the time. You can find many of the documents from the past years in FDLP.gov repository. I will not go through a discussion of everything related to comprehensive regional collections of these resources. I just want to show that libraries have been directed to develop extensive and complete libraries of resources. Regionals receive and maintain permanently all publications in all formats, attempt to complete their respective collections on materials, including microforms. It also says that regional list's of depositories declare future availability in the region. It also discusses that the regional may authorize transfer of material within the state between the depositories to assure maximum use. Transfer of materials is not regarded as disposal. Moving forward in time, here's a statement from 26 years ago from the instructions in 1992. In this publication containing rules and regulations, it is stated that in addition to fulfilling the requirements, regional depositories must retain one copy of all government publications made available in that FDLP . Regionals may discard depository materials. The principal responsibility is to ensure the competence of this and integrity of federal depository resources in the state or region. Regionals did not have to have locations for their regional depository but they are required to manage the collection within their state or region. The original -- the regional can accomplish this by -- they can oversee and authorize their discarding of the materials from a state or relevant region to make sure that they are offered to other

libraries in the area. Regarding the discard listing process, additional direction is included. They will check the disposal list and should ensure that at least one copy of all government publications made available through the FDLP , unless an author is to be discarded, is retained within the state or region. Reviewing the discard list, the regional library will keep in mind that the intent of the law is not just that the region itself should have a comprehensive selection, but that discarding does not significantly erode the effectiveness of the state or regions. That 1992 publication, has common questions answered. There's a question about why selective lists are discarded. The answer was, it is to establish and help that regional library keep a conference of selection in the state or region. Bringing us up to today, this is also in the current edition, this echoes that 1992 publication ensuring that the E -- there regions must have a comprehensive collection. This slide shows a statement that was in an article entitled ringing in the new year that was published in a 2012 FDLP collection newsletter. There is no statutory authorization for GPO to pay for distributing companies -- copies. There has been some discussion about regional depository collections in past years in the newsletter article. At least at one conference program. What we are focusing on today are the official obligations and looking at this in its entirety. As shown on the previous slide, the obligation remains the same. They are responsible for ensuring the comprehensiveness and integrity of a tangible collection in their state or region. Now Ashley can take it from here.

>> Hi, I am Ashley Dalen. I am going to move it forward. We just had a short history of how the competence of collection has been addressed over the years. What we need to do now is look for a clear definition for everyone. A conference of collection is a body of at least one copy of material in the state or region, regardless of its principal location within that state or region. In practice, one copy of each deposit must be retained in the region of deposit. As such, each state will have a different start date for their conference of collection. Related to that conference of collection and administration or management responsibility, we see that the responsibility of management or maintenance of the body of conference of collection resides with the regional depository library. Cooperation and collaboration among the libraries is possible. GPO can provide parameters for regionals to work with but ultimately, GPO has limited documentation of when or to whom the documents have been deposited over the years. It is assumed that they will use rational judgment in the ministry -- in administering these things. Must be clear because we want you all to catch this. We refer to at least one copy of deposited material in a state or region but we are not saying which library. We say that the responsibility for management resides with the regional apostolate library although cooperation among the libraries is a necessity. You have to work cooperatively as a region in order to make this work. The FDLP dates back to the 1800s. Not everything about the FDLP was articulated in writing back then. Use your professional judgment in administering these competent collections. Nowhere in this definition does a Diggnation date or regional declamation date pop-up. The FDLP and cataloging and indexing programs differ somewhat in scope. As the cataloging and indexing in the FDLP have always been closely linked in practice, so much so that we often confuse the two. In reality, there is not an unbroken series of references about what is distributed in the FDLP. We rely on the catalog and it alone cannot serve as an inventory. When sorting out what was deposited in your region, we ask again that you please use your professional judgment and you remember that your objective is to meet the goal of the FDLP. Make sure that the American public has access to government information. The FDLP signed is an indication that the public can receive government information. We have already heard this, but as part of the national inventory that we report on at every FDLP meeting, we have a very multifaceted approach to documenting all of the federal government publications that we have out, past and present. We have the monthly catalog project which is taking the monthly catalog and describing the injuries. We are also exploring pulling down a record set for research purposes. As you have heard reporting in, we actively take fugitive or in non-deposit of content for possible dissertation doors digitization -- for possible digitization. We also get asked about fugitive documents. These are documents that are a record of the government. Sometime -

- our goal is to ensure that the American public has access to government information. That is our goal, we know that fugitive content and some of that material reported to us is also in the scope of the 24, in the spirit of that goal we would expect libraries to report it for inclusion into the national bibliography to ensure public assess.-- access to it. This is where it gets really interesting. Given the responsibilities of managing the comprehensive collection among other things, regions we are finding is getting -- are getting very creative in adapting their needs to law. We have seen multistate reasons where there are no limits within the law to the number of states that can use their small library. We have seen regional housing agreements and memorandums of understanding. This is where portions of the collection are being housed at different locations and that -- so that that regional library itself is not overwhelmed. We have seen off-site storage facilities utilized. We have seen a shifting library collections model across the board. Libraries are becoming just in case collections. The just-in-time model can be realistically achieved in the state and age because we have cataloging and other methods of delivery services. We have scan on demand. This heavily weeded just in time model is testing the strength of the region's network. We see in many cases that local demands for serial are being successfully met, even when fewer libraries retain those large collections. One thing to note is that in all of these adaptations that I just talked about, the geographic distributional of the collection is still in place in the FDLP regions that are spread across the country. We love it when a region of purchase us with an idea of how to operate. It is usually in response to some challenge. The workaround and solutions that we see and the volunteers that step up to help make the region operate -- operate efficiently, it is wonderful to hear about that. Please keep the IDs -- ideas coming forward. Because we may be talking about a large collection, we have a few reminders. Regionals who are tight on space, please don't forget that you can supersede titles. You can remove titles that have been updated or revised or have been accumulated. You can remove material that has been corrected. You can remove dated material. Also, don't forget to duplicate titles. Some more reminders, you can de-duplicate titles by format but you cannot maintain microfiche over print. You can substitute commercial microfiche for printed format. If you have a commercial format of congressional hearings, you can substitute that. You can also find other libraries who will agree to house a portion of the regional collection and you can find memorandums under agreements under selective housing agreements. That may or may not be part of the collection, but it will free up space in the regional stacks so they can devote the space that they do have any more targeted manner. You can also monitor the regional discard policy to see if any titles can be substituted by regionals and encourage others to sign to preserve the contents of other titles can become eligible for regionals. With that, I will hand it over to Robin.

>> This has been a lot of words about comprehensive collection, specifically -- I want to say one more thing about the wife. With and talking about what and how for the comprehensiveness of the region. We need to be clear about why. Want to ensure that no government publication once properly identified within our scope, ever disappears from the program. That is the why. Our practice has been to extend this over our 50 regions to achieve geographic equity. A word of caution, we want equal access to everyone. That is why we have been talking this afternoon. I am hoping there is a discussion or a question that has come up in chat. So the elephant in the room, Ashley wanted an elephant so we have this little guy. We are talking about title 44. It has been reported out of committee. We don't know what will happen. We are trying to look through a crystal bar -- a crystal ball which is pretty difficult. For newer folks you may not recognize this but for old-timers, she had -- was head of the depository services. Her motto was, the law is still the law. Title 44 has not been changed yet. It has gotten real close and it is looking pretty interesting. But, until that happens, we have to work with what we have. As changes do occur, we will roll with it. Just as we have for years. Next up, GPO will be revising language on the webpages, training modules, information, future releases. We see the network of libraries evolving their operations and we want to move the network forward also. We don't want to endanger the mission of the FDLP. To do that, we have to be clear on the expectations of who, what, when, and

how competent some collection will move forward -- comprehensive collection will move forward. We would like a refresher on various options available. We think this will help alleviate some of the space challenges we are currently having. We also want to review proper reading processes. If any library needs assistance and want to have us come and talk and help them look at what they are working with, you can reach us at FDLP outreach. The last slide, together we play a role in competence of collection. -- We play a role in comprehensive collection. Thank you.

>> Feel free to put your questions in the chat box. No questions for us yet. Just out of curiosity, are there any public libraries out there that use off-site storage is for your collection? Feel free to chat and discuss.

>> Philadelphia free library uses off-site storage. It was that clear. Who would think? This is so easy work -- so easy. Any other questions?

>> This is Mary Clark at the Library of Virginia. I am wondering how this fits in with the creation of comprehensive state and or region collection fits with that regional discard implementation that we have just begun?

>> Are you referring to the FDLP exchange?

>>.Regional policy.

>> I don't have any other thoughts on that other than we have to mesh them. It has not changed yet. The concept will be interesting.

>> Will the GPO be able to continue to get microfiche? It seems like it is beginning to be more difficult to get that format.

>> We are having trouble getting contractors to produce microfiche and we have them working steadily towards discontinuing that particular format. It is not highly selected by anyone. We know it is used in some regional libraries who are using congressional resources.

>> How does GPO define region?

>> There has not been a change in that. It is still the same. In Maryland, because we are here, Maryland serves DC, Delaware, and the state of Maryland. Nothing has changed with that at this point.

>> In light of 5305, does GPO read the text of the bill to indicate the use of the F are in changing --

>> I don't have the expertise to answer that.

>> In 5305 there are different areas in which the promulgation of regulations by the superintendent of documents is specifically mentioned. A lot of those areas are now governed by reverse so if we change it it would have to go through a different process. If 5305 is passed into law. It would change a lot of things. It would change the whole process.

>> From Thomas who is not original but does have a question. He said that the regional that could substitute commercial microfiche, I did not realize that was an option. It has always been the case. Regionals have always had the ability to use commercial versions, I'm not paraphrasing correctly. The allowance for substitution goes back to the mid-90s or so. The commercial microfiche was acceptable as a substitute. What it did was then bring that commercial microfiche, I don't want to say under the authority of the government. But that library could not just read it. It would have to go through the discard process from that point forward if you were substituting.

>> From Brent, are any titles eligible yet for regional discard?

>> We are getting really close on the public papers of the president. I think we do have our four copies that we do not have that yet fully digitized but we have a tangible collection you are putting in our priority list. We are getting close to having one that we will be making eligible for discard. I'm not sure how many people want to discard the papers of the president, but we will at least be able to test our scenarios.

>> I am interested in learning more about the research project. Can you say a little more about research questions?

>> I think we are talking about --

>> I am referring to the batch loading of selfless records. They provide a little bit more information.

>> If you can provide a little more information, that would help us.

>> A question from Alice. How easy is it to manage items in outsourced storage? Lots of storage items are not catalogued. It seems like there are a lot of issues that can go on regarding the management of off-site storage collection.

>> Sharie ads, for identifying additional titles to bring into the CDC.

>> When we are talking about the depository berries and also federal agencies, if we find records that are not in the CDC yet, we are actually testing various ways. We want to manually catalogued each one. We are also experimenting with batch load records. We are doing some investigation with inspections. These are a lot of publications that have been posted. The records are not in CGP yet. We have about 5000 records so far. We are evaluating the records and are trying to find out the quality of these records. They have their own local notes fields added. We want to control those headings. If this is successful, we are doing an evaluation of these records. If it is is -- if it is successful, we can start batch loading these records. If you have records for your collection that are not in, we would like to collaborate with you and work on it.

>> Is microfiche and non-GPO microfiche considered non-preservation copies?

>> Microfiche is not considered a preservation format. We are looking at print and we are looking at digital for preservation copies of record.

>> That wraps up the question. We do have a little bit of chat comments going on regarding the ease of managing collections. We do have one more question. Is it possible to display titles on the webpage?

>> I am wondering if you are referring to the superseded list?

>> Can you provide a little more information for us please?

>> [Captioners transitioning]

>> It makes me think of the value of different kinds of collecting models. The latest is presented here and it makes it look as though the FDLP is about collecting these central collections and regional depositories. Then they are supported by supplementing. Maybe I have this as a selected depository coordinator myself. I thought the strength of the FDLP was about distributing collections to different libraries. It has a less centralized model of collection that way. It puts information in more disparate places. I am weighing in my head which would be the higher priority of the FDLP when it comes to collecting? Is it better to have a complete collection in a single, centralized location or is it better to have incomplete collections in many different locations? Which would you prioritize? Would you try to complete a collection in the federal register in one library? Is it better to have a bunch of different, incomplete collections in more places? Or are they equally good?

>> Tank you, Eric. That's an interesting perspective. I'm not sure if he can do that kind of ranking. I don't think you can do that prioritizing independent of the geographic scope of the program. And what is true of the program as a whole might be different than what is true in a particular region. I'm flailing a little bit. You are right, it is an abstract question. I am not sure that one thing can be ranked as more important than the other. They are both key concepts. There needs to be a geographic distribution both from the point of view of access and really from the point of view of ensuring our ability to keep things available. I don't know if there is ever a place where we do come down to, there is only one left.

>> Right.

>> Then it does get a bit all at the abstract level. The key thing is we keep things available for whatever uses there are. The thing we have not discussed is the use of that thing we are trying to keep from becoming extinct is it may be available for format conversion. That adds another layer of complexity. It is an interesting thought and I don't know if we have spent that time on priority.

>> This is Kathy from University of Washington libraries. I have a question on this comprehensive collection. I think it will be shared by others here. We are a large selective, we are not a regional. We have been going through our collection going through retrospective cataloging. We have also been

harvesting from other libraries, in our case Seattle public libraries. We have received a tremendous amount of material from them. We are going through our own stuff and looking through Seattle library boxes of materials. Some of the things we have found other fugitive from the collection are things that we believe are from local federal offices. It will be something from a federal office in downtown Seattle that was printed regionally and it never made it into the FDLP . Another category of publications, I see three of these fugitive genres. One is these federal offices, regional federal offices, another one is local people, usually faculty who are scientists who have served on national boards or have been federal employees. I am an astronomer will and I have all of these wonderful NASA documents, things like that. I am retiring and I'm going to give my national documents to the University of Washington libraries. The third category would be cooperatively published things. For example, we were looking at some prisoner writings. These were published by federal prison industries in cooperation with the Department of Justice. As a selective, when I encounter these things, some of them are in really bad shape. There are preservation decisions that needs to be made at the same time. Also, I am aware that this was not distributed through the Federal depository Library program. It becomes an issue if I am required to retain these fugitive materials? Either by law or the spirit of the program.

>> It is required.

>> Yes, I know.

>> It is a tough work. It is a collaborative experience. If a regional came in, it is required. If a selective holds it, I don't know. Sometimes you have to make those hard decisions. We have said you sure best judgment. Some of the material that is produced by federal agencies, locally, we have put into the program because we are working with Colorado on -- or Montana to bring those records into CGT. So, that is why we want to have this discussion because of what does this means. Because you are selective, I would use your best judgment except for the cooperative. Unless there is an agreement, it is probably self sustaining. Therefore, it is exempt from the program. I would bet that one is.

>> This is Jim, University of Nebraska at Omaha. My own institution back in the 1930s, purchased the library collection of a small college in Iowa. I am in Omaha, Nebraska that couldn't survive the great depression. They folded and University of Omaha brought up there library collection. They've been collecting a lot of federal documents going way back into the 19th century. They came to us and we still hold a lot of those things. The ultimate Providence of them, many of them predated depository distribution. Some of them probably were depository. It is not always clear to me as I am looking at them. I look them up and say no one has it or only three or four libraries has it. I know locally, I am a selective. But when I hit something, especially in world cat, on those -- almost nobody has it, and it is entered into the historical record and into the rest of the library community throughout the country to do something. Ultimately, I suspect most of our libraries have accumulated things like that. My all-time favorite agency is the Army Corps of engineers. All of the stuff they have done that they ran off on a copier on the back room, there are only 12 copies that exist and their really good stuff. My hope is that over time, as preservation stewards develop, as the FDLP exchange develop -- develops, it will be a lot easier on the national level to identify these things together as a community and get them to where they can be taken care of and do the most good. Getting all the way back to ask question, it is all of it. We are trying to build accessible collections all over the country. We are trying to build something for the historical record for the entire country. I don't know how you prioritize one over the other. It all fits together.

>> This is George, I was going to point out that we circled back to ask question. This is what I see as the strength of the spread out, 50 times over the country, there is overlap but not exactly exact overlap. We are not talking about identical collections. Then, there are all of the priorities. [Silence] this argues for a strict set of priorities.

>> I am realizing at some point our roles as depositories, that soft edge between our roles as depository librarians and general curators as librarians, there is an edge there that we cross every day. I was made

aware of a fourth category of materials. And I agree with this one. Documents produced by the local or state agencies in cooperation with federal agencies. So, in having this conversation, and hearing it is jointly published so you don't have to, it is outside of scope. That is interesting to us as librarians. We tap into other networks. We send it to research libraries to think about preserving those. It is one response.

>> [Silence]

>> Anyone else? Okay, that takes us to the end of our time for this session. We'll take a break. We will be back at 3:30 PM.

>> [The event is on a 15 minute recess. The session will reconvene at 3:30 pm EST. Captioner on stand by.]

>> Welcome back to our session on planning for your disaster. Take it away Selena.

>> Good afternoon. We are here to talk about disaster mitigation. Are you on the line, Tom?

>> Can you me?

>> All of us has gone through different versions of disasters. We put together this program to discuss how to plan for your disaster and how to deal with the aftermath.

>> We will start with what looks obvious which is the concept of what is a disaster? I have concluded that there are those things that we know that are obvious. My recent experience has taught me that there are varying degrees of disasters. A category 1 hurricane has very little to do with a category 5 hurricane. I'm using hurricane because that is my most recent experience. A category 1 hurricane we can prepare for. I can cover my computers. I can cover parts of my collection. I know that within a few days, I will be back in the library. A category 4, we are not -- were back at work for more than a month. There was no way to prepare the magnitude of that disaster. We can, within our disaster policy, prepare for what we think will be the worst. It may not be the worst, I think there are some things that are impossible to prepare for. We can learn lessons from them that we can present later. Let's go on to talk about what is a disaster? There are other disasters that are not as expected. Vandalism, structural and system failures and I think a lot of times those disasters are things that can be bad, but they are more local and it makes it easier to prepare for in the sense of sending services to another place. Then there are disasters that are hidden. Things that tend to be slow and insidious. For example, mold growth. We all know that it is there. Even though we have prepared for it, sometimes, we find things that are there, environmentally, that we are not aware of. Mold growing in a corner of a collection that we didn't know about, those are things, that if we discover them in time, we can work with. But because they are less obvious, they are harder to deal with in terms of disaster and what they are. Okay, I will pass this back to Tom or Selena. They will discuss the legal requirements.

>> One of the first things that we as government documents librarians are the requirements of the FDLP. We highlight sections 20, 28 and 29 of the requirements which say each depository library is entrusted with the custody of depository materials and must ensure they are properly preserved and protected from theft, deterioration or damage in a manner comparable to the other library collections in a way that facilitates or use. FDLP resources must be included in the insurance coverage for the libraries collection. Section 28 says that when libraries undergo plant remodeling, undertake and move or find their operations disrupted, library staff is required to submit a contingency plan to FDLP outreach at GPO.gov outline how the library staff will provide access to its depository services and collections to the general public during a period of disruption. I can say that several -- eyes -- I've seen several libraries have to deal with. I think it's good to have these kinds of plans around before hand so you can be prepared. I'm still big when it comes to planning for disasters. I will keep this just in case. The last thing, 29, in the event of a natural or man-made disaster, depository library staff must immediately inform library services and content management email at FDLP outreach@GPO.gov. Or by phone. Library staff must make every reasonable effort to replace or substitute any depository receipt that has been lost or damaged. Tom, I think this is for you.

>> Let's see. One of the things I would like to emphasize, is that this does not take -- it is not something you can put out. At Broward County, it took negotiations and discussions between my and my administration for nearly a year until they understood what our legal obligations are. Under the FDLP we have to ensure the safety, security and replacement if necessary of these documents. It is vital that your administration understands that there overall -- the overall disaster and remediation plan must include documents in some form. It is about the access to it. Let's say, we talked about the other possible local types of disasters. Let's say your documents on the third floor. Suddenly, there are crap -- craps -- cracks developing. You have to have your structural engineer come out and look at this. Administration has no problems with sealing this off for a few months until a site assessment is made. But you can't simply close off the collection for four months without having some sort of alternative plan. These are requirements that state that these materials must be accessible. You have to have some kind of contingency plan to be able to get in there even though it is not open to the users. Somebody has to get in there and get access. The administration needs to be aware that this material must be accessible. That can be difficult. That is where you need to get into consultation with GPO and your regional. If for some reason, this collection becomes difficult to maintain or there is some issue, environmental or otherwise, and the question needs to be moved. How much of the collection can be moved? When I was discussing this with the people who were in charge of developing our continuous operation plan, I was told that any effort on my part to try and salvage the entire collection will be futile simply because everything in this building would be moved to another branch and everything would be given weight in terms of its usage, its importance to the public. There was that branch and it would already be full. Maybe I would have 20 ranges of documents, I might be lucky to have 10 sections of shelving to be able to take what is most important in my documents and move them. The rest of it depends on what happens to the building. Every situation and every event will be different as Jane mentioned. Some of the stuff you can plan for, some you cannot plan for. No matter what happens, there is only so much you can plan for and the rest of it you have to evaluate when it happens. This is why as a documents core Nader, it is vital for you to have a clear channel to medication to your ministration and for you to understand the scope and importance of your collection, what is the highest priority for salvage, remediation or movement if possible?
>> [Silence]
>> One of the things that you need to be aware of when you are planning for your disaster is to look at agencies that will be available for possible help in your area. The most obvious federal agency we know about is FEMA took -- FEMA. One of the things I wish I had done is have information available about FEMA. How you contact them, how you fill out the forms for what happened to you. Am I in a flood zone or not? That was a frequent question I got. But the time I got the question, I didn't have any Internet access to that area. I have since downloaded all of Puerto Rico was flood zone maps. I have them on a drive so at least I have them available. In retrospect, having information available about FEMA and about the other agencies that exist. There are local agencies in all of our areas that also we need to have information about. Everything from the police department to the fire department. We have a local group that was involved in a lot of rescue efforts. All of that information we don't think about, but it became vitally important. And finding it, when I had no access to Internet or other physical facilities, was difficult. Having that information from FEMA down to whatever local agencies are available for help I think is an important thing to have available.
>> There are other considerations for plan. When the University of Maryland had earthquakes like everybody else, the biggest problem they ran into was that the University administration did not reopen or contact our branch libraries. They are worried about the main library but are branch libraries, librarians had to assess if it was safe for them to reenter the library. The reasoning behind this slide is be aware of what your community, if you're at a university, be aware of your university administration plans that they have in place for disasters. Hopefully you can negotiate them about extra branch

libraries that need to be inspected. You can say that you have all these plans in place for the preservation and cleaning of these materials, make sure you include government information. Other depository libraries should be coordinated with other libraries responsible for different materials. There is also local groups. I find it amazing how many people want to volunteer to help out in government documents and in libraries. Also, try to investigate those people around. If you have a library school nearby, maybe you can get some students to help clean up. Maybe even help you put together your plans. So, be aware of your surroundings and make sure you investigate and contact facilities in the public library. And then move forward from there.

>> With your local groups, both of your emergency and disaster relief groups such as fire and police as well as any community groups is important. When it comes to your tangible collection, you have to do some negotiating with that as well. Part of the question of if you have a certain amount of space which to move some parts your collection, what parts of those collections get moved? I call it collection management in reverse. What is it that your depository will need in order to be minimally functional? Is it to support a particular part of your curriculum? Is it to support the specific amounts of users you have? I these documents your most heavily used documents? Are these your most irreplaceable documents? They may not be used that often but they may not be available in any other format. Depending upon what your administration has available or plans to do, you may find that they say this is not an issue, we are going to get a subscription to a particular database. This may take care of a large amount of tangible issues, but understand, your administration needs to commit to those subscriptions because it is not enough to say we had -- have this assertion, were not using it, let's turn it off. Remember, under legal requirements, you're required to replace those documents to the best of your ability. Even your -- if your administration is paying for a subscription, see how much of your tangible collection you can replace. The priority that you may have for preservation, remediation, or replacement will shift dramatically depending upon what kind of disaster you have. If you have a very clear list of what has to be saved, but then you have a major pipe break, that is not part of your collection that's being damaged, you still have day -- a priority of what is being damaged to be replaced. It will be every -- very unique and different. That can be very difficult to do and that is why you need to know your tangible collection. What is most important to keep, to save, to replace and how will it be replaced? The more communication you have with your faculty, users and administration, the better off you are. With that, I am sending it back to Jane.

>> One of the things we are legally required to do is to plan for continuing our operation and access to our collections in the event of a disaster. One of the big lessons we learned was the day after hurricane Maria, there was no single depository library in Puerto Rico or the virgin islands that was operational. There was nowhere to send our service that would've been feasible in any way. What we have talked about since then to deal with that problem is a discussion of what out of the things that are most used? Not just out of our documents collections but out of all of our collections. We have talked about 2 things. The first one is of those things that are digital, can we get the most used ones onto a drive that can travel with us? We can use a laptop to make them accessible. And we have started a discussion that is Ben Lively. If you can walk out of the library with two plastic containers of documents from your area, what would you take with you? Because, we were not allowed back into our building for more than a month. So, those are considerations that after a major disaster, depending on your area and how isolated you are, you may not have anywhere to send your services. I think that the planning needs to be more widespread than we frequently think about. The other thing is considering services to the community to cope with disaster conditions. I am still kicking myself for not thinking about making handouts about local agencies, about FEMA, that I could hand out because I am known in the area as the government documents person. People are coming up to me and asking how can I get touch and FEMA? Do you have a handout? Do you have any information? So, I have a folder. It has all of that information. I also have it online. Should this happen again, I will be walking out of the library to have

that information available. In our case, Internet access was literally in impossibility. There is no telephone, no anything. There is no electricity to even recharge a computer. I decided that I need that information in physical format as well as digital format. So, think about that and think about places you may be able to go after a widespread disaster to let people know these services are available.

>> Okay took -- okay, now that we've talked about this, here's some resources you consult if you're facing a disaster. The first thing you do is plan for disaster. Be sure to check FDLP.gov for requirements on depository operations. Look at disaster preparedness and response. Check out some government websites out there, ready.gov and NCH.gov, whether.gov and I can tell you that when all of the weather issues were going on, these sites were my best friend. Also, there are some good documents out there. One was put out by Karen Brown. Is a worksheet for outlining a disaster plan. At my institution they found that very helpful when they were planning their knee disaster plan after the earthquake. There is also a handbook out, the library of disaster preparedness handbook. They are older now, but they are good starting points. I know we are good librarians and we can find up-to-date information. That brings us to the end of our slides. Does anyone have any questions?

>> This is Jane. I'm going to add an additional comment. In addition to our presentation today, GPO presented within the FDLP Academy an excellent series on disaster preparedness. I would strongly suggest everyone go take a look at this and look at the information. It talked about weather events, planning and crisis, vandalism and mold and water damage. The series was beyond the scope of what we can present in our few minutes today, it was very good.

>> Okay, from the chat. We have a question from Karina. Do you know -- so do you now 2 plastic containers?

>> I now have two plastic containers. My problem is I'm still defining what it is I want to take out. I think what I want to take out is the collection I am developing from other libraries and our materials of federal documents that historically pertain to Puerto Rico. The other stuff will be easier to replace.

>> What about two -- about saving to GPO?

>> Could you say that again?

>> What about saving to GPO so files can be printed and mailed to the library if necessary? In other words trying to work on the fact that you don't have access to Internet but putting it up online so others can print it out.

>> That's a great idea. Yes.

>> More of a common from Jenny. It sounds like a good ID for a FDLP Web guide . Finding updated information. From Teresa, are there any example policies people are willing to share?

>> I may have one that I can share. I have to check with the people at my institution. It is on our intranet not our intranet. I need to make sure that I can share it. I may have a policy I can share.

>> In the light of hurricane Maria, we are actively updating all of our internal library disaster policies. And those of the universities, as soon as they are available I will be glad share them.

>> I was going to add, it sounds like we did get a website up. I'm getting confused here, do you have print FEMA maps that directs them to an online map?

>> As far as I know the FEMA flood maps are all online at FEMA.gov. You can download them and print them for your area. But, I'm not going to say this is 100%. As far as I know, you cannot order them like you can from USGS. They are all online.

>> There is a discussion about a natural disaster Web guide on FDLP already. Jenny comments back, thinking about the FDLP coordinators, don't we have to put disaster plans in the collection development policy?

>> Jenny, it's not a requirement, but it's a good idea. And that wraps up the chat. Any questions from DLC in the room?

>> Anybody else? Anybody from counsel or from the audience?

>> How do you go about putting a monetary value on your documents?

>> There is a couple of ways I've heard of. I know you can look up the prices it would've cost to purchase them. That's not going to be sufficient especially if you have things that were published a long time ago for five cents which are much more valuable. I know that years ago there was something out there about how to evaluate your collection for insurance purposes. I don't remember what it was off the top of my head. Does anybody in the room remember something like that? I remember people talking about doing that for their insurance.

>> Hello, this is Jim Shaw, University of Nebraska at Omaha. That is a really good question. One way to address it is to try to talk to the business and finance folks at your institution or your system-level. Most institutions do carry hazard insurance and he want to find out who the carrier is. Either you or someone on your behalf may contact. There are ways of valuing libraries in general, parsing out the government documents in particular from that. I know from my own library, the last time we did a full insurance review, we ended up being valued at 100 million dollars -- $100 million in contents. We are a medium-sized State University. Something like the University of Illinois is priceless, but we are worth $100 million. I think it is tough to get a valuation on the government documents. Your institution has a valuation on the library as a whole and that may be a guide as to where you end up.

>> This is Jane, we have an evaluation of our library in general. One of the things that rely in the aftermath of the hurricane is that while we have an online catalog, it lists all of our library materials, what we don't have for any area, is a list of those things that would be most difficult to replace in historical terms. We have books in our state of Puerto Rico collection dating back to the 1500s that might be irreplaceable. One of the things we are talking about is how do we value those? Are those the things we think we need to walk out of library with if we have advanced warning? Again, in the case of a hurricane, we are not even sure if we could walk out and where we would the -- house them. I think that not only having some value for your collection, but thinking in terms of what are those items that are most valuable to this collection? Not just in monetary terms but in historical and add value to your area. What are we going to do about being able to replace those or house them somewhere safely if we have the opportunity?

>> This is Tom. Jane, that's exactly what I'm talking about when I say reverse collection management. The most valuable, not necessarily most expensive, documents I have here are my historical collection of the Florida statutes. They're not available anywhere else. They're not heavily used but they are not replaceable either. Everything else I have, in one form or another, I could probably get somewhere or I could get access to it through a database. But those cannot be replaced. Where the -- gets more difficult, many insurance companies get obstinate. How much should you pay for it? You paid nothing, we will give you nothing. I was shocked about a lady who told me that most insurance companies will not give you any money toward replacement unless you have already tried some form of remediation. But they will not make an evaluation of what is to be remade it -- remediated. They will try to restore the document, and they will give it back to you. Let's say you have 1000 bucks, they may give you back 300 semi usable books and 700 blocks of wood pulp that can only be used to start a fire. But you will still have to pay for the processing for the 700 items, like it or not. And then, they may give you a percentage towards replacing them. It can get very expensive, very quickly doing this. Unfortunately, given the fact that many documents cost 0, you may have hard time -- a hard time negotiating with these insurance companies. What is covered in the insurance policies? You may need to talk to the administration.

>> Thank you Tom. We have two more questions. Are the contracts within the emergency management committee at the state and local level having conversations happening elsewhere. Are they considering working with libraries?

>> My family works in parks and recreation. My sister is also in charge of facilities in our city. I can say that she is not actively working with the library. I think it is up to us to start those conversations and contact them. They may be having them but a lot of times, like the library on campus that got forgotten, it is easy for people to overlook libraries unless they are desperate to get FEMA forms. But, other times,

it's easy to overlook or assume we are the safe spot on campus or the city. When in fact in the case of Puerto Rico, that's not what happened. It's up to us to start those conversations.

>> Melissa, University of Utah, law library. I want to make a plug that especially if your library has these types of materials you're talking about, how rare it is and how important it is. These should be at the top of the list for things that we are trying to digitize so that if the one copy is lost, it is -- the content is preserved.

>> We have a question, Jane, is your administration considering the option of digitizing its insert collection?

>> Easy answer to that is yes we are. We really simply -- recently hired an archivist for our University archives. She and I are in fact in the process of writing a proposal for that process of digitizing the things that are most important. The discussion then becomes were not going to be able to digitize everything. The discussion becomes as a group, we have a meeting planned at the end of May, we will sit down as a staff and start making some of those decisions. It will probably be pretty lively. But I think in the end, we will all wind up with at least a list of these priorities for how we want to begin to digitize things that may get lost. We were lucky in the main library collection. We only had a little water damage and a little mold. Our branch campus in CIBA loss -- lost over half of their collection. No one even considered the storm. The hurricane wasn't supposed to be that strong there. The building is -- has no storm windows. No one considered that would be library with that kind of damage. I think the lesson learned is please don't wait for the disaster. Please start thinking about these things and putting them into disaster plan. Tom makes a valid point. This will take a while when you are dealing with your administration or city government or state government. Please don't wait until it happens. Start thinking about it now.

>> You may not necessarily be on your own with this. I have vague recollections, there are commercial vendors, if they are interested in what you have, they will digitize it for you for the commercial purposes. But they will give you a copy of it. As a way to make sure that your vital documents are retained, remember those options are out there. I am hearing ProQuest, there are organizations out there.

>> Any other questions from the audience or counsel?

>> We do have one that came in. This is from Rachel, other resources about disaster proof storage?

>> Disaster proof storage question? I think it is very interesting. I don't have an answer to that. Does anyone else in the room have that answer? I think it might be something we should look at.

>> This is Jim, disaster proof storage does not a perfect record. Do you have any local art museums? Check with them about what kind of vaults they use for their collections that are not on exhibit. Those kinds of vaults are not only protective, they have the appropriate humidification embedded into the structure. The manufacturers of that kind of equipment probably would be happy to hear from you and offer ideas about what they can do for you.

>> Any last comments from anybody else? Okay, we have reached the end of our questions and the end of our session. We will close out now and we will be back tomorrow at 1:00 p.m. Eastern. Tank you.