

OPC Membership Meeting

Virtual via WebEx

November 19, 2020

Leadership group:

Jim DaMico (Chair-Elect) - Curator of AV Collections, Cincinnati Museum Center

Kim Hoffman (Education & Programming) – Preservation Librarian, Miami University

Jamye Jamison (Secretary) – Paper Conservator/Owner, Jamison Art Conservation

Andrew Mancuso (Marketing and Outreach) – Preservation Officer at the Kelvin Smith Library at Case Western Reserve University

Miriam Nelson (Treasurer) – Head of Preservation, Alden Library, Ohio University

Holly Prochaska (Education & Programming) – Preservation Librarian, The Preservation Lab, University of Cincinnati

Ashleigh Schieszer (Chair) – Conservator, The Preservation Lab, University of Cincinnati

Chloe Kie Singer (Membership)

Attendees:

Elizabeth Bardossy – Senior Preservation Technician, Cleveland Public Library

Linda & Joseph Berman – Retired Educators

Miriam Centeno – Preservation and Digitization Strategist at The Ohio State University Libraries

Jennifer Henman [preservation assistant at OSU](#)

Kasie Janssen – Senior Conservation Technician, The Preservation Lab, University of Cincinnati

Christine Mannix – Instruction Librarian, Columbus College of Art and Design

Kathleen Medicus [special collections cataloger and associate professor at Kent State](#)

Mary Neno [conservation assistant at OSU](#)

Renee Pride – Senior Preservation Technician, Cleveland Public Library

Ed Vermue – Special Collections and Preservation Librarian, Oberlin College Libraries

1. **Call to order at 10:01AM**

Ashleigh reviewed the agenda and asked for introductions in the chat. The meeting is being recorded, but will only be distributed to members, not to the public. Thanks to the leadership and everyone for joining today.

2. **Presentation by grant recipient, Kim Hoffman.**

Kim presented information from the 2020 Digital Directions online training experience with the Northeast Document Conservation Center. The conference was 3 days long from noon-5:30PM in October. This workshop is usually in person, but was virtual this year due to the pandemic. She wanted to attend the conference because she needed more experience in digital preservation for her new role at Miami. This is deep dive into digital preservation principles and gave a good foundation in the subject. The Preservica system is in use at Miami, but the Library still needs to look at policies and determine what works/is good practice.

Day 1: Foundational basics and a lot of content. Some highlights include the importance of refining policies: Community Statement, Preservation, and Collection Development. Start with a Digital Preservation Assessment to gauge where you are.

Day 2: Copyright information from NYPL to provide and understanding of risks for access, and storage of files both onsite and in the cloud. If you have an IT department, you need to work with them to ensure proper storage and understand what their capabilities are to see how your needs overlap.

Day 3: Managing for access. There are many options for tools so you it is important to use standards to figure out what tools meet your needs. For AV collections, digitization is preservation.

Kim left the conference with a lot of great information and has already started looking into preservation assessments for AV collections and workflows at Miami. Iteration will be your friend and definitely look to others for support and you go forward.

Jim noted that he has an undergrad in film and video production and focused on preservation of AV materials in grad school. AV materials most at risk are magnetic media that need playback equipment in order to “read” the information.

Ashleigh noted that OPC offers \$250 grants for members to attend workshops and conferences. With the transition to virtual workshops, should OPC continue to offer grants to members?

Ed moved to keep offering OPC grants. Andrew Mancuso seconded. All in favor.

1. **Chair Report** (Ashleigh Schieszer)

Due to the resignation of Carrie Phillips as Chair, Ashleigh stepped from Chair Elect to Chair position leaving the Chair Elect empty.

Nomination of James DaMico, Curator of AV collections at Cincinnati Museum Center, to fill the remainder of Ashleigh’s term for Chair-Elect

Ashleigh submitted the nomination. Andrew seconded. All in favor.

Holly noted that OPC should send something out to membership with the full slate of the current leadership group. Leadership will review Bylaws based on new duties that have come about due to more being done virtually and other changes.

2. **Approval of Minutes** (Jamy Jamison)

Jamy was able to copy and paste the chat from the September minutes but does not think it adds anything to the official minutes.

Holly moved to accept the minutes with the removal of the chat section. Ashleigh seconded. No objections.

3. **Review of the Council’s finances** (Miriam Nelson)

There is a \$13,737.91 balance at present. Ashleigh asked members to think about how we can support our community through grants etc. Miriam N said some flexibility could be built into the amount of grants if there are there are other opportunities which are more expensive. Holly asked about free memberships for smaller institutions now that we have the virtual meeting option. Chloe asked if we could offer a remote option for the in-person meetings going forward. Holly said that might be somewhat dependent on the host institution and their AV capabilities. Ashleigh noted that perhaps OPC can figure out a way to get equipment to make it easier. Ashleigh asked about the \$250 grant amount and whether that was a good amount for virtual conferences. Holly wondered about whether right now it could be used for professional memberships to organizations like AIC or ALA because that is where people are getting content

right now. Miriam C agreed about professional memberships and asked about the rolling basis application and whether the grants will be extended into 2021. Ashleigh said yes – grants will continue and we will think about need and how to retool the grants to make them most useful. The leadership group will discuss this topic and devise a plan to approach grants for 2021.

6. Membership updates (Chloe Kie Singer)

No changes in numbers – two institutions members are pending. Chloe is developing a membership tutorial for the admins at member institutions so they can add/delete individuals on staff from their bundles in Wild Apricot. The tutorial will be in video form on OPCs YouTube channel so people can view as needed. The link will be sent out every time institutions renew their memberships to remind them to update their lists.

7. Marketing & Outreach (Andrew Mancuso)

Website updates – Andrew worked on the meetings page and posted a good number of past minutes on the website. He is looking at when/how to update the COVID page. He would like to start working on the Instagram page and needs content from the members institutions. If people have interesting projects/content they would like to share, they can email him photos/video with captions/hashtags or send through Instagram. @OhioPreservationCouncil

8. Education & Programming (Holly Prochaska & Kim Hoffman)

The next member meeting is not until March 18th so Holly and Kim would like to think about doing a simple fun activity with basic materials for the end of that meeting. How interested are people in this idea? Please send along thoughts or ideas for possible options.

Beyond the March meeting, members should also send along ideas for round tables or other discussions they would like to have going forward. Some ideas already proposed are working remotely, research, and repurposing content like training videos for students. These topics could be suitable for both for meeting and online content.

15 Minute Break (11:00 - 11:15)

Adaptable Conservation Book Support Presentation Andrew Mancuso (11:15 - 12pm)

"Show and Tell" by Andrew Mancuso, Preservation Officer at the Kelvin Smith Library at Case Western Reserve University.

Andrew' description: "The Adaptable Conservation Book Support was conceived, designed, and produced by [Roger S. Williams](#), Conservator at Northwestern University Libraries. He presented this work at an ICON Book and Paper webinar early on in the pandemic and I knew I had to make one for the lab here at CWRU. He made the designs and supplies list available through the [AIC Wiki](#) and, once we returned to work on-site, I began building my own. I will talk about some of the issues I ran into, modifications I made, and walk you through building this tool for your own lab."

Meeting adjourned at 11:50AM