

ODIN Advisory Council Minutes
Wednesday May 11, 2016

University of Jamestown, Jamestown, North Dakota
Orlady Building, Room 026

Meeting called to order: 10:35 am

1) Introductions of Attendees

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|----------------------------|---------------------|
| a) Phyllis Bratton | k) Wendy Wendt |
| b) Marlene Anderson | l) Kelly Kornkven |
| c) Mary Soucie | m) Jenny Grasto |
| d) Ted Smith | n) Dave Haberman |
| e) Trevor Martinson | o) Phyllis Kuno |
| f) Donna James | p) Sandra Hannahs |
| g) Shelby Harken | q) Tony Stukel |
| h) Tina Grenier | r) Cheryl Hoffmann |
| i) Mary Sheahan | s) Rita Ennen |
| j) Cindy Clairmont-Schmidt | t) Stephen Banister |

2) Approval of the December 2015 Meeting Minutes

- a) Moved – Phyllis Kuno- seconded - Marlene Anderson - 0 opposed

3) ODIN Director's Report (Stukel)

- a) Budget: ODIN budget outlook for FY17 is that there will be no (0%) increase in the operating cost share for Ex Libris software and support. In FY17, the third year of the Minitex database contract, there will be a 9.5% increase in those database costs. This increase brings the database shared cost recovery up to near the level of the contract.
- b) Budget cuts mandated: There will be budget cuts this biennium and also probably next biennium. NDUS, which includes ODIN will have to give up, in this fiscal year, approximately a 4.05 of budget allocated to the current biennium. ODIN will have to take its share of that cut from the eLibrary database subscription funds. At this time the hope is to be able to continue the eLibrary content covering k-12 and public libraries.
- c) ODIN Training: Linda has been continuing to deliver training. She works to highlight Best Practices in circulation and other areas. Highlights ODIN web site training and documentation resources available. The use of the OCLC loader and inventory has been highlighted. Linda has done 55 site visits and 70 online sessions so far this year. The ODIN web site has at least 50 training documents and videos she has created. The "Did You Know" video series being very helpful for libraries. The common stats reporting documentation is on the ODIN web site to help libraries with the annual report to the North Dakota State Library. ExLibris visited some academic libraries this spring. Lynn, Linda and Ellen have been working on issues Primo/SFX. We are working to improve the results

- returned by Primo. Thirty tickets were submitted to ExLibris on the topic. Results vary at this point. Some have been fixable. ODIN will continue working with Ex Libris to improve user results. Note that a new version of PRIMO is coming in 2017 that looks very different. The earliest ODIN upgrade to the new version is expected to be possible the summer of 2017.
- d) The new ODIN website should be out this summer. There may need to do password- ID change with the update. It was suggested that any new IDs that need to be re-created or created use the dotted.identifier if you are part of NDUS. The layout will be mostly the same as the old web site. One notable exception will be that the sign in/out link has moved to upper right had corner of the page.
 - e) Patron Loading for NDUS libraries. ODIN is working on improvements to the patron loading process for the NDUS libraries. The “PLIF load” process has been an on demand load of the entire library patron file. This typically has been done multiple times per library during the class registration periods. The intention of the new process is to load students, faculty and staff daily as they are added, withdrawn or updated in PeopleSoft. Exceptions, such as a change of home campus of the user, will be reported to the libraries for manual intervention.
 - f) Skype for Business (S4B) meetings with libraries before kickoff this summer.
 - g) The ILS Group has been meeting via S4B.
 - h) The MNPALS system in Mankato, MN is in the process of selecting a new system.
- 4) NDUS update (Pytlik) Was unable to attend. Items that he would have commented on will covered in item 5.
- 5) Funding Reductions Impacts discussion
- ODIN: 4.05% this biennium. Expectation is that entities will be asked to submit a 90% budget next biennium. NDUS CTS budget is heavily contracts based. They have frozen travel early. They are offering personnel buyout/early retirement.
- Minot State University Library: Working from 2008 where they had a \$ -33% in budget after flood. They reported one position frozen, another position allowed to hire. A budget reduction committee has been created. The President teaching/athletics/library to work out budget.
- UND: Reported nine open position. Experienced a \$475,000 budget cut.
- ND State Library: The agency was able to make cuts - \$300,000 now and \$630,000 next budget year – staff cuts will be the last resort if possible.
- UND Law Library: Interim Director on hold. New Interim Director will take over in June.
- Grand Forks Public Library: Funding based on property taxes but state funding coming to City of GF will eventually will affect them. In FY17 they will be starting at standard mil rate but FY18 will probably will be effected. Some of the public libraries are already feeling the hit.
- West Fargo Public Library: Starting to work on FY17. Properties increasing in values so funds may increase instead of decrease.
- ND State School of Science: They are down from 5 librarians to 1 librarian. The student population has not decreased so times are challenging. The Librarian

reports to a Dean position not being filled for at least 6 months. There have been many organizational changes. The library is staffed at nights by students instead of staff members.

The University of Jamestown proved that a positive filled that was unfilled for years and getting praise for filling the position.

MISU now closed on Sunday evenings during the summer as no other ND HE library is open Sunday evenings in the summer.

Trinity Bible College Library: Their library received cuts last year. The administration has been helpful but the library has still had to cut 13-15% of materials budget this year. There have been no cuts for this year but no increases.

ND State School of Science: They are going by usage statistics on journals. If no stats they do not purchase.

UND said the three libraries need to agree in order to cancel or change titles.

Sanford Health Libraries – budgets are looking ok and no positions cuts.

ND State Library, Mary Soucie, asked if/when ODIN will be effected by the funding cuts that will be passed on to ODIN libraries. Tony Stukel said the current cuts to ODIN impacted the libraries because they are cuts to subscriptions. In FY17 ODIN has committed to no increase in the operating costs shared by the libraries. Tony will be looking at the budget before the next OAC meeting to notify libraries of increases if any for FY18. Soucie noted that the ND State Library is committed to not cut state aid but they may not have a choice.

6) State Librarian Report (Soucie):

- State Library underwent strategic planning process this spring. As part of that process the State Library adopted new vision and mission statements and a new logo. Vision: Creating pathways to information and innovation. Mission: Making connections, strengthening communities, impacting lives.
- North Dakota State Library is one of five states participating in the ALA and COSLA (Chief Officers of State Libraries) Library E-rate Assessment and Planning project (LEAP). The other participating states are Alaska, California, Iowa and Kentucky. The goal of the project is to increase libraries utilization of e-rate.
- Our Inaugural Local Library Legislative Day, jointly sponsored by NOLA, NDLC and NDSL, was held on April 14. We were honored to have State Senators Dever and Oban in attendance as well as aides for Congressman Cramer and Senators Hoeven and Heitkamp.
- The North Dakota Center for the Book has returned to the State Library. This year's *Letters for Literature* contest received 123 entries, which is 100 more than last year. *Letters for Literature* is an initiative of the Library of Congress that invites students to write a letter to an author, living or dead, to discuss the impact the author has had on the student's life. Winners at the state level advance to the national level. For more information, visit <http://read.gov/letters/>.
- The North Dakota Afterschool Network held its first Summit in February at the Capitol. Over a hundred people attended. North Dakota is one of two states without an afterschool network.

7) Library Systems Tracking group (Soucie)

Draft of the survey intended to determine special needs of different library groups was passed out to group. The survey is trying to determine what the unique needs of the libraries are and what would be the approach to meeting those needs for the libraries. Ex Libris has no intention of mobile app for ALEPH which is one of the missing item for the public libraries. Intention, when the survey is distributed, is to get one reply from each library. Please submit any question ideas to Rita by May 18, 2016 if you have any! Tina thanked the group for working on the survey.

8) ODIN Member Library Announcements and Activities

- a) West Fargo Public Library - They have new online resource, Hoopla, which compliments other resources. Set up so they only pay for what people use. They have expanded outreach by contact at senior centers, increased story time. They have set up book vending machine with modest success. They have experienced some technical difficulties and usage not as good as they expected. Kids books better used than adult books.
- b) UND Law – Experiencing growing pains due to transition to new library building. The library has swipe cards for 24 hours access. Hiring is on hold. The library Director position on hold and new Interim Director will be Tammy Pettinato. Dave Haberman will be the assistant director. Kaaren Pupino is retiring from UND this June after 39 years of service.
- c) NDSU – The library finished renovations in January. Furniture and carpeting was replaced throughout the library. They continue to work ODIN staff on Primo. NDSU Library Dean, Bridget Burke, has accepted a new position as Director of the University of Wyoming American Heritage Center. The position is in the process of being filled at this time. Sixteen applications being reviewed.
- d) Mayville State University Library - Grant incentive program was successful obtained funding for multiple grants. Including stem kits for schools and OER from NDUS.
- e) Minot State University library: They have a new information/reference desk. Held an open house last week and their President attended. The coffee shop still in discussion. Art Galley discussions are in progress for lower level library. They will be weeding collections beginning this fall. Compact shelving is being investigated. New furniture for learning center on main floor being considered. Architects being selected for project. The next 2-3 years should see significant changes. An ILL/circulate position is in the process of being hired.
- f) Grand Forks Public Library: The new building discussion are still in process. The board is meeting with architects to discuss document for locations next week. Issue is downtown or midtown. Fundraising is on hold until location is determined
- g) Trinity Bible College: They have had a lot of administrative turn over in the last year. The campus got a grant for academics providing \$5,000 for the library every year for 3 years for books. They are looking for part time assistant. They have a new web design waiting for approval before it can be released. They have a large book denotation, twenty two pallets, they are processing. They

- have gone through one pallet so far. The goal is to go through all of them this summer. They also hope to add little coffee shop.
- h) Dickinson Public Library: They see a lot of variation of patron traffic. Some days very few and other days are very busy. Staff changes happening. They are doing staff training days twice per year. Strategic planning is the topic. At this time of year they are getting ready for summer reading program.
 - i) Dickinson State Library – They have a new President and a new Provost. Doorm renovations are underway. The new administration is active in supporting the library. The Academic Success group was removed from library. The Education Department books are moving to main floor. They have work study students who are interested in working in library.
 - j) ND State College of Science: They have a new organization model. Their team of 3 complete. The ASC moved out of upstairs library location. They have purchased chairs, windows, doors but not carpet (yet). They are reworking their website.
 - k) U of North Dakota: They have been refurbishing the library. Some painting underway. They have vendor furniture being shown for input for funding to purchase same. It has been proposed to add Engagement Center to library. Fundraising to start soon. They are analyzing their collection usage for weeding before renovations. Doing weeding of duplicates. The Digital Librarian and IT position filled by summer. They have created a webpage to list books being withdrawn. Three hundred and twenty six people requested those books. They are moving toward Grand Valley University concept.
 - l) Valley City State University Library: Received musical collection and \$10,000 from family to process it. The Learning Center moved out of the library. Maker space has been created. They have a green screen space.
 - m) Sanford Health Sciences Library: The Sanford Fargo and Bismarck libraries merged. The Fargo records/catalogue were removed.
 - n) Supreme Court Library: They have established a self-help center. They have had a staff member retire. The position is frozen at this time.
 - o) ND State Library: They are excited about a meeting this Friday with Senator Heitkamp about libraries in rural areas. News covered in report on main agenda.
 - p) Bismarck State College Library: The new building finishing touches underway. Installing end panels for open shelving. The new building has some leaks in the windows. Contractors will be working on this shortly. Handicap access for interior library, bathrooms and reading room now in place.
 - q) University of Jamestown: They have a reference/instruction librarian in place after years of it being open. They are working on serials in basement. The periodicals weeding was done last summer. They are starting to work on the archives. A Mechanical Engineering program being added. The campus is adding a hockey program. This is the third year of Leadership Program with Fargo/Jamestown grant.
- 9) Next Meeting (Fall 2016) adjourned at 3:35 pm