

**March 22, 2021 Minutes of the
North Dakota Library Coordinating Council (NDLCC)
Special Meeting via ZOOM**

Council Members Present: Mary Soucie, Susie Sharp, Chair Stephanie Galeazzo, Tim Dirks, Jason Matthews, Jessica Pryer, Sally Dockter, Tami Oltz, Vice Chair Angie Nagle, and Amy Soma

Council Members Not Present: Joe Camisa

Others Present: Cheryl Pollert, North Dakota State Library Recorder and Cynthia Clairmont Schmidt, Assistant State Librarian

Call to order: Chair Galeazzo called the meeting to order at 9:01 A.M.

Review of Agenda: Chair Galeazzo asked for any additions or changes to the agenda. A request to do Sharps grant first was made as she was running late in joining the meeting.

Approval of the Summer Reading Grants:

- Dirks moved, seconded by Matthews, to approve the grant application for the Eddy-New Rockford Library. Motion carried by unanimous voice vote with Sharp not present.
- Dirks moved, seconded by Nagle, to approve the grant application for the Morton-Mandan Public Library. Motion carried by unanimous voice vote.
- Matthews moved, seconded by Dockter, to approve the grant applications for: Turtle Lake Public Library, Beulah Public Library, and Hazen Public Library. Motion carried by unanimous voice vote with Nagle abstaining.
- Dirks moved, seconded by Matthews, to approve the grant application for the Walhalla Public Library less \$250.00 for snacks as requested. Motion carried by voice vote with 8 yes votes and 1 no vote.
- Dockter moved, seconded by Sharp, to approve the grant applications for: Divide County Public Library less \$250.00 for prizes, Harry L. Petrie Library for requested amount, Heart of America Library less \$284.00 for CSLP Promotional Materials, Hebron Public Library less \$100.00 for keychains and bracelets, Lake Region Public Library less \$100.00 CSLP Program Materials, Valley City Barnes County Library less \$123.00 for the maximum amount of \$1,500.00, Velva Public & School Library less \$200 for prizes, and Williston Community Library for the requested amount. Motion carried by unanimous voice vote.
- Dirks moved, seconded by Soma, to approve the grant applications for: Adams County Library, Bowman Regional Public Library, Carrington City Library, Casselton Public Library, Cavalier Public Library, Edna Ralston Public Library, Ellendale Public Library, Grand Forks Public Library, Griggs County Public Library, Harvey Public Library, James River Valley Library System, Kindred Public Library, Lakota City Library, Leach

Public Library, Maddock Community Library, McVile Community Library, Minot Public Library, Mohall Public Library, New Town Public Library, Ward County Public Library, and West Fargo Public Library.

Old and New Business:

Soucie asked for volunteers to work on:

- Rebuilding the grant rubric committee: Soma and Galeazzo volunteered to work with Soucie.
- Grant writing library guide committee: Dirks, Dockter, and Oltz volunteered to work on this.
- Grant Guidelines template committee: Dirks, Dockter, and Oltz to work on this. The committee must include a better question per “What is your Library Vision goal” to explain what is asked for.
- Sharp mentioned the grant application has a lot of redundancy in filling it out. Soucie will work creating an application template for simplifying the process.
- Clairmont will work on a financial report template for the Council.

NDSL will do reports to the Council on the outcome of the awarded grants and money spent. Timeline to be established. Committees will provide the new templates to NDLC for their review at the next meeting in June.

Grants to do for the next round:

1. Marketing Grant
 - a. Do schools need marketing? was asked. Yes, because they work with the goals of their districts, keeping librarians vital in school libraries.
 - b. Marketing through advocacy, “Increasing the value of libraries”, a marketing plan is one component of this. Articulating this is absolutely key, information sent out for the application will need to be robust for well thought out grant applications. The Council sees two grants here. Advocacy part benefit from a partnership between libraries.
2. EDI Grant
 - a. Will have an EDI Goal. What types of libraries would qualify for this grant? This grant would be easier as a collection development grant by getting these types of materials to the libraries collections as a place to start.
 - b. Future EDI grant applicants must take training prior to applying for the grant. They would explain what EDI training they have done as part of the application. They would have to have a library program, etc. before their final reimbursement is made.
 - c. Must be promotional at their level. Must have more accountability, using in the best way possible. Do articles or a bibliography of titles purchased.
3. Digitization Grant – Fall grant

Meeting Adjourned: 11:00 AM