



Doc's Prescriptions

Ohio GODORT

MELANIE K. PUTNAM
EDITOR

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FROM THE PRESIDENT

GEORGE BARNUM
CASE WESTERN RESERVE UNIVERSITY

"Delay is preferable to error" — Thomas Jefferson

The weeks just behind us have been filled with events and anxieties for depository librarians. Despite warnings going back several months, most of us were surprised by the gravity and swiftness of the November 18 letter from the Superintendent of Documents asking depositories to rethink format decisions, and informing us of cuts to the program that will have a serious negative effect well beyond the immediate savings to GPO.

After several days of having the letter in our hands and considering its actual meaning, responses began to crowd GOVDOC-L. A volley of letters on behalf of GODORT of Ohio went to Congressman Rose and Senator Ford of the Joint Committee on Printing, Senators Metzenbaum and Glenn, and Congressman Louis Stokes, calling for a delay in the implementation of Mr. Kelley's cuts, and for further study of the situation and possible solutions. I'm hopeful that others in the state sent letters to the congressional delegation, urging them to contact the JCP and call for this hold and cooling-off period.

There are two highly disturbing aspects of the cuts Mr. Kelly has ordered: first, that they come on the heels of years of cutting and represent what I see as a tremendous undervaluation of the Depository Library Program; and second, that the monetary amount of the shortfall is hugely disproportionate to its cost to the program in terms of the collections we all attempt to build for the benefit of our users.

Over the last several years (probably as far back as the first Paperwork Reduction Act) there has been a view of GPO, and government in general, as wasteful and inefficient. GPO's primary business is printing, and I doubt that many of us feel up to the task of evaluating their efficiency in that realm. But this opinion has been extended to the Depository Program as well and has surfaced again in the discussion of Mr. Kelly's cuts. "Too much waste," "too many posters," "too much that isn't useful" are the cries. And from the Congress, the JCP, and even those responsible for the program (from the level of Superintendent of Documents on up) and we have been pitched an attitude that "times are lean, and you have to do more with less."

The point that I've tried to make, both to administrators at my library and to other librarians, is that all of this is a matter of perception. If those responsible for figuring out GPO's piece of the appropriations pie were fully supportive of the program instead of vaguely suspicious of it, (supportive, that is of the program as it is currently laid down in 44 USC Ch. 19, with a very broad, albeit somewhat antiquated definition of what is to be include in the program), we wouldn't have this constant nibbling away of the resources.

Instead, however, we have ever-increasing pressure on GPO from all sides and from within. Agencies are now able to view their information output as a marketable product, the sale of which generate income for their shrinking budgets. Congress pushes for ever more austerity, and we are warned of another 10% cut in appropriations in the FY 1994 cycle. GPO, in turning its management ever more to the methods of the private sector business, looks for more ways to demonstrate a "lean and mean" attitude to its board of directors," the JCP.

HISTORIC FURNISHINGS?

by Jeff Wanser

The National Park Service continues to amaze me, sometimes positively, other times not, with regard to the kinds of publications it produces for public and agency consumption. One series I have always been curious about is the Historic Furnishings Reports (I 29.88/2-2: , Item no. 0624-E-01), a series associated with the previously existing Historic Structure Reports (I 29.88:), and begun in the early 1980's. These publications are not for sale by GPO, and I doubt if they can be obtained easily, either through NPS or its regional offices. They are, however, fascinating documents for scholars of the general public interested in American decorative arts, material culture, historic preservation, museology, or local history.

The purpose of these reports is to document historic furnishings, decorations, and room functions for NPS-owned historic buildings in order to provide an appropriate interpretive context for the sites, and to make recommendations about what objects and treatments would be best for public display. As part of the drive toward authentication in the presentation of historic sites, each report presents documentation on furniture, decoration, wall and floor treatments, lighting systems, personal possessions, clothing, and anything else not specifically structural, as well as evidence of their preferred arrangement within the building. Sources include photographic archives, sketches and drawings, diaries and memoirs, and account books. Building plans are often included, along with an outline of the interpretive objectives for the site, for example, whether it should present the full time range of occupancy or one short but important period in the buildings' existence. It doesn't hurt for NPS to have concentrated on buildings whose furnishings can be well-documented; studies on the homes of Lincoln, Truman, Van Buren, Theodore Roosevelt, Carl Sandburg, Eugene O'Neill, and the Carnegie family have appeared so far. Of the thirty or so reports published, over half are associated with famous people. The rest are an odd mix; lighthouses, ranches, and military-related structures predominate. Most sites date to the late 19th or early 20th centuries, and have some photographic record from which NPS staff can work. Included in many of the reports are histories of the families or individuals (famous or not) associated with the occupation and use of the buildings. The study of Raspberry Island Light Station, for example, provides detailed information about the

lives of the light keeper and his family for the early part of the century. Notes about preservation and maintenance of furnishings and surfaces occur in most reports as well. Appendices contain inventories, either historic or from the time of NPS acquisition, of photographs, correspondence, and other primary source material. The authors of these studies are NPS staffers, and primary consumers would normally be the staff of the historic sites themselves. This can have its drawbacks for the outside reader, because some reports do not provide sufficient introductory material, and must be teamed up with the corresponding historic structure report of site management plan for greater context. A few of these reports are not well written or well organized. In general, they lack the slickness of those publications, like the NPS handbooks, intended for the public. Nevertheless, they can be valuable source material for patrons in a variety of fields.

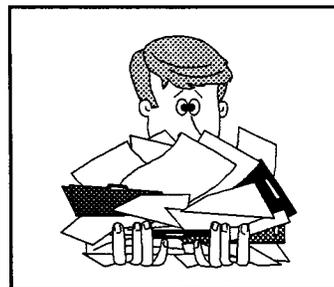
Some of the earliest historic furnishings reports appeared under SuDoc number I 29.2:, and several have been combined with historic structure reports, under I 29.88:. The following list was compiled from a CD-ROM search, combined with reading the shelves.

HISTORIC FURNISHINGS STUDIES

Note: Some titles have been abbreviated

- I 29.2: D 37/3 Study of Furnishings Alternatives: Slateford Farm, Delaware Water Gap National Recreation Area, Pennsylvania
- I 29.2: F77 s/4 Fort Stanwix National Monument, New York
- I 29.2: H62/17 Au Sable Lighthouse, Pictured Rocks National Lakeshore
- I 29.21: H62 Historic Furnishings Plan Synopsis: Building 40, Harpers Ferry National Historical Park, Harpers Ferry, West Virginia
- I 29.88: C83 Historic Structure Report and Furnishing Study, Courthouse and Jail Wing, Historical Data Section, Fort Smith National Historic Site, Fort Smith, Arkansas

- I 29.88/2-2: An8 The Ainsley Wilcox House and Its Furnishings: Theodore Roosevelt Inaugural National Historic Site, Buffalo, N.Y.
- I 29.88/2-2: C 19 Main House and Swedish House at Carl Sandburg Home National Historic Site, Flat Rock, North Carolina
- I 29.88/2-2: C44 Furnishings at Faraway: Faraway Ranch, Chiricahua National Monument, Arizona
- I 29.88/2-2: C54 Clara Barton House, Clara Barton National Historic Site, Maryland
- I 29.88/2-2: E1 2 Val-Kill: Eleanor Roosevelt National Historic Site, Hyde Park, New York
- I 29.88/2-2: Eu3 Eugene O'Neill National Historic Site, California
- I 29.88/2-2: F75 The Fordyce Bathhouse, Hot Springs National Park, Arkansas
- I 29.88/2-2: F77 c Fort Christiansvaern: Christiansted National Historic Site, Christiansted, Virgin Islands
- I 29.88/2-2: F77 1 Enlisted Men's Barracks and Post Hospital, HS-2, Fort Larned National Historic Site, Kansas
- I 29.88/2-2: G 76 Ranch House (HS-1) Bunkhouse (HS-2), Grant-Kohrs Ranch National Historic Site, Deer Lodge, Montana
- I 29.88/2-2: H24 Harry S. Truman Home, Harry S. Truman National Historic Site, Missouri
- I 29.88/2-2: L63 Lincoln Home, Lincoln National Historic Site, Illinois
- I 29.88/2-2: M36 Lindenwald: Martin Van Buren National Historic Site, Kinderhook, New York
- I 29.88/2-2: M45 McClintock House, First Wesleyan Methodist Church and Stanton House: Women's Rights National Historic Park, Seneca Falls, New York
- I 29.88/2-2: M66 The Wayside, Minute Man National Historical Park, Concord, Massachusetts
- I 29.88/2-2: P44 Grant's Cabin, City Point Unit, Petersburg National Battlefield, Virginia
- I 29.88/2-2 P73 Plum Orchard: Cumberland Island National Seashore, St. Marys, Georgia
- I 29.88/2-2: P75 Point Loma Lighthouse: Cabrillo National Monument, San Diego California
- I 29.88/2-2: P84 Post Hospital, HS-2, New Commissary, HS-4,...Fort Larned National Historic Site, Kansas
- I 29.88/2-2: R 18 Raspberry Island Light Station: Apostle Islands National Lakeshore, Bayfield, Wisconsin
- I 29.88/2-2: Sa 1/v.1-2 Sagamore Hill, Sagamore Hill National Historic Site, Oyster Bay, New York
- I 29.88/2-2: Sco8 Scotty's Castle: An Interior History of Death Valley Ranch, Death Valley National Monument, California/Nevada
- I 29.88/2-2: Si8 Russian Bishop's House, Sitka National Historical Park, Sitka, Alaska
- I 29.88/2-2: V94 Kettle Falls Hotel, Voyageurs National Park, International Falls, Minnesota
- I 29.88/2-2: W27 Washington's Headquarters, Valley Forge National Historical Park



The body is 94 pages, not including the table of contents, index, directory and cover. The distribution method was discussed. The final product will be over 100 pages and will cost extra to mail. Mary suggested floppy disk distribution or paper for the ones who need paper. The directory can be downloaded onto either double density or high density disk, in Wordperfect 5.1 or ASCII. Coleen Parmer motioned to make the directory available to Ohio GODORT members on either 3.5 or 5.25 DOS formatted floppy disks to be mailed to Mary for downloading. Mary will then mail them back. Others requesting paper format could contact Mary Prophet. Nani Ball offered a friendly amendment: requests for the survey on disk should include a self-addressed stamped envelope. The final motion was to make the GODORT Survey available to Ohio GODORT members by sending a self-addressed stamped envelope and a DOS formatted floppy disk (3.5 or 5.25) to Mary Prophet, who will copy the survey onto the disk and mail it back in the stamped envelope provided. Those members preferring paper copy can send a request to Mary, who will treat it as an interlibrary loan request. The motion was approved by a voice vote.

Rosemary Harrick, Chair of the Union List Committee, reported on the few remaining directories. Anyone wishing extra copies can request them from Rosemary and she will invoice them. Coleen Parmer asked about requests after copies are gone. Rosemary answered that Kent State University cannot make another run and it will cost too much to photocopy to fill orders. She mentioned that other libraries can make copies and that the directory is not copyrighted. George Barnum requested that a copy of each region of the directory be sent to the GODORT archive at Kent State University. George and the Executive Board suggested that any discussion of revisions be put off for a year, which will postpone the project until the Fall of 1993.

Melanie Putnam reported on the Open Government Task Force. The Task Force is divided into three groups: Records Retention, Records Access and Open Meetings. Melanie is still receiving copies of the minutes from Records Retention and Records Access. She will summarize and publish their activities in future issues of Doc's Prescriptions. Clyde Hordusky added additional comments.

Old Business

George gave an update on WINDO/GATEWAY bills. Basically the legislation is dead. These bills never made it to

the floor of Congress for a vote before the 102nd Congress adjourned.

George also reported on the Rare and Valuable Documents Packet. It is completed. Jim Walsh, from the Joint Committee on Government Documents as Rare Books, solicited pledges for reproduction. It will be sent to GPO to be distributed in the depository boxes.

New Business

Volunteers to host the Spring Meeting were solicited. It should be in the Columbus area. Mary Prophet, from Denison University, offered to have it there.

A Nominating Committee was called for to produce candidates for Program Chair Elect. Everon Collins, From Bowling Green State University, volunteered. Another person is still needed.

George Barnum reviewed the OhioLINK/Innovative Interfaces, Inc. (III) meeting of August 28, 1992 in Columbus. The majority of the libraries getting the Innovative system sent representatives. Everyone there that day agreed to the proposal of setting up a "Task Force" from GODORT, that will include OhioLINK libraries and anyone using the III system. George requested a motion to establish this group. Coleen Parmer moved that a Government Document Task Force or some interest group, be formed to include member of Ohio GODORT to represent OhioLINK and III sites; exact title and charge to be determined at a later time. Cynthia Hall, Port Public, seconded the motion. Discussion followed. Ellen Conrad invited everyone to the College of Wooster on Friday, November 13, 1992 to see their III system up and running. There was a conflict with the OhioLINK Government Document Subcommittee which had a meeting scheduled the same day. Lynn Lenart, from the OhioLINK subcommittee offered to contact the chair of the Subcommittee to get the meeting date changed so that the three librarians serving on the subcommittee could attend the Wooster demonstration. A vote was called for to form the Task Force and it passed by voice vote.

Nani Ball, Chair of the Membership Committee, gave a report on the committee's activities. Coleen has the new brochures and volunteered to make copies available at ALAO.

George called for a motion to end the meeting. Beverly Gage motioned and Jeff Wanser seconded it. The meeting was adjourned.

Respectfully submitted,

Lynn Lenart

Secretary/Treasurer



Melanie Putnam
OSU College of Law Library
1659 N. High St.
Columbus, Ohio 43210

The deadline for submissions will be May 1, 1993. Be creative and write about your favorite documents, or areas of interest that pop up in reference work, or tips and tricks of the trade. I know there are many of you out there that have ideas. Don't be shy. Submit materials on disk (3.5 or 5.25) in Wordperfect (5.0) if possible.

REMINDERS

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Send those floppy disks or 3.5 diskettes to Mary Prophet if you are interested in receiving the Union List Survey. Her address is:

Mary Prophet
Documents, Library
Denison University
Granville, Ohio 43023
Phone: (614)-587-6512
E-Mail: Bitnet: PROPHET@DENISON
Internet: PROPHET@CC.DENISON.EDU

GODORT of Ohio/Michigan GODORT/INDIGO
Fall Meeting, October 23, 1992
University of Toledo

Summary Report on Talk Table 2:
CD-ROM Policies and Practices

Time is running out to register for the Federal Depository Conference on April 21-23, 1993 in Washington, D.C. The registration form appears again in Vol. 14 no. 4 of the Feb. 20, 1993 Administrative Notes. The deadline to register has been extended to Mar. 31, 1993. Finding a room will be the most difficult part as most hotels are booked to the gills due to the Gay Pride March that occurs on April 25 with many related events during the week.

Discussion leaders were Nani Ball (Miami University-Middletown), Doug Clore (Benton Harbor Michigan Public Library), and Marianne Mason (Indiana University School of Law Library). George Barnum (Case Western Reserve) acted as host.

The long awaited Claims Core List has been published in Administrative Notes, v. 14 no. 5, Feb. 28, 1993. It appeared on GOVDOC-L first. Suggestions for revising the Core List should be sent to:

Core List
Chief, Administrative Support Group
Stop L
U.S. Government Printing Office
Washington, D.C. 20401

Each presenter described his or her library and CD-ROM set-up. Nani Ball represented a regional university campus in a small city. They have been a U.S. depository since 1970 and select several CD-ROMs. One workstation with a Pioneer changer is dedicated to government CD-ROMs. Nani is working on menu system.

Submission of materials for the next issue of Docs Prescriptions can be made to the editor at the following address:

Doug Clore represented a public library. He obtained an LSCA technology grant for a CD-ROM station. His station consists of a Pioneer changer, a 386 IBM-compatible computer, DOS 5.0, Windows, a Panasonic wide carriage printer, and a 9600 fax modem with its own telephone line. Doug wrote a menu and instructions and has been developing procedures and policies as needed. The CD's loaded on his station at present are STF1A for Michigan, TRI, NTDB, and OSHA. The station is housed in a rolltop unit that can be closed and locked when not in use. It is kept near the reference desk and the key is given out from the reference desk. This is done to protect the unit from children and vandalism. He also purchased block group/tract maps for 3 counties in

his area and these are kept nearby. Doug experimented with printing, trying to judge what people would be most likely to print. He settled on allowing 10 free pages per person per day which has worked well. He made a policy decision not to offer specialized software such as dBase.

Marianne Mason represented a law library that is a 25% selective depository. They select Census CD-ROMs. They had the TRI at one time, but found it was too cumbersome and not used. They also have the Congressional Record CD for 1985, but never use it since it does not work well and they have access to the full text through Lexis and WestLaw. The library has 1 workstation (with no changer) for all CD-ROMs. A menu system is used. All CDs are kept at the Circulation desk. People request discs at the desk, but no ID's are required. A binder with a 1-2 page abstract and instructions accompanies each CD. The law library does not offer dBase. dBase is available at the main library, however, for use with government CDs. There is little demand for this at the law library. Printing is not limited in any way.

After the initial presentations, the group followed up with questions and discussed issues. Some of the key discussion areas are summarized below.

1. Level of assistance provided for CDs.

Most of those commenting did not provide sophisticated software and expertise. One library commented that dBase is available (along with a manual), but in depth assistance is not provided. Another library said assistance was provided for the more accessible CDs and programs, but not for dBase. Some felt that libraries should be providing full assistance to make these materials completely accessible to the public. Frustration was expressed with the large number of products, lack of standardization, lack of training opportunities, lack of institutional support, and lack of equipment.

The use of Extract was discussed. One librarian reported that they do use Extract and assist patrons with it and that it is easier than dBase. The documentation is poor, but a good tutorial called "Ex-Tutor" is available from the Census Bulletin Board. Another library refers people to their nearby State Data Center for Extract. Other libraries reported they are not using it.

Members of the group suggested that it was important to let government agencies know

what we need. Call the telephone numbers provided with the CDs. Many agencies are very helpful and find hearing from their customers useful. Perhaps this will lead to improved products.

2. Circulation.

One library described its circulation procedure for CDs and floppies. Distribution copies are available at the Circulation desk. Backups of all floppies are made and when they are returned they are checked for viruses, reformatted, and recopied.

3. Housing/Security.

A couple libraries reported housing CDs in open stacks with no problems. Others were concerned about theft and the possible difficulty of replacing a lost CD. Concerns about having equipment in an open area were raised, but others felt locking equipment up discouraged access.

The question of patrons using their own floppies to download data was raised. Some didn't think it was a problem. One library kept extra floppies on hand for people to use. Patrons generally return them later and they are rechecked and reformatted.

4. Instructional Materials.

The difficulty of preparing instructional materials for large CD collections was raised. There is a need for librarians to collaborate and share instructional materials.

Jean Sears
Miami University



Summary Report on Talk Table 3
Interesting and useful state documents

Ohio

Discussion leaders were Andrea Singer (Indiana University), Carole Collard (Library of Michigan) and Coleen Parmer (Bowling Green). The Indiana and Michigan presentations included many hard copy examples of the documents which they thought were most unique. The documents were passed around the table and much enjoyed by the individuals present at the session.

The Ohio presentation centered on the State document depository system and how it works. Many documents were shown and discussed in this short period. What follows are highlights of the numerous documents described during this presentation.

Indiana

Indiana Telephone Directory (not free)

Indiana Checklist (Anyone can be put on the mailing list)

State Data Center generates census information

- EDIN is their dial up service
- press releases on census data can be obtained from this center

Indiananet - legislative system that has been around for some time

Tourism industry generates many free and colorful publications

Michigan

Michigan Docs - the state of Michigan's new publication listing state documents

Michigan State Data Center Directory - a publication about the services of the Michigan State Data Center, an affiliate of the State Library

Michigan Cemetery Atlas - detailed locations of all cemeteries in the state

Directory of Michigan Libraries

The Michigan Legislative Telephone Directory

Genealogical Research Packet

Acquiring Michigan and U.S. Government Publications - a new publication issued in 1992

Traveling through Time: a Guide to Michigan's Historical Markers

Michigan Health Statistics

Note: The University of Toledo has been designated a depository for Michigan state documents.

Overview of Ohio's state depository system:

The depository system originated in 1957 as stated in Ohio Revised Code §149. There are 31 depositories across the state. There is also a reciprocal agreement for our state to send documents to 28 depositories outside the state of Ohio. Ohio law requires copies to be sent to certain libraries, including the Library of Congress. There is no penalty for non-compliance if a document is not sent by a state agency to the depository libraries. It is easier to obtain Ohio documents by being on a mailing list than it is to be a designated depository.

Judith Hulk devised a classification system for Ohio documents in 1964. It has been revised several times. It is based on the SuDoc Classification system. A manual has been issued in looseleaf form listing the classification system. State documents are cataloged on OCLC.

Coleen provided a handout listing useful and important Ohio government documents.

Ohio agencies have good directories which have hidden pockets of statistics. Annual reports also have this kind of data.

A comparison of documents issued per month by state:

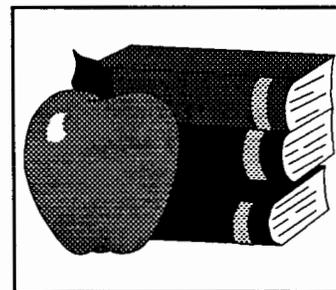
Michigan — 40 documents per month

Indiana — 20 documents per month

Ohio — 25 - 45 documents per month

Melanie Putnam

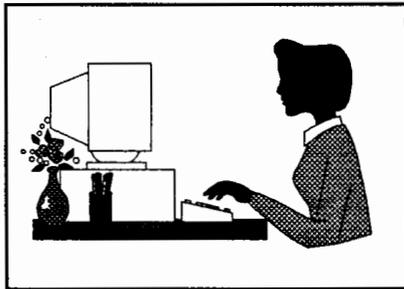
Ohio State Law Library



NEWS FROM AROUND THE STATE

Rosemary Harrick reports that Kent State University recently acquired the Index to Foreign Broadcast Information Service (FBIS Daily Reports) on CD-ROM. FBIS is a news monitoring service that offers translations of news, commentaries, and government statements from foreign news media and periodicals. The new CD-ROM, which indexes the Daily Reports back to 1983, is updated monthly and provides the information needed to find the full-text documents and microfiche.

The purchase of FBIS would not have been possible without the cooperation of several campus academic departments. Those departments agreed to use a portion of the library materials budget allocated to them to support the subscription to FBIS.



Paul Fehrmann, Librarian in the Reference Dept. at Kent State has put together A Guide to Finding Census Information at Kent State University. Copies may be obtained by sending an addressed mailing label to:

Paul Fehrmann, Reference Dept.
Libraries and Media Services
Kent State University
Kent Ohio 44242.

Paul Fehrman provides this description of the Guide to Finding Census Information at Kent State University:

At Kent State University one approach to providing assistance with the Population and Housing publications is the four (4) page guide which can be used to help with:

1. Identifying which of the paper or CD-ROM products held at Kent might have tables with relevant data.
2. Finding the KSU Libraries location of the desired paper report series or the CD-ROM.
3. Finding the "Tables Finding Guide", and thus the actual table in the paper product selected.

The guide provides assistance with the following features:

1. Steps in the guide tell how to use the guide itself.
2. User is asked to match the subject and geographic areas ideas they have in mind for research to the subject and geographic areas found in the guide.
3. The guide then indicates the call number of the series which is likely to have tables of data matching user's ideas. The call number provides the location of the material at KSU. Names of CD-ROM databases at KSU are also next to the call no.
4. If a paper report is chosen (instead of CD-ROM), the "Tables Finding Guide" helps to refine table selection.
5. Finally, for any reports used, the guide also tells the user where they can locate related census area maps, subject definitions, geographic area definitions, and copies of actual surveys used.

