



National Association of Japanese Canadians Heritage Committee meeting minutes

Meeting date: 27 June 2015

Meeting time:	8:00am PST / 11:00am EST – 9:30am PST / 12:30pm EST
Meeting location:	WebEx online
Meeting called by:	Lisa Uyeda, Chair
Type of meeting:	Committee meeting
Facilitator:	Lisa Uyeda, Chair
Note taker:	Noreen Kuroyama
Attendees:	Noreen Kuroyama, Lillian Maguire, Kevin Okabe, Lisa Uyeda, and Bryon Wilfert.
Regrets:	None.

Adopt 27 June 2015 meeting agenda

Motion moved:	Bryon Wilfert
Motion second:	Lillian Maguire
Result:	Carried

Adopt 31 January 2015 meeting minutes

Motion moved:	Bryon Wilfert
Motion second:	Lillian Maguire
Result:	Motion carried and completed via email

Adopt 25 April 2015 meeting minutes

Motion moved:	Lillian Maguire
Motion second:	Bryon Wilfert
Result:	Carried



Business arising from Minutes

1. National heritage survey

Lisa has surveyed other survey platforms.

Survey Monkey – can adjust form and add your own questions, can answer online

- some what limiting
- allows for general comments

Possible disadvantage, older people may be doing it and might have difficulty filling it out online.

May create a second PDF that parallels Survey Monkey and send that out for completion.

PDF - create own word document and send out to be filled

- not restricted by length and can format own survey
- slower turn around

[Action]: Lisa Uyeda to follow up with Ken Noma to see if NAJC has a paid subscription to Survey Monkey and check if there is a budget for it. Kevin Okabe will help provide Lisa with some questions for the survey. The committee can look at templates on Survey Monkey. Lisa will try to send the site and password and will set up an email for just questions and possible survey by the end of July.

Lisa would hope to get compiled results for the AGM in October and actions set up by year-end. The latest timeline would be year-end.

First surveys would go out to the member organizations. Once that is started then maybe send the surveys to partner organizations and then thirdly to non-Nikkei groups, e.g. museums, heritage groups. May not need to go to the third group if get enough feedback from the first two levels.

Old business

2. Oral history projects

Keep on the agenda as a long-standing item as per the NAJC NEB's strategic plan.

Lillian has been doing Oral Histories with New Horizons, senior project. A workshop was conducted by someone else but with copy written handouts. Lillian is looking into grants to develop oral history handouts. Lisa says there are extensive materials available on oral histories, mostly published by anthropologists. One possible action is to start to collect interview material that can be compiled and shared on the NAJC website.



Calgary has a book with interviews and raw DVDs, and interviews in the Bulletin that are not procedural, but more product. It would be good to have a list of people interviewed and writers who have interviewed people.

Ken Noma is talking about compiling a Nikkei database – National Nikkei Heritage Database. It would be a publically accessible database connected to the NAJC website. There are open source programs available (e.g. Collective Access, AtoM, etc.) that have no cost for the license fee but there is a system set up cost. There already is a community database supported by the Nikkei National Museum.

<http://nikkeimuseum.org/> is connected to 4 sites (Nikkei National Museum; Toronto Japanese Canadian Cultural Centre; New Denver Interment Memorial Centre; and Kamloops Japanese Canadian Cultural Centre) but may not be robust enough to expand to others. In the future, the database can connect to JCCC to broaden their access to materials.

3. Project proposals, approval process, and funding

An open discussion to decide what to do with our present \$3000 budget.

Originally was meant to provide a 1-2 day appraisal event with David Pepper. It would have limited impact for a small group and would be geographically restricting. However, the event generates small revenue by charging individuals for each item they bring in for an appraisal. In the past, the event has been well received. See <https://najc.ca/treasures-from-the-attic/> and videos for more information on David Pepper's work. Another option is to pay David Pepper a small fee and have people send in photos since David lives in the Maritimes.

Lillian suggested hiring someone to write a guide for conducting oral history interviews. It takes time and requires someone with expertise to put together. Toronto has comprehensive questions, forms, etc. It had information from the Densho, the Japanese American Legacy Project but is a bit out-dated (1990's) with the new technology. There is also the follow-up process of cleaning up and editing the digital materials. The cost may be approximately \$25 per hour to hire a professional. It could need 100 – 150 hours.

Another option is to develop digitization guidelines, e.g. digitize photos and return original to people. Digitizing standards have been changing but have now reached a plateau, ie. best practice by museums. Epson scanners are the most commonly used, a guideline may be short term and hold its value for approximately 5 years depending on how quickly technology changes.

People don't know how to preserve photos of personal collections. There is an influx of donations to Heritage Centres. We could come up with resource kits, order in bulk and repackage for sale – acid free tissue, string, etc. and include a reference guide. Could have a workshop on Heritage Conservation and



provide the kit. Could do something heritage at the AGM or have a workshop online. Could develop a DVD on the preservation of artifacts and trusted repositories.

People don't often know how valuable some things are. Develop a web site with experts to demonstrate how valuable some items are. Name trusted repositories where community members can inquire about donating materials, such as UBC's Rare Books and Special Collections, Provincial Archives of Ontario, University of Toronto.

Another option is to help fund projects by member organizations. Small amounts such as \$200 could be provided.

Money should be spent by March. Lisa would like its use to have a National impact.

Since obtaining Oral Histories is a priority area it's suggested we do some small amount or aspect of it, e.g. Manuals, website, webinar. A webinar on oral histories could discuss what it is and identify the need. At UBC there is a person who facilitates oral history in the Anthropology Department.

Think about projects and at the next meeting prepare to discuss concrete ideas on how to spend the budget.

4. Budget

Budget for 2016 – 2017 to be brought forth in August. Based on project ideas, the committee will draft a budget and Lisa will propose it to the NAJC NEB.

It was suggested that \$5000 - 6000 would be a reasonable budget because of the possible projects. Come up with a strategic plan with a big goal, then other projects would be part of it. It would be good to have a strategic plan to refer to, if we seek more partnerships.

Lisa reported that at the last NEB, the Heritage Committee is to take on a subcommittee related to Education. We will discuss this at our next meeting.

Lillian proposed we think about a plan after we get the surveys back. We might be able to meet in person after a January NAJC meeting in Toronto.

At present the committee could ask for \$5000 – 6000. If we develop a larger project we can ask for the next budget to be bigger or go to a second funding source.



New Business

5. Museum signage conflicts

More detailed discussion re: protocol and experience tabled.

Meeting adjourned

Motion moved:	Lisa Uyeda
Motion second:	Noreen Kuroyama
Time adjourned:	9:45am PST / 12:45pm EST
Next meeting date & time:	Saturday, 8 August 2015 at 8:00am PST / 11:00am EST
Next meeting location:	WebEx online