

ODIN Advisory Council online meeting
Monday, February 8, 2021 – 1pm -3pm CST / noon-2pm MST

Bb Collaborate Ultra Session Link PARTICIPANT LINK – Please use **CHOME** browser
<https://us.bbcollab.com/guest/18e53b9c0d6a42da9ac5fcf36454708b>

Alternative Call-in (use only if you are unable to log in to the session on your computer)
Call: 571-392-7650 PIN: 7449457290

Meeting called to order – 1:05 pm

1) Roll Call - Kelly Kornkven – OAC Chair

Kelly Kornkven – Mayville State University - OAC Chair
Wendy Wendt – Grand Forks Public Library
Patricia Caldwell – North Dakota State College of Science
Ellen Kotrba - ex-officio – Director of ODIN
Susan Moberg – Dickinson High School
Phyllis Bratton – University of Jamestown
Mary Soucie – North Dakota State Librarian
Staci Green – Dickinson State University
Jennifer Jenness – Valley City State University

Michelle Seil – Carrington City Library
Marlene Anderson – Bismarck State College
Catie Palsgraaf – ND Supreme Court Law Library
Phyllis Kuno – Trinity Bible College
Jane LaPlante – Minot State University
Stephanie Walker – UND Chester Fritz Library
Erika Johnson - UND School of Medicine & Health Sciences
Traci Lund – Divide County Library

Others:

Jody French – NDUS – CTS
Linda Allbee – ODIN
Nicole Murphy– ODIN
Lynn Wolf– ODIN

Liz Mason – ODIN
Jason Bedsaul – ODIN
Cheryl Hoffmann - ODIN

Additions to Agenda - none

2) Approval of the November 30, 2020 Online Meeting Minutes

http://www.odin.nodak.edu/sites/default/files/DRAFT_ODIN_Advisory_Council_Meeting_Minutes_11-30-2020.pdf

Moved to approve – Mary Soucie - seconded – Phyllis Kuno – all in favor – opposed - none

3) ODIN Director’s Report (Kotrba) -

https://www.odin.nodak.edu/sites/default/files/20210208_DirectorsReport_EllenKotrba.pdf

ALMA/Polaris FY22 billing - Michelle Seil – when/have you notified these libraries of these changes – especially if there are increases – Kotrba replied that she will not be able to confirm the numbers until beginning of July as bib & patron numbers are of that time. Kotrba also mentioned if anyone would like to receive an estimate please contact her directly. Kotrba stated she does her best to keep costs as low as possible and if bill would increase at lot, that she’d contact the library directly.

A discussion on meetings ensued – Kelly Kornkven – feels OAC quarterly meetings are good, but COVID time hit around the same time – Michelle Seil – it’s hard when she attends meetings due to being only one in the library and is working on understanding the benefit to her of attending ODIN meetings – Phyllis Bratton – since I started, I do reference, I have

attended User Group meetings and they are still beneficial and I continue to learn things from each meeting – Mary Soucie – at OSC meeting we have been discussing the importance of libraries attending the User Group meetings and would love to hear from libraries on their thoughts – Michelle Seil – commented that being reached out to on a one on one basis has been beneficial to her – Ellen Kotrba mentioned that she is working on her idea of the future direction of ODIN and would like feedback from libraries regarding what they feel would be their future vision for ODIN – Jane LaPlante is counting downloaded articles in circulation #'s because now with COVID people aren't coming into the library as much and are downloading articles more.

4) State Librarian Report (Soucie) -

https://www.odin.nodak.edu/sites/default/files/State_Library_Report_Q1_2021.pdf - House 1013 - Budget – Soucie gave testimony 1/14/2021 – good shape for budget – so far, full funding state aid to libraries and vision grants at this time – Mary wanted to mention bills that the ND State Library are following - Senate Bill 2157 – Coordinating Council – House 1311 – firearm in public buildings – House 1323 – mask mandates – House 1341 – state minimum wage rate – rises each August 1st until reaches \$15.00/hour – feeling as bill wont pass at this time – House 1343 – meeting link to be made public

6) Old Business

1. Handling budget cuts – how deep? (All members)-

Stephanie Walker – we won't know our final budget until April/May and have been told that we should expect some good size cuts – Randy Pederson has been out on medical leave for a while and could be taking the early retirement buyout – Unsub has been helping them out especially since Randy has been out. Staffing cannot be cut anymore – have lost 6 positions in 5 years. Kornkven asked Stephanie if she would ever be willing to share their experience with Unsub – Walker said yes, she would and mentioned that their demo is very good and helpful. Phyllis Bratton – minimal cuts to her budget are expected – she's had a substantial increase to book budget – a reference librarian position was not filled for three semesters and now is being filled – is confident budget is going to be good. Phyllis Kuno – stated that she cannot lose much more. Wendy Wendt – March or April is when budgeting will start – she is not anticipating huge cuts to their budget and is cautiously optimistic of budget for 2022. Susan Moberg – won't really know until end of March – but do not anticipate a huge change in her budget. Traci Lund – Divide County Library- they are a small library but is also optimistic that funds will hold for the next budget year. Rita Ennen – is not anticipating a huge change in their budget. Michele Seil – Here in Carrington, we had to make some budget changes for 2021, which will result in doing more fundraising. We are doing okay, but a change in minimum wage will have an impact on us. Our auditor says that it will impact all departments in the city, setting us all up for some future budget cuts. Phyllis Kuno – mentioned that TBI was at the point a few years ago that they might have had to drop out of ODIN but ODIN office changed fee calculation etc. and TBI was able to remain in ODIN and there are other things that would be cut before TBI dropped out of ODIN because they really can't be without ODIN. Ellen Kotrba mentioned that it might be a good idea to table

this until May OAC meeting when more libraries will have information regarding their upcoming budgets.

2. Poll – Encouraging libraries to participate at OAC meetings (Kotrba) – this is being Worked on in OSC meeting and should be out by end of February.

7) New Business

1. Discussion on the proposed Update to the Governance document update (Kotrba) http://www.odin.nodak.edu/sites/default/files/DRAFT_Update_toGOVERNANCE_for_AlmaandPolaris_8feb2021_1.pdf

(must be logged in to view – proposed changes in red print) – Kotrba is asking all libraries/Directors to look over the changes and let her know if there are any questions regarding the changes. OSC will be looking at things further also. If no changes/concerns are received a vote on the changes would be proposed to accept new document.

8) Other Business – None

- 9) OPEN Forum – what else is on your mind? – Kelly Kornkven asked how everyone is handling sanitization in your libraries?

Stephanie Walker– plexiglass installed – wipes, sanitizer, and mask mandate in place but cleaning is done by UND custodians with the library not having any control on cleaning. We purchased SenSource technology to count people in the building, but we have a lot fewer people than usual, so it is not an issue. We do allow community members to come in, but we're not issuing any new community member cards, and we're not creating visitor accounts for the computers, so in effect, people cannot use the computers unless they're UND affiliated. I have had 2 complaints from people who wanted to research genealogy - but they also complained (to ME) that the public library was not open in East Grand Forks! We also have fewer hours, but that is not a matter of quarantine - we are so short-staffed that we cannot stay open. We rely on student staff, and they do not think it is worth working a \$10/hour job that has extensive public service in a pandemic. We also removed half our furniture & computers.

Mary Soucie – we wipe down every item that arrives – press and seal still being used on mouse and keyboards. Mary asked if link to NPR article on sanitization be shared with group.

Wendy Wendt – wiping down computers/self-checkout – masks and sanitizer are being used. Quarantining items for 4 days instead of 7 days. We are still not open normal hours but are moving in that direction.

Jennifer Jenness - We have not made any changes to sanitizing, partly because it helps my staff feel more comfortable working in the building. We are open our normal hours, and our only number restrictions are in the classroom space.

Phyllis Kuno – continuing to wipe down items, tables etc.

Kelly Kornkven– have not quarantined items the whole time. But continue to remind everyone to wash your hands. Closing an hour earlier this school year.

Marlene Anderson – encouraging others to view BSC's COVID-19 page & scroll down to see the COVID Dashboard for our campus: bismarckstate.edu/news/Return-to-Campus . A

guide from AIHA is a great resource for libraries related to COVID: https://aiha-assets.sfo2.digitaloceanspaces.com/AIHA/resources/Reopening-Guidance-for-Libraries_GuidanceDocument.pdf

Staci Green – still quarantining items on carts

Phyllis Bratton – still quarantining and not much of a problem

Mary Soucie – would be interested to hear if libraries are limiting number of people/limiting time on computers

Traci Lund – public library is attached to elementary school – items are put on carts in hallway and after a couple of hours are wiped down and then put in back room for a couple of days and then items are put away.

Rita Ennen - We are still limiting the number of computers that are open and the length of time they are used.

Susan Moberg - We have all the students back full time, but we're limiting the number of computers available to students (most have their own, so they don't really need our machines), and we have a limit of 2 students per table. The tables have plexiglass dividers on them, so the students are not side-by-side.

Mary Soucie – restrictions of hours open, number of people in the building, number of computers open and only 30 minutes allowed on computers

Catie Palsgraaf – a suicide threat left as a voice message has been an issue and we have no policy to follow – their library is not open to the public or patrons – all interaction are via phone or email - Walker mentioned it isn't suicide specifically, but they have a policy of calling Campus Police for anyone threatening any kind of harm - to themselves, to staff, to other patrons. She's willing to share. Soucie suggested to check with the suicide coalition? Jenness indicated they have a campus counseling service number on their emergency contact list in case of a mental health crisis, but that is all we have that would come close.

10) ODIN Member Highlights-

Marlene Anderson - BookTalk at BSC 2021 (Virtual) - Link to the Guide

<https://bsc.libguides.com/booktalk/2021>. We have had two wonderful discussions so far. One BookTalk left.

Phyllis Bratton - Our library book club is doing a graphic novel for the first time!

Jennifer Jenness - We are doing an online Social Justice Book Club in collaboration with our new Director of Diversity and Inclusion

Jane LaPlante – Open position filled and happy about that.

Phyllis Bratton – going to miss everyone when I leave.

Phyllis was assured she will be missed, and that we all have appreciated her work on ODIN's behalf through many years.

11) Next meeting (online at this point) planned for May 2021

Meeting adjourned – 3:01 pm.

Electronic Packet – <http://www.odin.nodak.edu/oac-meeting-docs-02082021> for links to view documents prior to the meeting (must be logged in).