



LDC 2024 SPRING MEMBERSHIP MEETING MINUTES

- I. Leah Duncan (Chair) called the meeting to order at 12:02PM on Tuesday, April 23, 2024. The meeting was held via Zoom and was not recorded.
- II. Attendance: 38 attendees appeared on Zoom and 27 individuals recorded themselves as attendees via the [2024 Spring Roll Call](#) document. They are:

Amsberryaugier, Lora	Kelly, John	Pierce, Rachel
Bartels, Carol	Knowlton, Sean	Robertson, Cyndy
Bonnette, Charlene	Long, Jennifer	Schaubhut, Diana
Brown, Chris	Mahoney, Anne	Scott, Scott
Childs, Miriam	Martin, Phillip	Shirley, Kayla
Hindin, Emily	Masog, Shelley	Stamm, Tim
Hodges, James	Milton, Constance	Theriot, Clifton
Hollender, Blair	Mouton, Jessica	Threatt, Pati
	Naquin, Elisa	Wieand, Madeleine
	Olmstadt, Will	

- III. Approval of the Minutes from the LDC 2023 Fall Membership Meeting held on October 12, 2023. [LDC 2023 Fall membership Meeting Minutes](#). No corrections were indicated and the minutes were considered approved by Leah Duncan.
- IV. Reports
 - a. **Chair Report** (Leah Duncan): A new LDC membership application from Jefferson Parish Library was brought forward for a vote. Their goal for joining the LDL is to publish a digital collection on Italian Americans. The membership voted to approve. Welcome to the LDC, Jefferson Parish Library (<https://jplibrary.net>).
 - b. **Treasurer Report** (Miriam Childs): Miriam began her report on the proposed budget for fiscal year 2024 but, as it was incomplete as determined by attendees, it will be reviewed, updated, and resubmitted after the meeting.
 - c. **Announcement of LDC Officers for 2024-2025** (Leah Duncan):
 - **Chairperson:** Sean Knowlton (Tulane) 2024-2025
 - **Vice-Chairperson/Chairperson-Elect:** Lora Amsberryaugier (UNO) 2024-2026



LOUISIANA DIGITAL CONSORTIUM

- **Treasurer:** Miriam Childs (Law Library of Louisiana) 2023-2025
 - **Secretary:** Phillip Martin (LSU Shreveport) 2024-2026
 - **Member at Large:** Christopher Achee (Ascension Parish Library) 2024-2026
 - **Member at Large:** Cynthia Robertson (Ouachita Parish Public Library) 2023-2025
- d. **Mission, Vision, and Values Task Force** (Sean Knowlton): Sean reported on the results of the task force's work, which is accessible here: https://docs.google.com/document/d/1yrsFUrt_sFIEX6wABY86pFmiYjZAM_j5leDfHxNeegw/edit?usp=sharing. Feedback was solicited, especially regarding wording about digital preservation. Leah responded that she saw digital preservation having a place as a value and Scott saw digital preservation as becoming an LDC program. Lora countered that she viewed the LDL as a portal for access not as a preservation platform and that we should encourage partners to digital preserve; it is a question of capacity and cost containment. The LDC values the ability to keep costs low to reduce barriers to membership and the server itself was a large investment and it alone may impact membership. Sean asked for the LDC membership to reflect on the mission, vision, and values as submitted and requested additional feedback to be shared directly with the committee. The Task Force will likely refine and submit to Executive Board for review.
- e. **Social Media Committee** (Phillip Martin): Phillip reported that the LDL has a new Instagram account (7 posts, 48 followers as of the meeting) and a goal of posting once a week. They have updated guidelines for social media. The Facebook page image has been updated and there is a lot of activity to include highlighting collections. They will make a call for content on a volunteer basis. Please let the committee know of new collections and they will post to Facebook and Instagram. Email Phillip at phillip.martin@lsus.edu. The committee can design a post, call for content, and will share a publication schedule via listserv. There is an empty seat on the social media committee, please join. Via Zoom Chat, Dave Comeaux and Jessica Mouton expressed interest in participating. Leah reiterated Phillip's call for social media content to represent the community-focused nature of the LDL. She also reported that the budget associated with social media has been used in the past to acquire promotional material.

- <https://www.facebook.com/LouisianaDigitalLibrary>



- <https://www.instagram.com/louisiana.digital.library/>

- f. **Steering Committee** (Scott Jordan): Scott reported that the committee did not meet since the Fall Membership meeting. Scott reminded LDC membership that there is a “submit report request” button that is accessible after logging in on the LDL website. This is a direct way for collection managers to submit issues and questions. He reported on the known issue with <https://ingest.louisianadigitallibrary.org> appearing as first result in Google and other searches and believes that this may be resolving.
- V. Platform Report. Michael Stewart (LSU) provided an update in 3 parts on migrating the current LDL (LDL1) from Islandora 7.x to Islandora 2.x on the new server (LDL2).
- a. **Progress**
- LDL server has been built and configured
 - The network data storage has been created
 - Stable versions of the LDL2 build have been created
 - Migration tools have been designed, built, and tested
 - The LSU master metadata dictionary is close to completion; iterations have been completed and tested
 - Made significant strides with LDL 1 performance-boosting
- b. **Current Status**
- Building the LDL 2 VM pre-production platform using Groups
 - Building an LDL 2 Docker version
 - Adding SOWELA to the LDL 1
 - Working LDL 1 tickets, including derivatives generation
 - Tulane harvest to be addressed soon
- c. **LDL 2 Timeline for 2024**
- End of May: Finalize the stable production-ready version of the LDL 2 (pre-production version)
 - Mid-June: Complete documentation describing the build, ingest and migration, management, general use, and system architecture of the LDL 2



- End of June: Complete preliminary testing on pre-production server (thousands of items ingested)
- Mid-August: Copy all LSU items to the new LDL server
- Mid-September: Transform and ingest LSU Items
- Mid-October: Copy all institution items to the new LDL server
- Mid-November: Complete all theming and functionality implementations
- End of November: Transform and ingest all institutions items to the new LDL server

VI. **Announcements**

- a. Sean (Tulane) reported that Tulane University Libraries have completed their migration from their own instance of Islandora for the Tulane University Digital Library and their rebranded “Digital Collections” are accessible via:
https://library.search.tulane.edu/discovery/collectionDiscovery?vid=01TUL_INST:Tulane. As Scott reported in the Platform Report, LSU will soon harvest Tulane’s records from the new platform and remove the older records from the LDL.
- b. Leah Duncan reported that the original plan for LDL Fest was for it to be every two years and that Elisa Naquin and Leah created a document on how to run the Fest. Leah will share it with the LDC Exec Board so that the Fest may continue in future years. Leah reported that she will soon leave LSU to move to North Carolina as she has accepted a position at Davidson University.

- VII. **Adjournment.** Carol Bartels motioned to adjourn, it was seconded, and Leah adjourned the meeting at 12:53PM. These meeting minutes were respectfully written and submitted by Sean Knowlton.