## MEETING MINUTES

# Digital POWRR

# Preserving digital Objects With Restricted Resources

### Date: Monday August 4, 2014

### Time: 10:30 am – 12:00 pm

### Place of Meeting: Founders Library 409/Conference Call

### Attendees: Aaisha, Jeff, Martin, Meg, Patrice, Jaime, Stacey, Lynne

* Update on upcoming grants:
	+ Kyle Rimkus from UIUC created a spreadsheet for creating numbers for a potential budget of a statewide DP solution, for our upcoming IMLS grant. He put in costs of salaries and fringe benefits for two employees, and some money for training. If we were to get 20 libraries to join, the membership fee would be around 9K a year. This would not include storage costs (that is looking to be around $400/TB/year). Would CARLI allow non-members to join? We need to find that out.
	+ The timeline for the grant: 1st year, things would be getting set up. Then we would bring our first group of libraries in to test Medusa. Grant would subsidize membership fees for the test group. They could poke at the software and provide feedback. Would there be any cost share/subcontractor pay for them, or any way to sweeten the deal? Unsure. There would be a time commitment for testing, and they need to show their admins something. Would it be hosted or something they would need to install? NIU needs to clarify this with Kyle. Founding members could be permanent members of a governing board or something like that. If we need more institutions to participate, we could use our survey to find more guinea pigs for testing. But the goal is to not have the guinea pigs spend too much time testing. (what about ingesting their content once the system is operational?)
	+ If we get the NEH grant for additional workshops, it would begin in January 2015, and we should know this fall. The IMLS grant will have the letter of intent due this October, with the full application due in February (to start later in 2015). The $30,000 training money in our spreadsheet is for training with Medusa/within the new collaborative, not for putting on POWRR workshops.
	+ Can we integrate what we are doing into IMLS’ “national digital platform” strategic goals? There has been talk around integration with DPLA and DPN, but this might be a difficult proposition. There is also talk of working with State Library to preserve material digitized with LSTA grants.
* White Paper update
	+ All responses from IMLS on the white paper thus far have been overwhelmingly positive. Sandy claims that we were able to take expert level knowledge and distill it into something a novice could understand. Sandy wants to do some copyediting and tightening up. She also wants us to remove Appendix 2 (section that has “if we had to choose today” models in it.) Jaime will make final changes once she receives the edited copy from Sandy, and she will distribute it to everyone for a final read through. Everyone agrees that we should probably update our library budgets for our case studies – everyone is to get that to Jaime right away. This number should include salaries.
	+ It is asked if we could arrange to have the IMLS send letters to our library Deans and Provosts? Jaime says she will ask Sandy for this, and will draft a letter from NIU’s dean. We will be looking at evaluation activities soon with some of our advisors.
* Deliverables update
	+ Jaime will be submitting a short proposal to IMLS to ask for additional money to help pay for further extensibility/integration of our tool grid with COPTR. We were invited by IMLS to ask for this additional money.
	+ Seth continues to finish up his work on Data Accessioner, and is ahead of schedule. He is adding the Dublin Core metadata fields to the form so that users will be able to add additional descriptive information about accessions.
	+ Dwayne will be ramping up his work soon, we have a focused set of models for him to work on. Will still be delivering collaborative framework documents, which should be helpful as we move forward with next grant.
* Upcoming travel
	+ The workshop in Denton at Digital Frontiers ended up being simply a 1 hour 15 minute slot, rather than an entire day. Meg and Patrice still want to go.
	+ Jaime will be going to St. Paul (AASLH conference) now since she won’t need to go to Texas, will drive/ride with Danielle.
	+ Jeff is going to Madrid for conference, and we are booking his travel.
	+ San Francisco workshops: Jaime, Lynne, Patrice, Stacey
	+ St. Paul: Jaime, Jeff, Danielle, Lynne
	+ Memphis: Aaisha is presenting a paper here, and we are booking her travel
	+ Melboune: Stacey is presenting poster at iPres
	+ Savannah: Jeff, Patrice, Aaisha, ? (AMIA conference, we will book travel soon)
	+ MA: Jaime, Lynne, Danielle, Stacey
	+ Chicago area workshop: Jaime mentions doing one during Open Access Week in the area. Also would like to do another one at CSU at some point. As far as an NDSA regional event, there is talk of doing one in Chicago area in spring.
	+ Jeff asks about a downstate option. Maybe Edwardsville, Carbondale?
	+ Jaime met with our Grants Fiscal person. From this point on, partners need to still save meal receipts, but will only be reimbursed the state per diem rate rather than actual cost.
* Questions?
	+ Martin says the NDSA Infrastructure group mentioned having someone from POWRR participate in a call to talk about our use of the NDSA Levels. Martin can ask for more details.
	+ Meg asks if we have followed up with any workshop participants (follow up survey). Jaime is working on this. Will run survey by everyone before it is sent out.
	+ Jeff announces he is getting .5 person to help with DP there, and a FT scholarly communication person. Jaime announces that NIU offered her FT position after her contract ends.