

RBMS Seminars Committee Meeting
ALA Midwinter 2015

Attending members: Heather Smedberg (UC San Diego), Co-chair; Mark Greenberg (Western Washington U); Sarah Horowitz (Haverford College); Ellen Cordes (Lewis Walpole/Yale)

Visitors: Daniel Culpepper (Rare Book School); Laura Micham (Duke); Jennifer MacDonald (U. of Delaware); Lois Fisher Black (Lehigh); Michael Inman (New York Public Library); Meghan Constantinou (Grolier Club); Jessica Pigza (New York Public Library); Karla Nielsen (Columbia); Molly Dotson (Yale); Juli McLoone (University of Michigan); Blynne Olivieri (University of West Georgia); Elizabeth Joffrion (Western Washington University); Anne Bahde (Oregon State University); John Overholt (Harvard); Mary Lacy (Library of Congress); Haven Hawley (University of Florida)

1. Heather Smedberg called the meeting to order.

2. Attendees introduced themselves. Heather encouraged the visitors attending to consider becoming committee members by filling out the volunteer form.

Sarah Horowitz volunteered to take minutes.

3. Some updates on 2015 seminars were made before Midwinter by liaisons and organizers. Heather asked for any additional changes or adjustments, but none were forthcoming. All information and copy needed by Friday, February 6, but this was mostly already complete.

4. Timing of seminars: there was one proposed time swap, which was approved by the conference planning committee. This was done to accommodate interest from ABAA members who wanted to be able attend both. Tori Ondrla has changed this on the schedule.

Heather asked whether anyone had heard about anything problematic with schedule. Nothing came up.

5. Onsite coordinators and Liaison Roles

The onsite coordinator is responsible on the day of the seminar for making sure everything is set up properly, that the IT is working, that there is water, and finding help if necessary. He or she also fills out the evaluation form with headcount, notes, etc. Heather and Jennifer will ask for volunteers closer to the time of the conference to pair committee members with sessions they plan to attend.

Heather also reminded us that seminars should be more than case studies, and should have an educational component; liaisons should work with speakers to make sure they are on task and on focus. Ideally, organizers and speakers should all talk about what intend to write so that there is no overlap, but there is a narrative track.

6. The deadline for proposals for seminars for the 2016 conference is June 5, which will allow them to be distributed to members before the meeting at ALA Annual. Jennifer MacDonald announced that the workshops committee will have the same deadline. This will allow applications which come in to one committee but which might be better suited to the other format to be passed on to the other committee.

7. Brainstorming about topics and ideas for 2016 seminars

Hawley suggested *environmental disasters*, especially with a perspective for smaller institutions. Maybe also get vendors from this area to display or sponsor (possibly a workshop format might work best?)

putting together trust relationships before bad things happen
problems of keeping up good environments

McLoone -- tie in to issues of sustainability in libraries, environmentalism -- what can we do to reduce energy consumption in special collections

Joffrion -- potential speakers at national archives

Constantinou indicated that the 2016 conference committee is considering themes and programming around opening our doors, speaking different languages. Potential options might include *bilingualism in special collections*, both in catalogs and in outreach. Could ask Diversity Committee for potential speaker suggestions; possibilities of presentations from our archivist colleagues who have worked on bilingual finding aids, metadata, etc.

Horowitz suggested something around the *challenges around rights and ethics of oral history*.

Micham suggests Doug Boyd from U Kentucky -- potentially also a plenary speaker

documenting foreign language communities -- issues there

some cultures are more oral than others

Smedberg -- anything recently about problems around digitizing older oral histories -- may go into a project not knowing what is on tapes, and whether or not they can be public

Irene project -- NEDCC?

Potential crossover with historians and other professions

Bahde suggested a seminar dealing with the *OCCLC Terms of Use and Reuse for Finding Aid Metadata report*, as this is a major new initiative that is important to us.

Olivieri -- may also have crossover with DPLA

potential for case studies from people who have used the report/DPLA

immigration history research center -- sharing metadata with national archives of Estonia (now at UMN)

Hoover institute, Vietnam archives

Potential seminar on *project management in special collections, including tools*.

metadata project management -- possibly including exporting metadata for ArchivesSpace use

There is a new book on extensible processing -- the author could be a potential speaker
capacity building within an institution -- strategically how do you use these
people are often reactive -- what is a good model for structure?

Black for the security committee -- they are exploring topics ranging *from best practices in
reading room security to background on the security guidelines*
best practices in a range of settings, both small and large, public and academic
There have been guideline-based seminars in the past, and it has been a number of years since
the last security-committee sponsored seminar.

Constantinou -- *seminar on if and how SC are documenting their own histories*
are we preserving email?
how have people managed collection files and emails -- are they being printed out and put in a
paper file, etc.
Overholt suggests the title: "The Cobbler's Children Have No Shoes: Preserving Institutional
History in Special Collections"

Bahde -- 2016 will be fourth year of *ArchivesSpace* -- *perhaps a seminar on the transfer process*
we could ask Brad Westbrook (the vendor) to speak
there needs to be an angle for this -- perhaps a designer, an administrator, a public services
librarian -- how it is affecting their work
BYU -- Elizabeth Smart or Gordon Daines
Duke
MIT -- especially as Archives Space interacts with digital preservation initiatives

Micham -- has been thinking about a *seminar on donor relations -- probably to do with modern
manuscript materials*
Nelsen -- perhaps someone could speak about the changes to gift laws -- how this has affected
donation
finding aid as part of the legacy of the donor
might also be good as a workshop?

Bahde -- *fundraising strategies in special collections*
how do you learn things like development, donor relations, etc.
dealing with IA departments and foundations?
Communication -- how not to step on toes

Bibframe. There was a seminar last year, but things will be very different by 2016

update on primary source literacy task force?
Task force may not yet be working in June, so it will be hard to know where they will be by 2016

Olivieri -- *student-centered special collections*, including teaching and space component, digital

component, assessment. Would have to avoid redoing space-related topics from Retrofit conference -more of a philosophical look.

"*Distinctive collections*" includes special collections and area collections in the stacks (already a 2015 seminar on collaboration with area studies)

Heather asked anyone who is interested in developing any of these ideas to please be in touch. Not everything (speaker list, etc.) has to be together by the 5th in order to submit a proposal.

8. Other business

There were no updates from the 2015 planning committee.

The 2016 committee reported that several potential themes had already come up, including interest in capitalizing on opening of Cuba, other countries, extending our reach, opening doors, etc.

Jennifer and Heather are rotating off as chairs after annual.

#rbms15 is already set as the hashtag for the conference, so we can tweet about it as a way to attract people who might not have attended before.

There will also be blogging, and if seminars wants to promote anything, we should let Aislinn Sotelo know.

Some seminars are sponsored, and we hope all of them will be; moderators should remember to thank the sponsors on the day of.

Heather noted that the slate for 2015 is great and thanked the committee for all their work.

The meeting was adjourned.

Respectfully submitted,
Sarah Horowitz