

Canadian National Heritage Digitization Strategy Steering Committee

Minutes

Friday, May 4, 2018, 1:00 p.m.–2:00 p.m. Eastern Time

Chair: Martha Whitehead

Present

Sylvain Belanger, Library and Archives Canada (for Guy Berthiaume)
Ern Bieman, Canadian Heritage Information Network
Paul Durand, Canadian Museum of History
Alexandra Freeland, National Research Council
Karen Fudge-Jensen, Royal British Columbia Museum
Loubna Ghaouti, Bibliothèque de l'Université Laval
Geoffrey Harder, University of Alberta
Andrea Mills, Internet Archive
Martine Renaud, Bibliothèque et Archives nationales du Québec (for Maureen Clapperton)
Kathryn Ruddock, University of Calgary
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

Clare Appavoo, Canadian Research Knowledge Network
Jonathan Bengtson, Canadiana.org
Guy Berthiaume, Library and Archives Canada
Donna Bourne-Tyson, Canadian Association of Research Libraries (CARL)
Maureen Clapperton, Bibliothèque et Archives nationales du Québec
Gilles Lesage, Société historique de Saint-Boniface
Loryl MacDonald, University of Toronto Libraries
Heather Menzies, The Writers' Union of Canada
Michael Moosberger, Dalhousie University

Secretariat

Caitlin Horrall, Library and Archives Canada

1.0 AGENDA AND MINUTES (Chair)

The Chair presented the agenda and asked for any additions. There were none, so the agenda was approved.

The Chair then said the April minutes were delayed and would be shared when they become available.

2.0 TECHNICAL INFRASTRUCTURE WORKSHOP SUMMARY AND 2018 BUSINESS PLAN (Chair)

The Chair gave a summary of the April 23rd workshop to support the technical infrastructure activities of the NHDS. A written summary had been shared with the committee.

She then began reviewing the business plan and asked specifically for thoughts on the vision and mission statements. Members liked the new wording and thought it reflected well on previous conversations.

The Chair then invited the committee to look at the specific activities and think about how they would want to be involved moving forward. She suggested creating three working groups: technical, content, communications and engagement. The secretariat said she was working on the terms of reference for the groups.

The committee reviewed the actions and made suggestions to:

- Refer to the content strategy from the principles section
- Cross-reference the copyright action from 2.1 to 1.1
- Cross-reference the best practices activity with the raising awareness activity under 2.1
- Add an activity under 2.2 to articulate the goals of the discovery platform
- Add a principle around sharing expertise and not duplicating effort
- Combine the international efforts activity with the evaluation framework one under 4.1
- Add A. Freeland as a resource to the evaluation activity under 4.1
- Add K. Fudge-Jensen to the under-represented communities activity under 3.2
- Add M. Shantz as a resource for the communications activity under 3.1
- Specify that items should be "captured digitally" under the Indigenous communities activity

The Chair also asked committee members to send any other ideas by email.

ACTIONS

- *Secretariat to update the business plan as discussed and redistribute.*
- *All members to send additional feedback on the business plan to the Secretariat.*

3.0 FUNDING CALL UPDATE (Secretariat)

The secretariat said there had been a strong interest in the funding call from a range of organizations and that some proposals were already quite developed. LAC is considering adding more evaluators given the amount of interest there has been in the program so far.

4.0 UPDATE ON CARL'S DIGITAL PRESERVATION WORKING GROUP (G. Harder)

G. Harder gave an update on CARL's Digital Preservation Working Group which started in 2017 to focus on: assessing digital preservation readiness; creating a web archiving coalition (WAC); organizing a digital preservation event. The group designed and sent a survey around digital preservation readiness. They are also planning a digital preservation event that will likely be held in Montreal in November with national and international speakers.

The Chair said the NHDS could help share information on this working group as it comes available.

5.0 A PRIMER ON PRESERVING AUDIO AND VIDEO RECORDINGS (Secretariat)

The secretariat presented a document prepared by the National, Provincial and Territorial Archivists Conference Audiovisual Preservation Working Group (NPTAC) with input from the NHDS file formats working group. She said NPTAC would like to publish it as a joint document. The secretariat asked for any questions or comments. There were none. The Chair asked for a motion to endorse the document.

Moved by P. Durand. Seconded by E. Bieman.

That the NHDS Steering Committee endorse the NPTAC document.

CARRIED UNANIMOUSLY

6.0 COUNCIL ON LIBRARY AND INFORMATION RESOURCES (CLIR) FUNDING (Secretariat)

As a member of the CLIR board, G. Berthiaume was looking to hear the committee's experiences with CLIR and whether they had opinions on whether the NHDS should apply for CLIR funding. Members said their experiences with CLIR had been very good. One member said that CLIR projects needed to be led by an American partner, so the NHDS would need to be careful this did not change the nature of the projects it wishes to develop.

ACTION

- *All members to send ideas for CLIR funding to the secretariat.*

7.0 DIGITIZING CHILDREN'S LITERATURE (Secretariat)

The secretariat said she was having conversations with children's literature experts across the country about a possible library of digitized children's literature. The idea was proposed by a potential funder. She said there was going to be a meeting with the funder later this month but if anyone had any ideas, they should follow up with her. Toronto Public Library and McGill expressed interest in being part of the consultation.

ACTION

- *Secretariat to follow up with interested Steering Committee members around digitized children's literature.*

8.0 ACTION ITEMS FROM LAST MEETING (Secretariat)

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

9.0 FURTHER BUSINESS (All)

The Chair asked if there was any further business.

One member said it would be good to see if a Creative Commons license could be added to the primer report on preservation.

ACTION

- *Secretariat to see if licence can be added to the primer document.*

Another member asked if there had been any movement to replace the Vancouver Public Library representative on the committee. The Chair said she and the secretariat would follow up on this.

ACTION

- *Secretariat to follow up with Vancouver Public Library to see if they wish to continue to participate in the committee.*

There was no other further business.

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