



DS Remote Board Meeting

21 August 2020

12:00-1:00 pm Pacific/3:00-4:00 pm Eastern

Minutes

Attendees: Lynn Ransom, Lynne Grigsby, Cherry Williams, Debra T Cashion, David Faulds, Vanessa Williams, E.C. Schroeder, Lisa Fagin Davis (except during vote for adding to board), Emma Thomson

Absent: Janine Pollock

I. Old Business

A. Proposal to give Lisa FD an ex officio seat on the Board as Chair of the Advisory Council

Cherry Williams makes a motion to invite Lisa FD to sit on DS board ex-officio as Chair of Advisory Council; E.C. Schroeder seconds; by unanimous vote, motion approved.

B. Annual Meeting:

1. Agreement on dates and times for the fall Board (1 hr) and Annual (2 hr) meetings to be held remotely, Sept 24 and Sept 25

Agreed times: Board Meeting: Thursday Sept 24th, 8am/11am to 9am/12pm

Annual Meeting: September 25th, 10am/1pm to 1pm/3pm

2. Reminder of reports to Prepare for Annual Meeting: Official Reports to prepare for Annual Meeting: Executive Director (Debra), Treasurer (E.C.), Membership (Vanessa) Cornell University, New York Academy of Medicine, St. Louis Public Library), Technical Host (Lynne G.), DS 2.0 (Lynn Ransom)

Debra asked for written reports or outlines to save discussion time at meeting

C. Report from Lynne Grigsby about the possible extension of support for the current DS database at Berkeley

Berkeley still accepting data but only using BatchLoad spreadsheet, designed for large batches of records and images at the same time

Lynn Ransom questions whether we should add new data, VW agrees. Debra has concerns about supporting existing membership and encouraging new membership during transition to DS 2.0; Lynn Ransom to address this in annual meeting report

Vanessa Wilkie's 3 benefits to members:

- 1) be part of consortium to support ms studies
- 2) give data now using metadata template
- 3) participate in planning of DS 2.0

II. Board Participation and Support during project

Building the subcommittee (currently LR, DTC, LFD, ET, Liz Hebbard of Peripheral MSS)

DTC wants to ask Ray Clemens to join; EC supports this; Debra will contact Ray

Subcommittee will keep the work moving on a weekly basis

Regular board meetings (monthly or quarterly?)

12PT on Friday seems good for a lot of people

We need to think about future support for DS

LR reminds board that important work is thinking about the next step, the implementation.

Board agrees to monthly meetings on a predictable schedule.

A. Workplan Review:

<https://docs.google.com/document/d/15jMow5V7HBDDUH-nyzmvXzLNbmFSY7DI2QxwyuXaUQc/edit?usp=sharing>

Workplan reviewed by Emma Thomson; ECS notes that things are much slower now because of COVID--need to remain flexible; DTC asks about money originally budgeted for in-person meetings; LR suggests this could be used for no-cost extensions.

B. Thinking about future support and partnerships...

III. Member Survey

A. Draft:

https://docs.google.com/forms/d/1jRFdUTyjteYquS6N42apWiQQcx9_98TLEao1RMqgl7o/edit

Discussion includes who to target; DTC suggests survey should include DS Associates and potential participating institutions; E.C. suggests that survey should focus on institutions, not individuals, with one contact per institution; LFD will send Debra copy of spreadsheet for Conway-Davis Directory to attempt to integrate with "dsall" mailing list.

II. Planning Meeting

A. Date: Early October?

Week of October 5-9, remotely in separate time slots.

B. Suggestions for how to do it?

- a. Sample agenda submitted with grant proposal:
<https://docs.google.com/document/d/10t34Bx9wdcOIM-PQoQ-Z1jq8Lt22PiFw7PiCK2bCvqY/edit?usp=sharing>
- b. Original plan for multi-day in-person meetings will need to adapt to multiple remote meetings, perhaps all in the same week
- c. How to organize remote meetings--by topic?
- d. DS 2.0 Subcommittee will meet ASAP to organize planning meetings and suggest dates and times