ESDN Metadata Working Group Meeting
Minutes, October 23rd, 2014

Call in via AdobeConnect

Members: Susan D'Entremont (CDLC), Claire Enkosky (ESDN Liaison), Jen Palmentiero (SENYLRC), Anne Karle-Zenith (METRO), Heather Bolander-Smith (NYS Archives), Deirdre Joyce (CLRC)
Guests: Michelle Arpey (NYS Archives)
ESDN Staff: Chris Stanton, Kerri Willette

1. **ESDN Project Update**
   a. Funding update: Secured funding for the next 3 years. Staff and infrastructure are secured until June 2017. IMLS and Knight News Challenge grant applications are underway.
   b. Updated Ingest Timeline -
      i. Early January initial contribution to DPLA. Pretty firm now as their new infrastructure are online - we'll go first with California Digital Library.
      ii. 19 collections have been transformed and normalized and are all set to go - DPLA has been positive about our initial feeds in their looks at this data. We're hoping to work closely with them before the initial contribution so that the first ingest is as smooth as possible.
      iii. Chris talked about REPOX, our aggregation tool for the immediate future. He screen shared to show the group which of the current mapped collections have transforms in REPOX currently. None of the data can be shared with DPLA until we have permission letters in hand.

2. **General Metadata Discussion (Observations from initial collections)**
   a. Upcoming probable updates to the ESDN data model (based on feedback from both DPLA and contributors):
      i. Date Ranges - ESDN will need to provide start and end date attributes, and a questionable attribute. So, in contributed collections, consistency in how circa vs. ca vs. date? are input. will become more important. As long as date values are consistent per collection, ESDN can work pretty effectively with it. Stress with members that it is important to follow existing guidelines in hosted collections (ex. NY Heritage specifies ISO 8601 W3CDT).
      ii. We can add multiple provider levels using *dpla:intermediateProvider* - so, the institution, the council, etc. For now, we won't ask for council to be

included in the data but it might be useful in the future. We will discuss at future meetings.

    iii.   Set names and set descriptions are pulled from OAI listset calls - for now, we have set names for every collection, we may want to consider adding descriptions where they don't exist.

    iv.   ESDN will most likely add Place as a recommended field (to go along with language and type)

b. DPLA feedback from our NYH and HRVH content so far:

    i.   Most of the issues are with Creator/contributor fields (standardizing name formats - last, first, etc.); Place/coverage fields; Subject fields (DPLA relies on standard vocabularies to turn everything into URI's so it is mapped to consistent linked data sources)

c. New DPLA Map 4.0 was released to Hubs for feedback (Chris will post to Google Group). Some highlights:

    i.   Alternate title field added in SourceResource class (where most of our descriptive data is coming from)

    ii.   Replaces/replaced by fields added SourceResource class

    iii.   Expanded the place class with more refined support for latitude and longitude, geographic coordinate data, etc.

3. **Rights**

a. DPLA work - Chris gave a summary of the international group (DPLA, Europeana and others) meeting to iron out rights standards. The group will release a white paper in 2015 with recommendations for feedback from the community. Nothing is firm yet, but the work is underway.

b. What should we do now (Education/Outreach)

    i.   Jen talked about addressing overly restrictive rights statements in copyright training sessions with members.

    ii.   General agreement that this is a discussion happening now that we should be bringing to our regions.

    iii.   Encourage members to review rights statements. When something is in the public domain, say so!

    iv.   Make a distinction between rights statements and attribution statements.

4. **Next steps/tasks for group**

a. Clarification will emerge between this group and the Outreach group. This group will be focusing on creating metadata guidelines for contributors (working specifically on metadata issues) whereas the outreach group will focus on communicating more broadly to the membership base within the regions.

b. Chris asked this group to consider generating an FAQ for the ESDN website for institutions that may want to contribute eventually with basics to questions we all

get - ie. CC0, How can I prepare my data?, etc. Chris will begin a brainstorming session on Google Groups for ideas and feedback.

c. Reviewed a couple of online tools that ESDN hopes to make available for evaluation and correction of data - these will be posted with instructions on the Google Group.