

Montana Memory Project Executive Committee Meeting
July 12, 2012

In attendance:

Katie Beal, Steve Jackson, Norma Glock, Janice Kalvig, Molly Kruckenberg, and Sarah McHugh

Absent: Jason Clark, Donna McCrea, Kathy

Agenda Items:

1. Agenda: Due to the absence of several Executive Committee members, the Committee decided to review PPDs but defer the remainder of the agenda items to the August meeting.
2. PPD Reviews
 - a. North Lake County Public Library: Flathead Courier and Lake County Leader Newspapers
 - i. **Approved**
 - ii. The following questions will be asked of North Lake County:
 1. How will the scanning be completed? Do they have the required equipment, will they need to borrow it from MSL, or are they using a vendor?
 2. OCR
 - iii. Provide them with information on MMP digitization grants and a link to the MMP Blog.
 - b. Choteau/Teton Public Library: Newspapers of Teton County Montana
 - i. **Approved with Conditions**
 - ii. The following questions will be asked of Choteau/Teton Public Library:
 1. How will the scanning be completed? Do they have the required equipment, will they need to borrow it from MSL, or are they using a vendor?
 2. OCR
 3. Copyright permission will be needed for the newspapers published between 1923 and 2004 prior to loading them on to the MMP.
 4. A metadata record will be needed for each object, not for the whole project.
 - iii. Provide them with information on MMP digitization grants and a link to the MMP Blog.
3. Approving PPDs via Email
 - a. As approved in 2011, future PPDs will be sent out for consideration via email. Rather than waiting until each meeting, PPDs will be reviewed via email. Molly will send out the link and ask for comments at the time a PPD is submitted. This will speed up the process of approving projects.
4. Next meeting – August 2, 2012