

ODIN ADVISORY COUNCIL MEETING MINUTES

Online Bb Collaborate Ultra – November 22, 2019

Meeting called to order 9:07am

1) Roll Call:

Ellen Kotrba – ex-officio – Director of ODIN
Susan Moberg – Dickinson High School
Amy Carson – North Dakota State College of Science
Phyllis Bratton – University of Jamestown
Jennifer Jenness - Valley City State University
Shari Erdman – Williston State College
Marlene Anderson – Bismarck State College
Jane LaPlante – Minot State University
Joe Mocnik – North Dakota State University
Rita Ennen – Dickinson Public Library
Stephanie Walker – UND Chester Fritz Library

Katie Palsgraf – ND Supreme Court
Mike Jan – ND State Hospital
Erika Johnson – UND School of Medicine & Health Sciences
Mary Soucie – State Librarian
Carissa Hansen – West Fargo Public Library
Wendy Wendt – Grand Forks Public Library
Staci Green – Dickinson State University
Traci Lund – Divide County Library
Kelly Kornkven – Mayville State University
Phyllis – Trinity Bible College

Others:

Amy Reese - NDSU
Cindy Clairmont-Schmidt - NDS
Ginny Millette - ODIN
Cheryl Hoffmann- ODIN
Linda Allbee- ODIN

Jason Bedsaul - ODIN
Megan Lysford - ODIN
Lynn Wolf - ODIN

Additions to Agenda - none

2) Approval of the September 17, 2019 Online Meeting Minutes

http://www.odin.nodak.edu/sites/default/files/Draft_ODIN_Advisory_Council_meeting_minutes_9-17-19.pdf

Motion to approve – Mary Soucie – Stephanie Walker – Seconded – all in favor – any opposed – none – motion carried

3) Polaris Update (Allbee) – Go Live is December 11, 2019 – Migration timeline: December 4, 2019 noon (central) stop all cataloging activities – do not update bibs, holdings, items, including stopping any acquisitions or serials check-in.

December 4, 2019 end of day all Circulation activities should cease.

December 5, 2019 beginning of day everyone will use Polaris offline circulation.

December 11, 2019 the system will be live. Upon notification from the ODIN office, libraries will upload their offline transactions, and then will be live on the new system.

A second migration of bibliographic records was conducted to improve de-duplication of records. After testing, the database – while not perfect – was considered improved as far as consolidation of records. All in person training

sessions for Circulation, Cataloging and Acquisitions/Serials have been completed. Polaris Webinars have begun and will continue through January. ODIN documentation is being created – including physical documents, videos and web sessions. A full list of all trainings and documentation can be found at <http://www.odin.nodak.edu/node/636> . User group activity has increased. Please join in the meetings as possible, and please monitor messages coming in via the list for important information and deadlines.

4) Alma Update (Allbee) – Go-Live is still planned for July 29, 2020. The onboarding phase of the Alma project is winding down, and we are entering the implementation phase. During this phase, work will be done to bring the test system online with local information. At the end of January 2020, we should have a test database with ODIN information. Migration forms were filled out and submitted to Ex Libris November 1 – Ex Libris reviewed them and has sent back a few questions of clarification of the forms. The Cataloging user group has been very active. They determined the load order of bibs into the network zone, which was submitted to Ex Libris October 29 – two weeks ahead of schedule. They’ve also worked on defining what fields in records to consider ‘local’ in Alma, and a fix routine to apply to records migrating to Alma. Allbee thanked libraries for all the hard work being put in and requests that libraries pay attention to all messages coming out via email and/or Basecamp. Mocnik thanked everyone – ODIN staff and all libraries for the hard work being conducted and Ennen agreed.

5) Alma Project Executive Steering Committee – Large Project Oversight (Kotrba) Kotrba indicated that this project has an outside Project Manager – Joe Tillman, Eide Bailly. This is because of the high dollar amount of the project and oversight is necessary within the NDUS (North Dakota University System). Joe Tillman has requested to attend the OAC meetings for the next 4 meetings (February, May, August & November). Joe Tillman will be asked to record the 30-minute meeting for anyone that is not able to attend.

6) ODIN Director’s Report (Kotrba) –complete report can be found - http://www.odin.nodak.edu/OAC_Meeting_Docs_11222019

Kotrba indicated that ILL borrowing/lending is in process to arrive at a workflow. Among Polaris libraries, borrowing/lending involves the “hold” process. The ND State Library will facilitate interlibrary loans between Aleph and Polaris libraries. Workflow is evolving. Hansen asked about process – Holds with Polaris libraries first and then through NDSL if not available. The recorded ILL webinar does have information that would be helpful for libraries. The Action Plan to facilitate the Strategic Plan ideas is evolving – please submit to the Director of ODIN. Work has been progressing on a Google extension to promote local resources & databases. Bratton asked if it would be all ODIN databases or just their own library. Bedsaul responded and said that it could be customized to each library. Each library would have to install this option if the library would be interested in it. Polaris documentation is being created by Allbee. Reminder that the listservs for ODIN-ACAD- and ODIN-PKS- are available. Rita Ennen was thanked for her fantastic work as ODIN Advisory Council chair.

7) State Librarian Report (Soucie) – complete report can be found- http://www.odin.nodak.edu/OAC_Meeting_Docs_11222019

Mary gave an overview of the library visits this year. Mary gave an overview of the meetings and conferences that her and her staff have attended this year. Mary and Shari

Mosser attended the Library of Congress National Book Festival in Washington, DC – answered questions about ND and its libraries. Phase 1 of Dickinson Area Library contact catalog project has been completed and phase 2 was stated in October. Mary gave an overview of Outreach projects done this year by her and her staff. ND is second state to move to 100% Download on Demand (DoD) for Talking Books patrons. NDSL physical collection was returned to National Library Service. Mary gave overview of NDLC meeting held at Leach Public Library on August 25. Mary announced new staff member who joined in July – Allie Suko – who will be working at the reference desk.

8) Old Business - none

9) New Business – none

10) ODIN Member Highlights (some have submitted reports) – Carissa Hansen is the new Director at the West Fargo Public Library. Kuno @ TBI reported only 36 boxes gift boxes left – started with 940 boxes. Kornkven @ NMY asked how many libraries still have their University Annual Budget Books available to patrons – several libraries replied they still do. DIP has received \$4million from the City of Dickinson for expansion of the library.

11) Other Business – Ballot will come out first week of December.

a) December 2019 OAC Chair elections – two candidates

Kelly Kornkven – Mayville State University

Wendy Wendt – Grand Forks Public Library

b) December 2019 OSC member elections – still need candidates for some positions. Running for re-election are Susan Moberg/Schools rep – Stephanie Walker/Academic rep – Phyllis Bratton/Member-at-Large. Please submit nominations if you or any other director wishes to run. Phyllis Kuno/TBI would be willing to run for member-at-Large. The OSC meets monthly for an hour and sometimes it doesn't go for a full hour.

c) User Group Chair elections will be held in December also. Elections may be during meeting or online. User Group Chairs also service 2-year terms with option to run for another 2 years. Polaris Cataloging, Circulation, Discovery and Alma Cataloging User Groups have been meeting already.

12) OER Conference ins on March 6, 2020. This conference will target academic libraries first and if is space available will be extended out to all libraries. 120 spaces will be available. Registration is planned for early January. No fees to attend.

Carissa Hanson is the new director at West Fargo Public Library and expressed thanks from Sandra Hannahs and that Sandra will miss everyone.

The next meeting will be in February 2020 – The new OAC Chair will be in place prior to this meeting.

Meeting adjourned – 10:05 am

Electronic Packet – [http://www.odin.nodak.edu/OAC Meeting Docs 11222019](http://www.odin.nodak.edu/OAC_Meeting_Docs_11222019)
for links to view documents prior to the meeting (must be logged in).