Members in Attendance: Peg Werner (Chair), Audrey Betcher, Marjorie DeJong, Ruth Dukelow, Jade Erickson (alt.), Sarah Ethier, Shari Fisher (alt.), Kristi Hanson (alt.), Sarah Hawkins (alt.), Connie Hendrick, Nicole Herold (alt.), Ann Hutton, Brian Kraft, Stephanie Langer (alt.), Beth Lunn (alt.), Liz Lynch, Angie Mason (alt.), Barbara Misselt, Gail Mueller-Schultz, Katy Schulz (alt.), Margaret Stone, Jami Trenam (alt.), Mike Turbes (alt.)

Minnesota Office of Higher Education Staff: Thomas Sanford, Alexandra Djurovich

Others in Attendance at the meeting: Emily Kissane, (State Library Services), Chris Magnusson (Arrowhead Library System), Mollie Stanford (Arrowhead Library System), Mary Wilson (Carver County Library), Kay Carlson (Carver County Library), Jessica Bellini (Duluth Public Library)

Minitex Staff in Attendance: Valerie Horton, Becky Ringwelski, Zach Miller, Carol Nelson, Nick Banitt, Scott Hreha, Raquel Franklin

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, May 5, 2016
The meeting minutes were approved unanimously as distributed.

4. OCLC Worldcat Discovery Update
   • MNLINK Discovery interface development- An overview of the new MNLINK homepage which is under development was introduced by Scott Hreha. The webpage will provide more flexibility, because it is an embedded search box with additional content links and details that can be customized. This will provide the ability to highlight additional resources from the Electronic Library for Minnesota (ELM). The platform will have a responsive design to provide flexible access to users on any device.
   • Batchloading/Reclamation survey- Ringwelski reported on the Reclamation & OCLC updates survey that was initiated July 22, 2016:
• Most of the responding libraries were planning on doing a reclamation. The ones who were not had already done one in the recent past. Reclamations as part of this MNLINK contract must be completed by the end of June 2018.

• Updates to OCLC holdings on WorldCat responses varied. Full cataloging libraries added daily/immediately. Those same libraries most commonly delete records monthly. More varied responses from CatExpress & Non-OCLC libraries about updates, but most commonly responding monthly or quarterly.

• **Configuration of OCLC Worldcat Discovery**- Banitt reported on the work to configure ELM databases in WorldCat Discovery & Knowledge Base (KB). Ebooks Minnesota collection needs a new Knowledge Base collection, but this is dependent on getting the MARC records. Availability checking is dependent on records in the native catalog having an OCLC number. The configuration work continues.

• **Timeline**- Ringwelski reported the planned launch date September 19, 2016 for the new MNLINK interface. It is planned that the old MNLINK url will redirect to the new MNLINK interface on that date. Official announcements will be coming soon.

5. **MNLINK Marketing Committee**

• Banitt reported on the quarter sheets announcements. They have been viewed and/or downloaded over 200 times. A FAQ document for staff has been produced to ease the transition and will be updated as new questions are asked. Both are available to view and download.

• Additional promotional materials, such as brochures & bookmarks are in the works. Webinars will be produced and tutorials will also be created.

6. **MNLINK Statistics- July-June FY16**

• Ringwelski discussed the statistics with the Committee, noting that the number of borrowing requests shows an increase from the same period last year. The number of filled requests has also increased from last year. The fill rate has remained steady at 77%.

7. **Minitex Legislative Initiatives Update**

Horton gave a brief legislative update that included:

• A request for the project, Minnesota Electronic Health Library (MeHL), did not make it through the last legislative cycle. It is unclear at this point if the project will be added to the next legislative session.

• Horton announced the relocation of Minitex operations to Wilson Library. A space has been identified on the basement level. The move will take place in August 2017. The existing Minitex space in Andersen Library will be transformed to a research center for the University Libraries Archives and Special Collections.
8. Office of Higher Education
   - Thomas Sanford and Alexandra Djurovich introduced themselves to the committee as
     the replacements for Mary Lou Dresbach at the Minnesota Office of Higher education.
   - **MNLINK server site payments** - Ringwelski will be asking server sites to provide their
     unique title counts for their locations. For purposes of MNLINK, e-resources are
     counted the same as print resources. MNLINK sites count number of bib holdings, not
     number of items. The spreadsheet will be shared with OHE, and individual server sites
     would be asked to vote on the payment figures.

9. Public Library Node Meeting
   - The Minitex Public Library Node meeting is an annual event for the interlibrary loan
     staffs from public libraries around Minnesota. The event will be held at the Hennepin
     County - Brookdale Library on Wednesday, August 24, 2016. The MNLINK interface
     should be close to completion by then and will be introduced to the
     attendees. Additional programming is being developed for the agenda, with a project
     about staffing transitions related to retirements and training new staff in the works.

Meeting adjourned.

Meeting Dates in FY17: November 9, February 2 and May 4