Culture in Transit: Digitizing and Democratizing NYC’s Cultural Heritage

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@DigitizeNYC
http://www.mnyle.org/cit/
“How might we leverage libraries as a platform to build more knowledgeable communities?”
- Funded by the Knight Foundation News Challenge on Libraries
- Partnership with Metropolitan New York Library Council, Queens Library and Brooklyn Public Library
- Collected material will also be shared with the Digital Public Library of America
Community Scanning
Queens Library, Brooklyn Public Library

Brooklyn Public Library

Queens Library
Community Scanning in Queens

- Flushing
- Douglaston & Little Neck
- Forest Hills
- Lefferts
- St Albans
- Rochdale Village
- Richmond Hill
- Woodhaven
- Sunnyside
- Ridgewood
- Woodside
- Woodside
Community Scanning in Brooklyn

- Greenpoint
- Bed-Stuy
- East New York
- Canarsie
- Sheepshead Bay
- Dyker Heights
- Flatbush
- Park Slope
- Clinton Hill
- Williamsburg

Not Just Libraries!

Boys and Girls High School
Bedford Stuyvesant, Brooklyn

Neir’s Tavern
Woodhaven, Queens

Green-Wood Cemetery
Brooklyn

Emanuel United Church of Christ
Woodhaven, Queens
Pond to Lake to Ocean
Consent & Metadata

Brooklyn Public Library
Informed Consent and Copyright Permission
For Images and Personal Documents

Participant’s Name:

Participant’s Address:

Phone:

Email:

I am at least eighteen years of age if under the age of eighteen, consent must be signed by parent and I voluntarily agree to share my interview, images, and personal documents with Brooklyn Public Library.

I understand that the following items may be created from the items I share:

- promotional materials
- additional digital derivatives
- videos
- social media posts

I understand that my images may be distributed to the public for educational purposes, including formats such as print, public programming, and the Internet.

I agree to freely share my image under the terms of a Creative Commons Attribution-NonCommercial-ShareAlike 3.0 Unported License. This means that I retain the copyright to my materials, but the public may freely copy, modify, and share these items for noncommercial purposes under the same terms. If they include the original source information.

Further, I agree to help the Brooklyn Public Library, as a library and branches harmless against any claim, action, loss, damage or alleged infringement of any copyright, trademark, or other third-party proprietary right, caused by or arising from the publication, exhibition or release of my personal documents furnished to the Brooklyn Public Library.

I understand that I shall receive no compensation for the materials that I share. In return, Brooklyn Public Library agrees to provide one free copy of the scanned item at the time of digitization.

Any exceptions to this agreement (such as a request for anonymity) must be noted below:

Permission granted:

Participant’s Signature: __________________________ Date: ______________

Parent’s Signature: __________________________ Date: ______________

Questions:

Contact Manager of Special Collections, Ivy Moore, 718-230-7207, ivym@brooklyn.cuny.edu

Acknowledged: Sign TDO copy on steps to this point, and then return to Brooklyn Public Library.

Queens Memory
Submission Information Form

Photographs:

Date photograph was taken: __________________________

Location of photograph (specific address if possible): __________________________

_________________________________________________

Name of photographer: __________________________

Name(s) of person/people in the photo: __________________________

Date of event taking place in photo: __________________________

Organizations represented in photo: __________________________

Make/model of camera and software used: __________________________

Measurements (height x width or): 5 x 8 ½ inches

Additional Notes: any or all of the following information:

- Content for this photo
- Relationship between photographer and the event taking place in the photo
- Description of events in the photo

_________________________________________________

From this photograph, a digital image file has been created, along with the following metadata: (1) a license agreement and (2) a credit line. Credit lines may be removed at the request of the photographer. If so, please note below:

Credit Line: __________________________

For more information, contact Director, Studio Media: stemed@brooklyn.cuny.edu

For internal use:

Name: __________________________

For internal use:

Name: __________________________

For internal use:

Name: __________________________

For internal use:

Name: __________________________

For internal use:

Name: __________________________
Outreach

Holding On Tight To Old New York

Updated August 28, 2015, 3:09 PM ET
Published August 28, 2015, 1:03 AM ET

LENTON WEEKS

Share Your Story with Queens' Digital Archive And Celebrate Lunar New Year

By Eve Kien-Jedynowska | January 31, 2016 3:39pm

QUEENS — Forest Hills residents can now contribute their stories, photographs and memorabilia to a digital archive that wants to record and preserve contemporary history of the borough, all while celebrating the upcoming Lunar New Year.

Next Saturday, on Feb. 6, the Queens Memory Project is coming to the Forest Hills branch of the
Community Partnerships

- Community groups as a liaisons
- Targeted outreach
- Access to new communities
- Language support
- Credibility
- Focused documentation of traditionally under-represented communities
My Baryo, My Borough
Greater Ridgewood Youth Council
Brooklyn Connections
Trust & Credibility

Asian Americans for Equality
Brooklyn Connections
Douglaston / Little Neck Historical Society
Five Boro Story Project
Forest Hills Asian Association
Good Neighbors of Park Slope
Greater Ridgewood Youth Council
My Baryo, My Borough
Woodhaven Cultural and Historical Society
Cultural Heritage Institution Partnerships
“How might we leverage libraries as a platform to build more knowledgeable communities?”
Goals: METRO

- DPLA and ESDN
- Support needs of our smaller/underfunded members
- Pilot small-scale digitization service for members
- Collections to seed DCMNY
- Learn about our member needs - digitization and related
Choosing Partners

If you chose option two above, please briefly tell us more about these materials.

Please provide collection title and a brief description of the materials in the collection (subject matter/themes, as well as material types, e.g. photographs, postcards, pamphlets etc.).

Long answer text

What is the size of the collection?

Please provide approximate number of items you would like to see digitized. If the items are made up multiple pages (pamphlets etc.), please provide total page count, or average number of pages per item. This will provide a rough sense of how long it will take to digitize the collection. CIT aims to visit host institutions for a 1 to 2 week period and is looking for small to medium sized collections to digitize.

Long answer text

To what extent are the materials currently organized and described?

How are the materials currently organized (boxes, folders etc.)? What metadata exists for the materials (e.g., records, spreadsheet, finding aid, etc.)?

Long answer text

Have you digitized any material from your collections before?

Small-scale or grant-funded digitization projects (not digitization on demand services for patrons).

- Yes
Choosing Partners

- Quality (cohesive, significant)
- Feasibility (material type, #s, condition)
- Collection status (processed, cataloged, rights?)
- Practicalities (location, physical space, security, contact person, timeline)
Choosing Partners

Site Visits:

- View / Assess Materials
- Go to Location / View Space
- Meet with staff
Wildlife Conservation Society
New York Academy of Medicine
LGBT Community Center
Fordham University
The Grolier Club
General Society for Mechanics & Tradesmen
Hostos Community College
White Plains Public Library
Yeshiva University
Bronx Community College
- 8 METRO member institutions visited
- Over 1,150 unique items digitized
- 6 collections in METRO’s Digital Culture so far
- 3 collections in DPLA so far
Search for white plains returned 246 results.
Refined by: White Plains Public Library

By Format
- Image
  - 246

Contributing Institution
- White Plains Public Library

Partner
- Empire State Digital Network
  - 246

By Date
- From
  - Month
  - Day
  - Year

Image
Winchester Street in White Plains
YMCA of the USA

Winchester Street in White Plains showing houses in the background and trash and debris in the foreground. Image was included in a publication entitled Italians in an American Community by Charles R. Towson, secretary of the Industrial Department, International Committee, YMCA published circa 1913.

Description of White Plains Village
1918

Description of the village of White Plains including information on population (1,087 at time of writing), location of the village, number and denomination of churches and number of dwellings. The description includes an illustration of the central part of the village.
LGBT Center: Unique & Historically Important
Hostos Community College: Celebration of Local Culture
Yeshiva University: Oversize & Inaccessible
Use Cases of Digitized Content
Use Cases of Digitized Content

New York State Department of Health

THOMAS PARRAN, JR., M. D.
COMMISSIONER

DIPHTHERIA TOXIN-ANTITOXIN CERTIFICATE

This is to certify that Alfred Wilson,

Age: 99

Residing at:

has received

three injections of one cubic centimeter each of toxin-antitoxin on the following dates:

First dose: September 20, 1937

Second dose: September 24, 1937

Third dose: September 30, 1937

Issued by:

Address:

Community History Day
Saturday, December 12
11:00 AM - 4:00 PM

Still making scrapbooks?
Bring history into the 21st century at the White Plains Public Library!

Community History Day
Saturday, December 12
11:00 AM - 4:00 PM

Bring up to 10 photographs, documents, or maps related to your family or White Plains history (from any era) to be digitized and added to our online collection. Everyone leaves with digital copies to share with family and friends! More info: www.whiteplainslibrary.org/local-history

Refreshments will be served.
Use Cases of Digitized Content

A Sense of Place: Research Workshop

January's edition of the White Plains History Roundtable will be A Sense of Place: Research Workshop on Wednesday, January 20, from 7:00 PM – 8:30 PM.

Ever wondered what the layers of history and human experience are that combine to create White Plains? Join Librarian Ben Himmelfarb and student of White Plains history Cliff Blau to learn how to research the history of any address, building, business, house, or spot in White Plains. Maps, directories, photographs, and online resources from the White Plains Collection will be available for everyone to use.

Come prepared with a favorite place to research and we will walk you through the process of discovering more! There will be plenty of time for storytelling and sharing the history we are bound to uncover. We hope you’ll leave with a stronger sense of place and a new perspective on the places we live, work, and spend time in.

The White Plains History Roundtable is an educational, participatory, and social event where we hear a presentation on an historical topic, examine primary source documents from the White Plains Collection, and engage in discussion with each other.

January’s History Roundtable is one of many programs commemorating the 100th Anniversary of the City of White Plains during 2016. Check out the City’s Website and the White Plains Historical Society for information on other events!

January 17, 2016 | by Ben Himmelfarb
Categories: Events and History.
Tags: adults, all ages, families, historical research, local-history, teens, white plains centennial, white plains collection, and white plains history.
Digitization Equipment Sets

Flatbed Scanner

Copy-Stand

Outreach
Flatbed Scanner: Epson V Series

- V600 and V800 models: Excellent quality & capability for negatives
- SilverFast software for color management & pre-scan functionality
- V800: Extended capability vs. additional weight
Copy-Stand

- Canon EOS Rebel T5 DSLR
- Inverted tripod
- Fluorescent & LED lighting
- Muslin backdrop
Outreach

Interactive Resources:

- Historic photographs slideshow & comparison
- Oral history listening station
- Community mapping
Outreach & Education

- Provide a point of entry into the project
- Teach about archives, technology historical record
- Demonstrate the value of participating in the project
- Empower communities to steward their personal & local history
Transporting Digitization Equipment

- We love our wheeled Pelican cases!
- Don’t underestimate overall weight
Born Digital Donations

- Images created in the last decade are likely digital.
- Great way to attract walk-in donors.
- Best practices are still being developed.
Welcome to Culture in Transit

Culture in Transit is a partnership between the Metropolitan New York Library Council (METRO), the Brooklyn Public Library and Queens Library to bring mobile scanning equipment to smaller libraries, archives, museums, and the communities they serve. We are one of 22 projects to win the John S. and James L. Knight Foundation’s Knight News Challenge on Libraries. Our work falls into two main areas:

- **Community Events** (Queens Library and Brooklyn Public Library): We bring our mobile digitization kit to library branches and invite residents to bring in family photos and memorabilia. We scan the materials, which are returned to the donors along with a flash drive of digital copies. The digital copies are also included in our digital catalog and shared with the Digital Public Library of America.
- **Institutional Scanning** (METRO): We bring our mobile digitization kit to METRO member institutions across New York City and Westchester. We scan selected collections and make them available on METRO’s digital platform and the Digital Public Library of America.

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So what’s in a kit?

Posted on July 22, 2015 by Caroline Catchpole

This post focuses on our mobile digitization kits and the types of equipment in them. We keep an updated list of kits and their contents, but this list is not comprehensive. It focuses on the types of scanning tools we use and the deadlines for ordering.

Below, we have compiled a comprehensive list of all the kits we have on file. Not all equipment features in each kit due to limited space, and they are not all available at institutions.

We see this list as a first-order draft that is important to us in our work. As we use the kits, we will talk more about what we use at all and additional purchases we've made to ensure our digitization needs are met.

The costs listed on this list represent the cost we purchased three of most items (one for each kit). These costs have fluctuated since the time of our purchase, but we hope to keep up with them as much as possible.

Scanning Kit

**Please note that we are including pricing information for scanners, the Epson V600 and the Epson V800. The specifications and are the most appropriate for different institutions or projects. Future documentation will discuss the differences between these scanners in more detail.

Creative Commons Licenses: How They Work and Why We Use Them

Posted on January 26, 2016 by Sarah

Founded in 2001, Creative Commons is a non-profit organization that provides free legal tools to promote the sharing of knowledge and art by allowing creators to manage their work's copyright restrictions and public domain status. It isn't a substitute for copyright, but it lets the creator choose from one of six licenses that will allow them to retain their status as copyright holders while allowing for flexibility in the work can be used by others. There's no need to register with Creative Commons, creators need only to identify the license in the HTML code or on some part of their image, text, webpage or rights field.

The Licenses

![Creative Commons Licenses](image-url)

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Contact Us!

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Blog: www.mnylc.org/cit
Email: cultureintransit@metro.org