

**SENYLRC  
Digital Advisory Committee  
DATE: December 14, 2006  
MINUTES AND ACTIONS**

**Members & SENYLRC Staff:** Tessa Killian, Janet Diamond, Ron Patkus, John Shaloiko, Helen McLallen, Zack Spalding, Jennifer Palmentiero, John Ansley, Laurie Shedrick, Jane Ward, Helene Tieger, Jerry Henry, Bob Clark, Lynne Miller, Eric Roth, & Christopher Pryslopski

**Guests:** Dr. Karen Smith, Sam Simon, & Muriel Verdibello

**Members excused:** Duane Watson

**Issues/items Discussed:**

Dr. Karen Smith and Sam Simon presented the Joseph F. Schubert Award to John Shaloiko, who accepted the award with his good hand, on behalf of the Council. An award of \$1000 was also given with the award.

Categories & Topics

The “Working Group” reported on the results of their effort to create categories and topics for HRVH site. The list of topics include: Topic, Time Period, Format, and Geographic Area. The committee agreed that the categories were acceptable. After discussing the original list of topics, including Architecture, Agriculture, Art & Music, Business & Industry, Community, Education, Environment & Conservation, Landscape & Nature, Military, Transportation, People, Race & Ethnicity, Recreation, & Work & Labor.

The committee discussed the geographic area definitions and decided to use the Counties as suggested by the Working Group. Ron Patkus asked that a note be made that he supports the inclusion of townships and cities.

The committees suggested changing Community to Community and Events and add the topics Government and Politics and Religion.

Zack will work towards presenting a mock up of the committee’s recommendations. Jen is working on the format issues and getting more examples.

### Communicating to Contributors

Discussion about the implementation of the new fields garnered recommendations for a users group, a blog, or even a refresher course, but no specific course of action was determined.

### Mission & Vision Statements

A mission and vision statement needs to be revised for both contributors and the project itself. The Working group will meet to create a draft. The group agreed that the tagline “*Providing online access to historical materials from New York State's Hudson River Valley*”.

### Quality Control

Policies & criteria for collection and selection of material were discussed.

Image quality criteria will be set better by new standards, but consistency in metadata needs to be reviewed. A revision to the Guidelines and quality control will include a two-tiered review of material before it goes “live” and a prohibition of vendor uploading. These provisions will be included in future contracts.

### Newspapers

Zack reported that he is investigating alternative platforms for the newspaper database.

## **Actions/Recommendations**

A motion to adopt the list, but change Community to Community and Events and add the topics Government and Politics and Religion, was Made by Helen McLallen and seconded by Bob Clark. The committee was unanimously in favor of the motion. The motion passed.

**Next Meeting (Date and Time):** Next meeting date will be set after the “Working Group” meets.

### Items for next agenda

Web sites that could be linking to HRVH for better exposure

How to spend \$1,000 award money

**Meeting End Time:** Meeting adjourned 3:40