Online Dakota Information Network
Minutes of Meeting - Draft
June 12-13, 2006

Attending: Joan Bares; Phyllis Bratton; Karen Chobot; Jim Council; Celeste Ertelt; Kelly Hell; Donna James; Phyllis Kuno; Tina Kuntz; Jane LaPlante; Arlene Ott; Doris Ott; Charles Pace; Lila Pedersen; Ted Smith; Wilbur Stolt; Rhonda Schwartz; Tony Stukel; and Jan Wysocki

Guests: Jeremy Brown; Grant Crawford; Cindy Larson; and Kaaren Pupino

1.   Meeting called to order at 1:05 p.m. CDT on June 12, 2006

2.   Agenda approved with addition of time for comments by NDUS CIO Grant Crawford

3.   Introduction of those in attendance

4.   Minutes of October 20, 2005 meeting approved

5.   NDUS CIO – Grant Crawford
      Grant Crawford provided observations and information about automation projects in North Dakota. He noted change brings disruptions and there was change in both NDUS PeopleSoft and ODIN ExLibris software. Implementation to the new library system has been completed, but it has been more difficult than expected and ongoing changes are required to provide functionality expected by the libraries. Work by the libraries and the ODIN staff continues to improve the system. He noted that Randall Thursby will be assuming the role of Interim NDUS CIO beginning July 1st. Bonnis Neas will be assuming duties as Deputy NDUS CIO. They are charged to resolve PeopleSoft problems and will also work with Tony to improve ODIN's Aleph implementation. The group thanked Grant for his support of ODIN during his years as NDUS CIO.

6.   ODIN Director's Report – Tony Stukel
      Review of 2005-06
          a. ODIN staff exerted considerable time and energy bringing up ILL during the past year. Ellen Kotrba (ODIN) and Todd Bodvig (North Dakota State Library) worked with ExLibris on implementation and clean up. Ellen conducted training sessions throughout the state via WebEx. The libraries still find the response time slow and the process cumbersome – too many clicks.
          b. ODIN staff did a complete review of all version 16 Service Packs including those installed prior to ODIN's 'go live'. This process did much to stabilize ODIN's Aleph installation.. The process was very time consuming. It taught staff a great deal about Aleph and our installation.
          c. The OCLC bib loader has not been implemented – waiting completion of the service packs and re-indexing. ODIN has missed the deadline set last year.
          d. New hardware has been received and it is expected to be installed in July. ODIN will coordinate the installation with UND Information Technology department

where the servers will be housed. The new hardware should improve response time. The amount of improvement is uncertain until the machines are in production.

e. ODIN continues to work with individual libraries on reports and forms. Tony is concerned that any reports developed for Version 16 might need significant revisions when ODIN implements Version 18.

f. ODIN has added or is in the process of adding the following libraries
   i. Napoleon
   ii. Larimore
   iii. Cavalier
   iv. Northwood

g. ODIN has been working with Fargo Public Library and Dickinson Public Library to support RFID tags at those libraries. Both Libraries have selected vendors and are in the process of putting RFID tags on materials.

h. Reporting and communicating problems continues through the Remedy Tickets. AC members expressed frustration with the communications through this system. Libraries do not know what other libraries have submitted. Resolution of problems are not distributed to all libraries. While some Work Groups have discussed problems and used the listserv, others have not.

ACTION: ODIN should provide some mechanism to communicate the problems represented in the submitted tickets. There needs to be a way to communicate status and resolution of the problems. Work Groups could be used to help monitor tickets. Better communications about problem status needs to be a priority.

i. Meetings Attended
j. Common Information Systems Retreat
k. ODIN Staff visited forty three libraries conducting training and discussing problems
l. Visited SDLN working on ILL issues
   Regional ExLibris/MINITEX (North Dakota, Minnesota, South Dakota, Iowa) meeting
m. ELUNA 2006

7.   ODIN Activities 2006-07
   a. ODIN will seek to improve response time by installing new hardware. ODIN will also investigate with ExLibris how ALEPH and ILL are set up to see if there are problems in the configuration.
   b. Reindexing of the data will be completed. Some work has already been done and Shelby Harken (UND) has worked with ODIN staff in finding problems. The ODIN Office will announce when the data is ready for examination in the test environment.
   c. Complete OCLC Loader work and put into production. The ODIN office believes it is best to complete reindexing before completing the loader.
   d. Add reports and statistics as identified by libraries. ODIN staff have written several custom reports that are accessible to all libraries through the Aleph client

services menu. There was considerable concern with access to the database for reports. AC members asked about having read only access to data. ODIN will continue to contact individual libraries about their reporting needs.

ACTION: Create an ODIN Report Work Group to facilitate reports and communications about reports.

e. ODIN is planning to hire additional staff. This will be discussed later in the agenda.

f. ODIN will move through Version 17 with the goal of implementing Version 18.

8. Operational Issues

Members of the AC raised operational issues regarding progress of improvements to ALEPH and ILL. Jim Council (NDSU) expressed grave concern about how ODIN was operating. Questions were raised about

a. Functionality of the OPAC. Changes were not being made and recommendations were apparently ignored. There was little communication to the Work Group about what was being done to the OPAC. It appears very little. Jeremy Brown (NDSU) noted there were options to use developments from other ALEPH sites and we were not taking advantage of them.

b. EDI functionality was not available and there was no information about its status.

c. Response time was very slow and unacceptable for many sites.

d. Circulation numbers were not consistent and counts were off.

e. Encumbrances were not stable. They inexplicably changed. However, actual expenditures were correct.

f. Communications between the ODIN Office and the libraries and work group needed improvement.

ACTION: The ODIN Office should develop better communications about the status of problems and work plans.

9. Organization of ODIN Working Groups

a. The Circulation Work Group has asked the AC to recommend a policy for eliminating patron circulation histories. Member libraries had differing opinions on how long to keep a record.

ACTION: ODIN will test multiple deletion scenarios using multiple ADMs to see if the system will allow different deletion polices among the different libraries.

b. The Council reviewed the past activity and current status of the Work Groups within ODIN. There was consensus that they have been valuable during should be continued.

c. The Advisory Council has the following Work Groups

1. Acquisitions
2. Cataloging
3. Circulation
4. Interlibrary Loan
5. OPAC
6. Systems Librarian
7. An additional Report Work Group will be formed

ACTION: Wilbur Stolt will send to the directors a request to review membership of the Work Groups and suggest additions and deletions.

10. ExLibris Issues
    a. ExLibris has released Version 18 of the ALEPH system. ODIN is currently supporting Version 16 and will work through Version 17 and then implement Version 18. Version 18 will move ILL and Course Reserves into the client. The target for installation of Version 18 is January/February 2007.
    b. The service packs have been coming out biweekly, but ExLibris is considering consolidating them into a monthly release.
    c. Other products developed by ExLibris include
        i. SFX – link resolver
        ii. Metalib – federated searching
        iii. Verde – electronic resource management
        iv. ARC – reporting
        v. PRIMO
    d. ODIN staff attended the
        i. ELUNA conference, which brings together the users of ExLibris products.
        ii. LASSSi a subset of consortium libraries using ALEPH
        iii. Regional ExLibris/MINITEX (North Dakota, Minnesota, South Dakota, Iowa) meeting

11. SFX
Tony Stukel presented two short video clips about SFX that were produced by ExLibris. These videostold what SFX does and how it works. The two files can be found through the ODIN staff page, which is password protected.
There is both Windows and Mac versions are available.
http://www.odin.nodak.edu/staff/protected/rfp/SFX_Overview_Part1_Windows.zip
http://www.odin.nodak.edu/staff/protected/rfp/SFX_Overview_Part2_Windows.zip

http://www.odin.nodak.edu/staff/protected/rfp/SFX_Overview_Part1_Mac.zip
http://www.odin.nodak.edu/staff/protected/rfp/SFX_Overview_Part2_Mac.zip

ODIN negotiated an option to purchase SFX and METALIB as part of the ALEPH contract. AC members expressed interest in having ODIN acquire and support SFX and METALIB. Tony explained that all NDUS projects over $250,000 had to follow a standard project management plan. He will need time to develop that plan.
ACTION: Tony Stukel will develop a project plan for acquisition and implementation of SFX and METALIB. The AC will review the plan and determine whether or not to proceed with implementation of additional software services.

12. ODIN Staffing
Tony Stukel discussed staffing needs for ODIN operations. He noted the need for -
    1. Training staff
    2. Web Development
    3. Reporting

4. SFX (if implemented)

Tony projected that support for each position would require a 11-12 percent increase in the consortium fees. However, the funding for two new positions during 2006-2007 could be supported with a four percent increase if it was followed by a 10 percent increase in 2007-2008. Other funds needed for each position would come from reserve funds.

AC members wanted ODIN to improve the ALEPH system and wanted emphasis placed on adding programming skills and technical capabilities to the staff resources.

13. ODIN Budget

The ODIN budget is established by funding from NDUS member fees. Additional state funds would come through NDUS unless specially earmarked funds came through other agencies. AC members discussed funding options and noted the opportunity to contact university officials and legislators to support funding for ODIN.

ACTION: The AC endorsed adding two new positions to the ODIN staff and raising the 2006-2007 consortium fee four percent with the expectation to raise the 2007-2008 fees 10 percent.

14. Database Information
   a. North Dakota is in the third year of the MINITEX-negotiated deal with EBSCO for the Academic and Business databases. Participating libraries fund access to the databases.
   b. Proquest Newspapers database continues to be offered through a statewide option. Participating libraries fund access to the database.
   c. WorldCat is offered to libraries through a statewide contract. Participants fund access. WorldCat was originally part of the MINTEX deal, but dissatisfaction with turnaways caused North Dakota to negotiate an unlimited license. The North Dakota three-year contract will end 2006-2007. Doris Ott will talk to OCLC about continuation of a statewide unlimited access option to WorldCat. The State Library is also exploring a pilot project to add smaller North Dakota libraries to WorldCat rather than ODIN. Additional information about the pilot project will come from the State Library.
   d. The State Library received a base budget increase to fund new statewide databases. These include:
      i. Ancestry Plus
      ii. Health Reference Center
      iii. Opposing Viewpoints

15. Announcements

Gary Gott is retiring at the end of June from the UND Law School, where he has served as library director and law faculty member.

16. Meeting Adjourned 12:30 p.m. CDT on June 12, 2006