



Board of Directors Meeting

June 13, 2013

Juvenile Welfare Board Minutes Digital Archive

Item IV.C.

Recommended Action:	Authorize Executive Director to Execute Contract with the Nelson Poynter Memorial Library at the University of South Florida St. Petersburg
Issue:	Preservation of the Juvenile Welfare Board Meeting Minutes
Strategic Plan Strategy:	Identify, initiate and expand relationships with organizations and individuals with common interests and goals

Background:

In December 2012, Debra Prewitt and Joyce Sparrow met with James A. Schnur, Associate University Librarian for Special Collections and Archives at the Nelson Poynter Memorial Library at the University of South Florida St. Petersburg, to discuss creation of a digital archive for the JWB Board minutes dating back to May 14, 1947.

During further discussions, Mr. Schnur outlined the university's role in the project, including internship opportunities for students in the Department of Library and Information Science.

Attachment 1 is a draft contract between the Juvenile Welfare Board and the Nelson Poynter Memorial Library at the University of South Florida St. Petersburg to sanction the non-exclusive license between the two organizations, creating the Juvenile Welfare Board of Pinellas County Collection.

The project will be coordinated by Joyce Sparrow, M.S.L.S., the JWB Grant Specialist. Establishing this digital collection also supports the Council on Accreditation (COA) standards on informing stakeholders through collaborations and partnerships.

<DRAFT>

Collection Title: Juvenile Welfare Board of Pinellas County, Florida, Collection

Provenance: Local and Regional Historical Collections

In view of the historical value of this collection, _____, as the individual responsible for the management of Juvenile Welfare Board of Pinellas County, hereby give to the Nelson Poynter Memorial Library at the University of South Florida St. Petersburg for such scholarly and educational uses the University shall determine these materials listed as an unrestricted gift. The Library will maintain the contents according to accepted archival and collection management practices and procedures. Through this deed of gift, the Library also shall receive a non-exclusive license to place these materials within the USFSP Digital Archive or another digital repository under the management of the Library that provides access to patrons outside of the facility.

Any member of the general public may examine physical materials in the Juvenile Welfare Board of Pinellas County collection during regular library hours of operation without restriction. For items placed in the USFSP Digital Archive, access will occur without restriction except in those instances when access to the USFSP Digital Archive is unavailable. Materials of historical significance but also of a sensitive nature, due to pending litigation or other matters, may be accepted on a case-by-case basis as long as each item has a mutually agreed upon date after which the material shall no longer be restricted from public access. Copyright has not been assigned to the library by the Juvenile Welfare Board of Pinellas County. For materials that Juvenile Welfare Board of Pinellas County has produced or for which the Juvenile Welfare Board of Pinellas County holds copyright, I, as an authorized representative, will permit patrons to examine these items, except as outlined for items of a sensitive nature. The Juvenile Welfare Board of Pinellas County retains copyright and publication privileges for any personal manuscripts it has created as part of this collection. This agreement may be revised or amended by mutual consent of the undersigned parties.