MINITEX POLICY ADVISORY COUNCIL MEETING
University of Minnesota – Twin Cities
18 Andersen Library
Friday, Sept. 7, 2012
9:30 AM – 12:30 PM

Members Present:
Pat Conley, Chair for FY13
Tori Jensen
Wendy Pradt Lougee
Chris Olson
Joan Roca
Julie Setnosky
LeAnn Dean
Cynthia Jorstad (attended by phone)
Mary Lukkarila
Kathy Parker
Brooke Roegge (Vice Chair for FY13)
Ann Walker Smalley

Staff Present:
Mary Parker
Becky Ringwelski

Ex Officio Members Present:
Todd Digby
Dan Siebersma
Nancy Walton

Ex Officio Members Unable to Attend:
Hulen Bivins

Observers:
Terry Beseman
Cecelia Boone
Kathy Drozd
Carla Urban

1. Introductions, Review and Acceptance of Agenda
Conley welcomed Kathy Parker as the new representative for Minnesota Private Colleges. Attendees introduced themselves. Roca made and Jensen seconded a motion for approval of the Agenda as presented.

2. Review of Minutes of March 2, 2012
Roca made and Setnosky seconded a motion that the minutes be approved as distributed. Motion approved.

Ringwelski and Parker reported on their work drafting a program narrative in connection with the Minitex and MnLINK budget requests, which will be included in the Office of Higher Education budget request. They reported on discussions with the MLA/MEMO Legislative Committee and at the July MLA Legislative Forum. The plan is to request a return to Fiscal Year 2011 funding levels for Minitex and MnLINK – a base budget of $5,426,000 for each year of the biennium for Minitex and a base budget of $400,000 for each year of the biennium for MnLINK. Lougee noted that there will be wider discussion of digitization funding with the Minnesota Historical Society and other organizations. Parker and Ringwelski noted that the topic of potential funding for a statewide homework help program and for a statewide e-book access arrangement was raised at the Legislative Forum. There will be additional discussions of these topics and possible roles for Minitex.

4. Election of Policy Advisory Council Officers for FY13
Conley was elected Chair by acclamation. Roegge was elected Vice Chair by acclamation.
5. Update on search for Minitex Director
Lougee reported that a decision has not been made as yet regarding selection of the new Minitex director. She noted that the search committee had played a significant role in reviewing candidates and identifying those to be invited for in-person interviews. The candidates’ public presentations were broadcast throughout the region, and approximately 150 remote viewers watched the programs. The search committee has submitted its reports, and Lougee anticipated that a decision will be made within the month of September.

6. Program updates
- **Minitex FY12 budget closeout -- Beseman**
  Beseman reported that the budget had been closed out for FY12, which ended June 30. Work required to make the transition from monthly billing by Minitex staff for Minitex/OCLC participant libraries to direct billing by OCLC had gone forward as expected.

- **MnLINK Gateway/Resource Sharing -- Ringwelski**
  Ringwelski reported that the Resource Sharing unit filled a record number of requests in FY12. Resources for more than half of the fills came from the collections of the University of Minnesota, Twin Cities Libraries. The percentage of requests filled from electronic resources increased. Approximately 540,000 requests were submitted on the MnLINK Gateway and approximately 350,000 were filled.

  Ringwelski also noted that the process of providing the annual payments to the MnLINK Server Sites has begun.

  Plans are coming together for the Minitex/MnLINK Conference to be held in November. Clifford Lynch, Executive Director of the Coalition for Networked Information, will be keynote speaker. Katie Birch from OCLC will discuss OCLC WorldShare Interlibrary Loan, and afternoon breakout sessions will provide information about Ex Libris Alma, discovery systems, licensing and copyright, and RDA (Resource Description and Access).

- **ELM -- Parker**
  Parker explained that Reference Outreach and Instruction staff have worked to link ELM resources with Minnesota’s academic standards for K12 education. The new ELM Learning Center pulls together videos and other resources to support usage of the ELM resources. She noted there is expected to be one more annual extension of contracts with vendors for current ELM resources, which will mean the agreements will be in place until June 30, 2014.

- **AskMN -- Parker**
  AskMN has received more than 81,000 questions since its inception in March 2008. The queue of questions coming in from public library users continues to be larger than that from academic library users.

- **Cooperative Purchasing & Electronic Resources Services (CPERS) -- Parker**
  Parker said staff are working in the cost-savings database and plan to provide reports to libraries during the fall. Fall and spring trials for products are being planned.

- **Digitization, Cataloging & Metadata Education (DCME) -- Urban**
  Urban spoke about the change in emphasis that’s reflected in the new DCME unit name, which became effective with the new fiscal year on July 1. The unit’s area of focus may be changed, but unit staff remain happy to provide service. New areas of emphasis range from issues related to digitization and digital preservation, to linked data, to more work with the Minnesota Digital Library, while continuing activities include providing training on RDA and other issues related to cataloging. DCME staff continue their work as an OCLC
guaranteed training partner. The OCLC administrative fee previously charged for some Minitex libraries has been discontinued.

- **Minnesota Digital Library -- Urban**
  The count of items in the Minnesota Reflections collection of the Minnesota Digital Library has exceeded 100,000 items. The new Minnesota Reflections collection analysis report (http://www.mndigital.org/reflections/analysis.pdf) is available on the website. Topics highlighted in the report will be among those suggested for consideration by institutions interested in seeking funds through MDL’s Phase 9 application process. Olson said he thought the MDL Digital Delights monthly messages were particularly useful and suggested that libraries consider posting them on their webpages.

  Urban reported that MDL is following the development of the Digital Public Library of America and may be involved in the nationwide effort.

7. **Discussion topic: Digital Preservation**
   Lougee introduced John Butler, Associate University Library for Data and Technology, who provided background about and discussion of current issues related to digital preservation (http://www.minitex.umn.edu/Committees/Advisory/Meetings/2012-09-07/Item7.pdf) Following the presentation, the Council discussed the role of libraries in discussion of digitization in wider communities and related issues.

8. **Member and Ex Officio Reports**
   (Distributed prior to the meeting)

9. **Adjourn**

   Planned meetings for remainder of FY2013: March 1, June 7.