

ND Coordinating Council meeting
May 3 & 4, 2001
Project Room, Heritage Center
Bismarck, ND

Thursday, May 3, 2001

Council members in attendance: Mary Bianco, Michelle "Mickey" Butz, Phyllis Bratton, Tom Bremer, Celeste Ertelt, Sally Dockter, Jerry Kaup, Dennis Page, and Rita Traynor.

Council members absent: Joe Linnertz.

Others in attendance: Cindy Larson, Assistant State Librarian; Doris Ott, Assistant State Librarian; Tom Jones, Bismarck Public Library; Marilyn Johnson, Legislative Council Library; and Sheryl Haldorson, recorder.

Meeting called to order by Chair Dennis Page at 1:10 p.m.

Dennis Page asked if there were any suggestions for changes in the agenda. Page mentioned he would like to move the election of officers to Thursday. Mary Bianco stated that she was resigning from the Council because she was going back to school. The new citizen member was also mentioned. Cindy Larson also mentioned that the terms of both Tom Bremer and Rita Traynor will expire. The question was asked if they can be reappointed. Dennis Page reassigned the election of officers to 4:00 on Thursday, May 3. Page also added that there will be a conference call with Tony Stukel from ODIN around 3:30.

A few questions were asked about the Legislative session including the funding of the ITD bill and also the bill for a study on library services. Rita Traynor asked if anybody writes a report that is presented to the entire house and senate, not just the committees. It was mentioned that Legislators do receive the Flickertale and a special issue could be sent to them.

Minutes of the November 2 & 3, 2000, meeting were looked at. It was mentioned that the minutes from the October 28 & 29, 1999, meeting were included because they had not yet been approved. Page replied that the October 1999 minutes needed to be approved before the November 2000 minutes. Motion for approval of the October 28 & 29, 1999, minutes made by Tom Bremer and 2nd by Phyllis Bratton. Motion approved unanimously. Jerry Kaup made a motion for the approval of the November 2 & 3, 2000, minutes and 2nd by Tom Bremer. Motion approved unanimously.

Chair's Report: Page felt the Legislative session would have a positive impact on libraries in the future. He said Tony Stukel would give more information on both the ITD bill and also the Higher Education bill. A few questions were asked about the ITD bill including the fee of \$2,500 for internet connection, what type of service would the libraries be getting, and also are the public libraries mandated to do this.

State Librarian's Report: Joe Linnertz was unable to attend the meeting; however, he did have a handout with a summary on the Legislature and a few comments on Library Vision 2004. Rita Traynor asked if the study of library services in ND had passed. Larson reported that it did pass and it is up to Legislative Council to follow up on it. Discussion continued on the session. Dennis Page felt that ITD would make a difference in the exposure that libraries will have. Rita Traynor thought this may also help Council see how many libraries are left for LV2004. Page then asked if the State Library wanted to explain the chart and survey it had done.

Doris Ott began explaining the chart and survey. Ott also explained the smaller handout of the survey, and stated that the State Library could put together other combinations if Council was interested. Bianco commented that the survey does show there are still a lot of unique collections that would be valuable to the statewide database out there. Bremer mentioned that just because the library said their collection is unique, doesn't mean it is. Bratton also questioned what kinds of books the library has and also if libraries would be willing to loan. Bianco also questioned if some of the libraries would be able to afford postage. Ott thought Council should look at the guidelines before contacting libraries. Celeste Ertelt asked if Council was going to target libraries. Ott replied that the State Library did the survey to see if there are still libraries worth adding out there. Bremer felt that Council could invite libraries with special collections to apply for a grant. Ertelt asked if a library is invited to apply for a grant, does that mean they are going to get one? Ott stated that the Legislature was sold on the idea of having smaller libraries join. It was mentioned that there also needs to be some local support. Jerry Kaup stated that only libraries that responded were on the survey and asked how it was sent. Ott replied that an e-mail was sent, State Library staff called individual libraries, a letter was sent in the mail, and calling was still being done. Ott thought that a lot of libraries that were already on the statewide database didn't respond. More discussion continued on the results of the survey and also on the priorities of the Council. Page mentioned that Tony Stukel would be calling and this area would be addressed more on Friday morning.

Rita Traynor asked about the term limits. Larson replied that the terms for both Tom Bremer and Rita Traynor have expired. Traynor asked if Council members should recommend people for the next term. Page felt recommendations should be sent to the Governor's Office. Larson thought this should be done by July 1. Traynor asked since she's from the east, should the other citizen at large member be from the west? Page stated that the Governor will make that decision, but he may take that into consideration. A copy of the Century Code and also the by-laws was handed out. Traynor felt the terms of the citizen members should overlap. Bratton asked who the Vice-Chair is. Page replied that it was LaDean Moen, so Council currently doesn't have one. By-laws were reviewed, discussed, and corrected. Mary Bianco asked about the State Librarian position. Bremer asked if Council could be brought up to date. Larson replied she would do this at the end of the meeting. A question was asked about where to send the recommendations to. Mary Bianco made a motion that the recommendations for the Council members be sent to the State Library or Council Chair and 2nd by Rita Traynor. Motion unanimously passed.

Tony Stukel called. Items discussed included the Higher Education bill and IVN, the ITD bill, how would the databases on LaND be funded, site search, the future of LaND, and the cataloging of e-books. Tom Bremer made a motion that Council purchase the disk for every library to have the holdings of e-books online and 2nd by Celeste Ertelt. Kaup asked if the cost was \$100 per

library. Bremer replied that there may be a cost rise. Stuckel stated there are about 44 ODIN libraries, 12 Winnebago, and 10 with Infolynx. Page replied that Council would only pay for those who wanted to join. Sally Dockter questioned if this was a one time charge. Motion unanimously passed. Discussion continued on this including if this was actually a disk, cartridge, or if it is something that could be done on the Internet.

Page opened the floor for nominations of officers for both the Chair and Vice Chair. Page stated that he would not serve another term as the Chair. Phyllis Bratton nominated Tom Bremer for Chair of the Coordinating Council and 2nd by Mary Bianco. Bremer replied this was assuming he got reappointed for another term. Jerry Kaup made a motion that nominations cease and Council pass an unanimous ballot for Tom Bremer to be Chair. Motion was 2nd by Celeste Ertelt. Motion approved unanimously. Page called for a vote with Tom Bremer as Chair of Council and the vote unanimously passed. Page then asked for nominations for Vice Chair of Coordinating Council. Rita Traynor nominated Jerry Kaup and Bremer 2nd the nomination. Phyllis Bratton made a motion that nominations cease and Council pass an unanimous ballot for Jerry Kaup to be Vice Chair. Motion was 2nd by Celeste Ertelt. Motion approved unanimously. Page called for a vote with Jerry Kaup as Vice Chair of Coordinating Council and the vote unanimously passed.

Bremer asked about the State Librarian position and Larson gave an update.

Meeting adjourned at 5:00 p.m.

Friday, May 4, 2001

Council members in attendance: Mary Bianco, Michelle "Mickey" Butz, Phyllis Bratton, Tom Bremer, Celeste Ertelt, Sally Dockter, Jerry Kaup, Joe Linnertz, Dennis Page, and Rita Traynor

Others in attendance: Cindy Larson, Assistant State Librarian; Doris Ott, Assistant State Librarian; and Sheryl Haldorson, recorder.

Meeting called to order by Chair Dennis Page at 8:30

Discussion began on the prioritizing of grant criteria. Mickey Butz asked why should school libraries apply for grants from Council after talking with Tony yesterday. Ott replied that access only covers full-text and libraries would be unable to access their own collections. Butz replied this is a question that she gets asked and was wondering how to explain it. Ertelt also mentioned that superintendents have a different perspective, they are thinking of it budget wise. Comments were made that libraries need to market themselves and can't be afraid of new technology. Ott mentioned that when the State Library does training, they have training for students, teachers, and also any community members interested. Traynor stated that communities take their libraries for granted and was wondering what happens when a school closes. Linnertz reported that most of the time, the school is left in tact until the school has an auction.

Page asked how much money Council would have to work with. Larson reported that there will be \$250,000 in state funds available July 1, 2001-June 30, 2003. Larson also stated that there will be \$100,000 in federal funds for FY 2001 and \$100,000 for FY 2002. Kaup asked if other groups go together as a cooperative to purchase databases. Bratton mentioned that there are two groups in ND that bought a nursing index. Kaup stated that there are gaps in the databases and would like to see more specific ones purchased. Bratton mentioned that she would like to see more scholarships offered. She felt it made sense to train people that are already here and have some roots in ND. Discussion continued on the scholarships that Council has made available.

Page asked about the guidelines for the next round of grants. Larson replied that they needed to get started soon because the time lines have been tight the last few years. Bremer asked if the Council was going to target certain libraries this grant round. Traynor asked who oversees the grants and their progress. Larson replied State Library staff. Page asked for an update on Gates. Larson stated that ND is in round 3 and the Gates Foundation had their own criteria and will not release that information. Libraries should be getting the computers or money for the computers in the summer of 2002.

Discussion continued on some of the things Council would like to do. One item mentioned was the continuation of existing grants including developing a statewide database, establishing statewide access, establish networking to all libraries, and statewide training of staff. Another area mentioned was different features of LaND including the software (OCLC site search), hardware, administrative costs (ODIN), and any enhancements. Council also discussed the possibility of purchasing PSA's from ALA to promote libraries throughout the state. Another area Council discussed included the Minitex/OCLC catalog with records for net library. Council

also discussed training grants including training for staff throughout the state and also the MLS scholarships.

Council began discussion on developing a comprehensive statewide database. The first priority was to adding bibliographic records. The second priority was digital records including e-books. The third priority was other statewide databases including electronic library, facts on file, encyclopedias, and also books in print. Discussion began on what would be the best way to advertise the grant money that would be available. Other areas of concern were who would get the letter, what information the letter would include, and would Council target any libraries. Bianco asked about the education grants. Larson replied that the applicants are reimbursed for money spent on college courses. Mary Bianco made a motion to reserve \$20,000 from the 2002 LSTA funds to be used for the ALA/MLS grants. The motion was 2nd by Sally Dockter. The question was asked if Council should have any members on the advisory committee. Celeste Ertelt volunteered to be on the advisory committee. Rita Traynor was the other Council member selected to be on the committee. Motion was unanimously passed.

Discussion then returned to the letter to be sent out about the available grants. One area of concern was that schools would be getting out soon and also how much time would libraries need to prepare the application. Jerry Kaup made a motion for a letter to be sent out in May with the first deadline being September 30, 2001. These grants would then be awarded in November 2001. A second letter would be sent in September 2001 with a deadline of December 31, 2001. These grants would be awarded in February 2002. The first letter would include the deadline for both grant rounds. Motion was 2nd by Tom Bremer. Motion unanimously passed.

Larson also added that the State Library had until December 2001 to submit an evaluation of how LSTA money has been used and would like Council's input. A meeting was set for June 11 & 12 in Jamestown. Ott also stated the the State Library would not be able to hold the ILL group meeting by June 30 as requested in the last Coordinating Council meeting. Bremer mentioned that there are too many unanswered questions about LaND. Kaup felt that a group of ILL staff should address there concerns and needs. Larson asked if this could be done at NDLA. Kaup felt it could and then those concerns could be brought to the attention of Council.

Tentative dates of Novmeber 1 & 2, 2001, in Bismarck were set for the next Council meeting.

Meeting adjourned at 12:15 p.m.