

**North Dakota Library Coordinating Council (NDLCC)
Special Meeting via ZOOM May 8, 2020**

Call to order: Vice Chair Sharp called the meeting to order at 2:05 PM.

Council Members Present: Mary Soucie, Susie Sharp, Stephanie Galaesso, Tim Dirks, Joseph Camisa, Jason Matthews, and Traci Lund

Council Members Not Present: Angie Nagle, Sally Dockter, and Tammy Oltz

Others Present: Cheryl Pollert, North Dakota State Library Recorder; Cynthia Clairmont Schmidt, Assistant State Librarian; guest Patricia Czarnik, McVille Community Library Director; and guest Ignacio Mendez, Lake Region Public Library Director from Devils Lake, ND.

Review of Office Elections: Vice Chair Sharp was asked about the timeline for new officers in taking over their positions. Soucie looked up the timeline in the NDLCC Bylaws where it stated that new officers would take over at the first meeting of the next fiscal year or July 1.

Grant Guidelines:

- These grants will be open from June 1, 2020 – June 30, 2020.
- These grants will be a true grant with the money paid up front and the library required to do quarterly reports plus a final report.
- Expenses are allowed from April 1, 2020 through June 30, 2020.
- Council Members want added to the Guidelines that libraries cannot be refunded expenses from other state or county agencies plus this grant, or “double dipping”.
- Links to the CDC and other places for lists of equipment, cleaning supplies suggested for use, etc.

Matthews moved to accept the grant guidelines as amended, seconded by Lund. Vice Chair Sharp called for discussion with none occurring. Motion carried by unanimous voice vote.

Announcements:

The State Library was not approved for the additional CARES ACT funding so this grant total funding will remain at the available \$80,000.

Guest Mendez asked what methods libraries were using for opening up libraries. Council members said that most are using CDC guidance for closure/opening procedures. The State Library offers Library Guides that are helpful. He has not received the Library Community Online Meeting login information via ZOOM. Soucie said that she would send him the link as well as any other list serves available. Dirks mentioned how his library is doing curbside pickup that is contact free, and sequesters items in decontamination tubs for 72 hours. All of his staff are required to wear masks. He does not have a reopen date for his libraries in Fargo at this time. He is ordering signage for when they do open and is figuring out the social distancing aspects for reopening. Soucie explained that the State Library will have one chair per table in the Reading Room, closed basement stacks, signage, one computer available by appointment only and one computer for 15 minute usage when reopened. The State Library has no reopening date at this time. Sharp's library has not been very busy with everyone staying home. Only one group of kids wanted to use the library that she had to turn away. At this time, she does not have available the computers, board games, etc., in her library. She is delivering books when requested or items can be picked up at the door.

Meeting Adjourned: 2:35 PM