

**North Dakota Library Coordinating Council (NDLCC)  
Regular Quarterly Meeting November 9, 2017  
at the North Dakota State Library, Bismarck, ND**

**Call to order:** Chair Banister called the meeting to order at 8:42 AM.

**Council Members Present:** Ted Smith, Mary J. Soucie, Vice Chair Michele Seil, Tim Dirks, Susie Sharp, Carmen Redding, Jason Matthews, Chair Stephen Banister, Stephanie Kom

**Council Members Not Present:** David Gray

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

**Welcome:** The meeting was called to order by Chair Banister with Council members.

**Review of Agenda:** There were no additions or corrections to the agenda.

**Approval of the August 10-11, 2017 Meeting Minutes:** There was a question regarding page 2 about funding and if that had been answered. Yes, the question had been covered but further information will be followed up on the subject. Dirks moved, seconded by Smith, that the minutes be adopted as presented. Motion carried by unanimous voice vote.

**State Library Report:** Soucie submitted a written report in the information packet sent to Council members. Some of the questions were asked leading to the following discussions: There were no questions regarding the report.

**Old or New Business:**

- a. LV2020 grant awards
  1. The Council felt the rubric should still be used but needs to be updated. It should show how well a grant application was written using: poor, fair, and excellent. The Council felt there should be a rubric created that falls somewhere between the previous one and current one.
  2. The Collection Development grants application / guidelines should say somewhere that if your library previously received a collection development grant, that you will only be considered for the current grant after those libraries that have never received a grant have been considered first.

3. The Council agreed that they would like to receive pdf copies of the grant applications rather than accessing them in Counting Opinions for the award process.
  4. Council discussed each of the Makerspace grant applications received. Council member Seil recused herself during her application discussion. Council reviewed both of her grants at one time.
  5. Collection Development grants were individually discussed with the Council making recommendations on each.
  6. Sharp moved, seconded by Dirks to approve funding to the Carrington Schools Makerspace and Collection Development grant applications as previously discussed. While Seil abstained from voting, the motion carried by unanimous voice vote.
  7. Seil moved, seconded by Dirks to approve, as previously recommended, all other Makerspace grant applications. Motion carried by unanimous voice vote.
  8. Dirks moved, seconded by Reitan, to approve as previously recommended all other Collection Development grant applications. Motion carried by unanimous voice vote. Council member Matthews was not present for voting as he had to leave the meeting before the voting occurred.
- b. Future Grant Ideas:
1. Do a ND Collection Development grant for \$1,000.00 for fiction and non-fiction, no priority. Application should be one page, 10% match, and should list titles purchasing.
  2. Makerspace, keep open and not defined, could focus on teens, underprivileged teens, relationship building.
  3. WorldCat Grants.
  4. Partnership Grant, specific amount for grant, they must describe what they will do with it, what the outcomes would be, possible suggestions are: library's adult and children's reading areas.
  5. Capacity building grants, Dirks and Soucie will work on this grant to develop its categories and guidelines.
  6. These grants would be released in March / April with awarding the 1<sup>st</sup> of July.

**Next meeting date and time:** The next meeting will be a ZOOM meeting on Thursday March 15, 2018. The meeting will begin at 10:00 AM that day until approximately 4:00 PM. The ZOOM login information will be sent to the Council prior to this meeting. Council members decided there will not be any winter site visits.

**Meeting Adjourned:** The meeting was adjourned at 1:30 PM.