

SAM MEISTER

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EDUCATION

Master of Library and Information Science, 2009
San Jose State University, San Jose, CA, with concentration in Archival Studies Thesis:
“Recordkeeping in a Small Nonprofit Organization”

Bachelor of Arts, 2003
University of California San Diego, La Jolla, CA, Visual Arts, concentration in Digital Media

EXPERIENCE

Preservation Communities Manager, Educopia Institute
2015–present

Facilitates the ongoing operations of Educopia’s Affiliated Communities that are focused on preservation (e.g., MetaArchive Cooperative and BitCurator Consortium). Coordinates and cultivates committees within each preservation community to engage and involve members in ongoing research, development, and documentation work. Contributes to program planning and goal-setting for Educopia’s preservation communities, including co-producing with community leadership program workplans, annual budgets, and research proposals. Manages intern(s) who provide support in communications, coordination, network monitoring, and other tasks. Evaluates and attends to the organizational, governance, financial, and technical models for these communities. Researches and analyzes preservation issues and provides thought leadership regarding how to leverage these communities’ work to advance the state of the field for the library, archives, and museums sectors.

Digital Archivist, Assistant Professor, Maureen and Mike Mansfield Library University
of Montana, Missoula, MT
2011–2015

Develop strategies, policies, procedures and workflows for the acquisition, accession, arrangement, description, preservation, and access to born-digital materials acquired by Archives & Special Collections. Lead efforts to develop and implement a digital preservation program for the Mansfield Library’s digitized and born-digital content. Manage the Library’s Web Archives Program. Develop workflows for digitization, ingest, metadata, and preservation of Archives & Special Collections digital content. Process physical collections and perform regular reference duties. Serve as partner representative for the University of Montana on an Institute of Museum and Library Services funded grant project, The Cross-Search and Context Utility: Discovering and Contextualizing Digital Content and Encoded Archival Description (EAD) Finding Aid Metadata, managed by the Northwest Digital Archives program.

Instructor, Digital Archives Specialist Curriculum and Certificate Program Society
of American Archivists

2013–present

Provide instruction for the course “Arrangement and Description of Electronic Records” at hosting institutions across the United States.

Instructor, Digital Preservation Outreach and Education Program (DPOE) Library of Congress
2014–present

Provide training in Library of Congress DPOE Baseline Digital Preservation Curriculum to working professionals who will participate in the National Trainer Network by conducting regional workshops on digital preservation.

Trainer, Digital Preservation Outreach and Education Program (DPOE) Library of Congress
2011–2014

Conducted workshops sponsored by the Montana Historical Society on digital preservation targeted toward practitioners from small libraries, museums, and archives as part of the DPOE National Trainer Network.

Archival Consultant, Digital Archive of the Birth of the Dot Com Era Project University of Maryland, College Park, MD
National Digital Information Infrastructure and Preservation Program, Library of Congress 2009–2011

Developed strategies and workflows for the selection, collection, management, and preservation of digital and paper records from failed startup businesses. Designed and implemented research project framework including data collection, analysis, report and summary preparation, conference presentations, and article publication. Performed archival activities including collection assessment, selection and appraisal, and production of policies and procedures for managing records.

Archival Consultant
Machine Project, Los Angeles, CA
2010–2011

Developed workflows for the capture, description, management, and preservation of digital media assets. Researched and developed recommendations for collections management software.

Acquisitions Assistant
UCLA Film and Television Archive, Los Angeles, CA 2007–2009

Migrated descriptive metadata from physical card catalog to in-house database. Processed Hearst Metrotone Newsreel collection, including basic film preservation and re-housing in preparation for long-term storage. Conducted research to match unidentified films with corresponding catalog records. Provided instruction on project activities to co-workers and interns.

SCHOLARLY PUBLICATIONS

Caro, S., Meister, S., Walker, W. *Shared Treasure: Stories of how public libraries are digitizing and you can do the same*. American Library Association (2015)

Meister, S. & Chassanoff, A. (2014) "Integrating Digital Forensics Techniques into Curatorial Tasks: A Case Study" *The International Journal of Digital Curation* 9(2)

Meister, S. (2014) "Addressing the personal digital archives needs of a contemporary artist." *IPRES 2014 Proceedings of the 11th International Conference on Preservation of Digital Objects*

Stark, M., Meister, S., Walker, W., Hohman, A., Williams, M. (2014) "Building a Community of the Students, by the Students, for the Students: Collaborating with Student Government Organizations." In Bonnard, S., & Hanson, M. A. (2015). *Innovative Solutions for Building Community in Academic Libraries* (pp. 1-343). Hershey, PA: IGI Global. doi:10.4018/978-1-4666-8392-1

Meister, S. (2013) "360: Analysis and Discussion in the Round." *Archive Journal: Issue 3 Data Curation*. Retrieved from: <http://www.archivejournal.net/issue/3/three-sixty/>

Meister, S. & Kirsch, D. (2010). "Sherwood Archive Project: Preserving Private Records of Public Interest" *Proceedings of the Seventh International Conference on Preservation of Digital Objects* (pp. 391 – 394). Vienna, Austrian Computer Society.

PRESENTATIONS & LECTURES

Meister, Sam. "Preservation as a process: The MetaArchive Cooperative and Distributed Digital Preservation" (speaker) CurateGear 2016, Chapel Hill, NC, January 14, 2016

Meister, Sam. "BitCurator Consortium" Long-Term Preservation Strategies & Architecture: Views from Implementers (speaker) IPRES 2015 12th International Conference on Preservation of Digital Objects, Chapel Hill, NC, November, 4, 2015

Meister, Sam. "Collection Roundup: Aggregations of Digital Content and Metadata" Western Roundup 2015, Denver, CO, May 29, 2015

Meister, Sam . "Addressing the personal digital archives needs of a contemporary artist" (speaker) IPRES 2014 11th International Conference on Preservation of Digital Objects, Melbourne, Australia, October 8, 2014

Meister, Sam, Stark, Megan, & Walker, Wendy. "Digitizing the Past to Support the Present: Expanding the Role of Institutional Repositories" (speaker) Pacific Northwest Library Association Conference, Helena, MT, August 19, 2014

Meister, Sam. "PDA is a Good Thing: Embracing Collaboration to Address the Personal Digital Archive Needs of a Contemporary Artist" (speaker) Society of American Archivists Research Forum 2014, Washington, DC, August 12, 2014

Meister, Sam. "Embracing the iterative: Building out workflows, policies, and infrastructure for born-digital materials at the University of Montana" (invited speaker) LYRASIS Preservation Town Hall, Burr Ridge, IL, May 7, 2014

Meister, Sam & Chassanoff, Alex. "Integrating digital forensics techniques into curatorial tasks: a case study" (speaker) 9th International Digital Curation Conference, San Francisco, CA, February 26, 2014

Meister, Sam. "Getting Bits off Disks: Using open source tools to stabilize and prepare born-digital materials for long-term preservation" (speaker) Best Practices Exchange, Salt Lake City, UT, November 13, 2013

Meister, Sam. "The Cross-Search and Context Utility: Contextualizing Digital Content and Associated Encoded Archival Description Finding Aid Metadata in the Northwest" (speaker) Digital Library Federation Forum, Austin, TX, November 5, 2013

Meister, Sam. "The Cross-Search and Context Utility: Contextualizing Digital Content and Associated Encoded Archival Description Finding Aid Metadata in the Northwest" (speaker) Digital Frontiers, Denton, TX, September 20, 2013

Meister, Sam & Mundy, Jennifer. "Lessons learned from the digital trenches: the experiences of two archivists managing born-digital materials in two different contexts" (speaker) Joint Conference of the Northwest Archivists and the Archives Association of British Columbia, Vancouver, BC, May 2, 2013

Meister, Sam. "This is not a test: Preserving AutoCAD files at The University of Montana" (speaker) Digital Preservation Interest Group, American Library Association Midwinter Meeting, Seattle, WA, January 27, 2013

Meister, Sam. (guest speaker) LIBR 259 Preservation Management with Katherine Skinner, School of Library and Information Science, San Jose State University, November 9, 2012

Meister, Sam. "Getting Started: Managing Digital Content for the Long Term" (workshop instructor) Montana History Conference, Helena, MT, September 20, 2012

Meister, Sam. "The kitten effect: or, why archivists should lead the digital preservation charge" (speaker) Society of American Archivists Annual Meeting, San Diego, CA, August 9, 2012

Meister, Sam. "Using spy technology to save the past: or, incorporating digital forensics into the born digital workflow" (session coordinator & speaker) Northwest Archivists Annual Conference, Salem, Oregon, April 27, 2012

Meister, Sam. "Getting Started: Managing Digital Content for the Long Term" (workshop instructor) Montana Historical Society, Helena, MT, June 11, 2012

Meister, Sam. "Piggybacking to avoid going down the rabbit hole; or, What I learned at the first DPOE Workshop" (speaker) Mansfield Library, University of Montana, Missoula, MT, November 17, 2011

Meister, Sam & Kirsch, David. "The personal in the organizational: A discussion of the issues and

implications of personal data embedded in the records of failed business” (speaker) Personal Digital Archiving 2011, San Francisco, CA, February 2011

Meister, Sam. “Archival theory and practice: a brief history of thinking from around 1898 to the present” (guest speaker) The Artist and the Archive with Rebecca Baron, California Institute of the Arts, January 31, 2011

Meister, Sam. “Looking for the archive elsewhere: Machine Project as a site of new investigations in archival practice” (speaker) Reimagining the Archive Symposium, Los Angeles, CA, November 2010

Meister, Sam. (guest speaker) Preservation Salon, LIBR 259 Preservation Management with Victoria McCargar, School of Library and Information Science, San Jose State University, November 3, 2010

Meister, Sam & Kirsch, David. “Sherwood Archive Project: Preserving the private records of public interest” (poster) IPRES 2010: the Seventh International Conference on Preservation of Digital Objects, Vienna, Austria, September 2010

Meister, Sam & Kirsch, David. “Sherwood Archive Project: Preserving the private records of public interest” (speaker) Research Forum, Society of American Archivists, Washington D.C., August 2010

Meister, Sam. “Recordkeeping in a small nonprofit organization” (speaker) Research Forum, Society of American Archivists, Austin, TX, August 2009

Meister, Sam. “Electronic records: Case study at a small nonprofit organization” (poster) Society of American Archivists, San Francisco, CA, August 2008

PROFESSIONAL ASSOCIATIONS

Society of American Archivists, 2007 – present

- Web Liaison, Electronic Records Section, 2012 – 2014

Northwest Archivists, 2011 – present

American Library Association, 2012-present