

**Online Dakota Information Network  
Minutes of Meeting - DRAFT  
June 21, 2004**

**Attending: Marlene Anderson; Sarah Batesel; Phyllis Bratten; Karen Chabot; Eileen Chamberlain; Pamela Drayson; Celeste Ertelt; Larry Greenwood; Phyllis Kuno; Doris Ott; Charles Pace; Lila Pedersen; Darryl Podoll; Kaarin Pupino; Ted Smith; Wilbur Stolt; Tony Stukel; and Kathy Van Eeckhout**

**Guests: Dorrene Devos; Donna James; and Jane LaPlante**

- 1. Meeting called to order at 10:10 a.m. at Jamestown College**
- 2. Agenda announced**
- 3. Implementation Report**
  - a. Test Switch to Production began May 23<sup>rd</sup> and ODIN and ExLibris staff have been analyzing the conversion records.**
  - b. The conversion review has shown discrepancies between ODIN and Ex Libris copies of conversion documents. The test Switch-to-Production (STP) is at a stand still.**
  - c. ExLibris has proposed a new implementation schedule based on the projected conversion work. The schedule would delay completion of conversion to November 2004. No library would be put into production before school starts in the fall.**
  - d. In addition to the conversion of records, ODIN and the libraries need to test operations such as notices and reports. The revised schedule will allow time for ODIN to work on operations.**

**ACTION ITEM: The ODIN office will provide an updated implementation schedule to libraries after it is established with ExLibris.**

- 4. Aleph Implementation Discussion**
  - a. The group discussed options for implementation:**
    - i. Bring up libraries as they are converted**
    - Bring up all libraries after the last library is converted**
  - b. Members recommended the WebPals OPAC be available during the conversion period and until all libraries are put into production.**

**Members recommended a phased conversion allowing libraries to begin production after they are converted and not waiting until all libraries are converted. Those who attended the meeting felt that there would be no need to wait for the end of the year to make the OPAC available for public use.**

- 5. ILL Sub-committee Recommendations**
  - a. Doris Ott chaired an ad hoc committee to recommend ILL procedures during the period when there is no support from PALS or ALEPH.**

- b. The committee recommended using OCLC ILL in the absence of local support.**
  - i. Advantages**
    - 1. Most staff trained on OCLC**
    - 2. Efficient management of ILLs**
    - 3. Can transmit requests electronically which will increase and/or maintain the current speed of sending requests**
    - 4. Requests can be tracked**
    - 5. Need for paper is reduced**
    - 6. Can search ILL record**
    - 7. Can create lending string for five libraries**
    - 8. Lending credit applied for each item lent**
  - ii. Disadvantages**
    - 1. OCLC ILL fees to each library will increase**
    - 2. No archival records after completion ILL transaction**
    - 3. Overdues can only be tracked on OCLC for 180**
    - 4. Messaging through OCLC is limited – email could be used to supplement this function**
    - 5. OCLC is switching from Passport and Web ILL to First Search**

The consensus of the group is to use OCLC ILL as the preferred method for transacting loans, but encourage libraries to accept ILL requests from North Dakota libraries via email, fax and/or ARIEL.

**ACTION ITEM: The State Library will update the ODIN ILL Directory.**

- 6. Paid Fine Records**
  - a. Tony discussed the advantages of purging the paid fine records before conversion. He will be sending a request to each library for a recommendation on how long to retain Paid Fine Records.**
- 7. Statewide Databases (MINITEX Project)**
  - a. The ODIN is working with MINITEX and the individual vendors to create necessary links to new databases.**
  - b. Tony indicated that libraries will have to modify links on their local web pages because of the new contact vendor mix. ODIN will make the new links available to the libraries as soon as that information known.**
- 8. Future Meeting – the chair will try to arrange a time in conjunction with the NDLA meeting in September.**
- 9. Meeting Adjourned 2:30 p.m. CDT**