

ODIN ADVISORY COUNCIL
May 22, 2017 - 10:00 AM-3:00 PM
via Scheduled MeetMe Video Conference

Meeting called to order – 10:02 am

Attendees:	Marlene Anderson – BSC
Rita Ennen – Dickinson Public	Jerry Rostad – NDUS
Josip Mocnik – NDSU	Ted Smith – Law Library
Stephen Banister – MISU	Staci Green – DSU
Ann Pederson – Altru	Donna James – VCSU
Phyllis Kuno – Trinity	Mike Safratowich –UND MED
Monica Struck – WSC	Shelby Harken – UND Chester
Kelly Kornkven – MASU	Fritz
Mary Soucie – NDSL	Stephanie Walker – UND
Cynthia Clairmont-Schmidt – NDSL	Chester Fritz
Laurie McHenry – UND LAW	Tony Stukel – ODIN
Wendy Wendt – GF Public	Cheryl Hoffmann - ODIN

Welcome

- Approval of agenda

Motion to approve – Wendy Wendt and seconded by Phyllis Bratton – all in favor

- Approval of minutes

Motion to approve – Marlene Anderson seconded by Kelly Kornkven– all in favor

- ODIN Director’s Report
 - The new PLIF loading process is progressing. The records come from two separate PeopleSoft sources. One for Students and another for Faculty & Staff. The new PLIF load process has gone into production for the students of all NDUS Aleph campuses. The development of the new PLIF load process for the Faculty & Staff is underway.
 - Linda Allbee has been working with libraries to identify and resolve/understand the issues that have come to light with daily loading of multiple libraries. They are having a meeting with all libraries tomorrow, May 23, to review operations to date.
 - One of the benefits libraries should see from this is the official NDUS mail and email addresses populated in all patron records.
 - Basic ODIN manuals were mailed to the libraries who did not attend the last meeting. Linda will be expanding and update them as needed. The new PLIF process will bring the need for some updates.
 - ODIN was migrated to new hardware at the hosted site. With that upgrade, system performance has improved and indexing is noticeably better.
 - On 3/20/2017 - ODIN has done a re-index of both the Test and the Production servers using the existing indexing setup. A review of the current indexing setup is probably due.
 - Over the past year Linda has made site visits to 38 libraries.
 - ODIN staff (Lynn) have been looking at the new version of Primo User Interface. Regarding the new Primo UI, ODIN has been looking into the changes to interface management and how to manage the interface and watching comments of those libraries testing /using the interface. Ex Libris announcements say not all current functionality will arrive in the new UI until the August release.

- In November updated all fourteen proxy servers maintained by ODIN to 6.1.5.
 - New Ticket System: There most probably will be a change in how tickets are handled. The good news is that it should be invisible to you. We expect that the current form will feed the new system. We will be able to route sub jobs automatically. If a problem requires the attention of multiple staff before completion, the system will route it to the next in the sequence when each task is completed.
 - eLibrary database: ODIN needs to update contract and expects to be seeking bids to do that. At this point have asked ND State Library about coordinating doing this review/update/replacement.
- ILS Review Group Report / Discussion – Survey
To distribute to ODIN libraries – two week turn around – pdf of survey – directors/staff on paper and then online – using in ALEPH what not using in ALEPH – Rita Ennen mentioned one response from each library – compile all staff comments into one response – Phyllis Bratton asked about the time line for compiling all of the responses from the libraries – June 19-20 to review responses from libraries – Mary Soucie asked if Non-ODIN libraries will be sent this summer – K-12 responses will not come in until fall
- RFP Discussion
Creation of RFP – Stephen Banister thought that we should wait until all of the surveys are completed in the fall – Wendy Wendt - the RFP needs to start to be created even though the survey results are not in – Mary Soucie – would you like a message sent out to give a heads up to ODIN school libraries to anticipate the survey coming and Non- ODIN libraries to expect survey in the fall – Tony Stukel – RFP needs to be ready for summer 2018 for funding due to Legislature schedule – Tony Stukel– have some responses to RFP by summer of 2018. Laurie McHenry– RFP – March 2018 – sent out to vendors – need to know what the high –low \$\$ are and have an idea of who we would like to go with as far as vendors go – Rita Ennen/Laurie McHenry – believe that RFP should be finalized by December 2017 time to write/finalize the RFP – Mary Soucie agrees that RFP needs to be completed by December 2017 including the time line because of moving forward could be 6-8 months later. Mary Soucie/Rita Ennen/Stephen Banister have asked that ILS group continue on with RFP – ILS Group Members are: Laurie McHenry/Shelby Harken/Stephen Banister/Wendy Wendt/ Donna James/Tony Stukel/Jerry Rostad
Motion made to continue by Mary Soucie – That ILS review group continue to work on RFP– Shelby Harken second – all in favor
- Funding Impacts
 - Discussion of status – Is anyone interested in having a discussion on the latest funding situation for ODIN – travel on hold - \$\$ tied up in contracts – cut to elibrary in ½ - no further cuts - one appropriate piece is the databases
 - Mary Soucie – 13% cut –FY16/17 – one position eliminated – digitization position – state databases – zeroed out – federal \$\$ for databases still there – minimized travel – no changes to the databases – shifted state \$\$ to other things- Coordinating Council are now overseeing databases – so if you have a request for databases – please contact Coordinating Council –
 - Stephanie Walker– UND – frozen budget for years prior to her arriving – 20% budget cut – dozen contracts being eliminated – cutting Wiley as of December 31/17 – cutting book purchases by 2/3 (from 100,000.00) trying to get library fees – student looking at UND databases from other schools – fill a couple of positions (7 open positions currently)

- Stephen Banister– staffing changes – reduction in 2 positions – operational budgets remains the same – looking at library fees - \$\$ to hire PT positions in the fall – Additional \$65,000 for Learning Commons center-
 - Marlene Anderson– budget remaining the same – person moved and position open will not be filled
 - Stacey Green– DSU – Library Director Position will not be filled.
 - Monica Struck– nothing has changed as far as budget goes – she does not manage budget and has not heard anything from her manager about budget changes – they are now printing ID cards
 - Kelly Kornkven– MASU – periodical budget slowly cutting – plan was to get more databases but that is on hold for now – one staff member opted for 6 month contract and does not think that position will be filled at that time
 - Laurie McHenry – Kaaren left year ago not being replace – Office manager position will not be filled – IT down from 2 positions to 1.5
 - Donna James– same old same old
 - Phyllis Bratton – cut ½ of book budget – adding programs and not getting sufficient support for them to add materials – Amazon store started in 2012 - \$10,000 in the last couple years selling books
 - Phyllis Kuno – cuts every year – adding programs but not \$\$ to support those programs – 20,000 books gift – selling books on Amazon – selling them and doing pretty well
 - Mike Safratowich – 10% cut – two positions vacant and will not be filled – Wiley cut – haven't bought books for years due to no shelving in new facilities
 - Wendy Wendt – maybe held at 0 increase this year due to decrease in mil rate for taxes
 - Stephanie Walker– NDUS rumors -no \$21 million in donation – approval to raise \$21 million
- Operating Document

Discussion of the need to update ODIN Operating Document. Also discuss the need to work on creating new document due to challenges that we are facing and need a committee created.

The most recent ODIN Statement of Organization and Operation is dated 1997 and is on the ODIN web site in the ODIN Advisory Council section. The 1997 document refers to the original document of the same name. Tony Stukel will find the original document.

In 2004 committee reviewed voting/membership of council. No action was taken. Rita Ennen said that Tony Stukel is suggesting to look at other NDUS documents setup recently as a starting point for a new operating document. Jerry Rostad noted that the Executive Steering Committee (Governing Body) created for CTS PeopleSoft project has been very beneficial. Using it as a model we would help us create a structure that would help us address current issues. Rita Ennen suggested that the North Dakota Library Coordinating Council structure might be beneficial to look at and see if that would be a good model to use. Mary Soucie thought that Academics should have a larger percentage of the membership since

Academics make larger portion of ODIN. Stephanie Walker/Stephen Banister thinks that it needs to be looked at. Wendy Wendt thought that a smaller committee would be better. Jerry Rostad asked if we get the Governance setup and do review or do survey and then Governance Group?

Wendy Wendt - The RFP/survey may be helpful to determine how ODIN moves forward regarding system. Governance Committee needed to figure out how ODIN moves forward. Rita Ennen asked a question - Should the existing ILSRFP Group become the Governance Group or should there be a new group?

Mary Soucie— suggested that Governance Committee be created and then work with ILSRFP group to move forward

Motion by Mary Soucie – motion to create committee with each of member types charged with strategic direction of ODIN - Wendy Wendt— second – all in favor

Phyllis Bratton - add to motion on how is the committee created?

Tony Stukel directed to create document for review by the group

Stephanie Walker— Stated she did not recall that there is anything in the operating document that prevents creation of such a committee.

Recommending Committee be created as soon as possible and move forward.

Creation of Committee - Should it be something that we take care of today or is it something that Chair would take care of? Jerry Rostad suggested that you give Tony Stukel a month to get things together. Wendy Wendt suggested that Tony Stukel & Rita Ennen (OAC Chair) work on creating an Executive Steering Committee document. Also Tony Stukel was asked to work with Jerry Rostad on structure of the committee and the duties of the committee. Tony Stukel was directed to have document/structure completed within the next month. July 1st was set as the deadline for sending the initial draft of the document to the OAC. To be sent out via email to the Advisory Council List

- State Librarian Report

Library visits:

Soucie presented a staff development on Zinio for West Fargo Public Library staff via Zoom videoconferencing software. In addition, Mary Soucie and Cindy Clairmont-Schmidt had a phone conversation with Library Director Sandra Hannahs regarding the library's relationship to the city.

Mary Soucie attended the Eastern Library Media Association Annual meeting where she gave a presentation on fake news that was well received by the librarians.

Byram and Meier presented the annual Summer Reading Program workshops at six libraries across the state. Forty-nine people attended from thirty-eight libraries.

Staff visited the following libraries: Parshall, New Town, Mohall, Stanley, Divide County, Kenmare, Carrington, Lakota, Walhalla, Cavalier City and County, Pembina Public and School, Killdeer School and Public, Mott, Adams County, Leach, Hankinson, Forman, Edna Ralston (Larimore), Margaret Fraase, Hebron

Continuing Education Coordinator Houser provided a training for students, teachers and the librarian at Shanley School.

Meetings, conferences, booths:
Blind Date with a Book Booth and Program.

The 2nd annual Battle of the Books was held on Facebook. This year's theme was books made into movies. The winner was Wizard of Oz.

NDLA- Soucie and Robinson attended quarterly NDLA Executive Board meetings. Soucie also participated in weekly Legislative Committee phone calls and conference planning committee calls, including the auction subcommittee.

Soucie participated in a call of the ALA Division Leaders and Board members regarding President Trump's proposed elimination of IMLS and LSTA. LSTA dollars are about one-third of NDSL's budget. Soucie sent a letter to Representative Cramer requesting he sign a "Dear Appropriator" letter supporting LSTA and to Senator Hoeven since he's on the Senate Appropriations Committee. She will contact both Senators when the "Dear Appropriator" letter is released on the Senate side, requesting that they sign the letter.

NDSL, in partnership with NDLC and NDLA, hosted the second annual Local Library Legislative Day. In addition to Superintendent Baesler and Governor Burgum, 3 ND legislators and aides for our federal legislators attended along with members of the library community. Byram created an infographic that included that more people visited ND public libraries last year than attended all Vikings games, NDSU football games, State Fair and Hostfest.

Center for the Book:
Letters about Literature letters were received and judged. Prizes will be given out this year at the Summer Reading Celebration.

Staff/Personnel:
Continuing Education Coordinator Angela Houser began work on January 18th.

Digitization Librarian Baltzer Kom's last day was January 13th. She accepted a position at the ND Historical Society

ND Coordinating Council meeting in Williston –tours of McKenzie Library – New Town Library – 2020 grants – no cuts funding \$237,500 for biennium – ½ grant funds – first year – ½ second year – priority – 5,000 with 10% match – priority library with no prior grants – 3 members with terms up – Kristen submitted resignation last week –
Zoom subscription – fall – offer networking opportunities to libraries
Mary Soucie – Washington DC – aids for Senator Heitkamp – LSTA due to calls from libraries in ND – Senator Hoeven will also sign on to the LSTA - Senator Heitkamp local office in Dickinson is involved at Dickinson Public Library so Rita Ennen has been hearing good things

- Election of Chair
 - Election is every 2 years
 - Ballot distributed online after meeting
 - Rita Ennen was nominated (Mary Soucie asked - are you willing to accept the nomination – Rita Ennen replied yes)

Mary Soucie nominated Kelly Kornkven (Mary Soucie asked - are you willing to accept the nomination – Kelly Kornkven replied yes)
Laurie McHenry motioned to cease nominations
Vote was held and Rita Ennen won election 8-2

Motion to adjourn 12:00 pm by Rita Ennen – seconded by Laurie McHenry