

## **MPLA Archives & Preservation Task Force**

### **REPORT**

**12 October 2022**

Members of the TF: Roy Degler, Eileen Wright, Mary Ann Thompson, Stephen Boss, Stephen Sweeney (ex officio), Annie Epperson (convener).

The group met in September, and welcomed two new members to the team: Ben Hedges and Sana Masood are both at Oklahoma State University, and will be doing the bulk of the digitization work. Roy will be working closely with them, once he has the boxes in hand (they are still in Colorado as I write this).

During the meeting we oriented our two newer colleagues to the project overall, discussed the expected work-flow, including file management and hand-off given bandwidth limitations and anticipated file sizes.

In the next few months the boxes of materials to be digitized will be transferred to OK, and hopefully the team will meet when our digitizers have materials in hand. The next steps from then onward are to coordinate creation of metadata for material files as they are created.

Respectfully submitted,

*Annie Epperson*