

COLLECTIONS AT RISK

Society of Florida Archivists
2021 Annual Meeting



May 5 - May 7, 2021
All Events Held Virtually

General Meeting Information



The 2021 Society of Florida Archivists Annual Meeting is entirely online.

Zoom links for each day's events are on the SFA website.

To access Annual Meeting events, sign on to the Annual Meeting website at <http://www.florida-archivists.org/2021-SFA-Annual-Meeting>.

Zoom links will remain open for the entire day's events.

If there are problems with the link, check the SFA website for additional information.

If you have any issues during the conference, please do not hesitate to reach out to any of the Annual Meeting Committee members for help:

Email:

David Benjamin - David.Benjamin@ucf.edu

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David Benjamin: (407) 823-2788

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Thank you for your patience. This is a first for everyone, including us!

The 2021 Annual Meeting Committee

WEDNESDAY, MAY 5

All events on Zoom



9:00 AM - 9:15 AM Information about the Virtual Meeting

Please Note: The 2021 Annual Meeting is entirely online. Zoom links for the meeting are on the SFA website. To access, sign on to the SFA Website at: <http://www.florida-archivists.org>.

9:15 AM - 9:45 AM Welcome

SFA President: Tyeler M. McLean

Annual Meeting Committee Members: Laura Douglass Marion and David Benjamin

SESSION #1

10:00 AM - 10:30 AM



Small Collections and Records of Enslavement and Sharecropping in Florida State University Special Collections and Archives

Kristin Hagaman: Graduation Assistant, Florida State University Libraries

Adam Hunt: Research Services and Collections Association, Florida State University Libraries



This presentation is a case study on processes of identifying and promoting overlooked items in collections. Initiation of ArchivesSpace's space calculator drove a project in the Summer of 2019 to consolidate instance locations for single top containers housing multiple archival collections. Simultaneously, we physically reviewed each collection, took preservation actions when necessary, and consolidated collections to use physical storage space more efficiently. Coinciding with the 400th anniversary of the arrival of enslaved people to the Jamestown Colony in the Fall of 2019, we identified collections that document enslaved people and sharecropping in the Tallahassee locale and surrounding counties. This work created opportunities to present several of the small collections through instruction, a collaborative digital exhibit, and a research guide, and facilitate access through preservation and rehousing. While the pandemic brought a halt to some of this work, the shift to virtual instruction allowed us to continue teaching with this material through Canvas. The case study aims to provide a holistic model for increasing visibility and use of collections obscured by previous practices of description and processing.

SESSION #2

10:45 AM - 11:15 AM



ALMAost There: Making Archives Discoverable in Alma and Primo

Jay Sylvestre: Rare Book Librarian and Public Services Coordinator, University of Miami Libraries

Elliot Williams: Digital Initiatives Metadata Librarian, University of Miami Libraries

The University of Miami Libraries migrated to Alma & Primo in 2016. During and after the migration, we put special consideration into the discoverability and accessibility of archival and special collections materials in Alma. This presentation will discuss how we worked together across the Special Collections and Metadata & Discovery departments to ensure that our Primo system met the needs of archives users and staff. We will explore some specific changes we made to our Primo configurations, as well as some of the trial and error processes that we went through along the way. The presentation will provide examples of the types of conversations that archives staff and systems & discovery staff can have together to make sure that archival and rare materials are as easy to find and use as possible.



11:15 AM - 12:00 PM Morning Coffee Chat

Join us in a Zoom "coffee break!"

12:00 PM - 1:00 PM Lunch

Lunch on your own



The Cordova. West Façade
Image courtesy of Special Collections & University Archives
University of Central Florida Archives



Image courtesy of Special Collections & University Archives
University of Central Florida Archives

WORKSHOP

1:00 PM - 4:00 PM



Strategic Collections Care: Developing Preservation Plans for Collections
Open to all conference attendees

Laura Hartz Stanton: *Executive Director, Conservation Center for Art & Historic Artifacts*

The best way to recharge a collection care practices is with sound planning that provides strategic direction. Preservation planning is best approached as a two-tier system. Archives should first receive preservation assessments and then move to developing a preservation plan, which serves as a strategic plan for collections care. In the preservation plan, the goals and objectives of the preservation assessments are prioritized into action plans. In a long-range preservation plan, recommendations of collections assessments are prioritized, frameworks for implementation established, strategies developed to reach measurable benchmarks, and responsibilities are assigned.

In this collaborative, interactive, and exercise-based workshop archivists will learn:

- Methods of assessing and prioritizing preservation needs.
- Components of an effective preservation plan.
- How to design effective implementation strategies and establish realistic benchmarks.
- How to advocate for preservation planning within their organization.

A link to brief pre-workshop readings and helpful resources will be provided prior to the program.

4:00 PM - 4:30 PM Afternoon Chat Room and Day 1 Debrief



Image courtesy of Special Collections & University Archives
University of Central Florida Libraries



Potter's Wax Museum
Image courtesy of State Archives of Florida

THURSDAY, MAY 6

All events on Zoom



9:00 AM - 9:15 AM Welcome and Housekeeping Information

Please Note: The 2021 Annual Meeting is entirely online. Zoom links for the meeting are on the SFA website. To access, sign on to the SFA Website at: <http://www.florida-archivists.org>.

SESSION #3

9:15 AM - 9:45 AM



Preserving UF's Graduate Student Scholarship: Preparing Theses and Dissertations for Off-Campus Move

Sarah Coates, CA: *Interim University Archivist, University of Florida Libraries*

This presentation will discuss a project completed by the University Archives at the University of Florida's George A. Smathers Libraries to prepare all of its 36,000+ theses, dissertations, and projects-in-lieu-of-thesis (TDP) to be moved to off-site storage for better preservation and protection of the materials. These TDP are currently stored in a room with storage conditions that include temperature and humidity fluctuations and are slated to be moved to our temperature-controlled off-site storage facility in the near future. This move is necessary to better protect the scholarly output of UF's graduate students, especially since the University Archives copy of a TDP may be the only copy in existence. This presentation will include a brief overview of the project and its parameters, the workflow established for the project, and lessons learned. The presentation will also include a discussion of how this project identified the risks involved in cataloging and storage issues, and how this project mitigated these risks. It is hoped that this presentation will help others who have large projects be able to plan them more easily and be able to better protect and identify materials at risk.

SESSION #4

10:00 AM - 10:30 AM



Oral History Access, Or What To Do With All These Interviews: A Case Study

Georgen Charnes: *Archivist-Librarian, Boynton Beach City Library*

While there are many excellent resources on oral history, most focus on the creation of the interviews and relegate the post-interview processing to a single sentence: "Deposit in your local archive for professional cataloging." In this presentation, Georgen will discuss some of the issues faced with providing access to oral histories and offer an example of one technique.

KEYNOTE

10:45 AM - 11:30 AM



Archives as Indispensable Community Institutions

Dr. Josh Goodman: Archives Historian, State Archives of Florida

12:00 PM - 1:00 PM Lunch

Lunch on your own

1:00 PM - 2:00 PM Society of Florida Archivists Business Meeting

2:00 PM - 3:00 PM Afternoon Chat Room and Day 2 Debrief

HAPPY HOUR

6:00 PM - 7:00 PM

SFA Annual Meeting Happy Hour!!

Zoom Chat - but the fun kind!



Flooded St. Augustine street after 1944 hurricane
Image courtesy of the State Archives of Florida



Tourists receiving water at the Fountain of Youth
Image courtesy of the State Archives of Florida

FRIDAY, MAY 7

All events on Zoom



9:00 AM - 9:15 AM Welcome and Housekeeping Information

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SESSION #5

9:15 AM - 9:45 AM



Taking Outreach Online

Katherine Labuda: Librarian and Archivist, Miami Dade Public Library

Miami-Dade Public Library System's Division of Special Collections & Archives holds rare and irreplaceable historical documents for the benefit of the public and scholarly community. The collections we oversee include the Helen Muir Florida Collection, 16mm Film Collection, Cuban Collection of Rare books & Ephemera, Genealogy, Vasari Project, and Rare & Antiquarian books as early as 17th century. It is the primary goal for the collection to provide the public with the contents of the vault, at their request. Its collections include rare books, original manuscripts, over 18,000 photographs, prints, artifacts, audio visual resources, and electronic media. With in-person outreach and events put on hold during the past year, the Special Collections and Archives Department at Miami Dade Public Library System sought out new ways to engage and interact with the public. Through targeted zoom sessions we were able to engage with and educate local teachers and students about using primary sources in the classroom and local history. The success of these programs has inspired a new initiative to continue these sessions as a monthly event that will be crafted to meet the needs of educators.



Visitors on the footbridge at St. Augustine Alligator Farm
Image courtesy of State Archives of Florida



Dolphin leaping through a hoop at Marine Studios
Image courtesy of State Archives of Florida

SESSION #6

10:00 AM - 11:00 AM



Hitting the Gas: Implementing New Tools for Improving Still Image Digitization Efficiency and Public Engagement

Will Cobb: *Digital Projects Assistant, Revs Institute*

Bryan Gable: *Special Collections Assistant Coordinator, Revs Institute*

Chris Stephensen: *Digital Projects Assistant Librarian, Revs Institute*



Revs Institute® is a 501(c)(3) not-for-profit museum, library, and archive with a growing online digital library currently consisting of over 600,000 images. In 2019, Revs Institute successfully brought still image digitization in-house and refined the digitization and metadata creation processes to create more streamlined systems. By implementing tools such as Capture One, OpenRefine, Adobe Spark, STORY, and more into the workflows, staff provide access to collections more efficiently than before.



Revs Institute houses a wide range of materials in a variety of forms, including artifacts, artwork, blueprints, hard drives, manuals, manuscripts, moving image film reels, sales literature, still images, video cassettes, and more. Revs Institute places special focus on still image digitization in-house and has over a million negatives and transparencies in the collection, following FADGI 4 Star guidelines for optimum digitization and preservation of images. After digitization, extensive metadata from primary and secondary sources supplement the images, focusing on Revs Institute's goal of providing accurate information to maintain accessibility to the collections while keeping an eye on efficiency. To share these collections with the public, Revs Institute has created a series of digital online exhibits and released a mobile app, which presents new opportunities for Revs Institute to engage with audiences around the world.

During this presentation, Revs Institute staff will discuss these new tools and processes that allow the team to maintain a consistent image digitization and content upload schedule, enabling staff to create and promote access to our wide-ranging and relevant research collections. Revs Institute staff will also explain how adding new physical and digital tools have allowed Revs Institute to expand capabilities for current and future projects and initiatives. Allowing staff to do more with the same amount of resources, Revs Institute staff will discuss the benefits of introducing new technologies and capabilities to workflows.

11:30 AM - 12:00 PM Afternoon Chat Room and Meeting Wrap-Up

2021 ANNUAL MEETING SPONSORS



We wish to acknowledge and thank our Annual Meeting Sponsors



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