

Digital Commonwealth Board Meeting Minutes

April 19, 2022

Approved at May 17th 2022 meeting

10:02 am: Meeting called to order by President Kate Boylan

Present (via Zoom): Kate Boylan, Sonia Pacheco, Justin Snow, Danielle Sangalang, Maureen Mann, Justin Snow, Evan Knight, Gianna Gifford, Hans Bergmann, Tegan Kehoe, Kate Bradley,

Absent: Rachel Jirka, Amanda Fowler

Guests: Graham Goss, Paige Neumann, Eben English, Anne Callahan, Jenn Belcher, Kim DeWall, Matthew Amory

The **March Meeting Minutes** were approved as presented.

Committee Reports

Conference Committee

- See attached Conference Committee report below
- 70 registrations so far
- All speakers are confirmed
- 5 sponsors are confirmed

Membership Committee

- See attached Membership Committee report below
- Planning to cast membership net farther from now on
- Working on Exit Survey for members who leave
- Planning Events on metadata for the summer months

Outreach and Education Committee

- [No attached O & E report this month]
- Discussed the "Moving Past Land Acknowledgement" presentation and its Recording.

Repository Committee

- See attached Repository Committee report below
- Not a lot to report
- Small improvements to increase traffic to site

BPL Update

- See attached BPL update below
- "burning down" the COVID caused backlog

Financials Update

- Doing well
- Month -\$3,750
- Total - \$163,500

DPLA Update

- DPLA is working on large grant
- Efforts being made to show value in exchange for high cost of membership

Membership Statistics:

- 217 active members
- 19 pending members
- 14 pending past due members
- 11 lapsed members

New Business

- Discussion of Nominations for Board Members and Officers FY23
 - Need to establish “pipeline” for Committee Chairs to become Board members and officers.
- Discussion of “Moving Beyond Land Acknowledgement” controversy
 - Discussion ensued of how to handle controversial presentations

The rest of New Business was tabled until the next meeting.

The Meeting was adjourned at 11:56.

The next meeting is May 17, 2022, from 10-12am, Zoom,.

Conference Committee Report

Digital Commonwealth Board Committee Report
Committee: Conference Committee
Chair(s): Graham Goss & Paige Neumann

Date of last meeting: April 13, 2022

Date of next meeting: TBD

Action items completed:

- All speakers confirmed
- currently at 5 sponsors
- invitation sent out, at ~70 registrations

Action items in progress/pending:

- Getting keynote speaker materials
- posting to various listservs
- Looking into closed captioning

Outreach and Education Committee Report

No report this month.

Membership Committee Report

Committee: Membership Committee

Chair(s): Jenn Belcher and Kim DeWall

Liaison to board if not chair(s):

Date of last meeting: March 22, 2022

Date of next meeting: April 26, 2022

Action items completed

- Kim DeWall shared information about Digital Commonwealth at the New England Technical Services Librarians (NETSL) Conference (April 8)
- To track Membership Committee membership, Kim made a spreadsheet of Membership Committee members' names and dates

Action items in progress/pending

- Committee members are creating an exit survey for members who choose not to renew
- Reaching out to Jake propose DC event specifically about metadata creation for the repository
- Planning DC events for August and December

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Repository Committee Report

Committee: Repository Committee

Chair(s): Eben English (BPL)

Liaison to board if not chair(s):

Date of last meeting: Thursday, January 13, 2022

Date of next meeting: Thursday, May 12, 2022

Action items completed

- Set “membership.digitalcommonwealth.org” as primary URL for Membership & Programming site (Wild Apricot)
- Add WA-linking menu items to digitalcommonwealth.org

Action items in progress/pending

- Investigate using text slugs for WA pages

Boston Public Library Update

March 16, 2021 - April 19, 2021

Digital Services Report

Applications received

1. Brewster Ladies' Library
2. Old South Church
3. USS Salem
4. Gill Historical Commission

Site visits completed

1. Sharon Public Library
2. Hatfield Historical (virtual)

Bound Material Collections added to Internet Archive

1. Middleborough PL
2. Town of Boxford
3. Stoneham PL
4. Reading PL
5. Norwell PL
6. Lawrence PL
7. Morrill Memorial
8. McCann Tech
9. Framingham PL
10. Bishop Fenwick HS

Repository and Portal Report

Collections added to Portal

Hosted:

- Boston Public Library - Colonial and Revolutionary Boston (Collection of Distinction) (1 item)*
- Boston Public Library - Early, Rare, and Exceptional Items from Special Collections, Rare Books (1 item)*
- Boston Public Library - Incunabula (Collection of Distinction) (3 items)*
- Boston Public Library - Medieval and Early Renaissance Manuscripts (Collection of Distinction) (7 items)*
- Boston Public Library - Nicholas Catsimpoolas Collection (2,416 items; photographs of archaeological sites and antiquities from Greece, Turkey, and Italy from late 1800s and early

1900s)

- Boston Public Library - Norman B. Leventhal Map Center Collection (15 items; maps for upcoming exhibition: "More or Less in Common: Environment and Justice in the Human Landscape")*
- Boston Public Library - Press Photography from the Brearley Collection (59 items; photographs of professional baseball players from 1930s)*
- Boston Public Library – Tichnor Brothers Postcard Collection (7,876 items; addition of back images for previously ingested front-only postcards)*
- Cambridge Public Library - Alice M. Ronchetti Papers, 1935-1973 (34 items; photographs)
- Cambridge Public Library - Cambridge Milk Dealer Account Book, 1607-1821 (1 item; documents)
- Cambridge Public Library - Cambridge Redevelopment Authority Records, 1952-2000 (159 items; photographs)
- Cambridge Public Library - Charles F. Walcott Archaeological Collection, circa 1960-1970 (42 items; Native American archeological artifacts)
- Cambridge Public Library - John and Ellen Moot Papers (28 items; documents and photographs related to preserving recreation areas around Memorial Drive in Cambridge)
- Cambridge Public Library - Olive Pierce Photographs (280 items; photographs of Cambridge events and youth in the 1970s and 80s)
- Cambridge Public Library - Simeone's Italian-American Restaurant Memorabilia Collection, 1964 (10 items; ephemera)
- Cambridge Public Library - Stereoscopic Photographs, circa 1880-1930 (16 items; stereographs)
- Cambridge Public Library - William Norman Ritchie Cartoons, 1917-1923 (10 items; political cartoons focusing on the modernizing of Magazine Beach in 1920s)
- Harvard Musical Association - Holdings of Graupner and other early Boston Musical Scores plus Boston Music Hall Ephemera (290 items; musical scores from 1800–1920, published by Gottlieb Graupner and other Boston firms)
- Massachusetts Archives - Eastern Lands papers Land Office correspondence, 1783-1859 (3,218 items; correspondence from late 1700s related to management and sale of public lands in Maine)
- New Bedford Public Library - Atlas of the City of New Bedford, 1911 (46 items; maps)
* items added to existing collection

Repository and Portal Development

- Active development work:
 - Updates to ingest processing applications for video content

- Rebuilding OAI endpoint to work with new repository system
- Updates to OAI harvesting scripts to work with new repository system; we hope to resume harvests in May.
- Newspaper digitization:
 - Our project to process approximately 170,000 pages from Boston neighborhood newspapers published from the mid-1800s to mid-1900s is underway, so far the vendor has processed approximately 90,000 pages.
 - We are narrowing the title selection for our National Digital Newspaper Program grant, this process should be complete by the end of April. Digitization