Central New York Library Resources Council

Preservation Committee

June 14, 2010

3:00 p.m.

**Present:** Anne Flynn (Utica College), David Stokoe (Syracuse University, Meg Van Patten (Baldwinsville Public Library), Nancy Howe (CLRC), Penelope Klein, CLRC liaison.

**Excused**: Colleen Kehoe-Robinson (MVCC), Chair.

**Absent**: Holly Sammons (OCPL).

Penelope Klein called meeting to order at 3:00 p.m. Introductions were made.

**Action Items:**

1. Penelope Klein
	* Contact Peter Verheyen regarding preservation workshops for the CLRC region.
	* Send site visit forms to Anne Flynn.
	* Draft a combined Preservation/DHP Committee Charge for the next meeting.
	* Follow-up on previous monitoring grant.
2. Nancy Howe
	* Check the vendor lists for preservation/disaster planning supplies that was compiled by the Preservation Committee in 2009.
	* Schedule a College and University Archives Roundtable for fall 2010.
3. Meg Van Patten
	* Send bookmark information to Penelope Klein.

**September 21, 2009 minutes correction:**

* The funds for the new scanner came from Senator De Francisco, not Assemblyman Al Stirpe.

Meg van Patten made a motion to approve the minutes as amended, (S/Approved unanimously).

**Agenda Items:**

1. **Committee charges/chair**
	* Penelope proposed containing the Preservation and DHP Committees into one large Committee, aware of the fact that DHP can not address or use funds for preservation issues. However, the two committees share many of the same concerns. Penelope will be the liaison to the combined committee.
	* Penelope distributed the current charges for both the Preservation and DHP Committees. She will draft a combined charge for the next meeting for both committees to review.
	* Colleen Kehoe-Robinson has agreed to chair the new, combined committee.
	* The Preservation Committee agreed to the combining of the two committees.
2. **DHP**
	* Update
		+ The funding for a Regional Archivist ended on December 31, 2009.
		+ Current funding is precarious at best. The Council did receive monies for the extension of January – June 2010 in April 2010. This money must be spent by June 30, 2010.
		+ Katie DeFazio, DHP consultant for CLRC, has done two workshops and will make at least two site visits, with the possibility of a third.
	* Future program
		+ An RFP was submitted by CLRC in February 2010 for a re-structured program for 2010-2011. The Council has not heard anything regarding continuation of the program past 6/30/2010.
		+ Services provided will include: workshops, site visits, technical advising and an Archives Month event.
		+ CLRC will also continue to make regional cultural heritage organizations aware of CNY Heritage and hopes that their collections can be added. We currently have two participants for the project and will be training three more this month.
	* Archives Month
		+ There is no theme for Archives Month. The Long Island Council suggested “Stars Among Us.”
		+ CLRC hopes to collaborate with another organization on an event. One possible idea is for an essay contest.
		+ Please contact Penelope if you have suggestions for an Archives Month event.
3. **Preservation**
	* Continuing Education
		+ Peter Verheyen of Syracuse University contacted Penelope to offer support for preservation efforts within the Council and throughout the region.
		+ Peter has created a list of core workshops that can be offered throughout the year and on a regular rotating schedule.
		+ It was suggested that some workshops be offered in the summer, especially if they are to be held at Syracuse University (due to parking issues). Perhaps the workshops cold be billed as a Summer Institute, with possible accreditation or certification.
		+ Could any of these workshops be offered as videoconferencing in the future?
		+ For photographic preservation there is someone in Skaneateles (West Lake Conservators) who may be able to do a workshop.
	* Preservation Environmental Monitors (PEMs)
		+ The consultant at West Lake Conservators, Michelle Phillips, who assisted in the previous monitoring project has taken another job.
		+ WNYLRC has old PEMs. CLRC has requested one.
		+ HOBOs are a cheaper alternative. CLRC could purchase some to loan for a one-year period. They are small and contain an ultra-violet sensory source. They monitor both temperature and humidity and cost $50-$100. They are easy to set-up and use the same software as the PEMs.
		+ If we are to purchase HOBOs we should have one available at the first workshop so that we can gauge interest in a loan program.
4. **College and University Archives Roundtable**
	* This event has traditionally been held twice each year, once in spring and once in fall. There is a sharing of information as well as a guest speaker.
		+ CLRC will organize one for fall.
5. **CNY Heritage**
	* This newly created website provides access to local history collections in the CLRC region. Participation is open to all members and members-of-members.
6. **Other Items?**
	* Are we moving forward with the bookmarks that Susan and the Preservation Committee were working on?
	* The Council will look into having these printed up. Meg will send Penelope the information.
	* Are we moving forward with the Resource List?
	* This is a compilation of those vendors in our four-county region who provide supplies for disaster preparedness. The entire Committee contributed to this list. Ann Flynn will send Nancy Howe the link to this page.
	* Word on Women: this very useful resource has not been well marketed and is under-utilized. CLRC is encouraging organizations to digitize finding aids. CLRC has some LSTA funds set aside to make this resource more visible.

**NEXT MEETING: August 16, 2010 at 3:00 p.m. at CLRC.**

Anne Flynn made a motion to adjourn at 4:05 p.m., (S/Approved unanimously).

Respectfully submitted,

Nancy Howe

Member Services Coordinator