## MEETING MINUTES

# Digital POWRR

# Preserving digital Objects With Restricted Resources

### Date: Monday September 15, 2014

### Time: 10:30 am – 11:40 pm

### Place of Meeting: Founders Library 145D/Conference Call

### Attendees: Aaisha, Jeff, Meg, Patrice, Jaime, Lynne, Danielle, Kyle Rimkus

* Workshop Updates
  + San Francisco Day1: about half the registered people showed up
  + San Francisco Day 2: there were actually 2 sessions, one for regular participants and one for those that worked for the San Francisco public library system- which went very well. The library wants us to consider doing some consulting work for them
  + We are getting feedback from those who attended the Pilot and MAC workshops, we will be sending the next batch of follow-up surveys to those that went to Charleston
  + Presentations: SAA Meg had a lot of information and conversations, especially at the ‘preservation helpdesk’
  + There is a new version of DDA out, that was very well received in San Francisco. Seth is working on a push button reporting system which should output human readable reports in 4 different formats, html, csv, summary reports with counting functions, and last modified date style reports
    - This is going a little slow, but he Seth seems to be very interested in getting this done
  + Patrice/Meg are going to Denton and will be putting on a condensed version, similar to what Meg did at U of I
  + St. Paul people are leaving tomorrow and should have about 15 participants
    - Pre-reqs were sent out this morning, a little late, but we only got the listserv on Friday
  + Some conference workshops were cancelled due to lack of sign-ups
  + Smith College has waitlists for both days
  + Patrice has been looking for a local venue to hold another local workshop, maybe SIUE
    - There should be about $8000 left in the budget
  + In St. Paul- Jaime suggests check that DDA opens on everyone’s laptops during the morning session, so that the afternoon runs smoother.
    - The room will have internet access
  + Any last prep needed for Denton?
    - Meg and Patrice are working on getting flash drives set up
* White Paper
  + Stacey is not here so we do not have up to date information, but in the first 48 hours of it going live, there were 500 downloads
  + IMLS wants to feature our project
    - Meg heard a plug for our project at an oral history symposium
  + Not much feedback from the advisors, but they are promoting on Twitter, etc
  + There was a little hiccup where the paper was not available, but that has been fixed
* Cost Share
  + Should have up to Quarter 11, everything is wrapping up so make sure to get them to Jaime, including those at NIU
    - They should be due to IMLS around Febuary 1, but try to get them to Jaime sometime in December
* Other Grants Updates
  + No updates on workshop grant from NEH. They sent around the first round of rejections, historically there will be a second round of rejections and then acceptance letters
    - This will need some restructuring as one of the PI’s may be stepping down. This could also include an opportunity to train people from partner institutions
  + Implementation grant through IMLS: Lynne and Kyle will be co-PIs they are working on a draft of the 2 page proposal this afternoon which is due October 15
    - The sponsor project person from NIU will be joining them to help
    - Kyle has a proposed budget to use as a jumping off point
    - After St. Paul- there maybe opportunity to edit through google docs or some form
    - What does it look like?
      * Content needs to get to U of I to be put into their supercomputer and then saved. Will utilize Medusa
      * CARLI has offered encouragement, but not willing to sign on long term therefore Lynne and Kyle will ask for time in the grant to create a budget without CARLI
      * Accounting and legal are on board from NIU
    - What about partner involvement?
      * Kyle: they can help identify a body of content and author metadata then it would depend on different capabilities of the partner
      * Pilot idea of how to get content back from the supercomputer
      * Idea that services during grant would be free, then costs shred with grant, then totally up to university
      * Partners should look for more information after Lynne and Kyle meet, they could possibly be consultants on this grant
    - Possibility of bringing in Northwestern and UIC
    - Are there questions on the implementation?
      * Meg: have you engaged the state library? There have been phone calls made and members of the team will be going to DPLA
      * The wording of contracts is under negotiations but should be forthcoming in terms of a collaborative model
    - San Francisco Day 2 mentioned wanting each other’s emails to keep the conversations going. – Amanda will send those out
  + Meg: Archivematica/DuraCloud working together in an interchangeable format. DuraCould sent out a Memorandum of Understanding, will start today and go through December
    - Asking 20% work time, conference feedback.
    - IWU signed up last week
* Anything else?
  + Aaisha: working group calls in November- Jaime and Lynne will be doing a 20 minute presentation with Q&A and powerpoint
  + DPOE want to update themselves – what is future of our knowledge? Lots of people have suggested a partnership with DPOE with an implementation/pragmatic focus
    - Jaime will be in contact with people we already have connections with so that there is one point of contact
  + If you are sending in receipts for reimbursements, we need originals
  + Jeff needs to get set up for Smith College
    - He delivered his paper electronically from a distance to Spain
  + Patrice suggest Newberry in Chicago as a venue for a local workshop which we will look into
* Happy Monday!