

Canadian National Heritage Digitization Strategy Steering Committee

Minutes

Thursday, March 1, 2018, 1:00 p.m.–2:00 p.m. Eastern Time

Chair: Martha Whitehead

Present

Clare Appavoo, Canadian Research Knowledge Network
Guy Berthiaume, Library and Archives Canada
Ern Bieman, Canadian Heritage Information Network
Donna Bourne-Tyson, Canadian Association of Research Libraries (CARL)
Maureen Clapperton, Bibliothèque et Archives nationales du Québec
Paul Durand, Canadian Museum of History
Alexandra Freeland, National Research Council (for Kathleen O’Connell)
Karen Fudge-Jensen, Royal British Columbia Museum
Geoffrey Harder, University of Alberta
Gilles Lesage, Société historique de Saint-Boniface
Andrea Mills, Internet Archive
Mary Rae Shantz, Toronto Public Library
Carole Urbain, Association pour l’avancement des sciences et des techniques de la documentation (ASTED)
Martha Whitehead, Queen’s University

Regrets

Jonathan Bengtson, Canadiana.org
Loubna Ghaouti, Bibliothèque de l’Université Laval
Loryl MacDonald, University of Toronto Libraries
Heather Menzies, The Writers’ Union of Canada
Michael Moosberger, Dalhousie University
Kathleen O’Connell, National Research Council
Kathryn Ruddock, University of Calgary

Secretariat

Caitlin Horrall, Library and Archives Canada

Observers

Emilie Fortin, Bibliothèque de l’Université Laval
Boris Stipernitz, Library and Archives Canada

1.0 AGENDA AND MINUTES (Chair)

The Chair presented the agenda and asked for any additions. There were none.

The Chair then presented the minutes of the January 31, 2018 meeting and asked for any comments. There were none, so she asked for a motion to adopt the minutes.

Moved by C. Urbain. Seconded by E. Bieman.

That the minutes from the January 31, 2018, meeting be approved.

CARRIED UNANIMOUSLY

2.0 FUNDING PROGRAM UPDATE (G. Berthiaume)

G. Berthiaume noted the funding program guidelines had been updated to expand the list of eligible expenses and to update the funding acknowledgement text. One member asked if public libraries were eligible recipients. G. Berthiaume confirmed they were and the secretariat said she would update the guidelines to make this clearer.

ACTION

- *Secretariat to update funding guidelines to make it explicit that public libraries are eligible.*

3.0 MESSAGE TO THE COMMUNITY AND NHDS SIGNATURE (Secretariat)

The secretariat presented the draft message to the community, noting it included updates on the funding program, newspaper pilot, changes to the steering committee, the content strategy and survey. She invited committee members to test the survey and send her their comments by Wednesday March 7th.

ACTION

- *Members to test survey and send comments to secretariat by March 7th.*

The secretariat then presented three options of typefaces that could be used to identify the NHDS and asked members for feedback. Several members stated a preference for the first option.

4.0 REPOSITORIES RESEARCH (Working group 2.4)

C. Urbain presented the work of her group looking at digital repositories. She provided context; methodology; approaches to selecting a digital repository; advantages and disadvantages of each approach; and approaches adopted by national libraries.

Members had comments related to museums; the cost and relevance of options; and the types of certification (ISO, NESTOR Seal, Data Seal of Approval etc.).

G. Berthiaume said a digital preservation survey is currently underway at the National Archives of the United Kingdom. He said he would share the results when they are available.

C. Urbain invited committee members to send her their feedback. She also asked how this work could complement that of other working groups. The secretariat said she would set up a call for the metadata, file formats and digital repositories working groups to talk.

ACTION

- *Secretariat to set up a teleconference for technical working groups to identify linkages between their activities.*
- *G. Berthiaume to share results of the digital preservation survey when they are available.*
- *All members to send comments on digital repositories presentation to C. Urbain.*

5.0 LAC PLANNING MEETING (G. Berthiaume)

G. Berthiaume said that LAC was hosting a meeting on May 16th in Ottawa for stakeholders to provide input into LAC's 3-year plan. He invited the committee members to attend and said some travel funding may be available.

ACTION

Members to send note to secretariat if interested in attending LAC planning meeting on May 16th in Ottawa.

6.0 ACTION ITEMS FROM LAST MEETING AND LATEST UPDATES (ALL)

The secretariat provided progress on the action items from the previous meeting.

The Chair asked for updates from any other working groups. There were none.

7.0 FURTHER BUSINESS (All)

The Chair asked if there was any further business. One member asked if there could be another in-person meeting. The secretariat said she would send a poll to gauge people's availability for April 6th or May 17th.

ACTION

Secretariat to send a poll to gauge availability for an in-person meeting in April or May.

There was no other further business.

8.0 NEXT MEETING (Chair)

The Chair thanked the committee. The meeting adjourned at 2:00 p.m. Eastern Time. The next meeting is scheduled for April 6th at 1 p.m. Eastern Time.