MnLINK Gateway Operations Committee Meeting
AGENDA
Thursday, February 6, 2014
10:00 a.m. – 11:30 a.m.
Webinar

1. Welcome & Introductions - Peg Werner
2. Review/Approve Meeting Agenda – Peg Werner
3. Review/Approve Meeting Minutes from Thursday, November 7, 2013 – Peg Werner
4. Minnesota Office of Higher Education Update – Mary Lou Dresbach
5. MnLINK Gateway Statistics – 1st Half FY14 – Becky Ringwelski
6. MnLINK Gateway Software Updates – Nick Banitt
   • NCIP with Evergreen
   • NCIP Gateway for Ill locations
7. Meeting with OCLC on Consortial Discovery/ILL at ALA – Becky Ringwelski
8. Issue with problem/longstanding requests on MnLINK Gateway – Mary Kay Baden
9. Minitex/MnLINK Interlibrary Loan Committee – Becky Ringwelski
   • Need new member representing non-metro public library
10. Question regarding Minitex/MnLINK Conference in the fall – Becky Ringwelski
11. Updates to MnLINK Gateway Operations Committee member list – Becky Ringwelski
12. Other
## VDX Statistics: Cumulative Comparison

### Traffic by institution and group (Fiscal Year 2014 July through Fiscal Year 2014 December) : FY 2013 & FY 2014

<table>
<thead>
<tr>
<th>Code</th>
<th>Institution Name</th>
<th>AS LENDER / RESPONDER</th>
<th>AS BORROWER / REQUESTER</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>FY 2013 Total Filled</td>
<td>% Fill</td>
<td>FY 2014 Total Filled</td>
</tr>
<tr>
<td></td>
<td>FY 2013 Total Filled</td>
<td>% Fill</td>
<td>FY 2014 Total Filled</td>
</tr>
<tr>
<td></td>
<td>FY 2013 Total Filled</td>
<td>% Fill</td>
<td>FY 2014 Total Filled</td>
</tr>
</tbody>
</table>

### Minitex

<table>
<thead>
<tr>
<th>Code</th>
<th>Institution Name</th>
<th>FY 2013</th>
<th>FY 2014</th>
<th>%Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>MII</td>
<td>MINITEX</td>
<td>26,443</td>
<td>27,575</td>
<td>92.8%</td>
</tr>
<tr>
<td>MIIUM</td>
<td>UNIV OF MINNESOTA</td>
<td>0.0%</td>
<td>0.0%</td>
<td>0.0%</td>
</tr>
</tbody>
</table>

### Minitex Total:

- FY 2013 Total Filled: 77,280
- FY 2014 Total Filled: 40,693
- % Change: 4.3%
- % Fill: 92.8%
- % Change: 66,115
- % Fill: 91.7%

### Public Libraries

#### MELSA

<table>
<thead>
<tr>
<th>Code</th>
<th>Institution Name</th>
<th>FY 2013</th>
<th>FY 2014</th>
<th>%Change</th>
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</thead>
<tbody>
<tr>
<td>ANK</td>
<td>ANOKA COUNTY LIB</td>
<td>9,060</td>
<td>10,767</td>
<td>15.1%</td>
</tr>
<tr>
<td>CCE</td>
<td>CARVER COUNTY LIB SYS</td>
<td>5,765</td>
<td>10,676</td>
<td>82.7%</td>
</tr>
<tr>
<td>DCB</td>
<td>DAKOTA COUNTY LIB SYS</td>
<td>18,456</td>
<td>14,952</td>
<td>-2.9%</td>
</tr>
<tr>
<td>HCO</td>
<td>HENNEPIN COUNTY LIB</td>
<td>34,300</td>
<td>14,168</td>
<td>-59.8%</td>
</tr>
<tr>
<td>RCL</td>
<td>RAMSEY COUNTY PUBLIC LIB</td>
<td>9,991</td>
<td>6,509</td>
<td>-57.4%</td>
</tr>
<tr>
<td>SPP</td>
<td>ST PAUL PUBLIC LIB</td>
<td>12,656</td>
<td>8,433</td>
<td>-36.1%</td>
</tr>
<tr>
<td>SSH</td>
<td>SCOTT COUNTY LIB SYS</td>
<td>9,911</td>
<td>6,567</td>
<td>-34.1%</td>
</tr>
<tr>
<td>WLM</td>
<td>WASHINGTON COUNTY LIB</td>
<td>10,675</td>
<td>6,447</td>
<td>-39.4%</td>
</tr>
</tbody>
</table>

#### MELSA Sub-Total:

- FY 2013 Total Filled: 77,924
- FY 2014 Total Filled: 102,969
- % Change: 2.7%
- % Fill: 72.2%
- % Change: 8.1%

### Public Libraries Sub-Total:

- FY 2013 Total Filled: 219,799
- FY 2014 Total Filled: 164,500
- % Change: -0.7%
- % Fill: 74.8%

### Private Colleges

#### DML

<table>
<thead>
<tr>
<th>Code</th>
<th>Institution Name</th>
<th>FY 2013</th>
<th>FY 2014</th>
<th>%Change</th>
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<tbody>
<tr>
<td>DML</td>
<td>MARTIN LUTHER COLL</td>
<td>215</td>
<td>312</td>
<td>45.1%</td>
</tr>
</tbody>
</table>

#### DML Sub-Total:

- FY 2013 Total Filled: 215
- FY 2014 Total Filled: 312
- % Change: 41.1%

### Private Colleges Sub-Total:

- FY 2013 Total Filled: 221,397
- FY 2014 Total Filled: 159,822
- % Change: -17.5%
- % Fill: 60.4%

### Grand Total

- FY 2013 Total Filled: 248,563
- FY 2014 Total Filled: 184,960
- % Change: -2.4%
- % Fill: 60.3%

Source: VDX System Statistical Report (Borrower / Requester data from Unique Referrals Created)
MnLINK Gateway Operations Committee Meeting

MINUTES

Thursday, Nov. 7, 2013
10:00 am – 12:30 pm

Members in Attendance:  Peg Werner (Chair), Marlene Moulton Janssen (Vice Chair), Maureen Gormley (attending for Ken Behringer), Mary Kay Baden (attending for Vanessa Birdsey), Audrey Betcher, Pat Conley, Ruth Dukelow, Susan Dueis (attending for Stephen Elfstrand), Brian Karschnia (attending for Kit Hadley), Connie Hendrick, Marian Ridge (attending for Jenny Hill), Ann Hutton, Liz Lynch, Barbara Misselt, Mark Ranum, Kirsty Smith, Jim Weikum, Chuck Wettergren.

Others in Attendance at the Meeting:  Jake Grussing, Great River Regional Library; Dixie Ohlander, CLIC; Michael Scott, SELCO

Minnesota Office of Higher Education:  Mary Lou Dresbach

Minitex Staff in Attendance:  Nick Banitt, Cecelia Boone, Kathy Drozd, Tammi Halverson, Valerie Horton, Carol Nelson, Matt Niehoff, Becky Ringwelski

1. Welcome & Introductions
   Werner welcomed members to this webinar meeting.

2. Review/Approve Meeting Agenda
   The agenda was approved as distributed.

3. Review/Approve Meeting Minutes from Thursday, August 1, 2013
   Banitt requested a correction to Agenda Item 7d).  It should read:

   **NCIP testing with Evergreen**
   Banitt reported on software upgrade plans, noting that the expectation is that the Oracle upgrade will occur in August.  Four sites – SELCO, Washington County, Anoka County, and Arrowhead – have started using the new VDX functionality which places a hold in the local ILS using NCIP when VDX identifies the requested item as being locally owned.

   Hutton made a motion, seconded by Ranum, that the minutes be approved as corrected.  Motion passed unanimously.

4. Minnesota Office of Higher Education Update
   Dresbach thanked Ringwelski for submitting the MnLINK Gateway server site data required for computation of the annual server payments.  Payments will be sent within the next few weeks.  Staff at server sites should contact Dresbach if they do not receive their payment.

5. MnLINK Gateway Statistics – 1st Quarter FY14
Ringwelski reported that the number of requests has declined slightly during the 1st Quarter, but the fill rate has improved – to 77 percent from 74 percent during the same period last year. Werner noted that it was interesting to see that the number of ILL requests has remained basically stable, while many libraries have seen a slight decrease in overall circulation counts.

6. MnLINK Gateway Software Updates
   a) Oracle and VDX upgrades
      Banitt reported that the Gateway’s VDX software is scheduled for an upgrade on Nov. 13, and the Gateway is scheduled to be down on Nov. 21 for database work.

   b) Local hold functionality
      Minitex staff are aware of continuing problems with the local hold functionality that is to create a hold on ILL requests when the item is locally owned. Ringwelski noted staff are aware that this capability is popular with library staff, and Minitex staff is pushing VDX to get it running correctly.

7. Status of OCLC Consortial Discovery/Interlibrary Loan Options.
   Ringwelski updated Committee members on the status of discussions about potential successors to the current ZPortal/VDX software combination that supports the MnLINK Gateway. She noted that June 30, 2015, would be the expiration date for the last possible extension for the current software. She continues to talk with OCLC and explore other possible options for the Gateway’s future. At this point, OCLC staff are focused on the migration from WorldCat Resource Sharing to WorldShare Interlibrary Loan for individual libraries, which is expected in early Spring 2014. At this point, enhancements are not being made to the ZPortal discovery interface, but VDX continues to work well as the interlibrary loan component. She will have more information after the ALA Midwinter Conference in January.

8. MnLINK Access for Purchased Library Cards
   Conley asked Committee members about policies other MnLINK participating libraries have regarding library cards that are sold to non-residents. Washington County Library sells these cards to individuals from Wisconsin and other non-residents who wish access to the Library’s materials. She asked whether other libraries restrict the types of material they will lend to holders of non-resident library cards.

   Committee members reported varying policies on the topic. Some libraries will loan only physical materials with e-content available to non-residents for in-library use. Other libraries reported varying policies designed to meet their local situations. Noting the varied policies, Ringwelski said no attempt has been made to identify a position on this issue. Dresbach agreed, saying that it sounded like this is best left to local determination.

9. Minitex/MnLINK Interlibrary Loan Committee Updates
   a) Meeting of committee on Monday, October 21, 2013
      Ringwelski reported that the Committee met by conference call and noted that Ruth Martin from Anoka-Ramsey Community College and Jean Clarke, Pioneerland Library System have left the Committee.

   b) Need new member representing non-metro public library.
Replacements will be sought for Martin and Clarke – as will a representative from a non-metro area public library.

10. Minitex Strategic Planning Process Update
Horton updated the Committee on Minitex’s ongoing strategic planning process which has yielded drafts of new mission and vision statements. Four primary guiding principles have been identified as have seven goal areas. Plans call for completion of the planning process in the first quarter of Calendar Year 2014. Horton explained that drafts of planning process documents will be posted to the “About” section of the Minitex website and will be noted in Minitex E-NEWS as we move through the process.

11. Public Library Node Meeting Update
Banitt reported that the meeting was well attended by front-line public library staff. Planned presentations and break-out sessions produced valuable information and interchanges.

12. Adjourn
The meeting was adjourned at 10:50 a.m.

Remaining meetings for FY14 include: Feb. 6, 2014, and May 1, 2014.
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