

**ODIN Steering Committee Meeting Minutes
September 20, 2019**

10:00-11:00 a.m. Central Time; 9:00-10:00 a.m. Mountain

Bb Collaborate Ultra Session Link PARTICIPANT LINK:

<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

1) Roll call of members and Introductions:

- a) Joe Mocnik – NDSU Libraries – representing Academic Libraries
- b) Stephanie Walker – UND/Chester Fritz Library – representing Academic Libraries
- b) Wendy Wendt – Grand Forks Public Library – representing Public Libraries
- c) Phyllis Bratton - University of Jamestown/Raugust Library – representing Member-at-Large
- d) Mary Soucie - State Librarian
- e) Rita Ennen - Dickinson Area Public Library – ODIN Advisory Council Chair
- f) Ellen Kotrba – ex-officio, Director of ODIN
- g) Jerry Rostad - ex-officio, Ass't CIO/NDUS Office of the CIO

Other Attendees:

Linda Allbee – ODIN

Megan Lysford – ODIN

Ginny Millette - ODIN

Cheryl Hoffmann – ODIN

Absent –

Susan Moberg- Dickinson High School – representing School Libraries

Addition to agenda – none

- 2) Approval of August 16, 2019 Minutes – motion to approve minutes by Wendy Wendt & seconded by Phyllis Bratton – vote passed – 0 opposed – 0 abstain – Motion carried
- 3) POLARIS Update (Allbee) – The public, school & special libraries as well as ODIN staff have been testing data. It has been decided to re-migrate the data by collection after realizing that Polaris had migrated according to material type. ODIN will pull data again and deliver to Polaris September 14/15 and Polaris will begin loading September 24 and hope to finish by September 27 and available for testing by October 1st. Access will be down to Polaris during this time. On-site training by Polaris staff will begin October 8 with Circulation and Leap followed by cataloging, acquisitions and serials. The Polaris Cataloging User Group has been meeting weekly. The Circulation User Group will convene soon.
- 4) ALMA Update (Allbee) – Discussion around the network zone has been a priority. Learning what will constitute a shared record and adjusting fields to meet specifications is paramount. The Onboarding calls continue, and the Alma Cataloging User Group has begun meeting weekly to

learn what will be required for the network zone. In October, migration forms will be sent out to libraries for completion. Primary contacts will be involved in the October 1 meeting centering on migration. Kotrba stressed that NDSU is involved in the migration and will have a different type of migration but that Ex Libris has been told numerous times that NDSU cannot lose functionality even though procedures may change. October 15 will be an important meeting for NDSU. Having Amy and possibly Jenny at the meetings will ensure minimal disruption to NDSU.

- 5) Polaris PAC “all libraries” search – public/K12/special libraries – what to call PAC–



ODIN - PKS

currently: _____

Suggestions: (To date)	POLARIS PAC	ODIN Discovery
	Polaris PAC	ODIN-Polaris PAC
	Polaris Discovery	ODIN Search
	Dakota Discovery	ODIN
	Mimir	Asgard
	Loki	Raven
	Thor	Valhalla
	Valkyrie	Wodan
	Woden	Freya
	Ansuz	

Discussion on which name to choose ultimately settled on ODIN Search.

- 6) Open Education Summit (Walker) – it was found that October 2019 did not yield enough time to finalize logistics. The summit is now planned for OER week – March 2-6, 2020. Cheryl Thompson is looking for speakers.
- 7) ODIN Strategic Plan 2019-2022 – Begin to formulate an Action Plan & how to measure/assess along the way – The Strategic Plan 2019-2022 was approved at OAC meeting on September 17, 2019. It was asked about the Action Plan to be put in play to ensure success for the plan. What actions will bring about results for each goal. We can’t be afraid to change if necessary. Where resources will come from and what timeline to follow. In other words, to give life to the strategic plan and get it going. An excel spreadsheet could work for tracking. Kotrba gave an example to the group of what she was thinking about for the plan and will send out her document for feedback. Bratton expressed concern that with everything going on with the migration, that it shouldn’t fall on the ODIN Office to execute the plan. At each OSC meeting, action plan items will be discussed.
- 8) Other Business –

- a. Ennen's service as OAC Chair is coming to an end. Kelly Kornkven expressed interest at the OAC meeting that she would run for the position. A vote would occur online in January 2020. Soucie proposed Wendy Wendt to also run for Chair and Wendt indicated she is willing to run. Ennen will send out email to group soon indicating two have agreed to run and if there are any more nominations.
- b. The Governance document was updated with comments from the OAC meeting. Ennen will send out document to OAC list and an online vote will take place soon. Soucie asked for clarification – are all votes online via email or in person – Ennen indicated both processes will be acceptable depending on each voting situation.
- c. Soucie thanked Rita for all her work/dedication in her two terms as OAC Chair.

9) Next OSC Meeting Friday October 18, 2019

Rita adjourned at 10:45 am.