Agenda: DPC Planning Day 2014

- Full members (Board Directors) 23-24th June
- Associate Members, Allied Organisations and Personal Members 24th June

1. Introduction
The Digital Preservation Coalition (DPC) invites members to its annual planning day which will be held in York on the 23rd and 24th June 2014. Full members (board directors) are invited to join on the evening of the 23rd June for an informal board meeting followed by dinner while all other members – personal members, associates and allied organisations – are invited to join on the morning of the 24th June. At least one representative is welcome from each member and more can be accommodated as required.

To confirm attendance please register online at: http://www.dpconline.org/events/details/79-planning-day-2014?xref=93

2. Purpose of the Meeting: the DPC Strategic Planning
The current DPC strategic plan expires in December 2014. The purpose of this planning meeting is therefore to engage members in the development of the Coalition’s next strategic plan, based in part on an evaluation of performance of the current plan and its currency.

A number of questions arise:

- To what extent has the DPC met the strategic objectives of the current strategic plan?
- What activities are no longer needed? What activities should be continued? What activities should be intensified or curtailed?
- How has the DPC’s context changed in the last three years and how should the coalition respond to this?
- What challenges or opportunities do members perceive in the next three years in relation to digital preservation?
- What actions should DPC prioritise in the next strategic plan?
- How might the DPC monitor its own performance and embed quality improvement in the coming three years?
- Are the DPC’s values and core mission still appropriate to members’ needs?
- What would be the optimal number, balance and distribution of membership in the coming three years?
- What research and development activities should the DPC prioritise in the coming three years?
- How might DPC prioritise its activities transparently on the basis of a limited resource?

Participants at the meeting will be invited to comment on all of these questions and to contribute any other considerations they consider relevant.
3. Agenda

Monday 23rd June

1730-1800 Full members assemble
1800-2000 First Session - Informal Board Meeting

Inter alia board is invited to consider the membership and values of the DPC

2000 Dinner

Tuesday 24th June

0900-1030 Second Session - Board Members’ Follow up

Continuation of previous discussions

1030-1100 Tea and coffee – All Members Assemble
1100-1115 Introduction and welcome to all
1115-1230 Third Session - DPC Review 2002-14

Members are invited to review their own needs and the changing context of their work and review actions from previous strategic plan to see if these remain fit for purpose.

1230-1330 Lunch (provided)
1330-1500 Fourth Session - DPC Strategic Plan 2015-2018

Members invited to review new strategic plan, insert priority actions and consider performance indicators associated with them.

Members invited to pitch any other ideas of how DPC might support them.

1500-1530 Fifth session: review of actions and proposals
1530 Close

4. Location

The meeting will be held in The Churchill Hotel, Bootham York YO30 7DQ, about 15 minutes’ walk from the railway station. For further information see: http://www.churchillhotel.com/

5. Can’t make it?

This is an important meeting for the DPC and we seek feedback from all our members partly to review our performance and also to ensure that members are able to steer the coalition over the next few years. So we will be distributing papers ahead of the meeting and circulating notes afterwards. We hope this will engage members who are not able to attend in person. In addition we will hold a summary webinar to summarise outcomes of the planning day and gather additional input to the strategic plan at a date to be confirmed in the fortnight after the meeting.