

**Recollection Wisconsin DPLA Service Hub  
Governing Board Quarterly Meeting**

November 4, 2016  
10:00am - 12:00pm  
GoToMeeting

ATTENDEES: Ryan Claringbole (DPI), Ann Hanlon (UW-Milwaukee), Lee Konrad (UW-Madison), Scott Mandernack (Marquette), Cathy Markwiese (Milwaukee Public Library), Stef Morrill (WiLS)

PROJECT MANAGERS: Emily Pfothhauer, WiLS

Meeting was called to order by chair L. Konrad at 10:03

The group introduced themselves. C. Markwiese introduced their director, Paula Kiely. Paula shared her reflections on the early days of Recollection Wisconsin and the excitement that those early meetings generated. She was invited to a meeting in Los Angeles a number of years ago to talk about the Digital Public Library of America, and to think that our state and our organizations are involved in the national effort is very exciting and encouraging. She expressed thanks to the Board for their leadership to the project and getting our state's content out into the wider world.

**Rights Statements discussion**

This topic was discussed at the last meeting, and those who manage digital collections were going to connect with their administrations to make sure there were not red flags to adopting the statements. UW-Milwaukee and UW-Madison did not have concerns from their legal departments, and expressed that they did not have any further concerns. The legal departments appreciated the early warning that this would be coming. Milwaukee Public Library sent to the Assistant Director for Business Operations and has not heard back from the city legal. Marquette sent to the general counsel office and have not heard anything in response yet, but S. Mandernack felt that we could move forward. C. Markwiese didn't think it would be an issue, either.

No partners have moved forward in implementing the rights statements. New York Public Library was going to be piloting the statements and we have not yet heard the results. They have not yet implemented them. The [notes](#) from the hubs conversation was very helpful.

A workgroup was established to work on further developing an implementation plan. There is a technical piece that will need to be worked on with UW-Madison. There will also need to be a plan for determining rights statements, etc. A. Hanlon volunteered and L. Konrad volunteered Peter Gorman. Tomas Lipinski from UW-Milwaukee will be a sounding board for the workgroup. He may also be interested in serving. A. Hanlon will talk with T. Lipinski. E. Pfothhauer and L. Konrad will also sit in as project manager and chair.

E. Pfothenauer will also work on getting clarification on the timeline for implementation. Board members attending DLF can get an update from DPLA staff and learn what other states are doing. There is a lunch with Kelcy Shepherd from DPLA at DLF on Wednesday, November 9.

### **Funding discussion -- advocating for DPLA Service Hub in state budget**

S. Morrill mentioned that she has been in contact with Nick Dimassis, who is chair of the Library Development & Legislation Committee. For Library Legislative Day, it will be the best approach for us to go through LD&L. S. Morrill hopes to talk with N. Dimassis in the coming week and will share what she learned with the Board. If Board members or others from their organizations can attend Library Legislative Day (Feb. 21), it would be beneficial. If they can't, but could follow-up, that would be helpful, too.

A review of the current plan and creation of a new five year plan for LSTA is under development. DPI is hearing feedback and seeing the value of more centrally coordinated funding for digitization efforts, which is encouraging. The WISELearn state funding may be another source of funds. R. Claringbole is talking with others in DPI to find out how DPLA can be included in this funding for FY2018. Nothing has been clarified on this yet. WISELearn, which covers a lot of educational technology needs, could use support and advocacy, though there is not yet a direct link between this funding and Recollection Wisconsin at this time. There is potential, however, for future funding. Advocating for it as an overall benefit would be good. R. Claringbole will let the Board know if WISELearn will be on the Library Legislative Day agenda.

S. Morrill will check in with M. Blessing after we know more from N. Dimassis.

### **IMLS grant partnership -- update and discussion**

At the last meeting, E. Pfothenauer shared information about two IMLS grants that WiLS/Recollection Wisconsin were involved with. One, which was with the Illinois library consortium RAILS for training, did not get approved. They are not planning to resubmit that application, but has led to good conversations between RAILS and WiLS.

The other grant did get approved. WiLS and UW-Madison SLIS are partners on an IMLS National Leadership Grant recently awarded to Washington State University for continued development of Mukurtu, a platform for digital collections of tribal cultural heritage materials ([see grant proposal](#)). The platform supports both standard metadata along with stories and other information about the material. The grant will develop the 3.0 version through hubs throughout the country that will work with tribal libraries, archives, and museums to develop the software. UW-Madison SLIS was identified as a hub because of the TLAM program and WiLS was able to assist with some staffing needs. SLIS has another IMLS grant for professional development for TLAM staff in the Midwest, which dovetails nicely to this grant. UW-Madison Digital Library Collection group is part of the TLAM team, too.

The grant will support a 50% project assistant position for three years, plus 10% of a position for project management/supervision, to work with Great Lakes tribes on software development and training.

The group discussed if this project should be considered a Recollection Wisconsin project. It could be a Recollection Wisconsin project or a WiLS project, which impacts branding (is it associated with the service hub?), budget (how the project is accounted for in the WiLS budget). It may not be because the project would include organizations outside of the state and that the platform may not feed directly into DPLA. Open access all of the time is not necessarily the goal for this metadata and objects. Several of the Recollection Wisconsin partners collect in these areas, so it is in the wheelhouse because of the partnerships. The one benefit of it being a service hub project would be the connections and community of practice development. It may lead to DPLA participation later on. The most critical question is if it is within the scope of DPLA. Because it is bigger than Wisconsin and that it is somewhat outside of the scope of the DPLA mission, it may make most sense for this to be a WiLS project, with regular updates to the Recollection Wisconsin board. It would be beneficial for the Board to learn about the project and the different approaches. If there are materials to be shared through DPLA, the Board could discuss and offer assistance. The project starts in early 2017 and is a three year project.

The group gave consensus that this project should be a WiLS project with regular updates to the Board for year 1 and we can revisit in a year.

The Board offered congratulations for this project!

### **Steering Committee -- update**

There is a revised Steering Committee statement of purpose. They revisited this statement, as the first year was focused on the initial participation in DPLA.

The Board has had reports from the Steering Committee in the past. Especially on the, "Assess community needs in order to identify strategic priorities" item it would be beneficial for them to report out to the Board. There was some confusion among the Steering Committee about whether they are a "recommending" or "doing" body. The charge attempted to give them a dual role of both gathering and providing information to the Board (through feedback to their communities) and also doing things that need to be done for the development of the Hub. The membership of the Steering Committee is bigger and has further representation into the community, which provides them an ability to reach out into the community further to gather information on the Board's behalf, which would be useful. The Board is making the budget and other decisions and the Steering Committee can provide a "boots on the ground" perspective to the Board.

The group felt that the document looked very good and had no specific questions or concerns.

The group felt that there may be a need to liaise more effectively with the Steering Committee representatives at the Board partner's organizations. It would also be beneficial for the Steering Committee to report back information gathered. It would be beneficial to have them do this around rights statements now.

In both agendas, there should be an update from the other body. E. Pfothauer will work with the chairs on developing this update process.

The group also discussed when the Steering Committee can make their own decisions. If the Board is informed, the Steering Committee can make decisions about things like topics for training. Funding and political issues should be the purview of the Board, but the Steering Committee should be empowered to make other decisions, unless they come up with something "really crazy" :-). When in doubt, ask, but don't feel compelled to ask.

In the next couple of months, the Steering Committee will be asking all of the current service hub contributors to vote on the training/education priorities for the coming year. Depending on the capacity of the Steering Committee and the topic, they will build some way to share information about the highest priority topic, either through webinars, tip sheets, etc.

Right now, there are nine on the Steering Committee, and there is a need to actively build it out. There are two new additions to help expand representation: Briana Fiandt, Curator of Collections, Richard Bong Veterans Heritage Center (Superior) and Michelle Gobert, Director, Crandon Public Library. There is a desire to add one more museum person to the body.

## **General Updates**

### *Refresh harvest*

The first round of data went live at the beginning of August. Soon after, UW-Madison ran a refresh harvest that added 24 new collections and 25,000 new records. All of that went very smoothly. It included Marquette collections that were outside the scope of the original Recollection Wisconsin, UW-La Crosse, and others. We were on deck for a complete reharvest in October, and that has not yet happened. They started working on the ingest and the system was failing on the DPLA end. They indicated that they are revisiting their ingest system and E. Pfothauer has not yet had an update from DPLA as of today. UW-Madison is scheduled to do another harvest in December, and it is anticipated that we will still do that, regardless of what DPLA has done. It is a topic for us to discuss with Kelcy Shepherd next week. It is the expectation of the Board that DPLA should be more proactive about communication related to staff shortages and the impact of these shortages. There also needs to be more clarity around who we should be contacting.

### *DPLA analytics*

DPLA is working on enhancing their analytics, but this has not been done yet. There is a Google Analytics dashboard that reports proportion of the hub's content in the global use of DPLA. Wisconsin is right in the middle and is on par with New York on the traffic we are getting.

Overall, the numbers are smaller than expected, with the total views of DPLA content being 350,000 in the last month. We had about 2.5% of that. Compared to other hubs, we are average.

#### *2015-2016 budget summary and 2016-2017 YTD report*

S. Morrill reported that there was additional carryover from the end of the fiscal year, which has been added to the 2016/17 budget. The harvesting and hosting fees are lower in 2016/17 because of the Wisconsin Public Library Consortium's contribution for harvesting and hosting.

#### *Updates to Recollection WI search portal and website*

The Recollection Wisconsin site went live in 2013. The website's Wordpress site is going to have some minor updates. A larger change on the horizon in the next year is the search portal. The current portal is the old pre-DPLA aggregation, as UW-Madison is maintaining that aggregation as well as the new DPLA aggregation. It would be beneficial to phase out the old aggregation. The portal does not get a lot of use, but there is still interest in maintaining a portal. A new direction would be to use the DPLA API, modeled on the Umbra project. In the short term, it would be desirable to spend some money, approximately \$3,000-\$5,000 to upgrade the Recollection Wisconsin site. In the longer term, it would be desirable to spend some funds to create a new portal based on the Umbra open source project.

The group felt that pursuing both of these projects would be valuable. Using the DPLA feed could add flexibility, including materials from outside of the state about Wisconsin. Not a lot of states have done this type of project yet. North Carolina has done some testing with the API but ran into some challenges with the scoping: are we using geolocation? Or subjects/titles? That will be the difficult part, as it relies on consistent metadata. Umbra is using the API, and has run into some issues with metadata that doesn't include enough detail. Experiments to get the most out of the DPLA metadata seem very appropriate and were supported by the Board.

The Board agreed by consensus that the website should be improved and that the budget would be between \$3,000-\$5,000. If the project will run over that amount, it will be brought back to the Board for further discussion.

#### *Charter*

At the last Board meeting, the group agreed upon a Charter as a solution to have everyone signed onto the same mission. E. Pfothauer has received signed charters from Milwaukee Public Library, WiLS, Marquette, and UW-Milwaukee. If DPI, UW-Madison, and WHS could also sign by November 18, that would be beneficial. Once all the signatures are received, the document will be posted on the Recollection Wisconsin website.

#### *DPLAFest April 20-21, Chicago*

DPLAFest will be in Chicago. It overlaps with WAAL. A. Hanlon, Gail Murray from DPI, and E. Pfothauer attended and presented at the last year. Since this one is close to home, it would be beneficial to have a Wisconsin presence to connect with the other hubs and to share what is

being done in Chicago. L. Konrad is planning to attend. No other information has been released, but E. Pfothenhauer will send out more information as it is available.

A. Hanlon, C. Markweise, L. Konrad, and E. Pfothenhauer will have lunch with Kelsey from DPLA on November 9. Peter Gorman may attend. Melissa McLimans from WiLS has set up a tour of UW-DC and the new scanner for Kelsey in Madison on November 10 at 10:00. Please let E. Pfothenhauer know if you will be attending either event by the end of the day on Monday.

A. Hanlon did a presentation at the American Geographic Society Library about DPLA for about 50 people. They created a story map of the collections that are available and what it meant to have materials co-located with other materials from around the United States. A. Hanlon will share the slides with the Board.

UW-Milwaukee and Marquette have drafted a template to help guide institutions with questions/considerations that they might ask vendors/consultants and there is also a list of vendors to help institutions understand what is available without endorsing any one vendor and in a way that it can be easily maintained. They will be meeting later today to finalize and then it will be shared for feedback and review by the Board.

S. Morrill provided a brief update on the Public Library System Redesign process. One of the workgroups for Electronic Resources has put forth a model outline on digitization/digital collections and would welcome feedback from individuals on the Recollection Wisconsin board. S. Morrill will send information about the model once all of the materials have been posted, which is anticipated to be next week.

#### **Set 2017 quarterly meeting dates**

Dates will be set by email. E. Pfothenhauer will identify some dates for each quarter and our first meeting in 2017 will be in Milwaukee. Setting all four at the beginning of the year was the preference of the group. Fridays seem to be a good day for meeting.

Meeting adjourned at 11:53.