

Indiana Digital Preservation (InDiPres)
Annual Membership Meeting
Friday, August 20, 2021, 10am-12pm
Zoom: [Join Here](#)

ATTENDANCE: Heather Rayl, Vigo County Public Library; Cinda May, Sisters of Providence; Justin Clark, Indiana State Library; Emily Bunyan, Knox County Public Library; Amanda Hurford, PALNI; Jordan Orwig, Sullivan County Public Library; Eric Spall, Lebanon Public Library; Jamie Wilson, Indianapolis Children's Museum; Janice Gustafarro, Butler University; Tricia Gilson, Bartholomew County Public Library; Ryan Roberts, Rose-Hulman Institute of Technology (arrived late)

MINUTES

- I. Financial update from Indiana State Library [Justin puts this in]
 - a. 2021-2022 Fiscal Year so far
 - i. As of July 2021, Indiana Digital Preservation (InDiPres) has an account balance of \$15,703.56. This total includes a balance increase of \$2,100 from 2020-2021 membership fees of member institutions and a payment of \$9,400 to Educopia (MetaArchive) for services. Outstanding invoices from the 2020-2021 membership cycle includes \$1,050 (\$350 each) from the American Legion, Butler University, and DePauw University (membership fees). Outstanding bills from the 2018-2019 membership cycle include \$10.03 from the Parke County Public Library (storage fee) and \$325 from the Bartholomew County Public Library. Outstanding bills from previous membership cycles include \$136 from the Bartholomew County Public Library (prorated membership fee for 2018). Invoices for 2021-2022 memberships will be sent out in August 2021. Invoices for 2020-2021 storage fees will be sent as soon as we receive an invoice from Educopia for storage costs relating to MetaArchive.
 - b. New Finance Structure
 - i. The Indiana State Library Foundation will have a dedicated bank account to InDiPres finances, to alleviate confusion and streamline finances.
 - c. 2022-2023 Fiscal Year
 - i. WV3 Partners will be responsible for membership costs starting in 2022. Justin Clark will contact them this year to let them know when 2021-2022 membership invoices are sent.
- II. Project Update: What exactly has been happening in the past year and a half?
 - a. Archival Node Switch from ISU to Butler U.

This process took time to arrange, and had some initial technical difficulties.

- b. Organizational Struggles and Leadership Changes
 - MetaArchive hit pause on ingest for several months as they went through a re-organization. Soon after, the COVID-19 pandemic through workflows into disarray. Meanwhile, InDiPres chair resigned in April 2021. Leaving a leadership vacuum in the organization.
 - c. Renewed Commitment to Partners
 - i. How can you start actively using the replicated storage of MetaArchive?
 - Butler University is available to once again accept bags for ingest. They will accept bags on an external drive. They also have an online file transfer system to test. Contact Janice Gustaferra with questions and timelines.
- III. Leaner organizational structure & governance policy
- a. Discussion of Changes
 - Changes to membership costs (has been in the works since 2019, addition for the withdrawal of members, renewal of members and acceptance of new members, changes to steering committee to consist of Past-Chair, Chair, and Chair-elect. Removal of standing committees, allows for ad hoc committees as needed.
 - b. Vote to Approve
 - J. Clark moved to accept the Governance Document as presented. H. Rayl seconded. 11-0-0. Motion passed.

 - J. Clark will serve as Chair, A. Hurfurd will serve as Past-Chair. Currently seeking a Chair-elect who will be Chair in 2022.
- IV. What does the future of InDiPres look like?
- a. Discussion: What do our partners want out of InDiPres? How can we make it easier?
 - Comment from J. Wilson needing help to get started with Bagger in order to prepare material for ingest. J. Clark and J. Gustaferra both offered assistance and guidance on using the program.
- V. Open Floor
- VI. Adjournment. Meeting Adjourned at 11:12 am ET.