LDL Committee Meeting  
Thursday, June 13 2013, 10AM

ATTENDEES: Marlene Bishop (LSUHSC), Charlene Bonnette (State Library Of Louisiana), Gena Chattin (UNO), Gina Costello (LSU), Leslie Gray (State Library of Louisiana), Elizabeth Kelly (Loyola), Angela Proctor (SUBR), Cyndy Robertson via phone(ULM), Jeff Rubin via phone (Tulane), Kent Woynowski (HNOC), Zehra ‘ZeeZee’ Zamin (LOUIS), Sara Zimmerman (LOUIS)

Chair – Gena Chattin  
Secretary – Elizabeth Kelly

AGENDA

1. Information Sharing (new projects, grants, etc.)
   - Gina Costello: LSU has received a NEH grant to digitize sources relating to free people of color along with the Louisiana State Museum in New Orleans, the New Orleans Public Library, The Historic New Orleans Collection, and Tulane University’s Louisiana Research Collection. LSU has also applied for a third NDNP grant.
   - Angela Proctor: Southern University is digitizing slave narratives to be presented in the fall and has implemented Cuadra software.

2. LOUIS Update and CONTENTdm Update – ZeeZee Zamin
   - LOUIS continues to have regularly scheduled conference calls with both Christian Sarason (CDM Product Manager) as well as Taylor Surface (CDM Global Product Manager).
   - OCLC is migrating CONTENTdm hosted environments to new CentOS operating system. The FIND search engine has already been updated on both the DEV and PROD servers. The website and CDM server are being taken off shared data-storage system and separated. DEV server is schedule for June 24, PROD is scheduled for August 5.
   - As a result of the migration, OCLC found several broken customizations in LDL. LOUIS has been working with OCLC to correct problem. If it is not fixed by June 24, DEV and PROD server updates will not be done on June 24 and August 5.
   - CONTENTdm Update to v.6.4 :
     1. June 11 Tuesday: CONTENTdm 6.4 update for Site 16126 (DEV) – completed !
     2. July 9 Tuesday: CONTENTdm 6.4 update for Site 16313 (PROD)
   - Webinars: LOUIS has held two so far: April 24, 2013 – overview of the LYRASIS Digital Repository service by Peter Murray (LYRASIS), and May 21, 2013 - OCLC webinar on Statistics / Usage Reports by Christian Sarason (CONTENTdm Product Manager).
     - They recommend sites use Google Analytics and provide documentation on how to integrate it in CONTENTdm in today’s CONTENTdm Users Forum.
   - Webinar evaluation – please fill out after attending. Let LOUIS know of any possible topics for webinars, even if not related to CDM.
   - Issues reported to OCLC Support – LOUIS leaves open in Footprints. Institutions should test in v.6.4. and update Footprints if needed.
   - Reminders: participate in CONTENT User Support Forums.
   - LUC 2013 is Oct 3-4 at the West Baton Rouge Tourism and Conference Center.
3. **LDL Strategic Plan Update – Gena Chattin**
   - The plan is still in rough draft form. The committee hopes to meet in July.

4. **Discussion of MOU Revisions – Gena Chattin, Sara Zimmerman**
   - A history of the MOU was given. The current version has never been signed and is an information document only. Sara Zimmerman recommended getting the deans and directors involved with some type of governing board for the LDL since LALINC will not assume responsibility for the LDL. Sara will call the meeting. LDL members should let their deans/directors know that this will be happening.
   - We will wait to talk about Budget/Pricing and revising the MOU until after the meeting with the deans/directors.
   - Ongoing issues with the LDL homepage: Homepage redesign is an important part of the MOU that, without an agreement with LOUIS or the authority to make other arrangements, we cannot update. LOUIS would need to outsource creation of a new homepage. Marlene and Charlene volunteered to look at CDM instances that use the out-of-the-box homepages and compare. CDM sandbox will be used to look at ‘out-of-the-box’ default landing pages.

5. **Possible Committee-specific listserv/Google Drive/shared Web or wiki space**
   - Gena will set up a Google Drive space for the LDL Committee.

6. **Discuss changes to CONTENTdm upgrade/testing procedure**
   - Gena proposed a possible plan for upgrades going forward where committee members would claim certain aspects of the LDL to test and report on to the group during each upgrade. Committee members volunteered to test the following:
     - Images – Charlene & Angela
     - PDF – Jeff & Marlene
     - Compound objects – Kent, Gina, & Gen
     - Landing page changes - Elizabeth
     - CQRs - Gina
     - EAD - Elizabeth
     - OAI harvesting – Jeff
     - Streaming audio – Gena
     - Streaming video – Jeff
     - IP-specific collections – Marlene, Gena, Elizabeth

   Committee members should select collections that represent the above and send to Kent, who will compile a list and send it to ZeeZee. ZeeZee will work with OCLC to add the collections to the DEV server, and then each member will add a few records to their chosen collections and/or make changes to the collection landing page(s).

   The meeting adjourned at 12:30PM. **Next meeting TBD.**