

DEPOSITORY LIBRARY  
COUNCIL TO THE  
PUBLIC PRINTER  
Information Guide



DEPOSITORY LIBRARY  
COUNCIL



U.S. GOVERNMENT PRINTING OFFICE

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## BRIEF HISTORY OF THE DEPOSITORY LIBRARY COUNCIL

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The Depository Library Council to the Public Printer was established in 1972 and held its first meeting in February 1973. Its antecedents go back to 1963 when seven librarians were asked by the Public Printer to serve on an advisory committee on depository libraries. The original advisory committee was formed at the recommendation of the Senate Committee on Rules and Administration during its consideration of revised legislation on depository libraries. While the particular focus and role of the council has adapted over time, its central purpose has remained constant: to advise the Public Printer and the Superintendent of Documents on matters relating to the Federal Depository Library Program (FDLP).

Over the years, the Council has offered advice and recommendations on matters relating to the indexing, classification, cataloging, distribution, format, storage, utilization, and administration of depository material. Council also has advised the Public Printer on information policy issues affecting depository libraries and the Federal Depository Library Program.

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## MISSION

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To assist the Government Printing Office in identifying and evaluating alternatives for improving public access to government information through the Depository Library Program (DLP) and for optimizing resources available for operating the Program.

*Adopted November 1, 1993*

## CHARTER

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The purpose of the Depository Library Council to the Public Printer is to provide advice on policy matters dealing with the Depository Library Program as provided in Title 44, U.S.C. The primary focus of Council's work will be to advise the Public Printer, the Superintendent of Documents, and appropriate members of GPO staff on practical options for the efficient management and operation of the DLP.

The Depository Library Council shall be structured to provide the Public Printer with a diverse range of opinion and expertise. Additionally, it shall represent a cross section of the various types of libraries in the Depository Library Program. In order to meet this goal, at least half of the Council's members shall work in depository libraries and have experience in a Documents Department.

*Adopted November 1, 1993*

## MEMBERSHIP

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The Depository Library Council shall consist of fifteen members appointed by the Public Printer. The members shall serve three year terms, with five members retiring each year and five new members entering. The Council shall meet a minimum of twice each year with the meetings approximately six months apart. (Hereafter referred to as the spring and fall meetings.) New members shall be appointed prior to the spring meeting and will assume duty at the fall meeting. Vacancies on the Council will be filled in cases where the remaining term is at least 1 ½ years. All appointments to Council will be made by the Public Printer after consideration of recommendations from Council, library associations and others as deemed appropriate by the Public Printer. Members may be appointed for additional terms.

Each fall, members of the Depository Library Council shall select a Chair-elect of Council. The Chair-elect shall assume the office of Chair following the next spring meeting. Members of Council may serve more than one term as Chair. The Chair shall preside over all meetings of Council, shall be responsible for the agendas for the fall and spring meetings, shall appoint such committees as necessary to carry out the duties of Council, and shall serve as direct liaison between Council and the Public Printer. In the absence of the Chair, these duties shall be carried out by the Chair-elect or in absence of the Chair-elect by a designate appointed by the Chair.

At the spring meeting, members of the Depository Library Council shall select a Secretary of Council. The Secretary shall assume office prior to the fall meeting of Council. The Secretary may serve more than one term of office. It is the responsibility of the Secretary to prepare a summary report of each meeting for publication in Administrative Notes and posting on the Federal Depository Library Bulletin Board. The Secretary shall handle correspondence and other record keeping at the request of the Chair. In the absence of the Secretary, the Chair shall appoint a member of Council to serve in that capacity.

Notice of official meetings of the Depository Library Council shall be published in the Federal Register and mailed to members of Council at least 30 days prior to the meeting date. All such meetings will be open to the public.

This document may be modified by the Public Printer or by a majority vote of Council.

*Adopted November 1, 1993*

## OBLIGATIONS OF COUNCIL MEMBERS

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**Time:** Attend New Council Orientation if possible (mid to late July)  
Attend FDLC meetings twice a year (spring and fall)  
Monthly conference calls with GPO

GPO will pay travel costs for DLC members for both DLC meetings and the new Council member orientation.

Please note there may be potential outside work depending on the topic at hand.

## CURRENT MEMBERS OF THE DEPOSITORY LIBRARY COUNCIL

### Oct. 1, 2006 - Sept. 30, 2009:

Tim Byrne, Chair  
 Technical Reports Specialist  
 Information International Associates, Inc  
 DOE/Office of Scientific and Technical  
 Information  
 Post Office Box 62  
 Oak Ridge, TN 37831  
 865-241-2358  
[byrnet@osti.gov](mailto:byrnet@osti.gov)

Denise M. Davis  
 Director  
 Office for Research & Statistics  
 American Library Association  
 50 E. Huron Street  
 Chicago, IL 60611-2795  
 312-280-4273  
 312-280-4392 (fax)  
[dmdavis@ala.org](mailto:dmdavis@ala.org)

Denise Stephens  
 Vice Provost for Information Services/CIO  
 University of Kansas  
 223 Strong Hall  
 1450 Jayhawk Blvd.  
 Lawrence, KS 66045-7535  
 785-864-4999  
 785-864-0360 (fax)  
[dstephens@ku.edu](mailto:dstephens@ku.edu)

Katrina Stierholz  
 Director of Library and Research  
 Information  
 Federal Reserve Bank of St. Louis  
 PO Box 442  
 St. Louis, MO 63166  
 314-444-8552  
 314-444-8694 (fax)  
[Katrina.L.Stierholz@stls.frb.org](mailto:Katrina.L.Stierholz@stls.frb.org)

Kendall F. Wiggin  
 State Librarian  
 Connecticut State Library  
 231 Capitol Avenue  
 Hartford, CT 06106  
 860-757-6510  
 860-757-6503 (fax)  
[kwiggin@cslib.org](mailto:kwiggin@cslib.org)

### Oct. 1, 2007- Sept. 30, 2010:

Christopher Greer  
 Senior Advisor for Digital Data  
 National Science Foundation  
 Office of Cyberinfrastructure  
 4201 Wilson Boulevard  
 Arlington, VA 22230  
 703-292-8970  
[cgreer@nsf.gov](mailto:cgreer@nsf.gov)

Kathryn S. Lawhun  
 Chief of Main  
 San Francisco Public Library  
 100 Larkin Street  
 San Francisco, CA 94102  
 415-557-4558  
[klawhun@sfppl.org](mailto:klawhun@sfppl.org)

John A. Shuler  
 Associate Professor  
 Bibliographer for Government Information  
 and Urban Planning/Documents Librarian  
 Collections Development Department  
 801 South Morgan  
 Richard J. Daley Library  
 University of Illinois at Chicago  
 Chicago, IL 60607  
 312-996-2730  
 312-413-0424 (fax)  
[alfred@uic.edu](mailto:alfred@uic.edu)

Gwen Sinclair  
 Librarian  
 Government Documents & Maps  
 University of Hawaii at Manoa Library  
 2550 McCarthy Mall  
 Honolulu, HI 96822  
 808-956-2549  
 808-956-5952 (fax)  
[gsinclair@hawaii.edu](mailto:gsinclair@hawaii.edu)

Victoria K. Trotta  
 Associate Dean for Information  
 Technology and Ross-Blakley Law Library  
 Arizona State University  
 Ross-Blakley Law Library  
 Sandra Day O'Connor College of Law  
 Tempe, AZ 85287  
 480-965-2521  
[victoria.trotta@asu.edu](mailto:victoria.trotta@asu.edu)

### Oct. 1, 2008- Sept. 30, 2011:

David Cismowski  
 Regional Depository Librarian  
 California State Library  
 914 Capitol Mall  
 Sacramento, California 95814  
 916-651-6814  
 916- 653-6114 (fax)  
[dcismowski@library.ca.gov](mailto:dcismowski@library.ca.gov)

Carlene Engstrom  
 Library Director  
 D'Arcy McNickle Library  
 Salish Kootenai College  
 P.O. Box 70, 52000 Hwy 93  
 Pablo, MT 59855  
 406-275-4876  
 406-275-4812 (fax)  
[carlene\\_engstrom@skc.edu](mailto:carlene_engstrom@skc.edu)

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 Associate Professor and Government  
 Information/Reference Librarian  
 Valparaiso University Law Library  
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 Valparaiso, IN 46383-6493  
 219- 465-7866  
 219- 465-7917 (fax)  
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 Social Sciences and Government  
 Documents Reference Librarian  
 Eastern Washington University  
 John F. Kennedy Library  
 816 F Street  
 Cheney, WA 99004  
 509 359-7048  
 509- 359-2476 (fax)  
[justin.otto@ewu.edu](mailto:justin.otto@ewu.edu)

Suzanne Sears  
 Head, Government Documents Department  
 University of North Texas Willis Library  
 UNT Libraries  
 P.O. Box 305190  
 Denton, TX 76203-5190  
 940- 565-2868  
 940- 565-2599 (fax)  
[SSears@library.unt.edu](mailto:SSears@library.unt.edu)

## PAST MEMBERS OF THE DEPOSITORY LIBRARY COUNCIL

---

Akeroyd, Richard  
Adler, Prudence  
Aldrich, Duncan M.  
Andersen, Thomas K.  
Arrigo, Paul A.  
Baish, Mary Alice  
Barkley, Daniel C.  
Bednar, Carol  
Bennett, Donna Larson  
Bregent, Ann  
Brock, D. Clifton  
Bruce, Dennis L.  
Buckley, Carper W.  
Buckley, Francis  
Cain, Charlene C.  
Carroll, Marion  
Cassell, William C.  
Christian, Eliot J.  
Christenson, Phyllis R.  
Clemmer, Dan  
Cline, Nancy  
Cobb, David A.  
Collier, Carol  
Cooke, Eileen D.  
Cornwell, Gary T.  
Cross, Jennie B.  
Crowers, Clifford P.  
Davis, Denise  
Diamond, FAnne  
Dickinson, Dennis W.  
Donley, Albert M.  
D'Onofrio, Erminio  
Dow, Susan  
Drake, Miriam A.  
Dugan, Robert  
Duston, Beth  
Eckman, Chuck  
Eidelman, Diane  
Eisenbeis, Kathleen  
Ellis, William W.  
Etkin, Cynthia  
Farrell, Maggie P.  
Faull, Sandra K.  
Feng, Y.T.  
Fisher, Janet  
Ford, Barbara J.  
Frangakis, Evelyn  
Fredericks, Linda  
Fryer, Janice Anita  
Garner, Diane L.  
Gordon, Carol D.  
Graham, John W.  
Hammond, Jane L.  
Hartman, Cathy Nelson  
Harvey, Anthony  
Hayes, Stephen M.  
Helfer, Doris Small  
Hemphill, Peter  
Heymann, Jaia  
Hinz, Juli  
Hinton, Robert A.  
Hoduski, Bernadine E.  
Hoffman, David R.  
Hogan, Sharon A.  
Holterhoff, Sally  
Hordusky, Clyde  
Hutchins, Richard G.  
Hutto, Dena  
Isacco, Jeanne  
Jacob, Rosamond  
Johnson, Nancy T.  
Kaczmarek, Paula  
Kavaliunas, John C.  
Kennedy, Linda  
Kerschner, Joan  
Kessler, Ridley R., Jr.  
Kitchens, Christine  
Koepp, Donna  
Kosman, George  
LaHood, Charles G.  
Laich, Katherine  
Lane, Margaret T.  
Lang, Elizabeth  
Lawrence, Gregory W.  
Leacy, Richard  
Levergood, Barbara  
Lowrie, Jean E.  
Lu, Joseph  
MacCampbell, James C.  
Malone, Cheryl Knott  
Marlatt, Greta E.  
Marquez, Maria Teresa  
Marston, Wilda  
Mason, Mildred  
Mawdsley, Katherine  
McAninch, Sandra S.  
McCoy, Ralph E.  
McKnelly, Michele T.  
Miele, Anthony W.  
Miller, Ann  
Mills, Lois P.  
Moore, Edythe  
Morgan, Candace  
Morton, Bruce  
Morton Schwalb, Sandy  
Mustonen, Karlo  
Myers, Judy  
Nicoles, Richard H.  
Oakley, Robert  
O'Brien, Patrick M.  
O'Mahony, Daniel P.  
Parker, Marian F.  
Paulson, Peter J.  
Peterson, Sandra K.  
Phillips, John  
Phillips, Vicki  
Plummer, Sioux  
Prophet, Mary W.  
Prudden, Margaret M.  
Raine, Laura J.  
Raum, Hans  
Redmond, Mary  
Reeling, Patricia G.  
Reynolds, Catharine J.  
Reynolds, Maryan E.  
Richter, John H.  
Rowe, Judith  
Russell, Judith  
Saferite, Linda  
Sandler, Mark  
Saur, Laura  
Schlueter, Kay  
Scull, Roberta  
Selby, Barbara S.  
Sevetson, Andrea  
Shubert, Joseph F.  
Siemers, Lynne  
Simmons, Fannie  
Sloan, Patricia  
Smith, Barbara E.  
Smith, Diane H.  
Smith, Ruth S.  
Stevenson, John A.  
Sudduth, William  
Sulzer, Jack  
Swanbeck, Janet  
Swartz, B.J.  
Swindells, Geoffrey  
Thompson, Johanna  
Thurston, Paul  
Trautman, Maryellen  
Tulis, Susan E.  
Turner, Carol  
Van de Voorde, Phillip  
Varn, Richard J.  
Veatch, James R., Jr.  
Vonderhaar, Mark  
Walker, Margaret  
Wallace, Julia F.  
Walshak, Lynn G.  
Walter, Robert A.  
Warnick, Walter  
Watts, Anne  
Weaver, Barbara  
Weiner, John H.  
Werking, Richard Hume  
Wilkins, Barratt  
Williams, Barbara M.  
Wolfe, Bardi C., Jr.  
Wood, Fred B.  
Wynn, Bobby  
Zink, Steven D.

## CHAIRS OF THE DEPOSITORY LIBRARY COUNCIL

2008-2009 Tim Byrne	1999-2000 Duncan Aldrich	1990-1991 David Cobb	1981-1982 Judy Myers
2007-2008 Geoffrey Swindells	1998-1999 Thomas Andersen	1989-1990 Ridley Kessler	1980-1981 Barbara Smith
2006-2007 William Sudduth	1997-1998 Anne Watts	1988-1989 Vicki Phillips	1979-1980 Katherine Mawdsley
2005-2006 Barbara S. Selby	1996-1997 Janice Fryer	1987-1988 Clyde Hordusky	1978-1979 Francis Buckley
2004-2005 John Phillips	1995-1996 Daniel O'Mahony	1986-1987 Diane Smith	1977-1978 Francis Buckley
2003-2004 Daniel C. Barkley	1994-1995 Jack Sulzer	1985-1986 Jennie Cross	1976-1977 Peter Paulson
2002-2003 Cathy Nelson Hartman	1993-1994 Beth Duston	1984-1985 Sandra Peterson	1974-1976 Peter Paulson
2001-2002 Andrea Severson	1992-1993 Gary Cornwell	1983-1984 Jeanne Isacco	1973-1974 Ralph McCoy
2000-2001 Maggie Farrell	1991-1992 Janet Fisher	1982-1983 Anne Watts	1973 (temporary) D. Clifton Brock

## MEETINGS OF THE DEPOSITORY LIBRARY COUNCIL

Tampa Bay, FL April 20-22, 2009	Bethesda, MD April 12-15, 1999	Scottsdale, AZ April 25 27, 1990	San Antonio, TX April 13 15, 1981
Kansas City, MO March 31-April 2, 2008	San Diego, CA Oct. 19-22, 1998	Arlington, VA October 18 20, 1989	Alexandria, VA Sept. 29 Oct. 1, 1980
Denver, CO April 15-18, 2007	Arlington, VA April 20-23, 1998	Pittsburgh, PA March 8 10, 1989	St. Paul, MN April 28 30, 1980
Washington, DC Oct. 22-25, 2006	Clearwater Beach, FL Oct. 20-23, 1997	Arlington, VA October 12 14, 1988	Alexandria, VA October 15 17, 1979
Seattle, WA April 2-5, 2006	Arlington, VA April 14 17, 1997	Charleston, SC March 9 11, 1988	San Francisco, CA April 9 11, 1979
Washington, DC Oct. 16-19, 2005	Salt Lake City, UT October 21 24, 1996	Washington, DC October 14 16, 1987	Alexandria, VA October 9 11, 1978
Albuquerque, NM April 17-20, 2005	Arlington, VA April 15 18, 1996	San Diego, CA April 1 3, 1987	New Orleans, LA April 16 18, 1978
Washington, DC Oct. 17-20, 2004	Memphis, TN October 16 18, 1995	Washington, DC October 15 17, 1986	Arlington, VA October 16 18, 1977
St. Louis, MO April 18-21, 2004	Arlington, VA April 10 12, 1995	St. Louis, MO March 5 7, 1986	Boulder, CO April 25 26, 1977
Arlington, VA Oct. 19-22, 2003	Portland, OR October 24 26, 1994	Washington, DC October 16 18, 1985	Washington, DC October 21 22, 1976
Reno, NV April 6-9, 2003	Arlington, VA April 25 27, 1994	Albuquerque, NM March 27 29, 1985	Columbus, OH April 22 23, 1976
Arlington, VA Oct. 20-23, 2002	Chicago, IL November 1 3, 1993	Washington, DC October 10 12, 1984	Washington, DC October 23 24, 1975
Mobile, AL April 21-24, 2002	Arlington, VA May 17 18, 1993	Atlanta, GA April 11 13, 1984	Storrs, CT April 14 15, 1975
Alexandria, VA Oct. 14-17, 2001	Washington, DC October 19 20, 1992	Seattle, WA Sept. 15 17, 1983	Washington, DC October 29 30, 1974
San Antonio, TX April 1-4, 2001	Washington, DC April 28, 1992	Arlington, VA April 27 29, 1983	New York, NY July 6, 1974
Arlington, VA Oct. 22-25, 2000	Washington, DC October 22 23, 1991	Alexandria, VA Sept. 20 22, 1982	Chicago, IL January 25, 1974
Newport, RI April 10-12, 2000	Boston, MA April 17 19, 1991	Boston, MA April 26 28, 1982	Las Vegas, NV June 28, 1973
Kansas City, MO Oct. 18-21, 1999	Arlington, VA October 24 26, 1990	Alexandria, VA Sept. 28 30, 1981	Washington, DC February 2, 1973



## BY-LAWS OF THE DEPOSITORY LIBRARY COUNCIL

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### ARTICLE I – NAME

The name of this organization shall be the Depository Library Council to the Public Printer.

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### ARTICLE II – PURPOSE

The purpose of the Depository Library Council to the Public Printer shall be to advise the Public Printer and the Assistant Public Printer (Superintendent of Documents) on matters dealing with the Depository Library Program. Specifically:

- a. Needs of depository libraries relative to Government publications.
- b. Cataloging and indexing of documents.
- c. Shipping and handling publications.
- d. Availability of publications to patrons and the public.
- e. General administration of the program.

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### ARTICLE III – MEMBERSHIP

Section 1 – General Membership. The Membership of the Depository Library Council shall consist of not more than 15 members of the Library community appointed by the Public Printer. The Public Printer and the Assistant Public Printer (Superintendent of Documents) are ex-officio members.

Section 2 – Membership Makeup. At least five of the members of the Council shall be persons who work full time with government documents in a depository library.

Section 3 – Term of Office. The members shall serve three years; five retiring each year and five entering each year, and members may be reappointed for a second term.

Section 4 – Vacancies. Vacancies on the Council will be filled from persons recommended by the formal library associations and regional librarians.

Section 5 – Alternates. A member of the Council may designate a non-voting alternate to serve as an observer in his absence.

## BY-LAWS OF THE DEPOSITORY LIBRARY COUNCIL

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### ARTICLE IV – OFFICERS OF THE COUNCIL

Section 1 – Officers. The Officers of the Council shall be a Chairman, Vice Chairman and a Secretary. Term of office of the Chairman, Vice Chairman and Secretary shall be two years. The incumbents of these offices may succeed themselves in office for no longer than two additional terms.

Section 2 – Selection of Officers. The Chairman and Vice-Chairman will be nominated by the Council and confirmed by the Public Printer. The Secretary will be appointed by the Chairman.

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### ARTICLE V – DUTIES OF THE OFFICERS

Section 1 – Chairman. The Chairman shall preside over meetings of the Council. He will have the duty of organizing the Council. He shall appoint such committees as necessary to carry out the duties of the Council. He shall serve as direct liaison between the Council and the Public Printer.

Section 2 – Vice- Chairman. The Vice-Chairman shall perform all acts and duties ordinarily required of the Chairman in the absence of the Chairman. Should the Chairman and Vice-Chairman be absent from any meeting, the Council shall select from the number a person to act as Chairman for that particular meeting.

Section 3 – The Secretary. The Secretary shall arrange for the preparation of records of meetings and proceedings. The Secretary shall further handle all official correspondence of the Council and each notice of meetings and keep all other records of the Council.

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### ARTICLE VI – MEETINGS

Section 1 – Regular meetings. There will be at least two meetings, one during or just following a semi-annual meeting of the ALA and the second when and where designated by the Public Printer.

Section 2 – Additional meetings. The Chairman may call additional meetings upon the written request of the Public Printer or a written request of eight or more members of the Council.

Section 3 – Notice of meetings. Notice of meetings shall be mailed to the membership at least 30 days before the date of each meeting, and notice will be published in the Federal Register.

Section 4 – Open meetings. Meetings of the Council will be open to the public.

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### ARTICLE VII – REPORTS

Section 1 – Reports of meetings. The secretary will prepare a report of each meeting for the signature of the Chairman and the Public Printer. A synopsis of the action taken by the Council at the meeting will be included.

## BY-LAWS OF THE DEPOSITORY LIBRARY COUNCIL

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Section 2 – Annual reports. The Chairman shall present to the Public Printer an annual written report of the activities of the Council. Such reports shall be published and disseminated to the Council as soon as approved by the Public Printer. A copy of such approved Annual Report shall be forwarded to all Depository Libraries and be filed with the National Archives Records Service. This report will be listed in the Monthly Catalog and will be available for purchase.

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### ARTICLE VIII – RULES OF ORDER

The rules contained in the latest edition of Robert's Rules of Order shall govern the meetings of the Council in all cases to which they can be applied and are not inconsistent with the charter or special rules of the Public Printer.

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### ARTICLE IX – AMENDMENTS

These by-laws may be amended by majority vote of the council at a duly constituted meeting.

Adopted 29 October 1974.  
(Storrs, Conn. 1975)

## DEPOSITORY LIBRARY COUNCIL CHARTER (HISTORICAL)

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The following statistics are provided and grouped by the areas in which the questions were posed on the survey. Results were compiled from the submissions of 1,199 depository libraries, or ninety-five percent of 1,257 depository libraries.

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### ARTICLE I – NAME

The official designation of the group established for depository library advice shall be called “The Depository Library Council to the Public Printer.”

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### ARTICLE II – OBJECTIVES

The purpose of the Depository Library Council to the Public Printer is to provide advice on matters dealing with the Depository Library Program as provided in Title 44, U.S.C. The council will limit its work and recommendations to support of this Depository Library Program.

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### ARTICLE III – TIME

The Council will meet at least twice a year to carry out its objectives.

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### ARTICLE IV – REPORT

The Council will report to the Public Printer of the United States.

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### ARTICLE V – SUPPORT

The Government Printing Office will provide the necessary financial support for the Library Council as determined by the Public Printer.

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### ARTICLE VI – DUTIES

The Council will advise the Public Printer and the Superintendent of Documents on matters relating to the Depository Library Program which is outlined in Chapter 19, Title 44, U. S. Code. This will include but not be limited to classification, distribution, cataloging, indexing, storage, availability and utilization of depository material and general administration of the Depository Library Program.

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### ARTICLE VII – MEETING

The estimated number of meetings of the Council is a minimum of two each year, approximately six months apart.

## DEPOSITORY LIBRARY COUNCIL CHARTER (HISTORICAL)

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### ARTICLE VIII – OPERATION

The Council, though not subject to the Federal Advisory Committee Act, will generally operate in accordance with the Act but subject to modifications by the Public Printer. The council will expire on January 1, 1975, unless renewed in writing by the Public Printer prior to that date.

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### ARTICLE IX – AMENDMENTS

This Charter may be amended by majority vote of the council at a duly constituted meeting.

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### ARTICLE X

This Charter is filed November 1974.

Adopted 29 October 1974