

FEDERAL ENTITY CEASED OPERATIONS

Schedule Number: N1-220-92-002

Federal entities may cease operations when they are established as a temporary entity, are abolished, or functions are transferred to state or local government or private control.

Description:

The White House Conference on Libraries and Information Services was authorized by Public Law 100-32 (102 Stat. 898) on August 8, 1988. The conference was held July 9-13, 1991, in Washington, D.C. The Conference was planned and conducted under the direction of the National Commission on Library and Information Science. An Advisory Committee of the Conference assisted and advised the Commission in planning and conducting the Conference. A final summary report was delivered to President Bush on November 11, 1991.

Date Reported: 06/22/2020

FEDERAL ENTITY CEASED OPERATIONS

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK (NARA use only)	
NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NRA) WASHINGTON, DC 20408		NUMBER N1-220-92-2	
1. FROM (Agency or establishment) NATIONAL Commission on LIBRARY & INFORMATION SERVICES		DATE RECEIVED 3E 4/92	
2. MAJOR SUBDIVISION WHITE HOUSE Conference on LIBRARY & INFORMATION SERVICES		NOTIFICATION TO AGENCY In accordance with the provisions of 44 U.S.C. 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
3. MINOR SUBDIVISION			
4. NAME OF PERSON WITH WHOM TO CONFER PETER YOUNG, NCLES, E&C Dir		DATE 4-22-93	
5. TELEPHONE 202-254-3100		ARCHIVIST OF THE UNITED STATES Cathy Hickamp Peterson	
6. AGENCY CERTIFICATION I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached _____ page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, ☒ is not required; ☐ is attached; or ☐ has been requested.			
DATE 3/4/92	SIGNATURE OF AGENCY REPRESENTATIVE Jan M. Curtis	TITLE EXECUTIVE DIRECTOR WHITE HOUSE Conference	

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	The White House Conference on Library & Information Services was established by Public Law 100-382, signed by President Reagan on 8/18/88. The Advisory Committee of the White House Conference was composed of Members of Congress, the Librarian of Congress, members of the Public Sector, private individuals, library professionals and information specialists. The President was authorized to call a Conference which was held July 9-13, 1991 at the Washington Convention Center. A final Summary Report was delivered to the President on 11/21/91 and included 95 Recommendations and 6 Resolutions approved by the 700 delegates. The President believed the report and his recommendations for implementation to the Congress approximately 90 days thereafter.		

Copies sent to agency, NL, NN-W, NS, NNT, NCF, NIA 4/29/93

1. **WHCLIS MEETING FILES**

a) Minutes, agendas, transcripts of meetings and background material for Advisory Committee members. WNRC Accessions 220-101, boxes 1 and 2 (part); 220-102, boxes 1 and 3 (part); 220-103, boxes 1 and 14 (part). Volume: Approximately two cubic feet.

Disposition: PERMANENT. Transfer to the National Archives on 1 January 1996.

b) Working papers, notes, drafts, duplicates, and routine and facilitative correspondence and memoranda. Accessions and boxes as above, with the addition of the entirety of 220-102, box 2.

Disposition: Temporary. Destroy on 1 January 1996.

2. **ORGANIZATION AND PLANNING FILES**

a) Correspondence and memoranda, WHCLIS charter, Credentials Committee binder, and conference packet. 220-101, box 4 (part); 220-103, boxes 1 (part) and 14 (part). Volume: Less than one cubic foot.

Disposition: PERMANENT. Transfer to the National Archives on 1 January 1996.

b) Delegate lists; records relating to administration, volunteers, fundraising, expenditures, security and logistics; working papers; notes; and routine correspondence and memoranda. 220-101, boxes 4 (part), 6 (all) and 7 (part); 220-102, box 6 (all); 220-103, box 1 (part), and boxes 2-3 (all), and 5-13 (all).

Disposition: Temporary. Destroy on 1 January 1996.

3. **PUBLICITY FILES**

a) Speeches by the Executive Director. 220-103, box 1 (part). Volume: Negligible.

Disposition: PERMANENT. Transfer to the National Archives on 1 January 1996.

b) Newsletters: One set each of Advisory Bulletins, Information Exchange and Discovery. 220-101, box 7 (part); 220-104, boxes 3 (part) and 4 (part). Volume: Negligible.

Disposition: PERMANENT. Transfer to the National Archives on 1 January 1996.

c) WHCLIS Press Releases. 220-104, box 6 (part). Volume: Negligible.

Disposition: PERMANENT. Transfer to the National Archives on 1 January 1996.

d) Press clippings. 220-103, box 4 (part); 220-104, boxes 4 (part) and 6 (part).

Disposition: Temporary. Destroy on 1 January 1996.

4. STATE AND TERRITORY FILES

a) One set of Final Reports from the states. 220-103, boxes 20-22 (part). Volume: Approximately 2 cubic feet.
Disposition: PERMANENT. Transfer to the National Archives on 1 January 1996.

b) Duplicate and preliminary reports. 220-103, boxes 20-22 (part).
Disposition: Temporary. Destroy on 1 January 1996.

5. CONFERENCE FILES

a) Reports and papers. 220-104, box 3 (part). Volume: Approximately six inches.
Disposition: PERMANENT. Transfer to the National Archives on 1 January 1996.

b) Briefing Books: includes Topic Committee Books, Issues Book and Statistical Compendium. 220-103, boxes 16 (part), 17-19. Volume: Approximately 1 cubic foot.
Disposition: PERMANENT. Transfer to the National Archives on 1 January 1996.

c) Speeches and biographical material on speakers. 220-104, box 4 (part). Volume: Negligible.
Disposition: PERMANENT. Transfer to the National Archives on 1 January 1996.

d) Routine and facilitative material, including hotel registration, scheduling, computerization information, delegate and observer lists, drafts and working papers. 220-103, boxes 15 (all) and 16 (part); 220-104, boxes 3 (part) and 4 (part).
Disposition: Temporary. Destroy on 1 January 1996.

6. AUDIOVISUAL FILES

a) Still photography. Photographs of Advisory Committee members and staff and Conference activities. Color and b/w, contact sheets to 8X10. No negatives, few captions, most copyright. 220-103, box 4 (part). Volume: Approximately .5 cubic feet.
Disposition: Temporary. Destroy on 1 January 1996.

b) Audiotapes. Cassette tapes of opening ceremony, speeches and a debate; cassette and open reel tapes of White House public service announcements. 220-104, boxes 1 (part), 2 (part), and 5 (part). Total of 20-25 tapes.
Disposition: PERMANENT. Transfer to the National Archives on 1 January 1996.

c) Duplicate and commercial audiotapes. Accessions as above.
Disposition: Temporary. Destroy on 1 January 1996.

d) Videotapes. Recordings of the opening ceremonies and speeches by George Bush and Marilyn Quayle. 220-104, box 5 (part). Volume: Negligible.

Disposition: PERMANENT. Transfer to the National Archives on 1 January 1996.

e) Duplicate and commercial videotapes, and videotapes from other Federal agencies. 220-104, boxes 2 (part) and 5 (part).

Disposition: Temporary. Destroy on 1 January 1996.

7 ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRSOR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1-0101	MEETINGS - AGENDAS, NOTE BOOKS WHCLIS, NCLIS & WHC AC 1989 <u>Disposition: PERMANENT TRANS. TO</u> NATIONAL ARCHIVES 2/92 <u>VOLUME 1.04 cu ft</u>	REVISED ITEM NUMBERS	
2-0101	1989 OFFICIAL TRANSCRIPTS NCLIS & WHCLIS AC - MEETINGS <u>Disposition: PERMANENT TRANSFER</u> TO NATIONAL ARCHIVES 2/92 <u>VOLUME: 1.04 cu ft.</u>	1a and b	
3-0101	1989 PAYROLL & BUDGET <u>Disposition: NON PERMANENT</u> <u>RECORDS AT WARC: DESTROY 11/1/2002</u> <u>VOLUME 1.04 cu ft.</u>	1a and b	
4-0101	1989 WHCLIS ORIGINAL ORGANIZATIONAL ^{PLANNING} RECORDS <u>Disposition: PERMANENT TRANSFER</u> TO NATIONAL ARCHIVES 2/92 <u>VOLUME: 1.04 cu ft.</u>	2a and b	
5-0101	1989 PERSONNEL RECORDS <u>Disposition: NON PERMANENT</u> <u>RECORDS AT WARC: DESTROY 11/1/2002</u> <u>VOLUME: 1.04 cu ft.</u>	2b	
6-0101	1989 ORGANIZATIONAL PLANNING RECORDS - DEL. SELECTION, HYPERTEXT <u>Disposition: PERMANENT TRANSFER</u> TO NATIONAL ARCHIVES 2/92 <u>VOLUME: 1.04 cu ft.</u>	2b and 3b	
7-0101	1989 ORIGINAL PRECONF. STATE & TERRITORY PLANS <u>Disposition: PERMANENT TRANSFER</u> TO NATIONAL ARCHIVES 2/92 Vol. 1.04 cu ft.	2b and 3b	

REQUEST FOR RECORDS DISPOSITION AUTHORITY — CONTINUATION

JOB NUMBER

PAGE

3 OF 88

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1-	0102 1990 MEETINGS - ALL AGENDAS NOTEBOOKS, MINUTES WHCLAR, NCLIS <u>Disposition</u> : PERMANENT: TRANS. TO NATIONAL ARCHIVES 2/92 <u>VOLUME</u> : 1.04 cu ft.	REVISED ITEM NUMBERS 1a and b	
2-	0102-1990 MEETINGS: NCLIS WHCLISAC: NOTEBOOKS: AGENDAS- <u>Disposition</u> : PERMANENT: TRANS. TO NATIONAL ARCHIVES 2/92 <u>VOLUME</u> : 1.04 cu ft	2b	
3-	0102 1990 OFFICIAL TRANSCRIPTS -NCLIS: WHCLISAC <u>Disposition</u> : PERMANENT: TRANS TO NATIONAL ARCHIVES 2/92 <u>VOLUME</u> : 1.04 cu ft.	1a and b	
4-	0102 - 1990 PAYROLL & BUDGET RECORDS. <u>Disposition</u>: NON PERMANENT. 1/1/2002 AT UNRC: DESTROY 1/1/2002 <u>VOLUME</u>: 1.04 cu ft		
5-	0102 - 1990 PAYROLL & BUDGET <u>Disposition</u>: NON PERMANENT: HOLD AT UNRC: DESTROY 1/1/2002 <u>VOLUME</u> 1.04 cu ft		
6-	0102 1990 ADVISORY COMM. MAILINGS: SUB COMM. MAILINGS- PRE CONF. MAILINGS <u>Disposition</u> : NON PERMANENT: HOLD AT UNRC: DESTROY: 1/1/2002 <u>VOLUME</u> : 1.04 cu ft	2b	

7 ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1-	0103 MEETINGS 1991 NCLIS, WHCAC WHCLIST AGENDAS, NOTEBOOKS, MINUTES <u>DISPOSITION</u> : PERMANENT: TRANSFER TO NATIONAL ARCHIVES 2/92 <u>VOLUME</u> : 1.04 cu ft	REVISED ITEM NUMBERS 1a and b 2a and b 3a	
2-	0103 7/9-13/91 ONSITE WHC RECORDS: MANAGEMENT, LOGISTICS REGISTRATION, SECURITY <u>DISPOSITION</u> : NON PERMANENT: RETAIN AT UNRC: DESTROY 1/1/2002 <u>VOLUME</u> : 1.04 cu ft.	2b	
3-	0103 7/9-13/91 ONSITE WHC RECORDS: VENDORS: SECURITY, LOGISTICS <u>DISPOSITION</u> : NON PERMANENT: RETAIN AT UNRC: DESTROY 1/1/2002 <u>VOLUME</u> : 1.04 cu ft	2b	
4-	0103 1991 MEDIA Symposium: INTERNATIONAL Symposium: MEDIA REPORT: TELECONFERENCE Planning <u>DISPOSITION</u> : PERMANENT: TRANSFER TO NATIONAL ARCHIVES 2/92 <u>VOLUME</u> : 1.04 cu ft.	3d 6a	
5-	0103 1991 CONFERENCE SUMMARY REPORT: LIST OF ALL CONFERENCE ATTENDEES-POST CONF. CORRESPONDENCE <u>DISPOSITION</u> : PERMANENT: TRANSFER TO NATIONAL ARCHIVES: 2/92 <u>VOLUME</u> : 1.04 cu ft.	2b	

REQUEST FOR RECORDS DISPOSITION AUTHORITY — CONTINUATION

JOB NUMBER

PAGE

5 OF 8

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	REVISED ITEM NUMBERS		
6	-0103 1991 CONTRACT FILES, VENDORS HOTEL, C.F. MGMT. HOUSING, AIR + GROUND TRANSFERS <u>Disposition</u> : NON PERMANENT: RETAIN AT NFC: DESTROY 1/1/2002	2b	
7	-0103 1991 WHCLIS VOLUNTEER RECORDS - 4/91 - 7/14/91 <u>Disposition</u> : NOT PERMANENT: RETAIN AT WNRC: DESTROY 1/1/2002 <u>VOLUME</u> : 1.04 cu ft	2b	
8	-0103 1991 - STATE BY STATE FILES/CREDENTIALS/ DELEGATE CERTIFICATION INCLUDING ONSITE CHANGES <u>Disposition</u> : PERMANENT: TRANSFER TO NATIONAL ARCHIVES 3/92 <u>VOLUME</u> : 1.04 cu ft	2b	
9	-0103 1991 WHE DELEGATE EDUCATION MATERIALS DATA PROCESSING ANALYSIS <u>Disposition</u> : NON PERMANENT!!! RETAIN AT WNRC: DESTROY 1/1/2002 <u>VOLUME</u> : 1.04 cu ft.	2b	
10	-0103 1991 REPORTS: IMPACT OF WHE II: ENCORE TEMP! ADVISORY MAILINGS: RAMADA HOTEL <u>Disposition</u> : NON PERMANENT: RETAIN AT WNRC: DESTROY 1/1/2002 <u>VOLUME</u> : 1.04 cu ft.	2b	
11	-0103 1991 VENDOR BIDS + PROPOSALS. 1991 WHCLIS <u>Disposition</u> : NON PERMANENT: RETAIN AT WNRC: DESTROY 1/1/2002 Vol. 1.04 cu ft	2b	

REQUEST FOR RECORDS DISPOSITION AUTHORITY — CONTINUATION

JOB NUMBER

PAGE

6 OF 8

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
12-0103	STATISTICAL Compendium For 1991 (NCLIS) MAHR STATE & TERRITORY RECORDS: PRE-PLANNING Documents - Del. CORRESP. <u>Disposition</u>: Non Permanent Transfer to NARS & DESTROY 11/1/2002 <u>Volume</u> 1.04 cu ft	REVISED ITEM NUMBERS	
13-	0103 DELEGATE AT LARGE MEDIA FILES <u>Disposition</u>: Non Permanent RETAIN AT NARS: DESTROY 11/1/2002 <u>Volume</u> 1.04 cu ft	2b	
14-	0103 1991 OFFICIAL TRANSCRIPTS WHLIS MEETINGS <u>Disposition</u>: Permanent: Transfer to NATIONAL ARCHIVES 2/92 <u>Volume</u> 1.04 cu ft.	2b (only textual records were discovered in this box; no a/v files)	
15-	0103 1991 WHLIS OPERATIONAL FILES: INTERNATIONAL OBSERVERS CR MEMOS/VIDEO FESTIVAL FILES <u>Disposition</u>: Permanent: Transfer to NATIONAL ARCHIVES 2/92 <u>Volume</u> 1.04 cu ft.	1a and b 2a	
16-	0103 OPENING Ceremony 1991 INT. OBS. LIST: HONORARY Del. MODERATORS: FACILITATORS: OFF. OBS. <u>Disposition</u>: Permanent: Transfer to NATIONAL ARCHIVES 2/92 <u>Volume</u> 1.04 cu ft.	5d (no a/v files discovered)	
		5b 5d	

7 ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	16-0103 ISSUE BREITING BOOKS 1991 Disposition: PERMANENT: TRANSFER TO NARA NATIONAL ARCHIVES 2/92 Volume: 1.04 cu ft	REVISED ITEM NUMBERS	
18	- 0103 TOPIC COMM. BOOKS 1991 ACCESS; PRESERVATION; NIP; NETWORKING Disposition: PERMANENT: TRANSFER TO NATIONAL ARCHIVES 2/92 Volume: 1.04 cu ft.	5b	
18	- 0103 1991 TOPIC COMM. BOOKS GOVERNANCE; TECHNOLOGY: SERVICES PROGRAMS: Disposition: PERMANENT: TRANSFER TO NATIONAL ARCHIVES 2/92 Volume 1.04 cu ft.	5b	
19	- 0103 TOPIC COMM BOOKS '91 SERVICES: PROGRAMS: TRAINING: PERSONNEL: MARKETING Disposition: PERMANENT: TRANSFER TO NATIONAL ARCHIVES 2/92 VOLUME 1.04 cu ft.	5b	
20	0103 1991 STATE REPORTS Disposition: PERMANENT: TRANSFER TO NATIONAL ARCHIVES 2/92 VOL 1.04 cu ft	4a and b	
21	- 0103 1991 STATE REPORTS Permanent: Transfer to NATIONAL ARCHIVES 2/92 VOL 1.04 cu ft	4a and b	
22	- 0103 1991 STATE REPORTS Disposition: PERMANENT: TRANSFER TO NATIONAL ARCHIVES 2/92 VOL 1.04 cu ft.	4a and b	

REQUEST FOR RECORDS DISPOSITION AUTHORITY — CONTINUA

JOB NUMBER

PAGE

8 OF 8

7 ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1-	0104 - AU RECORDS - DELEGATE ED TAPES for the BLIND <u>Disposition</u> : PERMANENT - TRANSFER TO NATIONAL ARCHIVES 2/92 <u>VOLUME</u> : 1.04 cuft.	REVISED ITEM NUMBERS 6b and c	
2-	0104 AU TAPES of ALL CONFERENCE SPEAKERS - VIDEO TAPES - FILM FESTIVAL <u>Disposition</u> : PERMANENT: Transfer TO NATIONAL ARCHIVES <u>VOLUME</u> 1.04 cuft.	6b, 6c, 6e	
3-	0104 WHITE HOUSE CONF. VIDEO TAPE - Post CONF. TELECONFERENCE TAPES - <u>Disposition</u> : PERMANENT: Transfer TO NATIONAL ARCHIVES 2/92 <u>VOLUME</u> : 1.04 cuft.	3b, 3d, 5a, 5d (only textual material in this box; no a/v)	
4-	0104 SPEAKER AUDIO TAPES - COPIES of CONGRESSIONAL ON SITE HEARING: MEDIA KIT SAMPLE! AM. INT RECORDS <u>Disposition</u> : PERMANENT: TRANSFER TO NATIONAL ARCHIVES 2/92 <u>Vol.</u> 1.04 cuft	3b, 5c, 5d (did not see records relating to American Indians)	
5-	0104 USIA WORLDNET TAPES REEL TO REEL INTERVIEWS WHE <u>Disposition</u> : PERMANENT: TRANS. TO NATIONAL ARCHIVES 2/92 <u>VOL.</u> 1.04 cuft	6b, 6c, 6d, 6e	
6-	0104 MONTH BY MONTH PRE & POST WHE CLIPS: PRESS RELEASES <u>Disposition</u> : NON PERMANENT DESTROY 1/1/2002 <u>VOL.</u> 1.04 cuft	3c and d	