

Minnesota Digital Library Steering Committee

January 26, 2007

MINITEX Conference room, Andersen Library, University of Minnesota

Notes

Present: Kristi Tornquist (SCSU), Bill DeJohn (MINITEX), Gay Galles (MEMO), Marian Rengel (MDLC/SCSU), Todd Digby (MnSCU), Kendall Larson (WSU), Irene VanBavel (MHS), Ben Leonard (NCHS), Jason Roy (UofM), John Butler (UofM), John Larson (St. Paul Public Library), Emily Kissane (Minnesota Office of Higher Education), Eric Celeste (UofM), Kathy Parker (CSB/SJU), Keith Ewing (SCSU), Joan Roca (MSU), Daardi Sizemore (MSU), recorder

Guests: Carla Dewey Urban (MINITEX),

Handouts: Outreach Coordinator's Report, MLA - MEMO Talking Points, Governor Pawlenty's Budget Information, Visioning Committee Report

1. Outreach coordinator's report – Marian
 - Coordinator's report was reviewed
 - We are moving ahead with digitization, there have been several new projects
 - Outreach work – Marian has had meetings with Multi-type library system directors, talked about vision and ideas. Marian is traveling around the state to talk to potential participants and share information about the MDL.
 - Marian has made contacts with at least 10 new groups.
 - Marian is working with groups without OCLC identifiers so that our metadata can be harvested by OCLC
 - The MDL statistics page is proving very useful as Marian talks with potential participants.
 - Marian is looking into a MnSCU award for collaboration. Todd is going to look into the application. Joan is willing to work on this.
 - Museum Association of Minnesota – April 27 in St. Peter. We will have a table (demonstration) to highlight the MDL.
 - UofM – Enhancing Quality Staff conference in May. Marian will give a presentation.
2. CONTENTdm update - John [version upgrade, JPEG2000 upgrade]
 - As with most of the MDL stuff, it is considered a project at UofM, so they ramp up to it.
 - This year they are working on managing the digitization, upgrading a server, reloading all of the images through JPEG 2000, backing up all data as part of the server upgrade. There was a problem this summer that messed with our interface so we didn't implement it then. Implementation is happening now. The new server can handle a higher transaction load. They expect it will take about 2 months to reload all of the data. We are closing in on 1 terabyte of data. We are looking at needing new discs for the backup storage. John is looking to hire a couple of graduate students to exclusively work on MDL projects. Specifically for the JPEG 2000 migration and scripts to upload data (so more people can do it.)

- We are moving from version 4.0 to 4.2. We expect some problems with the PHP.
 - We expect the project should wrap up in June to coincide with the end of the grant.
 - John believes that it should fall within budget. Some things may need to be rearranged in the budget.
 - Sandbox is looking at doing an interface evaluation/usability study.
3. Annual Meeting planning - Daardi
- We proposed the date of June 11 at St. Cloud State
 - Do an update on the MDL at the beginning of the meeting
 - Daardi sent out a brief survey about sessions. Submit the survey to MHS listserv
 - “Save the date” announcements will go out within the next week or so
 - We are still looking at three tracks (Technical, Minnesota Projects, and Education) and starting with a plenary session focused on digital libraries around Minnesota.
 - Send potential speakers names to Daardi
4. Strategic Planning and Visioning committee activities - Bill
- Governor’s office is not proposing to give MINITEX any more money.
 - We are now on MLA/MEMO’s talking points.
 - Bill will be getting information out to Academic libraries with contact information to Higher Ed Committee legislators for help in selling the MINITEX needs (includes MDL)
 - Many legislators are familiar with ELM and MnLINK. Legislators are interested in seeing stuff from their area in Reflections. What about creating a “Browse by Legislative district” option in Reflections?
 - MINITEX has a lot of information to market and share.
 - Legislative day is March 28th. There will be a reception in the State Law Library.
 - MAGNOLIA members – Should they be encouraged to ask their University Leadership for a specific amount of money to support the MDL? Should that be straight cash or include in-kind funds? This may be particularly hard since MnSCU and the UofM will not be getting the budgets that they have requested.
 - MnSCU has asked for potential projects for internal grant funding. Money may be available. (Unlikely, but possible.) Kristi has asked for MDL to be considered for this funding at SCSU.
 - There is a \$200,000 library study in the governor’s budget. It looks like it’s for a look at the regional library system and the multitype library system for a possible restructuring of these systems.
5. Assessment planning update.
- We do have some money (\$10,000) for assessment.
 - We now have an assessment committee, but they have not yet met.
 - What is our common understanding about what we are trying to assess?
 - In-depth analysis of potential contributors and collections (needs assessment of what needs to be digitized and what they need to do the work)

- Assessment of the digitization that has already occurred (non-MDL) to see how they can be brought into the MDL
 - The user side of the MDL audience for the MDLC is users and participants
 - Three things to assess
 - Usability
 - Interface usability – We are hoping to have Sandbox to do this (We have a contract with Sandbox to have them do Pachyderm development.)
 - Users
 - Next year
 - Participants
 - What content is out there that might be digitized?
 - What content is out there that has been digitized and could be added to the MDL (may need help to integrate them into a federated search) – The grant emphasizes this section. We need to create an inventory of the material, what their technical information is, is it available to the public?
 - Those that are contributing – What they like, don't like, want to see (service and expectation and future development). Keith thinks a brief survey can be constructed and completed soon -- in February. He is working on this with Mike Kathman.
 - MHS has always had an interest to do an assessment of what content is out there in Minnesota. This is overwhelming. The project plan for the Bush foundation does not include this. They will be doing it with their six partners only. May shape ideas for the future
 - We have raised questions of what's out there
 - To help decide if remote scanning centers are needed
 - If we need to continue scanning
 - If we can focus on themes, formats, etc.
 - Be careful that we do focus on value of collections
 - Marian has done a little preliminary work on this.
 - Mike Kathman is working at SCSU as adjunct. Mike will be working with Keith to write/draft grant applications.
 - Possibly buy out some of Daardi's time to do this.
 - It is likely that we will need to make some follow-up phone calls
6. Pachyderm funding – Todd Digby
- Todd went to a group about learning objects, LORAX joint group from the UofM and MnSCU. He did a presentation/demonstration on Pachyderm. They were very interested. It was recommended he go to another group (Innovations Council) that has money. That group offers grants in the range of \$20,000-\$50,000.
 - Todd is going to work with John and Marian to work up potential budget needs.

- UofM has set up a Pachyderm server for object development and hosting. They are working for large scale implantation. The Digital Media Center is working on three templates. There may be some possibilities to help expedite the expansion of the UofM server to a wider audience.
 - X500 – Our MDL wiki is using X500
 - John will inform Sandbox about the UofM's Pachyderm usage.
 - There is general interest around the state for Pachyderm
 - Sandbox is working for us, so they should be able to manage a session at the annual meeting about Pachyderm.
7. Next MDLC Steering Committee meetings
- March 1 @ MINITEX
 - April 13 @ MINITEX
 - May 18 @ MINITEX (tentative)
8. Evaluation of Marian
- Evaluation for SCSU in February
 - If you are interested in giving feedback, please it to Kristi for the official evaluation
 - Feel free to send Marian evaluative comments
9. Bill has a demo of the MDL in the MnLink Gateway.
- It currently says – Minnesota Reflections from MDL and Minnesota Reflections – Minnesota Digital Library. What do we want it to say?
 - Bill will send out URL for everyone to review
10. Strategic Planning and Visioning Committee Report
- Recommendation 1 – Revised Charge of Committee – Approved (Thumbs Up)
 - Change is that the emphasis is rearranged, the content and outlook is the same
 - Membership has grown
 - Recommendation 2 – Minnesota Digital Library - A program of MINITEX open to all residents of Minnesota that provides and enhances access to digital resources. This includes but is not limited to:
 - Digitization (– Working idea
 - Reflections links with MHS, UMN, other
 - ELM
 - MnLink Gateway
 - If this approved, what does this mean for the coalition?
 - Bob moved that we approve the general concept of the recommendation. This was approved (Thumbs up)
 - Recommendation 3 - Move away from digitization centers around the state and look more at vendors and slowly shift our efforts to educational efforts to allow sites to digitize their own collections.
 - Points mentioned after recommendation on handout were part of the discussion that helped form the basis of the recommendation.

- Is there a timeline yet? They didn't want to focus on that yet. It is not a fast timeline. It can also be phased/transitional timeline.
- Are considering developing an RFI regarding vendors
- Daardi mentioned support of idea particularly in relation to the concept that it is a slow transition but that we are also not completely eliminating the support of digitization.
- Carla – Standards, we have a lot of expertise. How can we codify our knowledge to help standards around the state?
- This recommendation helps us develop the five-year plan that we said we would begin with this grant.
- John – It is important to remember the metadata. What needs are there? Does this make it harder/more time consuming for us (management of database)?
- The recommendation does not refer to our evolution to multiple formats. (e.g., newspapers, video, sound)
- We may choose to pilot this model. It does increase our workflow if we try this
- MHS Bush grant can help as a model.
- Our annual meeting can help us set up for this idea (Technical track) if we want to do a pilot this may be an audience to follow up on.
- Concern if we get too far away from digitization. We have the easy folks now, it will only get harder. The MDL model may shift to more vendor based scanning; MDL may still be paying for it.
- This may result in a changing staff needs for the UofM as the database management.
- Send back to Committee for revision – (approved - Thumbs up)

11. Eric Celeste will be leaving the UofM, so we would like to thank him for his considerable contribution to the MDL steering committee and Minnesota Reflections.