

Agenda for Preservation of Electronic Mail Collaboration Initiative  
**NHPRC Grant #RE-05701-06**

Location: 109 E. Jones Street  
East Mezzanine Conference Room

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| 8:30-9:00 am                                       | Welcome and Introduction<br>(who we are and our roles in our respective organizations) |
| 9:00-9:30 am                                       | What each of our institutions currently does with regards to email.                    |
| 9:30-12 pm<br>(Technical questions)                | Overview of Email preservation program and how it works                                |
| 12:15:-1<br>(continuation of technical discussion) | Lunch (working lunch) What we would like to see in the program                         |
| 1pm-2pm  | Identify possible partnerships within each state                                       |
| 2pm-3pm  | Define Roles and responsibilities for partners   |
| 3-3:45 pm  | Establish Time line of roll outs   |