

# NYAC 2020

June 12th Virtual Conference

**NEW YORK ARCHIVES CONFERENCE  
*WELCOMES YOU!***



# NYAC Virtual Conference Zoom Tips and Tricks

We are excited to bring you the NYAC 2020 conference virtually through Zoom. To give everyone the best possible experience, please read the tips below.

## **Everyone**

Make sure you have downloaded Zoom Version 5.

Change your Zoom display name. Click on "Participants" at the top or bottom of the Zoom window, hover the mouse over your name, select "More", and rename to your full name.

## **Presenters**

### Before the Conference

Check that your computer, camera, and microphone are working. NYAC board members will have limited ability to troubleshoot technology issues for presenters during the conference.

### During the Conference

Follow the session before yours on Zoom so you are aware of technological or timing issues.

Join the conference up to 5 minutes before the start of your presentation.

Have your video on unless you are experiencing connection issues.

If possible, have a plain background behind you and avoid backlight from bright windows.

Your presentation time limit is very important. Please monitor it and do not go over it!

A moderator will monitor the chat and share questions from it at the end of the presentation.

## **Attendees**

### Before the Conference

Check that your computer is working. NYAC board members will not be able to troubleshoot technology issues for attendees during the conference.

### During the Conference

You will be muted and your camera turned off during presentations.

Use the chat feature to ask questions; send them to "all panelists and attendees" and be clear whom you are directing your question to.

## Archival Resources List for COVID-19

The list of resources below demonstrates how different archival, library, or museum organizations are responding to the COVID-19 Pandemic. These resources include how to manage and care for collections, crafting statements, procedures & policies, documenting the Pandemic, funding options, professional development opportunities, and emergency preparedness.

### List of Resources:

#### Society of American Archivists (SAA)

SAA has provided an excellent assortment of resources for COVID-19. These include additional aid/funding available for cultural organizations. Also, there are many kits and ideas on how to document this experience in your own institution. Included are preformatted statements, forms, procedures, free webinars, collection management and more.

[Resources for Response to COVID-19 Health Crises](#)  
[Documenting in Times of Crisis: A Resource Kit](#)  
[Free Webinars](#)  
[Documenting your Community Experience](#)  
[Resources for Displaced Archival Workers](#)

#### Documentary Heritage & Preservation Services for New York (DHPSNY)

DHPSNY offers excellent free resources. They also produced information on the pandemic which outline health guidance, events, funding, webinars, disaster response, and collection care.

[DHPSNY Blog](#)  
[COVID-19 Aggregate](#)

#### American Institute for Conservation Foundation for Advancement in Conservation

This resource outlines different options on documenting the pandemic, cleaning efforts, emergency preparedness, funding, and research efforts.

[AIC/CIFA COVID-19 Resources](#)

#### United Nations Educational, Scientific, and Cultural Organization (UNESCO)

UNESCO provides resources for preservation practices, financial options, responding to the pandemic from the libraries, museums, and archives.

[Resources for Documentary Heritage Professionals](#)  
[Video: "Role of Libraries during the Pandemic"](#)  
[Video: "What can Archives offer during the Pandemic?"](#)  
[Video: "How can Museums Help Fight Stress Caused by the Pandemic?"](#)  
[Video: "How do Audio Visual Archivists Mitigate the Impact of the Pandemic?"](#)

## Archival Resources List for COVID-19

### **Northeast Document Conservation Center (NEDCC)**

The NEDCC offers advice on how to manage archival collections during this time. Resources include staff safety, disinfecting materials, and quarantine efforts.

[3.5 Disinfecting Books and Other Collections](#)

### **National Archives**

The National Archives offers insight into how to think about this pandemic in terms of working from home. This includes records retention, acquisition, teleworking, and legal concerns.

[Frequently Asked Questions \(FAQs\) About Records Management During the COVID-19 Pandemic](#)

### **American Alliance of Museums (AAM)**

The AAM created a guide highlighting different concerns regarding the pandemic specifically for museums. The guide includes resources for diversity, financial relief, preparing for closures/reopening, administrative policies, and more.

[Information for the Museum Field on the COVID-19/Coronavirus](#)

### **American Library Association (ALA)**

The ALA outlines procedures and guidelines for general library collections. Some of these guidelines include disinfecting books, health concerns, preparedness, and more.

[Handling Library Materials and Collections During a Pandemic](#)

### ***Library Journal*: "Documenting the Pandemic: Libraries Launch COVID-19 Archival Projects"**

This article published in *Library Journal* outlines how several archival and library institutions have started documenting this pandemic. It explores both ongoing efforts and methods for outreach. This is an example of what others in the field are doing, and how to potentially react.

[Dixon, Jennifer, A. "Documenting the Pandemic: Libraries Launch COVID-19 Archival Projects." \*Library Journal\*. April 28, 2020.](#)

## Schedule at a Glance

### Friday June 12

9:00am– 4:00pm All Day Poster Session on Google Docs

9:00am - 9:15am Welcome

9:15am - 10:00am Plenary Address—Giving Voices to Archivists

10:00am - 10:10am Morning Break

10:10am - 11:10am Archival Aggregation Stories

11:10am - 12:30pm Lunch

12:30pm - 1:30pm For the People: Public Service Stories & Career and Professional Stories

1:30pm - 1:40pm Afternoon Break

1:40pm - 2:40pm If You Got it Flaunt It: Revitalizing the Archives through Collaborative Exhibits

2:40pm - 2:50pm Midafternoon Break

2:50 pm - 3:50pm The Promises and Strain of Milestone Anniversaries on Academic Archives

3:50pm - 4:00pm Wrap-Up and Thanks

### NY Archives Conference

[nyarchivists.org](http://nyarchivists.org)

Be sure to tag all your posts on social media with #NYAC2020  
NYAC on Facebook: <https://www.facebook.com/nyarchivesconf>  
NYAC on LinkedIn: <https://www.linkedin.com/groups/3110570/>

Cover page image: Victory Garden Radio Interview, 1945.  
New York State Archives. New York State War Council, Photographs of War Council agency activities, ca. 1942-1945. Series A4299-78, Box 4, Folder 5. <http://digitalcollections.archives.nysed.gov/index.php/Detail/objects/10635>

**9:00am – 9:15am**

## **Welcome and Table Setting**

Although we regret that our in-person conference had to be cancelled, our attendees and presenters' health and safety is of the utmost importance. Luckily, we live in a time where we can connect while still being apart. Today, we look forward to giving our members a professional development opportunity from the comfort and safety of their own homes. This would not be possible without the flexibility of our speakers who have shifted their presentations to a virtual environment and we thank them for their continued willingness. Additionally, our thanks goes out to our sponsors University Products, Polygon and Empire State Library Network for their support of this conference.

During our welcome, we will briefly go over the schedule for the day and virtual conference tips and tricks for the conference to run as smoothly as possible.

Please remember to show kindness. This is ours and many of our presenters' first experience with a virtual conference. Stay safe and enjoy NYAC 2020's Virtual Conference!

### **Presenters:**

Déirdre Joyce, Program Co-chair, New York Archives Conference  
Laura Montgomery, Program Co-chair, New York Archives Conference

**9:15am - 10:00am**

## **Plenary Address: Containment and Liberation: Archivists and Our Tales Before and During the Pandemic**

Archives consist significantly of records that allow users to recreate stories that may have slipped from human consciousness yet are endlessly reawakened by human intervention. We began our podcast, *An Archivist's Tale*, to collect the personal and professional histories of archivists but also to demonstrate the power of the stories—or fragments of them—resting within archives and in the memories of archivists. We have carried out our mission by pursuing a diversity of stories and storytellers, to show the kaleidoscopic variety of both. Our guests also tell us how they help others find, save, and create stories, stories that allow us all to better know and reform our world. Just as archives preserve information that allows for the discovery and telling of innumerable stories, the voices of our guests add to this pool of human memory and experience. This is our story; the one where we create and run a podcast, where we travel to many states and countries to engage with others, and where we sit in our apartment in Manhattan during a pandemic and continue to collect the voices and stories of archivists from around the world.

### **Presenters**

Karen Jamison Trivette, Fashion Institute of Technology– SUNY  
Geof Huth, New York State Unified Court System

**10:10am - 11:10am**

**Archival Aggregation Stories: The State of Finding Aid Aggregation in New York and Beyond**

From the NUC-MC and MARC-AMC to EAD and the Online Archive of California, archives keep having to reinvent the wheel to enable regional or national discovery. How can archival description as data help us to build sustainable access portals? The bulk-digitized collections in Google Books, HathiTrust and the Internet Archive contain an immense body of primary sources documenting the history of state and local government in New York. Retrieving and interpreting these materials, however, can be difficult even for subject matter experts. Discovery takes place via the minimal (and often inaccurate) descriptive metadata associated with each scanned volume, on the one hand, or via the brute force approach of a full-text search, on the other. Are there ways in which archivists and librarians with subject matter expertise can surface and curate this content more effectively? This session will also include information on two collaborative initiatives: Empire Archival Discovery Cooperative is a New York-based project that supports the discovery of archival collections held in New York repositories; Toward a National Archival Finding Aid Network, initiated by the California Digital Library, aims to develop a shared technical infrastructure and service model for aggregating archival description at the national level.

**Presenters:**

Greg Wiedeman, University at Albany, SUNY  
Nicholas Webb, New York Medical College in Westchester County  
Jennifer Palmentiero, Southeastern New York Library Resources Council (SENYLRC)

**12:30pm - 1:30pm**

**For the People: Public Service Stories  
&  
Career and Professional Stories**

Chuck Piotrowski will share lessons learned collecting and managing the records of the 100-year-old, 500-mile-long, continually operating New York Barge Canal. This presentation will share lessons in inter-agency cooperation, living on the edge between records management and archives, and digitally transforming a national treasure.

Matthew Thorenz will discuss using ephemeral or previously unknown materials for unique public education programs, and how they've strengthened the bond between his library and the community he serves. Learn how to tell your collection's story in a new way that can lead to new collaborations, outreach opportunities and lasting memories with your audience.

Kate Jacus will delve into the science behind what makes a storage or display product "archival" and will teach us to be more informed consumers when purchasing supplies.

**Presenters:**

Chuck Piotrowski, New York State Canal Corporation  
Matthew Thorenz, Moffat Library of Washingtonville  
Kate Jacus, The Photo Curator, LLC

**1:40pm -2:40pm**

## **If You Got It Flaunt It: Revitalizing the Archives through Collaborative**

Two years ago, the SUNY Cortland College Archives created a three-year strategic plan that included “outreach” as a major goal. This panel will report on five collaborative exhibits that raised the profile of the Archives and helped to serve the campus community. For two displays, the Archives partnered with the Library and the School of Education to create permanent photographic exhibits involving the physical history of the campus, while also creating a temporary poster exhibit to display during Alumni Weekend. Another exhibition was created by students in the Computer Applications Program. The students used the institutional repository as an inspiration for creating CAD models and printed 3-D objects in the Library’s Makerspace. Lastly, in a supporting role the archives assisted students who conducted archival research as they created a new digital timeline for the College. These exhibits fostered new relationships with multiple individuals and disciplines. This panel, moderated by Jeremy Pekarek, will discuss experiences with research-based exhibits in terms of planning, selection, collaboration, and challenges. Questions will be held until the end of the session.

### **Presenters:**

Janet Ochs, Memorial Library, SUNY Cortland  
Jennifer Moore, Memorial Library, SUNY Cortland  
Jeremy Pekarek, Memorial Library, SUNY Cortland  
Hilary Wong, Memorial Library, SUNY Cortland

**2:50pm - 3:50pm**

## **The Promises and Strain of Milestone Anniversaries on Academic Archives**

Each year college and university archives across the state are involved in the commemoration of major and minor anniversaries in their institutions’ histories. Archivists devote significant energy and resources to milestone anniversaries — whether they mark the founding of the institution itself or departments and programs within it, or recognize particular graduating classes or affinity groups. In this session, archivists from academic institutions share their recent experiences with such occasions (from 50th class reunions to 100th through 200th year anniversaries). They discuss their roles, strategies, partnerships, and successes. In addition, they give examples of publications, exhibitions, social media campaigns, and other events in which they took part. The presenters also offer their thoughts on the challenges and costs associated with their involvement in such celebrations. The session provides an opportunity for participants and audience members to exchange ideas drawn from their own institutions.

### **Presenters:**

Blythe Roveland-Brenton, Binghamton University  
Yvonne Deligato, Binghamton University  
Wendy Scheir, The New School  
Katherine Martinez, The New School  
Alyse Hennig, St. John’s University  
Meg Mason, Syracuse University  
Sarah Keen, Colgate University



**3:50pm - 4:00pm**  
**Wrap Up and Thanks**

Thank you for attending the conference!  
Remember to fill out the NYAC conference evaluation form!

**Presenters:**

Déirdre Joyce, Program Co-chair, New York Archives Conference  
Laura Montgomery, Program Co-chair, New York Archives Conference



Communication—Lowell Thomas, Radio Announcer, 1940.  
New York State Archives. Advertising portfolio of state tourism promotions during 1939 World's Fair, 1939. Series A3324-78.  
<http://digitalcollections.archives.nysed.gov/index.php/Detail/objects/10853>

## Poster Session

9:00am - 5:00pm

Please join us for our All Day Virtual Poster Session! Visit [bit.ly/nyac2020posters](https://bit.ly/nyac2020posters) to view posters, listen to our poster presenters, and participate in discussions with our poster presenters and other attendees.

### **Building a Memory Lab**

Jeanie Pai, Archives Processing Fellow, Queens College, City University of New York

Tomasz Gubernat, Digital Projects Fellow, Queens College, City University of New York

This summer, Queens College will open the doors of a digital memory lab to its community. The lab will provide a space for students, faculty, and staff to learn about personal archiving and digitize their personal materials, such as VHS tapes, audio cassettes, and photographs. In order to jumpstart the lab, the library received a grant to dedicate two Graduate Fellows, Tom Gubernat and Jeanie Pai, to designing and building the lab over the course of nine months. The poster presents the importance of preserving personal and community memories and tracks the progress in creating a DIY digitization space. It also covers the fellows' collaborative experience, challenges, and solutions unique to the college community.

### **Digitizing The Pteridological Collections of the NYBG Herbarium: Creating Access and Linking Data**

Regina Vitiello, Lead Digitizer, New York Botanical Garden

Collaborative digitization offers natural history collections an opportunity to unite related objects. The goals of any digitization project are to preserve, create access, save space, and increase teamwork. Specimens not linked to related collections across different institutions lack the kind of context necessary to fully describe the natural world through time. The New York Botanical Garden's William and Lynda Steere Herbarium contains approximately 250,000 pteridophyte specimens. Ferns and their relatives, pteridophytes, developed approximately 420 million years ago. They were the dominant plant groups for hundreds of millions of years. Digitizing this

collection is essential for several reasons. Pteridophytes are relatively diverse (with around 12,000 species) and have extensive global distributions. Pteridophytes are sensitive to environmental conditions and fill significant niches in ecological communities. They have an excellent fossil record, which addresses questions on the evolutionary timeline. Working with the Pteridological Collections Consortium (PCC), I barcode, image, and transcribe information on specimens. This data can then be associated with authority records, fieldbooks, and the geographic location of collection. Linking this data to individual specimens better captures the diverse range of scientific stories and the many contributors behind our collections. Many of these stories are featured on an interactive blog, The Hand Lens. Historically, the research communities interested in extant pteridophytes and those studying the fossil ones were separate from each other. Combining these collections' data will produce an online resource via a Symbiota framework to enable research on the distribution, ecology, genetics, and evolution of this important group of plants.

## Poster Session

9:00am - 5:00pm

### **The Dual Roles of the Archivist and Historian in Death Penalty Records**

Sheri Sarnoff, University at Albany

Miles Lawlor, University at Albany

Amanda Partridge, University at Albany

Archivists and historians have different relationships to archival collections. Understanding how the other manipulates or engages with these collections is important to ensuring record accuracy. As graduates of the University at Albany's dual masters program in Archives and Records Management and Public History, as well as former graduate assistants at the M.E. Grenander Department of Special Collections and Archives, we have had the opportunity to be on both sides of the historian/archivists divide when we created and verified metadata for the M. Wyatt Espy Collection. As archivists we had to make choices about variables, such as race or gender, using records that differed in degrees of reliability and were sometimes contradictory. Importantly, this project includes documentation on these decisions, providing crucial context for historians working with the data. As historians we find this part to be critical because it allows us to see how archivists interpret records. By highlighting and discussing the dual perspectives of the archivist and historian through the Espy collection, we hope to show that it is necessary for increased transparency in archival decision making, especially when sources have different levels of information, as well as a new found understanding by historians of the archivist's role.

### **The Tale of two hats: Time-management in the life of an Archivist & Instructional Services Librarian**

Jeremy Pekarek, Archivist & Instructional Services Librarian, SUNY Cortland Memorial Library

Aside from being a solo archivist at SUNY Cortland, I am also the library liaison to multiple academic departments and teach a three-credit course on Computer Applications. Wearing many hats on campus can limit exposure in the College Archives, especially for "lone arrangers." This poster will illustrate various statistics, goals, outcomes, and strategic planning to show how multiple duties assigned require time management and efficiency. The poster will act as a "how-to" to assist other archivists with similar job descriptions better understand when to start projects, prioritize collections, utilize student workers, interns, and other resources.

### **Urban Archive: Newburgh**

Aura Maria Jaramillo, Project Coordinator

Naomi Herrson-Ringskog, Project Manager

It is hard for small and large organizations alike to build, maintain, and promote their digital collections effectively. Our poster will address this challenge by illuminating ways to leverage collaborative platforms, community-based archives, and location technology to meaningfully share collections with the public.

## Poster Session

9:00am - 5:00pm

### **Using Primary Sources to Reach an International Student Audience**

Jodi Boyle, Supervisory Archivist,  
M.E. Grenander Department of Special Collections & Archives, University at Albany

Archivists regularly use primary sources to enhance instruction for audiences including university students, K-12 students, teachers, and the public. In 2018, an Association of College and Research Libraries' Rare Book and Manuscript Section and the Society of American Archivists Joint Task Force issued guidelines for primary source literacy, continuing to underscore the importance of engaging an audience with direct evidence of a topic under investigation. As the supervisory archivist at the University at Albany, I regularly instruct graduate and undergraduate classes in the use of primary source material from our repository. However, beginning in 2015, I began using primary sources to reach a new audience: international students enrolled in our University's Intensive English Language Program (IELP). This poster describes my experiences working with IELP instructors and students. How is this group similar or different from other classes I lecture to? What worked? What did not? What primary sources from our University Archives were especially helpful in forging a better sense of school history and a greater sense of community for international students? What other benefits (such as an opportunity to practice their listening and speaking skills with a new person) do the students gain from the instruction session?

### **What Is "Good" Condition? The Utility and Challenges of Condition Grading as Archival Description**

Maddux J. Pearson, New York University

Condition grading, employed properly as archival description, can not only be used to set institutional priorities, but as good archival description which facilitates user access to archival materials. As defined here, condition grading refers to the assignment of a quantitative value to an object in order to summarize the quality of its physical state. Historically, condition grading and surveying has been used in the archival profession to prioritize the processing and preservation of backlog archival materials. However, condition grading as a publicly-visible element of archival description may be a valuable commitment to access and transparency for institutions which lack the manpower and resources to operate as a public archive. If condition grades are to be made public, though, they must be expressed in terms which are easily understood or clarified by supplementary description.

## New York Archives Conference Board Members

Kristine Boniello, *Digitizer, NBCUniversal*

Laura Montgomery, *Archivist, Digital Strategies, New York State Archives*

Bridget Bower, *College Archivist, Ithaca College Archives and Special Collections*

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*Archivist and Instructional Services Librarian, SUNY Cortland*

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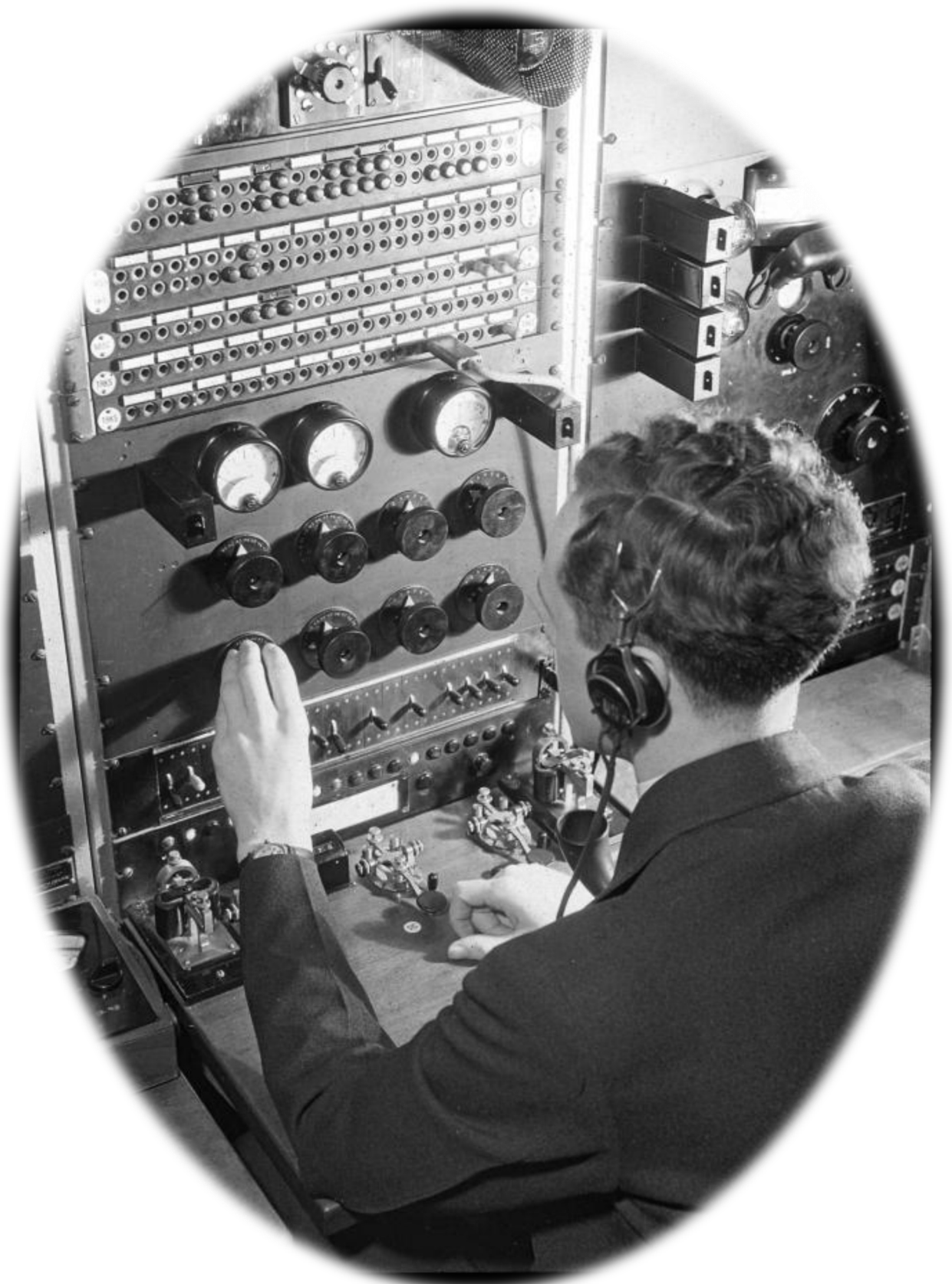


**UNIVERSITY**  
**PRODUCTS**

THINKING IN & OUT OF THE BOX SINCE 1968



**POLYGON**



Radio control at main exchange of N.Y. Telephone Company. New York, N.Y., 1935.  
New York State Archives. New York (State). Education Dept. Division of Visual Instruction. Instructional lantern slides. A3045-78. Test Slide X 24482.

<http://digitalcollections.archives.nysed.gov/index.php/Detail/objects/46792>