

## **OPC Membership Meeting**

**November 18, 2021**

**Via WebEx**

### **Leadership:**

Jim DaMico (Chair-Elect) – Independent Archivist

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

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

Kristen Muenz (Membership) – Archivist, The Wexner Center for the Arts

Miriam Nelson (Treasurer) – Director of the Mahn Center for Archives and Special Collections, Preservation & Digital Initiatives, Ohio University

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

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

### **Participants:**

Danielle Demmerle, Conservation and Disaster Management Coordinator, Ohio State University

Virginia Dressler, Digital Projects Librarian, Kent State University

Marcela Estevez, Head of Conservation, Ohio State University

Chatham Ewing, Digital Library Strategist, Cleveland Public Library

Rachel Makarowski, Special Collections Librarian, Miami University

Chris Mannix, Instruction Librarian, Columbus College of Art & Design

Kate Medicus, Special Collections Cataloger, Kent State University

Ashlyn Opreescu, Book and Paper Conservator, Ohio State University

Gena Reynolds, Special Collections and Preservation Assistant, Oberlin College

Jennifer Souers Chevraux, Principal + Founder, Illumine Creative Solutions

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

### **Meeting called to order at 10:03AM**

Meeting began with presentations from recent OPC mini-grant recipients Virginia Dressler and Gena Reynolds.

Virginia attended the Digital Library Federation Forum DLF Learning: Project Management in early November. She is the Digital Projects Librarian at Kent State University working toward her Project Management Professional certificate and this course helps to further that goal. She shared a lot of resources for project management and will provide the power point with links for the OPC website.

Gena participated in a Binding Fundamentals Workshop with Karen Hanmer in July. She is the Special Collections and Preservation Assistant for the Oberlin College Library and this course was a good beginning for taking further workshops about book structure and history. She made a traditional book structure sewn on tapes with sewn endbands in a case binding.

### **Break 10:40-50AM**

## **Leadership updates (10:53AM)**

### **Chair report** (Ashleigh Ferguson Schieszer)

Irene Martin passed away on Aug 21<sup>st</sup> and had a memorial recently. Irene was a past OPC chair and had retired from Toledo Public Library a few years ago.

OPC history document update – Ashleigh has updated and it will be available on the website soon, please let her know if there are any changes.

Ashleigh has begun the Chair report for 2020-21 a bit early and reviewed it for membership. She would like to give a big thanks to the leadership group for all the assistance through this challenging year. To commemorate this era, she added a section about COVID to document how everyone was affected by the pandemic. The quarterly membership meeting went virtual for the first time and the attendance doubled from in-person meetings. Going forward, OPC may try to keep some virtual component of membership meetings if feasible for those who cannot travel easily. There was not much to report on finances because there were very few expenses. In terms of membership, OPC lost a few members in 2020 but gained some back in 2021. There was some clean-up of the membership lists but more needs to be done. DEAI efforts included a land acknowledgment for the website and more integration of DEAI initiatives into the organization as a whole. There was some good education programming virtually with increased visibility through social media and an OPC YouTube channel. The great partnership with the State Library and LSTA continued even through the challenges of the pandemic.

### **Bylaws discussion & vote** (Ashleigh Scheiszer)

The bylaws have not been updated since 2013 so there were a few things that were adjusted to reflect real world conditions. Some of the committee positions were adjusted to be officer positions and there can be co-officers for positions that require more day-to-day activities. Language was updated for the Education and Marketing positions. More inclusive language was added to the bylaws throughout to steer away from library specific lingo. The Local Arrangements role was eliminated because it was no longer needed. The mission statement was updated to include education and membership.

**Ashleigh proposed that the changes be accepted to the Bylaws and Mission Statement. Miriam moved to accept and Holly seconded.** Ashleigh called for discussion and/or debate. Ed noted that the Local Arrangements position was sometimes very busy and needed for larger events, but perhaps it can be more of an ad-hoc position based on the needs of specific events. It should be included in some way as a key role for larger events.

**Ashleigh proposed a vote be taken. Two thirds of participants need to vote aye for changes to bylaws – vote via chat. Approved.** Andrew will make changes to the website. Ashleigh will be stepping down as Chair and Jim will be stepping up.

### **Chair Elect report** (Jim DaMico)

Thanks to Ashleigh for her leadership - he has some big shoes to fill. Thanks to the two grant recipients who presented today. They are the only recipients for this year. There was a push of the information for grants through social media as well as Walter, Wild Apricot, and other list serves. However, it was hard to give out money this year. It is possible that people were still getting back into the swing of things and still not attending conferences/courses yet. Jim reminded everyone that the grant can also be used for membership and encouraged more people to apply and let others in their institutions know the funds are available. Ashley was hopeful that more people will apply in the coming year. Jamye noted that the 25% click rate for Wild Apricot emails is actually pretty good as many other mass email click rates are much lower.

**Approval of minutes** (Jamye Jamison)

Approval of both the May and September meeting minutes are needed. Andrew mentioned they are on the website under the Events tab in the Meetings section.

**Andrew moved to approve. Ashleigh seconded. No dissents.**

**Review of finances** (Miriam Nelson)

The account balance was \$14339.63 as of the last reconciliation at the beginning of November. The OPC checking account is at Huntington, who had waived the \$20 fee for non-profits. There is now a \$10 monthly fee that is not waived so we should look into changing. Miriam is looking into whether there is a tie between OhioNet and Huntington dictating that we need to use Huntington. She will let Leadership know when she gets an answer and we can figure out how to proceed. There are options out there that do not have fees.

**Membership updates** (Miriam Nelson & Ashleigh Ferguson Schieszer)

Not much change between 4/2020 – 11/2021. There have been some updates but the revisions need to continue. One important task is to detangle the institutional memberships. There were a lot of people who registered for events but aren't necessarily active members anymore – they left their positions and their emails bounce back. Through a membership update, we can take the opportunity to reach out to lapsed members. Kristen Muenz will be joining the leadership team in the membership role and is excited to pick up where Ashleigh and Miriam left off.

**Marketing and Outreach Committee** (Andrew Mancuso)

Gena Reynolds is joining as co-chair and will be doing more with social media – she currently does some social media at Oberlin and will be sharing her knowledge with OPC. There have already been some posts! Andrew is updating the website with the new bylaws and positions.

**Education and Programming report** (Holly Prochaska)

The looming question is whether we will be having virtual or in person meetings for 2022. In order to be more inclusive, we would like to try some sort of hybrid option going forward. Rachel Marakowski will be stepping into the education role for Holly. Ashleigh will be passing along the administration of the LSTA grant program to the Education and Programming team. Now that there is a virtual format for the LSTA workshop it should be easier going forward.

Possible future workshop options include using nose hair trimmer for paper fills. Andrew showed an example of shaped fills that can be made with modified nose hair trimmer for about \$40.

Andrew also shared that Case has a spectral imaging system for a few months in partnership with RIT and would like to image palimpsests in collections around the state. Because it is portable, they would like as much testing to be done as possible in the time allotted. Otto Ege leaves are one possible option for scanning in multiple institutions in the service of contributing to digital reconstruction of broken manuscripts. The project is not sponsored by OPC, but Andrew would like to promote the opportunity through OPC to reach as many people as possible. He will be on the road for a few days in mid-Feb with the imaging equipment and needs options for institutions to visit. This is the most accessible option that currently exists for this type of imaging with the equipment coming in around \$10,000. Case and The Ransom Center in TX are the only two institutions currently testing this equipment through the grant from RIT.

### **Leadership slate vote**

If there are no objections or write-ins, the following slate would take leadership on January 1, 2022, with the beginning of James DaMico's Chair term:

- James DaMico, AV Curator and Archivist – Chair
- Miriam Nelson, Ohio University – Finance
- Kristen Muenz, Wexner Center for the Arts – Membership
- Jamye Jamison, Jamison Art Conservation – Secretary
- Kim Hoffman, Miami University – Education and Programs Co-Officer
- Rachel Makarowski, Miami University – Educations and Programs Co-Officer
- Andrew Mancuso, Case Western Reserve University – Marketing and Outreach Co-Officer
- Gena Reynolds, Oberlin College – Marketing and Outreach Co-Officer

**Ashleigh proposed the full leadership slate for approval. Holly moved to approve. Andrew seconded. There was no discussion. Vote was held through the chat. No dissents.**

### **New business**

There was a discussion about the 2022 quarterly meeting locations and/or web platform. Miriam has access to Adobe connect so could provide that as an option for larger meetings. Andrew has and institutional zoom account as well. The virtual meetings have been recorded and are on the OPC YouTube channel, but only educational events are public. We can revisit the meeting times going forward. All were very appreciative of Ashleigh's leadership over the past two years. Thanks to both her and Holly for all they have done for OPC. Don't be strangers!

**Adjourn (12:03pm)**