

Minitex

Manager Reports to the Policy Advisory Council
December 5, 2014

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DIRECTOR'S REPORT

Valerie Horton

Join me in welcoming Jolie Graybill to Minitex! Jolie is the Head of our DCME Unit.

We have been incorporating the strategic plan into our daily operations. We are working on 115 deliverables under six broad goals, with most of the staff meeting to discuss progress. The first meeting demonstrated the depth and breadth of activities taking place at Minitex. We are doing some minor office arrangement, including looking at lighting, raised desks, and cubical layouts.

We are starting conversations with the academic community in Iowa. The Iowa Private Library Network (<http://www.ipalgroup.org/>) has expressed interest in a deeper connection to Minitex. We currently do database licensing and billing for the group. Next year, we'll reach out to Michael Scott at the Iowa State Library. Conversations with Montana appear to have ended.

The MDL Governance Committee is established and has started working on policies. The governing members can be found at: <http://www.mndigital.org/about/committee/>. We have one new member, Teresa Jensen, from Northfield Public, and we are seeking a new cultural heritage representative. We are scheduling a scope/mission/vision meeting in the near future. Operations are becoming stabilized in the DCME Unit.

Minitex at Halloween!



MeHL Update (submitted by Janice Jaguszewski)

The University of Minnesota Health Sciences Libraries, in partnership with Minitex and using the ELM infrastructure, has proposed a Minnesota electronic Health Library (MeHL), which would provide all Minnesotans with 24/7 access to a core set of licensed, evidence-based, clinical care information resources. This includes 220,000 licensed health professionals, 35+ health professions schools, 600,000 family caregivers, and 5 million citizens.

MeHL is intended to address health and health care disparities by providing equitable access to health information that is otherwise too costly for many care systems, schools and libraries. Currently, the majority of our state’s health care providers, educators, students, researchers, patients, and caregivers do not have access to the information they need to support their work and training, or to promote patient engagement and informed decision-making.

Funding for MeHL is being requested as part of the University of Minnesota’s Biennial Budget Request under the [“Healthy Minnesota” initiative](#). MeHL now needs support from the larger library community as we enter the 2015 legislative session. Librarians, their family members and friends, particularly in rural Minnesota, are invited to contact their legislators to voice their support. Links to legislators and sample letters may be found on the [MeHL website](#).

FISCAL SERVICES

Terry Beseman

Minitex continues to be sound financially and on budget for Fiscal Year 2015. The outstanding Accounts Receivable balance was \$2,347,494 as of November 30, 2014. FY15 first quarter revenues were up slightly from FY14 first quarter at \$8,261,632 up \$109,397, while expenses were down slightly at \$7,098,744 due to lower operational costs and payments made in the first quarter of FY15 in the Cooperative Purchasing Program of e-resource subscriptions. Minitex have welcomed four new staff members since July 1st, while we have 5 open positions to be filled. The University of Minnesota will be undergoing a major upgrade to their PeopleSoft Human Resources and Financials in February 2015, as this will be our main focus in the next 4 months.

RESOURCE SHARING & MnLINK GATEWAY

Becky Ringwelski

MnLINK Gateway RFP Process Update

The MnLINK Gateway RFP was released on Friday, October 31, 2014. This is a major milestone in the project as the last RFP was written over ten years ago and did not include a search function. This meant that the MnLINK Gateway RFP Committee took on the task of creating an entirely new RFP in a limited timeframe.

We’re on track for vendors to respond by mid-December. We expect product demonstrations to take place in late February. The demonstrations will be made available to the public via webinar and anyone interested is encouraged to participate.

MnLINK Gateway RFP Timeline

RFP is issued by the end of October	10/31/2014
Two weeks for the vendors to ask questions regarding the RFP.	11/14/2014

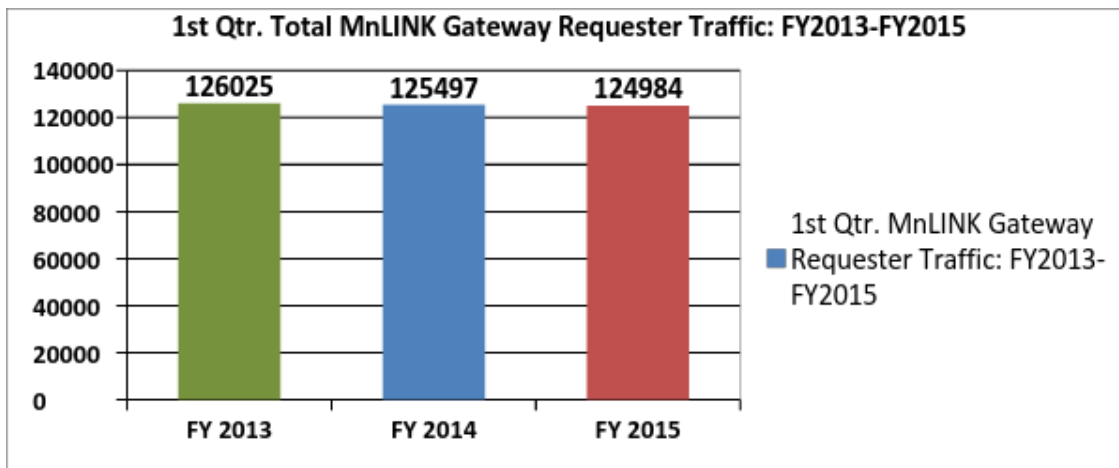
RFP responses due	12/17/2014
Vendor demo week	2/23/2015 - 2/27/2015
Finalist recommended – committee meetings	3/9/2015 - 3/13/2015

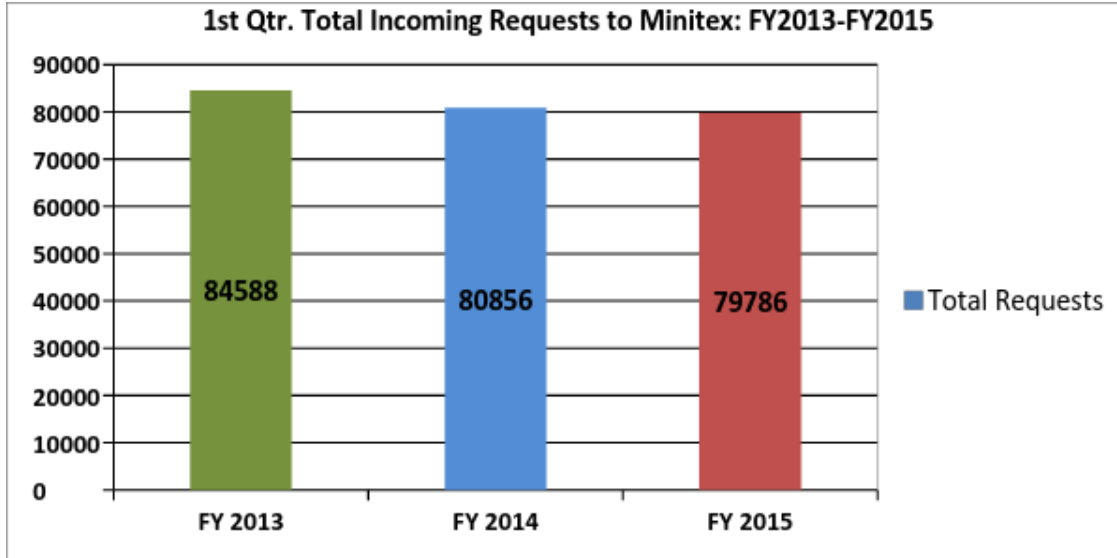
Ex Libris Alma Interlibrary Loan Testing

Minitex staff have continued to test Alma interlibrary loan in coordination with University of Minnesota and MnSCU/PALS staff. Key functionality is included in the December release that is now being tested. The ability to send to external systems is one function that we have been eagerly awaiting and is in this release. The remaining functionality that we need for production use in our environment is expected in the March release. The system will be evaluated in late spring to determine whether it meets Minitex needs.

Resource Sharing Statistics

Request volume for the 1st quarter is in line with this period last year for both Minitex overall Resource Sharing and on the MnLINK Gateway.





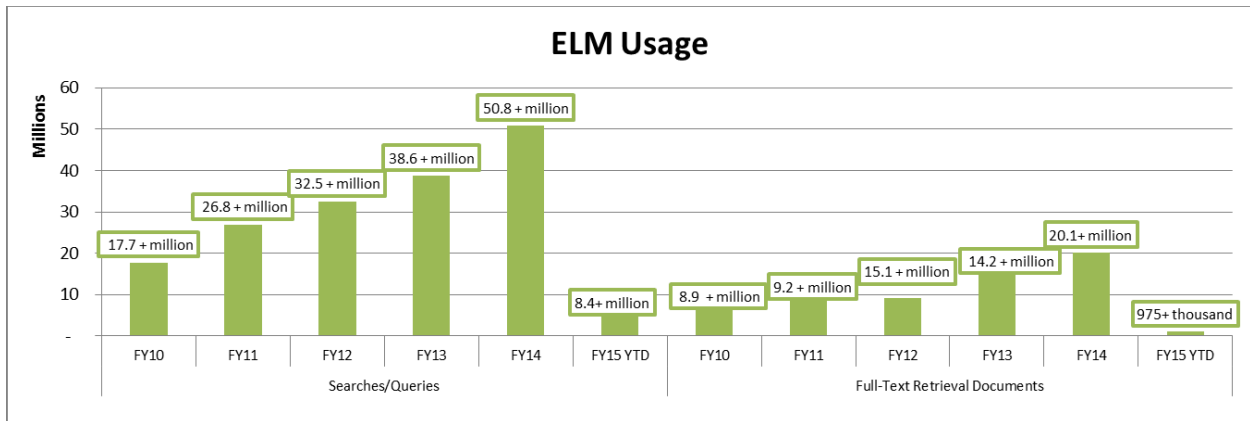
ELECTRONIC LIBRARY FOR MINNESOTA (ELM), AskMN, & MORE

Mary Parker

ELECTRONIC LIBRARY FOR MINNESOTA (ELM)

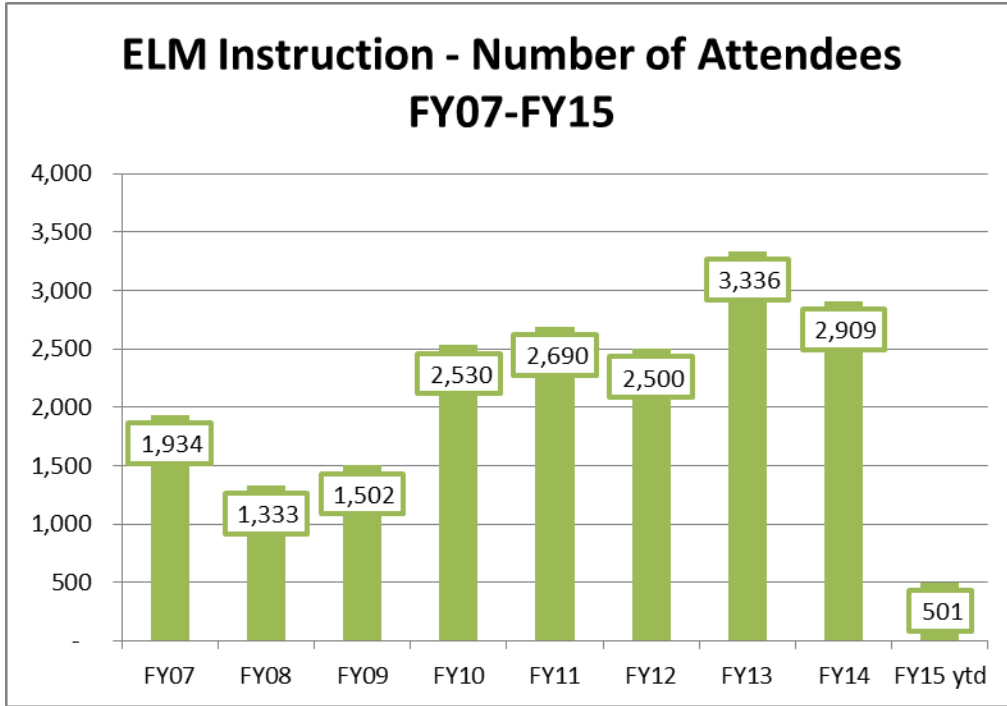
ELM Usage

ELM usage continues to grow each fiscal year. The following table shows the usage by searches and full-text retrievals for the five years of the current contract cycle. Three *Learning Express* resources were added to ELM on July 1; FY15 ytd reflects this usage too.



ELM Instruction

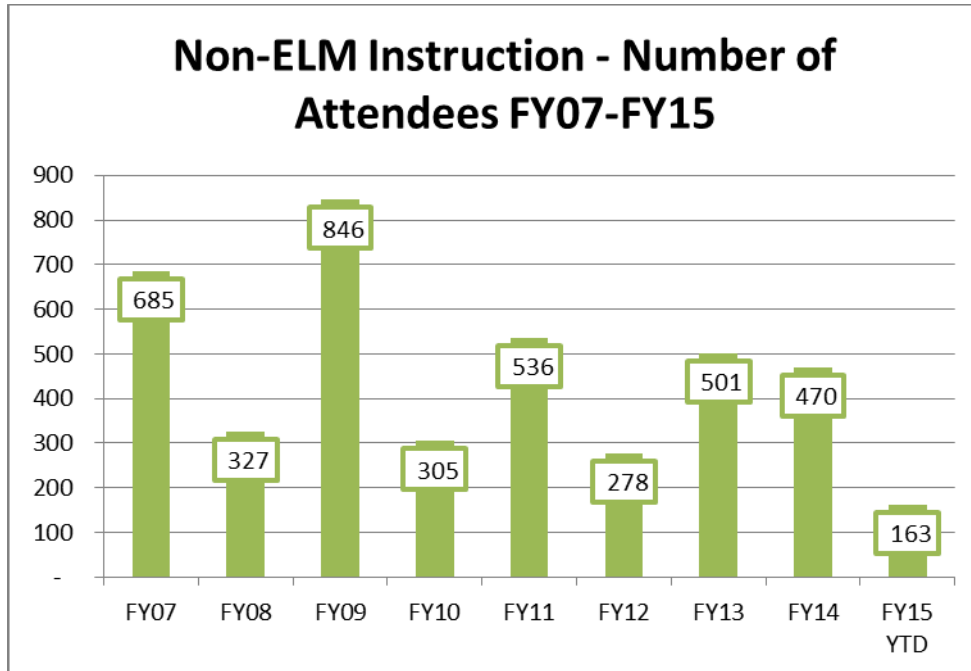
In FY15ytd, 53 instructional sessions have been offered by ROI and attended by 501 library and school media staff, teachers, students, and home educators. *History Day* instruction is underway!



MINITEX REFERENCE OUTREACH & INSTRUCTION

Instruction

In addition to ELM instruction, ROI librarians presented or facilitated 18 other professional development opportunities which were attended by 163 library staff in FY15ytd.



AskMN: THE LIBRARIAN IS IN!

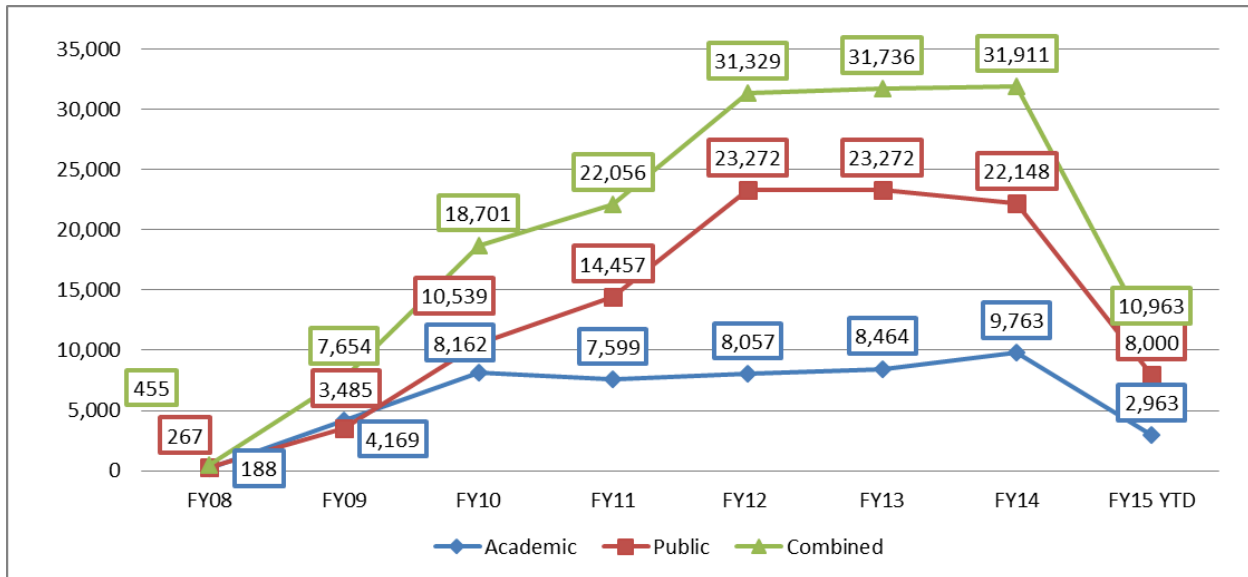
AskMN Grows

In FY15ytd (July 1, 2014 – October 31, 2015), 10,963 questions were answered. Volume has held steady the past few years.

AskMN Volume by Queue

	FY08 Total	FY09 Total	FY10 Total	FY11 Total	FY12 Total	FY13 Total	FY14 Total	FY15 YTD Total
Academic Total	188	4,169	8,162	7,599	8,057	8,464	9,763	2,963
Public Total	267	3,485	10,539	14,457	23,767	23,767	22,148	8,000
Combined Totals	455	7,654	18,701	22,056	31,824	32,231	31,911	10,963

AskMN Volume by FY



Contact Carla Steinberg Pfahl, pfahl001@umn.edu or 800-462-5348, to find out how your system or libraries can participate.

COOPERATIVE PURCHASING & ELECTRONIC RESOURCES SERVICES (CPERS)

New this fall, FY14 Cost Savings Reports for academic, state government, and public library systems were uploaded into institutional MyLibrary accounts.

Fall trials will be announced soon. If you or your staff have suggestions for e-resources, don't hesitate to contact Rita Baladad, Tim Peters, or Anne Hatinen at cpers@minitex.umn.edu.

Coming soon! *Shop Minitex* will soon be live, allowing libraries to shop online for library products available at discounted prices through Minitex.

CONTINUING EDUCATION OPPORTUNITIES

NISO and NISO/DCMI Series

Minitex has a statewide license to the 2014 NISO and NISO/NASIG webinar series. Both series are being archived. Minitex participating libraries and schools have access to the links following the presentations. Check out the Minitex website for a listing of these webinars. Topics range from metadata to open access to the data deluge to self-publishing to etextbooks and more

Access to these archived sessions is through the Minitex MyLibrary Portal, <https://www.minitex.umn.edu/MyLibrary/>. All you need to do is create an account.

2015 Library Technology Conference

The eighth annual Library Technology Conference will be held March 18 – 19, 2015, on the campus of Macalester College in St. Paul, MN.

Our keynote speakers are Courtney Greene McDonald (Wednesday, March 18, 9:00-10:15 a.m.) and Bohyun Kim (Thursday, March 19, 9:00-10:15 a.m.). See them in the Leonard Center Fieldhouse or via live streaming!

Courtney Greene McDonald is Head of the Discovery & Research Services department at the Indiana University Bloomington Libraries. She has presented and written on a variety of topics, including mobile services for libraries, user experience and discovery, and recently published a book: *Putting the User First: 30 Strategies for Transforming Library Services* (ACRL, 2014). She earned her Master of Library Science degree, as well as a BA in English and Journalism, from Indiana University-Bloomington, and holds a Master of Science in Human-Computer Interaction from DePaul University in Chicago.

Bohyun Kim is the Associate Director for Library Applications and Knowledge Systems at University of Maryland, Baltimore, Health Sciences and Human Services Library. She is the author of a book, the *Library Mobile Experience: Practices and User Expectations* (ALA TechSource, 2013), and her new book about gamification is scheduled to be published early next year. She has published [many articles](#) and given invited or peer-reviewed [presentations](#) on a variety of topics related to emerging technologies from the Mobile Web to Biohackerspace and their impact on libraries. She was one of the selected group of panelists for the “[Top Technology Trends](#)” program at the ALA Annual Conference in 2014 and is the founding editor of [ACRL TechConnect Blog](#). She graduated from Seoul National University in South Korea and holds a Master’s degree in philosophy from Harvard University and another Master’s degree in library and information science from Simmons College. She regularly tweets at [@bohyunkim](#), and less frequently writes in her blog, [Library Hat](#).

eLearning Summit

Mark your calendar for the 2015 eLearning Summit, July 29 – 30, 2015.

DIGITIZATION, CATALOGING & METADATA EDUCATION

Jolie Graybill

DCME Staff Changes

Last quarter we announced incoming new staff of Molly Huber and Jolie Graybill – this quarter we said good-bye to Mark Ehlert after 7 years of service in DCME. Mark left Minitex to join St. Thomas University Library as a catalog librarian. We are currently accepting applications for his replacement, have the search committee selected, and are looking forward to reviewing applicants in the near future.

Minnesota Digital Library and Public Library Participation Project

The newly revised Phase 11 Call for Projects went out this quarter, and we have applications in and to the Selection Committee with 4 completed approvals including one Public Library Participation Project via Carla Urban. Molly has 5 more applications just in and is getting ready to send those along to the Selection Committee, with 4 more potential applications “on deck”.

MDL/DCME staff is reviewing Selection Committee members, organization, and process with intent to submit recommendations to the MDL Governance Committee for input/approval in early 2015.

Minnesota Reflections and the MDL website re-design is underway, with work to be completed in Jan. 2015. Next week includes a meeting with the designer to view potential new MDL logos.

Minnesota Reflections, New Collections

- Jones Harrison Residence (longest continuously operating home to senior citizens in MN - since 1888)
- Minneapolis Institute of Arts (130 museum exhibit catalogs)
- Plymouth Congregational Church (Include church records 1858–1882 and newsletters that report the involvement of church members in World War I.
- Northern Lights: A Look at Minnesota Books and Writers (was a television program sponsored by the Hennepin County Library and Metronet from 1988-2002 and originally aired on Metro Cable Channel 6. Over the course of 15 years this series interviewed numerous Minnesota authors, illustrators, artists and others from the literary arts community. The video interviews presented here were digitized from original media in the collections of the Minnesota Historical Society. To date we have added 119 interviews – with more coming in the next few months.
- Just published: Weaver’s Guild, variety of items, with focus of setting up project for inclusion of 3-D items in the future.

Cataloging & Metadata & Digital Preservation

- Working in collaboration with Mark Ehlert, regarding recently earned NACO independence for personal name and title authority records (excluding series, music works, and legal works); and with Stephen Hearn (University of Minnesota Libraries) – setting up 4-day virtual training for late winter.
- Mark Ehlert completed two-day RDA Original Cataloging workshops in Minnesota, September and October, in Minneapolis, St. Cloud State University, and Bemidji State University
- Sara Ring presented with Carol Kussman, a 6 hour workshop, “Managing Digital Content Over Time, An Introduction to Digital Preservation” for the Hennepin County Libraries staff end of Oct.
- DCME staff attended and presented several sessions at the Sept/Oct. library association conferences in North Dakota, South Dakota, and Minnesota, specifically:

- o **North Dakota Library Association Annual Conference, Sept. 17-20, Bismarck, ND.** Presented 3 sessions (Minitex Update, Cataloging & Metadata Update, and Tools to Protect Your Digital Content)
- o **South Dakota Library Association Annual Conference, Oct. 1-3rd, Pierre, SD.** Presented 2 sessions (Cataloging & Metadata Update, and Tools to Protect Your Digital Content)
- o **Minnesota Library Association Annual Conference, Oct. 8-9th, Mankato, MN.** Presented 2 sessions (Cataloging & Metadata Update, and Tools to Protect Your Digital Content)
- o **American Association of State and Local History**, annual meeting was attended by Greta Bahnemann and Molly Huber, St. Paul, MN.

DELIVERY & MLAC

Kathy Drozd

Delivery

The delivery unit has made some purchases on ergonomic equipment. We have purchased an ergonomic tub lifter and a spring loaded hamper.



MLAC

MLAC has identified 15,000 items for withdrawal and we are working with Books for Africa on the details for delivery of these items to help rebuild the Somalia National Library. We are still pulling for the U Libraries Google Project.

COMMUNICATIONS

Zach Miller

Communications Comprehensive Review

To complete the deliverables and goals of the new Minitex Strategic Plan, the Communications Committee is conducting a review of Minitex Communications in the following areas:

- Branding & Strategy
- Community Engagement & Feedback
- Conferences & Events
- Internal Communications
- Printed Materials & Publications
- Social Media
- Video
- Website
- Writing

A point person is assigned to each of the areas, working in tandem with Zach. It's an enormous task, and an exciting one as well.

Minitex News Platform

The revamped news delivery platform is nearly complete and should be deployed immediately after the New Year. Many thanks go to Link Swanson, Scott Hreha, Adam Johnson, and Paul Swanson for their contributions to the project.