



DLF Museums Cohort - November Meeting

Time: Wednesday, November 27, 2019 11am Pacific / 2pm Eastern (US and Canada)

Join Zoom Meeting (video welcome!)

<https://clirdlf.zoom.us/j/746888080>

Dial by your location

+1 646 876 9923 US (New York)

+1 408 638 0968 US (San Jose)

Meeting ID: 746 888 080

Attending

- Gayle Schechter, CLIR+DLF
- Robin-Elise Call, Natural History Museum of Utah (no mic)
- Will Kent, Wiki Education
- Becca Quon, CLIR + DLF
- Hanna Bertoldi, Snite Museum of Art, University of Notre Dame
- Maggie Hughes and Lorraine Perrotta, Huntington Library, Art Museum, and Botanical Gardens
- Amye McCarther, New Museum
- Rachel Jacobson, Phillips Collection

Introductions who & where you are!

Notes & Discussion Questions - Establishing Tribal Collections and Archives at Chickaloon Native Village

- **Speaker: Selena Ortega-Chiolero, Museum Specialist, Chickaloon Village Traditional Council** (seortegachiolero@chickaloon-nsn.gov)
 - Tribe doesn't use traditional titles like "curator"; Selena is Collections Caretaker
 - Originally tasked with creating infrastructure for collections and archives to not only serve tribe, but local community
 - Collection is relatively small; 10,000 items. Oral histories, songs/language, objects. There are strong feelings in the community about letting go/handing over materials, and trauma associated.
 - Working with Center for Digital Scholarship and Curation at Washington State; program to work with tribes-attended weeklong training last week
 - Goal: through use of collections mgmt software to digitize materials and make connections with other repositories: <https://mukurtu.org/>

- Working with sacred materials only visible to tribal citizens in addition to materials that can be widely accessed; CMS provides levels of access
- Alaska doesn't have "tribes", instead called "corporations", Chickaloon Native Village didn't want to form a corporation; tricky to maneuver through organizational and tribal structures across Alaska
- Trying to reframe "noble native" narrative through museum exhibitions, collections
- Past Perfect was the CMS in place before; but tribe's focus on sharing meant doing additional research to find a better fit for sharing + organizing indigenous cultural collections. Communicated with other tribes about how Mukurtu was adapted to different needs. They got buy-in because of the opportunities that came with it; cohort program, adaptability, setting levels of access
 - <https://www.sustainableheritagenetwork.org/>
- Plateau Peoples' website is a great example of Mukurtu's use: <https://mukurtu.org/project/the-plateau-peoples-web-portal/>
- Partnering with outside repositories to recover recordings of Chickaloon dialects that are no longer spoken
- Partnerships are entered with shared goal of helping correct existing data (elder involvement, participation, and knowledge), and MOUs are created surrounding data use/creation. Selena stresses the importance of creating true relationships over long term and being open to changing the way you see, handle, and share collections to be respectful of the spiritual/emotional connections communities have to their materials.
- Relates to making data searchable in ways that are respectful of how artists identify themselves; need for more transparency about where information is coming from.
- How does Chickaloon database indicate knowledge came from indigenous community (ie from one source instead of another)?
 - With Mukurtu, knowledge labels can do that.
 - Rights statement is also a way to indicate sources, and acknowledge 'we're still learning too'.
 - Develop an advisory group to help build data
- State of funding and sustainability for these projects? Same boat as all LAMs: it's a struggle. Help indigenous entities get the word out about the importance of preserving cultural materials, especially through collaborations and partnerships. Leverage collective voices.

Sharing: What events, initiatives, programs, or opportunities do you want to highlight this month?

- [Wikidata courses](#) - Will Kent (will@wikiedu.org)
 - Training and online courses to orient folks to wikidata. Anyone can contribute their expertise, or get involved.

- New courses in March:
[https://dashboard.wikiedu.org/courses/Wiki_Education/Elevate_Your_Collection_\(Winter_2019\)](https://dashboard.wikiedu.org/courses/Wiki_Education/Elevate_Your_Collection_(Winter_2019))
- DLF Cross Pollinator award: VRA award deadline December 13th
<https://www.diglib.org/2019-glam-cross-pollinator-registration-awards/>
- Next DLF Museums Cohort meeting: **January 22nd**
 - no December meeting, Happy Holidays!

Links + Follow-up

About the Museums Cohort	Shared Google Drive Folder	systems match-up	2019 Forum Topic Roundup
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✉ Sign up to receive the [Museums Cohort Newsletter](#) for reminders in advance of meetings



DLF Museums Cohort - September Meeting

**Time: Wednesday, September 25, 2019 11am Pacific /
2pm Eastern (US and Canada)**

Join Zoom Meeting (video welcome!)

<https://clirdlf.zoom.us/j/746888080>

Dial by your location

+1 646 876 9923 US (New York)

+1 408 638 0968 US (San Jose)

Meeting ID: 746 888 080

Attending

- Becca Quon, DLF
- Bree Midavaine, Philadelphia Museum of Art
- Gayle Schechter, DLF
- Joan Beaudoin, Wayne State University
- Marie Wise, Museum of Fine Arts, Houston
- Emily Weirich, Center for Creative Photography, University of Arizona
- Rachael Winter Durant, Portland Art Museum
- Abby Shelton, Snite Museum of Art, University of Notre Dame
- Hanna Bertoldi, Snite Museum of Art, University of Notre Dame
- Hilary Streifer, Phillips Library, Peabody Essex Museum
- Megan Forbes, Program Manager, CollectionSpace
- Kristen Reid, Obama Foundation
- Maggie Schreiner, Brooklyn Historical Society
- Shannon Morelli, National Gallery of Art
- Karina Wratschko, PMA (joining just for the first half)
- Sumitra Duncan, Frick Art Reference Library/NYARC
- Sarah Parks, independent, most recently Winterthur Museum, Garden & Library
- Maggie Hughes and Lorraine Perrotta, Huntington Library, Art Museum, and Botanical Gardens
- Karly Wildenhaus, Frick Art Reference Library (joining just for the first half)
- Rebecca Morgan, American Museum of Natural History
- Sami Norling, Indianapolis Museum of Art at Newfields
- Maria Oldal, Morgan Library & Museum
- Susan Hernandez and Rachel McPherson, Cleveland Museum of Art

Introductions who & where you are!

Notes & Discussion Questions data use + maintenance

- **Sharing the Art Information Commons project, Philadelphia Museum of Art**

Speaker: Bree Midavaine, Philadelphia Museum of Art -

bree.midavaine@philamuseum.org

- Upcoming [MCN panel](#) about collaborative digital projects
- Funded by Mellon Foundation
 - Fall 2018 - 3 year planning grant
 - Current goal: sustainable institution wide info. Culture that will benefit data creating, access, and preservation - ultimately making data more accessible to the public.
 - Improve capture, care, and governance
 - Enable sustainability
 - Create a roadmap
- Institutional planning:
 - <https://artinformationcommons.github.io/index> <- most of the stuff below can be found there.
 - Building staff knowledge
 - Examine data integration; how to connect TMS, other CMSs, workarounds, Duchamp Portal, other projects, library, archives, curatorial, conservation
 - Eventually, doing this in the form of linked data
 - What metadata needs to be created?
 - Who will create the data?
 - Information gathering 10/18-9/19
 - Met with all departments - what's happening now?
 - Project Manager put this into common themes
 - Public programming
 - Talk from Davide Newberry from the Getty:
<https://youtu.be/79XJfTAPGdI>
 - White paper: [https://artinformationcommons.github.io/uploads/Art Information Commons Environmental Scan White Paper.pdf](https://artinformationcommons.github.io/uploads/Art%20Information%20Commons%20Environmental%20Scan%20White%20Paper.pdf)
 - You can sign up to the Google Group for project updates:
<https://groups.google.com/d/forum/art-information-commons>

- **Q & A**

- Priorities as taxonomist?
 - Analyze data and figure out how to make it all work together
 - Currently, documenting practices as they are
 - As a taxonomist in a planning stage, enables Bree to step back and figure out what are the additional needs? Are new fields needed? Etc.

- What were the biggest common art information needs that you discovered while talking to people in the institution?
 - Finding resources!
 - Discovery and access are at the forefront for research, curation, education
 - The importance of being able to quickly find accurate information
- Suggestions for talking to staff about the importance of good, clean metadata?
 - Make it easy to understand in a way that resonates with the group you're working with
 - Ask a taxonomist - Bree and Juliet (project mgr.) will be present for Q&A with questions posed by the staff
 - There is an institutional Metadata Committee
 - Really important to know your audience and work with them where they are at
 - Work away at metadata tasks bit-by-bit
 - The more you talk about it, the more you bring it up, the more comfortable people become with starting to ask their own questions about metadata.
- **Other examples of success in metadata cleanup?**
 - Sami Norling, Indianapolis Museum of Art at Newfields - Using Open Refine for bulk data cleanup.
 - Happy to answer questions: snorling@discovernewfields.org
 - Starting there as a way to get started
 - Guide for basics of Open Refine
 - Made a basic report about changes that had been made over the course of the year to the dataset
 - There are links! VRA Workshop materials on OpenRefine:
 - <https://drive.google.com/drive/folders/1P80bAfC26lkfrukV-BEomIMK20P1xpA8>
 - OpenRefine training guide for IMA staff: <https://drive.google.com/open?id=1eDhAM5suiBtsYQyHqJu-6NpzOxAoRuPo>
 - Followup Q - did you set up templates to help people clean things up or use the built in tools?
 - A - mostly the built in tools. Initially, tried to get different people to contribute to their own work, but ended up collaborating on skills - Sami would use Open Refine, and the group would give her approval for what to change, then she would make the changes, notify the people involved and they'd confirm it works
 - Filters; Value and Replace; Cluster -- useful tools in Open Refine
 - Q - who was on the committee?
 - All registrars, Curatorial Assistants (or whoever does more cataloging work from curatorial), occasionally curators
 - They would post the agenda in advance so that people could decide for themselves if it was relevant for them to attend

- Megan - working at Lyrasis with Collections as Data - organized a panel happening in a few weeks. Hope to cover:
 - What are people doing?
 - What is collections as data and what are the goals?
 - <https://collectionsasdata.github.io/>
 - Cohort 1: <https://collectionsasdata.github.io/part2whole/cohortone/>
 - This will be at the Lyrasis Member Summit
- “I'm looking for someone I can speak to about the work being done by the Inclusive Metadata Task Force. My museum is about to embark on cleaning up data in our collections management system (and eventually in a DAMS), and one of the big topics that we need to start to unravel is how to appropriately tag objects in the collection with appropriate and inclusive language related to personal and/or cultural identity.”
 - Sorry Sarah, no one is here from the task force today.

Sharing: What events, initiatives, programs, or opportunities do you want to highlight this month?

- Call for Museums Cohort co-organizers: help organize monthly calls, facilitate communication, and support this community~
 - Get in touch with Becca if you want to participate: bquon@clir.org
- Stay tuned for updates about a new DLF Digital Accessibility group (<https://twitter.com/lellyjz/status/1169988717030924288?s=20>)
 - Meetings will start in a few months.
 - First - survey about interests
- DLF Cross Pollinator award!
 - <https://www.diglib.org/2019-glam-cross-pollinator-registration-awards/>
 - 1st deadline - for MCN - is coming up on 9/30!
 - Please share and apply!
- MCN - upcoming panel about collaborative digital projects
 - [MCN panel](#) about collaborative digital projects
 - Abby from Notre Dame - also on the panel
 - Their project is also Mellon funded and while it applies to LAMs, there should be broad takeaways
- Next DLF Museums Cohort meeting:
 - October: in-person meeting for this group at DLF: <https://sched.co/S2XS>
 - **November: 27**

Links + Follow-up

About the Museums Cohort	Shared Google Drive Folder	systems match-up	2018 Forum Topic Roundup
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✉ Sign up to receive the [Museums Cohort Newsletter](#) for reminders in advance of meetings.

DLF Museums Cohort - August Meeting CANCELLED

Summer break - Regular meetings resume on September 25!



DLF Museums Cohort - July Meeting

**Time: Wednesday, July 24, 2019 11am Pacific / 2pm Eastern
(US and Canada)**

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Join Zoom Meeting (video welcome!)

<https://clirdlf.zoom.us/j/746888080>

Dial by your location

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Meeting ID: 746 888 080

Attending

- Becca Quon, DLF
- Sarah Osborne Bender - National Gallery of Art
- Karly Wildenhaus, Frick Art Reference Library
- Sumitra Duncan, NYARC/Frick Art Reference Library
- Abby Shelton, Snite Museum of Art, University of Notre Dame
- Hanna Bertoldi, Snite Museum of Art, University of Notre Dame
- Liam Maher, Snite Museum of Art, University of Notre Dame
- Aliya Reich - CLIR+DLF
- Sunyoung Park, Hirsch Library, Museum of Fine Arts, Houston
- Casey Mathern, William Paterson University Galleries
- Ariel Weinberg, MIT Museum
- Maggie Hughes and Lorraine Perrotta, Huntington Library
- Sarah Potvin, Texas A&M University Libraries
- Laurie Duke, Grey Art Gallery, New York University
- Karina Wratschko, Philadelphia Museum of Art (joining late)

Introductions who & where you are!

Notes & Discussion rights + permissions

- **Open access** as a starting point for the conversation
 - Determining when OK to digitize exhibition ephemera: when can it be considered purely informational? how do illustrations affect rights? are there variations in interpretation outside the U.S.?
 - Ephemera for other institutions, but also good to parse out distinction
 - If it's your own institution, may feel more comfortable
 - NGA: small pilot project digitizing ephemera from discrete collection recently acquired. Embedding the images in IIIF viewer in catalog. Using general "copyright may apply" in IIIF manifest. But the fact that they're even trying that is bold for them. Curious to see how much this is on the radar in the institution, etc
(https://library.nga.gov/discovery/fulldisplay?docid=alma994114378604896&context=L&vid=01NGA_INST:NGA&search_scope=MainLibrary&tab=MainLibrary&lang=en)
 - Differentiation if there are images/illustrations? Vs being purely informational?
 - Yes, thinking about illustrations, but think the illustrations are often attractive element for these materials
 - Should fall within fair use in the way it's presented and discovered
 - Perhaps the Venice Biennale Ephemera digital collection could be an example?
<http://cdm16245.contentdm.oclc.org/cdm/landingpage/collection/p16245collection7>
 - How many people use AAMD guidelines?
 - <https://aamd.org/sites/default/files/document/Guidelines%20for%20the%20Use%20of%20Copyrighted%20Materials.pdf>
 - <https://aamd.org/standards-and-practices>
 - Page 16 - section on museum brochures
 - Other resources?
 - Looking at what big museums are doing - Met, AIC - what kind of language are they using on OA policies?
 - How display, language used for copyright
 - Copyright workflow article from authors at The Frick Collection, Stony Brook University, Columbia University, New York Public Library (includes related resources)
 - De Armond, Megan, Victoria Pilato, Rina Elster Pantalony, and Greg Cram. "Copyright Assessment in the Trenches: Workflow, Tools, Metadata, and More." *Art Documentation: Journal of the Art Libraries Society of North America* 38 (Spring 2019): 53–69.
<https://www.journals.uchicago.edu/doi/abs/10.1086/702990>

- California Revealed digitization project's guidelines of copyright:
https://californiarevealed.org/sites/default/files/2019CA-R_Permissions_Guideline5jan19.pdf
- <https://www.durationator.com> - copyright assessments for libraries, museums and archives
 - Elizabeth Townsend Gard is a great speaker on this topic
- How do you make an argument for the digitization of something?
- Who is responsible for rights at your institution? Do you have a dedicated staff member?
 - New activity at NGA; looking to add staff with this background, which is an encouraging development
 - Worked with curators, librarians, photography curator. Right now not consistently adding copyright statements when digitizing.¶
 - NYU museum; wanted to digitize oversized works, and wanted to digitize objects they don't have the rights to. Could they be digitized below standard quality for purposes of documentation?
 - Done at MIT all the time (just cell pictures) for reference images. Who does the documentation?
 - Full-time photographer on staff - collections photographer - haven't digitized exhib material or internal archives. Good partnership with library, book scanners that museum doesn't have. Benefitted from university admin to encourage partnering
- What do you take into consideration when making publications available?
- Issues surrounding software & hardware collection/access
 - Digital preservation: registrars have code for certain pieces, but what permissions are around sharing that code (with scholars, etc)
 - Take a pic of code + send that
 - Historic materials: if someone wants to create a replica - how to deal with companies' ownership (some don't exist) - problem with many heads
 - Wonder if history museums are collecting this kind of thing - legacy tech, etc. - and there might be people to speak to this in museum context
 - Time-based media conservation people
 - IIIF (<https://iiif.io>)
 - IIIF A/V Technical Specification Group Charter: <https://iiif.io/community/groups/av/charter>
 - Computer History Museum
 - Media Archaeology Lab @ University of Colorado at Boulder: <https://mediaarchaeologylab.com>
 - <http://ndsr-pma.arlisna.org/201718-residency/blog-201718/>
 - <https://www.softwarepreservationnetwork.org/blog/spn-webinar-2018-ep3/>
 - <https://www.softwarepreservationnetwork.org/fcop/>
- RightsStatements.org: what does adoption look like in museums in the US? Things we can pass back to the committee? Questions about implementation?
 - Richard Urban

- RightsStatements.org came out of some work that started with Europeana, continued with DPLA
- Ways to enter info about rights into metadata
- For places using creative commons - for cultural heritage materials, sometimes falls outside of what CC can accept
- Unlike CC - license to copyrighted material - rightsstatements more like a classification
 - Good way to organize content
- Flowchart - how do you come to assignment of rights statements
 - UMN Flowchart: <https://conservancy.umn.edu/handle/11299/201539>
- RDF on github you can download and add to your own systems
- Samvera / Fedora / Omeka etc environment where people are working on this
- MARC Standards Group currently working on defining how RightsStatement.org is recorded in MARC
- How museums in US are using and implementing - what are you working on? How going about it?
 - Are people coalescing around different ways of using it in different metadata systems? Will be publishing work plan. Plan to do survey of frameworks people are using to record info. Align with how they've expressed it. Trying to work that out.
 - MCN + IP: MCN pro webinars - interested to hear in who's working - might organize a virtual panel to talk about experiences
- Action: how can we make workflow more automated, rather than manually doing it for every asset? Permissions automated, different treatments of object rights vs image rights
 - MIT: In Mimsy (media button table), object records + media records flags, those are translated online in portal to different statements
 - NMWA: employed DAMS, also Mimsy - scanned PDFs in folders rights agreements with artists - att
 - attached scans of documents to objects records
- Standardized Rights Statements Implementers survey from the DPLA Rights Statements Working Group:
 - https://docs.google.com/forms/d/e/1FAIpQLSdA5FOIalegPkH_WvHX4cmk-FJ_wxXQko_XchKeRadyowaSuw/viewform
- [What are RightsStatements.org About?](#)

Sharing: What events, initiatives, programs, or opportunities do you want to highlight this month?

- DLF Forum: October 14-16, 2019, Tampa, Florida
 - Forum website: <https://forum2019.diglib.org/>
 - Forum schedule: <https://forum2019.diglib.org/schedule/>
 - Museums Cohort meeting: <https://sched.co/S2XS>
 - OA in the Open meeting: <https://sched.co/S2kS>

- Questions? Contact Aliya Reich at areich@clir.org or the team at forum@diglib.org
- The Huntington Library
 - Digital Asset Manager: <https://jobs.diglib.org/job/digital-asset-manager-3/>
 - Digital Projects Manager: <https://jobs.diglib.org/job/digital-projects-manager/>

Links + Follow-up

About the Museums Cohort	Shared Google Drive Folder	systems match-up	2018 Forum Topic Roundup
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DLF Museums Cohort - June Meeting

Time: Wednesday, June 26, 2019 11am Pacific / 2pm Eastern (US and Canada)

Join Zoom Meeting (video welcome!)

<https://clirdlf.zoom.us/j/746888080>

Dial by your location

+1 646 876 9923 US (New York)

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- Ariel Weinberg, MIT Museum
- Abby Shelton, Snite Museum of Art, University of Notre Dame
- Hilary Streifer, Phillips Library at the Peabody Essex Museum
- Susan Hernandez, Cleveland Museum of Art
- Heather Saunders, Cleveland Museum of Art

- Richard Urban, Corning Museum of Glass
- Lori Fuller, Corning Museum of Glass
- Sarah Osborne Bender, National Gallery of Art
- Kara Bledsoe, AEA Consulting, Pratt Institute School of Information
- Tara Laver
- Maria Oldal, Morgan Library & Museum
- Karina Wratschko, Philadelphia Museum of Art

Agenda

Introductions: who & where you are!

Notes & Discussion:

Recap: last month's Bitcurator webinar [[notes + recording](#)]

Small group breakouts:

- What're you working on this summer?
 - Abby: UX for online collections - building a prototype for a digital collections site that will include library/archive and museum material. Looking for standard user interface concepts + examples. Resources?
 - Richard: MCN Human-centered Design SIG - Some lack of looking across single examples to create common standards, but good resource.
<http://mcn.edu/community/special-interest-groups-sigs/human-centered-design-sig/>
 - Met Museum's 2019 Museums and the Web paper:
<https://mw19.mwconf.org/paper/the-mets-object-page-towards-a-new-synthesis-of-scholarship-and-storytelling/>
 - Getty UX: <https://twitter.com/KriticalHit>
 - Karly: Indicating different forms of materials and breadth of collections can be a challenge. (For example: Archival collections need to be presented in context/hierarchies. Descriptions differ so much between museum objects and archival holdings.) 'Project Blacklight' is intended to unite collections through a centralized search.
 - Assorted articles/presentations about LAM collections interfaces:
 - Burns, Dylan, Alex Sundt, Darcy Pumphrey, and Becky Thoms. "What We Talk About When We Talk About Digital Libraries: UX Approaches to Labeling Online Special

Collections." *Weave: Journal of Library User Experience* 2, no. 1 (2019).

<http://dx.doi.org/10.3998/weave.12535642.0002.102>.

- Christopher Morse, Vincent Koenig, Carine Lallemand, and Lars Wieneke. "Art in Rich-Prospect: Evaluating Next-Generation User Interfaces for Cultural Heritage." Boston, 2019.
<https://mw19.mwconf.org/paper/art-in-rich-prospect-evaluating-next-generation-user-interfaces-for-cultural-heritage-2/>.
- Hicks, William, Mark E. Phillips, and Pamela Andrews. "Building Interfaces for All the Users." presented at the Open Repositories 2019, Hamburg, June 11, 2019.
<https://www.conftool.net/or2019/index.php?page=browseSessions&presentations=show&search=university+of+north+texas>.
- MacDonald, Craig. "Assessing the User Experience (UX) of Online Museum Collections: Perspectives from Design and Museum Professionals." Chicago, 2015.
<https://mw2015.museumsandtheweb.com/paper/assessing-the-user-experience-ux-of-online-museum-collections-perspectives-from-design-and-museum-professionals/>.
- Price, Kati. "Redesigning the V&A's Collections Online." *V&A Blog*, May 30, 2019.
<https://www.vam.ac.uk/blog/digital/redesigning-the-vas-collections-online>.
- Riesenberger, Nicole. "Museums, Show Your Collection Some Love." *UX Collective*, August 28, 2017.
<https://uxdesign.cc/museums-show-your-collection-some-love-part-1-74406bbc12ee>.
- Scott, Tom. "Building a Free and Unrestricted Digital Museum and Library." Taipei, 2017.
[Building a free and unrestricted digital museum and library](#).
- Stack, John. "Exploring Museum Collections Online: Some Background Reading." *Science Museum Group Digital Lab*, January 23, 2018.
<https://lab.sciencemuseum.org.uk/exploring-museum-collections-online-some-background-reading-da5a332fa2f8>.
- Villaespesa, Elena, and Madhav Tankha. "The Met's Object Page: Towards a New Synthesis of Scholarship and Storytelling." Boston, n.d.
<https://mw19.mwconf.org/paper/the-mets-object-page-towards-a-new-synthesis-of-scholarship-and-storytelling/>.
- Whitelaw, Mitchell. "Generous Interfaces for Digital Cultural Collections." *Digital Humanities Quarterly* 9, no. 1 (2015).
<http://www.digitalhumanities.org/dhq/vol/9/1/000205/000205.html>.
- ———. "Representing Digital Collections," 2015.
<http://mtchl.net/assets/RepresentingDigitalColls-compact.pdf>.
- Wood, Leslee. "Curating Digital Collections." *UX Collective*, June 4, 2019.
<https://uxdesign.cc/curating-digital-collections-f6e7d2ca6b7c>.

■ Mellon-funded initiatives: Abby in regular contact with other Mellon awardees, could organize update later in the year

- Tara: cleaning up a shared drive?! Currently in the phase of getting folks to look at what's there and what needs to come to the archives. A big problem is people don't see digital files as things to send to archive. Not a lot of talking about digital files as collections. Conducting interviews to find out how people are using it.
 - Richard is doing similar work as it relates to their DAM. Pulling a text file into OpenRefine to understand what's there; then visualizing using Tableau. Look for prefixes in filenames, write a regular expression that recognizes accession numbers. Are things duplicates? Changed images?

Creating a manifest to determine if things should be deaccessioned, deleted, or packaged for preservation.

- Susan has worked a bit on this—putting limits on space people are allowed to use on their shared drive has been the most helpful. It really gets folks to transfer stuff to the archives. They phased out the all-staff drive ('wild west') and implemented "drop zones", for transferring large files between departments, which are cleaned every 30 days.
- Richard + Lori: Proliferation of cloud services is a challenge—grappling with stuff in Dropbox when moving to Sharepoint. Records retention policy hadn't been updated in years, and still mostly addressed print.
- Ariel: Does anyone have a good digital records retention policy/schedule to share?
 - SAA Museum Archives Section:
<https://www2.archivists.org/groups/museum-archives-section/3-records-management>
- Abby: Would records retention be shaped by university archives?
- Kara: Putting together a newsletter: do you use content from your archive? How do you make editorial decision + what are solutions you find?
 - Hilary: a weekly digest goes out internally to mostly curators + curatorial researchers with internal news.
 - Richard: Social media is mostly run by communications dept, but can put Kara in touch with outreach librarian.
- Why're you excited about it?
 - Richard: launched new exhibition site this spring! Word doc from curators-> CSV-> Openrefine JSON template -> <https://newglassnow.cmog.org/>
- What's gonna be challenging about it?

Full group discussion: troubleshooting, feedback, questions, comments! Have something to bring up with colleagues from other institutions? Add it to the list!

- **How do you handle electronic records management at your museum? -Richard Urban, CMOG**

Sharing: What local events, initiatives, programs, or opportunities do you want to highlight this month?

- DLF Forum [registration is now open](#) + the full Learn@DLF pre-conference [workshop schedule](#) is available ([GLAM Cross-Pollinator Registration Award](#) still up for grabs to a

member of MCN! Submit a 250 word message to awards@diglib.com explaining your eligibility and interest in attending the Forum.)

- **Position Announcement:** Chief Librarian, Rakow Research Library @ Corning Museum of Glass. <https://www.cmog.org/employment-opportunity/chief-librarian>

Future topics

- Join us every 4th Wednesday—same call in info!
 - July 24: rights + permissions
 - use open access as a starting point for the conversation
 - Determining when OK to digitized exhibition ephemera: when can it be considered purely informational? how do illustrations affect rights? are there variations in interpretation outside U.S.?
 - RightsStatements.org: what does adoption look like in museums in the US? Things we can pass back to the committee? Questions about implementation?
 - Beyond:
 - IIF?
 - +1 IIF - Richard+
 - +1 IIF - Abby-would be great to hear about outcomes of recent IIF conference and v. 3 spec
 - +1 Karly
 - Suggestions welcome!

Links + Follow-up

[About](#) the Museums Cohort | [Collaborative Google Drive Folder](#) (contains Agendas & Documents/Resources | [systems match-up](#) | [Topic Roundup](#)

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DLF Museums Cohort - January Meeting

Time: Jan 23, 2019 11am Central / 2pm Eastern (US and Canada)

Join Zoom Meeting

<https://clirdlf.zoom.us/j/746888080>

Dial by your location

+1 646 876 9923 US (New York)

+1 408 638 0968 US (San Jose)

Meeting ID: 746 888 080

Attending

Becca Quon, DLF

Alvin Dantes, Art Institute of Chicago

Katherine Kim, DLF

Andrea Puccio, Clark Art Institute

Lilly Carrel & Lisa Barkley, The Menil Collection

Sunyoung Park, Museum of Fine Arts Houston

Aliya Reich, DLF

Abby Shelton, Snite Museum of Art, University of Notre Dame

Sarah Potvin, Texas A&M University Libraries

Sami Norling, IMA at Newfields (+ latecomer Lydia Spotts)

Chad Weinard, Williams College Museum of Art

Rachael Winter Durant, Portland Art Museum

Bethany Nowviskie, DLF

Emily Weirich, Center for Creative Photography, University of Arizona

Sumitra Duncan, Frick Art Reference Library/New York Art Resources Consortium (NYARC)

Dominique Luster, Carnegie Museum of Art

Janaki Krishna

Hilary Streifer

Mimi Lester and Mo Romney at Studio Museum in Harlem

Sarah Osborne B.

A. McCarther

Louisa Kwasigroch, CLIR/DLF

Agenda

Introductions/re-introductions

Discussion about digital infrastructure at your museum library or archive (feel free to add questions!)

- How do you get senior staff to recognize the importance of archives?
 - Bringing its value into the conversation repeatedly
 - Discussing the life of the object and promote the life of an object (Here's a bit on the [importance of infrastructure](#) broadly, related to the life of objects. Maybe helpful for senior staff?)
 - Increase visibility: participation in digital strategy teams, institutional strategic planning
 - ID archive objects/library special collections objects that might be relevant for upcoming exhibitions and focus digitization efforts on those
 - Get archive and library items into curatorial projects
 - Library/archive online exhibitions: Google, Omeka, etc. - highlighting online content
- [from chat, Cleveland Museum of Art] Anyone have any experience integrating digitized archives collections in with online museum object catalogs?
 - Carnegie Museum of Art, Teenie Harris archival material and print are searchable simultaneously
 - What enabled this to happen?
 - Item level cataloging of the archive
 - There is metadata for each object that is art object type metadata as well as archive based metadata
 - Using part/whole terms
 - Keemu from Axiell to catalog museum and archive objects
 - Newfields
 - Using EMu (Axiell) for museum object data and archives (images + metadata) and object photography in Piction (DAMs)
 - Searches the different collections though they are kept separately
 - No IIIF yet for image delivery, but it will come later
 - Concerns about archive material drowning out museum objects

- Dominique Luster @ Carnegie - developed a ratio that runs a script that helps make the archives not drown out museum objects.
- What does your 'digital library' look like? A department, a program, or a single staff member?
- Can anyone give guidance in /examples of creating a fully realized, cohesive digital program?
 - Importance of preservation
 - Fixity checking that the DAMS doesn't do
 - Need for digital archivists
 - Getting content online!
 - Staff members who are dedicated to digital projects/digital collections
- Strategies when you're the only permanent staff in archives.
 - Maybe there isn't anyone here in this situation today?
- Dealing with a cottage industry situated within existing departments.

Sharing: What local events, initiatives, programs, or opportunities do you want to highlight this month?

- Teenie Harris collection - now part of the [Collections as Data](#) Part to Whole [Cohort](#)
 - Automated metadata cleaning and creation.
 - How to structure and clean metadata
 - Technologists and archivists working together to figure this out
 - How is this information getting out?
 - MCN, Twitter, publications forthcoming
- Visual Resources Association conference (<http://vra2019.vraweb.org/>)
 - March 26-29, 2019 in LA
 - Pre-conference workshop on OpenRefine (<http://openrefine.org/>)
 - A video will be recorded and shared of the Wikidata Reconciliation Service (built-in function of OpenRefine)
- ARLIS in Salt Lake City will also have an OpenRefine workshop this year
 - <http://arlisna.org/saltlakecity2019/>
 - Pre conference workshops on OpenRefine and MarcEdit on March 26
- The Digital Art History Lab (DAHL) at the Frick has some upcoming lectures and workshops that may be of interest:
 - https://www.frick.org/research/digital_art_history_lab_lectures
 - <https://www.frick.org/research/DAHL/workshops>
- Future topics/things that could be useful for the group
 - List of who is using which systems so we know who to ask for help
 - [Next generation of collections management systems](#) - this conversation has started at MCN this year, what would this group want to continue

- Other conferences/professional organizations/workshops
 - What conferences do people recommend?
 - MCN: <http://mcn.edu/>
 - Museums and the Web <https://www.museweb.net/>
 - SEI for Image Management (workshop): <https://seiworkshop.org/>
 - HILT: <http://dhtraining.org/hilt/>
 - AMIA: <http://www.amiaconference.net/>
 - VRA: <http://vra2019.vraweb.org/>
 - After people have gone to other conferences, can they report back to this group?

Notes/Follow-up

[About](#) the DLF Museums Cohort | [Running list](#) of discussion topics gathered in 2018

Where should we share information about our next call? Who else do you want to see here?

Sign up to receive the [Museums Cohort Newsletter](#) for reminders in advance of meetings.