

## WRH Advisory Committee Meeting

Online meeting. Friday, October 12, 2007

Anne Graham, Karen Prasse, Laura Robinson, Mary Hammer, and Theo Gerontakos were present. Cyndi Howells, Jolena Tillequots, Marcy James, and Milton Wagy were not present.

Discussed project updates (see agenda).

The plan to create another beta project with Enumclaw was shared. Enumclaw was chosen because it seemed to have a diverse collection, there is potential to collaborate with the local museum and the library is on the Western side of Washington (while the first beta site was on the Eastern half of the state – Ritzville).

Anne Graham offered to post links to objects within UW collections that are using the item browse alternative to JPEG2000.

Discussion regarding the metadata best practices being developed. Laura told the committee the plan that participating institutions will create their own metadata.

Site visit reports were shown on the project wiki. Discussion of how to vote on libraries Laura would work with in 2007 and where were also shown. Committee members decided to review the reports individually and vote. Laura mentioned that she wanted the committee to vote on 8 libraries in case there was time to work with more than the initial 6. If there was time, that would make 10 collections available.

Discussion about subgrant money available and plan to distribute it. The initial idea is to distribute up to \$6000 per institution and require a submittal of at least 50 items at the end of the grant. There was discussion that \$6000 should yield more than 50 items. Explanation of a short timeline for execution (about 3-4 months) and the fact that this would likely be an initial project – something to get the libraries started in digital projects. This would either be an alternative to working with Laura in digitization for the Washington Rural Heritage initiative or in addition to. Priority would be given to libraries that show an interest and plan in continuing digitization projects. Perhaps \$5000 cap is more reasonable.

### Action items list:

- **Laura would post grant information (draft documents) on the wiki**
- **Committee members would read site reports and vote by (or around) Oct. 19<sup>th</sup> on libraries Laura would work with in 2007**
- **Anne would post links to large objects using the standard CONTENTdm browse tool**
- **Committee members would vote on one of two final logos for project**
- **Laura will also put up a few tagline choices to vote on**

- **Laura will finish and post metadata best practices documentation**