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# Preservation Working Group Minutes for August 31, 2009

Consortium of Academic and Research Libraries in Illinois

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# CARLI Preservation Working Group Minutes

CARLI Office

August 31, 2009

**Members Present:** Lynn Daw (Monmouth College); Kim Hale (Columbia College Chicago); Julie Mosbo (Southern Illinois University Carbondale); Rob DeLand (VanderCook College of Music); Lynne Thomas, Chair, (Northern Illinois University); Jennifer Hain Teper (University of Illinois at Urbana Champaign)

**Member Absent:** Anne McKearn (Aurora University)

**CARLI Staff:** Elizabeth Clarage

**Guest:** Susan Singleton

1. New member welcome and introductions
2. Jennifer Hain Teper was selected as the recorder for the meeting
3. Minutes from the June conference call were approved as written
4. Susan Singleton thanked all members for serving on the WG and updated the group on a few matters from CARLI:
  - CARLI is facing leaner budget years. For us, this means that if we want to get funding through the program planning committee, earlier submissions are better than waiting.
  - CARLI will be looking at more programs to be set up similar to I-Share, where there will be cost share from partner libraries.
  - CARLI will still work on negotiating discounts for member benefit.
  - CARLI has moved, administratively, to under the VP for Academic Affairs (was under Budget and Finance).
5. Announcements:
  - Connecting to Collections State Wide Planning Grant. Jennifer updated the group on the status of the C2C IMLS grant. The first of our regional meetings has taken place and was successful. After the remaining three regional meetings, the advisory committee will regroup to try to draft the elements of a state-wide plan.
  - Campbell Center: Jennifer also updated the group on the status of the Campbell Center. The Center seems to be on more sound footing, with attendance at their workshops being relatively stable, though new workshops that were introduced this year are not being well attended – only those that are more regular workshop offerings.
6. Old Business:
  - Illinois Fire Services Institute Burn and Recover workshop: Responses were generally very favorable. Photos have been posted up to Facebook and the handouts have been mounted to the CARLI website. The general consensus was that this should be a recurring offering (perhaps every two years?) and IFSI is very interested in that. Elizabeth and Jennifer will be setting up a meeting with Adam and Brad at IFSI to discuss this.
  - Digital Preservation Forum: This forum, co-sponsored with the CARLI DCWG, had good attendance and the evaluations were very positive. Generally, people thought it offered a good balance of topics.

- AV Preservation Program: The registration page is almost up and ready to go. Kim Hale and Rob DeLand offered to help with registration the day of, if needed. Handouts should be to the CARLI office by Oct. 7th. Handouts will include a bibliography, speaker handouts, and evaluation form. Lynne will do introduction unless she cannot attend, then Jennifer will stand in to introduce and welcome.
- Preservation Weblibliography:
  - New list of who will be checking links:
    - Rob DeLand: Assessment Planning, Legal Issues, Library Binding.
    - Elizabeth Clarage: Exhibits, Protective Enclosures and Storage.
    - Julie Mosbo: Disaster Planning and Response.
    - Kim Hale: Supply Vendors, Blogs and Listservs, Glossaries.
    - Anne McKearn: Special Collections and Archives, Training, Other.
    - Lynn Daw: General Preservation and Conservation Resource Sites; Mold, Pests, and the Environment.
    - Jennifer Hain Teper: Audio-Visual Preservation, Book Repair and Conservation.
    - Lynne Thomas: Digital Preservation and Digitization for Preservation, Grants and Development. These should be checked by the end of September.
- CARLI Newsletter Contributions:
  - New contributions (authors, topics and dates) were established for the rest of 2009:
    - Kim will do “food and drink” topic for September
    - Julie will do “rain bags” topic for October
    - Lynne will do “social networking” topic for November
    - Jennifer will do “vacuuming books/stack cleaning” topic for December
  - New topic ideas
    - Educating patrons (bookmarks, screen savers, exhibits...)
    - May Day
    - Preservation Week (organized by ALA – Jennifer will check date)
    - Exhibits
    - Light management (filters, shades, etc)
    - Private conservators and how to find them
    - Disaster recovery vendor pre-contracts
    - What you can do in one hour that will have impact over time
    - Before and after treatment comparisons
    - Working with library friends/donors (adopt a book)

7. Lunch break

8. New Business

- Joint Statement on Digital Preservation and the Digital Preservation Task Force: Lynne gave a short historical overview of the statement and the purpose of the task force, and proposed a timeline for the task force as
  - 1 in-person meeting at beginning of fall
  - Lots of web/e-mail work over the following months
  - November in-person meeting
  - White paper by December 4th ideally before the Executive Committee and Board meetings.
 There was a call for two volunteers to join the task force and Julie and Jennifer volunteered to serve. Lynne will chair the group. Finally, there was some open discussion about what a statewide

digital preservation system should do, but very little concrete suggestions

- Spring Programming
  - Possible interest in doing basic book repair again.
  - Jennifer suggested doing a workshop on using UIUC's new grant-funded audio-visual assessment program – the AvSAP. She will draft a short description and technology requirements along with the project manager and get back to the working group.
- Meeting schedule:
  - Upcoming conference calls (10-12 noon) Oct. 5th, Nov. 2nd, Dec. 7th
  - Upcoming in-person meeting: Feb 1st at CARLI office

Adjourned at 2:02 – (moved by Jennifer, second by Kim)