

Connecting to Collections
Conference Call
May 9, 2008

Agenda

Information Sharing -- Susan

- Simone Myree-Rofe is leaving Archives and will no longer serve on the Steering Committee. Her replacement is Erin Whitesel-Jones / Reference Archivist at State Archives / 360.586.4894 / 360.664.2803
- Call for expense vouchers
- Call for April match report forms – report any grant-related activities including reading email, responding, travel, meeting attendance, etc.

Minutes of the last meeting -- Susan

- There was discussion about the purpose of the survey
- Janda moved/Simone seconded – approved

The Washington Museum Association has a database of its members – there is an outdated directory but the electronic directory on the WMA website is current

Call for other agenda items -- Susan

- No put forward

Status Reports on Next Steps – All

- Build a vision for the project - see Swimming Upstream handout – Janda will draft for the next meeting
- Create a brochure for the project – needs to be done
- Flyer for WMA – June 18-20 in Vancouver WA – Rand and Jandra
- Create a simple web site – Susan is working with Jeremy
 - IMLS grant
 - Vision
 - Staff – Susan and Rand
 - Steering Committee members
 - Ask Linda Powell to set up email address
 - Contact us if you want to serve on a working group
 - Links to WMA, Washington library director, HHI
 - NEDDC Preservation 101
- Create an acronym glossary – started – will be added to the wiki
- Establish definitions of the four working groups: working definitions that describe the outcomes of each group – ask Gary to draft

- Set up a wiki – Tamara has established a blog; she will also establish a wiki
- Create the seminar survey (in order to _____) – needs more discussion
 - Tamara will put together some sample questions
- Design the project roll-out with Dana – needs more discussion
 - Communications staff has changed at OSOS
 - Dave Ammons is now Communications Director
 - Do a press release now
 - Do a roll-out in conjunction with the first seminar
 - Have some information at up-coming conferences (WMA, ACRL NW)
 - Use flyer at more than one coverage
 - Consider using IMLS graphic
- Get a better name for the project – needs to be done (Diane, Janda) – post ideas to the blog
 - Preserving Washington's Cultural Heritage is the application name

Connecting to Collections Blog -- Tamara

- Troubleshooting and Sharing
- Tamara will move the blog it to Word Press
- Tamara will also build a wiki for the use of the workgroups

Response to the RFQQ – Conference Logistics Support – Rand and Susan

- We had one response from BCR in Aurora, CO
 - Check references
 - Write contract
- Susan will send the response to Committee members

Contract with Tom Claerson/PALINET – Susan and Rand

- Sole source justification has been filed with OFM
- Advertisement will be posted
- Contract will be sent to PALINET for signature

IMLS Conference Call with 18 other C2C States (impressions) – Susan

Initial Seminar – Susan

- Site selection
 - Sleeping Lady - \$11,000 for site, lodging, meals, meeting rooms
 - Washington State Historical Society / UW Tacoma (meeting facilities close by)
- Date selection

- Library Council of Washington, September 17
- ~~September 18-20 ALSC, Salt Lake~~
- September 18-21 NEDCC at Washington State Historical Society / ~~REFORMA conference~~
- ~~ARSL, September 19-21~~
- Week of September 22 (conflict for Gary)
- National Book Festival, September 25-26 (conflict for Jan Walsh)
- September 28-29 (conflict for Janda/ WMA Bd Retreat)
- Sleeping Lady is open September 29-30 (Monday – Tuesday)
- WALE, October 2-4
- WLMA, October 9-11
- LITA National Forum, October 16-19
- KEMU, October 17-22 (conflict for Tamara)
- ACRL -- October 23-24 (Menucha Retreat & Conference Center, 38711 E Historic Columbia River Hwy Corbett, OR 97019)

- Possibilities
 - September 4-5, 11-12 (too soon for academics?) Tamara will check 4-5
 - September 15-16? Tamara check calendar
 - September 22-23
 - Week of October 6 (conflicts are WLMA)
 - October 9-10? Tamara check calendar
 - October 14-15 (October 13 is Columbus Day / Tamara leaves for KEMU that week)
 - October 20-21 (ACRL is 23-24)
 - October 27-28 – would need to do some place other than Sleeping Lady – Tamara check
 - May

- First day – ½ day with rollout or reception in the evening
- Dinner on own
- WSHS – facility
 - Auditorium – holds up to 250
 - Board Room with board table and next to kitchen – 18-20
 - Small lunch room – 12 – 15
 - Activity Room on first floor
 - Mezzanine area
 - Use in-house catering (Renee / Vault) or lunch on own
- See if UW/Tacoma could provide at least one breakout room – Could Gary ask about this?

Next Meeting: June 13, 9:30 a.m. – 11:30 a.m.

Next Steps

- Begin to work on program for first seminar

Parking Lot

- Link to WMA web site from C2C website
- The “conferences” will be called seminars – a venue in which everyone works together
- May 19-22, 2009 AIC, Los Angeles