

Board of Directors for 2004-05

John Teskey, President*
University of New Brunswick

Ernie Ingles, Vice President*
University of Alberta

Sandra Alston, Treasurer*
University of Toronto

Bertrum MacDONald, Executive Committee Member*
Dalhousie University

Jacques Michon, Membre du comité exécutif*
Université de Sherbrooke

Paul McCormick*
Library and Archives Canada representative

Jean-Claude Robert, Past President
Université du Québec à Montréal

Brian Bell
Oakville Public Library/HALINET

Marlene Shore
York University

Jean-Pierre Côté
Université de Montréal

Eric Swanick
Simon Fraser University

Fernande Roy
Université du Québec à Montréal

Magdalene Albert*
Executive Director

* Executive Committee

For contact and biographical information regarding our board members, please visit the newly revised CIHM web site at www.canadiana.org/cihm.
The web site also contains the names of members of various committees.

A group photo, including both outgoing and incoming members



1st row

Sandra Alston (new member),
Marlene Shore (new member),
Josephine Bryant (outgoing member),
Eric Swanick (new member),
Ellen Hoffmann (outgoing member), and Jacques Michon.

2nd row

Jean-Claude Robert (outgoing member),
Paul McCormick, Ernie Ingles, and Fernande Roy (new member).

3rd row

Magdalene Albert, Bertrum MacDonald, John Teskey and Jean-Pierre Côté.

Brian Bell – absent (new member).

Annual General Meeting and Board of Directors' Meeting 4 June 2004

President Jean-Claude Robert was pleased to welcome the following participants, who responded to our invitation to CIHM's first open AGM:

Suzanne Bureau, Canada Institute for Scientific and Technical Information;
Don Butcher, Canadian Library Association;
Leslie Firth, Carleton University;
Cynthia Hoekstra, Library of Parliament
Marc Périard, Canadian Heritage; and
Eric Swanick, Simon Fraser University.

The timing of the meeting, which conflicted with the Congress in Winnipeg, may have resulted in fewer attendees, but it did not result in a lack of feedback. Invitees were thanked for generously giving of their time and for providing valuable input, which will be followed up by the board in the coming year.

Discussion topics included the White Paper (a follow up to the June 2001 Strategy Session), the 2004-05 Projected Budget, Future Directions, and a report from CIHM's marketing consultant Jake Hodgson. Paul McCormick provided an update from Library and Archives Canada (LAC),

indicating that the past year had been one of continued collaboration and cooperation between LAC and CIHM.

Jake Hodgson compared the Institute's position when it started operations in 1978 to today's situation, and concluded with recommendations to see it into the future. A major concern has been the Institute's name, which is outdated and not meaningful to those outside of the CIHM stakeholder group. The feedback from the meeting will assist the Marketing Committee in developing and implementing a new plan for CIHM.

This year's dinner, held in the Delta's Capital Dining Room, honoured those who raised funds and/or awareness of the Institute: Liz Kane, former Director of Development, Senator Laurier LaPierre, O.C., Sheila Martin, National Librarian Roch Carrier, Jan Cellucci, and former Executive Director Pam Bjornson.

Unfortunately not all of our guests were able to attend, including our primary fundraiser, Liz Kane, who was unexpectedly taken ill. We're pleased to report that she is well on the mend and in good spirits. We shall follow up with Liz once she is fully recovered.

Fortunately, newly appointed Librarian and Archivist of Canada, Ian Wilson, who had been expected to be out of town, was able to join us after all.

CIHM also paid tribute to the following departing board members: President Jean-Claude Robert, UQAM (7 years), Treasurer Ellen Hoffmann, York University (8 years) and Josephine Bryant, Toronto Public Library (6 years). Dr. Robert commended Ellen for her many years of dedicated service. She was active in numerous committees including Finance, Personnel, the LAC-CIHM Working Group, and, most recently, the Bylaw Committee. He also thanked Josephine Bryant for her valuable input, in particular regarding marketing.

When Vice President Ernie Ingles concluded his remarks on Jean-Claude's contributions to CIHM, the outgoing president received a standing ovation. Mr. Ingles stated that it was in large part due to Jean-Claude that successful outcomes resulted in meetings with Canadian Heritage regarding the CCOP grant and the issue of public access and in meetings regarding Library and Archives Canada's partnerships review. He also met with Roch Carrier and Senator Laurier LaPierre, recently appointed Chair of the Canadian Culture Online National Advisory Board. Dr. Robert travelled to Ottawa to attend meetings whenever requested, despite a busy schedule at the university, particularly when he held the position of Chair of the History Department. He will be greatly missed on the Board of Directors, but we are pleased that he continues to chair CIHM's Government Publications Advisory Committee.

Highlights 2003-04

Production/Research (year 4 of the six-year Canada in the Making Project)

- 280,000 images scanned
- 107,000 images open access, as per agreement with Canadian Heritage: *Colonial Government Journals Collection*
- *Early Governors General of Canada Collection* (15,000 images open access) launched December 2003 as a special Anniversary Project
- 3,822 titles catalogued (the filming of 3,359 parliamentary bills at one fiche apiece has
- skewed the statistics this year)
- 3,103 new bibliographic records added to the CIHM database

- 2,559 microfiche produced
- book scanning process brought in house spring 2004

Early Canadiana Online (ECO)

	<i>Launch 1999/2000</i>	<i>2003/04</i>
Yearly hits	8 million	31 million
Total volumes	3,100	11,000
Total images	550,000	1,550,000

Overall traffic on the various Web sites (ECO, Canada in the Making, Exploration, the Fur Trade and Hudson's Bay Company) the number of visits has increased approximately 30% over the previous year. Web traffic statistics suggest that users are making slightly more repeat visits, are viewing more pages per visit, and are consuming more bandwidth per visit.

Overall, approximately 31,000,000 resource requests (hits) were made, 550,000 searches were performed on ECO and approximately 315,000 page images were requested. The multi-page PDF ("printing") feature was used about 7,500 times. Approximately 89% of use originates from unlicensed IP addresses, that is, members of the general public as well as subscribers who use username/password authentication.

The ten heaviest users of ECO, as measured by number of page image requests, were 7 university libraries and Indian & Northern Affairs, Parks Canada, and National Library of Canada.

Educational Resources

- *Canada in the Making* learning resource site revised and expanded (Phase III)
www.canadiana.org/citm/

Revised and updated CIHM web site released

- www.canadiana.org/cihm

Partnerships

- Library and Archives Canada (LAC)
 - Continuation of joint digital early directories project following successful pilot, launched May 2003 on the LAC web site. This year 22 titles were added (10,050 images). CIHM provided content on fiche, metadata and OCR; LAC provided the database and interface.
 - CIHM provided OCR for 4,000 images from LAC's music hit lists
 - CIHM provided LAC with preservation microfilm for 2,245 titles
 - LAC provided CIHM with office space and LAN support
 - A catalogue of children's literature titles from the Early Canadiana Research Collection, produced by CIHM as a tribute to the National Library's 50th anniversary event *The Fun of Reading: International Forum on Canadian Children's Literature*, was launched in June at the LAC-hosted anniversary reception for CIHM and distributed during the Forum a few weeks later.
 - CIHM was one of six partners LAC surveyed as part of the institution's transformation process. Follow up discussions with partners are planned.
- 36 academic libraries and 55 other libraries and institutions are ECO subscribers
- 34 libraries allowed CIHM to borrow books for filming
 - Ninety-two percent of the materials catalogued and filmed for government documents were from the collections of Library and Archives Canada. This year 5% of our materials

came from the Library of Parliament, down from 42% last year. Another 1% came from the libraries in Quebec. Memorial Library of Newfoundland contributed 1%.

- Our Roots (Canadian digital local histories project) by Calgary and Laval Universities and partners. CIHM's contribution to date totals 1,376 titles.
- CIHM, a full member of the Canadian Initiative on Digital Libraries (CIDL) since the organization's launch, was also represented on the Steering Committee from January 2000 to December 2003.

A complete list of ECO partners and subscribers is available at:
www.canadiana.org/cihm/partners.html

Funding (grants/fundraising)

CIHM is grateful for the financial support of:

Canadian Heritage, Canadian Culture Online Program: \$390,000
Birks Family Foundation: \$3,000; Histor!ca Foundation \$15,000; and others: \$10,000.
Young Canada Works: \$8,841

ECO Subscriptions (new and renewals to 31 March 2004)

Academic: 34 Canada; 2 International
Other: 55
Individual: 102 Canada; 20 International

ECO Registrations (new and renewals to 31 March 2004)

947 schools in 10 provinces

Microfiche Sales

The following have added sets to their collections:
University of British Columbia, University of Guelph, University of Maine, University of Manitoba, University of Ottawa, John Coutts Library Service; and, through the Department of Foreign Affairs and International Trade: Bibliothèque Nationale de France, and Duke University.

Promotion/Communication/Events

The substantial increase in promotional activity was due to the celebration of the Institute's 25th anniversary in 2003.

Papers and presentations

- Article by Myriam McCormack, former CIHM Production Manager, titled: "Preserving and providing access to Canada's printed heritage: the Canadian Institute for Historical Microreproductions at 25 years" published in the *Papers of the Bibliographical Society of Canada*, Spring 2003 issue, Vol. 41, no.1. Updated version:
www.canadiana.org/cihm/publications/articles/cihm_history.pdf
- Article by Executive Director Magdalene Albert in Canadian Library Association's *Feliciter*, Vol. 49, no. 3 (2003) titled: "The Canadian Institute for Historical Microreproductions: Preserving and Providing Access to Canada's Printed Heritage for 25 Years."
www.canadiana.org/eco/doc/feliciter.pdf;

- Magdalene Albert did two presentations in June at the *American Library Association/Canadian Library Association Conference*. “Canada in the Making: government documents digitization project” for the Government Documents Round Table: Pre Conference on Digitization of Government Information and “CIHM: 25 years of preserving and providing access to Canada’s printed heritage” for the Due North Pre Conference.
- Carole H. Carpenter, Professor of English, York University, presented a paper titled: “The Construction of "Canadianness" through Children's Literature” at the *International Forum on Canadian Children’s Literature*, Ottawa. The article by Carole in the anniversary edition of *Facsimile* is an edited version of her paper.
- Winning essays of the National Contest: www.canadiana.org/cihm/events/winners.html
- CIHM board member Ellen Hoffmann, York University Libraries, presented a paper titled: “Early Canadiana Online (ECO): Listening to users” at the *Toward a User-Centered Approach to Digital Libraries Conference* in Espoo, Finland, 8-9 September. www.lib.helsinki.fi/finelib/digilib/
- Electronic Systems Specialist William Wueppelmann wrote an article on “Metadata & Early Canadiana Online” for the *CIDL News* #9 (September 2003). www.collectionscanada.ca/cidl/news-sept03-e.html;
- Article titled: “The Early Canadiana Research Collection” by Magdalene Albert published in: *Ottawa Branch News* (Ontario Genealogical Society), September/October 2003, Vol. 36, no.5.
- Magdalene Albert did a presentation at the *Canadian Association of Research Libraries fall meeting* on CIHM and 25 years of preserving and providing access to Canada’s printed heritage. www.carl-abrc.ca/meetings/2003/Albert.ppt
- Presentation on the genealogical and local history materials in the Early Canadiana Research Collections (microfiche and online) for the *Société de généalogie de Québec* by Christine Veilleux, CIHM Québec Regional Researcher, 18 November.
- Publication of special anniversary edition of *Facsimile* No. 26, 2004, edited by Lorna Knight and CIHM Vice President Ernie Ingles.
- Six issues of CIHM e-Bulletin

Events

- May and June, special CIHM anniversary display in the foyer of Library and Archives Canada
- *Congress of the Social Sciences and Humanities*, Halifax, 1-4 June. CIHM participated as an exhibitor in the Book Fair.
- CIHM 25th Anniversary Reception, hosted by Library and Archives Canada, 13 June. About 100 guests celebrated this event which included the launch of a Catalogue of Children’s Literature titles from the Early Canadiana Research Collection, produced in honour of the National Library’s 50th anniversary celebration: *The International Forum on Canadian Children’s Literature* and the awarding of certificates and cash prizes to the winners of the National Student Essay Contest.
- *American Library Association/Canadian Library Association Conference and Trade Show*, Toronto, 19-24 June. CIHM was an exhibitor.
- *International Forum on Canadian Children’s Literature*, Ottawa. CIHM was an exhibitor and distributed the Children’s Catalogue “Children’s literature, a feast of titles : Délices de la littérature enfantine”. www.canadiana.org/cihm/publications/articles/catalog25an.pdf
- CIHM was an exhibitor at the *Preservation of Electronic Records: New Knowledge and Decision-making Symposium* in Ottawa, 15-18 September.
- *Word on the Street Festival*. CIHM was an exhibitor at the Vancouver and the Kitchener locations, 28 September.
- CIHM was an exhibitor at the *Association of Canadian Studies biennial conference, Presence of the past: a national conference on the teaching, learning and communicating the history of Canada*, in Halifax, 24-26 October.

- The *Canadian Association of Research Libraries (CARL) fall meeting* took place from 7-10 November in Ottawa. As part of CIHM's anniversary celebrations, CIHM Executive member John Teskey presented CARL President Joyce Garnett with a plaque to recognize the support the Association's members have given to the Institute for 25 years. The presentation was made during the CIHM-sponsored lunch on Sunday 9 November.
- The *Culture.ca consultations* were held across the country with over 200 stakeholders. Magdalene Albert and CIHM Board Member Ellen Hoffmann attended the Ottawa meeting 17 November at the Canada and the World Pavilion. Early Canadiana Online (ECO) was one of the featured sites presented.
- Magdalene Albert attended the *Digital Cultural Content Forum* in Calgary, 26-27 February.
- Beth Stover attended the *Our Roots Editorial Committee Meeting* 27 February at Library and Archives Canada.

Notices, announcements, ads, etc.

- CIHM National Student Essay Contest announced. Contest and results were also posted on the SchoolNet/Rescol web site
- Ad in the May/June issue of *Muse*, the official publication of the Canadian Museums Association.
- Two articles by Randy Boswell of the *Ottawa Citizen* about the origins of hockey in Canada in which he mentions CIHM and the Early Canadiana Online database. 4 and 9 May.
- Ad in Canadian Library Association's June *Féliciter*.
- Ad in conference program of the *International Forum on Canadian Children's Literature*, Ottawa.
- *Canada in the Making* flyer insert in *AAQ Conference Program* (Association des archivists du Québec).
- Wide distribution of CIHM's Canadian Heritage grant press release.
- All Canadian school boards and all provincial and territorial ministries of education notified of the revised and updated educational resource *Canada in the Making* (Phase II).
- National Library Bulletin newsletter describes the CIHM Anniversary Reception in the September/October issue. www.collectionscanada.ca/bulletin/p2-0503-04-e.html;
- Ad in the *ASTED* (*Association pour l'avancement des sciences et des techniques de la documentation*) Conference program 5-8 November.
- December launch of the *Early Governors General Collection*, an anniversary tribute to CIHM's Honorary Patron.
- Article by Randy Boswell of the *Ottawa Citizen* on digital libraries 30 December. University of Ottawa history professor and Director of the Canadian Studies Program, Chad Gaffield includes CIHM along with other organizations that produce virtual libraries of searchable scholarly materials.
- Insert of CIHM's genealogy brochure in the January/February 2004, Vol. 37, no.1 issue of the *Ottawa Branch News* (Ontario Genealogical Society)
- Exploration, the Fur Trade and Hudson's Bay Company learning resource site was one of the featured sites for January on *Culture.ca*
- All Canadian school boards and all provincial and territorial ministries of education notified of the revised and updated educational resource *Canada in the Making* (Phase III).
- Expanded learning resource site released *Canada in the Making* (Phase III) is featured in Historica's newsletter.
- Promotional package sent to educational event in Toronto in March. *Formation pour les bibliothécaires du Conseil Scolaire du District Catholique Centre-Sud*.

ERPANET digital survey

Joy Davidson, ERPANET British Editor, Humanities Advanced Technology and Information Institute (HATII), University of Glasgow, asked CIHM to participate in a survey as part of a process to produce case studies on organizations that are implementing digital preservation strategies. When she visited CIHM in January, Joy indicated that at present they have about a dozen cases on the web site and hope to have about 60 by November. The completed survey is now available at : www.erpanet.org/php/studies/docs/CIHM%20Study_final.pdf

Training/professional development

Bibliographic Research Coordinator Beth Stover, Cataloguing Coordinator Judi McNeil, Electronic Systems Specialist William Wueppelmann, and Executive Director Magdalene Albert attended various sessions at the *American Library Association (ALA)/Canadian Library Association (CLA) Conference*, 19-24 June, Toronto.

Judi McNeil attended the *Preservation of Electronic Records: New Knowledge and Decision-making Symposium* in Ottawa, 15-18 September, the *Canadian Metadata Forum* at Library and Archives of Canada, 19-20 September and took part in an online course titled *Digital Licensing Online*, presented by Copyrightlaws.com and Lesley Ellen Harris, from 22 September to 20 November. Judi also attended a CASLIS Ottawa session on *Digital Copyrights and Electronic Licensing* at the Ottawa Public Library 30 March.

William Wueppelmann attended the *YAPC (Yet Another Perl Conference) Canada*, at Carleton University 15, 16 May and the *Access Conference* in Vancouver, 1-4 October.

Future Directions 2004-05

Canada in the Making government documents digitization project

250,000 pages of early official publications will be digitized in year five of this 6-year project. CIHM is on target to reach a total of 1.5 million pages by the end of 2005-06.

Canada in the Making Learning Resource Unit

A further expansion to the web based educational unit will complement the growth of the database. Phase IV will focus on Pioneers.

Early Canadiana Online (ECO)

The first phase of ECO 2 was finalized in early 2003-04 and has been running with few problems or issues. In addition, isagn has completed the technical documentation for ECO.

The remaining features of ECO 2 have been divided into two phases. The next phase, to be completed during this fiscal year, will see changes to the user interface, including the type of information available to the user and the search and browse features. The final phase is tentatively planned for 2005-06.

Marketing Plan

Following up on Marketing Consultant Jake Hodgson's report, a new marketing plan will be developed and implemented.

Other Projects

Early Canadian Periodicals

Continuation of preparatory work—year 2.
Develop project web site, indicating work to be planned, titles for inclusion/verification.

LAC-CIHM Directories Project

Continuation of the project—year 3.
University of Alberta's Peel Digital Project
CIHM content on microfiche contribution

May Court Club Project

A project to assist the Ottawa May Court Club, Canada's first women's service club founded in 1898 by Lady Aberdeen, in preserving and digitizing its archival materials.

Staff News

CIHM welcomes new members to the Bibliographic Research Team.

Coordinator Beth Stover was successful in obtaining grant funds for two summer students to work in Ottawa. CIHM appreciates the generous support of the *Young Canada Works in Heritage Organizations* program.

Danielle Rodier, who is back for a second summer, has completed her first year in Art & Culture at Carleton University. **Lindsey Lorimer** has completed her first year in English and History at Queen's University. Danielle and Lindsay will be assisting in bibliographic related research.

Beth has also hired a part-time researcher in Halifax. **Jessica MacLennan** is a graduate of the School of Library and Information Studies at Dalhousie University and has an extensive background working as a library consultant.

◆ **The CIHM Bulletin is a bi-monthly electronic publication,
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Magdalene Albert, editor

If you have comments, questions, suggestions, or would like to receive previous editions, please contact us: cihmicmh@lac-bac.gc.ca

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