

MINITEX SEVENTH ANNUAL REPORT

JULY 1, 1975 - JUNE 30, 1976

Every year MINITEX draws closer to its goal as a facilitator in the Minnesota Library Community. Its basic purpose is to assist the user, whether he be student, scholar, researcher or citizen in getting efficient access to needed information. The local library is his point of contact. If his local library does not have the needed item, MINITEX assists in providing the communication system, bibliographic access and delivery system to use existing resources. During 1975/76 356,464 items were shared among Minnesota libraries. This volume of transactions is remarkable considering that available statistics suggest that in 1967/68 there were 20,000 inter-library loan transactions between Minnesota libraries.

There has been an annual increase in the number of participants, available resources and services. The three significant developments during this year are: 1) for the first time, more resources were shared locally than centrally, 2) one group of participants requested that MINITEX and the Minnesota Higher Education Coordinating Board (MHECB) assume new responsibilities, and 3) national agencies negotiated to analyze MINITEX document delivery data.

As a facilitator, MINITEX serves as the agency and provides the mechanism for library and information resource sharing. It supports a telecommunication network so librarians can easily transmit messages. It develops bibliographic data bases to tell who holds what items, and it supports a delivery system to move items freely between libraries. It provides back up reference service. It conducts a continuous education program to assist

in the utilization of available resources and services. All the above have been developed with verticle mobility. Any subset of the program can be broken down to serve metropolitan or multi-county libraries locally, or expanded to link networks regionally and nationally. This structure has required strict adherence to national bibliographic standards, but has also allowed innovative flexibility in the communication and delivery systems.

For the first time in MINITEX history, more items were shared locally than centrally. During the 1969/71 pilot demonstration project, all items were shared from the University of Minnesota Twin Cities Campus Libraries. In 1971, when MINITEX became a program of the Higher Education Coordinating Board, with funding by the Legislature, the participants agreed to share their resources with each other. In Minnesota, as in other parts of the country, this period has seen the emergence of regional and subject consortia, cooperatives, networks and systems. While the list is not exhaustive, the following table demonstrates the volume of activity among Minnesota library cooperatives.

CALCO	
Capitol Area Library Council	(est) 500
CLIC	
Cooperating Libraries in Consortium	27,273
ECOL	5,760
Libraries of the Consortium of the Minnesota Seminary Faculties	2,950
MELSA	
Metropolitan Library Service Agency	18,396
Minnesota Chapter, Midwest Health Science Library Network	48,076
OPLIC	
Office of Public Libraries and Interlibrary Cooperation	25,306

Regional Public Libraries Excluding MELSA	40,861	
Tri-College University	<u>17,001</u>	
		186,123
MINITEX	144,436	
Periodical Exchange	<u>25,259</u>	
		<u>169,695</u>
		<u>355,818</u>

It is interesting to note that CLIC is able to fill 67.75% of their requests within their own consortium. 6350 CLIC requests were sent to MINITEX, but CLIC was able to fill 5902 for MINITEX.

Special note should be made of the periodical exchange. Libraries and individuals in Minnesota contribute their duplicate and discarded periodical issues by the thousands. By using the existing delivery system and checking the want lists of participating libraries, over 25,000 needed issues or volumes were provided to participating libraries at little or no cost. Don Osier, University Gifts and Exchange Librarian is the genius who makes the exchange work.

Most of the regional or subject consortia use the MINITEX communication system, bibliographic data base and/or delivery system. The one-third million plus shared items represent only library-to-library transactions. They do not begin to tabulate the many transactions where individuals, because of reciprocal borrowing agreements and book or union catalogs have gone directly to a holding library for needed materials.

Library resource sharing in Minnesota has been a continuing process, developed in many places and given leadership by countless individuals. The primary contributing factors are the development of regional public library systems with reciprocal agreements and delivery systems, the establishment

of subject consortia and multitype library networks with union catalogs and delivery systems, and book catalog production by several MELSA libraries (Anoka County, Dakota County, Hennepin County and Minneapolis Public Library and Information Center).

Regional Libraries

Arrowhead Library System
Crow River Regional
East Central Regional
Great River Regional
Kitchigami Regional
Lake Agassiz Regional
MELSA (Metropolitan Library
Service Agency)
Northwest Regional
Plum Creek Regional
SELCO (South Eastern Libraries
Cooperating)
Traverse des Sioux Library System
West Central Regional

Consortia & Intertype Networks

ARLIS - Art Libraries, Twin Cities
CALCO - Capitol Area Library Council
CLIC - Cooperating Libraries in Consortium
Libraries of the Consortium of the
Minnesota Seminary Faculties
Lake Superior Association of College
and University Librarians
Minnesota Association of Law Librarians
Minnesota Chapter, Midwest Health Science
Library Network
SMILE - South Central Minnesota Inter-
Library Exchange
Tri-College University

The second event of major significance was the request from the Minnesota Council of Academic Library Directors for assistance in developing a common data base of monographs. In August 1975 MCALD began serious discussions and identified two urgent needs which they believed must be met to insure effective and efficient delivery of library services within their institutions and the state: 1) the development of a machine readable bibliographic data base for monographs and 2) the implementation of a systematic cataloging process to reduce costs and improve processing time.

After thorough investigation of the available options, the Council requested that MHECB/MINITEX negotiate a contract with OCLC (Ohio College Library Center) for Minnesota and North Dakota libraries and seek foundation funding to support the initial costs. This corporate and cooperative decision making was indeed exciting. The librarians chose to function as one body instead of thirty, each proceeding individually at his own pace in his own direction.

Corporate decision making is not easy, and invariably the body moves too slowly or too quickly for someone. But the directors persevered. As part of the assessment process, they imposed uniform cost analysis on their cataloging practices starting with 1974/75 in order to monitor and evaluate the new system. Having determined their current costs, careful attention can be given to providing improved service and to gaining maximum efficiency from the automated system.

A MHECB/MINITEX-OCLC contract was negotiated for Minnesota and North Dakota libraries. The Bush Foundation of St. Paul granted MHECB \$216,066 and the Kellogg Foundation granted \$88,000 for a total of \$304,066.

While MINITEX was started with \$102,000 joint funding from the Louis W. and Maud Hill Family Foundation (now Northwest Area Foundation) and LSCA Title III monies from OPLIC, during the past six years it has been a MHECB program funded by the Legislature with additional monies provided by OPLIC for public library participation. The Bush and Kellogg Foundation support will again provide seed money and assist 30 Minnesota and North Dakota libraries to immediately begin improving bibliographic access to library resources. It will provide systematic on-line cataloging by allowing these libraries to join the nation's largest and most progressive library computer system. The outside funding will allow a transition to automation with careful attention to retraining and reassignment of staff in member libraries when appropriate.

The third major event of the year occurred in June when the National Commission on Libraries and Information Services (NCLIS) announced its ILL and Photocopying Study. The project, funded by the National Science Foundation and National Commission on New Technological Uses of Copyrighted Works (CONTU) was awarded to King Research. For its research, King Research

will conduct national surveys and also analyze calendar 1976 MINITEX document delivery data. Invaluable statistical data, charting the usage patterns of individual MINITEX libraries, will become available to participants as a result of the study. This information will greatly assist the libraries to skillfully develop their collections. With reliable data, libraries can improve their ability to locally meet 95% of their communities' information needs. MINITEX has never had the staff expertise or monies to provide such useful statistical data and the network will benefit by this addition.

Reciprocal arrangements with Wisconsin and contractual agreements with North Dakota were strengthened. Late in the year, MINITEX began using the British Library, Lending Division for items not available in Minnesota, Wisconsin, North Dakota, the Regional Health Science Library Network or the Center for Research Libraries (CRL). Preliminary King Research data for early 1976 indicates that MINITEX is able to fill 96% of its requests for journal articles.

MINITEX expanded its educational role when requested by the University of Minnesota Extension Division to teach a class on libraries. Because many extension classes are taught in non-University locations, students use a variety of libraries. The two-session course, "Everyone's Guide to the Library" was taught in several sections during all three quarters. The first session, covering the common components of all libraries with an annotated directory of metropolitan academic, public and selected special libraries, and the second session covering bibliographic tools for class assignments and research papers were effectively taught by Carolyn Johnson.

In February, Lois Upham rejoined the MINITEX staff and became Coordinator for Bibliographic Services with responsibility for MULS (Minnesota

Union List of Serials) and OCLC. The holdings of the Community College Libraries and the Regional Public Libraries were added to MULS. North Dakota holdings were added to the data base and a North Dakota Union List of Serials subset was produced. In June a contract was negotiated for a Montana Union List of Serials and MINITEX was subcontracted to work on the "Little Magazine Collection" NEH (National Endowment for the Humanities) project at the University of Wisconsin. The MULS records were loaded into OCLC as part of the CONSER (National Conversion of Serials) project and the staff continues to input on-line all new titles.

In June, Carolyn Johnson resigned to pursue a second graduate degree in Business Administration. We wish her well and are grateful for her unique contribution to MINITEX's continuing education and reference service.

The Advisory Committee met to begin developing the legislative proposal for the 1977/79 biennium. They also started the process of defining and strengthening their role. The MINITEX Advisory Committee is the only elected advisory committee of MHECB. MHECB is responsible to the Legislature for the MINITEX program and solicits advice and support from all the participants. There is a need to formalize communication paths from the MINITEX participants to MHECB through their elected representatives on the Advisory Committee. The Committee plans to pursue this in the fall of 1976.

Without any doubt the most pressing need for Minnesota libraries is increased base funding for individual libraries. Individual collections are the heart of all libraries. Each library needs the basic collection to support its unique curriculum and recurring local needs. Statistical data, reliance upon the shared resources for little-used items and cooperative processing should enhance the collection development capability of

individual libraries. But the support is essential and MINITEX wishes to emphasize that its purpose is to enhance the basic collections of all Minnesota libraries. If the individual libraries fail, there would be no need for a network such as MINITEX.

As facilitators, most of our time is spent working with people. It has been challenging and rewarding. We are fortunate to have active and critical participants. The staff is dedicated and capable. MHECB has been most supportive.

An integral part of network activity is participation in state, national and international programs and meetings. The professional staff involvements are time consuming and require considerable travel, but we have been privileged to learn from our colleagues and share our Minnesota experience.

Lois Upham

CONSER Ad Hoc Discussion Group, Coordinator
ANSI Z39.42 Subcommittee on Serials Claims, Chairperson
ALA/RTSD Serials Section (American Library Association/Resources and Technical Services Division), Vice Chair/Chair Elect
MLA Technical Services Section (Minnesota Library Association), Chairperson
Speaker at Canadian Library Association, Montana Library Association, INCOLSA 2-Day MARC Serials Workshop, ALA/RTSD Serials Section

Alice Wilcox

CONTU, Commissioner
NCLIS Periodical System Task Force, Member
ALA, Minnesota Councilor
ALA/RASD/ILL Committee, Chairperson
MIDLNET, Executive Board
MAL, Executive Board
Council of Computerized Library Networks, Member

PARTICIPANTS

67 Academic
 24 Public
 9 State Agencies
 30 Hospitals
 5 Seminaries
 3 Special
 2 Federal
 1 High School
 Wisconsin Academic and Public Libraries
 Through WILS, Wisconsin Interlibrary Service (reciprocal arrangement)
 North Dakota Academic and Public Libraries
 Through North Dakota State Library and 2 University Libraries (contractual arrangement)
 1 Canadian Library, Lakehead University (consortium arrangement)

REQUEST DATA

Filled	88.0%
Photocopy	79.3%
Loan	20.7%
Filled in 24 hrs.	72.4%
Filled at U of M,	
TC Campus Libraries	78.2%
Filled at other locations	21.8%

CLIC	5902
WILS	5578
ACK	3208*
State Agencies	2117*
MHS	2019*
MPL	1878*
State Universities	1807
Mayo	1070
Private Colleges	983
TCBC	699
North Dakota	583
BLL	523
Other U Campuses	468
CRL	206
SPPL	166
Other	501

27,708

*Processed by MINITEX staff, others referred.

SOURCE OF REQUESTS

University	39,340	27.2%
Private Colleges	32,426	22.5
State Universities	26,431	18.3
Public Libraries	12,607	8.7
Community Colleges	9,830	6.8
North Dakota	7,318	5.1
State Agencies	6,269	4.3
WILS	5,667	3.9
TCBC	2,456	1.7
Special Libraries	482]	
AVTI	465]	
Mayo	387]	
Canadian Library	214]	
Post Secondary	206]	1.5
Seminaries	186]	
Federal Agencies	80]	
High School	<u>72]</u>	
	144,436	100%

REFERENCE QUESTIONS

Public Libraries		584
Academic Libraries		
University	125	
Community Colleges	179	
Private Colleges	114	
State Universities	145	
North Dakota	42	
High School	31	
Post Secondary	7	
Area Vo-Tech	<u>3</u>	
	646	646
State Agencies		13
Hospitals		<u>6</u>
		1249

27 libraries asked more than 30 questions.

SUMMARY OF MINITEX EXPENDITURES FOR FY 1975/76

COMMUNICATIONS		\$60,496.38	
PHOTOCOPY		32,160.65	
DELIVERY		32,794.73	
SUPPLIES & EQUIPMENT		6,464.75	
LOST BOOKS		368.38	
MEETINGS & TRAVEL		2,640.55	
CONTINUING EDUCATION		1,239.91	
MARC		3,544.90	
MEMBERSHIPS		10,475.00	
COLLECTION DEVELOPMENT		38,675.66	
PERSONNEL & FRINGE BENEFITS		230,338.90	
REFERENCE SERVICE			
Communication & Postage	4,882.79		
Personnel	<u>17,056.63</u>	21,939.42	
MULS			
Personnel & Fringe	60,463.37		
Production	<u>21,792.98</u>	82,256.35	
MISC. EXPENDITURE		<u>25.10</u>	
TOTAL EXPENDITURE		\$523,420.68	\$523,420.68

SUMMARY OF MINITEX INCOME FOR FY 1975/76

MHECB	\$350,000.00	
OP LIC	120,000.00	
TCBC	3,750.00	
NORTH DAKOTA	21,250.00	
INFORM	13,552.00	
SALE OF MULS	700.00	
SALE OF TELEPHONE DEVICE	250.00	
COMPUTER SEARCH REIMBURSEMENT	387.57	
BOOK REPLACEMENT	94.77	
MISC. INCOME	<u>15.90</u>	
TOTAL INCOME	\$510,000.24	<u>\$510,000.24</u>

FISCAL YEAR 1975/76 BALANCE

\$-13,420.44