

MMP Minutes 2/4/11

Present: Molly, Tina, Steve Jackson, Janice, Norma, Jennie

With Regrets: Sarah, Kathy

Agenda:

- Review of Minutes of previous meeting
 - Minutes were approved
- Technical Report (Tina)
 - 34 published collections currently. Tina will forward the monthly report from OCLC. Storage dropped to 49% from 80% because of the state library removing their material. 500 GB is our upper limit on OCLC. Item number is unlimited.
 - Tina is working with OCLC on a search result error.
 - There are four OCR licenses shared across the state and there is a bottleneck with institutions wanting to use one for their license.
 - Tina mentioned usage reports are available from Google Analytics and CDM usage reports.
 - Steve M will look into automatic reporting.
 - Outreach Reports
 - Steve Jackson did a lecture in Helena at the Holter where he put in a plug on MMP.
 - Jennie put MMP in some of the marketing materials as well as the legislative snapshot that is published this year.
- PPD Reviews
 - Fallon County Library:
 - The metadata record samples didn't include required fields and so need training.
 - They are completely new to digitization and any holes will be filled in as they go forward while working with MMP.
 - Norma was encouraged by the project and believes it's something that other counties will be able to look at when planning centennials.
 - The project was accepted by the group.
- Updates to PPD process
 - Jennie and Tina recommend changing the language so that people will communicate where they are in their planning. There has been feedback that the system needs an overhaul.
 - Molly mentioned that the planning document was meant to be an assistance document for planning.
 - Steve M recommended that the process be a learning exercise.
 - Tina recommended a tiered approach where more complicated information is shared later in the process.
- MSL proposal to add pointer records to MMP (Jennie)
 - The state library has put up some sample pointer records. Jennie doesn't think they are as user friendly as they could be.
 - Tina mentioned there are 30,000 records.

- Steve M asked when this would be a problem. Molly mentioned that when the search results are primarily pointer records, then usability would be needed. Jennie mentioned that she doesn't know how big of a problem this would be.
- Steve J mentioned the fact that he is working on a project where he will be putting duplicate records in the system. Molly mentioned that the state library removed their records because it was too much.
- Tina would like to be able to filter out non-object records with the new CONTENTdm 6. Molly recommended that this might be a solution for filtering out newspapers.
- Sample records are available in the Montana State Publications, there are 24 records now.
- Right now there are "web" thumbnails for these pointer records.
- Steve J mentioned this would expand the scope of the MMP which would be a good thing.
- Steve M made a motion to approve and Steve J seconded. The motion was approved unanimously.
- Upcoming Training opportunity (Tina)
 - Tina will be conducting the first training at Billings Public Library. Fallon County will be part of the training. Friday March 4 with Ann Rutherford and Kathy Robinson, Laura Hunter, and another full time librarian attending.
 - The session will be a 9-3 class. The attendees are all at differing levels of experience.
 - Molly mentioned this initial training will be limited to those with active projects.
 - The curriculum will include both scanning and metadata.
- Page on MMP website describing collections
 - A user has suggested there be a page describing the collections. Molly mentioned this will happen with 6.0 upgrade.
 - Jennie recommended we wait until 6.0. Tina mentioned this will be solved with 6.0.
 - Jennie would like the project planning document to be the description for the project.
 - Steve J recommended there be an additional narrative field to solve this issue.
 - The group agreed to wait until 6.0.
- General discussion followed and then the meeting adjourned.