



## **Arca Advisory committee**

Thursday, August 20, 2020  
10:00 AM – 11:00 AM Pacific  
Virtual meeting

### **In Attendance:**

Gregg Currie, Selkirk College, *Rural Colleges*  
Kathy Gaynor, TRU, *Regional Universities*  
Gretchen Goertz, Douglas College, *Member-at-Large*  
April Haddad, JIBC, *Urban Colleges*  
Paige Hohmann, BCRDH, *Member-at-Large non-BC ELN*  
Chris Hurst, Brandon University, *Member-at-Large non-BC ELN*  
Kim Isaac, University of the Fraser Valley, *Chair*  
Karen Meijer-Kline, KPU, *Member-at-Large*  
Todd Mundle, KPU, *Teaching Universities*

### **Administrative Centre:**

Jennifer Bancroft (Recorder)  
Anita Cocchia, BC ELN Executive Director  
Brandon Weigel, Arca Manager

## **1. Adoption of Agenda**

The agenda was adopted as tabled.

## **2. DDOS and Cloudflare Update**

B. Weigel provided an update on Arca's implementation of Cloudflare as a security measure.

Arca was hit by an onslaught of distributed denial-of-service (DDOS) attacks in April and May. A DDOS attack is when a botnet (a coordinated army of hacked computers) targets a specific website, and each computer in the botnet sends repeated requests to that target, with the goal of overwhelming the target's server and causing it to crash. Arca had been targeted multiple times.

After consultation with discoverygarden, Arca implemented Cloudflare, a Web Application Firewall (WAF), that sits in between the server and its users. This tool examines incoming requests, assesses whether they are legitimate, and either passes it to the Arca server, or takes some action against it, typically a Captcha form.

On June 15, Cloudflare was deployed across all Arca sites. Implementing Cloudflare gives Arca firm control over its security and reliability, and Cloudflare's caching

feature will also provide a speed boost: as usage continues, more and more data is served up from Cloudflare's cache instead of the server.

discoverygarden's setup and testing required a one-time cost, which is noted in the revised Expenditure Plan. The ongoing expense for Cloudflare is \$20 USD per month.

### 3. Theming and Accessibility Discussion

B. Weigel guided the Committee through a discussion on theming and accessibility customizations.

When CAPER-BC joined Arca, they committed \$10,000 toward theming developments that would improve accessibility. At the December 9, 2019 meeting, the Committee agreed to move the \$10,000 to this year's Expenditure Plan and the Arca Administrators discussed setting up a theming subcommittee.

New developments in the Islandora community have caused the Arca Admin Centre to rethink the timeline of the theming project. Since Islandora 7 is approaching end-of-life and will be migrated to Islandora 8 in the next few years, the Admin Centre recommended that the Committee put off any theming and accessibility work until after the migration to Islandora 8.

After a discussion of accessibility legislation requirements in different provinces and Arca's commitment to CAPER-BC, the Committee agreed to move theming and accessibility project funds to a targeted carryforward for the future Islandora 8 migration.

### 4. Expenditure Plan Modifications

A. Cocchia presented cost revisions to the Expenditure Plan:

- \$6,033 for the investigation and configuration of Cloudflare added to the technical infrastructure fund
- \$20 per month for Cloudflare added to the technical infrastructure fund
- \$15,000 for the theming project added as targeted carryforward

These expenses are offset by last year's projected carryforward, as well as by higher than anticipated revenues due to storage increases, advanced support, and new site implementation fees. The revised carryforward for 2020-21 is approximately \$800.

**MOTION:** To adopt the revised Expenditure Plan, including new expenditures on Cloudflare and moving theming/accessibility work to a targeted carryforward.

Moved: G. Goertz.

Seconded: C. Hurst.

The motion was carried unanimously.

## 5. Fall Membership Transition

K. Isaac provided an update on the upcoming Committee membership transition (as outlined in the [Terms of Reference](#)).

As of October 1, there will be several term endings and opportunities for renewal. G. Currie, representing Rural Colleges; K. Meijer-Kline, Member-at-Large; and P. Hohmann, non-BC ELN Member-at-Large; will renew their terms on the Committee.

G. Goertz, Member-at-Large, completed her second term on the Committee. The Committee reviewed and acclaimed Hillary Webb's (Emily Carr University of Art + Design) nomination to assume her vacant position.

C. Hurst, non-BC ELN Member-at-Large, will be on sabbatical next year and will not renew his term on the Committee. The Admin Centre has sent a request for nominations to fill his position.

K. Isaac committed to a second term as Chair of the Committee.

## 6. BCHDP Update

A. Cocchia provided an update on Arca's BC History Digitization Program (BCHDP) partnership.

In 2017, BC ELN partnered with the Irving K. Barber Learning Centre (IKBLC), which administers the BCHDP, to allow past and current recipients of the BCHDP grants the opportunity to deposit their digitized materials into Arca. IKBLC contributed \$50,000 over three years for this purpose.

Arca currently works with 10 GLAM-sector organizations, and the BCHDP Arca site now has 72,000 items in 38 collections.

BC ELN and IKBLC will renew the BCHDP partnership for another five years. IKBLC will contribute \$15,000 per year for BC ELN to continue reaching out to BCHDP grant recipients, negotiate the logistics of acquiring digitized materials from the sites, clean up or transform the metadata, and batch upload the materials into Arca.

An upcoming news release will announce the renewal of the BCHDP partnership.

## 7. Admin Centre Update

B. Weigel provided an update on the recent activities of the Admin Centre.

### **Single Sign-On Implementation and Privacy Impact Assessment**

- In April, the Admin Centre completed a Privacy Impact Assessment (PIA) for Arca, in response to growing demand to connect Arca accounts with institutional Single Sign-On.
- As the PIA determined that the privacy impact was minimal, Arca was able to move forward with Single Sign-On implementation.

- Arca member libraries can now route users logging in from Arca to their central authentication services and automatically create user accounts from the central login token.

### **WestVault**

- The WestVault partnership between Arca and COPPUL renewed in May.
- Through this partnership, two Arca participants have WestVault accounts: Camosun College and Emily Carr University of Art + Design.

### **Sandbox**

- In July, Arca launched the Sandbox, an online experimental space where Arca Administrators from any partner libraries can test content ingests, modules, and configurations in Arca.
- The Admin Centre received requests for Sandbox accounts from three partner libraries.
- Arca also provides the UFV Library Technician Program a separate site based on the Arca Sandbox so their collections will not be public-facing.

### **Recent Downtime**

- In late July and early August, Arca was hit with several incidents simultaneously:
  - A corrupted disk on the server
  - Suboptimal configuration by certain sites for their search and display
  - Misconfigured Views on several sites powering rather large displays of content, which caused memory problems in the database server
- To better contain problems and prevent similar incidents in future, the Admin Centre is moving to an even more distributed infrastructure. To this end, Arca is adding a fourth server to host Solr on its own so that when one area gets hit hard, other areas will not be overwhelmed.

## **8. Next Meeting**

The next meeting will take place in November or December via Zoom. The Admin Centre will send a Doodle poll to select a date and instructions for participating in the online meeting.