

ODIN Steering Committee Meeting Agenda

November 15, 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

Call to order – 10:04 am

1) Roll call of members and Introductions:

- a) Stephanie Walker – UND/Chester Fritz Library – representing Academic Libraries
- b) Susan Moberg – Dickinson High School – representing School Libraries
- c) Kelly Kornkven – Mayville State University – proxy for Phyllis Bratton, 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

Other Attendees:

Linda Allbee – ODIN

Ginny Millette - ODIN

Cheryl Hoffmann – ODIN

Absent –

Joe Mocnik – NDSU Libraries – representing Academic Libraries

Wendy Wendt – Grand Forks Public Library – representing Public Libraries

Phyllis Bratton – University of Jamestown – Member-at-Large

Jerry Rostad – ex-officio, Ass't CIO/NDUS Office of the CIO

Addition to agenda – none

- 2) Approval of October 18, 2019 Minutes – motion to approve minutes by Susan Moberg & seconded by Mary Soucie – vote passed – 0 opposed – 0 abstain – 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) – 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. 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). Soucie gave kudos to ODIN Staff for running/upgrading not only one system but two systems at the same time.

5) Upcoming Elections

December 2019 election – 3 OSC positions – begin terms in January 2020

1 representing Academic Libraries – Stephanie Walker – up for re-election – willing to continue

1 representing School Libraries – Susan Moberg – up for re-election – willing to continue

1 Member-at-large – Phyllis Bratton – up for re-election – willing to continue

If no other individuals are willing to run – then OSC members could reach out to individuals to see if anyone is interested in running. Ennen will be sending out email to libraries next week to see if there is anyone interested in running.

December 2019 election – User Group Chairs – begin terms in January 2020 – holding elections in User Groups and notify OSC of the results

January 2020 election – Advisory Council Chair – begin term @ February 2020 meeting:

Candidates: Kelly Kornkven – Mayville State University
Wendy Wendt – Grand Forks Public Library

June 2020 election – 2 OSC positions – begin terms in July 2020

1 representing Academic Libraries – Joe Mocnik – up for re-election

1 representing Public libraries – Wendy Wendt – up for re-election

- 6) ODIN Strategic Plan 2019-2022 – Action Plan Formation – At the last meeting each member was asked for ideas to satisfy each goal, who should do it and in what timeframe.

Phyllis Bratton did send in ideas for #5 – everyone is encouraged to get their ideas in. Ennen apologized that she has not had a chance to even look at it. Kotrba will send out an updated action plan after the meeting.

- 7) OER Conference – March 6, 2020 (Walker) – plans are getting finalized and there will be individuals from libraries giving presentation. The location will be in Fargo, ND at the Holiday Inn. A “Save the Date” will be coming out soon.

Regional Library Staff Development Workshop – April 1, 2020 (Mocnik) – A “Save the Date” has been sent out. The workshop will be held on the Minnesota State – Moorhead campus. Kotrba believes there is a cap on the number of participants. ODIN is involved in sponsoring this event.

- 8) Other Business - none
- 9) Next Meeting Friday December 20, 2019 or bye month – It was decided to keep the meeting as scheduled and if no business was sent in for discussion or action, then the meeting would be cancelled. Adjourned - 10:40 am