

11-1-2009

Preservation Working Group Minutes for November 1, 2009

Consortium of Academic and Research Libraries in Illinois

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Recommended Citation

Consortium of Academic and Research Libraries in Illinois, "Preservation Working Group Minutes for November 1, 2009" (2009).
Preservation Working Group. Paper 15.
<http://digitalcommons.carli.illinois.edu/preswg/15>

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Preservation Working Group Minutes

November 1, 2009

Conference Call

Members Present: Lynn Daw (Monmouth College); Julie Mosbo (Southern Illinois University Carbondale); Jennifer Hain Teper (University of Illinois at Urbana Champaign); Lynne Thomas, Chair, (Northern Illinois University)

Members Absent: Kim Hale (Columbia College Chicago); Anne McKearn (Aurora University); Rob DeLand (VanderCook College of Music)

CARLI Staff: Elizabeth Clarage

1. Lynn Daw was selected as recorder.
2. Minutes of October 5, 2009 Conference Call were approved.
3. Announcements: Elizabeth announced that CARLI will be changing its format of conference calls in the near future. The new format will require an access code when calling in. She will inform the group of the change when it takes place.

Elizabeth and Jennifer spoke with Fire Services regarding PWG's burn simulation. FS asks for 6 month notice for any similar future program. PWG is tentatively scheduling another burn for 2011. Details on last summer's simulation in terms of supplies, flow, etc. will be added to the wiki for future reference.

4. A/V Preservation, Oct 13, 2009, Columbia College, Chicago. Evaluations of the workshop will be forthcoming from Elizabeth (evaluations have subsequently been distributed by Elizabeth via email on 11/4). Good reactions in general from the group with a short discussion on other options for advertising future presentations; tech-services list, collections list.
5. Webliography. Brief discussion on how we go about deciding what new links to add. Do we need a procedure? Decided that Elizabeth will keep a list of additions, and then distribute that list approximately a week before any future meeting or conference call, then we will vote to add.
6. Newsletter Articles had been previously scheduled through May.
7. Digital Preservation Subgroup Update: The subgroup of the Digital Collections Users' Group and the Preservation Working Group for Digital Preservation is preparing to distribute their needs assessment survey of 12 questions to their targeted audience of institutions. They have scheduled a Conference Call for Nov. 6 and are also continuing discussions in contact with other institutions that have done large scale/state wide projects.
8. New Business:

Lynne suggested that it is not too early to be thinking of who might be serving as PWG chair after this year. She herself has now served to two years and is interested to have a year as Past Chair before revolving off the committee in 2011/12.

Jennifer updated us on the progress of the IMLS grant to produce a State-Wide Preservation Plan. The last of the videoconference meetings will be held later this week (Nov.4th). The group will then proceed to consolidate findings and ideas and begin drafting the plan.

A brief bit of brainstorming for workshop/presentation ideas: collections care, disaster planning.

Jennifer and Lynne will finalize plans for the Spring AvSAP software workshop.

9. Meeting adjourned approx. 10:30 am. The group's next meeting is by conference call on Monday 12/7, 10:00 am.