

California State Library
Library Services and Technology Act

Final Narrative Report

This report is due thirty (30) days after the completion date of the grant period, on July 31. Note that failure to submit this report within the timelines of the grant program could jeopardize receipt of the final 10% grant payment. Mail a total of **THREE** copies of the report, one with original signature. Send to:

**California State Library
Budget Office - LSTA
P.O. Box 942837
Sacramento, CA 94237-0001**

Date July 24, 2006

1. Grant Award ID # 40-6405
2. Project Title Mission Viejo Library Local History Digitization Project
3. FY 2005-2006
4. Total project period October 1, 2005 – September 30, 2006
5. Grantee Mission Viejo Library
6. Address 100 Civic Center, Mission Viejo CA, 92691
7. Contact Jeff Price 8. Telephone/E-mail (949) 830-7100 jprice@cityofmissionviejo.org
9. Needs.
 - ◆ Preservation of photographs and brochures.
 - ◆ Improves access to the collection.
 - ◆ Increased community awareness and use of the collection.

Applicant Jurisdiction: City of Mission Viejo

Project Title: Mission Viejo Library Local History Digitization

10. Project abstract.

The Mission Viejo Library Local History Digitization Project was the first step in preserving and reproducing the resources in the Mission Viejo Heritage Committee collection of photographs and documents. For the past 40 years, the community of Mission Viejo has been known as the first successful master-planned community and though the documentation has existed, access to the materials has been very restricted. By providing electronic access to these initial 200 items, we have been able to provide insight into the way the community was conceived and developed.

The goal of the project was to provide greater access to materials unknown and unavailable to the general public. By digitizing and posting the images on the Internet, this alleviated the problems of providing access.

With the library staff working closely with the California State Library and community partners, we were able to select unique items of historic value and in some cases deteriorating condition for selection to be sent out for digitization. Working primarily with our existing staff, MARC records were created using CONTENTdm and a web page was created to display the digitized content.

The end result of the project was the creation of the local history web page with links to the images that were digitized.

(Do not attach additional pages)

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11. Project accomplishments.

This project has given the Mission Viejo Library an opportunity to show the items in the local history collection to a much wider audience. By having a digital record available over the World Wide Web, access to the collection is now available all the time. Prior to digitizing and posting the images, inquiries about the history of Mission Viejo had to be handled by our subject specialists and community partners since they had access to the physical archive. Now, with 200 images scanned and available, people can access the data anytime from their home computers.

By focusing in on the creation of the early days of Mission Viejo and specifically on the creation of the community from a well thought out and defined master plan, current residents can gain a greater understanding and appreciation of Mission Viejo and its legacy. One accomplishment of the project is the partnership with the Mission Viejo Company Alumni to examine and provide information about early photographs in the local history collection. By tapping into the knowledge of the people who worked for the community since its creation, invaluable information is being added to the archive for future preservation.

Publicity for this project will include press releases, bookmarks and flyers, and word of mouth. One of the biggest events in the city will be held in early August and the library will have a presence there. Mission Viejo will be throwing a 40th Anniversary celebration, and by having a library booth staffed at the events to showcase our new local history web site, it is a perfect opportunity to provide community members a walk through demonstration of the new local history web site.

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12. Subjective evaluation.

The main success of the Mission Viejo Library Local History Digitization Project is that access to many of the documents and images that were stored away are now available to the public anytime they wish to view them. With the documents and images available electronically, staff members will also be able to provide research to the public about Mission Viejo. Staff has also gained a greater understanding of the local history archives: what it contains, it's scope of collection, the range of materials.

We are hoping that this project will be the seed to energize the community into providing materials and information for and about the local history collection. By providing access to just a small portion of the total items, perhaps people will come forward with more photographs, artifacts, and information about Mission Viejo.

13. Project continuation.

The Mission Viejo Library will continue to maintain and expand the online resources as more material becomes digitized. The framework has been established with the initial 200 items accounted for in the grant to add items to the digital collection. Credit to the California State Library LSTA grant funding will remain permanently on the website.

14. Signature/Date Valerie L Maginnis

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