

**Project Charter**  
**Canadian Collective Print Preservation Strategy Working Group**  
**Approved: March 2019**

**Project Sponsors**

Canadian Association of Research Libraries (CARL)  
Library & Archives Canada (LAC)

**Members**

**Ex Officio**

Susan Haigh, Executive Director, CARL

**Project Chairs**

Gwen Bird, Dean of Libraries, Simon Fraser University  
Monica Fuijkschot, Director General, Published Heritage, LAC

**Project Team**

Sonia Bebbington, Library of Parliament\*  
Alison Bullock, Director, Acquisitions, Published Heritage, LAC  
Doug Brigham, University of BC and Council of Prairie and Pacific University Libraries  
Gillian Byrne, Toronto Public Library  
Scott Gillies, Wilfrid Laurier Univ, Ontario Council of University Libraries and Tri-Universities Group  
Joseph Hafner, McGill University  
Denise Koufogiannakis, University of Alberta  
Mireille Laforce, Bibliothèque et Archives nationales de Québec  
Caitlin Tillman, University of Toronto and Keep@Downsview  
Camille Veillette-Péclét, Université de Montréal  
Louise White, Memorial University of Newfoundland and Council of Atlantic University Libraries

*\*The Library of Parliament will participate to the full extent allowed by its internal code of Values and Ethics.*

**Project Description**

Guided by the shared objective of Canadian libraries to collaboratively support stewardship of the scholarly and cultural record in our possession, the Working Group will design and implement a national strategy of collective print preservation and access. The national strategy, once implemented, will provide libraries with a means to consolidate print collections while ensuring long-term content retention and access for users. Digitization will be relevant as it impacts print retention requirements and the provision of access. The last copy principles adopted by Library and Archives Canada will be foundational to the project.

To ensure the Canadian strategy draws upon and complements similar efforts in other jurisdictions, the Working Group will liaise and collaborate with international print preservation initiatives. This strategy will encompass all categories of print (monographs, serials, government documents) and will specifically address Canadiana.

## **Project Deliverables**

1. An environmental scan of Canadian collective print preservation initiatives including participation in local, consortial or international networks and identifying key participants and preservation capacity.

**Timeline:** April 2019

2. An environmental scan of international collective print preservation initiatives including those of organizations such as CRL, CRL Print Archive Network members, CAVAL, Hathi Trust and OCLC.

**Timeline:** April 2019

3. Overlap studies which determine the scale and range of Canada's collective print collection.

**Timeline:** multi-phased, to begin with Phase I - federal government documents - starting 1st quarter of 2019.

4. Shared publicly available retention framework and commitment statements.

**Timeline:** Ongoing.

5. A public registry of commitments to hold a work(s) for long-term or permanent access through bibliographic records.

**Timeline:** Ongoing.

6. A detailed proposal which describes how Canadian libraries could strategically build a national network of distributed and/or central facility-based print preservation and access which addresses all categories of print and provides multiple options for library participation. Issues such as governance, collection ownership, retention obligations, financial commitment, bibliographic control, and mechanisms of access will be addressed.

**Timeline:** August 2019

7. Mechanisms to share the proposal, collect and evaluate comments/suggestions, modify the proposal and secure approval to implement the strategy will be developed.

**Timeline:** April 2020

8. Implementation of the approved national strategy.

**Timeline:** To begin April 2020, anticipated to be a multi-year effort.

9. Recommendations for post-project operationalization and continuous improvement of the implemented strategy.

**Timeline:** August 2020

## **Stakeholders**

Canadian Association of Research Libraries  
Library and Archives Canada  
Participating libraries and library consortia  
Library funding organizations  
Canadian and international library users

## **Risks**

1. Inability to secure the required cooperation of library or library consortia directors/administrators.
2. Inability to adequately compare holdings across collections as a result of variable cataloguing practice.
3. Inability to secure the required funding to fully develop and implement the strategy.
4. Inability to build stakeholder confidence in the strategy.

## **Risk Mitigation**

A robust communications plan will be required to mitigate the risks identified above. The plan will include early and regular feedback from all stakeholders.

While many components of the funding required to achieve success are outside the sphere of influence of the Working Group, detailed descriptions of financial commitments associated with participation will be developed.

## **Out of Scope**

A national scale digital preservation strategy will not be addressed by this project.

## **Budget**

The Working Group will present to the Sponsors annually a proposed budget for the development and implementation of the national strategy.

## **Communication**

The Working Group will develop a communications plan to ensure regular and substantial communication with all stakeholders. This will include reporting at identified meetings and conferences, a standing web presence for communication with libraries and provision of content for communication with the user community.

## **Governance**

As a joint initiative of the Canadian Association of Research Libraries and Library and Archives Canada, the Working group will report to both organizations.

## **Secretariat and Meetings**

LAC will provide the Secretariat for this work. Meetings will take place on a monthly basis at a minimum.

## **Foundational Documents**

Last copies - Permanent conservation of print collections in Canada. Retrieved from <http://www.bac-lac.gc.ca/eng/services/last-copies/pages/last-copies.aspx>

Business Case - Last Copies - Canadian Overlap Study. Retrieved from <http://www.bac-lac.gc.ca/eng/services/last-copies/Documents/BusinessCase-LastCopies-CanadianOverlapStudy-DraftApril2015.pdf>

Summary Report: @Risk North (Collections en péril) November 10, 2017 – Ottawa, Ontario. Retrieved from [http://www.carl-abrc.ca/wp-content/uploads/2018/02/AtRiskNorth\\_summary\\_report\\_EN.pdf](http://www.carl-abrc.ca/wp-content/uploads/2018/02/AtRiskNorth_summary_report_EN.pdf)