

Digital  
Commonwealth  
Membership & Programming

Digital Commonwealth Board Meeting

Minutes

December 15, 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, Jodi Goodman.

Absent: Tiffeni Fortno, Rachel Jirka.

Guests (Committee Chairs): Jenn Belcher (Membership), Andrew Begley (Outreach & Education)

The November 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 and successful planning. One sponsor has been confirmed.

Membership Committee: Jean Belcher reported that the committee and the Outreach and Education Committee have agreed to continue to put together a Combined List of events. Glynda has continued the list for 2021 and has also added topics for presentations suggested by event attendees. Jenn also gave an update on the Expanding Your Digital Horizons programs. Judge Agnes’ presentations on Sacco-Vanzetti have been moved to February and March 2021. Jonathan Manton will present in January, and Francesca Giannetti will present later in the new year. The Board approved revisions to the Sponsoring Organization level of membership.

Outreach and Education Committee: Andrew Begley confirmed that the committee and the Membership Committee were continuing to work together. Both committees are reviewing and updating their mission statements. Once agreed upon and approved by the Board, these will be updated on the Wild Apricot site (a draft will be presented at the January Board meeting). Committee was also finalizing drafts of primary source set pages for upload.

Repository Committee: There is continuing work on updating and integrating sites. These updates will provide better performance and usability for the sites on mobile devices, as well as improved accessibility for screen readers and other assistive technologies. Currently deployed for testing on the DC Staging site: <https://search-hydradev.bpl.org>. Also working on enhancing file management functionality for the Curator API, creating and updating file assets via API calls.

Financials Report: From Tegan Kehoe: We are in good shape. Our net operating revenue, as of the end of November, was \$16,161, and our total assets were \$141,000.

Membership report: Glynda Benham and Tegan Kehoe report that there continues to be no decline in membership despite the pandemic. There are 218 active members compared to 212 this time 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 reported that applications were coming in again, including from the Lee Library Association, the Town of Bedford Archives, and the public libraries of Manchester-by-the-Sea, Leicester, and West Falmouth. A virtual site visit was made to West Falmouth. BPL now has permission to bring in new collections, the imaging staff is mostly at work, and collections have been added to the portal from BPL's own Charles J. Connick Records and files of *The Liberator*. Also from Edward Kennedy Institute, Malden Public Library and the Uxbridge Historical Society. There were no harvests in November. BPL has presented its Plan of Service and Budget to the December meeting of the Massachusetts Board of Library Commissioners.

President and Vice President discussion. The Board discussed the need for new officers and how to plan for smooth transitions. Kate Boylan agreed to be nominated for Vice President.

Diversity, Equity, Access and Inclusion Survey and the follow-up telephone interviews were discussed next. Little to report so far.

Values Statement Task Force update was next. The task force has met once. The Board will discuss this at length at its January meeting. Various Board members expressed their views on the immense corporations we sometimes do business with and which ones might be "better" than others. The Digital Commonwealth should have a set of values and operate within them.

Meeting was adjourned at 11:58 am.

Next Meeting: January 19, 2021. 10-12 am. (Zoom)

Hans Bergmann

Secretary