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## National Commission on Libraries and Information Science (1989-1990): Correspondence 06

James L. Dean

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OFFICIAL  
FILE

November 27, 1989

Dr. Susan Martin  
Committee Management Officer  
National Commission on Libraries  
and Information Sciences  
1111 18th Street, N.W., Suite 310  
Washington, DC 20036

Dear Dr. Martin:

The purpose of this letter is to follow up on our recent discussion relating to the White House Conference on Library and Information Sciences Advisory Committee (WHCLISAC), established pursuant to Public Law 100-382. You raised several issues during our meeting on November 17, 1989, and I will attempt to clarify our position on each below.

From our reading of the Act creating the WHCLISAC, it is our opinion that while the group has some limited operational responsibilities, it is primarily advisory and therefore subject to all requirements of the Federal Advisory Committee Act (FACA), as amended. Accordingly, the National Commission on Libraries and Information Science must take appropriate steps to assure the WHCLISAC fully complies with the FACA and the General Services Administration's related regulations.

As we discussed, I would suggest that you, as the Commission's Committee Management Officer (CMO), initiate a dialogue with Chairman Newman and other members to develop a plan or set of protocols to guide the WHCLISAC. Since the Committee is empowered to act in an advisory capacity only, it must be responsive to the overall direction set by its sponsoring organization and operate within the parameters established by its organic legislation, the FACA, and other applicable fiscal and administrative laws and regulations.

We would be pleased to meet further with you and your staff to review the particulars relating to the Committee's operating procedures before you finalize them with the Commission. As you know, we are especially concerned that appropriate steps are taken to assure that meetings of the WHCLISAC and its subcommittees are open to the public, or closed in accordance with the FACA.

Sincerely,

James L. Dean

James L. Dean  
Director  
Committee Management Secretariat