# Audre Lorde to Howard Zinn Library Meeting Agenda | Saturday, 1:45pm, January 14, 2012

Facilitating: Heather M.

### Old business - updates, discussion

Frances, Emily, Kristin, Marcus, Meghan, Heather (notes)

**FAWG money [Anna]** Note from Anna - spoke with Greg last Tuesday and he confirmed receipt of emails, but that he hadn't done anything with the form. Gave him a physical copy of approval form and he pledged to move forward with our official recognition.

#### Book stamp [Rebecca]

## Volunteers for Community Gathering/GA:

Monday 6 pm (Arlington St. Church, 351 Boylston Street):

(People of Color WG is hosting the community gathering for MLK Day on the 16th.)

Tuesday 7 pm (Arlington Street Church, 351 Boylston Street): Anna R

Thursday 7 pm (Emmanuel Church, 15 Newbury Street ): Heather M. & Frances?

Sat 5 pm (Community Church of Boston, 565 Boylston ):

Sun Strategic Action Assembly 5 pm (Community Church of Boston, 565 Boylston ):

Kristin more likely to be available on weekend.

Heather hoping to commit to one per week.

A-Z collection storage - People who are holding A-Z books plan to have subjects entered by today. Are you still okay to store them?

Kristin - yes

Heather - yes

Frances - yes

Joanna - yes

John - yes, subjects unsure.

#### Twitter guidelines update [Vered]

New research guides? [Stacie/Rebecca/Allie/Meghan]

Meghan made one for Somerville public library

Frances started working on JP list.

Meghan is thinking of making a reading list for young adult reading list for Somerville.

Kristin is still planning to make one for Alston. Heather is still planning to make one for

Watertown. Anna still planning for Cambridge.

Allie & Rebecca will start the process and communication resource list this weekend, including books, articles, and websites.

News articles - how do we harvest? connect with media folks already working on this? [heather to send info to frances]

#### Need to update

IDEA - Leave a book drop box at one of the regular locations? Community Church of Boston? Leave a box there that people could bring books to return (and then check them out again). [Heather] Send email to list see if anybody picks up, if not Heather will send to list. [Kristin] will email St. Pauls about getting a drop box.

**IDEA** - Populate daily digest with some of the A-Z library resources that already exist, links to worldcat. [Anyone]

Speaking about A-Z

- Heather MacLean with the Boston Society of Architects depends on what they are looking for. [Heather, Kristin are in touch with other Heather and Common Boston]
- Gordie Fellman/Brandeis Kristin will look him up, also Janet. Rita is also at Brandeis and KP will reach out to them.
  - MIT event requests to repeat [Heather & Meghan]
  - U of Illinois Jan 19 [Anna]
  - -SxSW see what we can do with this. March 9th. Just go and occupy?

The New England Archivists Spring 2012 Meeting will be held on March 23-24, 2012 at Wesleyan University in Middletown, Connecticut. [Daniel asked.Frances will follow up with Jeannette]

http://www.newenglandarchivists.org/meetings/meetings.html#spring

The theme, "DIY Archives," will focus on the practical application of archival techniques. Sessions will cover the DIY-side of preservation techniques, fundraising and grant writings, interacting with the community, interns and volunteers, handling ethical issues, marketing and publishing, online exhibits, and more.

Jeannette Bastian is on the program committee. Any idea about where they are in the program selection process and whether they'd have room for one more?

Proposals were due in November. Maybe email Jeannette? [frances]

**Direct Actions - Dates** 

Where is the library going to be next?

Frances & Heather will be at the GA with books on Thursday. Email the guy to get on Daily Digest. [Heather - Done]

GA on Wednesday - Meghan is going and will bring flyers.

Where are we leafletting?

Somerville Public Library/Occupy Somerville

BPL - [Marcus] is going to coordinate the next date.

Watertown - Heather creating soon. Sunday didn't work out.

Others?

PDFs made of all documents on the wiki - Thanks, Nicole!

H to get a hard drive. if possible submit to FAWG for reimbursement.

Screen printing guild LOVES Kristin's "occupy your mind" image shown on the front of her copies of the BPL reading list. We've been invited to come get shirts/banners printed with the image at one of their guild work days. Contact Jay for next work day? (Next work day not on facebook yet) [Kristin]

Note taking at the General Assembly meeting -

from an email from Matt H. "My initial thought was only that the Library WG be involved in making sure minutes, along with whatever happens with proposals, end up on the

wiki and maybe even the blog. To this point the responsibility's been shared among the facilitators and media and a few other individuals....thought someone might be found within the Library WG who would be more enthusiastic and therefore more diligent in making sure someone is present to take minutes and that those minutes get posted on the wiki. "

a. Has a response been sent?

yes, nothing definite.

b. Volunteers to take notes?

maybe a few.

c. Temp check on taking responsibility for notetaking?

nah.

Procedure for documenting proposals before the General Assembly - [Kristin, Heather]

Though there's sort of a process for submitting proposals and posting the text of passed proposals, it is not always strictly followed and there are gaps in the record of passed proposals. Kristin, Matt Hacker/facilitation? and Heather to talk about this before a GA. Kristin & Heather will talk to Matt on Thursday.

#### Other updates/announcements

Frances - Someone from Harvard emailed the list. Frances reached out to him, and hasn't heard back, but maybe when they come back after the break?

#### Archives outreach

Records survey - Kristin drafted a document about what an archives would be, why we're doing what we're doing, selection of documents and so on. We will review this document during the course of the week. The next meeting, we will try to decide the answers to some of these questions. Maybe in a future meeting, we'll invite other archivists to come to a meeting to give feedback.

Review & discuss document, scope
Plan Implementation
Announce at GA
Coordinate surveys of working groups

Next meeting facilitator: Kristin P

# New Business

**Archive** 

1. What is the desired scope of our archive? What can we commit to?

Breadth

- a. Occupy Boston
- b. A-Z Library
- c. GA, but not working groups
- d. Some working groups

Depth

- a. meeting notes
- b. fliers
- c. anything that fits in the box
- d. larger items included
- e. related specifically to Occupy Boston, or related ideas as well (e.g. Wisconsin Labor Solidarity)
- f. online content
- g. what would we definitely not keep?
- 2. Archiving tweets and email.
  - a. Privacy Concerns
  - b. Legal issues
  - c. Harvesting Method

(tweet archiving tools: <a href="http://web.fumsi.com/go/article/manage/60204">http://web.fumsi.com/go/article/manage/60204</a>)

- d. Storage method and strategy to ensure access over time
- e. Legal issues
- f. Feasibility given resources
- g. Scope (whose tweets do we save and when? always, at timed intervals, during milestone moments?)
- h. Workflow (who does it, how often, where does it live?)
- i. who would have access to tweet archive and how?
- j. what can be learned from the Library of Congress about archiving tweets?
- k. NARA archives email <a href="http://www.archives.gov/records-mgmt/initiatives/email-attachments.html">http://www.archives.gov/records-mgmt/initiatives/email-attachments.html</a>
- 3. As we make decisions about any potential future location for the archive, which decisions need to be made with the GA?

Working groups frequently make decisions for which they are best suited (e.g back end stuff like servers), but involve GA for things that impact others (shift to mayfirst.org) Which of our decisions would impact people outside of our group? Do we have anything that belongs to another working group (or to everyone)?

- 4. Where the archive might be housed (part or all) in the future research needed
  - a. Archives models from other social movements and their mission statement and policies
  - b. Community organizations that could house part or all of the archive. Democracy Center and encuentro 5
  - c. Daniel LaVoie has "experience with collection policies and [is] willing to pay for the preservation and housing of the OB archives collection." further info?
  - d. Special libraries nonprofit, related mission
  - e. Is having our own space completely out of the question?

NOTE: Until we decide: Make very neutral responses to people/organizations who offer to house the collection. If it's in email to the library list, copy the list on your reply so we

know that someone has responded.

- 5. For consideration when deciding whether to give the Occupy Boston Archive to an archive or special collection:
  - a. Would the collection be viewed as a donation and then no longer ours?
  - b. Will they continue to grow the collection or would we? (how would it differ if we weren't collecting it?)
  - c. Would the collection be processed soon? Does that repository have resources to process it?
  - d. What would we turn over? Books, ephemera and some records, the whole thing? (They would weed however they want to and something important to us may be discarded.)
- 6. Oral Histories
  - a. is there an opportunity for a connection with OccupyRadio?