



Docs Prescriptions

The Newsletter of the Government Documents Round Table of Ohio

Issue 88

Spring 2018

From the Chair

Greetings to all!

This is an unusually busy Spring, so I'll just say that I hope to see you on Friday, May 4, 2018 at the State Library for the Spring GODORT of Ohio meeting.

Carol Ottolenghi
Office of Attorney General Mike DeWine

From the Editor's Desk

I hope you all enjoy this issue of Docs Prescriptions! Mary Ann Ries and Sarah Dobransky have both written interesting articles for this issue. I've added images of some fun WPA posters that I came across for my bulletin boards last month.

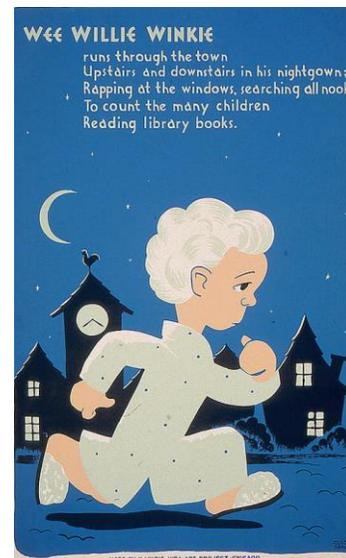
How many of you have the opportunity to make displays, whether on bulletin boards or on shelving or in a formal display unit? I have two bulletin boards in a great location, right across from the restrooms, so they get plenty of traffic. I try to change them every month. Last month I used both bulletin boards for small reproductions of WPA posters about books and libraries, to coincide with National Library Week. My favorite WPA poster about books and libraries features the verse:

"Wee Willie Winkie runs through the town
Upstairs and downstairs in his nightgown;
Rapping at the windows, searching all nooks
To count the many children
Reading library books!

Now I just have to come up with good ideas for my May bulletin boards!

I hope to see you all at the Spring meeting!

Carol A. Singer
Bowling Green State University





Government Documents Roundtable of Ohio Fall 2017 Minutes

In attendance:

Sarah Dobransky, Roger Kosson, Kirstin Krumsee, Carol Ottolenghi, SaraJean Petite, Allen Reichert, Mary Ann Reis, Ella Shurr.

Program

Part 1: FDLP Meeting Discussion

The GPO Director asked the Depository Library Council for recommendations for changes to Title 44, Chapter 19. Some of the proposed changes included:

- Eliminating the requirement that depository libraries have 10K books in their collections
- Allowing selective depositories without regional depositories to weed
- Allowing regional depositories to serve selective depositories outside of their states
- Giving GPO grant-making authority for projects such as digitization of collections.

On October 31, 2017, the GPO Director resigned. The Depository community is concerned about what this means for the future of government information.

GODORT of Ohio is moving towards an advocacy role

- Kirsten Krumsee will distribute the bill to Ohio Libraries when it is released.
- Sarah Dobransky is collecting information about the impact government documents have on the public. She would like GODORT of Ohio members to send her information about how patrons use this information.
- Carol Ottolenghi is seeking a co-author for an article for AALL Spectrum.
- Academic Librarians should talk to faculty at their institutions.
- Those with contacts in veterans affairs, public welfare, and immigration advocacy should make the contacts aware of the importance of government information.

Part 2: Ohio Q&A

Mary Ann asked about disaster planning. Kirsten said that Ohio is one of the few states that is not in a high-risk disaster zone, and SLO is sending duplicate materials to help hurricane-affected libraries rebuild their collections.

Kirsten said that FDLP Exchange will help when it goes live, and Ohio will be participating, but GPO is still in the process of finding a host for FDLP Exchange.

Until FDLP Exchange goes live, Ohio libraries should continue to use the current Needs and Offers disposal procedures. Kirsten said that the State Library is looking for materials with library bindings, so libraries disposing of library-bound materials should let her know. SLO also wants WPA and War Department material.

FDLP is looking for preservation stewards. Sarah said that Cleveland Public Library would like to digitize War Department materials.

Carol Ottolenghi distributed CD-ROMs containing PDFs of the Ohio Oil and Gas Commission Appeals, numbers 1 to 940. Her office scanned these materials because they are difficult to obtain and they wanted these materials to be publicly available. Libraries are encouraged to mount these on servers and make them available. Kirsten said the State Library would perform original cataloging. Sarah said that Cleveland Public Library might be willing to host.

Part 3: Using Government Documents to Enhance your NHD Search

Sarah Dobransky gave the group a helpful and interesting program about how students preparing for National History Day could use government information. Sarah's Powerpoint is available [here](#).

Business Meeting

SaraJean Petite presented the minutes from the Spring 2017 meeting. The minutes were approved. SaraJean said that the current balance in the organization's account was \$3658.00. This included a \$160 deposit for spring dues and a \$120 withdrawal for lunch at the spring meeting.

There were several motions to adjourn and the meeting was adjourned.

Looking for more information about GODORT of Ohio?

See the GODORT of Ohio Blog

<http://ohiogodort.org/>



Government Documents Roundtable of Ohio Fall 2017 Meeting Minutes Treasurer's Report

The Treasurer's Report will be available at the Spring Meeting, May 4, 2018.

News from the State Library

By Kirstin Krumsee, State Library of Ohio



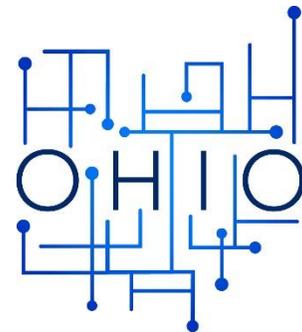
In January the State Library of Ohio published its Annual Report for Calendar Year 2017. The report highlights a few of the State Library's programs and events, usage, and financial picture. [Click here](#) to view the report.



The State Library of Ohio is pleased to announce the launch of the [Ohio Digital Network](#). Over 90,000 new materials from Ohio Digital Network are now discoverable in Digital Public Library of America (DPLA). Led by the State Library of Ohio and in partnership with Ohio Library and Information Network (OhioLINK), Ohio Public Library Information Network (OPLIN), and Ohio History Connection, the Ohio Digital Network builds on strong digital collection efforts across the state including Ohio Memory and the Ohio Digitization Hubs project. The State Library is one of the eleven Ohio libraries and cultural institutions members with collections in the initial launch of the Ohio Digital Network. As a part of DPLA, students and teachers, researchers, and history buffs can now explore all of these rich collections from across the state in one place alongside millions of resources from the growing DPLA network of partners.

The collections shared by members of the Ohio Digital Network represent stories that are both unique to Ohioans and part of our shared national story. Materials such as the Fishes of the Great Lakes poster, wartime propaganda posters and oral histories about the May 4, 1970 Kent State shooting shed light on turning point moments in twentieth century history.

Collections such as Kenyon College's Latino-American experiences in rural Knox County and Ohio's LGBT communities from the Ohio History Connection, represent the lives, work, and relationships of local Ohioans, and ensure that the stories, voices, and experiences of these communities are captured as part of our national heritage. Ohio Digital Network also brings unique materials for gaming (old school, that is) and ornithology enthusiasts too—the Cleveland Public Library's collection on the history of



DIGITAL NETWORK

chess and checkers and John James Audubon's beautiful bird illustrations from the Public Library of Cincinnati and Hamilton County are not to be missed.

The State Library of Ohio's federal and state documents collections add to the vast selection of government posters, reports, maps, and other documents in DPLA. The Fishes of the Great Lakes illustrates 52 species which have been important in the food and recreational fisheries or have had special ecologic significance in the 20th century.

The Public Library of Cincinnati and Hamilton County's World War II poster collection joins a rich body of wartime posters in DPLA. One of the strengths of this collection is its international posters, like the Come Into the Factories poster designed to recruit women for factory work. The poster was published in London during World War II.

Happy Anniversary!

10th (Became a Federal Depository in 2008)
Kent State University, Tuscarawas Campus Library

40th (Became a Federal Depository in 1978)
Cleveland State University, Cleveland-Marshall College of Law Library
University of Cincinnati, Robert S. Marx Law Library
University of Akron, School of Law Library

45th (Became a Federal Depository in 1973)
Supreme Court of Ohio, Law Library

50th (Became a Federal Depository in 1968)
Capital University

55th (Became a Federal Depository in 1963)
University of Toledo
University of Akron

80th (Became a Federal Depository in 1938)
Ashland University

85th (Became a Federal Depository in 1933)
Bowling Green State University

95th (Became a Federal Depository in 1923)
Public Library of Youngstown and Mahoning County

105th (Became a Federal Depository in 1913)
Case Western Research University

130th (Became a Federal Depository in 1888)
University of Mount Union

145th (Became a Federal Depository in 1873)
Kenyon College

MONEY SMART WEEK[®]

APRIL 21-28, 2018



Money Smart Week

Sarah Dobransky, Cleveland Public Library

As much as we would love it to be true, not every student, staff member, or patron that walks through our library has a great understanding of personal finances. Money is not a topic that is often discussed on a personal level. Sure, student loans and car payments are common topics, but rarely do we delve into payment strategies, interest rates, and debt-reduction techniques. Money Smart Week aims to do just that. For one week in April, usually the last, we focus on conversation a little deeper, giving finances the spotlight it deserves.

Libraries across the nation host special speakers, hold financial literacy classes, and put on programs for audiences of all ages. The American Library Association points out that libraries are the perfect venue for literacy programming, “Our nation’s librarians and library workers are trained in offering unbiased sources of information that guide us in making sound fiscal choices” (American Library Association, 2018). Government Documents Librarians are in the perfect position to suggest speakers, topics, or even put on a program of their own. There is a plethora of federal resources aimed at financial literacy from a variety of agencies. Academic libraries can offer students information from the Department of Education on loan information and student debt. The Federal Trade Commission has resources on credit cards, basic budgeting, travel tips and more. But students aren’t the only ones on campus who could benefit from a finance program. Faculty and staff getting ready to retire are a potential audience for presentations on 401(k) programs, managing someone else’s money (especially for those caring for elder parents), and more. Public and school libraries can work with teachers to have students learn about budgeting, wants vs. needs, and the importance of saving. The program possibilities are endless!

One of the best perks of hosting a Money Smart Week event is the support. If your library is on a tight budget, you can lean on the national partners and even the Money Smart Week website for FREE resources. Webinars are available throughout the year to help with planning ideas, there are free handouts that can be ordered online to advertise, and the website offers a media kit for websites, marketing, and even customizable flyers to get your event handouts looking professional. You can register your event on the national website to create a registration page to send to patrons, students, and staff. If you are not sure where to start, you can always find a partnering library to bounce off a few ideas. And don’t forget to call upon your banks and credit card companies. Many of

the larger institutions are Money Smart Week partners and may have speakers or financial coaches who can help you out. If you don't feel comfortable posing as a financial expert, there are Certified Financial Advisors that you can contact through the CFP Board or Financial Planners Association.

Another great resource is the Consumer Financial Protection Bureau. In addition to being a national sponsor of Money Smart Week, the CFPB website is full of FREE resources specifically for libraries. They offer free webinars that can be shown to large groups, a Community Partnership Guide for Libraries to find financial partners in their neighborhoods for financial education, and TONS of free handouts. They cover just about everything under the sun when it comes to finances, but if you are looking for something specific you can find it in one of these groups in their practitioner resources: adults, economically vulnerable consumers, older adults & their families, service members & veterans, students & student loan borrowers, and youth. Handouts come in large quantities in multiple languages and can be ordered throughout the year. Displays practically create themselves!

If you are looking for financial literacy resources for children, there are a surprising amount of federal agency materials and tools available. The FTC has computer games (yes, GAMES) for a variety of ages, including You Are Here and Admongo, where students learn about targeted marketing practices. Even though these games are geared for kids, they can still teach adults a thing or two about the pitfalls of constant advertising. The Federal Reserve Bank of Cleveland also has resources for students; games like Escape from Barter Island and e-books like Money Innovations can be found on their Learning Center Website. These games are also a fun "study break" resource for finals week.

If you are considering adding some spring programming to your library, consider holding a Money Smart Week event.

Resources:

Federal Reserve Bank of Cleveland Learning Center (for students)

<https://www.clevelandfed.org/en/learningcenter/learn.aspx>

Federal Trade Commission Videos and Media

<https://www.consumer.ftc.gov/media>

Admongo

<https://www.consumer.ftc.gov/admongo/>

Consumer Financial Protection Bureau Handouts

<https://pueblo.gpo.gov/CFPBPubs/CFPBPubs.php>

Community Partnership guidebook for Libraries: How Libraries can Build Relationships to Create Financial Education Programs for their Communities, Consumer Financial Protection Bureau, June 2014

https://files.consumerfinance.gov/f/201406_cfpb_partner-guidebook.pdf

Money Smart Week

<https://www.moneysmartweek.org/>

Money Smart Week Promotional Materials

<https://www.moneysmartweek.org/newsroom#promotional>

Consumer Financial Protection Bureau Library Resources:

<https://www.consumerfinance.gov/practitioner-resources/library-resources/>

“Money and Credit”, Federal Trade Commission

<https://www.consumer.ftc.gov/topics/money-credit>

CFP Board

<https://www.cfp.net/>

FPA Ohio

http://www.fpacentralohio.org/aws/FPA/pt/sp/home_page

American Library Association. (2018, March 27). Libraries offer a wealth of personal finance programs during Money Smart Week®, April 21 - 28, 2018 [Press release]. Retrieved from <http://www.ala.org/news/press-releases/2018/03/libraries-offer-wealth-personal-finance-programs-during-money-smart-week>

Do you know your Congressional representative?

If not, use the links on USA.gov's page for contacting elected officials:

<http://www.usa.gov/Contact/Elected.shtml>

Contact your representative's office and introduce yourself.

Make him/her aware of the valuable services your depository can provide to his/her constituents!

One Heaping Spoonful of Sugar Needed

By Mary Ann Ries, Ohio State University

Every month more or less like clockwork, the GPO makes available a list of new electronic titles from which I can select for addition to my library's holdings. I must confess that when these lists magically (okay electronically) appear, I am like a kid in a candy store or is that a biblioholic in a bookstore. So many possibilities. Eight hundred titles or more a month. Oh me, oh my. I cannot help it, I find myself dipping into the contents of these gems. Granted some are very mundane, and frankly rather boring, while others, like the documents provided by the University of Florida pertaining to the Canal Zone, are an interesting glimpse in history as it was being made. Still others only a researcher would love or understand, but every so often, a document will resonate down through the years.

Lieutenant General Jack Merritt in 1983 wrote just such a piece - *Fort Leavenworth Philosophy*. In it, he lays out a philosophy of conduct for the officers and soldiers at the U.S. Army Combined Arms Center at Fort Leavenworth. What struck me was how applicable his precepts were to us as Government Documents Librarians.



- **Integrity is Nonnegotiable**
Integrity is an essential core value. A person to the best of their knowledge provides honest, complete and truthful information. In this day and age of “fake news” and rampant gossip on the net, government documents librarians, and for that matter all librarians, are one of the last bastions as providers of the TRUTH. Every working day we must strive to provide access to the most comprehensive and balanced information possible to meet our patron's needs.
- **Don't do Dumb Things Because of Orders from “They”**
Be proactive, not a blind follower. Many of us wear two or more hats at our respective institutions, any of which could consume 110% of our time if we are not adept at juggling. Even the best of supervisors occasionally topple the apple cart. Communication is key, when conflicts or unrealistic expectations are leveled. Speak up.
- **Set High Standards and Enforce Them**
Norman Vincent Peale said, “Shoot for the moon...” Set high standards. Adhere to them. Good is not good enough. Just make sure that the standards we are setting are going to achieve our goal of providing the best and the timeliest service to our end users. Our patrons are depending on us to provide exceptional service.

- **The Chain of Command is Primary. Use It**
 The chain of command is not just administration issuing edicts. It is also about owning our jobs. Taking responsibility for our work. Being there for our staff, if we are lucky enough to have them.
 Being clear and concise about who does what. This might be as simple or as complex as having an up-to-date organizational chart or documentation for handling government documents.
- **Nobody has a Corner on Anything**
 Government Documents is not a fiefdom. While as government documents librarians, we tend to think government documents are VERY IMPORTANT, all aspects of librarianship are essential. That our way of handling our collections is the only way. Learn from others. Others might have a better or new way of handling a task or situation. It should never be an “us against them” situation. Teamwork is essential.
- **Look for a Better Way. Always Consider the Long Term. Challenge the Assertion.**
 Just because in the past ‘x’ was done ‘y’ way, does not mean that it cannot be improved. We, as government documents librarians, actively need to look for new and smarter ways to do our jobs. Constantly review what we are doing and why. Change can be our friend.
- **Get the Job Done First then Tidy Up the Battlefield Later**
 At the same time that we are looking for new better ways to do our job, do not lose sight of the day-to-day aspects of the job. Get it done. Then plan for the future.
- **Be Sensitive to and Intolerant of Misuse of People**
 It seems that every time, one turns around some form of intolerance is in the news of late. Compromise seems to have gone out the window. Everyone has biases, the key point is to know what your own blind spots are and work around them.
 As information providers, while being sensitive to our patron’s viewpoints, we also have a duty to provide and broaden their perception of the world. We need to be cognizant of the innate bias of information we are providing, and attempt to give patrons a balanced picture or at the very least point out the fine print for each source provided.
 You and your staff do not have time for busy work; there is more than enough tasks to fill the workday and then some. Look closely at what you are doing and why. Do not waste people’s time. Everyone is busy, and more than likely juggling multiple demands on their time just as you are.

- **Admit Mistakes**
Fixing a problem is more important than assigning blame. Change a procedure, etc. so that that problem does not occur again. The goal is providing a quality product.
- **All Acts are Rewarded or Corrected as Appropriate**
Being a supervisor is not about cutting down your staff, but to raising them up. Praise what is good, and redirect incorrect behaviors in a positive way. It is all too easy to cast stones. It is much harder to build a house. However, by building that house, you allow your staff to achieve their full potential. A win-win for all.
- **Keep Your Perspective and Sense of Humor. Work Friendly**
Our jobs as government document librarians are important and demanding. It is all too easy to be caught up the day-to-day minutia, and lose our sense of perspective. Remember that we became librarians because it is the best job in the world. Have fun. Balance your work life with your home life. Do not automatically assign ill intent to other's actions when they affect your job. It is just as easy to be positive as it is to be negative. Consciously and habitually, choose to be friendly and positive. Life/work is always going to throw you curve balls; keep your perspective positive and your sense of humor on tap.
- **Teamwork is the Combined Arms Center's Most Important Attribute.**
Only the name has changed. Remember you are part of a team. First at your institution, then as a member of the depository library community. Your hard work makes a difference to your institution, the program and your patrons. However, remember you are a part of team, and others' contributions are just as important to the whole organization.

Lieutenant General Merritt's 1983 precepts were applicable then and are still relevant today, thirty-five years after he laid them out. We, as government documents librarians, need only change the "person" to us and act accordingly.

Bibliography

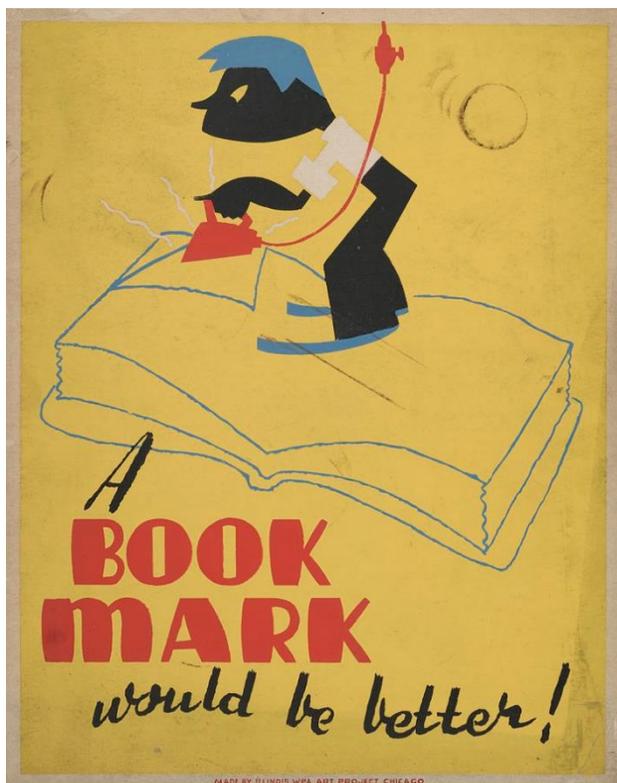
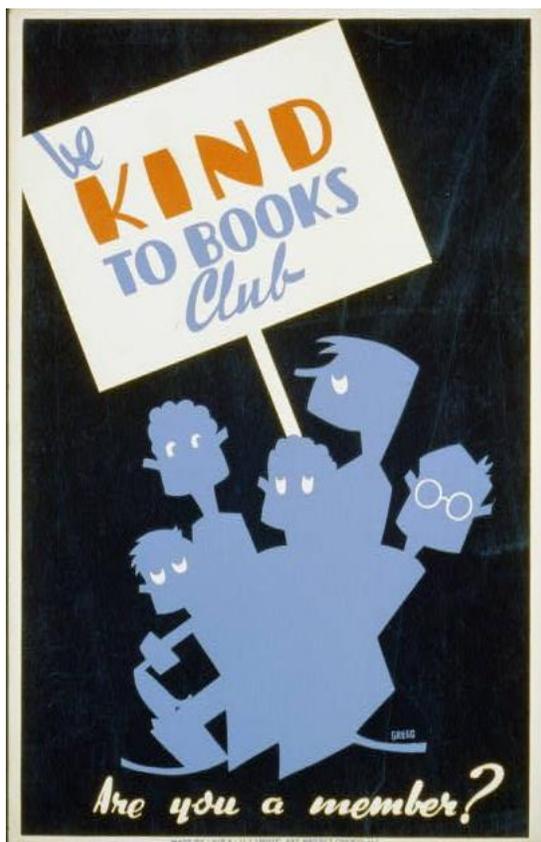
Fort Leavenworth Philosophy. Jack N. Merritt. Fort Leavenworth, Kansas: U.S. Army Combined Arms Center and Fort Leavenworth, February 4, 1983.
<https://permanent.access.gpo.gov/gpo89531/FtLeavenworth_Philosophy.pdf>

Are You a Member of the Be Kind to Books Club?

By Carol A. Singer, Bowling Green State University

The Works Project Administration paid artists to make posters on many topics. Among them was the series that promoted the Be Kind to Books Club, designed by Arlington Gregg for the Illinois W.P.A. Project. For more WPA posters, see the wonderful collection on the Library of Congress web site at:

<http://www.loc.gov/pictures/collection/wpapos/>





Docs Prescriptions

The Newsletter of the Government Documents Roundtable of Ohio

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**Government Documents Round Table of Ohio
Spring Meeting – May 4, 2018
State Library of Ohio (Columbus, Ohio)**

AGENDA

9:30-10:00 a.m.

Welcome and Refreshments

10:00 a.m. – 12:00 p.m.

Programs:

10:00-10:30 a.m. Data Lovers 101: Lynnette Cook, Thought Well Columbus, Ohio

10:30-11:00 a.m. Discussion on Data and government resources: everyone

11:00-11:30 a.m. Fugitive documents and the Forest Service: Carol Singer

11:30 p.m. – 12:00 p.m. Update on DLC meeting and upcoming FDLP legislation: Kirstin Krumsee

12:00 – 1:00 p.m.

Lunch

Free lunch will be offered to all participants.

Please RSVP to Sarah Dobransky at sarah.dobransky@cpl.org by Wednesday, May2.

1:00 – 2:30 pm

Business Meeting

Members please note: Membership renewal takes place at the spring meeting. An annual membership is \$20.

For meeting information contact Carol Ottolenghi
(carol.ottolenghi@ohioattorneygeneral.gov).

Directions

The State Library of Ohio is located at [274 East First Avenue in Columbus](#). The building is in the Jeffrey Mining Corporate Center along the north side of East First Avenue. The parking lot and entrance are on the west side of the building. Parking is free.

From the North

Take I– 71 S.

Take Exit 109A to merge onto I– 670 W

Take Exit 4A (Fourth St/US–23 (N)) to N 4th St (US–23)

Turn right (E) on E 1st Ave.

Continue East on E 1st Ave for 0.08 mi until you reach 274 E 1st Ave. (on left)

From the South

Take I- 71 N.

Take Exit 106B to OH–315 (N)

Merge onto 670 (E)
Exit at 4th St. (Exit 4B – US 23, Third St/Fourth St – to the Right)
Turn Left on E Goodale St.
Turn left at light – (N) on N 4th St (US–23)
Turn right at first light – (E) on E 1st Ave.
Continue East on E 1st Ave until you reach 274 E 1st Ave (on left)

From the East

Take I–70 W.
Take Exit 100B (US–23/Fourth St)
Turn Right onto US–23 (US–23/S 4th St)
Continue (N) on US–23 (N 4th St). for 1.8 mi.
Turn right (E) on E 1st Ave.
Continue East on E 1st Ave for 0.08 mi until you reach 274 E 1st Ave (on left)

From the West

Take I–70 E. to 670 E
Exit at 4th St. (Exit 4B – US 23, Third St/Fourth St – to the Right)
Turn Left on E Goodale St.
Turn left at light – (N) on N 4th St (US–23)
Turn right at first light – (E) on E 1st Ave.
Continue on E 1st Ave until you reach 274 E. 1st Ave. on the left

