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Preservation Working Group Minutes for February 2, 2009

Consortium of Academic and Research Libraries in Illinois

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CARLI Preservation Working Group Minutes

February 2, 2009
Aurora University

Present: Jennifer Hain Teper (University of Illinois at Urbana Champaign), Lynne Thomas (Northern Illinois University), Anne McKearn (Aurora University), Kim Hale (Columbia College Chicago) - by phone

Absent: Kathy Boyens (Olivet Nazarene University), Lynn Daw (Monmouth College), Alyce Scott (Illinois State Library)

Staff Present: Elizabeth Clarage

Meeting called to order 10:45 am

1. Jennifer agreed to take minutes
2. Minutes of the last meeting were approved as written
3. Old Business
 - a. Review of the Preservation Weblibliography Links
 - i. Updates were requested to Elizabeth by Friday the 6th
 - b. Illinois Fire Service Institute (IFSI) Burn Simulation and Recovery
 - i. Funded for 20 attendees each date to cover muffins, lunch, and a disaster wheel for each
 - ii. Dates set for June 9th and 11th, 2009
 - iii. Anticipated Schedule of Events
 1. 10-11 am speaker on disaster planning: Sarah Hone Chase (Northern IL U.)
 2. 11-12 noon speaker IFSI and an introduction to salvage (Jennifer?)
 3. Afternoon - Burn and Recovery hands on
 - iv. Elizabeth has put a note in the CARLI newsletter and calendar
 - v. Lynne will post a "save the date" note on the listserv
 - c. Media and Photographic Survey and Workshop (see Handout 1: Preservation Survey)
 - i. Reviewed comments - high interest in digital preservation and A/V preservation. Also noted some interest in book and paper repairs. Basic repairs workshop will be periodically repeated to address this desire.
 - ii. Discussion skipped ahead to item f) "Joint Forum on Digital Preservation with Digital Collections User Group"
(see hand out 2: <http://www.carli.illinois.edu/comms/dcug/dcug-mins/dcug-minutes-012209.html>)
 1. Lynne noted that they are just getting this pulled together, and are currently targeting speakers. They are conscious of trying to get a variety of institutions participating from around the US, and not having it be represented from U of I exclusively.
 2. Once speakers are identified, will apply for budget. Hope to have the speakers confirmed by Feb. 9th
 3. Location is probably going to be in Champaign
 - iii. Back to Media and Photographs... From data collected it looks like best time to hold would be October 2009, which would necessitate a program committee request by March 15th. Elizabeth will check the CARLI calendar for potential conflicts that month.

- iv. Possibly schedule: morning Audio-Visual, lunch, and afternoon Photographs
 - v. Speakers: UIUC staff for AV a possibility. Also should have speaker to discuss funding for these types of projects. Kim will talk to the director of the School of the Art Institute (Claire Eike) about possible speakers from the Art Institute. The group would like to try for Chicago based speakers first, then UIUC as backup.
 - vi. Registration: Some discussion on whether to allow split registration, for only AM or only PM.
 - vii. Location: Could possibly be held at Columbia College - maybe the "Film Row Center" at 11th and Wabash? Holds 300 and would be free.
- d. CARLI Newsletter
- i. Next newsletter tip - Jennifer. Jennifer will post her draft to the wiki for review. Currently too long - perhaps split into two different submissions?
 - ii. Could sent a "tip" notice to the listserv saying that there is a new preservation note on the blog?
 - iii. Next newsletter tip - Lynn at end of February on "preservation related blogs"
 - iv. Other ideas
 - 1. "Steal This Idea" topics:
 - a. Mylar book jackets
 - b. Vacuuming books/stack cleaning
 - c. Care and handling for users and staff - incl. library displays and screen savers
 - d. Rain bags
 - e. Book snakes
 - f. Social networking - using twitter?
 - g. Could call for ideas from other institutions
 - h. Food and drink and plants in libraries
 - 2. Larger topic ideas:
 - a. Book Marks - Jennifer will scan Notre Dame examples
 - b. Low cost environmental monitoring
 - c. IPM monitoring and pests
 - d. pH pens
 - e. Surveying collections (could be multiple sessions)
 - f. Disaster planning (could be multiple sessions)
- e. Connecting to Collections Statewide Planning Grant
- i. Grant was submitted and PWG was copied on final narrative and budget.
 - ii. Should hear from IMLS soon (note - Jennifer checked on date of announcement, and it should have been by late January. She sent a note out to the State Museum to see if they've heard anything.)
 - iii. Projects, if funded, should start between March and May
- f. Joint Forum on Digital Preservation with Digital Collections User Group (con't)
- i. Will likely be held at the I Hotel or Hilton Garden Inn on either July 21-23, or July 28-30 with either Thursday being the day of the program.
 - ii. Focus of the program will be "nuts and bolts" - focusing first on steps to start smaller programs and then developing funding for larger projects.
 - iii. Lynne queried the group on possible involvement in the development of a state-wide digital preservation network.

1. Would like to start communication to set standards for the state (possibly grant-funded).
2. Would probably not happen until FY11 - and then starting with limited institutional planning for larger implementation in FY12.
3. Noted that there is currently no CARLI digital preservation plan, nor is there money for one. Elizabeth noted that CARLI is wary of serving as a digital repository, and prefers to be advisory only.
4. Any forward momentum would be in collaboration with the Digital Collections User Group.

4. New Business

- a. What can the PWG do other than programs?
 - i. Drive preservation agenda for CARLI and the state?
 1. Statewide Assessment
 - a. 2005 assessment of IL collections was not exclusively of CARLI membership
 - b. Perhaps an assessment of CARLI libraries would be beneficial, esp. since it's almost been 5 years since the last assessment? This could better direct CARLI endeavors
 - c. Currently CARLI is doing an assessment of the consortium, focusing on programs, etc.
 - d. Could we possibly collaborate with IL graduate programs in library science, for site visits, data collection, etc?
 - e. Need to see what's going to be covered by the Connecting to Collections grant, if that gets funded.
 2. Consulting to other libraries
 - a. Could ask for interest in the survey during site visits
 - b. Could put notice of availability in the newsletter
 3. Possible mini-grants
 - a. \$10,000 could cover 40 \$250 mini grants for supplies
 - b. Could encourage matching grants by institutions - maybe give preference encouraging them to show commitment to preservation?
 4. Disaster training and response
 - a. Building a network for cooperative response
 - b. Possible program on disaster plans in Spring 2010? "libris" consortia had a very well attended program.
 - c. Could set up as a train the trainer model for all systems
 - d. Also possibly consider high density storage disaster planning and response?
 5. How can we better justify preservation to Library Administrations, esp. during tough budget times?
 - a. Show fiscal benefits - immediate versus long-term, and couch it as a return on investments.
 - b. Create a possibly fact sheet for administrators to give them the long view.
 - c. How do we reach the directors? Website, annual meeting.
 6. CLOCKSS is looking for open membership - and there is a consortial discount - would CARLI be interested in pursuing this? Elizabeth asked that the group review the service to see if there would be interest for the consortium. If so, we would

obviously involve the Electronic Resources Working Group.

b. Working group housekeeping:

- i. Annual Report for Working Group is due by end of May, or thereabouts.
- ii. Need to elect a chair for next year sometime before June 30th
- iii. Next meeting will be April 20th via conference call from 10-12. All other work pending will continue via e-mail.

5. Meeting adjourned 2:05

Submitted by: Jennifer Hain Teper