



Digital Scriptorium

Digital Scriptorium Annual Meeting
12 October 2022
12:30-2:00 pm EDT

Remote Meeting via Zoom

DS Board of Directors

Lynn Ransom, President & Executive Director
David Faulds, Secretary
Vanessa Wilkie, Treasurer
Lisa Fagin Davis, Chair, Advisory Council (ex officio)
L. P. Coladangelo, DS 2.0 Project Manager (ex officio)

Janine Pollock, Vice President & Deputy Director
Susan Steuer, Member Services Representative
Tamar Evangelestia-Dougherty, Director at Large

Meeting Recording: <https://youtu.be/1wXQ4oDgBks>

In attendance: David Faulds**, Lynn Ransom**, Janine Pollock**, Sue Steuer**, Vanessa Wilkie**, Lisa Fagin Davis, L.P. Coladangelo, Debra Cashion, Lea Luecking Frost*, Emily Runde*, James Marrow, N. Kivilcim Yavuz, Joel Silver*, Cherry Williams*, Chris Barbour*, Amey Hutchins, Conrad Lochner, Scott Ellwood, Martin Antonetti, Megan Kelly, Elspeth Healey*, John Overholt*, Maureen Maryanski, Sara Powell, Matthew Haugen, Andrew Hicks, Elizabeth York, Toby Baldwin, Megan Constantinou*, Alison Freyermuth, Doug Emery, Amy Pickard* (31 attendees)

(* = Voting Member Representative; **DS Board Member and Voting Member Representative)

AGENDA

CALL TO ORDER & WELCOME: Lynn Ransom

Introduction of the agenda.

REPORTS

- Director's Report: Lynn Ransom (<https://youtu.be/1wXQ4oDgBks?t=212>)

Report on the year's main issues of the project. The Director announces that we are weeks away from launching a publicly accessible beta version of DS 2.0, opening a new era for Digital Scriptorium. The establishment of DS as a tax-exempt non-profit 501(c)(3) organization, allows DS to move away from a host and to be independent and more transparent. Moreover, the more frequent meetings with the member institutions of DS allowed for more focused attention to the needs of libraries. Today's meeting will present two prospective members: the Buffalo and Erie County Public Library, and the Smithsonian Libraries, and a returning member, the Harry Ransom Center at the University of Texas at Austin.

The focus of next year will be increasing membership to ensure economic stability; a review of fee structure for membership (including the creation of Supporting Members, who provide higher financial support); seek further funding opportunities for DS 2.0 and programming.

Thank you to the Board of Directors for their work. Moving to the following report.

- Treasurer's Report: Vanessa Wilkie (<https://youtu.be/1wXQ4oDgBks?t=638>)

2022 is a year of transition, moving away from UC Berkeley, which used to manage all DS's membership dues. The board maintained a checking and saving account with minimal activity. At the June 2022 DS meeting at Penn, the board voted to become financially independent. The only exception to DS's complete independence is the bridge funding raised in the last fiscal year, under the control of Penn, and used to pay the DS project management salaries and DS 2.0 expenses. The bridge funding is \$40,000. Once the funding is depleted, DS will be completely independent and responsible for its financial management. In June 2022, the board voted to establish the Supporting Membership, where larger institutions may pay a flat membership fee of \$3,500. All 30 member institutions received invoices on 19 September 2022. DS collected \$15,000 in membership fees, with \$25,750 still outstanding.

The board anticipates future recurring expenses to be minimal for the rest of this year. However, DS expects one large-scale expenditure in the coming year: \$20,000 for the interface, which will be covered by bridge funding. In addition, on 2 January 2022, DS received an anonymous donation of \$30.

As of today, Digital Scriptorium's bank account balances are: in the checking account, \$13,686.68, and in the savings account, \$10,005.18.

- Member Services Report: Sue Steuer (<https://youtu.be/1wXQ4oDgBks?t=831>)

Welcome to the three members joining DS 2.0 (the Buffalo and Erie County Public Library, the Harry Ransom Center, and the Smithsonian Institute libraries). Besides the already mentioned supporting membership category, there is also the potential Anchor membership, for those institutions who might need support in cataloging their materials. This category would help the consortium's aspirations to promote manuscript study and accessibility to pre-modern manuscripts.

- Advisory Council Update: Lisa Fagin Davis (<https://youtu.be/1wXQ4oDgBks?t=984>)

Greetings from the Advisory Council and the Advisory Committee, represented by Lisa Fagin Davis. The Advisory Committee regularized the term limits for three years. Two members are leaving for the end of their terms – Bill Stoneman and Barbara Shayler; two members are instead joining – David Gullo and Kivilcim Yavuz. Remaining on the committee are Lisa Fagin Davis, Elizabeth Hebbard, Eric Johnson, and Consuelo Dutschke.

No questions. Moving to the next point on the agenda.

NEW MEMBERSHIP APPROVAL (Sue Steuer) (<https://youtu.be/1wXQ4oDgBks?t=1223>)

- Harry Ransom Center, University of Texas-Austin (Aaron Pratt)
- Buffalo and Erie County Public Library (Amy Pickard)

- Smithsonian Libraries (Tamar Evangelestia-Dougherty)

12 votes to approve; 0 to not approve. New members approved.

BOARD OF DIRECTOR ELECTIONS (Janine Pollock) (<https://youtu.be/1wXQ4oDgBks?t=1320>)

- Election of New Board Members:

3-year term (renew): Tamar Evangelestia-Dougherty (Smithsonian Libraries), 12 votes

1-year term: Aaron Pratt (Harry Ransom Center, University of Texas-Austin), 12 votes

3-year term: Emily Runde (Columbia University), 12 votes

12 votes to approve; 0 votes to not approve. Positions approved.

DS 2.0 UPDATES (<https://youtu.be/1wXQ4oDgBks?t=1637>)

L. P. Coladangelo and Doug Emery: Presentation and Discussion

Greetings. Updates on the timeline.

The project is still on schedule. Doug Emery developed a local version of the prototype; although still not publicly available, the prototype seems to work as intended. The user interface is now in development and will be available in early 2023; by the end of this year, the prototype should be able to move to the beta version. Following is an overview of the single items discussed in the timeline.

A part of the work was to check that nothing was lost during the migration from the Berkeley-hosted Digital Scriptorium to the new version, a move necessary to preserve records and to provide a bridge for users who want to still use them in the new system. This required the creation of a community on Zenodo, a CERN-funded project that supports hosting of open access to data sets. Each institution's DS has a separate archive for its data on Zenodo, with a zip file each for the HTML and image data, a zip file for the PDF, and a zip file for the XML data. Additionally, Jesse Dummer has uploaded all PDFs of all DS legacy descriptions on the Internet Archive in the Digital Scriptorium account.

Example of conservation of image hosting on the Internet Archive. Among other things, the Internet Archive provides an IIIF manifest for each image and a generic URI, which can be used in an IIIF-compliant image viewer, such as Mirador, to obtain all of the functionality of IIIF free of charge. This is especially valuable for institutions without their own host platform. All the metadata repository of legacy data is on [GitHub.com/DigitalScriptorium](https://github.com/DigitalScriptorium).

Over the past year, most of the work aimed at processing source data and enriching it into the prototype Wikibase instance following the link data model. Enriching the data means going through vocabularies such as the Getty Art and Architecture Thesaurus for geographical places or FAST. The data extraction and data ingestion processes have continued to progress and are nearly complete for the generation of new DS records in the Wikibase instance. In addition, DS IDs for manuscripts and DS name IDs for people and

organizations are now integrated into the system, with permanent identifiers for citation purposes and for linking. Visual example of the system for a manuscript from the University of Kansas.

Soon members will be able to look at the data and the system at work. At that point, members will be contacted about the process for accepting and adjusting manuscript records. This direct communication will explain how the system will work for future changes in the records and additions to them. Work is still necessary for two remaining data fields: the dated field (whether a manuscript has an internal date) and the uniform title field. Additional work will be required to accept data from members who do not have MARC XML, TEI XML, and the legacy DS METS data from the Berkeley database.

Another step in enriching the data is refining name authorities. This was made possible through the work of L.P. Coladangelo and Mario Sassi at Penn – the latter through a Delmas Foundation grant. The process entailed reconciling names in wikidata, manually reconciling them when the automatic process could not, and creating new wikidata authority names by linking them with other authority vocabularies. Some of these names have already been added to wikidata, and others will soon.

The following two significant developments in the agenda are Wikibase.cloud and the public website, both happening during the fall. Wikibase.cloud is a Wikibase-hosted service that Wikimedia Germany offers. D.S. now has an account and will be able to host the Wikibase instances there, which would improve the security of the whole system. As for the public interface, the work is happening in collaboration with Ben Bakelaar's firm Human Experience Systems. The goal is to have the search and browser interface available in early spring of 2023. The application is Rails Blacklight, backed by Solr. Blacklight allows for faceting, both faceting searchable text and advanced search features.

The next steps are: starting the beta version of DS 2.0 with new data in the system (beginning with the legacy data) by the end of the year; having the members ready to share updated MARC records if available, or other kinds of records in other formats (they will be contacted directly); remember to pay the membership dues; update rep information or contact information if needed.

Question 1: When will D.S. 2.0 be ready to be accessed by a larger audience?

Answer: if the users are accustomed to wikidata, they could already find the beta version useful. The full version will arrive later.

Question 2: What percentage – within the test data of name authorities – requires manual input?

Answer: It is not a bottleneck in terms of ingesting the data, but rather in terms of the enrichment of the data. They will be on the system but might not link to a wikidata entity. The automatic process is improving and will be able to catch more names as it ingests more of them; most of the manual input finds names easily. As for the percentage, two-thirds are automated; one-third are manual.

Lynn Ransom: Some of these names run parallel to DS and SDBM. The working group for name authorities related to pre-modern manuscript projects might help add names to wikidata and thus help DS 2.0 in finding authority names. Still, a lot of work is needed on names in non-Western traditions.

Next is Amy Picker, Rare Book curator of the Buffalo and Erie County Public Library.

VIRTUAL COLLECTIONS VISIT (<https://youtu.be/1wXQ4oDgBks?t=3918>)

Amy Pickard, Buffalo, and Erie County Public Library

Greetings. Background on the participation of the Buffalo and Erie County Public Library in Digital Scriptorium. The process of digitizing manuscripts is underway. The library holds 41 items (Western and non-Western manuscripts), primarily single leaves and music-related. Only some of these items are in De Ricci.

Followed by Q&A.

ADJOURNMENT: 1:53 pm (<https://youtu.be/1wXQ4oDgBks?t=4796>)

Vanessa Wilkie submitted a motion to adjourn the meeting; Sue Steuer seconded, and all approved.

Minutes approved:

Approval of minutes moved:

Motion seconded:

Votes:

Signed by David Faulds, Secretary, Digital Scriptorium Board:
