Old Dillard Museum and Library

Essential 2 Education
Libraries Connect Communities to History

Florida Library Association Conference
May 10, 2017 at 1 p.m.
Derek Davis and Maria Gebhardt
Room: Curacao 5/6

BROWARD County Public Schools
Today's Presentation

Part I – Derek Davis, Slides 3 - 13:
• Why Museums Matter
• About the Old Dillard Museum
• What's on Display
• Activities
• Opportunities for Students

Part II – Maria Gebhardt, Slides 14 - 35
• Digital Collections
• Metadata
• Tips (Tips about digitization, storage, aligning with your IT Department, promotion, sharing your digital collection, and time management)
• Expanding the Digital Collection
• Helpful Tools (Completely free online resources)

Part III – Derek Davis, Slides 36 - 49
• How Museums Collect and Share
• Comparing Libraries to Museums
• Building Repositories
• Three Keys to Engagement
Part I:

Part I – Derek Davis, Slides 3 - 13:
• Why Museums Matter
• About the Old Dillard Museum
• What's on Display
• Activities
• Opportunities for Students
Why Museums Matter

Museums help communities better understand and appreciate cultural diversity.

Children who visited a museum during kindergarten had higher achievement scores in reading, mathematics and science in third grade than children who did not.

Students who attend a field trip to an art museum experience an increase in critical thinking skills, historical empathy and tolerance.

Americans view museums as one of the most important resources for educating our children and as one of the most trustworthy sources of objective information.

Children who visited a museum during kindergarten had higher achievement scores in reading, mathematics and science in third grade than children who did not.

Museums are considered a more reliable source of historical information than books, teachers or even personal accounts by relatives.

* Lake, Snell, Perry public opinion survey (2021)
* Reach Advisors (2015)

* Education Next “the Educational Value of Field trips” (2014)

* Indiana University study
About the Old Dillard Museum and Library

How did Old Dillard become a museum?

What is Old Dillard Museum and Library?

Where is Old Dillard Museum and Library?
How Did Old Dillard Become a Museum?

- Desegregation
- The wrecking ball cometh
- Mary Laramore Smith and the Black Historical Society
- The quest for documentation
- Local historic site designation
- National Register of Historic Places

Community activism
Collections From the Community

First Black school to go beyond the 6th grade

Community support develops a robust vocational training program

First Black school with a 12th grade
School was social and educational center for the community

Local organizations support expanded curriculum

Community purchases bus for cross-state competition
What is Old Dillard Museum and Library?

- An Educational Center
- Historical and Cultural Exhibits
- Lectures, Seminars and Meetings
- Jazz Concerts
- Community Celebrations
- Cultural Outreach
- Tours

Focus on the Black Community of Fort Lauderdale
What's on Display

Jazz Room honors Cannonball Adderley

Former Dillard artist featured

Hands-on activities
Activities

**Research**
- Library
- Special Projects
- Catalogs

**Interactive**
- Onsite Tours
- Outreach Ambassadors
- Community Service Hours
- Workshops

**Events**
- Cannonball Jazz Series
- Pre-Kwanzaa Celebration
- Distance Learning
Opportunities for Students

• Use more than 2,000 specialized books on African American topics
• Research assistance on facts, catalogs and books on local history and culture
• Participate in personalized tours of the facility
• Earn community service hours by volunteering at the Old Dillard Museum

Coming soon:
• Complete research through digital archives and online collections
• Watch online tours of museum
Where is Old Dillard Museum?

- Historic places
- Cultural sites
- Community stories

The Sistrunk Corridor
Part II:

Part II – Maria Gebhardt, Slides 14 - 35:
• Digital Collections
• Metadata
• Tips
  • Tips About Digitization
  • Tips About Storage
  • Tips About Aligning with Your IT Department
  • Tips About Promotion
  • Tips About Sharing Your Digital Collection
  • Tips About Time Management
• Expanding the Digital Collection
• Helpful Free Tools
Quick Poll:

Does your library currently have a digital library or online collection?
Digital Collections

Why create a digital library?

• Increase awareness of your resources to internal and external customers.

• Create an open access tool to showcase memorabilia only seen at a library or museum in-person.

• Enhance a digital collection online easily.
Digital Collections

Activity:

Items for consideration in a digital library:
Digital Collections

Activity:

Items for consideration in a digital library:

- Photos
- Brochures
- Programs from Ceremonies
- Photo Albums
- Meeting Minutes
- Agenda and Notes
- Awards/Plaques
- Award Nominations
- Maps
- Notes and Cards
- Stickers
Metadata

- Data about data:
  - Describes specific elements.
  - Provides access points to both tangible and electronic items.
Advantages of Metadata

According to Lesk, metadata has numerous purposes:

• Metadata can increase the description of an item, especially an image or audio file that cannot easily be found.
• Metadata can provide additional information about objects in your collection.
• Metadata can make historical data about objects easily available to viewers.
• Metadata can provide specific information about objects such as the material used for a sculpture or specific uses.
• Metadata provides an opportunity for a consistent, standard format for information.¹

Best Practices for Metadata

• Interoperability – cross-collection searching.
• Consistency is key.
• Controlled vocabulary.
• Standards.
• One value per field.
• Information is easily understandable outside of the local context.
• Never use jargon or abbreviations that someone else may not easily understand.
• More is better – more engagement, more interest.1 on.2

What Standard Should I Use?

Schema:

- MARC (MARC21 and MARCXML for machine-readable).
- Dublin Core.
- EAD (Encoded Archival Description).
- METS (Metadata Encoding and Transmission Standards).
- MODS (Metadata Object Description).
Poll Two:

What standard does your library use?
Dublin Core

- Not just for web-based items.
- No maximum length for fields.
- Elements are optional.
- Elements can be repeated.
- Fifteen Elements:

1. Title
2. Creator
3. Subject
4. Description
5. Publisher
6. Contributor(s)
7. Date
8. Type
9. Format
10. Identifier (Unique)
11. Source
12. Language
13. Relation
14. Coverage
15. Rights
Poll Three:

Do you know who owns the rights to donated items or items created by former staff members?
• Take photos and scan at the same time – create three files of each item.
• Use common sense – even if a photo has a date, if that date does not seem to match the time period check it out.
• Ask about names, especially of staff members and elected officials.
Tips About Storage

• **Never, never** rely on one copy. USB drives and DVDs may not always work.
• Use the computer as a the first copy and save everything onto an external hard drive as a second copy.
• Third copy – Especially in Florida, save a copy of everything and mail it to another location before hurricane season even starts.
• What about the cloud?
• Keep a copy of all of your metadata on a spreadsheet.
• Update your digital collection and update the back-ups.
• **Lesson Learned:** Add a requirement in your collection management guidelines/policies to set a meeting to review and present information based on your fiscal calendar. It is a great opportunity to get your files saved on time!
• Think about potential water damage early on.
Tips About Aligning with Your IT Department

Don’t wait until you have already created your digital library to coordinate with IT. Set-up a meeting, send emails and help to synchronize the project.

- Ask about policies.
- Ask about what online tools are available.
- Ask if file formats, programs, extensions, or storage options are not allowed or are not compatible.
- Ask about where IT is moving in the future to ensure you are wasting your time and will have to convert your project or duplicate efforts.
Once you have created your digital collection, consider:

- Creating a monthly or bi-monthly newsletter, online magazine, or update that people can subscribe to using a tool such as Google forms.
- How to create it?
Tips About Sharing Your Digital Collection

• Share with your Human Resources Department to see if you can present the information during new employee orientations.
• Offer updates to your local cities and educational advisory committees.
Don’t overpromise how quickly you can deliver a digital collection. Be realistic and share deadlines.
Think About Expanding the Digital Collections

High school memorabilia is only seen by people physically at the school location. These images can be digitized for online accessibility reaching people everywhere.
Project Management Tools

Getting organized is the cornerstone of a good digital collection. Below are a few online tools to help you get organized:

1: Trello – Easy-to-use collaborations tool that provides visual board to get organized and keep your ideas in one online place:
Project Management Tools

2: Evernote – Simple way to keep your notes together and you can organize each subject through online notebooks.
3: Asana – Easy way to create to do lists and you can create a list with re-occurring dates that a team can share.
Part III:

Part III – Derek Davis, Slides 36 - 49:
• How Museums Collect and Share
• Comparing Libraries to Museums
• CSI and Museums
• Building Repositories
• Three Keys to Engagement
• Destination Sistrunk
How Museums Collect and Share
Comparing Libraries to Museums

Library Materials
- Fiction
- Non-fiction
- Catalog
- Reference

Museum Materials
- Collections
- Series
- Artifacts
- Conservation
- Finding Aids

Programs
- Exhibits
- Displays
- Performances
- Research
- Tours
CSI and Museums

Historically Significant People

Crime Scene Investigation

Historically Significant Places
Building Repositories

Keys to Engagement
- Interest
- Involvement
- Recognition
First Key to Engagement: Interest

People give money, time, facts, and artifacts to those who support their interests.
Second Key to Engagement: Involvement

People give money, time, facts, and artifacts to those who support projects that relate to things that involve their lives.
Third Key to Engagement: Recognition

People give money, time, facts, and artifacts to those who give them recognition.
Collections and Programming

Keys to Programming

- Right Person
- Right Prospect
- Right Amount
- Right Cause
- Right Time

"I'm a fiction writer in the grant-proposal genre."

"I was close to a breakthrough when the grant money ran out."

"O.K., let's slowly lower in the grant money."
Dr. Dorothy Jenkins Fields, D.T. Davis, Garth Reeves, Theresa
Viewing of Mangos, Guava and Mullet stage play about Fort Lauderdale black community
RIGHT AMOUNT: Affordable Pricing
RIGHT CAUSE: What the People Want
RIGHT TIME: Themes, Seasons and Holidays