1. Welcome and Introductions

Who do we have in attendance today?
## Gateway Server Sites

- Anoka County Library
- Arrowhead Library System
- Carver County Library
- CLIC
- Dakota County Library
- Duluth Public Library
- East Central Regional Library
- Great River Regional Library
- Hennepin County Library
- Kitchigami Regional Library
- Lake Agassiz Regional Library & Northwest Regional Library
- MnPALS
- Pioneerland Library System
- Plum Creek Library System
- Ramsey County Library
- Rochester Public Library
- Saint Paul Public Library
- Scott County Library System
- SELCO
- Traverse des Sioux Library System
- University of Minnesota
- Viking Library System
- Washington County Library
- Other attendees?
### 2. Review/Approve Meeting Agenda

<p>| | |</p>
<table>
<thead>
<tr>
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<tbody>
<tr>
<td>1.</td>
<td>Welcome &amp; Introductions - Peg Werner</td>
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<tr>
<td>2.</td>
<td>Review/Approve Meeting Agenda –</td>
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<td>3.</td>
<td>Review/Approve Meeting Minutes from Thursday, November 6, 2014</td>
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<tr>
<td>4.</td>
<td>Minnesota Office of Higher Education Update</td>
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<td>5.</td>
<td>MnLINK Gateway Statistics – 2nd Quarter FY15</td>
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</table>
| 6. | MnLINK Gateway RFP – Becky Ringwelski and others  
- Process and timeline  
- Public demos  
- Feedback mechanisms |
| 7. | MnLINK Gateway System  
- NCIP with Innovative Sierra ILS |
| 8. | Minitex/MnLINK Interlibrary Loan Committee  
- Communication updates |
| 9. | Minitex Interlibrary Loan Conference |
| 10. | Next meeting of Committee May 7, 2015  
- In-person? |
| 11. | Other |

- **Are there changes/additions to the agenda?**
  - **Action:** vote to approve the agenda w/wo changes.
3. Review/approve Meeting Minutes
Thursday, November 6, 2014

- Minutes were distributed in an e-mail on February 3
- Suggestions for changes?
- Action: We need to vote to approve the minutes w/wo changes
4. Minnesota Office of Higher Education Update

- Legislature in session
5. MnLINK Gateway Statistics
2nd Quarter FY15

- July – December 241,916 requests compared to last year at 248,157 (2.5% decrease)
- Fill-rate has increased to 77% compared to 76% for the same period last year
6. MnLINK Gateway RFP

Update on the process

- Process and timeline
- Public Demos
- Feedback mechanisms
### Timeline and Detail on Process

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
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<tbody>
<tr>
<td>RFP is issued by the end of October</td>
<td>10/31/2014</td>
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<td>* Can start to develop the demo script once the RFP is issued</td>
<td></td>
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<tr>
<td>* Subcategory weightings can be determined</td>
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<td>* Elaine will share the evaluation workbook</td>
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<td>Two weeks for the vendors to ask questions regarding the RFP.</td>
<td>11/14/2014</td>
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<td>Addendum issued that includes the questions and answers</td>
<td>11/21/2014</td>
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<td>RFP responses due</td>
<td>12/17/2014</td>
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<td>RFP responses shared with committee</td>
<td>12/22/2014</td>
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<tr>
<td>Minitex determines the base score</td>
<td>1/5/2015 - 1/9/2015</td>
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<tr>
<td>Three two hour web evaluation meetings w/committee</td>
<td>1/12/2015 - 2/6/2015</td>
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<td>Vendors are notified by email by Elaine</td>
<td>2/1/2015</td>
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<tr>
<td><strong>Vendor demo week</strong></td>
<td>2/23/2015 - 2/27/2015</td>
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<td>* include feedback mechanism for outside viewers</td>
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<tr>
<td>Finalist recommended - web meeting</td>
<td>3/9/2015 - 3/13/2015</td>
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</table>
Invited Vendors

- Inn-Reach
- Relais
- OCLC
Public Demonstrations of Products

- February 25 – 27, 2015
- Two hour demos from 8:30 – 10:30
- Streaming for public viewing of scripted portion of meeting
- Online feedback mechanism will be provided
7. MnLINK Gateway System Updates

- NCIP with Innovative Sierra ILS
8. Minitex/MnLINK ILL Committee Update

- Committee has continued to post updates to our website and on social media
9. Minitex Interlibrary Loan Conference

- May 12, 2015
- Saint Paul Campus of the University of Minnesota
- Keynote speaker – Lorcan Dempsey
10. Next meeting of Committee May 7, 2015

In Person?
11. Other

Next meeting Thursday, May 7, 2015

Anything else?
Adjourn
Thank You