## MEETING MINUTES

# Digital POWRR

# Preserving digital Objects With Restricted Resources

### Date: Monday October 6, 2014

### Time: 10:30 am – 11:50 pm

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

### Attendees: Aaisha, Martin, Meg, Patrice, Jaime, Lynne, Danielle, Matt

* Stacey isn’t here because she is in Austrailia presenting a paper and will be attending a full day BitCurator seminar
  + Meg heard that Archivematica will be using BitCurator within its workflow
* Consulting Work
  + Buttler: there is a call scheduled for tomorrow so that document looks can be finalized. This should be delivered by the end of the project. Our contract due date was around Nov. 15
  + Paul Wheatley: He is working on putting the POWRR Tool Grid into COPTR. They are at about 80% for a ‘yes go ahead.’ We are hoping to use leftover POWRR money and have NIU kick in the rest to reach the $6000. We should have an answer on this by the end of the week
  + Seth Shaw: He is bogged down with classes and projects but wants to be done sooner rather than later. He wants to include 4 reports- but he won’t be confined by the Nov. 30 deadline because he has been paid in full. The fourth report type will be a timeline of file dates (creations and modifications) it is slightly complicated so may be after Nov. 30.
    - A call will be set up once Stacey is back mid next week. Anyone who wants to join the call is welcome
  + External Evaluators: Amy will be coming in two weeks
* Feedback
  + We have gotten survey back from the Pilot, MAC, and Data Driven participants. About 30-40% response rate with the first send. 78% said they initiated DP activities. 83% said the workshop was very helpful. Lots of people are beginning to build awareness or do further investigation of the tools we discussed. Others are reviewing current policies.
  + Once more feedback is compiled we will set it out in graphs and charts to be easily readable.
  + There is a meeting forthcoming to have IMLS mention the work that all the Partners are doing at each partner institution. POWRR would also be the featured project on IMLS.gov
* How are workshops going?
  + St. Paul
    - Wasn’t made clear enough that laptops were required and pre-readings should be done before.
    - Objectives were not made clear enough before hand so many people were looking for digitization help, not digital preservation
  + San Francisco
    - Some thought that it was more digitization than digital preservation, the email wording has since been changed to make it more clear
  + Patrice/Meg in Denton, TX
    - This was an abbreviated timeframe
    - They had about 36 attendees and only 3 left
    - About 10 seemed very engaged, the room set-up was weird and hard to work with
    - Participants really responded to handouts and had some individual questions
    - It may not have been the perfect audience but there was a lot of awareness raising. One participant has been using the POWRR site with her students
  + Aaisha in Memphis, TN (ASALH)
    - Participants knew of the issue, so responded well to the technology aspect.
  + The one pagers were meant to be an ongoing document so if the content group would like to take them on and modify them after the grant period, they can. The Digital Curation Centre has also expressed interest in them.
* WorkPlan
  + Our original workplan says that staff will continue to support the site and the wiki. This will mostly be to point people to the newest versions
* IMLS Implementation Grant
  + Thank you to everyone’s feedback on the 2 page draft. That draft will be going to IMLS very soon, if you have more input send it in by end of Tuesday.
  + They do not ask for a full budget, just an ‘ask number’ so that is what is included.
  + We are on track to send it in on time
* NEH Workshop Grant
  + Have not heard anything from NEH, either yes or no. Twitter looks like maybe some ‘yes’s have started to come out, just waiting it out.
* Back to the workplan
  + We said there would be about 4 webinars in the post grant period. AMIA expressed to Patrice that they may be interested in webinars. That conversation will be in a couple weeks and focused at NIU
* Chicago ALA Mid-Winter Meeting
  + Meg and Jaime will not be able to go, but may be of interest to other Partners
* Potential Workshop at Northwestern University
  + Patrice has been in contact with Northwestern and they can provide a room for not more than 20.
  + 20 participants would need 4 presenters, do we have enough available?
  + Monday, Wednesday, or Friday work better for CSU- we can’t have anything after Nov. 14 so that receipts can be turned in
  + Lynne cannot go because of travel and it would be better to have local people to keep costs down.
  + Jaime will be in the middle of moving and unavailable
  + Maybe cap participation at 15 so that only 3 presenters are needed.
  + Patrice will still be point of contact with Northwestern
  + The workshop at SIUE does not work with their scheduling.
* Other Grant Ending Info
  + None of the partners need to ask for permission to use POWRR products. They can use what they need and keep educating about digital preservation
  + POWRR members at NIU were invited to sit in on NIU’s preservation meeting.
* Our last call will be November 3, 2014