# Report of the MOBIUS Digitization Committee

June 14, 2021

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**This report covers tasks and activities undertaken during the period June 2020 through June 2021. This is an annual report.**

**Date of last meeting:**  March 29, 2021

**Date of next meeting:** TBD

## SUMMARY OF ACTIVITIES

### Action Items Completed:

* VITAL software implementation project participating libraries received notification of funding from Missouri State Library LSTA grant award on May 27; MOBIUS Board of Directors voted to pay for required financial match.
* Vital software and implementation services were ordered on July 6.
* MOBIUS’ first Vital implementation meeting with Innovative was on August 4.
* The first Vital training session provided by III took place September 15, 2020, with 27 participants in attendance.
* Mentoring program and monthly webinar series was launched in fall 2020. Northeast Document Conservation Center (NEDCC) was selected as consultants to help structure training on best practices for digitization (not software-specific).
* MOBIUS office verified contact information at participating libraries and set up a Basecamp project for MOBIUS and Innovative to coordinate the project.
* Two-part wrap-up mentor-mentee workshop was held in April 2021
* Data was migrated for 5 libraries with legacy data
* Training on Vital was provided for the remaining libraries. All participating libraries were provided with access to Vital!

### Action Items In-progress/Pending:

* Joint meeting of the Digitization Committee and the Vital libraries - May 24
* Letter of Intent submitted to the Missouri State Library:
* Planning for a Year 2 grant, envisioned to encompass:
* Outsourced digitization of some commonly held types of materials
* Continue mentoring program
* Help libraries advocate for their digitization programs on campus and with donors
* Work on campus-specific parameters for digitizing yearbooks and student newspapers (any restrictions on what can be made publicly available?)
* Additional file storage

In April, Emily Jaycox, Donna Bacon, + Stephanie Ruhe sent a Letter of Intent to the Missouri State Library (precursor to all digitization grant applications).

State Library replied:

* Would libraries welcome mobile digitization kits (new program under consideration by MoStateLib)? Or would outsourcing still be a better solution?
* Asked other questions about timing, permission to share with DPLA, joining MissouriHub, other admin questions.

Meanwhile, NEDCC consultant Sean Ferguson (who created the mentoring program) and Stephanie Ruhe both accepted other positions.

NEDCC won't have a consultant available to work with MOBIUS until Spring 2022.

At the joint meeting to update the Digitization Committee and the Vital libraries, consensus among those attending was:

* Outsourcing is more helpful than mobile digitization kits to 5 libraries who spoke up.
* One library that we know of is acquiring their own scanner with MoStateLib funds.
* At this juncture, it makes sense to wait until the Missouri State Library's normal digitization grant cycle (Letter of Intent in Jan, grant application in Feb).