

IMLS Grant Conference Call—April 14, 2004

1. Jim Rettig reported that the project's first semi-annual report to IMLS was submitted on March 31, 2004. The only feedback he has received was instruction on submitting future reports to an IMLS reports e-mail address rather than to the program officer's e-mail address.
2. Bob Kenzer reported on his student's examination of the contents of the *Richmond Dispatch*. There is not the uniformity previously supposed in the contents of some parts of the paper over a single week's daily issues. This means we need to devise another strategy for what to digitize from the *Richmond Dispatch*. The good news is that many issues have fewer pages than had been assumed.
3. The group examined sample images from both ByteManagers and Digital Divide. It also compared metadata generated by each company. The group decided that the project should go to ByteMangers. [Since both vendors have submitted additional information. Rachel Frick, Jim Rettig, and Greg Crane are examining this.]
4. Jim Gwin reported that the remaining needed microfilm reels for all three papers have been ordered and should arrive soon. [They have since arrived.]
5. Bob Kenzer reported that he has received permission from the UNC Press to digitize in its entirety *Richmond at War: The Minutes of the City Council, 1861-1865*. This is the most significant of the Richmond supplementary materials.
6. Bob Kenzer shared his ideas about the one-day academic conference planned to be held in the fall. Kerry Lattimore, a UR alumnus and a faculty member at Trinity University, has studied the free black population in Richmond and is willing to participate. There is a significant number of specialists on the period in and near Richmond. Several writers of historical fiction who do extensive research into the Civil War era for settings for their novels can bring their perspective about the value of various primary records for their work.

Pat Schoknecht is working with Bob on logistics for the conference.

Jim Rettig will have Tim Edgell poll the group about dates when the conference can be held.

Bob Kenzer will start talking with staff at the Museum of the Confederacy, the Library of Virginia, and the Virginia Historical Society to identify supplementary materials in their collections.

7. Jim Rettig briefly discussed his outcomes assessment primer document. He will convene a meeting of the Richmond group to identify intended outcomes. Then a smaller team will work on identifying data sources, inputs, outputs, etc.
8. Greg Crane reported that he is in the process of hiring at Tufts. He has identified potential candidates and will have a clearer picture by the end of May.
9. Rachel Frick discussed the possibility of meeting at the ALA Annual Conference with members of the Utah and Colorado project teams. She will pursue this further. The conference will be held in Orlando in late June.