

# **ADVISORY COMMITTEE FOR THE STATE PUBLICATIONS CLEARINGHOUSE MINUTES**

**A regular meeting of the Advisory Committee was held on April 9, 2007 in the Department of Administration Building, in Conference Room C. The meeting was called to order at 2:05 p.m. The following people were present: Deborah Mongeau, Susan Dunn, Tom Evans, Greg Facincani, and Colleen McConaghy.**

## **MINUTES**

**The minutes of the January 8, 2007 meeting were accepted as submitted.**

## **UPDATE ON CLEARINGHOUSE ACTIVITIES**

- Greg announced that 2 bills have been submitted to the General Assembly for the Clearinghouse. Both bills, S 0889 and H 6251, would change the wording of sections 29-7-5, and 29-7-8 in the General Laws. H 6251 is currently in the House Finance Committee; no hearings on the bills have been posted at this time.**
- Greg has started cataloging electronic documents. The Committee discussed the need to distinguish between paper and electronic in the cataloging record. Greg will identify an electronic resource in the cataloging record and in the SWANK number.**
- The Secretary of State's IT Department plans to redesign the**

department's website.

- The General Assembly is placing annual reports on their website and Greg receives the links from their staff. Greg is capturing the data, cataloging the electronic resource and including the URL in the cataloging record.
- The Government Owners Manual will be available in late November 2007. The Secretary of State's Office wants to send a case (about 40 books) to each public library for distribution to the public. Tom will include a cover with each shipment asking staff to give copies out upon request. Greg will also send a depository copy to each depository library.
- As a long-term project, Greg would like to consolidate and correct all the SWANK numbers that are in use or that were once in use. Many numbers have changed or are invalid.
- Susan asked whether there were any changes to the state building codes. The state adopted the 2005 International Electrical Code in 2006. All other building codes remain the same.
- Greg would like to update the list of contact names for the partial and full depository libraries on the State Library web page. Depository staff can send name(s) and email address(es) to Greg at [gfacincani@sec.state.ri.us](mailto:gfacincani@sec.state.ri.us)

The meeting was adjourned at 3:15.

Respectfully Submitted,

**Susan Dunn**  
**Secretary**