



# OFFICE OF THE SECRETARY OF STATE

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**JESSE WHITE • Secretary of State**

## **ILLINOIS DIGITAL HERITAGE HUB**

**Board Meeting**

**ILLINOIS STATE LIBRARY**

**Gwendolyn Brooks Building**

**300 South Second Street**

**Springfield, IL 62701**

**Room 309 (in-person)**

**Thursday, May 5, 2016**

**10:00 a.m. – 12:00 p.m.**

### **MINUTES**

#### **PRESENT**

Leslie Bednar  
Deirdre Brennan  
Tim Cole  
Michelle Frisque  
Nahoko Green  
M.J. Han

T.J. Lusher  
Amy Maroso  
Andrew Medlar  
Amanda Myers  
Tracy Seneca  
Susan Singleton

Leigh Tarullo  
Thomas Teper  
Jennifer Thom  
Evviva Weinraub

#### **NOT PRESENT**

Joe Natale and Suzanne Schriar

#### **ILLINOIS STATE LIBRARY STAFF PRESENT**

Andrew Bullen, Anne Craig, Debbie Aggertt, Karen Egan, Sandra Fritz, Jill Heffernan, Gwen Harrison, Pat Burg

#### **OTHERS PRESENT**

Jessica Goodman and Jessica Gibson

#### **CALL TO ORDER**

Anne Craig called the meeting to order at 10:07 a.m. after a late start because of a technical issue.

Anne asked the committee to tell us what their familiarity is with DPLA or the IDHH. Members gave a quick background of their involvement.

#### **MOTIONS**

Motion and acceptance of Karen Egan as Open Meetings Act Designee:

Susan Singleton moved. Leslie Bednar seconded. Motion passed.

Motion and Acceptance of Rules for Public Comment:

T.J. Lusher moved. Dee Brennan seconded. Motion passed.

Motion and Acceptance of the Rules for Attendance by a Means Other Than Physical Presence.

Tim Cole moved. Amanda Myers seconded. Motion passed.

Election of Chair:

Dee Brennan moved to name Andrew Medlar as the Chair of the Committee. Susan Singleton seconded. Motion passed.

Illinois Digital Heritage Hub PowerPoint:

Anne then began her PowerPoint presentation regarding the general board orientation. This is a working board with three main roles for the board: Entrusted to represent the communities, entrusted to guide the development and growth of the hub and act as a conduit for the work of the working groups. This is probably going to be a two year team with opportunities for reappointment. The charge of the committee is to implement the application.

The vision is: to develop a service hub where any cultural heritage organization can be a partner.

There are very specific roles:

The founding partners include CARLI, ISL, CPL and UIUC.

The core group includes the Chicago History Museum, CPL, Northwestern UIUC and UI Chicago.

The library systems are an integral part of this because they will reach out to the libraries within the state and play a very important role in talking about and helping the big picture when we are considering digital imaging projects.

Goals for year one are to achieve a successful ingest, prepare for a secondary ingest and then begin building the on ramp for other collections in Illinois.

The topic focus of the IDHH is on Illinois' history with an emphasis on local and community history. In addition, college and university history and important events in the history of Illinois with unique materials also being a primary focus.

Next Andrew Bullen went through a few demonstrations of what he has done with the Illinois holdings in DPLA. There is also a way to localize holdings by a keyword search. There is an enormous amount of capability built into this system. This has the potential of being an "Encyclopedia of Illinois".

Susan Singleton was told that it will be months before DPLA is ready to start testing. Right now, the schedule says it will be July before there will be new mapping and developing of Illinois materials. We're in a holding pattern. Amy added that they've been working together to make sure the collections meet the DPLA's metadata requirements. The ball is in DPLA's court.

There is a Metadata Specialist position available. M.J. mentioned that the search will be going until May 16<sup>th</sup>. They hope to have a hire sometime this summer.

Anne mentioned a conversation that was had with OCLC regarding the future possibility of interfacing directly with DPLA so that Content DM collections could be directly ingested from Content DM collections to DPLA. This is a long way down the road, because the functionality isn't feasible right now. This could be something to consider in the future and was shared with the board just for their information.

Anne shared with the committee that this has taken a long and winding road for all of the agreements to be signed and executed. The agreement between ISL and DPLA has been signed. The MOU with all of the founding partners has been completed. And the Content Contributor Agreements for IDA and CARLI's Digital Collections have been completed. The Content Contributor Agreements will be kept by the ISL.

The working groups (appendix B) are from the application with some ambitious planning.

Next Meeting:

Working Group Needs

Logo

Future Meeting Schedules

Chair Medlar would like for the working groups discussion to take place at the next committee meeting. And suggests a meeting will be held in July with working groups being on the next agenda along with the logo discussion.

The next meeting date for the committee will be held sometime in July.

**Public Comment**

No public comment.

**Adjournment**

Dee Brennan moved to adjourn the meeting. Amanda Myers seconded. The meeting adjourned at 11:11 am.