



# Administrative Notes

Newsletter of the Federal Depository Library Program

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## Invitation to Spring Council Meeting

*[The Superintendent of Documents sent the following letter to all depository library coordinators early in March. A similar letter was sent to directors.]*

Dear Depository Coordinator:

The spring 2004 Depository Library Council meeting is coming up on April 18-21, and I strongly urge you to attend. The afternoon session on Monday, April 19th, will be particularly important to all government information professionals, as Public Printer Bruce R. James will present the "simple truths" about the current and future state of the Federal Depository Library Program (FDLP) and the Government Printing Office (GPO) that have been uncovered during the past year's fact-finding activities. This session will include an opportunity for the audience to discuss the findings with the Public Printer and the Council.

In addition, the meeting will feature presentations covering authentication and verification of electronic depository resources, digitization and preservation of the legacy print collections, proposals for a new economic model for the GPO Sales Program, and many other issues dealing with both practical applications and theoretical avenues of future development.

There are major changes in the meeting schedule this year. Because we have so many important topics to discuss, the opening session of the meeting will begin at 1:15 p.m. on Sunday, April 18th, rather than at the more traditional time on Monday morning. You will want to schedule your arrival so you can participate in the Sunday afternoon and evening meetings on the new economic model for the GPO sales program, the proposed standards for document repositories, and establishment of a collection of last resort.

For further details, the meeting announcement and agenda are available at [http://www.access.gpo.gov/su\\_docs/fdlp/tools/sp04coun.html#quick](http://www.access.gpo.gov/su_docs/fdlp/tools/sp04coun.html#quick).

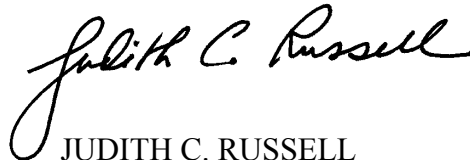
There is no charge for the meeting, which is being held at the Sheraton Westport Hotel, located at 900 Westport Plaza Dr., in St. Louis, MO. All participants should register at <[http://www.access.gpo.gov/su\\_docs/fdlp/tools/counreg.html](http://www.access.gpo.gov/su_docs/fdlp/tools/counreg.html)>.

Many ideas about the evolving partnership between GPO and the depository library community will be discussed at this meeting, and it is essential that as many depository staff members as possible attend. I have written to your directors, inviting their personal participation at least for the Monday

sessions with Bruce James and encouraging them to send depository staff to the whole meeting.

I look forward to seeing you in St. Louis!

Sincerely,



JUDITH C. RUSSELL  
Superintendent of Documents

## **Additional Hotel Rooms Available for Spring Council Meeting**

The Sheraton Westport Plaza, the host hotel for the spring Depository Library Council meeting, has no rooms left at the Government rate of \$102 per night. GPO has made arrangements with the Sheraton to provide additional rooms for Council attendees at the Holiday Inn St. Louis-Westport. Rooms are available for Saturday, April 17 through Wednesday, April 21 at \$102 per night (plus tax) single or double. This rate will be honored through April 14, 2004. The

Holiday Inn offers complimentary shuttle transportation to and from the airport and parking is free. The hotel will also provide complimentary transportation to the Sheraton Westport and the Sheraton Westport will provide complimentary transportation back to the Holiday Inn.

Reservations can be made by calling the hotel directly at 314-434-0100 and mentioning the U.S. Government Printing Office meeting.

## **TOP MANAGER APPOINTMENTS MADE IN SUDOCs REORGANIZATION**

### **Kevin O'Toole Appointed Director of Library and Customer Relations**

*[Announcement by Judy Russell, Managing Director, Information Dissemination (Superintendent of Documents), posted to the GPO-FDLP-L listserv (<http://listserv.access.gpo.gov/>) on 3/10/2004.]*

I am pleased to announce the appointment of Kevin O'Toole as Director of Library and Customer Relations for the U.S. Government Printing Office, Information Dissemination (Superintendent of Documents) organization. Kevin's successful contact center and customer service experience is an outstanding example of a new breed of government excellence and diversity. He has the unique set of skills and experience to help drive GPO to major growth in business and provide world-class support for our customers.

His private and government experience will make him a valuable asset in the success of our key information dissemination initiatives here at GPO as he implements a new contact center; marketing office; and, education and development office for the agency.

Prior to joining GPO, Kevin served as the Director of Customer Service for Zale Corporation, the world's largest retailer of fine jewelry. In this position, he oversaw the Corporation's worldwide customer service programs, and managed their direct impact upon 20,000 employees and 2,300 retail locations throughout the United States, Canada, and Puerto Rico as well as online.

Prior to joining Zale, Kevin worked for the U.S. General Services Administration (GSA), Office of Federal Technology Service (FTS),

both as a National Account Manager and as the Director for Business Development and Tactical Operations, wherein he directed GSA/FTS advertising and promotional campaigns worldwide.

Kevin began his federal career in 1979 working for the Government Printing Office (GPO). Since then, he has held positions with the United States Treasury Department, including Sales Specialist, Senior Program Analyst for the U.S. Mint's National Customer Service Center, and Acting Sales Account Manager for the Division of Sales and Order Processing. His experience at the U.S. Treasury has also included currency management with Treasury T-bills, Bonds, and Notes sales, marketing and credit card operations. He also possesses banking experience in remittance processing and teleservices with Riggs National Bank and Chevy Chase Federal Savings Bank.

Kevin's professional recognition and awards include Vice President Gore's Hammer Award for his efforts in developing a global partnership with the U.S. Postal Service that saved taxpayers over \$1.5 million dollars, and two National Postal Forum Mailing Excellence Awards received for his outstanding achievement in the effective use of U.S. Mail to market U.S. Mint commemorative coin programs and for

pioneering survey calling cards to monitor customer satisfaction under the Government Performance and Results Act of 1993.

Kevin earned his B.S. degree from the University of Maryland in 1986 and his M.S. degree from the University of Maryland's Graduate School of Management and Technology in 1999. He and his wife, Kim, are currently residing in Lexington Park, Maryland, with their daughter, Kendall.

Kevin will be participating in the Depository Library Council meeting in St. Louis next month, so those of you who are attending will have a chance to meet him there. You can contact him by e-mail at [kotoole@gpo.gov](mailto:kotoole@gpo.gov) <<mailto:kotoole@gpo.gov>> .

Please join me in welcoming Kevin to GPO and the Federal Depository Library community.

## **Richard Burgess To Head New Education & Development Division**

Richard Burgess will join the Information Dissemination (Superintendent of Documents), Education & Development Office effective March 22, 2004. Mr. Burgess will head up Library Services and Customer Relations operations dealing with the Federal Depository Library Program, the GPO web site, events, in addition to education and training efforts for our on-line customers and the public at large.

Prior to joining GPO, Mr. Burgess served as Public Relations & Media Coordinator for GSA's Federal Supply Service (FSS). In this capacity, he managed public speaking efforts and drafted organizational messages for GSA/FSS officials. He also provided this key role to GSA's Federal Technology Service (FTS) and its Commissioners, prior to coming over to GSA/FSS as part of a recent consolidation of marketing functions.

Mr. Burgess previously served as the Director for Strategic Planning and Product Marketing for GSA/FTS. He developed some of their first ever market surveys and customer profiles. These research and development efforts helped GSA/FTS market its role as a "fee for service" organization.

Mr. Burgess originally came to GSA/FTS with a wealth of information technology and telecommunications dissemination background from major DoD systems programs like Defense Message System, DoD Intelligence Information Systems, and the Joint Intelligence Virtual Architecture (JIVA). It was from the position of JIVA Program and IRM Manager that brought him to his positions at GSA.

## **Alfred Pino To Head the Office of Product Storage and Distribution**

Alfred Pino has been selected to head the Office of Product Storage and Distribution for the U.S. Government Printing Office, Information Dissemination (Superintendent of Documents), Collections Management Service. Mr. Pino is superbly qualified for this position, having served since 1991 as Supervisory Facility Manager for the Public Documents Distribution Center in Pueblo, Colorado. The Center currently provides the General Services Administration's Federal Citizen Information Center with efficient and effective automated order processing. Mr. Pino was instrumental in effecting many improvements in order fulfillment and inventory control through the use of modern technologies. In his new position, Mr. Pino will be responsible for developing state-of-the-art storage and distribution functions for the Federal Depository Library Program, Sales, the International Exchange Service,

and reimbursable work for the Federal Citizen Information Center and other Federal agencies.

Prior to working for GPO, Mr. Pino was with the U.S. Army, most recently as Supervisory General Supply Officer, Pueblo Army Depot Activity. He served in many posts in various assignments, including Research and Development Coordinator for the U.S. Army Chemical Research and Development Command in Aberdeen MD, Supervisory Distribution Facilities Specialist (Division Chief) Ft. Wingate Army Depot Activity, in Gallup, NM, and Supervisory Ammunition Supply Officer (Division Chief), Pueblo Army Depot.

Mr. Pino has a B.S. from Oklahoma Panhandle State University. He lives in Pueblo with his wife and two daughters.

## **Laurie Beyer Hall Appointed Director, Bibliographic Services**

Laurie Beyer Hall has been appointed Director, Bibliographic Services in the Collection Management Service. Her duties in this new position include managing and administering all bibliographic services and tools, most notably the Catalog of Government Publications, as required for GPO's information dissemination programs.

Ms. Beyer Hall has been with GPO since 1985, in various positions including serials cataloger, Cataloging Section Chief, Cataloging Branch Chief, and most recently

as Supervisory Program Analyst. Since 1992 she has worked on many GPO products, including many Web projects, and most recently she has been one of the key staff members associated with the acquisition of GPO's first Integrated Library System. She earned her B.A. at the University of Virginia and received an M.L.S. at Catholic University in Washington, DC. Prior to coming to GPO, Laurie worked in a variety of library settings: corporate, public, and academic, including a depository library.

## **Gil Baldwin Selected To Direct National Bibliography Program Planning**

Gil Baldwin has been appointed to the newly created position of Director, National Bibliography Program Planning, Program Planning and Coordination Office. He will be responsible for policy development and planning for all of GPO's metadata and cataloging efforts, and for coordinating the development of bibliographic program direction and scope, including human, fiscal, information technology, and other program resources.

Mr. Baldwin began his career with GPO in 1973, and since then he has held a variety of staff and management positions involving the Federal Depository Library Program. In his

most recent position, Director of the Library Programs Service, he was instrumental in the development of the FDLP Electronic Collection, and provided guidance and direction as the FDLP moved to a mostly electronic depository library program. He also helped bring the issues of Permanent Public Access and Digital Preservation to the forefront of the depository community. A native Virginian, he received the B.A. in American History from the College of William and Mary, and the M.L.S. from Florida State University, and pursued additional postgraduate work in Library and Information Science at the Catholic University of America.

## **Robin Haun-Mohamed To Be Development Project Manager**

Robin Haun-Mohamed has been selected as a Development Project Manager, a newly created position in the Office of Program Development. Ms. Haun-Mohamed will be responsible for planning and implementing major new GPO programs and projects that support Information Dissemination (SuDocs) mission and initiatives. Many of these projects will involve the coordination, implementation, and evaluation of joint efforts between GPO and other Federal agencies in projects and processes impacting Information Dissemination.

Ms. Haun-Mohamed joined GPO in 1992 as a depository library inspector. In 1994 she became Chief, Depository Administration Branch, and in December 2000 returned to the inspection team as Chief, Depository Services. Her experience in GPO includes library inspections and on-site visitations, coordination of continuing education programs, including the annual Federal Depository Library Conference, Council meetings and the Interagency Depository Seminar. She earned her B.A. in Political Science/History and the M.L.S. at the University of Washington in Seattle, Washington.

## **Selene Dalecky To Be Development Project Manager**

Selene Dalecky has been selected as a Development Project Manager, a newly created position in the Office of Program Development. Her major responsibilities will be managing and executing new GPO programs and projects and conducting feasibility studies and analyses with private sector and Federal executives on new technologies to support Information Dissemination.

Ms. Dalecky has developed substantive expertise in the field of information technology since coming to GPO's Office of Electronic Information Dissemination Services as an Outstanding Scholar in 1994.

In her most recent position as Electronic Product Development Specialist, she managed the development and introduction of new electronic products and services for GPO Access and the GPO Sales Program. She also coordinated with GPO and client agencies on the development, management, and distribution of electronic products. Other positions she has held at GPO include Electronic Product and Services Specialist, Office Automation Specialist, Writer-Editor, and Electronic Product Specialist. Ms. Dalecky earned a B.S. in Communications/Public Relations from the University of Wisconsin, Whitewater.

## **Passwords No Longer Required for EHP Online**

The online version of Environmental Health Perspectives (EHP) is now an open access journal. The online content is complete and freely available to everyone immediately after publication. Passwords are no longer required for depository access. GPO will distribute this title in paper until the end of the year, at which time distribution will switch to online only.

Class: HE 20.3559:

Item: 0507-P-02

PURL:

<http://purl.access.gpo.gov/GPO/LPS1466>

## Item Selection Rate Averages By Size and Type of Library, March 2004

The chart below, showing item selection rate averages by size and type of library, includes information from responses to the 2003 Biennial Survey. To facilitate comparisons of library item selection rates over the years, the chart uses the same size categories as in the past, rather than the new size categories established in 2001: Small = < 250,000; Medium = 250,000 - 1,000,000; Large = > 1,000,000.

Figures under the pound sign (#) represent the number of libraries of the designated size and type responding to the 2003 Biennial Survey. Figures under the percentage sign (%) denote the average percentage of items that are actually selected by the libraries. Size designations are based on the number of cataloged and uncataloged materials in the library system. All formats and all collections, depository and non-depository, under the purview of the depository's library director are included. Data for library size and item selection percentage were derived from Questions 2 and 3 respectively of the 2003 Biennial Survey of Depository Libraries, from 1277 responding depository libraries.

Lib. Type	Lib. Type Totals	Small		Medium		Large	
		#	%	#	%	#	%
Academic, 4-year+	<b>659</b>	117	22	281	34	259	63
Academic, Law	<b>154</b>	16	9	128	14	10	15
Academic, 2-year	<b>65</b>	56	16	8	24	1	21
Federal Agency	<b>44</b>	22	12	14	20	8	29
Federal Court	<b>13</b>	10	5	3	8	0	0
Public	<b>241</b>	67	18	92	22	81	45
Service Academy	<b>4</b>	1	19	2	30	1	31
Special	<b>17</b>	7	9	8	12	2	7
State Court	<b>37</b>	26	7	11	11	0	0
State Library	<b>43</b>	9	24	9	22	24	77
<b>Totals</b>	<b>1277</b>	<b>331</b>	<b>17</b>	<b>556</b>	<b>26</b>	<b>386</b>	<b>58</b>



## Readers Exchange

# READ (Docs!) Posters and Web Site – You Can Do This Too!!

Christine Dent, University of Minnesota, Morris  
Amy West and Julia Wallace, University of Minnesota,  
Minneapolis

Minnesota's READ (Docs!) poster/web project has received some national publicity through GOVDOC-L and through a display at the fall 2003 Depository Library Conference. Other libraries asked if they could also send pictures to our site. We thought that a better plan would be for libraries, alone or in groups, to do their own. It is really not hard at all. So this brief article tells how our project got started, and how we did it. We hope to see more sites like this and maybe they will get linked from GPO's Promotion page on the FDLP desktop. To see what we're talking about, check out the Minnesota site at <<http://govpubs.lib.umn.edu/forum/read2003.phtml>>.

### How It Got Started

READ (Docs!) came into existence haphazardly at a meeting of Minnesota government documents librarians in March 2003. Our fearless leader and magnificent regional librarian, Julia Wallace, was featured as one of the Movers and Shakers in *Library Journal*. The March issue came out just days before we met, so of course we had lots of questions for Julie, and wanted all the juicy details of what it was like to be photographed and written about!

Julie's pose in her photo came under intense discussion. Why that pose? Why holding a pen? Why not holding a government

document? Why *not* holding a government document? We asked again. "We should take pictures of Julie holding a document." "Yeah, and we could blow them up and hang them in all our libraries!"

You know how it is when people get together...someone tosses out a thought and it gets built upon, it grows, it takes on a life of its own. "No, I know," someone said, "we should take pictures of all of us and hang them in our libraries! Like the famous people in the ALA posters. Just think, our patrons could say – Hey! I know who that is! That's *my* librarian – and what's that document in their hand...I'd better check it out, looks cool!" And so it began...

Depository libraries around the state got out the digital cameras and found their favorite documents. The pictures were then sent to the regional library where they were compiled onto a web page. We chose the name READ (Docs!) as a shameless imitation (the sincerest form of flattery) of ALA's Celebrity READ posters (see <http://www.alastore.ala.org/>.)

### Putting Together The Web Site

Putting this site together was pretty easy. The regional volunteered to host since there was plenty of web space and a willing volunteer, but any library could do it. The

amount of space needed should not be a strain on the average system. While some images as sent (via e-mail attachments) were rather large, the resolution was changed to keep them all between 50k and 150k on the web. So the total site uses about 5mb.

The coordinator needed to have knowledge of basic HTML to design the template. In addition, a graphics-editing program was used to bring the images down to 72-pixel resolution, which usually made them small enough to appear in a single screen. The graphics program needn't be a new or powerful one either – we used a very elderly copy of PhotoShop. Each submission included the name and library of the staff member pictured, plus a citation for the document(s). This permitted indexing by name, institution, and also (how quirky is this?) by SuDoc number. The editor added catchy cutlines, just for fun.

The pages were put together manually, but if we had it to do over we would change the procedure a bit. Perhaps these suggestions will make it even easier for others who want to try a similar project. The main change would be to create a submission form that would send the image, citation and ID information together, with the HTML coding already included as part of the form. Then each e-mail could be copied into an HTML file, named and saved. A consistent naming structure would make creating an automatic index very easy.

### **And The Saga Continues...**

To keep this on people's radar, and to expand publicity within Minnesota, we conducted a contest on our Minnesota government documents discussion list, to pick the top favorites of the documents community. (See results on next page.) We then printed copies of all of the web pages as posters on the large format color printer in the University of

Minnesota map library. The entire printing project took a couple of hours. We took them to the Minnesota Library Association annual conference, for the exhibit hall. We carried a big easel, and punched holes in the posters for easy mounting on the easel. We also printed 8 ½ x 11 copies to put in a notebook, with all of the indexes. Attendees could flip through them, and could also vote for their favorites. As long as that exhibit was so successful, we then rolled up the posters, stuck them in mailing tubes, and brought them to the GPO's fall conference in Arlington. Once again, they were a big hit. Libraries that want to produce higher quality posters from their photos can use their original digital image files.

While discussing depository promotion ideas at the state conference, a suggestion was made for bookmarks with basic depository information – a library URL, hours, and a catchy phrase. This idea was combined with the READ (Docs!) campaign, making use of the photos taken earlier and allowing each library the opportunity to promote their depository using their own staff and documents.

Here's how it works: a small copy of a READ (Docs!) image is inserted near the top of the bookmark. Somewhere on the bookmark is the phrase READ (Docs!). A statement such as: "You may be surprised by the information you can find residing in a federal depository library!" is included. A link or two such as: "locate a federal depository library" and/or "find documents online, go to: [URL]," are added in, or the depository's hours are included. This format allows for the inclusion of basic common pieces of information, while still leaving room for individual depository specialization. Bookmarks may be printed on heavy cardstock and/or laminated if desired. (See example on next page.)

\*Can you guess what the favorites were?  
 Votes were initially taken online, with the documents community voting. At the MLA State Conference, votes were again taken, this time from any and all attendees who chose to stop by the exhibit table and vote.

Photos may be viewed at: <<http://govpubs.lib.umn.edu/forum/read2003.phtml>>. The numbers below correspond to the numbers in the title list.

What are your favorites? Get inspired!!

Minnesota's Favorites - Depository community:

- 1<sup>st</sup> *He's Bac! A children's guide to keeping food safe* (#21)
- 2<sup>nd</sup> *MMWR: Morbidity and mortality weekly report* (#27)
- 3<sup>rd</sup> *Roswell report: case closed* (#40)
- 4<sup>th</sup> *Outstanding gasoline stations* (#30)

Minnesota Library Community:

- 1<sup>st</sup> *He's Bac! A children's guide to keeping food safe* (#21)
- 2<sup>nd</sup> *MMWR: Morbidity and mortality weekly report* (#27)
- 3<sup>rd</sup> (tie) *Outstanding gasoline stations* (#30)
- 3<sup>rd</sup> (tie) *United States Coast Pilot 6, Great Lakes and their connecting waterways 2003* (#47)

READ (Docs!)

READ (Docs!)

**Looking for something out of  
this world?**



(St. John's University)

*The Roswell Report: Case  
Closed.* Headquarters United  
States Air Force. D 301.2:R 73

**Locate a depository near you! Go  
to:**

[http://www.access.gpo.gov/cgi-  
bin/modalldep.cgi?cmd+MN](http://www.access.gpo.gov/cgi-bin/modalldep.cgi?cmd+MN)

**Locate docs online!**

[http://www.gpoaccess.gov/cgp/index.  
html](http://www.gpoaccess.gov/cgp/index.html)

READ (Docs!)

READ (Docs!)

**Bruce R. James**  
**Public Printer of the United States**

**Prepared Statement before the Subcommittee**  
**On Legislative Branch Appropriations**  
**Committee On Appropriations**  
**U.S. Senate**

**On The Appropriations Request of the**  
**U.S. Government Printing Office**  
**For Fiscal Year 2005**

**Thursday, March 4, 2004**

Mr. Chairman and Members of the Subcommittee:

It is an honor to be here today to present the appropriations request of the U.S. Government Printing Office (GPO) for fiscal year (FY) 2005.

**2003 Results** I'm pleased to report that 2003 was an extraordinarily eventful and productive year for the GPO. With funding from the Legislative Branch Appropriations Act for 2004 and the approval of the Joint Committee on Printing, we conducted a highly successful voluntary separation incentive program that allowed us to reduce our workforce level by more than 300 positions, or 10%, yielding annual savings of \$21.7 million. Together with our efforts to shutter GPO's failing retail bookstores, which will generate savings of \$1.5 million in the first year, and the other steps we have taken to better manage our operations, our finances are being restored to a positive basis.

We have undertaken additional measures in recent weeks that will yield further financial benefits. With the approval of the Joint Committee on Printing, we are implementing another voluntary separation incentive program that is targeted at reducing an additional 250 positions, yielding an annual savings of \$16.5 million for FY 2005. This program will be financed through our revolving fund during the April – July period of this year. The Joint Committee has also approved our plan to end the financial losses at our Denver regional printing plant by closing it. Barring any unforeseen developments, these and related actions we are taking to improve efficiency and economy will allow us to complete FY 2004 at or near the break-even point, halting a decade-long pattern of year-end losses and setting the GPO on the road to sustained financial health.

**Transforming the GPO** Apart from restoring our finances, during 2003 we began the transformation of the GPO into a 21st century digital information processing

facility. We carried out a broad reorganization to redirect the GPO's management, expanded our workforce development resources, began modernizing the GPO's product lines with new offerings such as Public Key Infrastructure technology, and initiated planning for the restructuring of our Federal Depository Library Program. We also improved emergency preparedness for our employees and for continuity-of-government operations. Across the board—from our customers in Congress, Federal agencies, and among the public, from the printing industry, the library and information communities, and from our employee representatives—we're getting strong support for the direction we're heading.

Transforming the GPO for the long term will require much more than the changes we've already achieved. As you know, in the coming weeks the General Accounting Office will be concluding its congressionally-mandated study of Federal printing and information policy. The study will establish a baseline of current operations on which we can confidently build a strategic plan for the GPO's future involving consultations with all of our stakeholders. The plan will include recommendations for reforming the 19th century statutes comprising Title 44 of the U.S. Code, the laws that authorize our programs and operations. Dealing with the GPO's building needs is a major transformational issue that we are also addressing. As reports in *The Washington Post*, *The Washington Times*, *Roll Call*, and *The Hill* have detailed recently, we've begun a process that we expect to culminate by 2007 in the relocation of the GPO from our aging, oversized quarters on North Capitol Street to modern, efficient facilities—preferably in the District of Columbia—that are sized and equipped to meet our needs in the 21st century. Rather than burden the taxpayers with this project, we want to investigate

opportunities to finance it through the redevelopment of our current structures. In addition to benefiting the GPO and our customers, this approach will also generate significant benefits for the District. We have obtained the approval of the Joint Committee on Printing to proceed with the initial stages of this project and we will continue to consult closely with Congress as we proceed. As part of these efforts, we are seeking specific statutory approval to utilize up to \$500,000 in our revolving fund to finance the services of experts to help us in this process.

Beyond our planning and building efforts, the transformation of the GPO will require investments in new technology for collecting, processing, and distributing Government information. This will establish the GPO's leadership in using the best leading-edge digital technology in support of Congress, Federal agencies, and the public. The GPO has a vastly expanded role to play in content management, authentication of documents, meeting the challenges associated with versioning of electronic data, on-demand printing, the transfer of information from one generation of technology to the next, and the preservation of digital information in perpetuity. The 19th century is not coming back. These are the baseline services that the GPO must be prepared to provide if we are to carry out our mission effectively in the 21st century. In addition to our request for funding for continuation of services, our appropriations request for FY 2005 reflects this investment requirement, which is essential to the GPO's future and the future information activities of the customers we by law support.

**FY 2005 Request** Our appropriations request is designed to provide for the:

- Continuation of our congressional printing and binding operations at required levels
- Continuation of our document dissemination services at required levels
- Investment in GPO's future as a 21st century digital information processing facility
- Separate funding for the GPO's Office of the Inspector General
- Modernization of business practices through appropriate legislative changes

**Continuation of Services** For the Congressional Printing and Binding Appropriation, which covers printing and related services for Congress, we are requesting \$88.8 million. This is a reduction of \$1.8 million, or 2%, from the level approved by Congress for FY 2004.

For the Salaries and Expenses Appropriation of the Superintendent of Documents, we are requesting \$33 million. This is a reduction of \$1.2 million, or about 3.6%, from the FY 2004 approved level. This appropriation provides for the cataloging and indexing of Government publications, and the distribution of Government publications to Federal Depository and International Exchange libraries and other recipients authorized by law.

The reductions in these two appropriations have been made possible by reduced printing workloads, our continued application of cost-saving digital information technologies, and increased efficiency in operations, including savings from the buyout conducted in 2003.

**Investment in the GPO's Future** The most strategic of our FY 2005 requests is a proposal for \$25 million to be appropriated to our revolving fund, to remain available until expended, which will be used in carrying out a multi-year plan to transform the information

technology used at the GPO in meeting Federal agency customer requirements for printed and digital documents as well as the public's increasing demand for authenticated, official Government information to be available from the Internet.

Our vision is to move the GPO forward from a predominantly ink-on-paper distributor of printing requirements to a life-cycle manager of digital Government information, electronically collecting, organizing, processing, and protecting the flow of public documents from their origination in Congress and Federal agencies through their dissemination, in perpetuity, to depository libraries and the public. To make this transformation effective, our technology plan has identified a series of initiatives that will sustain and improve the GPO's current information technology (IT) baseline; consolidate data center capabilities; modernize the GPO's IT infrastructure; reengineer the GPO's business processes to synchronize with IT capabilities; provide effective enterprise resource management; and ensure continuing IT security. This vision embraces the GPO's historic role of serving as the gateway to the Government's public documents while utilizing technologies that meet the demands of the 21st century. It will necessarily be modified by our strategic plan, the development of which will depend on the conclusions reached by the GAO's study.

The funding we are requesting today will be used to generate efficiency and reduce costs tomorrow. Already, Congress is seeing the results of investment in the GPO, as last year's appropriation to fund our buyout is already generating savings that are showing up in our reduced requests for the Congressional Printing and Binding and Salaries and Expenses Appropriations for FY 2005. As with all of our initiatives

undertaken since my taking office as Public Printer, this transformation will be conducted under the oversight and guidance of the Joint Committee on Printing, the Appropriations Committees, and our legislative oversight committees in the House of Representatives and the Senate, and in consultations with our customers throughout Congress, Federal agencies, and the library and information communities.

**Office of the Inspector General** Rather than continue to finance the GPO's IG through our revolving fund, we are requesting that this function be funded annually by direct appropriations, as IG operations are throughout much of the Government. For FY 2005, we are requesting \$4.2 million and 25 full-time equivalent (FTE's) positions for this purpose.

Financing the IG through the revolving fund requires that the fees for various services be increased to reimburse this cost. A direct appropriation will alleviate that cost burden on Congress and agency customers and make our services more competitively priced. It will also provide greater independence for the IG and his staff to monitor the GPO's operations.

**Legislative Changes** In addition to our funding request, we are requesting several authorities to support our transformational efforts and further our mission:

- Extension of our early retirement and separation incentive authority, which expires at the end of FY 2004. Utilized in 2003 and again this year, this authority has been extremely useful in achieving orderly reductions in staffing that are providing significant savings to GPO operations.
- Authorization to use up to \$500,000 to contract for expert services to assist us in our effort to relocate the GPO and to finance this project through redevelopment of our existing structures.
- Authority to accept contributions of property, equipment, and services to support and enhance the work of the GPO. We have improved the language we submitted last year by adding additional reporting requirements to ensure full accountability.
- Elimination of the current, long-outdated limit of 25 percent on discounts for our sales publications. This would enable us to match current sales discount practices in the private sector and improve our documents sales practices.
- Elimination of the current 5-year retention period for Government documents in selective depository libraries. This requirement, which would be replaced with regulations issued by the Superintendent of Documents in consultation with the library community, is imposing excessive costs for documents management on libraries and undermining the efficiency of program participation.
- Authorization to use up to \$10,000 in our Revolving Fund to support the activities of the Benjamin Franklin Tercentenary Commission, established by P.L. 107-202. The Commission is working on ways for the Federal Government to appropriately observe the tercentenary of Benjamin Franklin's birth in 2006. The GPO's support for this important work could involve printing, mailing, travel, or associated expenses. We are deeply committed to cooperating with the



Commission and its private sector counterpart, the Benjamin Franklin Tercentenary Consortium.

- An increase in our representation allowance to \$15,000 to support activities promoting the GPO.

Mr. Chairman and Members of the Subcommittee, thank you for all the support you have shown for our efforts to bring transformation to the GPO, reduce the costs

of its operations, and improve the provision of our services to Congress, Federal agencies, and the public. This past year has been one of unparalleled accomplishment at the GPO, and with your support we can continue that record of achievement. I look forward to working with you and the Appropriations Committees in your review and consideration of our request. This concludes my prepared statement, and I would be pleased to answer any questions you may have.

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