Subject: SOURCE Meeting Minutes
Date: December 8, 2000

Attendees: Ted Chisholm, Cynthia Harris, April Kane, David Kuzma, Matthew Lyons, Monica Malinowski, Claire McGuire, Althea Miller, Sara Miller, Christy Morganstein, Fernando Pena

Mission and Vision Statement

Changes discussed included removing the reference to the listserv, the addition of “conservation” as a topic of interest and editing the description of the “network,” as well as other changes. Following these changes the Mission and Vision statement will be put to a vote.

Organizational Structure

Concern was voiced about SOURCE possibly becoming a GSA (Graduate Student Association) recognized organization. Becoming recognized would make SOURCE eligible to receive funding and give the group a “legitimate” place in the eyes of the school. Some members were concerned that GSA recognition might limit the activities of the group and its membership, as the GSA calls for all the members of the group to be Graduate Students. It was mentioned that a written constitution (or a draft) is also required by GSA, and this caused some discussion about whether this, too, would limit the working of the organization. Christy volunteered to investigate the legal ramifications of operating without official recognition (i.e., liabilities, use of school grounds, etc.). The issue was tabled for more discussion later.

Possible positions within the group were discussed, and the following roles were identified:

- Facilitator (at meetings to keep things moving)
- Contact Person
- Secretary
- Website reps.
- Perhaps reps. for certain areas of interest

Again, there was some debate as to whether or not the definition of these roles was necessary. Claire and Monica agreed to be the Provisional Meeting Coordinators for next semester and the issue was tabled for further discussion later.

New Student Orientation

Plans were made to participate in the New Student Orientation in January. LISSA will be provided with a copy of the SOURCE mission statement for inclusion in the packet provided to new students. Claire, Monica, Melinda and David all tentatively volunteered to represent SOURCE at the Orientation.

Possible Events, etc.

Fernando brought up the issue of “mentoring” and offered to serve as the “Manuscripts Representative.” Althea also talked about arranging a mentoring program with people in the field (i.e., in Special Collections in Alexander), and also stated that she was talking to MARAC about the possibility of SOURCE becoming officially affiliated with them.

One suggestion made as a result of the success of Marija Dalbello’s talk was that SOURCE should host an all-day panel discussion on Digital Libraries. The group seemed to agree that this was an interesting idea but too much to take on at this point.
Tom Frusciano, the University Archivist, could give a talk on the Electronic New Jersey Project. Tom Frusciano and/or Erika Gorder could be invited to give a workshop on EAD (Encoded Archival Description).

Other members of Rutgers Special Collections could be invited to speak (Kristen St. John, Fernanda Perrone, etc.). People from Princeton and the Philadelphia Archives could also be approached to contribute.

Althea suggested a trip to the Ellis Island Archives