

# TDL Imaging Group Virtual BOAF

## Public Notes

### Agenda

Notetakers: Marcia and Margaret

1. Housekeeping - SHANNON
2. Introductions - Jerrell
  - a. Name, Institution, Title
3. Fun Polls - MARCIA
  - a. Old comfort tv shows
  - b. Frozen veggies
  - c. Restaurants
4. Guiding Question 1 - JERRELL
  - a. How has the pandemic changed your work? Temporarily or permanently?
    - i. How will the collaborative space of the digitization lab change?
      1. Social distancing within labs
      2. Masks required
      3. Assigned stations, less moving between shared work areas
      4. Sanitization of imaging stations between users - each user must clean the station when they are finished.
      5. Limiting staff and students in shared workspaces/equipment
    - ii. There has been time to take on old housekeeping chores that you never thought you would get to.
      1. Opportunity to revive older projects
      2. Cleaning up metadata
      3. Working on transcription
      4. OCR correction projects
    - iii. For labs that depend heavily on student workers
      1. Some able to facilitate some remote student work
      2. Any time that is allowed in the lab spent on capture, any processing can be done remotely by remoting into lab computers.
      3. Checking in with student workers regardless of their work status to see how they are doing
    - iv. How has working with partners inside and outside your institution changed?
      1. Some are less active, some still active

2. Letting materials rest after transfer because of current data regarding the lifespan of the virus on different materials
  - a. REALM (Reopening Archives, Libraries, and Museums) Project results of Battelle's laboratory testing for COVID-19 on commonly circulated library materials  
[https://www.webjunction.org/news/webjunction/realm-happening-now.html?utm\\_source=SFMC&utm\\_medium=email&utm\\_content=REALM+Project+Round+1+test+results+now+available&utm\\_campaign=&utm\\_term=REALM%20Project%20Email%20Updates](https://www.webjunction.org/news/webjunction/realm-happening-now.html?utm_source=SFMC&utm_medium=email&utm_content=REALM+Project+Round+1+test+results+now+available&utm_campaign=&utm_term=REALM%20Project%20Email%20Updates)
  - b. 3 Days is recommended
- v. Positive outcomes from the changes in our work
  1. Engaging deeply with collections
  2. Increased engagement with collections that have been digitized
  3. Increased engagement in professional organizations
5. Break (5 minutes) - SHANNON
6. Topical Polls - MARCIA
  - a. Is your lab open?
    - i. Majority are only going into the office occasionally as needed.
    - ii. Given current trends in Texas, it's possible some facilities currently partially open will become less open.
    - iii. Some are working in offices that are less open than the larger facilities they are in.
    - iv. Working on protocols around how and when to increase degree of openness.
  - b. Budget cuts?
    - i. Majority answered "professional development"
  - c. Is your work affected by a hiring freeze?
    - i. 80% yes
7. Guiding Question 2 - JERRELL
  - a. What protocols are people using or plan to use in order to restart imaging work?
    - i. Demarcations to show how far six feet apart is.
    - ii. Moved one large piece of equipment so that it would have more space from other equipment. Got authorization to use space that is unused by remote workers on the other side of the floor. Maybe get v-flats to separate.
    - iii. How to handle deliveries of equipment and contact with vendors.
      1. Ask the vendor if a pause on warranty on unopened equipment is possible.
8. What does our actual day-to-day work look like right now?
  - a. Work on accessibility. Website. Crafting accurate accessibility statement for the institution.
  - b. Focusing on work that student works can't do.

- c. Creating a site for student training materials.
  - d. Remote image QC is challenging. Difficult to assess images through a remote connection.
  - e. Metadata projects.
  - f. Filling reference/Imaging reproduction requests
  - g. Planning to create training videos for equipment.
  - h. Using laser-pointer for in-person training sessions from at least 6 feet away.
  - i. \*Recommendation for “how-to-scan” on youtube
9. Guiding Question 3 - JERRELL
- a. What questions or ideas would you like some feedback on from the group?
    - i. Scanning 8x10 transparencies - moire patterns when scanned directly on glass (no appropriate holder).
      - 1. Anti-newton ring glass suggested
        - a. Some places you could try to source it:
          - i. <http://scan-tech.net/>
          - ii. <http://betterscanning.com/>
10. Wrap Up - ER
11. IN

From TDL: Join us for these upcoming events! These are free and open to anyone.

- June 30 @ 1pm | [Strategies for Advancing Knowledge Through Copyright](#)  
*Free webinar with Greg Cam of the New York Public Library. [Click here to register.](#)*
- July 23 @ 10am | [State of Digital Preservation in Texas](#)  
*Web panel with Archivematica Texas and fellow TDL Members. [Click here to register.](#)*
- July 30 @ 10am | [TDL Awards Ceremony & State of TDL](#)  
*[Register here](#) and don't miss out on this fun and exciting celebration of librarians and archivists in Texas!*

## WAYS TO ENGAGE

- [Become a TDL Member](#)
- [Sign up for TDL's e-newsletter](#)
- Follow us on [Twitter](#) and [Facebook](#)
- Join us for the [TDL Monthly Member Forum](#)
- TDL Members are invited to join our [weekly Hangouts](#) (Weds 1-2pm Central) and TDL Member Slack - email [info@tdl.org](mailto:info@tdl.org) to be added to Slack.
- Popular Resources:
  - *Anti-Racism resources* | The Texas Digital Library stands against racism and with those working to end systemic injustices. Our staff have been compiling

resources on anti-racist work, particularly those relevant to libraries and archives. [Visit our Anti-Racism resources page.](#)

- *Covid-19 resources* | TDL is collecting links to resources for libraries and archives during the pandemic. [Visit our Covid-19 Resources page](#) to learn more.
- *Trainings and Webinars* | View recorded and captioned trainings and webinars on [TDL's YouTube Channel](#).
- Join a TDL Member Group: You do not need to be a member to join one of these TDL-member-led groups.
  - *Web-Archiving Interest Group* | TDL's web-archiving interest group is open to anyone interested in building a community around web archiving in Texas. Add your email to our [Web Archiving Texas \(WATX\) listserv](#) to receive updates.
  - DSpace updates [tdl\\_dspace\\_users\\_group@utlists.utexas.edu](mailto:tdl_dspace_users_group@utlists.utexas.edu)
  - Digital Preservation updates [tdl-digipres@utlists.utexas.edu](mailto:tdl-digipres@utlists.utexas.edu)
  - GIS [tdl-gis@utlists.utexas.edu](mailto:tdl-gis@utlists.utexas.edu)

Contact Texas Digital Library if you have any questions or suggestions at [info@tdl.org](mailto:info@tdl.org). Thanks for all you do