

# Fall Meeting Schedule, October 6 - 7, 2005

University of North Carolina, Wilmington

## Thursday, October 6, 2005

8:30 - 9:00 a.m. -- Registration/Coffee

9:00 - 9:15 a.m. -- Welcome

### Concurrent Workshops

- **Digital Project Planning and Management \$25**  
**[Co sponsored by NC ECHO]**

This workshop begins with a discussion of the goals and objectives of digital projects. It covers project planning, needs analysis, decision-making, issues of selection, and an introduction to legal considerations for digital projects. Drawing on experiences from participants and hands on exercises, this section will introduce the nuances to creating online digital projects. It concludes with a discussion of the project management concerns, including staffing, action plans, assessment and evaluation, work flow and quality management, storage and long term preservation. **October 6, 9:15 am – 5:00 pm 1 day; capacity 20**

Please note: Participants will be asked to provide an email address. Prior to the workshop, the instructor will send participants a list of questions to assist her with tailoring the workshop to participants' needs.

- **Basic Artifact Handling and Storage for Archivists \$25**  
**Instructor: Linda Jacobson**

Whether or not an object will be preserved for the future depends upon the care and storage provided for it today. Three-dimensional artifacts often require different treatments than paper items. This hands-on workshop is designed to provide basic background for individuals without prior training or experience in handling the objects that often appear in archival repositories. Participants will learn about preservation methods for organic and inorganic items. Topics covered will include surface cleaning, labeling,

accessioning, and proper storage. **October 6, 9:15 am-1:15 p.m.**  
**½ day; minimum registration of 5, capacity 20**

Please note: Participants will be asked to provide an email address. Prior to the workshop, the instructor will send participants a list of questions to assist her with tailoring the workshop to participants' needs..

**3:30 - 5:30 p.m. -- Wilmington Adventure Walking Tour**

**5:30 - 8:00 p.m. -- Reception at the Cape Fear Museum**

**8:15 p.m. -- Ghost Walk Tour**

## **Friday, March 4**

**8:30 - 9:00 a.m. -- Meeting Registration & Coffee**

**9:00 - 9:15 a.m. -- Welcome**

**9:15 - 10:30 a.m. -- Panel Session 1:** Building Effective Partnerships: The Archivist and the Community

**10:30 - 11:00 a.m. -- Break/SNCA Hobby Quiz**

**11:00 - noon -- Opening Plenary:** Debra Blake, "A Thorn in the Union Side: Rose O'Neal Greenhow, Confederate Spy"

**Noon - 1:15 p.m -- Lunch:** Randall Library Special Collections

**1:20 - 2:20 p.m. -- Awards and Announcements**

**2:20 - 3:20 p.m. -- Panel Session 2:** Tips and Tricks for Career Management

**3:20 - 3:40 p.m. -- Break**

**3:40 - 4:40 p.m. -- Closing Plenary:** LeRae Umfleet, "A Day of Blood in Wilmington: Researching the Violence, November 10, 1898"

**4:45 - 5:45 p.m. -- Tour:**

- Option 1: Wilmington Adventure Walking Tour
- Option 2: University of North Carolina at Wilmington

