

National Heritage Digitization Strategy Steering Committee

Minutes

Thursday, April 18, 2019, 1 p.m. – 2 p.m. Eastern Time

Chair: Martha Whitehead

Present

David Alexander, Royal BC Museum
Clare Appavoo, Canadian Research Knowledge Network
Jonathan Bengtson, Canadian Association of Research Libraries
Guy Berthiaume, Library and Archives Canada
Ern Bieman, Canadian Heritage Information Network
Sarah Dupont, University of British Columbia Library
Paul Durand, Canadian Museum of History
Loren Fantin, OurDigitalWorld Organization
Geoffrey Harder, University of Alberta
Christopher Hives, University of British Columbia Archives
Allison Lennox, Toronto Public Library
Gilles Lesage, La Société historique de Saint-Boniface
Katherine McColgan, Canadian Federation of Library Associations
Andrea Mills, Internet Archive
Lisa Miniaci, Bibliothèque et Archives nationales du Québec
Kathryn Rose, Memorial University of Newfoundland
Kathryn Ruddock, University of Calgary
Paul Takala, Hamilton Public Library
Martha Whitehead, Queen's University

Regrets

Émilie Fortin, Bibliothèque de l'Université Laval
Loryl MacDonald, University of Toronto Libraries
Heather Menzies, The Writers' Union of Canada
Michael Moosberger, Dalhousie University
Carole Urbain, Association pour l'avancement des sciences et des techniques de la documentation

Secretariat

Caitlin Horrall, Library and Archives Canada
Kat Timms, Library and Archives Canada

1. AGENDA AND MINUTES (Chair)

The Chair asked if there were any additions to the agenda; there were none.

The Chair then asked if there were any comments on the March minutes; there were none. D. Alexander provided a motion to approve, and G. Berthiaume seconded it. The motion carried unanimously.

2. WORLD DIGITAL LIBRARY MEETING (Chair)

The Chair provided an overview of a [recent meeting](#) about the World Digital Library. She and the Corporate Secretary attended on behalf of the NHDS, and C. Appavoo and R. Ross (Canadian Research Knowledge Network) were also in attendance.

The meeting concerned the future of the World Digital Library, particularly as the Library of Congress is discontinuing its role as project manager, a role that the Center for Research Libraries is considering assuming.

The following are key takeaways of the meeting relevant to the NHDS:

- The similarity of mandate and activities: enabling the discovery of heritage online.
- Ideas from presentations on technical topics, particularly metadata, which were relayed to the NHDS Technical Working Group.
- The potential for more involvement with Rightsstatements.org, either through piloting rights statements in Canada, or participating in working groups.
- Continuing to engage with the international community and monitoring the development of the World Digital Library.

Pangia, a global digital library connecting existing autonomous digital libraries around the world, was also discussed.

3. TECHNICAL WORKING GROUP UPDATE (A. Mills, K. Ruddock)

The Technical Working Group met on March 14 and discussed several draft NHDS guidance documents concerning digitization best practices, digital preservation file format preservation recommendations, and digital repositories. Creating a metadata best practices inventory was also discussed.

Following from the March Steering Committee meeting, a sub-group was struck to devise a proposal for a Metadata Summit. It has since met twice and has discussed potential dates, topics, and funding sources. A draft proposal will be prepared for the next Steering Committee meeting in May.

The Working Group co-Chairs shared a call for participation on RightsStatements.org working groups. Technical Working Group members, or others involved with the NHDS, are welcome to express interest.

ACTION

The Technical Working Group will present a proposal for the Metadata Summit at the May Steering Committee meeting.

Technical Working Group members or others involved with the NHDS are invited to express interest to the Corporate Secretary in participating on RightsStatements.org working groups.

4. [DIGITAL PRESERVATION FILE FORMAT PRESERVATION RECOMMENDATIONS](#) AND [LITERATURE REVIEW](#) (E. Bieman)

E. Bieman introduced the above two documents. The literature review was the precursor to the Digital Preservation File Format Preservation Recommendations document, which has also been reviewed by the Digitization and Digital Preservation Discussion Group and by the NHDS Technical Working Group. It summarizes recommendations for file formats for digital preservation made by different authoritative organizations, including a summary of criteria used to make recommendations. It focuses on formats for digitized content.

The literature review is already available online. The recommendations document will be translated and published on the Canada.ca website, with the option to also publish it on the nhds.ca website.

ACTION

The Digital Preservation File Format Preservation Recommendations document will be translated and published to Canada.ca, as well as potentially to nhds.ca.

5. CLIR UPDATE (Secretariat)

A grant proposal concerning the archives of Moravian missionaries in Labrador, which are in the custody of the Moravian Archives in Pennsylvania, was completed and submitted on time in early April.

Invitations to the second round of the grant process will be made by July 16, with final notifications of grants awarded issued by December 20.

The Secretariat is providing feedback to CLIR on the grant proposal process, from a Canadian point of view.

6. ITEMS OF INTEREST FROM MEMBERS (Various)

The Corporate Secretary described a project she is currently working on at Library and Archives Canada (LAC) called [Listen, Hear Our Voices](#). The project provides services to First Nations, Inuit, and Métis

Nation communities to preserve their culture and language recordings. Seven archivists working in traditional territories were hired across the country as part of this initiative. Two services were launched on April 5: 1) LAC will digitize Indigenous culture and language recordings on behalf of communities; 2) LAC will provide funding to Indigenous communities to digitize their culture and language recordings, or work on building archival capacity. The funding call will be open to mid-July.

S. Dupont noted that grants have been awarded for audio cassette preservation training, to be provided at the University of British Columbia in May, as part of its Indigenization Program.

C. Appavoo shared news of a digital preservation management workshop being offered by the Ontario Council of University Libraries (OCUL) and the Council of Prairie and Pacific University Libraries (COPPUL) in November in Toronto.

G. Berthiaume mentioned that 52 projects were recently funded for 1.5 million dollars in the Documentary Heritage Communities Program (DHCP). The DHCP has been made a permanent program of LAC.

G. Harder mentioned the University of Alberta's controlled digital lending program in relation to historical curriculum materials hosted by Internet Archive. A. Mills noted that this project is their first pilot of this kind, and that a working group has been struck to explore expanding the controlled digital lending program in Canada.

7. ELECTION OF A NEW CHAIR (Secretariat)

The Corporate Secretary noted that she had received several nominations for P. Takala, but no others. She then invited additional nominations, but none were given.

P. Takala introduced himself to the group, providing a few details regarding his background and the initial approach he had in mind with respect to assuming the role of NHDS Chair. This will be to better familiarize himself with the work of the NHDS to date. He emphasized his commitment to collaboration, and other members noted his previous advocacy work.

Concerning P. Takala's nomination, G. Berthiaume moved the motion, and E. Bieman seconded it. All were in favour, with no objections or abstentions.

M. Whitehead noted her appreciation for having served as Chair and her interest in retaining connections with the Canadian cultural heritage community and the NHDS. The group thanked her.

8. REVIEW OF ACTION ITEMS AND FURTHER BUSINESS (Secretariat)

The Corporate Secretary invited people to review the action items if they wished, instead of reviewing each of them in turn during the meeting.

There was no further business.

The Corporate Secretary noted the next Steering Committee meeting will be Friday, May 17 at 1 p.m. ET.

The meeting adjourned at 1:48 p.m. ET.