



MEETING SUMMARY November 8, 2017

Date and Time: Wednesday, November 8, 2017 @4pm Mountain

Where: Online: Go To Meeting

Committee

Attendees: Caryn Ann Harlos, Ed Fochler, James Gholson, Joe Buchman, Joe Dehn

Member

Attendees: Andrew Kolstee, Marcus Rand, Michael Fucci

Meeting was called to order at 4:05pm. The Minutes/Summaries from October 25, 2017 were approved with corrections. Caryn Ann had posted the prior summaries to LPedia.

LP News: James Gholston asked about any original graphics found. Caryn Ann Harlos noted that she and Sarah Ellsworth are still very much in sorting mode and that James is welcome to come to Colorado and stay in her guest room to go to the storage to explore.

Records Archive Update: This has been coming along as projected with Caryn Ann and Sarah Ellsworth working each Saturday.

Nolan Archive: Dr. Buchman is moving the items into a filing cabinet which is better for scanning. He is also getting back to the scanning and needs to learn how to put things on LPedia. Kevin McCormick might be sending a box of Arizona state party items to Joe.

Categories: Andrew Kolstee is still working on a template for categorizing images. The committee discussed how to separate out "files" and "images" in conjunction with the article and document namespaces. It was decided that there is no need for a separate file category as these documents are categorized elsewhere and will appear under those categories as "Media in category X." Caryn Ann asked about whether the preview in the category page could be more attractive other than the Adobe PDF generic logo. Andrew will be creating on separate templates for images (such as with people) with others to be created for publications, maps, etc.



The organization of periodicals with the index in the category listing was discussed to prevent the index from being buried in the lists of issues (ex. See, Free New York). Also the individual articles for the individual issues should follow our naming conventions and be in the document namespace (ex. Document: New York Newsletter January 2001 Free New York).

Hidden Categories: Caryn Ann asked about the potential utility of hiding maintenance categories and used Wikipedia as an example. However, that doesn't hide them entirely from the article pages but does hide them from the category tree. After discussion, it was decided that this was good to put on our radar but premature to consider at this time.

Templates: Caryn Ann asked for a tutorial on using templates from Andrew.

Policy Updates: Joe Dehn has resumed updating.

Audio/Video Tapes: Caryn Ann is still progressing slowly on audios due to other priorities. More 1970s and 1980s tapes have been completed by our vendor and will be shipped next week. Keith Thompson will be working on VHS tapes as he can at his workplace.

AutoWikiBrowser: Caryn Ann and Andrew will be meeting after this meeting to train on AWB with Parallels.

Budget: There is about \$2,500 left in our budget (with some misc. charges for Amazon and this last batch of videos still to be charged off). Now that the big project of LP News is done, we need to make a decision on what to do with the remainder of the 2017 budget. There is an additional \$400 earmarked for the preservation of the Statement of Principles document that is still pending. We will not lose any of this year's budget if we do not use it all since it was specifically raised and earmarked for the historical work.

James Gholston suggested we create a prioritization list for any expenditures to guide spending decisions, particularly for when budget periods are ending.

Lyrasis did a fantastic job with LP News but we need to become a paid member if we are going to use them again. Caryn Ann brought up items in storage that are not practical for us to digitize ourselves, such as oversized and delicate newsprint.



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There is a large quantity of these in the state party newsletters. Caryn Ann recommends joining Lyrasis as the value is well worth the membership fee (\$500/year). She does not know how the year is calculated (annual, calendar, etc.) and will find that out.

Motion: Ed Fochler moved that we spend the \$500 for Lyrasis membership. [Discussion continued and this was put on hold]

Caryn Ann will concentrate on separately out priority items to send to Lyrasis and make a decision on what to send out depending upon price quotes. She estimates that we have about (very roughly) 150 oversized multi-page items, and there are other items that are not oversized but fragile or old or really in need of high-quality handling which would bump up the quantity to an estimate 300. We also do not have any volunteers that have stepped up to do scanning work outside of Dr. Buchman who is concentrating on the Nolan archive.

Whether or not we have a 2018 budget, we will always be able to fund-raise which Caryn Ann will be doing in any circumstance as her goal is always to cover as much of our costs so as not to come out of any LNC budget line.

There is the other issue of the videos which are nearing the end of their recoverable life. Ed Fochler is in favour of concentrating on the print items as it is more immediately useful and amenable to searching. Joe Dehn would like us to concentrate on both and right now just decide on what to do over the next few months, not for the next year. We can do the print items now and the videos in the first quarter of 2018. Joe would like to see an inventory before we send. Also, we need to find out if there are any minimums.

Amended Motion: Ed Fochler moved that we spend the \$500 for 12 months of Lyrasis membership.

This passed without objection.

LNC Budget/Meeting: Caryn Ann will attempt to have a report done with enough time for committee review but time is short with doing a regional report so no promises can be made.



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Interns/Volunteers: Caryn Ann has received about four applications and Robert Kraus sent over some other unsolicited applications they received earlier this year. She will be interviewing and on-boarding qualified applicants (which is pretty much anyone that seems capable of the work and understands directions). Some of the applicants are simple volunteers, others are actual interns for school credit, and others are simply looking to build a resume. The interns can work on the project of creating separate pages for the LP News issues.

LPedia Activity: There has been a spike in activity with some activists taking a real interest in curating their state pages.

Special Copyright Notice: Ed Fochler was going to work on a per-page icon for the pages that have special copyright restrictions.

LPedia Tutorials: Dr. Buchman asked if we had any tutorials on actual page creation which would be something to consider. A brief demonstration was done during the meeting. An example of each type of page (candidate, activist, etc.) would be a great addition to the Manual of Style.

Meeting adjourned at 5:30pm.

Next meeting is set for November 29, 2017 at 4pm Mountain.