85 May 13

TO : White House Conference Preliminary Design Group
FROM : Bill Asp, Chair

SUBJECTS: 1. Follow-Up to April 17 Meeting
2. Subcommittee Charges, Membership, and Telephone Conference Call Meetings
3. July 10 Preliminary Design Group Meeting

1. Follow-Up to April 17 Meeting

Thanks to all of you for making our April 17 meeting exciting and productive. Informal notes of the meeting are enclosed. Because the tape recorder malfunctioned, we are unable to prepare detailed minutes of the meeting. I hope that the summary records the essential decisions made at the meeting. Let me know if you have additions to make.

At your request, NCLIS Chair Elinor Hashim consulted Barbara Cooper and me, among others, and as a result two new members are welcomed to the Preliminary Conference Design Group. They are Dr. Lotsee Patterson Smith of Denton, Texas and Amanda Williams of Berkeley, California. Lotsee, the WHCLIST "professional" representative for American Indians, is an Associate Professor at the Library School of Texas Woman's University. She is the former President of the American Indian Library Association, and serves on the ALA Office for Library Outreach Services' Library Services for American Indian People. She is a Comanche Indian, served on the Planning Committee for the Indian Pre-White House Conference in the 1970's and was an alternate delegate to the 1979 White House Conference. She was a member of the NCLIS Task Force on Library and Information Services to Cultural Minorities. She is the author of numerous articles in the library field.

Amanda Williams is the California lay representative and the WHCLIST Regional Representative for Region Five which is made up of 14 states & territories. She participated in the planning for the California pre-White House Conference and was a lay delegate to that pre-conference and the 1979 White House Conference. She has been President of the Berkeley Public Library Board of Trustees and retired from the position of Student Supervisor of the Berkeley Public School System.
Welcome to Amanda and Lotsee!!

In our charge, the Commission has asked us to "...work and consult with current and former NCLIS Members, former Members of the White House Conference Advisory Committee and staff; representatives of the major national library and information services organizations, leadership of the Senate, the House, and the Executive Office of the President."

You requested that I send a letter to these groups summarizing the Design Group's charge and actions to date, and asking for ideas and comments. A copy of this is attached and will be sent from NCLIS next week to these groups. I will send copies of all responses I receive to all Design Group members.

2. Subcommittee charges, membership and telephone conference call meetings

Each of the three subcommittees is responsible for developing preliminary recommendations relating to its charge for consideration by the Design Group at its meeting on July 10. Subcommittee Chairs should contact Mary Alice Hedge Reszetar at NCLIS to arrange telephone conference call meetings. Please give Mary Alice two dates and times for each of the conference calls and the telephone numbers where your subcommittee members can be reached. She will work with the GSA Conference Operator to determine which of the dates will be possible for GSA to schedule. Your Committee Chair will then let you know which date the call will be placed. A roster for Design Group members is attached.

Our three subcommittees, their charges and membership are:

A. **Appointments to Advisory Committee**

Make recommendations on the kinds of appointments which should be made by the President, Senate, House and NCLIS to the 28 member White House Conference Advisory Committee, taking into consideration minority representation and geographic distribution.

Wayne Johnson, Chair
Barbara Cooper
Lotsee Smith
Peggy Phelan

B. **Conference Scope, Focus and Financing**

Recommend a preliminary design for the conference including its scope and focus; frame the different alternatives for financing the conference.
Bruce Daniels, Chair  
Dan Carter  
Patty Klinck  
Bridget Lamont  
Jule Shipman  
Joe Shubert  
Amanda Williams

C. **Planning Timeline**  
Identify events and dates for necessary activities leading to the conference.

Gordon Ambach, Chair  
Charles Benton  
Byron Leeds

Please notify me of conference call dates for all subcommittees. To the extent possible, I will meet with subcommittees on the conference calls.

3. **July 10 Preliminary Design Group Meeting**  
The White House Conference Preliminary Design Group will meet on Monday, July 8, from 1:00 until 4:00 p.m. The meeting place will be sent to you at a later date.

Hotel reservations should be made immediately. Enclosed is a listing of hotel/motel accommodations and a map of the hotel locations so you can make your own arrangements.

Enclosures (6)

cc: Elinor M. Hashim, NCLIS Chair  
Gary Strong, COSLA Chair  
Mary Alice Hedge Reszetar, NCLIS Staff Liaison
The meeting convened at 12:00 noon. Design Group members and visitors introduced themselves. Alexander Crary, representing Senator Claiborne Pell, addressed the group. Elinor Hashim presented the Commission's charge to the Design Group. The Design Group is to report to NCLIS on December 2.

Copies were distributed of S.J. Res. 112, the bill authorizing a 1989 White House Conference, introduced by Senator Pell of Rhode Island on April 16, 1989. An identical bill, H.J. Res. 244, was introduced by Congressman William D. Ford of Michigan on April 17. Co-sponsors are needed for both bills, and Design Group members may wish to contact their members of Congress and encourage them to become co-sponsors. Copies of Senator Pell's April 16th statement and S.J. Res. 112 are attached. Congressman Ford's statement is not yet available.

There was discussion of benefits of the 1979 White House Conference and the Pre-White House Conferences, as well as expressions of expectations for a 1989 White House Conference. Projecting what the most significant library and information services issues will be in 1989 will be a real challenge. We could be easily diverted to focusing on technology when the real issue may be the validity of libraries. We should have no preconceived notions that the next conference will be similar to the last conference. Anticipated outcomes should be identified and addressed. There should be flexibility in the conference design and process, with a minimum of mandates from the national level. A goal should be involvement of large numbers of people who will become advocates. No votes were taken on any of the opinions expressed.

Concern was expressed that there was no representation of minorities on the Design Group. Design Group members were appointed independently by COSLA, NCLIS and WHCLIST, so there was no opportunity to ensure that there would be representation of minorities. The Design Group requested that the NCLIS Chair be made aware of this problem and encouraged to ensure that minority representation is added to the Design Group membership.

The Design Group determined that the most effective means for accomplishing its charge was to create subcommittees. The following subcommittees, subcommittee chairs and members, and subcommittee charges were established:
A. Appointments to Advisory Committee

Make recommendations on the kinds of appointments which should be made by the President, Senate, House and NCLIS to the 28 member Advisory Committee, taking into consideration minority representation and geographic distribution.

Wayne Johnson, Chair
Barbara Cooper
Lotsee Smith
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B. Conference Scope, Focus and Financing

Recommend a preliminary design for the conference including its scope and focus; frame the different alternatives for financing the conference.

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C. Planning Timeline

Gordon Ambach, Chair
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Identify events and dates for necessary activities leaders to the conference.

The Design Group is to involve in its planning "...current and former NCLIS Members, former Members of the White House Conference Advisory Committee and staff; representatives of major national library and information services organizations, leadership of the Senate, the House, and the Executive Office of the President." The Design Group requested its Chair to send a letter to these groups summarizing the Design Group's charge and actions to date, and asking for ideas and comments. It was suggested that drafts of Design Group recommendations could be shared with these groups for comment at the appropriate time.

The Design Group agreed to meet in Chicago during the annual conference of the American Library Association. At that meeting, it will be determined if the Design Group will meet in August in conjunction with the NCLIS meeting.

The meeting adjourned at 2:00 p.m.