



**MINNESOTA
DIGITAL
LIBRARY**

**GOVERNANCE COMMITTEE MEETING
3:30-5:00 PM, Monday, November 27, 2023
Minnesota African American Heritage Museum
1256 N Penn Ave, Minneapolis, MN 55411
and zoom hybrid meeting**

AGENDA

1. Tour of Minnesota African American Heritage Museum and Gallery, 3:00-3:30
2. Welcome & Introductions
3. Approval of Agenda and Minutes
4. Treasurer's Report
5. Operations Reports
6. Wikimedia Pilot Project
 - a. [Final Report](#)
7. DLPA Strategic Visioning Process and MDL
8. Other Information
 - a. Member Updates
 - b. Next meeting
9. Adjournment

FY24 COMMITTEE MEMBERSHIP

STANDING MEMBERS	ROTATING MEMBERS	ROTATING MEMBERS
<u>University of Minnesota</u> Jason Roy <i>Director, Cataloging, Metadata, & Digitization Services</i>	<u>Cultural Heritage Societies</u> Bri Krumwiede <i>Archives Assistant, Blue Earth County Historical Society</i>	<u>Academic Institutions</u> Tom Steman <i>University Archivist St. Cloud State University</i>
<u>Minitex</u> Maggie Snow <i>Director</i>	<u>Cultural Heritage Societies</u> Coventry Royster Cowens <i>Director, Minnesota African American Heritage Museum and Gallery</i>	<u>Academic Institutions</u> Laura Probst <i>Director, Carl B. Ylvisaker Library, Concordia College</i>
<u>Minnesota Historical Society</u> Shawn Rounds <i>Director, Library & Archives</i>	<u>Public Libraries</u> Carla Lydon <i>Director, East Central Regional Library</i>	<u>Government Libraries</u> Madeline Kuncio <i>Digitization and Reference Librarian, MnDOT Library</i>
<u>State Library Services</u> Tami Lee <i>Director, State Library Services</i>	<u>Public Libraries</u> Jill Smith <i>Director Bayport Public Library</i>	<u>K-12 Schools</u> Heidi Simons <i>ISD271, Bloomington Public Schools</i>
EX-OFFICIO STAFF Vacant <i>Assistant Director for Digital Initiatives & Metadata Education, Minitex</i> Zach Miller <i>Head of Communications, Minitex</i>	<u>Tribal Colleges & Museums</u> Keith Cich <i>Librarian, Ruth A. Myers Library Fond du Lac Tribal and Community College</i>	

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Agenda Item 4. Treasurer's Report

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Agenda Item 5. Operations Reports

Molly Huber

- Phase 20 has launched, and five applications have come in so far. Some revisions are still needed, but once I have those in hand I will send them on to the Selection Committee for review and approval.
- The second MDL Regional Meeting took place in Pipestone in September. In Pipestone, Greta, Stephanie, and I presented the same program as we did in Roseau (MDL Update, Rights Statement Implementation Overview, Digital Map Workshop). Twenty-one people attended, with attendees coming from west central and southwestern Minnesota as well as southeastern South Dakota. We also made site visits to five county historical societies in the region before returning to the Twin Cities.
- The same staff (Greta, Stephanie, and I) gave an MDL Update at the Minnesota Library Association Annual Conference in St. Paul in early October and hosted an MDL informational table complete with swag.
- Later in October, I attended the North Dakota Library Association Annual Conference, which was held in Fargo, to connect with contributors in the Moorhead area and explore building cross-border relationships with organizations in North Dakota who have digital collections.
- MDL is working with the Rondo Center of Diverse Expression to provide metadata support to assist them in completing a project with us. We had a kickoff meeting in early November, and plan to have the project finished by the end of the calendar year.
- Most recently, I just returned from this year's Digital Library Federation Forum, which was held in St. Louis, MO. While there, I had the opportunity to connect with digital librarians from many other states to compare our processes and practices, and attend sessions on outreach, crowdsourcing, data curation, connecting with and supporting community archives, digital humanities, digital literacy, increasing diversity in our audiences and collections, and a number of other topics. I came back with many great ideas to share that I hope to incorporate into the work of MDL.

Greta Bahnemann

- I continue to facilitate the Minnesota Digital Library's metadata work, upload content into MDL, and assist contributors with any questions/problems they have regarding their collections.
- I am currently working on the first of 3 oral history projects from the Beltrami County Historical Society. Many of these interviews document life in northwest Minnesota during the second half of the twentieth century.
- As Molly mentioned, we are working with the Rondo Center for Diverse Expression. I am currently drafting both their document and image metadata spreadsheets. These spreadsheets will be reviewed by RCODE as we work together towards completing this project.

- I am also working on the merger of two collections within the Minnesota Digital Library. The Excelsior-Lake Minnetonka Historical Society and the Westonka Historical Society are merging to become the Lake Minnetonka Historical Society.
- In early November I completed the export of MDL's cartographic content and shared it with the University of Minnesota's Spatial Data Analyst. This content will be ingested into the Big Ten Academic Alliance Geoportal which provides increased awareness and discoverability of digital cartographic content.

Stephanie Hess

- This fall, I have been busy with online exhibit development, starting with maps that we created as part of a hands-on tutorial with attendees of our regional meetings in Roseau and Pipestone. Together, we walked through the procedures for making online maps with MDL content and then I put the finishing touches on before publishing them:
 - [Landmarks of Roseau County](#)
 - [Landmarks of Southwest Minnesota](#)
- Then, on the 105th anniversary of the devastating Cloquet-Moose Lake Fires back in October, I published the "[Fires of 1918](#)" online exhibit, featuring photographs from MDL collections and the personal experiences of those who lived through them.
- I have final drafts for a two-part Minnesota History timeline from prehistory to 2020, highlighting major events in the state's past using materials from MDL (and some from places like Wikimedia Commons for events or people we do not currently contain). After a review process, it will live with the other timelines on our [Timelines project page](#) - probably in December.
- I am in the planning stages of the second annual Contributor's Choice exhibit, and I have reached out to contributors inviting them to participate. I have seven contributors lined up to select their favorite item from their MDL collection and write about it, and I will assemble their information into a new exhibit in January. It will look something like last year's [CC exhibit](#).
- I am also working with other Minitex staff on creating resource packs, including primary sources from MDL, for K12 educator audiences. More to come on that front as we continue this work.
- Finally, our social media presence seems to be holding up well this fall. We experience continued growth in follower numbers, as well as consistent reach and engagement on Facebook and Instagram. Our Twitter/X numbers are low, but not catastrophic, so we continue to maintain a presence on all three platforms. We LOVE it when people share our content so if you are on social media, please find us, follow us, and like/share whatever you see!
 - Links to our [Facebook](#), [Instagram](#), [Twitter/X](#)

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Agenda Item 6. Wikimedia Pilot Project

Pilot participants will give an overview of the Wikimedia Pilot Project.

- [Final Report](#)

The entire pilot group also presented the project at the Minnesota Library Association Annual Conference in St. Paul, Oct. 4th, 2023. Sara Ring presented the project at the North Dakota and South Dakota Library Association Annual Conferences.

- [MLA Presentation slides](#)