



## ESDN Regional Outreach Group Agenda

*Minutes, November 24, 2015, 3-4pm*

GoTo Meeting virtual space, hosted by METRO

**Present:** Laura Osterhout (RRLC), Susan D'Entremont (CDLC), Jaclyn McKewan (WNLRC), Anne Karle-Zenith (METRO), Virginia Antonucci-Gibbons (LILRC), Julia Corrice (SCRLC), Ryan Perry (CLRC)

**Absent:** Deirdre Joyce (CLRC), Eric Alan (NNYLN), Jennifer Palmentiero (SENYLRC)

**ESDN Staff:** Kerri Willette, Chris Stanton

### Contribution updates

- DPLA contribution and ESDN ingests
  - ESDN has harvested 205,032 records from NY partners
    - 65,576 from hosted partners:
      - 34,729 - New York Heritage
      - 12,018 - HRVH
      - 18,829 - Metro Digital Culture
    - 139,456 from non-hosted partners
  - Only 122,000 of these are currently appearing in DPLA because of ongoing issues with the new ingest system. They have now hired 2 contract developers to repair the issues and get the system working. We expect the rest of our records to be live in DPLA in Dec.
  
- Workflow updates
  - We have merged the hosted & non-hosted tracking spreadsheets. These are now combined in a single sheet for each council.
    - Liaisons can add additional columns for local tracking to the green section if needed.
    - Contribution totals have been removed - this info will be available in the new collection reporting tool going forward.
  - Copies of permission letters are now available in a shared Google Drive folder for each council.
    - Liaisons should email Kerri as new letters are added & the spreadsheet should be updated.
    - Kerri will continue to keep hard-copies and back-ups of all the folders.
  
- [Collection reporting tool](#)
  - John M is designing a Collection Reporting Tool which should be available within the next week or two.
  - The tool pulls data from REPOX and gives contribution totals by council, by individual institution, and by hosted project (NYH, HRVH, METRO DC).
  - Still under development but will be made available soon.

## Next steps

- Phase 2 goals check-in
  - Grow NY content in DPLA
    - From 87,000 in April to over 200,000
    - Added (or are actively adding) 11 or 12 new non-hosted partners so far
    - New Long Island collections in NYH will actually be a big growth factor to
  - Long-term funding
    - METRO ED talking to a lot of potential partners in the state & researching cost modeling options for the hub.
- Metadata group update
  - First meeting on Oct 22nd - minutes will be posted to ESDN website.
  - Group will meet again in Dec to begin work on guidelines for quality and shareable data
- New outreach subgroups:
  - Rights Sub-Group

Getting it Right on Rights white papers were released recently. These papers provide a standardized vocabulary for rights statements in digital records. We will form a group to address outreach and education efforts in NY for institutions implementing the standard statements. Anne KZ at METRO will chair this group.
  - Curriculum Sub-Group

Councils already do a lot of well developed training and outreach around scanning, digitization, metadata creation for members. Franky Abbott came to our July meeting and talked about the PLPP curriculum DPLA is developing. We'd like to pull together the work & existing training tools from the councils and use the PLPP curriculum as a model to create a shared, standard digital skills curriculum for NY state. Jen P at SENYLRRC will chair this group.
  - Kerri will send out a sign-up form. Please express interest in joining either or both of these groups through that form. We hope both groups will start their work in early 2016.

## DPLA news

- DPLAFest 2016
  - Will be held in DC on April 14-15
  - [Submit session proposals](#) by Jan 22
- DPLA released the Getting it Right on Rights [white paper](#) for standardized rights statements
- [PLPP Curriculum](#) was made public and is available for use
- DPLA released new [Primary Source Sets](#) for educators
- ESDN partners are now eligible for discounts to [Pop-up Archive](#)
  - Institutions must have a permission letter on file with ESDN
  - Please connect interested partners with Kerri
- DPLA announced two new working groups:
  - EAD Group
  - Newspaper Group