GODORT Government Information for Children Committee (GIC)
Minutes for the Virtual Meeting
Tuesday, August 30, 2022, 10 am PST/ 1 pm EST   11 am PST/ 2 pm EST

I.   **Attendees:** Lauren Hall, Jennifer Castle, Jenny Groome, Marna Moreland, Kamaria Nurse, and Perveen Rustomfram.

II.   **Welcome and Introductions**
Current Committee Members in attendance

Jennifer Castle, Tennessee State University
Jenny Groome, Connecticut State Library
Lauren Hall, California State University, Stanislaus
Marna Morland, University of Texas at Dallas
Kamaria Nurse, Queens Public Library
Perveen Rustomfram, The University of Memphis

III.   **Approval of June 16, 2022 Annual Meeting Minutes**

Jenny Groom moved to approve the June 16, 2022 Annual meeting minutes. Seconded by Jennifer Castle. The minutes were approved.

IV.   **Preferred Method of Communication for Group**

A discussion was had regarding the preferred method of communication for the group. Email messages sent to the email address on file was the preferred method of communication.

V.   **Constitution Day**
Connie sent out press information regarding constitution day and was going to send more.

VI.   **First Friday Chat: September 9th 10 am PST/1 pm EST: Constitution Day Planning and Ideas presented by the GIC**

The GIC was asked to facilitate the first chat of the year for GODORT. Jenny Groome provided information about the Education Committee Resources on Constitution Day. Lauren is going to create a presentation and foster discussion on Constitution Day for the GODORT Friday chat.

VII.   **GIC LibGuides: Remove the U.S. Government Databases for Teachers and Students page**

Marna volunteered to go through this page and move the resources to other pages on our LibGuide where they will fit. Marna will remove the resource from the page when its moved.

Jenny is going to look into making everyone in as an editor so that we can all edit the guides as needed.

When it is completed Marna will send out an email and we can delete the page.

VIII.   GIC LibGuides: Establish a webinar or hands-on workshop for the LibGuides

Question of whether we should do a webinar or whether we should work on best practices, because we could do a webinar and then things can change because of the best practices. We are also not going to be doing a lot in the LibGuides as we are working on best practices.

Marna had a question on LibGuides and how the links and resources should be added such as whether items should be in alphabetical order. This would go back to best practices and establishing a criteria for how these should be added.

It was decided that webinars would be tabled until we are working on the LibGuides more and have established some of our best practices.

IX.   GIC LibGuides: Creation of best practices/procedure manual for GIC and GIC LibGuides

GODORT is going to be establishing style sheets so we are going to wait on the style guidelines from GODORT.

Jenny will help Lauren with a creating a best practices document. It was decided to create a shared document that we can comment on so it is in one place. Once our best practices are agreed upon we can then add this information to our LibGuide.

Lauren is going to set up a Google Doc that everyone can have access too.

Jenny linked to an article about how to style images and icons:

https://www.govtech.com/opinion/the-case-for-simplified-text-based-government-websites?utm_campaign=Newsletter%20-%20GT%20-%20GovTech%20Today&utm_medium=email&_hsmi=215583486&_hsenc=p2ANqtz-_0hdrm2c3AVhlzCiE3Vo82socBIHKuVlS9JJ7RzIm3jKaeAWk5cI90jSzQeZe0NGvuOO3hn_bjsKQd-jIL8PTZuchKYA&utm_content=215583486&utm_source=hs_email

X.   Announcements

Jenny then brought up the FDLP National Plan and asked if anyone knew of other groups concerned.

Jenny also announced that Microsoft is reading confidential work email and using the tasks functionality in the Office Suit to send these alerts. Jenny wants to make people aware of this feature and issue regarding patron privacy. Lauren discussed contacting the ALA Technology committee about this issue. Perveen was glad that this information was shared so that others are aware.

Perveen asked how individuals are generating descriptions for links/resources on the LibGuide. Jennifer and Jenny put what they copy into quotation marks for their resources when they copy the content.

Discussion that we should delete a resource as long as no others are using the asset. Jenny is advocating that we reuse links and assets as much as possible to aid in cleaning up broken links in our LibGuides.

have not been added to the GODORT website. Marna is going to get past minutes together to submit the technology committee to get them posted. Moving forward all new minutes need to be submitted so they can be on the website.

Anyone can reach out to Jenny if they have questions about the LibGuides but she will be busy on harvesting born digital documents prior to the November election.

XII.