



# One Organization's Struggle with Preserving its Memory

ANNA RUSSELL

# How SANDALL Came to Realize it Needed but Had no Digital Archive Strategy

- Background
- Setting the Stage, Collaborating and Research
- Putting the plan together
- Where we are going next

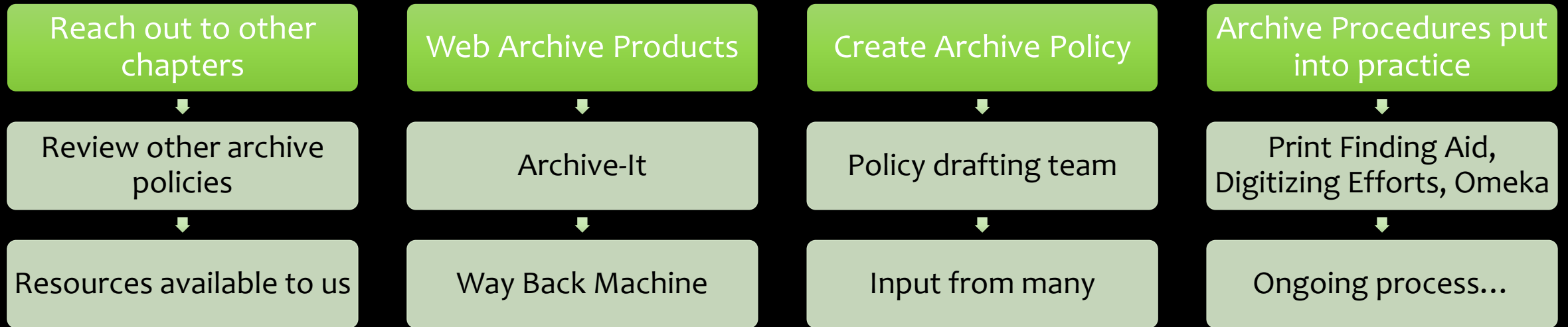
# Format of Organization's Archive-worthy Materials over the Years



## Working with changing content formats

- How do we save materials in a way that can be easily accessible to others?
- Oh yeah – what digital materials should be saved for posterity?

# Process we went through





# Reaching Out for Help

Looking for templates, looking to expertise (Special Library Association, Society of American Archivists)\*

\*These guys are good. But we are a volunteer organization.



# Archive-It

Saving Website and Social  
Media Content



# SANDALL

## SAN DIEGO AREA LAW LIBRARIES

### Internet Special Interest Group

Feeling overwhelmed by the Internet? Want to know where the best sites can be found? Keeping up-to-date of the best of the Web can be a full time job. That's why the SANDALL Internet Special Interest Group was created. We encourage you to join our meetings where some of the local law librarians get together to share web sites, and discuss problems and issues surrounding the Internet. For those new to the SIG or to the net we request to share an Internet related article, issue, problem or web site. When attending your first meeting, it is best to bring copies of one or two of your favorite web sites.

When: 1:00 to 2:00, the 3rd Wednesday of every month

Where: The San Diego County Public Law Library

[Links](#) discussed at past meetings

Coordinator:

[Kim Kane](#)

San Diego County Public Law Library  
1105 Front Street  
San Diego, CA 921  
(619)531-3906  
Email: [kkane@sdcplll.org](mailto:kkane@sdcplll.org)

## SANDALL

### Grant Recipients

#### 2000-2001:

The Grants Committee awarded two grants covering the full cost of registration to the 2001 SCALL Institute to Torin Andrews and Pat Bermel.

The Grants Committee awarded a grant covering the full cost of registration to the SANDALL fall workshop to Sushila Selness.

#### 1999-2000:

The Grants Committee awarded two grants covering the registration fee for the 2000 Spring SCALL Institute. The winners are:  
Amy Hale  
Owen Smith

#### 1998-1999:

The Grants Committee awarded two grants covering the registration fee for the 1999 NOCALL-SCALL Joint Institute. The winners are:  
Ericka Horst  
Amy Dicks

## 1999-2000 SANDALL Membership Directory

Last Major Update, Dec 8, 1999

Please note: Some members have elected not to have their names listed.

## Examples of online content

- Is it a copy of a print resource?
- Is it a copy of electronic document?
- Try to save only one source. No need for duplicates



## Holiday Party



### SAVE THE DATE – SANDALL Holiday Party

It's going to be a party! Time to celebrate!

Tuesday, December 15, 2015 6-9pm

98 Bottles

2400 Kettner Blvd, Suite 110, San Diego, CA

With the generous support of  
Continuing Education of the Bar

All attendees must be 21 years of age or older.

\$25 with 1 drink ticket per person

RSVP required by Friday, December 4 – Buy tickets [here](#)

**Food:** Substantial hors d'oeuvres! All dishes are freshly prepared in house with locally grown and organic ingredients as much as possible.

**Drinks:** Beer, wine, sake, cocktails and non-alcoholic options!

**Location:** Northern part of Little Italy, in the Art & Design District at 2400 Kettner Blvd, Suite 110. 98 Bottles is just south of the main intersection of Kettner & Laurel.

**Parking:** Ample street parking near 98 Bottles, free after 6pm, including colored curbs (except red). Self-parking \$9 at Airport Parking Garage at Kettner and Laurel.

**Ticket prices:** Cost for SANDALL members, each of your guests or any non-members at

Consider donating a new, unwrapped children's book, ages infant to age 12, at the holiday

We will also have 10 available for purchase by cash or check (made out to SANDALL) to d

Beginning November 23, the [San Diego County Library](#) will collect books to donate to Toys f  
County locations until December 15.



### SANDALL 2015 Winter Institute Presentation Recordings:

[Session 1: UELMA Background and Beginnings: 8:30-9:00 AM \(28 min\)](#)

[Session 2: Legislative Process and UELMA in California: 9:00-9:30 AM \(32 min\)](#)

[Session 3: The UELMA Process: 9:30-10:00 AM \(30 min\)](#)

[Session 4: Implementation of UELMA: 10:00-10:42 AM \(42 min\)](#)

[Session 5: Keynote Address: 10:45-11:15 AM Legal Materials: 11:45 AM-1:30 PM \(24 min\)](#)

[Session 6: State Website: 1:30-2:00 PM \(30 min\)](#)

[Session 7: Online UELMA: 2:00-3:30 PM \(1 hour 19 min\)](#)

[Session 8: Best Practices for UELMA: 4:15-4:35 PM \(22 min\)](#)

[Session 9: Closing Remarks: 4:35-4:50 PM \(13 min\)](#)

[View Presentation Recordings Index](#)

Original and  
only available  
online

- Rubber meets the Road
- Figuring out the methods of preserving online formats is tricky.

# Policy Creation

Small but knowledgeable team

Disability &  
Accessibility  
Concerns

Copyright  
&  
Publishing  
Issues

Scope of  
Authority

File  
Formats,  
Technology  
Issues

# Putting the Policy into Practice

That's the hard part!

