DISC Digital Preservation Working Group minutes 5/1/19

Attendees: Lydia Motyka (FLVC), Kelley Rowan (FIU), Dean DeBolt (UWF), Lee Dotson (UCF), Krystal Thomas (FSU), David Russell (Gulf Coast State College), Fletcher Durant (Smathers Libraries, UF)

This was the first formal meeting of the Working Group. The group had met on April 17, but since attendance was low at that meeting it was decided to schedule another, formal initial meeting. Suggestions had been made at the April 17 meeting, and these suggestions were reviewed and discussed, and some were approved for action.

Introductions:

• Members of the group provided brief introductions focusing on their involvement with preservation at their institutions

Group lead:

• Lee Dotson volunteered to act as group lead for administrative purposes.

Standing meeting:

• The group will hold a monthly standing meeting, held on the third Tuesday of the month from 1-2pm.

Discussion items, suggestions, and action items from this meeting:

The following April 17 suggestions were reviewed and approved:

• Action item: Each group member will prepare a paragraph or two describing his or her institution’s current preservation needs. These will be reviewed at the next group meeting.

• This Working Group will contribute to the maintenance of the Digital Preservation Resource Guide (libguide). (Lydia has requested edit permissions for all members.) This activity has been added to the Goals of the group.

• The Working Group will actively maintain a list of available digital preservation systems, and this activity has been added to the Goals of the group. Krystal Thomas shared a spreadsheet of work done at FSU, parts of which can be used as a starting point. A Google Spreadsheet, permissions limited to group members during construction, will be used by the Working Group to create its list of available systems. The link has been posted to a “Working Documents” section of the group’s main page.

• The Working Group will include an announcement of its formation and charge and goals in the next quarterly DISC report which will be shared at the June Members Council on Library Services meeting.