Central New York Library Resources Council

Digitization Committee

12 July 2011

2:30pm

**Present:** Stephanie Zwolinski (Liverpool Public Library), Chair; Peter MacDonald (Hamilton College); Maija McLaughlin (Fayetteville Free Library) *non-voting*; Jane Verostek (SUNY ESF); Déirdre Joyce (CLRC), liaison; Debby Emerson (CLRC); Claire Enkosky (CLRC)

**Excused:** Linda Ryan (Fayetteville Free Library); Brian Dobreski (Syracuse University)

Stephanie Zwolinski called the meeting to order at 2:37 pm.

**Action Items**

* Check to see how many project clients with New York Heritage (Deirdre)
* Set up Fayetteville with a second project client (Deirdre)
* Share the draft review on Google Docs and email to committee members (Deirdre)
* Send Peter the Fayetteville microfilm to test (Maija)
* Test the OCR capabilities and multi-page PDF searching of CONTENTdm (Peter)
* Ask Linda about digitization practices & Gage foundation contact (Maija)
* Research the NNYNP, dtSearch and maybe Fulton Newspaper Project (all)

**Approval of the Minutes**

Peter made a motion to accept the May 4th, 2011 minutes as amended, (S/A).

**Agenda Items:**

* **Previous Action Items:**
  + Resend Link for Metadata Working Group (Déirdre)
  + Forward notes on 3Rs NY Heritage Meeting from April 14 (Déirdre)
  + Outstanding questions regarding NY Heritage merger (Déirdre)
    - Nothing has been decided on the Facets discussion. They are waiting to go directly to 6.1 (skipping 6.0). 6.1 has more of the landing page functionality that all of the participants wanted so that institutions can have their own landing pages. Everyone has to be at 5.0 or above in order to migrate. Peter felt that migrating to 6.0 would be premature. Stephanie wonders what would be required of the landing page. Déirdre also hasn’t gotten any answers about how they handle reference questions, but she will see them on August 15th for the Users Group.
  + Mark-up cnyheritage wiki with any thoughts on the pilot project
    - Stephanie and Maija both gave feedback on the wiki. Stephanie pointed out that it will be slow going, even when the organization is very interested in participating.
    - Stephanie remarked that the review should reflect that the committee sees that the CNY Heritage project was a success and that the committee expects the merge into NYHeritage to be easy. The committee sees the merger as taking this project to the next level and an opportunity for increased promotion.
    - The review must be finalized by August 24th.
* Pilot Project Review
  + Barriers to participation
    - Deirdre reported that at least one library said that CLRC’s fees were a barrier to participation in this project. Peter remarked that if that was a barrier at such an early stage, then that institution is probably not prepared to embark on this kind of project since it is such an intense commitment.
    - Debby mentioned that she has heard that commitment, especially with regard to staff and staff time, is another major hurdle to participation.
  + Potential solutions to barriers
    - Peter suggested that the service be retooled. For example, it could include subsidized cloud storage. If the organization stops paying the CLRC fee, there would then arise the complication of cutting them off from that service and their collection. Deirdre pointed out that these small historical societies have not paid any CLRC fees anyways; they are DHP constituents.
    - Peter suggested that we offer storage for original files. It would be a reliable, cheap solution for the historical societies and a billable service for CLRC.
    - Deirdre has recently created an online one-hour training class on metadata specifically tailored to the NYHeritage site. CLRC will create a few more participatory training options as well.
  + Funding security
    - Peter wondered about the funding prospects for the project. Deirdre reported that the NYHeritage Project has been built into CLRC’s budget and is quite secure. Debby reported that this question may be relevant to some of the other committees, because this project may be eligible for some RBDB funding. Since CLRC is no longer subsidizing Wilson products, some RBDB funds may be freed up and those funds may be used towards digitization projects such as this one.
* Status of NYHeritage 3Rs merger
  + Deirdre summarized that there is not much to report because of the summer vacation.
  + Debby and Deirdre have another meeting on September 22nd with all the participating 3Rs.
  + The metadata group has not met. The training group met via email and shared documents. They still seem to be in the discussion phase.
* Newspaper digitization (Debby Emerson)
  + Debby introduced the Northern New York Newspaper Digitization project. RRLC is also working a newspaper digitization. Debby spoke to John Hammond there to get some more information.
  + John Hammond said that NNYN is mostly dealing with small town newspapers that are out of copyright, but said that they’re also willing to work with in-copyright newspapers so long as the copyright holder acquiesces.
  + The project digitizes from microfilm and OCRs the files. The result is keyword searchable. It’s a program called dtSearch, which is not segmented by article. Peter expressed concern that this program may be homegrown, which could present excessive complications. He also pointed out that the inline text should be highlighted after keyword searching.
  + The project charges clients 10 cents a page for this service, which is relatively very cheap. They also offer hosting with a minimal cost.
  + Most of the newspapers come from member libraries and it’s proven very popular. Debby suggested that some of our members may be interested in this service, although we wouldn’t be doing it ourselves. We’d need our own landing page called something like Central New York Historical Newspapers. CLRC can purchase our own domain and NNYN could host it.
  + Stephanie mentioned that Matilda Joslyn Gage Foundation would like to digitize a particular newspaper that is in the public domain. Incidentally, Fayetteville has that newspaper. Another newspaper digitization mentioned is the FultonHistory.org project.
  + Stephanie suggested surveying organizations to find out how interested they are and whether they have newspapers that fit the qualifications with regard to format and copyright clearance, just to get information about what is out there.
  + Peter was apprehensive about starting a new business model. Maija was concerned about new training and IT responsibility.
  + According to Peter, it would be possible to digitize newspapers within the current CONTENTdm infrastructure, especially since we have an unlimited license. We would need access to a microfilm reader that could produce a PDF. The question becomes, could the NNYNP do only a portion of their advertised service? But even then, article segmentation won’t exist in the final product.
* CE ideas
  + Libguides
    - Michael Pasquiloni of SU
    - Another speaker from Mohawk Valley Community College
  + QR Codes
* Other
  + Onondaga Historical Association
    - Deirdre mentioned that OHA is now an affiliate member. Deirdre is hopeful that OHA will help encourage smaller historical societies to join us.
  + Older digital collections on the SU servers
    - Jane suggested that Deirdre contact Peter Verheyen of Syracuse University to find out more about collections that were digitized and stored on SU servers during Penelope’s tenure at CLRC (prior to the current digitization push).
  + New Heritage membership level
    - If the board approves the new Heritage membership level, we will hopefully be able to attract more of the historical societies with the digitization, too. Peter suggests that CLRC be selective about digitization efforts.
  + Holy Trinity Orthodox Seminary
    - Debby and Deirdre are visiting Holy Trinity Orthodox Seminary later this week. Father Vladimir, head of Archives and Library services, is very interested in participating.
    - Fayetteville is doing the initial scanning and then CLRC will show Holy Trinity the admin side so that they can do Russian text and add appropriate details. The metadata will be mostly in English, transliterated, but they will still probably want the Russian. Already, Fayetteville has scanned three of Holy Trinity’s scrapbooks.
    - Peter asked how many objects are coming from Holy Trinity. Maija answered that it was in the hundreds.

**NEXT MEETING: 20 September 2011, 2:00pm at CLRC.**

Jane made a motion to adjourn at 4:21, (S/A).

Respectfully submitted,

Claire Enkosky

Emerging Technologies Specialist