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Preservation Working Group Minutes for May 3, 2010

Consortium of Academic and Research Libraries in Illinois

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CARLI Preservation Working Group

Conference Call

May 3, 2010

Minutes

Members Present: Lynn Daw, Monmouth College; Rob DeLand, VanderCook College of Music ; Kim Hale, Columbia College Chicago; Anne McKearn, Aurora University; Julie Mosbo, Southern Illinois University Carbondale; Jennifer Hain Teper, University of Illinois at Urbana-Champaign; Lynne Thomas, Northern Illinois University, chair

CARLI Staff Liaison: Elizabeth Clarage

Meeting called to order at 10:03 am.

1. Annual report discussion

A draft of the FY2010 Preservation Working Group Annual Report is on the PWG wiki. Comments, questions and points to ponder should be forwarded to Lynne by this Friday, May 7, for edits on the annual report. Your silence as to changes will be taken as assent to the report's contents as of Monday, May 10, so please do read it and make suggestions if you have them. Elizabeth will submit the final report for the group next week.

2. IFSI burn planning for Summer 2011 (submit paperwork to Program Planning by August 2010)

Julie has agreed to work with Elizabeth to get a PWG event onto the IFSI's 2011 calendar. Elizabeth asked the group to keep this program in mind if anyone has surplus shelves that might be used during the burn.

3. Plan for Fall Collections Care program

- Jennifer will contact Andrew Huot and ask him questions about what he would like to present in a hands-on environment to a mix of librarians and staff on the care of collections. She will also ask how many attendees would be ideal for instruction and if he would like helpers for this section of the day. She will also ask what supplies will be necessary for the program
- Morning Session: Anne McKearn, Aurora University, Lynn Daw, Monmouth, Julie Mosbo, Southern Illinois University Carbondale. Each will talk on how preservation works in their libraries and will allow plenty of time for extensive audience questions.
- Tentative registration figures if ok with Andrew will be 30. (subsequently changed to 20)
- The location will be in the middle of the state possibly at Heartland Community College or Parkland College.
- Jennifer has a contact at Hollinger/Metal Edge and Julie knows someone at University Products that the group might approach for sponsorship. If we do not have a sponsor, we may need to charge participants for the supplies that they will use during the workshop and take back to their library.
- The group needs to determine if there will be a sponsor prior to submitting a program planning form on this event.
- The Program tentatively will be held late November / early December 2010.
- Tentative agenda:

9:30 - 10:00 Registration / Pick up materials

10:00 - 10:45 Panel - presentation

10:45 - 11:30 Panel - answer audience questions

11:30 - 12:30 Lunch

12:30 - 3:30 Hands-on Workshop / Collections Care

4. Test-drive Webinar Software.

Once we all managed to login, the big sticking point was sorting out VOIP vs. Telephone use. Elizabeth and Jennifer will work together to confirm that VOIP will also be an option for attendees. There are currently 15 registrants.

5. Other Administrivia:

Elizabeth says that the digital preservation white paper is still with the Programs & Services Vetting Group. Anne plans to write her newsletter piece shortly. If you have links for the Webliography for Elizabeth to update, please be sure to forward them. The digital preservation seminar/workshop in April went very well.

The meeting adjourned at 10:55 am, with thanks to Anne and Kim, who are rotating off.