

ODIN Advisory Council Meeting Agenda
September 22, 2017
9:30-11:30 Central
via Zoom Video Conference

Meeting was called to order at 9:33 am.

Roll call of members and attendees:

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|--------------------------------------|------------------------------------|
| Rita Ennen – Dickinson Public | Stephen Banister - MISU |
| Hattie Albertson - DCB | Phyllis Bratton – U of Jamestown |
| Staci Green – DSU | Wendy Wendt – GF Public |
| Donna James - VCSU | Laurie McHenry – UND Law |
| Monica Struck - WSC | Sandra Hannahs – West Fargo Public |
| Mary Soucie - NDSL | Kelly Kornkven - MASU |
| Shelby Harken – UND Chester Fritz | Marlene Anderson - BSC |
| Stephanie Walker – UND Chester Fritz | Kelly Thormodson – UND Med |
| Emily Hoadley - NDSU | Jerry Rostad – NDUS/ODIN |
| Catherine Kratochvil - NDSU | Ellen Kotrba – ODIN |
| Mike Longtine - NDSU | Cheryl Hoffmann - ODIN |

- Approval of the May 22, 2017 Meeting Minutes
 - Laurie McHenry commented that she has changes and changes were noted – motion to approve as appended by Stephanie Walker – seconded by Stephen Banister - all in favor – 0 opposed – 0 abstained
- ODIN Staffing (Rostad)
 - Jerry thanked everyone for attending. Tony Stukel retired September 15, 2017.
 - Interim Director – Ellen Kotrba – six month position – possibly extended Ellen will be responsible for running the day to day functions of the ODIN Office
 - Jerry Rostad stated that his direction for the near future is the following:
 - Is ODIN what you want it to be/could be/should be – look at how ODIN goes forward prior to hiring a new Director
 - Consultant –bring in a consultant to look at the big picture of ODIN and how and what we do to move forward
 - Ellen commented on plans going forward - she would like to have teams and focus groups in place to improve Primo – PRIMO success journey ongoing for UND/Ex Libris/ODIN – meetings with Library Directors/staff to improve communications and deal with support issues that have come to light – she'll visit with each library to get feedback/outstanding issues

- ODIN fees – quantifying what you are paying for (Rostad)
 - Libraries have questions on how ODIN calculates fees – discussions have been held with ExLibris regarding how our annual bill is calculated – a new cost formula is being created (e.g. ILS – base entry fee - #bib records and #patrons) are some of the items used for the new cost formula. Appropriated funds pays approx. ½ of ILS fees – Minitex databases & EZProzy licenses account for most of additional ODIN fees - there should be consistency in billing – Database cost are assessed for K-12 on 9-12 HeadCount & for public libraries – area population # as reported from ND State Library - thoughts are that per person cost should be relatively the same for all types of libraries – Ex Libris is willing to align their annual billing around the new cost formula.– ODIN will give ExLibris the formula that we will bill by and then ExLibris will bill ODIN using it - Jerry gave the analogy of Microsoft word/excel - all functions of excel are available but it is up to the person on what functions that they use – the cost formula is a #1 priority for Jerry and an important item for the libraries - If ExLibris buys in on the formula then in the future – there should be flexibility & cost savings if two systems are required
 - Questions – Phyllis Bratton was on the committee in 2000 that came up with the current billing process - module billing = #patron - #records – current system based on something that doesn't exist any longer
 - Shelby commented that she has a spreadsheet Tony shared with the group that listed some stats/record# but not all # were included
 - Ex Libris contract is paid once a year and Valley City would like to know the term of the contract

- Governance going forward (Ennen)
 - Executive Steering Committee – working on this for couple of months – draft submitted for Directors to look over – ESC would work on items on a more regular basis and would not make decisions – only recommendations to OAC for decisions - Committee would work more regularly with ODIN Office
 - Kelly Kornkven – Academic libraries – 1 research academic and 1 non-research academic – Jerry said that Committee was created by the representation breakdown to get a committee started and going forward could be changed
 - Phyllis Bratton – noted that the private academic does not have a representation on the committee –
 - Jerry Rostad responded that private academic would address concerns for the private academic – perhaps Member-at-large would address that issue – would rotate through the different groups/library types –

- Donna James – expressed concern about ETC Director representing K-12 libraries and feels that K-12 libraries should have a representative - Question was asked of how many K-12 libraries are ODIN libraries – 29 was mentioned by Ellen, others said 14 – 54 total libraries are billed for ILS services.
- Mary Soucie commented that she thought that the NDSL would also be a voice for the K-12 libraries since they do a lot of work for the K-12 libraries.
- Rita Ennen commented that if the ESC has representation for each and every library then we'd end up with basically the entire OAC included which makes things challenging to make decisions - Voting for ESC members will be done going forward.
- Jerry Rostad – for an ESC to be successful the group needs to be smaller and ready and willing to get work done. K-12 librarians have expressed concerns to NDSL about it being tough to attend meetings during the school day – so it was thought that Rosi Kloberdanz (ETC Director) could represent K-12.
- Donna James– description on the members of the ESC could include group/population that they will represent.
- Laurie McHenry – mentioned that maybe how the ETC Director is marked is what is drawing attention – if it was K-12 Library then it probably wouldn't be as concerning. Ellen explained history that ETC is the replacement to EduTech/Sendit and those were all about K-12 schools
- Jerry Rostad – asked the group if the ETC Director should be dropped from the ESC and K-12 librarian added? That's a Yes.
- Jerry recommended – ETC Director be dropped and K-12 Librarian added
- Mary Soucie recommended School Libraries instead of K-12 Librarian – which could be represented by School Board Member/or Academic Library with a Librarian Program.
- Mary Soucie asked Donna James if she would be available this afternoon to talk and recommend individual for this position. – School Libraries representative should be changed to “1 elected” instead of “by position”
- Stephanie motioned to approve ESC documented as amended - Phyllis Bratton – seconded – all in favor – 0 opposed – 0 abstained
- Mary Soucie is suggesting to vote/approve ESC list and OAC Chair work with ODIN Office to secure a School Library Representative prior to the first ESC meeting.
 - Stephanie moved to approve proposed initial ODIN ESC list as represented and to assign the responsibility to find the School Library Representative to the OAC chair and ODIN Interim Director
 - Laurie seconded - all in favor – 0 opposed – 0 abstained

- ILS technology - Library Systems Tracking group (McHenry) –
 - August 3 – went over results of the survey – then talked about where to go from here – Jerry Rostad asked for a recap of the survey – making responses of the libraries to type of libraries to see if there is certain needs/responses for types of libraries. Tony was going to look at the raw data. Next meeting is on hold waiting for Jerry Rostad to set the next meeting - Jerry Rostad suggested to Laurie McHenry that Jerry Rostad, Laurie McHenry and Ellen Kotrba meet to come with suggestions to the ILS committee. Recap of Committee Members: Laurie McHenry, Donna James, Shelby Harken, Wendy Wendt, Mary Soucie, Rita Ennen, Stephen Banister, Al Rykhus, Ellen Kotrba. Jerry Rostad proposed putting on short pause of the Committee, so the ODIN Office can deal with current transition. There was agreement on a very short pause.
- State Librarian Report (Soucie)
 - BreAnne Meier has accepted the position of Marketing Specialist (formerly called Public Information Officer). We will be hiring a Library Development Specialist; the ad is on our website and Facebook page. Please share with someone that may be interested. Carmen Redding is the new school rep. The NDSL lost their digitization position and Angie & Trevor are doing what they can in this area.
 - Library Vision grant applications are due October 14. The three categories this round are Resource Sharing WorldCat, Collection Development, and Makerspace. All publicly funded ND school, academic and public libraries are eligible to apply. Contact NDSL Administration Office if you need a login for Counting Opinions; all applications must be submitted via Counting Opinions.
 - We hosted our annual Summer Summit and Research Methods courses this summer. Both were well attended. Summer Summit was held in Bismarck, Grand Forks, Minot and West Fargo.
 - The State Library, in partnership with the Grand Forks Air Force Base, will have new STEM kits to circulate soon. Watch for an announcement about those.

ODIN Member Library Announcements and Activities

- Hattie Albertson - DCB – working on large weeding project – group table and private space
- Monica Struck – WSC – adjusted hours – some evening hours available – student life – movie night
- Stacie Green - DSU- Great freshman class – training works and promoting library services
- Emily Hoadley - NDSU – compact shelving – hiring two library positions
- Phyllis Bratton - U of Jamestown– 3 year cleaning project completed – 40,000 old periodicals – all class school reunion is coming up – yesterday President announced he is retiring – good supporter of the library – so wondering what this means for the library

- Wendy Wendt – GF Public- working on visioning , branding project end of November – Aaron Stefanich/Childrens Department won literary award – NDLA Oct 4-6 – everyone please attend
 - UND – Shelby – BPress Digital Repository is ready but not yet public – audio visual items gone by the end of December – 2/3 budget cut – not buying many new books – how can the library be better integrated with departments on campuses – Zombie tag night being held in the library for freshman and honors program – With the reorg some of the tech support will be in the building instead of via phone
 - Stephen Banister - MISU – enrollment slightly down – 2 staff lost due to budget cuts – new strategic plan in process – library operations doing well – construction project hopefully completed end of next month, new carpet and furnishings hopefully coming
 - Kelly Kornkven - MASU – pretty good year – IT Services moved into basement of the library – Learnings Commons in name – successful open house – vendors sent nice swag for the open house – Emily Knox – writer is coming on campus –
 - Laurie McHenry – UND LAW – installed security cameras - now 24/7 access for students – Interim Director now permanent Director – still moving collections since remodel
 - Sandra Hannahs – WF Public – coming to end of hiring process for 2 new librarians – soon fully staffed
 - Marlene Anderson - BSC – budgets flat – more students in library – banned books display
 - Rita Ennen – Dickinson Public – working on rebranding – new logo – Library Board – next strategic plan – community input on that – updated website – foundation is very close to purchase of the property to the south of the library
- Other Business –
 - Ellen was asked a question which databases are billed and paid through ODIN and also through the NDSL – Mary and Ellen will work together and send out a list to the group
- Motion to adjourned 11:40 am by Mary Soucie – seconded Phyllis Bratton

Next Meeting TBD