

DRAFT AGENDA

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| 1. Welcome and Introductions | Jorstad |
| 2. Approval of Agenda and Minutes | Jorstad |
| 3. Office of Higher Education Update (<i>moved up in the Agenda</i>) | Oliver, Benson |
| 4. Director's Report | Snow |
| 5. SELCO Community Assessment | Ross |
| 6. Minnesota Shared Print Operations Report | Hollerich |
| 7. Minitex Stakeholder Survey | Miller |
| 8. Minnesota's Digital Equity Plan | Buckland |
| 9. Other | All |
| 10. Adjourn | |

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<u>Twin Cities & Southern State Colleges</u> Deanna Munson (2025) Anoka Technical College 763-576-4154 deanna.munson@anokatech.edu	<u>Private Colleges</u> Mary Hollerich (2023) Augsburg University 612-330-1017 hollerich@augsb.org	<u>Minnesota State Library Services</u> Tami Lee, ex officio non-voting State Library Services 651-582-8791
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Director's Report

Director's Report

[MAGGIE SNOW](#)

Resource Sharing, MNLINK & Delivery

[GERRI MOELLER](#)

Reference, Outreach, & Instruction; Cooperative Purchasing

[MATT LEE](#)

DIRECTOR'S REPORT

Maggie Snow

Legislative Issues

The funding increase Minitex requested is included in the Governor's budget recommendation for the Office of Higher Education. Minitex staff are working with the Minnesota Library Association's Legislative Committee on talking points for MLA's Legislative Day, scheduled for Tuesday, February 28, 2023. Minitex will have a table at the legislative day library fair schedule in the L'Etoile du Nord room.

This legislative budget year, the History Matters Coalition has several collections and asset preservation requests for which they are advocating, including Legacy funding. Minnesota Digital Library is funded with Legacy support from the Minnesota Historical Society. Minitex and MDL staff will have a resource table at the History Matters Day on Monday, March 6, 2023.

Minnesota Digital Library

The Minnesota Digital Library staff is creating interactive online timelines that place historical images, documents, maps, and more at specific moments in time. These primary and secondary sources come from MDL's contributors all over Minnesota. Timelines are useful tools for teaching and learning about people, places, and events in the past.

Cataloging Basics Series

Digital Initiatives and Metadata staff are planning a Cataloging Basics workshop series for March and April. The series has proven so popular, over 100 people are registered for Copy Cataloging 101, that we have already been asked to run it again next fall. The RDA for Beginners session will run in April.

Minitex Wikimedia/Wikidata Pilot

Sara Ring will be leading a pilot project with three organizations from around Minnesota. The overall goal of the project is to collaborate with two or three organizations, currently MDL contributors, to test a proof of concept that adding content to Wikimedia Commons and Wikidata leads to increased access and use of digital collections. A secondary goal of the project is to learn more about the practical applications of linked data so we can better support libraries and cultural heritage organizations now and into the future as linked data becomes more widely adopted.

MN Writes MN Reads

At the June 2022 Policy Advisory Committee meeting, Minitex took on a supporting role for the MN Writes MN Reads program. The MN Indie Author Awards is an initiative that grew out of MN Writes MN Reads, awarding prizes to 3 or 4 independently published authors. The awards are sponsored by the Minnesota Library Foundation and BiblioBoard and distributed at the MLA conference each fall.

The MLA board, at the February meeting, agreed to coordinate the awards with the MN Library Foundation since it is out of the scope of work for Minitex. Maggie will work with MLA members to manage this transition of responsibilities.

Upcoming Conferences and Training

Several Minitex staff members will attend the International Coalition of Library Consortia (ICOLC) meeting in April in St. Louis, MO. Maggie is on the conference planning committee.

Minnesota Digital Library staff will be at the Minnesota Alliance of Local History Museums conference in Austin, MN, April 25-27, 2023. Stephanie Hess will be presenting Digital Curation: Online Exhibits and Beyond! In addition, MDL will have a table in the exhibit hall.

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RESOURCE SHARING, MNLINK & DELIVERY

Gerri Moeller

We're excited that Alma digital delivery is currently in production with fifteen separate libraries. It's taken longer than expected to get this working, as the Minitex setup can be difficult for vendors to accommodate. The process is working smoothly, and we will keep working with other Alma libraries to make this transition. Alma digital delivery should result in a much improved process for fulfilling patron requests. One expected change is that patrons will no longer be contacting Minitex when they have questions or concerns about their scans. Previously, patrons would contact Minitex if a scan was missing pages, or if the scan had quality issues. Since the scans will no longer come directly from Minitex to the patron, the patron will now contact the library's ILL department, who can contact Minitex if the file needs to be updated.

Resource Sharing staff are also working closely with University of Minnesota Library staff on improving our system for determining if electronic resources are available for lending. We're trying to make it faster and more accurate, by coding the project, instead of manually creating lists. We're hopeful that it will also take less time to maintain.

Gerri Moeller and Melissa Eighmy Brown are still working on analyzing the results of the resource sharing trends survey. It's taken some time to determine the best way to do this, but we've settled on a software solution that should speed up the process. We expect to be sharing the results of the survey at various conferences and presentations this summer.

MNLINK

The MNLINK Transition project is continuing, and we're excited that we're coming close to the end. All of the vendors who were sent the RFP returned responses, and task force members spent many hours wading through the hundreds of responses from each vendor. In addition to the task force members, experts from the University community evaluated responses from security, accessibility and usability perspectives. Vendors were sent followup questions, and the finalists have been invited to demonstrate their products online.

On February 22-24, three vendors will be conducting demonstrations of their product for the MNLINK Transition Task Force, MNLINK member library staff, and members of the Minitex community. Members of the community who view the demos will also be invited to share their feedback, in the form of a short survey presented after the end of each demonstration segment.

Usability testing will be conducted the following week, as University students and volunteers from the Minitex community, following a set script, depending on their role, assist the Usability team in evaluating the finalists.

As you know, while we're looking forward to the new MNLINK, we've also recently dealt with a data breach with our current MNLINK system. We've implemented a number of fixes to ensure that this doesn't happen again, and to pre-emptively address other possible security risks. As of this writing, all of the MNLINK libraries but one (and that library is actively working on this) are now requiring PINs to access MNLINK. Several libraries have taken the opportunity to implement their own increased security measures on other platforms, making library patron data safer across the state.

Delivery

Courier services have been suffering over the past few years. The tight labor market has made it more difficult to attract and retain people, and more difficult for courier services to consistently and effectively deliver library materials across the Minitex area. The South Dakota area has been hit especially hard, and Minitex staff have had numerous meetings and conversations with South Dakota library staff and courier staff to attempt to resolve the issues. Those meetings are continuing, as we seek ways to improve the reliability and speed of delivery in this area. Special thanks to Brenda Hemmelman at the South Dakota State Library for her work in improving communications in this area.

We also continue to have discussions with the South Central Library System about improving the delivery services that connect Wisconsin and Minnesota.

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REFERENCE OUTREACH & INSTRUCTION, COOPERATIVE PURCHASING, MLAC

Matt Lee

Here are some projects that we'll be working on over the next months in Outreach & Instruction (O&I), Cooperative Purchasing and E-Resources Services (CPERS), and the Minnesota Library Access Center (MLAC).

Onboarding New OEAC Librarian

Once all the paperwork is complete, we'll be excited to announce our new Open Education and Affordable Content Librarian. Onboarding plans are underway to get them up and running as a part of the CPERS and Minitex team, and to introduce them to the OER librarian community.

Convening Around the OEN

Minitex is now a consortial member of the Open Textbook Network. This means that non-consortial member libraries in the state will get reduced membership pricing, and provides the opportunity to appoint Minitex delegates to the Network, who can serve as support for our new OEAC Librarian and springboard to future OER work.

Planning for Operations at the OCF

As construction blueprints for the University of Minnesota's new Offsite Collection Facility (OCF) are finalized in the next few weeks, planning will turn to operations. The UMN Libraries have several groups forming with MLAC and Resource Sharing representation to plan out how to ingest millions of volumes to the facility and what operations within the facility will look like.

Sharing Content Diversity Audit Results

Minitex librarians and IT staff are refining data visualizations to help us describe representative makeup of content within the ELM databases, along lines of race, gender, sexuality, and more. This will give us a new frame of reference on this content, and inform advocacy and decision-making in the future.

Promoting One Book One Minnesota

The next title in One Book One Minnesota, our statewide book club hosted on Ebooks MN, has been selected. *In the Night of Memory* by Linda LeGarde Grover will be available July 31st through September 24th.

Ebooks MN Content Purchases

We'll keep an eye on usage of new titles added to Ebooks MN - including collections on race in Minnesota, graphic novels, and Maud Hart finalists - that use a new-to-us licensing model. We plan for the user experience to continue as if there are no limits to title availability and no wait times, even as we make limited simultaneous-use purchases.

DEIA Integration

A Minitex-wide plan calls for integration of DEIA goals, projects, and priorities to be embedded within and throughout the work of units, groups, and programs. Where these are not yet explicit, we'll make them so over the next months for Cooperative Purchasing, Outreach and Instruction, MLAC, ELM, Ebooks MN, trainers and staff development groups, and more.

Minitex Staff Development

The Minitex Staff Development Group includes representation from across the office and leads planning for internal staff development. The group is formulating an ongoing staff development plan to focus on DEIA initiatives to help embed these values into our organizational culture, and ensure a supportive environment for all.