ODIN ADVISORY COUNCIL
April 30, 1999
Valley City State University - Memorial Union, Skoal Room

Council members present (*indicates voting representative):
  Lila Pedersen, Chair - UND Library of the Health Sciences
*Phyllis Bratton - Jamestown College
*Frank D'Andraia - UND
*Dave Davis - Fargo Public
*Sharon Evensen - UND - Lake Region
*Gary Gott - UND Thormodsgard Law Library
*Kelly Hell - UND - Williston
*Mike Jaugstetter - State Library
*Betty Karaim - Mayville State University
*Phyllis Kuno - Trinity Bible College
*Minot State University - represented by Bernnett Reinke
*Dennis Page - Grand Forks Public
*Daryl Podoll - Valley City State University
*Bernnett Reinke - Dickinson State University
*Mike Safratowich - UND Library of the Health Sciences
*Marcella Schmaltz - Bismarck State
*Ted Smith - Supreme Court Law Library
*Jerald Stewart - NDSCS - Wahpeton
*Jan Wysocki - Minot State - Bottineau

Council members absent:
Dickinson High School
Hillsboro High School
ND School for the Blind

Others present:
Becky Bell - MnSCU/PALS
Tom Bremer - NDSU
Lisa Bruere - MINITEX
Grant Crawford - NDUS system
Marv Hanson - HECN North (UND)
Shelby Harken - UND
Gary Johnson - SDLN
Ellen Kotrba - ODIN Office
Cindy Larson - ND State Library
Ginny Millette - ODIN Office
Phil Mulvaney - Northern State University, Aberdeen SD

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Doris Ott - ND State Library
Ann Pederson - Altru Health System
Tony Stukel - ODIN Office
Lynn Wolf - UND Computer Center

Chair Lila Pedersen called the meeting to order at 8:10 AM. The agenda was modified to move the "Around the Table" portion of the agenda to the afternoon.

Pedersen introduced the following special guests: Ginny Millette, ODIN office; Dave Davis, Fargo Public Library; Lynn Wolf, UND Computer Center; Marv Hanson, HECN North (UND); Becky Bell, MnSCU/PALS; Phil Mulvaney, SDLN; Lisa Bruere, MTX; Gary Johnson, SDLN; Grant Crawford, NDUS, CIO.

The minutes from the ODIN meeting held October 22-23, 1998 were approved as presented.

Pedersen passed around a list of updated committee assignments and noted changes made on the planning committee.   Davis and Jaugstetter had been added to this committee.

NDUS technology report - G. Crawford

Crawford identified a need for an informational architecture to integrate systems on a statewide basis. Several architectural elements are currently lacking and needed for a strong network. He noted Internet's importance in rural areas. Crawford thanked D'Andraia for his recent work with a white paper dealing with a proposal to form a collection development plan in the University System.   Crawford spoke about training issues surrounding the Digital Millennium Copyright Act and the need to educate the public and library users on the intent of the act. D'Andraia said UND is trying to get a better handle on copyright issues and to get people to comply with copyright regulations. He cited federal legislation, HB354, and stated that NDUS is concerned about it. Federal legislation is moving toward more proscriptive use of information and there is a sense that small businesses and libraries will be harmed by the bill unless it is amended. Communities concerned about the bill are listed in Frank's white paper which was distributed. Lila noted an upcoming video conference in May on copyright issues. **Action Item: Stukel asked Bruere to find out whether this upcoming video conference on copyright can be shown on ND-IVN**.

ODIN office and operations report - T. Stukel, E. Kotrba, L. Wolf

Stukel presented using overhead/LCD panel. He welcomed new ODIN staff member Ginny Millette.

Stukel reported that the budget request for the planned system migration was deferred this legislative session. Reinke asked how long ODIN will be functioning. Stukel said Palstac's functionality had been confirmed to 2002 in writing and may possibly go to 2003. Crawford guessed it would be 2004 or 2005 and suggested we do not have to worry about migration until the next biennium. It was noted that much of the background work that was done will be useful during the future migration.

BUDGET UPDATE: Stukel estimated an ending balance of $460,000 for FY99. The new system request was deferred and the current system capacity is adequate. ODIN is funded at $557,722 for 1999/01. There will be some rate changes in billing for FY 2000. July 1, 1999 will see a decrease of $.02 per record. The UNISYS operating system license agreement is approaching time for renewal and will cost about $200,000.

VERSION 13 PALS. The mainframe installation of version 13 went well. WebODIN was unavailable for a period of time, but Telnet and Palstac were not affected. Response from users suggested that the Web interface is being increasingly used. This is only the second Web version that has been installed. Kotrba noted a problem with inventory which had been fixed and mentioned that some of the new features version 13 offers are not working yet. But overall the upgrade went quite well. Stukel asked Bell about the ILL component used in Minnesota which is not yet available in ODIN. Bell stated that there are limited licenses available for ISO ILL software but there are enough so that this should not become an issue.

Y2K UPDATE: ODIN reports monthly to HECN concerning Y2K compatibility. Details on Y2K including MnSCU's statement, ODIN reports, etc. can be found at www.odin.nodak.edu/staff/home.html ODIN is focusing on contingency planning and the need for ODIN libraries to have a coordinated plan.

ODIN STAFF WEBSITE: This site has taken on a different look. Frames has gone away. Minutes of meetings are posted which include various committee reports.

At this point, it was agreed to change the meeting's agenda to move the discussion on the IAC Searchbank from the afternoon into this report.

IAC SEARCHBANK: Stukel produced a graphic demonstrating a marked difference in the greater number of records available on SearchBank's Website compared with fewer records locally tapeloaded from IAC into ODIN. The council was asked to consider service aspects of this and how it impacts libraries.

The new trial interface to Searchbank was projected for the group. Feedback on the interface from libraries has been positive regarding navigation, links and the advanced search area.

The availability of serial holdings was discussed. The Harley French Library of the Health Sciences, UND input holdings as a test site. Stukel explained how the procedure worked.

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Pedersen asked if holdings for each file had to be done separately. Stukel did not know.   Harken said UND/CFL is in favor of the Website version if holdings can be input. Pedersen asked if there was a more automated manner in which to link holdings.   Stukel indicated he had inquired to IAC but there has been no response to date. Mechanisms exist but he has not seen that they have been implemented.

Stukel mentioned that the end of the current licensing agreement with IAC for its databases will occur June 30, 2000. Going to a Web format would simplify shopping for a new vendor and make the transition easier since the need to tapeload would be eliminated. Page noted the speed of updating and the availability of current materials in the Web format of the IAC databases.

D'Andraia moved that **the ODIN office cease loading IAC databases on the mainframe and that libraries have access to them through the Web. Furthermore, libraries should be notified 30 days in advance of the transition to the Web interface**. Podoll seconded. Davis asked if the Web interface was accessible from homes remotely. Stukel indicated that it was. **Action Item: Kotrba will prepare suggested directions for remote access to IAC databases on the Web.** Kotrba thought it was a good idea that the site be publicized to users. D'Andraia asked what date the transition would take place and stated that a thirty day notice to libraries would allow for production of necessary documentation. Stukel noted that IAC is phasing out the current Web interface ODIN has been using. Kotrba said IAC has done away with tapes in order to force FTP transfer. The primary issue is service to library users which is best served by the most and the most current data. Links to holdings and Telnet access were noted as benefits of local tapeloading.   Johnson informed the group that a Telnet server could be set up should that option be desired when using the Web interface. Pedersen summed up the advantages and disadvantages of the issue as follows: using the Web interface would save staff resources; cost of maintaining hardware and disc space would be saved; larger backfiles are available using the Web version; the new Web interface is a better interface than the current Searchbank interface; there are more search options using the Web version; the move to the Web version would give more flexibility should we license databases other than IAC; and the information is more current. As for disadvantages, it would be more work to input local holdings using the Web version; no ILL link exists; special arrangements for Telnet access would have to be set up if character based access is required. Wolf asked about the impact on potential new ODIN libraries regarding interfacing with the Web. Stukel responded that libraries have to have Internet access anyway. Smith questioned the need for backups currently. Wolf said the need still exists for restoring data should problems develop and that backups include indexing. Lila called for a vote on the motion by institution. **The motion passed unanimously.** Stukel asked the council when ODIN should move to IAC's new Web interface or if that move should simply be implemented as part of the change from tapeloading. Gott saw no problem in doing this all at once. The new interface is clearly superior. Pedersen suggested ODIN should do this all at once.

Planning Committee Report - F. D'Andraia

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D'Andraia referred to the minutes distributed regarding ODIN's Long Range Planning Committee meeting of April 21, 1999. He highlighted that change is coming. Compensation for ODIN ILL net lenders was discussed. The committee touched on time lines. Nothing will be brought to the ODIN Advisory Council until at least next fall. D'Andraia asked if there were questions. There were none.

Governance Structure report - L. Pedersen

Pedersen reported that the committee had met by phone. It looked at efficiency issues with which the ODIN Advisory Council operates. She stressed the need to keep the NDUS Office informed as to the direction the council wants to move in. A more detailed report will be given in the fall after discussions with the Chancellor and further work by the committee.

The committee also looked at the THOR voting proposal brought up at the last council meeting. Pedersen anticipated the council would be able to approve the new governance voting structure in the spring of 2000. Ann Pederson said this seems like a long time for THOR to wait on the request. Reinke pointed out that the committee needs to work through the Chancellor's office. Pedersen stated that if a proposal is ready in the fall, a modification may be needed after that. Crawford stated his support for the restructuring of voting. He hoped that governance issues would not divide the group since working on other issues in a unified manner is important.

SDLN news - G. Johnson

Johnson reported that SDLN is currently using Palstac version 13. SDLN is also adding a few new member libraries. He reported that the SDLN office is understaffed but that all positions are currently filled. SDLN is pleased that migration to a new system is not imminent. He indicated that SDLN's hardware licensing agreement with UNISYS expires this August and that they are currently in negotiations. SDLN would like to extend the agreement for four years.

Fourteen databases are currently available through SDLN. BIP Reviews are now being loaded. Major newspapers are being indexed by staff of major libraries in the state.

SDLN/ODIN Joint Task Force - M. Jaugstetter, P. Mulvaney

Jaugstetter reported on the SDLN/ODIN Joint Task Force. Pedersen asked that the task force explore ILL functionality between ODIN and SDLN. Johnson responded that Stukel and he had discussed this but that the issue included MINITEX. D'Andraia noted a lack of planning regarding ILL and felt that a strategy regarding use of resources to best address user needs be developed. He suggested that ODIN and SDLN talk about this, but that a second group should focus on how the council addresses this issue. Pedersen suggested that the OCLC directors take

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this up.

Gott asked D'Andraia about alternatives. D'Andraia mentioned CISTI and Ebsco Document Delivery. He stated that the MINITEX contract is nebulous and that prices are not clear. Bremer suggested there are not as many options for other vendors as there would appear and that NDSU has good service from MINITEX. D'Andraia restated that there is no plan or strategy and that prices are a problem. The "pay per view" mode libraries are entering needs direction. Pedersen reported on Harley French Library of the Health Science's recent proposal for LSTA funds to the State Library regarding Ariel networking for 14 libraries throughout North Dakota. This would, if funded, result in 22 Ariel libraries in the state. She believes this would influence discussions regarding strategy that should be addressed.

Stukel inquired about the legal status of how the IAC contract is done through MINITEX. Gott mentioned that unique problems can exist when two agencies from two states are involved in a contract. In response to Stukel's concern, **Action Item: Bruere will find out if the current IAC contract is a legal contract between MINITEX and North Dakota**. Members of the council wondered what recourse existed regarding problems with the MINITEX contract.

Bremer suggested that the council establish an interlibrary loan subcommittee. He noted problems with a committee since the situation changes rapidly. D'Andraia thought there was merit in a systematic approach, especially when approaching the MINITEX issue. Bruere wants someone from MINITEX to be on this committee if it is established and recommended Becky Ringwelski as a possible person to serve.

Discussion on adding Advisory Council vice-chair - F. D'Andraia

D'Andraia asked the council for its advice on establishing a vice-chair. The rationale for this is that issues are enlarging. Having someone "in the wings" would be helpful. Page asked if the position would be vice-president or president-elect. Page prefers president-elect. Gott asked to hear the opinions of past chairs. Pedersen concurred that complexity is growing. The establishment of the planning committee reflects this complexity. Reinke stated that a president would benefit by having a president-elect available to consult with on issues. It was noted that such a position would require a lengthy commitment of four years. Gott viewed longevity in the chairmanship as a comfort. He thought that the term of chair should be limited to a two year commitment if the position of chair-elect were implemented. This would accomplish the equivalent of what is done currently by extending the chair's term. Schmaltz stated that the chair should be elected at least a year before the legislative sessions begin. Pedersen noted that this is how it now happens (i..e. the new chair begins in July, 1999). She further stated that there is no provision currently for replacing the chair if he/she resigns prior to the end of the term. Reinke suggested that the governance committee look at the issue of a chair-elect. D'Andraia suggested that the issue be referred to the committee to adjust the statement of organization and operation. Pedersen pointed to the provision for amending this statement. Gott pushed to deal with the issue

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now since it is timely with the beginning of D'Andraia's term as chair. D'Andraia moved that **the chair refer the issue to amend the statement of organization and operation to the governance committee to include provisions for vice-chair/chair-elect and same committee present to the council a slate of candidates for said position at the fall meeting**. Seconded by Schmaltz. Pedersen called for discussion. There was no further discussion. Pedersen called for a vote. **The motion passed**. Gott suggested that the term of the first vice-chair or chair-elect be adjusted to coincide with the term of the incoming chair.

SiteSearch demo / Implications for ODIN - M. Jaugstetter, T. Stukel, S. Harken

Jaugstetter informed the council that $125,000 dollars was appropriated for Internet access and connectivity by the North Dakota legislature. He addressed the collaborative effort required between the University System, ODIN, and the State Library to run and maintain OCLC SiteSearch (Z39.50 standard protocol). It was noted that any online catalog in the state that is on the Internet can take advantage of SiteSearch. This is the primary motivation for implementing this product now.

Harken gave a presentation detailing the OCLC SiteSearch product. This product should work in ODIN based on the experience of other systems. She talked about the product's potential ability to show local holdings when using various databases and feels the broad issue of local holdings can be addressed with this software. Bell interjected that SiteSearch will likely indicate only whether a library owns a particular title. Harken believes that phase 2 upgrades will get to holdings information. Bell felt this was relating to the ILL component available in July.

Bell explained that indexing practices in each system affect retrieval when searching. Stukel suggested people look at this product which is available on the ODIN Website. The SiteSearch address could also be sent to libraries via e-mail. Pedersen asked if we know the cost of the product at this point. Jaugstetter responded that the cost depends on the number of simultaneous users. Initial costs for 100 users would be $43,000. An annual ongoing cost of $10,000 would follow. He noted that funds are available and legislative intent is to go forward with this endeavor. SiteSearch seems to be the best looking program around. It would provide ODIN searching to InfoLynx libraries. Stukel asked Hanson what would be required to make something like this work. Hanson replied that he had assessed this option and it appears that the project is reasonable. Gott asked what the cost would be for each library. Jaugstetter stated that there would be no cost because the project is fully subsidized. D'Andraia questioned whether there would be ongoing costs. Jaugstetter stated that the cost would be $10,000 per year for the entire consortium. Gott said if it becomes too expensive to maintain it could always be discontinued. Jaugstetter mentioned that the intent would be to continue central funding. Bremer said there is good PR value in such a project since the entire state would be working on this cooperatively. Gott noted that the product allows for generating statistical data and that such data should be generated from day one. D'Andraia agreed that data showing cooperation would be beneficial to libraries. Pedersen asked whether funds needed to be expended by June 30th. Jaugstetter said that

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they did. **Action Item: The council authorized Stukel to work with the Computer Center and the State Library to explore and, if feasible, implement SiteSearch by June 30, 1999.** SDLN may be included if time permits. The council agreed.

MnSCU PALS report - B. Bell

Bell reviewed four major areas in her report: Administration, Palstac software, MNLINK, and System X.

ADMINISTRATION: The MnSCU PALS Office has been working on a strategic plan. A mission/value statement is now on their Website at www.pals.msus.edu/pals   The office has one new employee, Perry Madden, who works with HTML, documentation on the Web, and upgrading of Web pages. Plans are to make documentation available both in PDF and HTML formats.

PALSTAC: Version 14 will include a booking module. It is currently going into production in some Minnesota libraries this May. Enhancements are being worked on and documentation is being prepared. The Z39.50 client side is still being developed. Version 14 is expected to be released sometime this summer (1999). PALSTAC Version 13.2.DO4 is current. MnSCU PALS is now at the point to beta test version 14 which includes the booking module. Printing functionality has been changed in version 14. Bell reviewed upcoming changes in the new software including WebPALS, ZPALS, and ISO ILL. Kotrba indicated that there would be considerable preparation and planning required before ODIN libraries could use ISO ILL.

MnLINK: The MnLINK Gateway has been operational since the middle of March. Seven sites currently participate. Contracts for new sites are being prepared?

SystemX: DRA was previously chosen but no contract has been signed. The Library Planning Task Force is meeting on May 12th and will then decide whether to pursue a contract with DRA. The possible outcome of this is that PALS may be around for a longer period than expected.

Bell passed out a MnSCU/PALS development schedule detailing future plans. She announced that her office will no longer support Palstac for Windows 3.1 and 3.11 after July, 1999. Kotrba stated that the ODIN Office will continue support through December, 1999. All sites should migrate to Windows 95, 98, or NT as soon as possible if they have not already done so.

Bell summed up the status of migration from PALS by current PALS sites. Of 14 current sites, WiscPALS is migrating to TAOS and several others are moving to Endeavor. These sites will be migrating as of June 30th.   The rest of the systems are staying with PALS for now.

At 2:30 PM, the council broke for cake, refreshments and photo opportunities to celebrate

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ODIN's tenth anniversary.

MINITEX Report - L. Bruere

Bruere began by passing chocolates around to celebrate the fact that ODIN libraries were the first in the three state region to completely eliminate OCLC dedicated lines. She then passed out a brochure "The MINITEX Library Information Network" and a memo from Bill DeJohn entitled "MINITEX Update Information." Topics included FirstSearch, JSTOR, document delivery, the MINITEX Annual Interlibrary Loan Conference, New PALS Version 13 upgrades and ILL across PALS Systems, databases, SPARC, and Minnesota Legislative Initiatives.

Regarding OCLC, CatExpress is an option being developed for small libraries not currently using OCLC. Libraries can catalog up to a maximum of 2000 titles per year with this service. The service does not allow many options for cataloging. No price determination has been made at this point.

New prices from OCLC were recently announced. There are very few changes. The update/produce fee was brought down. The difference between prime and nonprime time transactions was eliminated. ILL fee management (IFM) increased from $.50 to $.70 cents.

D'Andraia asked what the consortium price of participation in SPARC, a subsidiary of ARL, was. **Action Item: Bruere will find out the consortium price of participation in SPARC**. She indicated that she was unable to obtain information requested by the council in the morning session regarding weather the upcoming video conference on copyright could be shown on ND-IVN. She will let council members know by e-mail.

Legislative Committee report - L. Pedersen

Pedersen announced that Karaim will be awarded title of Professor Emeritus at Mayville State University's commencement on Saturday, May 8th. Karaim invited council members to the commencement.

Pedersen indicated that the Legislative Committee had put together an ODIN publicity sheet. This was distributed to legislators last session.

The committee had discussed scheduling a tenth anniversary party at the state capitol for ODIN. This did not work out so it was decided that the council would celebrate the anniversary at their April meeting.

Pedersen announced that D'Andraia had done a press release for this meeting which was distributed to the press and to ODINInfo.

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Publications Committee report & Fact Book - B. Karaim

Karaim announced that Judy Rieke was the other member of the committee. In previous months they had worked together to update the factsheet. As they approached the task of revising the Fact Book, it became apparent that a decision as to whom the document was intended must be made before updating could continue.   Karaim asked the council to determine if there is a need for the Fact Book and, if so, for whom. Pedersen stated that the last (second) Fact Book was done in late 1996 for the legislative session. Other questions were voiced relating to an appropriate format for the document. Should it be electronic only? Pedersen asked for feelings of the group. Stukel said he thought the ODIN Office should turn the Fact Book into an annual report. The group concurred.

New Business

Wolf asked for reaction to the UND Computer Center's reduction in hours. Staffing hours were reduced from 24 hours per day, 7 days a week to the same with closures between 1 am and 5 am daily. This change has not been made permanent yet and the Computer Center invited concerns within the next week.

Pedersen asked whether the council wanted to forego the "Around the Table" session which had been originally scheduled for the morning. Council members agreed to skip this session. Stukel invited anyone with unique items to notify him.

Passing of the Virtual Gavel

Pedersen indicated that she is technically chair until June 30th but that D'Andraia would take care of discussion regarding the date and place of the council's next meeting. D'Andraia and Stukel presented Pedersen with a plaque of appreciation for her work as chair over the past four years. Pedersen indicated she had enjoyed the experience.

Place & time of future meetings - F. D'Andraia

D'Andraia reviewed the history of council meeting locations. Suggestions as to when and where the next meeting should be held were requested. It was decided that the next meeting of the ODIN Advisory Council would take place on Monday-Tuesday, October 11-12, 1999 in Jamestown.

Pedersen adjourned the meeting at 3:45 pm.

Michael Safratowich, Secretary