MnLINK Gateway Operations Committee Meeting
MINUTES
Thursday, February 4, 2016
10:00 am - 11:30 am

Members in Attendance: Peg Werner (Chair), Mary Kay Baden, Audrey Betcher, Marjorie DeJong, Stephen Elfstrand, Connie Hendrick, Nicole Herold (alt.), Ann Hutton, Brian Karschnia (alt.), Stephanie Langer (alt.), Beth Lunn (alt.), Liz Lynch, Barbara Misselt, Karen Pundsack, Gail Mueller-Schultz, Dixie Ohlander (alt.), Carla Powers, Jami Trenam (alt.), Jim Weikum, Chuck Wettergren

Others in Attendance at the meeting: Ken Behringer (MELSA), Sonja Eilertson (MnPALS), Chris Magnusson (Arrowhead).

Minitex Staff in Attendance: Valerie Horton, Becky Ringwelski, Kathy Drozd, Zach Miller, Carol Nelson, Nick Banitt, Raquel Franklin, Kyle Triska

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, November 5, 2015
Trenam moved the approval of the meeting minutes as distributed. The motion was approved unanimously.

4. Transition to OCLC Worldcat Discovery
   • Meeting with OCLC staff at ALA- Ringwelski was able to meet with OCLC staff at the January meeting that took place in Boston. An important outcome is the realization by OCLC staff of the complexity and multiple facets of the MnLINK project. As a result of the discussions an overall project manager was assigned to work with MnLINK staff and coordinate efforts on the OCLC end. A detailed project plan was developed to manage the scope, time and resources needed for a successful implementation. There has been improved communication especially in the area of batchloading.
   • Batchloading/Reclamation- There are four non-OCLC libraries that need their library holdings loaded in the system before we can go live. There is also an opportunity for all
full cataloging and CatExpress libraries to do a reclamation in order to update their holdings.

- **Configuration of OCLC Worldcat Discovery**- Banitt discussed the advantages of having a webpage with an embedded search box to use as a homepage/landing page for the interface.

- **Minitex ILL Conference**- The conference will take place on May 10, 2016 and will be held on the Saint Paul Campus of the University of Minnesota. There will be a breakout session by OCLC staff on the MnLINK Gateway and the implementation to OCLC Worldcat Discovery.

- **Timeline**- The proposed date for a functional version of the Gateway solution is by April 2016. This will allow extended testing by MnLINK staff and sufficient adoption time for libraries. The go live time period is still set for July 2016, however this is subject to change by mutual agreement.

5. **MnLINK Gateway Marketing Committee**

- **Progress of committee work**- The following people have volunteered to serve on the MnLINK Gateway Marketing Committee:
  - Nick Banitt, Minitex
  - Carrie Braaten, Anoka
  - Marjorie DeJong, Pioneerland Library System
  - Sarah Hawkins, East Central Regional Library
  - Zach Miller, Minitex
  - Becky Ringwelski, Minitex
  - Reagen Thalacker

- Ringwelski gave an update on the committee work that has been done so far. A survey went out in January with potential MnLINK logo and color samples. The MnLINK brochure is also being rewritten.

- **Logo survey results**- There were 209 responses to the survey. The final result is that a logo was chosen with MNLINK in uppercase and the logo color of blue.

6. **MnLINK Gateway Statistics - July-Dec FY16**

- Ringwelski discussed the statistics with the Committee, noting that the number of borrowing requests shows a slight decrease from the same period last year. The number of filled requests continues to remain steady from last year.

7. **Ebooks MN update**

- Horton announced the preview of Ebooks Minnesota for library staff with an option to provide feedback. The official launch date is February 29, 2016. Ebooks Minnesota will provide Minnesotans with a growing online ebook collection from Minnesota's
independent and small publishers. The Collection will include material appropriate to school, public and academic library users with a Minnesota-centric focus. The content will be discoverable through the new MnLINK Gateway.

8. **Recommendation on Vice-Chair position**
   - With Marlene Moulton Janssen’s retirement there is an opening for MnLINK Gateway Operations Committee Vice-Chair. Please forward any nominations to Becky Ringwelski. The Committee will review the nominations at the May meeting.

9. **Next meeting of Committee- in person?**
   - All members of the committee agreed to hold the next meeting in-person at the Hennepin County Brooklyn Center location on May 5.

Meeting adjourned.

Remaining FY16 meeting dates: May 5