



**Digital Commonwealth Board Meeting  
Minutes  
November 17, 2020**

10:05 am meeting called to order by President Justin Snow.

Present (via Zoom): Danielle Sangalang, Hans Bergmann, Tegan Kehoe, Anton Smith, Justin Snow, Eben English, Sonia Pacheco, Evan Knight, Kate Boylan.

Guests (Committee Chairs): Jenn Belcher, Helen Charbonneau, Matt Amory.

The October minutes were **approved** as presented.

Conference Committee: Sonia Pacheco reported that the 2021 Conference (“The Politics of Collection,”) set for April 13th, continues in active planning. The keynote speaker has signed a contract as have six other speakers.

Membership Committee: Helen Charbonneau reported that the “Using Digital Resources for Genealogical Research” Zoom workshop on October 26 was well received by 47 people and cleared \$490. To date, the "Provenance Research: Case Studies from the van Otterloo Collection at the Museum of Fine Arts, Boston" on December 9th has 75 people registered. The Sacco-Vanzetti presentations have been postponed to early 2021 at Judge Agnes’ request.

Outreach and Education Committee: Matt Amory reported for the committee that it and the Membership Committee were working on working together.

Repository Committee: Eben English had no report since the committee had not met. The BPL is continuing its work building a new repository system.

Financials Report: From Tegan Kehoe: So far, membership dues continue not to be affected by the pandemic, although the financial ramifications may be yet to come. We are in good shape. Our net operating revenue, as of the end of October, was \$8,806, and our total assets were \$135,902.51.

Membership report: Glynda Benham and Tegan Kehoe report that there continues to be no decline in membership despite the pandemic. There are 217 active members compared to 213 this time a year ago. Comparing the total of Active and Pending members shows us to be slightly ahead of where we were a year ago.

The committee members not on the Board then left the meeting with the Board’s thanks.

Boston Public Library Update: Eben English explained that the digital unit was up and running again: the staff is back. There are still no site visits. Six applications were received, four collections were added to the Portal. From the BPL the Ellen F. O'Connor Collection, the Press Photography from the Brearley Collection, the Tichnor Brothers Postcard Collection, and from the Wayland Historical Society the Alfred Wayland Cutting Photographs. Major work on repository and portal development continues.

Evan Knight told the Board that the Massachusetts Board of Library Commissioners & Massachusetts Library System announced another Special Collections in Smaller Libraries session on **Monday, December 14th, 1pm-2:30pm**. Speakers include State and Federal partners who provide free resources, programs, and grant opportunities that are specifically designed to support local history, archives, and other special collections.

The Board then discussed the "Diversity, Equity, Access and Inclusion" Survey the Board sent out. The low number of respondents was disappointing but the Board thought the results useful. Of particular importance are the twelve people who agreed to be interviewed. They represent a diversity of institutions and Justin, Evan and Kate will carry out the interviews. The Board agreed to discuss what to do with the results of the survey once the interviews were done. A note about the survey will be put in the *Newsletter*.

Tegan Kehoe then led a discussion of digital storage options for recordings of Digital Commonwealth workshops and webinars and conferences currently stored in Zoom. There was general agreement to keep them for a limited time, but the issue of long-term storage was not resolved and left for another meeting.

Tegan also led a discussion of the criteria DC should use in selecting a bank or credit union. This led to a discussion of how the organization's values can and should be articulated. There was agreement that the overall statement should come before the decision about a bank or credit union. Tegan Kehoe, Danielle Sangalang, Tiffeni Fontno and Kate Boylan will work on this.

Danielle Sangalang reminded the Board that we need a Vice President now, particularly since we want a Vice President to get used to the job and be properly prepared to become President.

Meeting was adjourned at 11:58 am.

Next Meeting: December 15, 2020. 10-12 am. (Zoom)

Hans Bergmann

Secretary