

2014-03-03 Meeting Notes

Date

February 28, 2014, 10am

Attendees

- [Nick Ruest](#) (York, Moderator)
- [Jeremy Heil](#) (Queens)
- [Michael Vandenburg](#) (Queens)
- [Peter Houston](#) (Nipissing)
- [Jenny Jing](#) (Queens)
- [Mike Tisi](#) (Brock)
- [Leanne Trimble](#)
- [Cheryl Woods](#) (Western, representing the Geo Community)
- [Mary Claire Vandenburg](#) (Queen's)

Agenda

- Introductions
- Work Plan
- Event
- Other business

Discussion Items

Item	Who	Notes
1. Email list		Done
2. Wiki space		Done. Also, quarterly calls have been set up.
3. Event		<p>Need to put in a request to OCUL soon for the budget to hold this.</p> <p>Event would probably be in the Fall - aim for late November</p> <p>Ideas: focused discussions on gap knowledge area(s) would be most useful. Hands-on component.</p> <p>How to identify the gaps? - Through the toolshed page on the wiki, need more schools to add information. Also - could put together a quick survey for community members about what they want. Nick & Jeremy will do this, aim to have it completed by the end of the month.</p>
4. Identify opportunities for training		The survey will address this, as well as encouraging people to participate in the toolshed.
5. Identify opportunities for shared infrastructure		<p>Cloud storage project is a big initiative related to this group. There has been talk in the technical committee there about a shared instance of Fedora, Archimatica. Need to ensure that we make good formal connection between this group and the cloud storage network.</p> <p>Need to keep doing more to share information about individual institution's methodologies with others in this group.</p>
6. Identify opportunities for consorcially negotiated support for digitization of complex formats such as film, audiovisual recordings, and maps		<p>Need to have a page for who has used which vendors for digitizing these specialized formats - often these aren't done locally. Leanne will set up a specific page on the wiki that is available to community members only.</p> <p>Also, would be good for people to comment on how well the equipment they have works for them - post these comments to the discussion list. Taking pictures or linking to more information online would also help.</p> <p>Might be good to have a page listing who wants to digitize what, projects not yet begun. Would be a good way to identify common interests. Nick will add a new page on the wiki for "digitization dreams".</p>

Other business / general discussion	<p>Consultation with all of OCUL - should try to identify an individual at each institution and ensure they know about the community and/or can fill out the gap survey. OCUL-SP has representation from all the schools and may be able to make connections in their schools.</p> <p>The Geo Community space is not listed on the landing page of spotdocs yet - Leanne will investigate. Cross polination between the groups would be good. Cheryl will show the "Who is Digitizing What" and "Who's got what gear" pages to the Geo Community.</p> <p>Brief discussion about digitizing maps and air photos - cameras are often better than scanners. Need best practices for georeferencing.</p>
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Action Items

- Nick Ruest will work with SP / OCUL to regarding event budget and funding request.
- Nick Ruest and Jeremy Heil will work on the gap survey, for the end of March
- Leanne Trimble will set up a page on the wiki restricted to this community
- Nick Ruest will set up a page on the wiki for "digitization dreams"
- Who will contact OCUL-SP about communicating with all OCUL schools about the gap survey?
- Leanne Trimble will investigate why the Geo Community is not on the spotdocs landing page, and send a link to the community wiki to this group
- [Cheryl Woods](#) will report to the Geo Community about the meeting and let them know about the wiki pages gathering information on who is digitizing what

Next Conference Call

April 11, 10am