Sailing Together: Community Scanning from Stem to Stern

Lizzy Baus, Mollie Stanford, Katie Sundstrom, Heidi Schutt
Lake Superior Libraries Symposium
Agenda

➢ Minnesota Digital Library and Scan for Keeps background
➢ Regional Library System perspective
➢ Library event
➢ Other uses
MDL and Scan for Keeps
The Minnesota Digital Library (MDL) supports discovery and education through access to unique digital collections shared by cultural heritage organizations from across the state of Minnesota.
189
Libraries, archives, museums, historical societies, etc.

273,973
Photos, maps, text, audio, video, 3D objects, etc.

138,285
Visitors in the past year
Scan for Keeps program

➢ Pilot project, Fall 2015
  ➔ MDL-staffed events
  ➔ Learn what works and what doesn’t

➢ Lending program, Fall 2016
  ➔ Provide equipment and templates
  ➔ Offer advice
Scan for Keeps equipment
Scan for Keeps paperwork

Join in the Scan for Keeps event to preserve your family history.

**Scan for Keeps paperwork**

**Event Details:**
- **Date:** [Insert Date]
- **Location:** [Insert Location]

**Registration:**
- **Online Registration:** [Insert Registration Link]
- **On-Site Registration:** Contact [Insert Contact Information] for on-site registration.

**Scanning Materials:**
- Photographs
- Documents
- Artwork

**Tips for Scanning:**
- Use a high-quality scanner or digital camera.
- Ensure the document is clean and free from wrinkles or creases.
- Check the lighting and adjust as necessary to avoid glare or shadows.

**Materials Needed:**
- Scanner or digital camera
- Memory card or USB drive

**Preparation:**
- Organize your materials beforehand.
- Make a list of what you plan to scan.

**Follow-Up:**
- After the event, review your scanned materials and organize them.
- Consider sharing your scanned documents with family members.

**Contact Information:**
- [Insert Contact Information]
- [Insert Additional Information]

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Scan for Keeps process

1. Express interest
2. Get trained
3. Sign form
4. Borrow equipment
5. Host event!
6. Return equipment
Learn more

For equipment list, procedures, forms, tips & tricks, and more:

https://mndigital.org/projects/scan-keeps
Mollie Stanford
Regional Librarian
Arrowhead Library System
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Training
- Coordinate regional training @ ALS
- Receive helpful tools for program planning
- Identify time frame for kits

Schedule
- Identify interested library locations with trained staff (9 libraries)
- Select time for each library location
- Create delivery schedule for kit

Delivery
- Coordinate delivery of materials
- Send email reminders and encourage libraries to connect
- Check materials before sending to Minitex
ALS Kit Addition

Limo Premium Pro Table Top Photo 20" X 20" Soft Tent Kit with 800-900 Lumens Continuous Led Lights, Lmp106 -- $61.68 on Amazon

(Mickey not included)
ALS Program Examples

Scan for Keeps @ VPL!

Do you have valuable old photographs or documents to save? Sign up to have them scanned and saved for future generations! The library has borrowed a Scan for Keeps kit from the Minnesota Digital Library. Library staff will scan and save your images for you. All you need to do is sign up for a one-hour time slot, bring in your photos or documents, and have a thumb drive to save the images on. Sign up at the reference desk today!

December 17 - 21
Morning & afternoon times are available
Call the 748-7525 for more information

Scan for Keeps
Thursday, April 12, 1:00 – 5:00 pm

Bring in old photos, negatives, or slides and our staff will scan your memories onto a flash drive.

The service is free and flash drives will be available for purchase for $5, if you don’t have one of your own.

We may have to limit the number of items scanned per person.

Photo Preservation Workshop
Monday, April 9
6 - 8pm

Do you have old photos you’d like to save digitally?
Bring a few photos to the library and get help saving them digitally. Bring a flash drive or buy one for $5.

Minnesota Digital Library is sharing a high-quality portable scanner with libraries. We can scan a small quantity of photos for you to keep and share digitally. Actual number we can scan will depend on the number of participants during photo scanned.
Katie Sundstrom
Library Director
Two Harbors Public Library
Katie.Sundstrom@alslib.info
Two Harbors Public Library  Quick Facts

Population: 3,517
Service Area: ~8,000

Open 47 hours / week
Visitors: ~3,300 / month
Circulation: ~5,800 items / month
Getting Started

➢ Qualifying as a Program Host
  ➢ Training
  ➢ Equipment Transport
  ➢ Practice
Audience
➢ What is our patron base?
➢ Which patrons are most likely to benefit?
➢ What days/times best reach this target audience?

Scope
➢ What will we offer?
   ➢ Photos
   ➢ Slides
   ➢ Realia
➢ How will patrons keep their scans?
   ➢ USB Flash Drives
   ➢ Burned CDs

Time Frame
➢ Availability of:
   ➢ Staff
   ➢ Meeting Space
   ➢ Equipment
➢ Limits for Patrons
   ➢ Time Slot
   ➢ Sign-ups
   ➢ Maximum Images

Defining the Program
The Programs

March 28th, 2018, 2:00-4:00pm
➢ Pictures Only
➢ Attendance: 4
➢ No Sign-up Sheet

Feedback:
➢ Very positive
➢ We needed more time

January 10th, 2019, 2:00-5:00pm
➢ Pictures + Slides
➢ Attendance: 3
➢ No Sign-up Sheet

Feedback:
➢ Very positive
➢ We needed more time
What We Learned - The People

➢ Informal Social Hour
➢ Intergenerational Possibilities
➢ Great opportunity for collecting local history
➢ Good time to incorporate some technology training
What We Learned - the Technology

➢ The equipment is shared; pre-sets are occasionally missing
➢ Scanning is slow, especially for a tray of slides
➢ More sizes of slides than sizes of slide templates
➢ Editing capabilities are advanced, if you have the time
➢ No way to burn a disc
Recommendations Going Forward

➢ Always set-up the equipment well ahead of time
➢ Split the program time
  ➢ Capitalize on a social hour for photos
  ➢ Reserve separate ½ hour slots for slides or photo editing
➢ Have extra staff assigned for back-up
➢ Consider doubling-up the programming
  ➢ Technology Training
  ➢ Community History
  ➢ Genealogy
  ➢ Scrapbooking
Anecdotes:

1. 50-year-old Christmas Photos for use as this year’s Christmas Cards
2. Saving space and memories
3. Following the kit around the ALS system to keep having more slides scanned
Muir Library - Winnebago  Quick Facts

Population: 1,350
Service Area: 2,771

Open 40 hours / week
Attendance: 750-800 / month
Circulation: 2,000 items / month
Muir Library - Winnebago

Pushing the Limits
Rural Gateways & Califa Library Group
Applied in 2015
Began training in 2016
Library Programs in 2017-2019
10 Programs with 173 attendees
110 public libraries participated in the U.S.
Pushing the Limits

Book Club Meets Science Cafe

STEM Programs for Adults

Invite historical societies, museums, county fair, churches, etc
Demonstrate Scan for Keeps equipment
Educate about sharing safely online
THANKS!

Any questions?
Contact us!

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- Presentation template by SlidesCarnival
- Maps from David Rumsey Map Collection
- Photographs by Unsplash