

## Standards Committee Correspondence

Committee, AIIM C10 Quality and Micrographics  
Re: Meeting Notes  
Date: August 16, 2007

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The AIIM C10 Quality and Micrographics Committee held a meeting on Tuesday, April 17 from 3:30 p.m. to 5:00 PM at the annual AIIM Conference and Exposition in Boston, Massachusetts

- Present:

Rick Laxman	LDS Church
Herb White	LDS Church
Nathan Nilsson	LDS Church
Myron Chace	American Library Association
Bennett Lovett-Graff	National Archive Publishing Company
Ginny Jones	Newport News Dept. of Public Works
Mike VanDamme	FujiFilm
Robert Breslawski (Chair)	Eastman Kodak Company

- The agenda was approved as presented, motioned by Herb White, seconded by Myron and agreed to unanimously.
- Draft Meeting Notes for May 2006 meeting. (C10/2006-004) were reviewed and motioned for approval by Ginny Jones and seconded by Rick Laxman. Notes were unanimously approved.
- Potential “rebranding” of ANSI/AIIM Standards to AIIM Recommended Practices

Bob Breslawski explained that AIIM would like to utilize many of the existing mature standards as part of a value added campaign for AIIM members via rebranding to be AIIM recommended practices rather than full ANSI standards. These would be given away free to AIIM members via download. Additionally these standards, especially the micrographics documents would no longer be actively maintained thus reducing the work load on the committee and AIIM expenses of maintaining ANSI standards. The intent is to promote and preserve the micrographics at lower cost to AIIM.

- Potential items for consideration:
  - MS17 Micrographics - Rotary (Flow) Microfilm Camera Test Chart and Test Target - Descriptions and Use
  - TR13 Preservation of Microforms in an Active Environment - Guidelines
  - TR26 Resolution As It Relates to Photographic & Electronic Imaging
  - TR34 Sampling Procedures for Inspection by Attributes of Images in Electronic Image Management (EIM) & Micrographics Systems
  - TR38 Identification of Test Images for Document Imaging Applications

The general consensus was that the committee was open to this idea but would like some say in the process. This is to be conveyed to AIIM staff as a desire to vote on the proposed documents for conversion.

- Old Business - None
- Positions on ISO documents.
  - ISO 446 – Mire#1 – US position is to abstain on this document. The target does provide some benefit when considering digital to film type applications but for strictly micrographics the US uses only Test Target no. 2 described in ISO 3334.
  - ISO DTS 12032 – statistical sampling – US position was to approve as presented.

- New Business – French NWI on COM/COLD – Ginny Jones and Bob Blatt had previously indicated desire to comment on this document. Ginny’s comments were included in US position to be discussed at the London meeting of ISO TC 171.
- Inclusion of C18 work items in C10 (micrographics related) – those items of the C18 committee related to micrographics and not converted to AIIM recommended practices will become part of the program of work of AIIM C10.
- Next Meeting – Planned for 1<sup>st</sup> week of March at the AIIM Conference and Expo in Boston, MA
- Motion to adjourn by Herb White, seconded by Myron Chace, agreed by all.
- Many thanks to the committee members for their work through out the year and for participating in the annual meeting.