



**Digital Commonwealth Board Meeting
Minutes
April 20, 2021
Approved at May 18, 2021 meeting**

10:07 am: meeting called to order by President Justin Snow.

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

Absent: Rachel Jirka, Tiffeni Fontno

Guest Committee Chairs: Helen Charbonneau, Jenn Belcher, Andrew Begley.

The March minutes were approved as presented.

Conference Committee:

- The Board congratulated Sonia Pacheco on the great success of the Annual Conference. Sonia commended her teammates for their contributions to the overall success of the event. Thanked also were Tegan Kehoe, and Glynda Benham, Conference Manager. There were 346 paid registrants and 7 sponsors. There were 250 attendees on average during the day, and 281 during the keynote address. The Board then discussed whether future conferences might be hybrid, given the success of the 2020 and 2021 on-line conferences.

Membership Committee:

- Helen Charbonneau and Jenn Belcher reported that the second part of Judge Agnes' webinar on the Sacco-Vanzetti case had 195 registrants, of whom 141 attended. There were 64 responses to the survey, with 96% of respondents rating the event as very good or excellent.
- The meeting between the co-chairs of the Membership and Outreach and Education Committees and Glynda Benham was productive and collaborative online event programming is continuing through December 2021.
- The committee is working on a Black Lives Matter program in early 2022. The Board thought the date not soon enough.

Outreach and Education Committee:

- Andrew Begley reported that there was no April meeting of the committee.
- Primary Source Sets have now been uploaded to the Digital Commonwealth website https://www.digitalcommonwealth.org/for_educators/primary_source_sets.
- A follow up meeting has been scheduled with Judge Agnes for Friday April 30 to discuss Digital Commonwealth's possible participation in the creation of a digital bibliography and primary source set for the Sacco-Vanzetti case.
- There were 15 people at the breakout session on Digital Commonwealth Primary Source Sets during lunch at the Conference. They were engaged and interested.

Repository Committee:

- The committee met on April 8th.
- Main news is that the new Repository System is almost ready to go.
- Items are being added into Wikimedia Commons.
- There is the effort to end “master/slave” as standard terminology.
- BPL is applying for a CARES grant for the National Digital Newspaper Project.

Financials Report:

- Tegan Kehoe presented the draft budget for the 21/22 fiscal year.
- The committee chairs were invited to stay for this part of the meeting.
- The continuing surprise is that the pandemic has not reduced income or membership.
- The Board is to do its “homework” to understand the budget proposal, and the budget will be discussed in June.
- The monthly budget reports are appended to these minutes.

Membership Report:

- Membership Manager, Glynda Benham, reported that, again, there is no cause for concern about any decline in membership because of the pandemic.
- We have 220 members with 9 pending compared to this time last year when there were 218 members with 8 pending.

Boston Public Library Report:

- There are lots of new applications, but still no on-site visits, only virtual visits.
- See the complete report in the Appendix.

Values Statement Task Force:

- No report.

DPLA Report:

- Nothing significant to report about the Board meeting.
- Discussion was disappointing.

Nominations Committee:

- The committee has contacted two people who applied last year, but hasn't heard back from them yet.
- The Board then discussed the need for people with particular skills on the Board, people who understand the trials and tribulations of archivists and librarians. Museum educators might also be good.
- We need a kind of feeder system from the committees.
- The Board then discussed at length the need for diversity on the Board.

Meeting was adjourned at 12:05pm

Next Meeting: May 18, 2021. 10-12 am. (Zoom)

Hans Bergmann, Secretary

APPENDIX

April 2021 - Boston Public Library Update Boston Public Library Update March 17, 2021 - April 20, 2021 Digital Services Report

Applications received

- Historic Newton
- Lexington High School Library
- Mass. College of Liberal Arts
- American Legion Museum
- Old South Church
- Walpole Historical Society
- Central Congregational Church, UCC
- Mass Art
- BU Libraries
- Boston Children's Hospital
- Memorial Hall
- Winchester PL
- Site visits completed (Virtual)
- Charlestown Historical Society
- Bound Material Collections added to Internet Archive
- Wheaton College
- Cary Memorial Library

Repository and Portal Report

Collections added to Portal

Hosted:

Boston Public Library - Boston Pictorial Archive (Collection of Distinction) (111 items)*

Boston Public Library - Mapping Inequality (18 items)

Boston Public Library - Norman B. Leventhal Map Center Collection (100 items)*
items added to existing collection

Harvested: University of Massachusetts Boston, Joseph P. Healey Library (3 new collections, 1,720 new items)*

Repository and Portal Development

Curator:

Ongoing work to support import of metadata and files from Fedora repository into new DC3 repository AVI Processor

Ongoing work on rewrite to integrate with cloud storage and Curator APIs ● Front-end

Created and deployed Primary Source Sets and Educator pages on digitalcommonwealth.org for DC Education Committee (https://www.digitalcommonwealth.org/for_educators/primary_source_sets)

Other Mentions

Awaiting approvals for hire of Digital Repository DevOps Engineer position

There will be a content freeze (no new ingests or harvests) starting on Monday April 19 while repository objects are being migrated to cloud storage in preparation for the switch from the

current repository system to DC3 (new system). The freeze is expected to last approximately 6-8 weeks. Presented "Digital Commonwealth Repository Systems Update" talk at Digital Commonwealth conference (online)
Flipster

Collaborative Services Report

- BPL has subscribed with a new digital magazine provider, Ebsco's product, Flipster. We've purchased 115 magazine titles and back issues are available. Our prior magazine subscription was acquired by OverDrive and those titles will expire at the end of the fiscal year. Flipster magazines are offered in addition to those found in another product BPL subscribes to, PressReader, which offers hundreds of magazines and newspapers from countries around the world and in dozens of languages.
- Apps for Flipster are available for several mobile device platforms, including iOS, Android, and Fire. Notable titles include: Consumer Reports, Sports Illustrated, People, People en Espanol, TIME, the Atlantic, and library professional resources, Publishers Weekly, Library Journal, SLJ, and Hornbook.
- CARES Act funding
MBLC reached out to BPL regarding available CARES Act funds and we are very happy to be receiving \$117,000. We will be using these funds for the purchasing of OverDrive e-content. Our established reach as LFC enables us to be sure these funds will serve residents across the Commonwealth. We'll focus on titles that support youth summer reading, workforce development, health and mental health titles. BPL will be spending these funds in July and August and this support will help us reduce wait times during over the summer.
- \$2.1 Million Philanthropic Investment in Founding Research Collection
On Wednesday, March 24, it was announced that the BPL has received \$2.1 million in private funding to revitalize the library's Founding Research Collection. Two gifts are making this work possible: a contribution to the Boston Public Library Fund through an anonymous donor, and another from the Associates of the Boston Public Library. These funds will enable the library to clean, catalog, and preserve the collection, making them fully accessible to the public for the first time in the digital era.
Today, this collection spans five centuries and contains more than 500,000 volumes, thousands of which date from before 1820. The collection contains books, pamphlets, journals, maps, atlases, illustrated portfolios, and more. Many items in the collection are first editions or are one of few remaining copies of certain texts, making objects in this collection invaluable to researchers and scholars worldwide.