

## **BPG PUBLICATIONS COMMITTEE MINUTES**

Submitted July 14, 2014

Submitted by Sarah Reidell

The BPG Publications Committee had a short lunch meeting on Friday, May 30, 2014 at the Sens Restaurant, San Francisco, CA.

**ATTENDING:** Olivia Primanis (PubComm Chair, outgoing), Sarah Reidell (PubComm Chair, incoming), Michelle Facini (BPG Chair), Eliza Gilligan (BPG Annual editor), Katherine Kelly (Wiki), Cher Schneider (Wiki), and Richard McCoy (guest).

### **DISCUSSION:**

**1. Welcome:** Olivia Primanis introduced and welcomed new members -- Publication Committee Chair, Sarah Reidell; BPG chair, Michelle Facini; and BPG Annual Managing Editor, Eliza Gilligan.

**2. Appointment of recorder:** Olivia Primanis volunteered to take minutes, with additions by attendees.

**3. Introduction from incoming Chair:** Sarah discussed her plans to contact each committee member after the AIC meeting. She stated that her intention is to learn more about their current roles and interests as well as their preference for incorporating the new three year renewable service term into their committee activities.

**4. AIC Publications Committee report:** Sarah reported that she, Eliza, and Priscilla Anderson (outgoing BPG Chair) attended the AIC PubComm meeting on Thursday May 29th as BPG representatives.

**5. Review of deadlines and procedures for independent submission and meeting submissions:** Olivia discussed the procedures for independent submissions, whose inclusion in a given BPG Annual (BPGA) is voted on by PubComm members holding permanent committee positions and one representative from the Wiki group. Olivia also reported that committee members voted on recent PubComm nominations (e.g. BPG Annual Editor and PubComm Chair) prior to appointment by the BPG Chair.

**6. Review of author's permissions for online and print publications:** Olivia explained to new members the past history and current practice of BPGAI author permissions, noting that because author's permissions were not obtained in the early volumes of the BPGA they listed an article as "unavailable" for online publication if the author denied permission for retroactive posting on the BPGA online archive. Articles from unreachable authors were posted and would be removed at such a time that there was an objection. Currently, if the author does not provide a permission, only an abstract is published in print and online.

**7. PubComm listserv archive:** During some preliminary searches Sarah found that email attachments sent to the listserv are not accessible in the BPG-PubComm archive. Feasibility and best practices should be explored at a later date.

**8. Disposition of printed BPG Annuals:** There were questions about whether the AIC Publications Committee or each individual Specialty Group will send notices that the warehoused print publications will be available for the cost of shipping and processing through August. Sale of the print BPGA is part of a project that was put before the membership for comment via email to the BPG-list "subject: 2014 BPG Initiatives" on 05/21/14 (appended below). It was discussed at the BPG business meeting and supported by a show of hands. [Update 06/27/14: AIC sent out announcements with information on the "firesale" of back issues on 06/23/14.]

**9. Scanning of printed BPG Annual archive:** Olivia outlined the activities of Amy Baker Williams who prepares/scans back issues of the BPGA for eventual print-on-demand or PDF download via the AIC website. Sarah asked about the proposed plan for the BPG PubComm to archive two printed copies of each

BPGA (in addition to two copies to be held at the AIC Office), and asked about the long-term feasibility of this. [Update 06/27/14 following further review by Olivia, Sarah, and Priscilla: Worldcat catalog shows 40+ collections worldwide hold copies of the printed BPGA in archivally sound storage conditions. Creating an archival deposition process for print copies can be pursued if/when the BPGA is only e-published.]

**10. BPG Wiki:** Katherine shared that the Wiki was a common topic with AIC meeting attendees (others seconded this observation), many of whom are open to working with the BPG Wiki team to build the site and provide content. A summary of the recent Wiki survey was shared with new members present at the lunch meeting. The name “Wiki Working Group” was discussed and Sarah suggested that “Wiki Group” be implemented for future efforts. Cher expressed her interest in making the Wiki more searchable and user friendly across the specialty group sub-Wikis and increasing search engine accessibility to result in increased contributions.

**11. Conservation entries on Wikipedia:** Richard McCoy attended the meeting at the invitation of Cher to discuss his (online JHU museum studies class) students’ work to enrich art conservation-restoration Wikipedia entries (example: “[Conservation and restoration of books, manuscripts, documents and ephemera](#)”). Sarah noted that her recent contributions to a Wikipedia page (history of ANAGPIC conferences) was much simpler, faster, and easier than that for the AIC-led wikis. Eliza and Sarah discussed the many examples of book and paper conservation lexicons within archival and library conservation, useful starting points for future projects. Olivia noted that she and Nancie Ravenel have contributed to the [AIC Wiki Lexicon](#) and have created a bibliography of [AIC lexicons](#) using Zotero’s free and open-source reference management software. Olivia expressed hope that a reference management software can be identified that could provide dynamic bibliographies for any topic on the AIC Wiki.

**TO DO:**

1. Post a summary of the Wiki survey results to the BPG-list. [Evan and Cher]
2. Schedule individual calls with all PubComm members. [Sarah]
3. Update PubComm roster [Sarah]

**APPENDIX:** This document was attached as item 1 “Proposal for back issues of the BPG Annual” in an email sent to the BPG-list from the AIC office ([info@conservation-us.org](mailto:info@conservation-us.org)) Wednesday, May 21, 2014 at 5:02 PM, “subject: 2014 BPG Initiatives.”

Subject: BPG Publications Proposal

At the request of the AIC Publications Committee, the BPG membership will **discuss a proposal for printing and electronic distribution of previous BPG publications** at the 2014 BPG Business Meeting in San Francisco. Please ask questions and discuss this proposal on the BPG listserv ([bpq@cool.conservation-us.org](mailto:bpq@cool.conservation-us.org)) prior to the Annual Meeting to inform our vote.

Background

After a recent corporate buy-out, AIC’s inventory of printed publications will no longer be stored free of charge by the printing company. The inventory currently contains almost 900 printed volumes of BPG *Annuals*. Sales of these publications are low. AIC is proposing to **eliminate the physical inventory** and instead to offer **online distribution of previous publications**. AIC is asking all specialty groups to convert back issues to electronic files and to distribute them on the AIC website. Options available include [Print-On-Demand](#) (POD) printed and bound volumes and high-quality searchable [Portable Document Format](#) (PDF) files that can be downloaded.

The AIC Publications Committee asked these three questions of all the specialty groups:

- What should be done with the existing printed inventory that needs to be removed from the warehouse?
- To which digital format should back issues be converted?
- How do we want to distribute the electronic files on the AIC website (back issues as well as current publications)?

Proposal

After careful consideration, the BPG Executive Council and BPG Publications Committee offer the following proposal for discussion and approval by the BPG membership:

**We would offer a deep discount on AIC store sales of existing printed *Annuals* through the end of August 2014, and then allow the remaining volumes to be recycled.**

Estimated sale price: \$15 each (shipping/handling)

No charge to BPG budget.

**We would create searchable, POD-quality PDFs for each volume of the BPG *Annual* and *Conservation of Scrapbooks and Albums*. Whenever available, we would provide color images and color printing.**

Estimated costs to prepare/scan back issues (one-time allocation of BPG reserve funds): \$5840.

**We would offer these PODs (printed, bound, and shipped) for sale through AIC's online store. Continuing our current practice, we would not charge for access to online PDFs. We would continue to provide individual articles on CoOL. PDFs of entire volumes, being very large files, would be available for free download through the AIC website.**

**We would continue to mail offset-printed copies of the *Annuals* to the membership upon publication.**

Cost to BPG members: membership dues cover print/bind/ship of *Annual*; free PDF downloads.

Cost to non-members: \$10 for b/w POD, \$26 for color POD; free PDF downloads after 1 year.

**Following the LOCKSS principle ([Lots of Copies Keep Stuff Safe](#)), the BPG Publications Committee would also archive two printed copies of each publication (in addition to archives held at the AIC Office).**

Please ask questions and discuss your views about this proposal on the BPG listserv ([bpg@cool.conservation-us.org](mailto:bpg@cool.conservation-us.org)) prior to the 2014 Business Meeting to inform the vote. You may also send feedback privately to Olivia Primanis ([primanis@utexas.edu](mailto:primanis@utexas.edu)) and Priscilla Anderson ([priscilla\\_anderson@harvard.edu](mailto:priscilla_anderson@harvard.edu)).

#### More details

History of printed *Annuals*:

- Prior to AIC storing them, back issues of the *BPG Annual* were stored at Bill Minter's and Shannon Zachary's houses. They were brought to a previous Annual Meeting and many were given away. Annual sets were offered to individuals and institutions, nationally and internationally, for the cost of shipping.
- The printed *Annuals* have continued to be available for sale through the AIC store, but are sold infrequently and are not a major source of revenue for BPG (\$280 in sales in 2013).
- AIC maintains an in-office archive in which two copies of every publication are held.
- Articles from Vols 1-19 are available to the world through CoOL as low-resolution HTML pages. Articles from Vols 20-30 are available to the world through CoOL as PDFs with color illustrations.
- Printed Vols 31-32 have been sent to the membership; the articles are slated to be posted to CoOL as color PDFs.

Commitments already made:

- AIC Office has committed to the keeping a print archive (2 copies) in perpetuity, and the AIC Board will look into developing a digital preservation policy for electronic files.
- AIC will discontinue warehousing pre-printed paper copies by the end of August 2014.
- BPG is committed to making every volume of the *Annual* available online and in print (via POD). There is a one-time POD set up fee for each volume that would be rolled into the yearly budget for the *Annual*. PDFs suitable for POD would be made at 600 dpi.

Cost estimate details for preparing electronic files:

- Scanning up to 12 *Annuals* and a 92pp book (@ .26/p and ~133 pp per *Annual*): \$440
- Fees to prepare existing digital files (insert color images, etc.): \$2000
- Printer's POD set up charges: \$3400
- Estimated maximum project cost to be born by BPG budget reserve funds: \$5840