Let's Talk ….

ODIN Work Day
April 10, 2018

Director of ODIN:

Ellen Kotrba / began 3/16/2018

ellen.kotrba@ndus.edu

701-777-4865

Together, let's build & create opportunities while igniting success!

Topics of Interest

- **RFI** (Request for Information) → **RFP** (Request for Proposal)
  - Public/K12/Special Libraries
- **RFP** (Request for Information)
  - Academic Libraries+

- OESC – ODIN Executive Steering Committee
- OAC – ODIN Advisory Council
- OUG – ODIN User Groups
- OWG – ODIN Work Groups

- Statewide Databases – Minitex contract
  - New Cost Formula
- You Heard It Here …. Communication clips

RFI – Public/K12 Libraries

- Released February 26, 2018 & Received 8 packets by closing April 6, 2018

  - Apollo (Biblionix)
  - Atriuum (Book Systems)
  - Koha (LibLime)
  - Library Solution (TLC/The Library Corporation)
  - OpenAthens, Discovery Services, Full-Text Finder (EBSCO)
  - Polaris (III/Innovative Interfaces, Inc)
  - Symphony (SirsiDynix)
  - Evergreen (Equinox)

- Rita Ennen, Mary Soucie, Wendy Wendt – committee reviewing information

- RFP may be written & released depending on results of the RFI review

RFP – Academic Libraries +

- Not Yet Released – expected to release – April 2018
  - Expect at least two systems to respond
    - Alma (Ex Libris)
    - WorldShare (OCLC)

- Committee reviewing information
  - Jasmine Lee / Univ of Jamestown
  - Shelby Harken & Laurie McHenry / UND campus
  - Mary Soucie / ND State Library
  - Amy Reese / NDSU Libraries
  - not yet confirmed - Kelly Kornkven / Mayville State University

Questions

ODIN Advisory Council – OAC

- Chair – Rita Ennen
- Members – lead in each ODIN library
- One vote per library
- Minimum: **<u>One</u>** face-to-face meeting planned per year
- All meetings available online

- Minutes: http://www.odin.nodak.edu/advisory_council

ODIN Steering Committee – OESC

- Chair – Rita Ennen
- One vote per member
- Minimum: **One** face-to-face meeting planned per year
- All meetings online
- Minutes: http://www.odin.nodak.edu/content/esc-meeting-minutes

- Members:
  - Joe Mocnik/
    Academic Libraries
  - Stephanie Walker/
    Academic Libraries
  - Wendy Wendt/
    Public libraries
  - Susan Moberg/
    School Libraries
  - Phyllis Bratton/
    Member-at-large
  - Mary Soucie/
    State Librarian
  - Rita Ennen/
    OAC Chair
  - Ellen Kotrba & ODIN staff/
    ex-officio

ODIN User Groups – re-ignited

Academic

- Acquisitions
- Serials
- Circulation
- Interlibrary Loan
- Cataloging
- Discovery Interface
- System Librarians

Public / K12

- Circulation
- Interlibrary Loan
- Cataloging
- Discovery Interface
- System Librarians

Every User Group member is from an ODIN member library.

- The User Group assesses and prioritizes the recommendations of the User Groups and Work Groups and communicates these to the OAC Chair.

ODIN Work Groups – OWG

Academic

- Acquisitions
- Serials
- Circulation
- Interlibrary Loan
- Cataloging
- Discovery Interface
- System Librarians

Public / K12

- Circulation
- Interlibrary Loan
- Cataloging
- Discovery Interface
- System Librarians

Work Group members are a subset of User Group - no more than 10 members from each discipline in one work group

- The Work Groups assesses, enhances, and tests the library application. These groups address specific concerns.

- These groups tackle library application issues and works with the ODIN Office to resolve. These groups also support policy, brought by a User Group to the OAC.

Questions

Statewide Databases – Minitex Contract

When is the contract up? June 30, 2019

Meir Taskforce (under consideration is a new name):
Shared E-Resources Task Force

Minitex wants your input:
-- would ND libraries support a one-year contract extension if vendors agreed?
-- vendors would be asked to honor FY2019 pricing and if that is unacceptable, to raise prices a maximum of 3%
-- needs answer by April 13th
-- are there any perceived gaps in coverage/needs of ND libraries

Statewide Databases – Minitex Contract

How does the process work?

-- Task force members are named (**4 from ND**, 4 from SD, rest from MN)
      -- most meetings will be online so a PC with audio/video/internet Is required
-- Task force is asked to draft RFP requirements
-- Task force is asked to review RFP responses from vendors & narrow to top choices
-- Top choices will be asked to demo their database offerings on site in the Cities
-- Task force members will be invited to participate in vendor demos on site in the Cities
-- Task force will be asked to consider, review, and recommend resources on behalf of all library types
-- Recommendations of task force are advisory in nature.
-- Task force members are called upon to share information & respond to questions regarding shared e-resources during the life of the contract - which is typically 5 years.

Trial access is set up sometime during entire task force cycle for all to use and test out. Details will be forthcoming during the process.

Cost Formula for Statewide Databases EXAMPLE

For example, if the Minitex bill received by ODIN comes in at $282,340 for FY19

Minitex Databases - Billing Formula:			
TOTAL MINITEX BILL:	282,340		
ODIN Appropriation:	111,975		
Library Responsibility:	170,365		

a) The Statewide databases (via Minitex) pass-through amount is noted on the Cost Formula example as "TOTAL MINITEX BILL" – let's assume, that amount is $282,340. In FY19, ODIN has an appropriated amount of $111,975 (formerly used for eLibrary) to apply toward databases. This amount will be used to pay down the Minitex amount for FY19. The Total Minitex bill less any ODIN appropriation determines the total amount to bill the libraries – in our example, that turns out to be $170,365.

Cost Formula for Statewide Databases Example

For example, if the Minitex bill received by ODIN comes in at $282,340 for FY19

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Individual Databases and costs:			% of Total Bill	Ind. Library Responsibility
Gale's K-12:		34,500	12%	20,817
EBSCO:		165,750	59%	100,014
ProQuest Newstand:		69,953	25%	42,210
Encyclopedia Britannica:		12,137	4%	7,324

b) The individual databases and costs are then allocated for each vendor and the percentage (of the Total Minitex bill) is determined. Then that percentage of the Library Responsibility is applied. This determines the amount that will be billed to each type of library per vendor. Note: both the percentage and Ind. Library Responsibility amounts are rounded for display but calculated properly.

Cost Formula for Statewide Databases Example

Individual Databases and costs:		% of Total Bill	Ind. Library Responsibility
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Gale's K-12 Usage:		
Higher ed %	21.88%	4,555
K-12 %	64.57%	13,442
Public %	12.83%	2,671
ODIN %	0.69%	144
Other %	0.03%	6
	Sub Total:	20,817

Proquest Newstand Usage:		
Higher ed %	35.76%	15,094
K-12 %	6.37%	2,689
Public %	28.54%	12,047
ODIN %	29.28%	12,359
Other %	0.05%	21
	Sub Total:	42,210

EBSCO Usage:		
Higher ed %	72.13%	72,140
K-12 %	10.13%	10,131
Public %	17.32%	17,322
ODIN %	0.00%	-
Other %	0.42%	420
	Sub Total:	100,014

Encyclopedia Britannica Usage:		
Higher ed %	2%	146
K-12 %	62%	4,541
Public %	1%	73
ODIN %	35%	2,563
Other %	0%	-
	Sub Total:	7,324

c) The vendor statistics are then gathered to find out usage by type of library. 1) how much usage was attributed to Higher Ed per vendor; 2) how much usage was attributed to K12 per vendor; 3) how much usage was attributed to Publics per vendor; and 4) then an ODIN category – how much usage cannot be attributed to the other three categories per vendor.

Cost Formula for Statewide Databases Example

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ODIN Total:	15,066	5,022	
Higher Ed Total:	91,936		96,958
K-12 Total:	30,803		35,825
Public Total:	32,113		37,135
Other Total:	447		447
		Library Responsibility:	170,365

d) The bill amount for each vendor/type is then known and can be added together to figure out what amount to charge per type of library. The ODIN portion was split three ways and added to each type.

Cost Formula for Statewide Databases Example

ODIN Total:	15,066	5,022	
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Other Total:	447		447
		Library Responsibility:	170,365

Higher Ed Libraries	FTE base			Public Libraries	Per Patron base	
	Total FTE:	43,737			Population Served:	672,646
	Per FTE cost:	2.22			Per Patron cost:	0.06
K-12 Libraries	9-12 Grader Students base			Other Libraries	Per Patron base	
	Total 9-12 Students:	30,308			Population Served:	1,000
	Per Student cost:	1.18			Per Patron Cost:	0.45

A per patron cost is calculated by using FTE for Higher Ed; # of students in grades 9-12 for K12 and total population served for public libraries.

To figure out what an individual public library share would be – the population served by library is obtained from the ND State Library (LSA Population, Community Facts) – for this example, let's assume 118,523 – that number is then calculated to be .176% of the total public library population of 672,646 (from our example). The total bill for public libraries is $37,135 (from our example) – we multiple $37,135 x .176% to retrieve the individual public library share of $6,535.76

Note: in the example, If there would be no ODIN Appropriations amount, the total public library share in example would be $61,543 and the individual public library share would be $10,831.68

OPEN DISCUSSION

Questions

FUTURE PROJECTS

- Monthly ODIN Newsletter
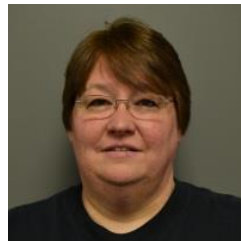- "You Heard It Here ..." communication clips

CONTACT INFORMATION

- http://www.odin.nodak.edu/contact
  - One does not have to be logged in to view
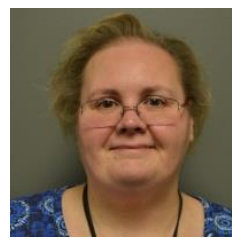

Ellen

Ginny

Lynn
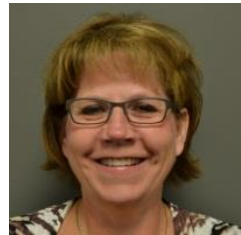
Linda

Al

Jonathan

Cheryl Hoffmann, Administrative Support Specialist
Billing, Statistics, Administrative Tasks,
Travel Assistance, Mail   777-6105   cheryl.hoffmann@ndus.edu

One vacant position at the moment –
DEPUTY DIRECTOR – Ellen's old position

ODIN Contact Information

ODIN Office Hours
Monday through Friday, 8:00a.m. to 4:30 p.m.   email: - all ODIN staff

<u>Emergency Procedures</u>
If you are experiencing an Urgent problem with any ODIN service please follow the emergency procedures below to receive the most expedient resolution to the problem.

Call **701-777-6346** – leave message if necessary as all ODIN staff will get the message.

Urgent means that the entire system or module is down, either for one library, a few libraries, or all libraries. No work can be done by your staff, and/or the online catalog is unavailable. Data integrity maybe compromised and work in progress may be lost.

ODIN Maintenance Hours are <u>Saturday @ 6pm through Sunday @ 1pm</u>.
If ODIN is not available during this time, please understand that maintenance may be underway.

Mailing address:
ODIN / North Dakota University System
Core Technology Services
4349 James Ray Drive
PO Box 13597
Grand Forks, ND 58208-3597

OPEN DISCUSSION

Questions

THANK YOU !

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