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Library Services and Technology Act

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BUDGETS

6 Month Program Narrative Report
LSTA Form 7

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This report is due no later than January 30. Note that failure to submit this report within the timeline of the grant program could jeopardize receipt of the final 10% grant payment. Submit ORIGINAL (*please sign in blue ink*) and TWO copies of the report to:

California State Library
Fiscal Office – LSTA
P.O. Box 942837
Sacramento, CA 94237-0001

Date: January 27, 2010

Grant Award #: 40-7357

1. Grantee Kern County Library
2. Project: Local History Digital Resources Program
3. Describe significant events of this project report period. Relate activities to specific project objectives. Attach project statistics, publicity, publications, etc.

The goal of this project is to select and identify 200 photos for digitization and storage on the Califa, California Digital Library (CDL) and Kern County Library websites. Project Coordinator Chris Livingston, Librarian I, reviewed the project documentation including the LHDRP Project Handbook 2009-2010. He also attended the web-based conference call "kick off meeting" on July 21, 2009. On July 24, 2009, Chris attended the InfoPeople workshop "Minimizing Legal Risks in Digitization Projects." On September 11, 2009 he attended the "LHDRP Scanning and Metadata" workshop in Rohnert Park, California. Finally, on 12/11/09 Chris and David Meeks, Librarian I, Project Assistant, attended the ContentDM workshop at OCLC in Ontario, California.

A community partnership was developed where members of the community, who are experts in the community's history, were invited as a group to assist in the selection and identification of photos to be digitized. People who attended represented the community in general as well as organizations such as the Kern County Historical Society, the Kern County Museum, and the Kern High School District. The meeting was successful in that we were able to make the necessary metadata identifications as well as identify rare and unique photos. We have had one meeting so far and will have additional meetings throughout the grant cycle.

Twenty photo negatives were selected and shipped via UPS to Northern Micrographics on October 16, 2009. There was a concern that developed when it was noticed that after the package was shipped via United Parcel Service (UPS), UPS did not update the tracking status. Mr. Livingston was able to verify the delivery of the package after contacting Tom Connelly at Northern Micrographics.

Eighty-seven photo negatives were selected and shipped via UPS to Northern Micrographics on November 13, 2009. All scans were acceptable.

Ninety-three photos and negatives were selected and shipped via UPS to Northern Micrographics on January 6, 2010. Due to inadvertent entry errors in the Northern Micrographics' data entry tool which

will soon be revised, 66 items were rejected due to "wrong material type and physical description." The photos will be resubmitted with the necessary corrections on February 19, 2010.

Identification of metadata and copyright status is ongoing.

4. Outline planned activities for the next 6 months. Note: if these differ from activities proposed in the application for this period.

I. Continue to determine copyright status on remaining photos.

II. Complete 5-10 "sample" ContentDM objects and send to the CDL for review.

III. Complete data entry into ContentDM.

IV. Plan for equipment and software purchases for ongoing digitization program.

V. Begin promoting and publicizing the finished project to the community.

VI. Present a sample to the above mentioned community partnership for review.

5. Is the project on schedule as described and approved? yes no
Is the project within budget as approved? yes no

If either box is checked "no", describe what corrective actions are being taken.

6. Note any other present constraints or foreseeable problems that may affect the outcome of the project. How can such problems be overcome?

Not applicable at this time.

7. Signature:  Title: Director of Libraries
(Please sign in blue/ink)

8. Telephone: (661) 868-0789 E-mail: duquette@kerncountylibrary.org

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