

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

**October 20, 2009**

**A regular meeting of the Advisory Committee was held on October 20, 2009 in the Department of Administration Building, in the Reserved Dining Room. The meeting was called to order at 2:05 p.m. The following people were present: Deborah Angelo, Chaichin Chen, Susan Dunn, Tom Evans, Greg Facincani, Deborah Mongeau, and Julia Tryon.**

## **MINUTES**

**The minutes of the July 14, 2009 meeting were accepted as submitted.**

### **UPDATE ON CLEARINGHOUSE ACTIVITIES**

- Greg sent out 94 letters to state agencies asking for contact information for the agency's document liaison. Thus far, he has received a dozen responses in a week. He will send a follow-up email and then a letter if he does not get the required registrations.**
- Greg continues to capture and catalog electronic documents issued by state agencies. The captured documents reside on the Secretary of State's server, housed in an off-site location. These documents are not featured on the State Library's page. For access, please contact Greg or Tom.**

**· The Committee discussed the status of full and partial state document depositories; currently there are 4 full depositories: State Library, State Archives, PPL and URI. Greg will send a survey to the depository libraries asking them to review what they are currently receiving.**

**· The dates for the 2010 Advisory Committee Meetings are**

**Monday January 11, 2010**

**Monday April 5, 2010**

**Tuesday July 13, 2010**

**Tuesday October 12, 2010**

**Respectfully Submitted,**

**Susan Dunn**

**Secretary**