

**PARS Exec Meeting I:**

**Sunday June 26, 2011**

**10:30am-12:00pm**

Present:

Tara Kennedy (PARS Exec Chair)

Ann Marie Willer (PARS Exec Vice Chair/Chair-Elect)

Karen E. K. Brown (PARS Exec Past Chair)

David Lowe (PARS Exec Secretary)

Emily Holmes (PARS Exec Member at Large)

Kris Kern (PARS Exec Member at Large)

Holly Robertson (Member at Large)

Andy Hart (PARS Rep to ALCTS Planning Cmte)

Cynthia Whitacre (outgoing ALCTS President)

Betsy Simpson (incoming ALCTS President)

Charles Wilt (ALCTS Executive Director)

Summary:

Committee business included: the new ALCTS Strategic Plan and possible reorganization implications, primarily the impact on scheduling with meetings once per year; publications and their importance for revenues; the Fiels report on Transforming Collections; the approved Jan Merrill-Oldham travel award for new conference attendees; plans for continuing the success of Preservation Week; and rosy PARS membership news.

Midwinter minutes approved.

ALCTS issues per Cynthia Whitacre:

1. Strategic Plan voting is tomorrow. Look at it and keep lines of communication open
2. Publications generate revenue, so if there is something cooking, it would be good to know. A fee-based online publishing model is worth considering.

3. The Transforming Collections report was covered at the Board meeting yesterday. It bears looking at, since preservation is very much influenced by current digital transitions. {exeunt Cynthia Whitacre and Betsy Simpson}

Update from Charles Wilt:

1. ALCTS Awards Committee unanimously approved the Jan Merrill-Oldham travel award, with slight changes. Next year will be the first year. Applicant need not be an ALA member. ALCTS would handle travel arrangements, including registration, travel, and a 3-night stay. As chair, Ann Marie will assemble the jury, which could simply be those who proposed the award. There will be a separate news release in September. The 2 changes to the proposal are:
  1. Essay requirement cut from 1000 to 500 words
  2. Recipient will need to write up the experience post-travel
  3. New chair for Preservation Week should meet with ALA's Public Information, marketing, and publishing staff. It is a 1-year appointment, but 2 wouldn't be a bad idea, considering the ropes to be learned. {exit Charles Wilt}

PARS Exec Agenda Items, as raised chronologically; details or discussion summary follow topics here if there was any:

1. New Master Schedule
2. Straw poll on meeting frequency: poll results for once vs. twice per year was overwhelmingly in favor of once per year. The ALCTS Board meeting was moved to Fridays (= "The new Tuesday"). Might there be a conflict with the PAIG meeting from 1-4? Need to ask Charles. Same for forums, IGs, business meeting, and other potential conflicts. Karen wondered that if we're only meeting once per year, maybe the duration could be one day longer? Jake suggested dedicating a solid day to preservation-focused activities and having the others be more for mingling with other ALA activities. Ann Marie envisioned first and last days as preservation-focused to frame an attendance window. (Next summer, Ann Marie will be doing the scheduling and Jake the nominating.)
3. Technical solutions for a virtual midwinter: Issues include:
  1. Permissions (streaming/recording)
  2. Tools (gotomeeting/Skype/etc.)
  3. Types of meetings (IG/DG vs. Program, which may involve money handling for registration fees and costs)
  4. Membership news:
    1. PARS up 3%
    2. 300 new members this year
    3. The report from the new Executive Director of ALA, Keith Fiels, entitled "Transforming Collections" (co-authored with Mary Beth Thompson et al) features Digital Preservation
    4. Minimum capture guidelines Task Force: Will include Robin Dale with representatives from RBMS, LITA, et al.
    5. Andy Hart with news on the ALCTS Strategic Plan:

1. Tracking progress will be via a database arrangement. Won't be a standalone mechanism. Consensus that ALAConnect be the mechanism's access point.
2. Question of guest access/indexing of Connect content
3. ALCTS reorganization plans, per Tara:
  1. Board did discuss; will happen incrementally
  2. Job descriptions/expectations for virtual members will be spelled out
  3. Two models being discussed:
    1. Virtual, with everyone online; seen as supplemental, between on-site meetings
    2. Hybrid, live at conferences, with some there, some online

10. Publishing and revenue generation (topic continued at Meeting II)

PARS Exec Meeting II:

Monday June 27, 2011

8:00am-12:00pm

Present:

Tara Kennedy (PARS Exec Chair)

Ann Marie Willer (PARS Exec Vice Chair/Chair-Elect)

David Lowe (PARS Exec Secretary)

Kris Kern (PARS Exec Member at Large)

Holly Robertson (Member at Large)

Jake Nadal (newly elected Chair-Elect to follow Ann Marie)

Evelyn Frangakis

Ian Bogus

Stephanie Lamson

Kim Peach

Jeanne Drewes

Excused:

Karen E. K. Brown (PARS Exec Past Chair)

Emily Holmes (PARS Exec Member at Large)

#### Summary:

Committee business included: the new ALCTS Strategic Plan and possible reorganization implications, primarily the impact on scheduling with meetings once per year; publications, Continuing Education offerings (such as webinars), and their importance for revenues; the Fiels report on Transforming Collections; the approved Jan Merrill-Oldham travel award for new conference attendees; plans for continuing the success of Preservation Week; and PARS committee reports.

1. Discussion of down-sized meeting arrangements and scheduling:
  1. IGs not required to meet at Midwinter
  2. Virtual meetings would open up a wider range of attendee participation
  3. Possible meeting topics: Health & Safety, Exhibits, Horror Show of projects that didn't go well
  4. Minimum Capture Guidelines TF:
    1. Ian will chair, with other members including George Blood on A/V, Robin Dale (ASCLA), Robin Leach (LITA), and an RBMS member.
    2. Looking to NISO for persistent and collaborative standards;
    3. Keeping NEH and IMLS in the loop
    4. Scan samples from Brian Baird and print samples from Dan Birge
    5. Others involved include the audio metadata TF and the Munsell Color Sciences Lab at Rochester Institute of Technology
    6. Plans to announce and market the TF and its work with CCS
    7. Some announcements:
      1. With 2012, PAIG is moving to Saturday morning slot
      2. The Jan Merrill-Oldham travel grant starts 2012
      3. Call to consider nominations for the jury for the new JMO travel grant
      4. Report from Stephanie Lamson on progress on the Preservation Education directory

5. Ann Marie on a high density storage webinar
6. New PS&P co-chair: Jian Rong
7. Pilot project on using the MARC 583 field to indicate archival intentions
8. Group looking at journal archiving: Jake, Mary Miller, Kathy Martiniak, and Kate Contakos
9. Report from PPP:
  1. Kim Peach is the incoming chair, with Mary and Steph cycling off
  2. 2 program ideas for annual:
    1. Print repositories in a post-HathiTrust world
    2. Brittle books policies (Peter Verheyen at Syracuse)
2. Kim will do a policy poll on Connect, following “Transforming Collections” theme
3. Virtual pre-conference on high-density storage
4. Preservation Education directory draft is done; will go to PPP for comment, then Exec, and eventually to ALA website (not Connect) since it’s for a general audience.
5. Program by IMLS fellows for PAIG at Annual, where alums present their work
6. Report from Continuing Ed:
  1. Upcoming webinars: Basic Book Repair by Peter Verheyen. Using Adobe Connect for video portion which will get recorded and released for free after 6 months.
  2. Seeking to do a digital preservation web course with 4 sessions covering things like working with a vendor, how to do backup, etc.
  3. Steph is continuing as Continuing Ed liaison
  4. Report from Jeanne on Preservation Week:
    1. New Preservation Week chair will be Julie Mosbo
    2. Plan to increase venues
    3. Will have an eForum in the fall and an article in American Libraries
    4. Adding an A/V toolkit
    5. Award planned for state libraries
    6. Taking full advantage of social media for planning and promotion
    7. Outreach to other ALA folks, and outside ALA
    8. Seeking corporate sponsorships (ALA needs to approach on our behalf)
    9. Report from Kris on the Budget & Finance:
      1. Budget is fine
      2. Carnegie-Whitney grant for LRTS lit. reviews
      3. Webinars going well
      4. Virtual symposium planned for midwinter
      5. Kris will continue one more year as liaison

Respectfully submitted,

David Lowe