

ND Coordinating Council meeting  
January 14 & 15, 2002  
Level 1, Westminster Hall  
Jamestown, ND

Monday, January 14, 2002

Council members in attendance: Qunicee Baker, Phyllis Bratton, Tom Bremer, Jerry Kaup, Ilene Larson, LaDean Moen, Doris Ott, Dennis Page, Lila Pedersen, and Rita Traynor.

Council members absent: Mickey Butz

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

Meeting called to order by Chair Tom Bremer.

The meeting started with introductions of Council members. Bremer then went over the agenda. Since there were no presentations by grant applicants scheduled, it was decided that Council would begin grant review that afternoon. Minutes of the November 1 & 2, 2001, meeting were reviewed. Jerry Kaup made a motion for the approval of the November 1 & 2 minutes. Motion 2<sup>nd</sup> by LaDean Moen. Motion was approved unanimously.

Chair's Report: Bremer began by saying Council would be discussing the 4 issues that Tony Stukel from ODIN had sent in an e-mail. These were sitesearch, electric library, not adding libraries to ODIN during migration to new software, and also ebooks. Bremer also mentioned that Council did not have to be concerned about the ODIN grants this round because libraries in this round would be added to ODIN.

Bremer also stated that he found Erik Sakariassen's 1996 testimony informative and would be helpful for the update of Library Vision 2004 that Council would be doing. Moen commented that Council was suppose to make itself available to the public, and felt that Council had not done that. Bremer stated that was why Council was beginning to hold meetings statewide. Moen also asked if Council would like their meeting scheduled for a specific time during NDLA in October. She thought this may also help and wanted feedback from Council members.

Traynor mentioned that in Sakariassen's testimony, the Council was to include twenty members. Ott replied that the legislature thought that was too many people. Moen felt that there was not enough representation for small public libraries. Page stated that it is hard to find replacements for libraries, and it is not just a matter of money. Ott stated that the school libraries also have the same problem.

Page stated the he felt something needed to be done to inform the public of the difference involving LaND, sitesearch, and the other databases that are available. Page felt that there are a lot of databases with unique characteristics, but the databases aren't promoted as well as they could be. Ott stated that the State Library does send out press releases and also has articles in the Flickertale on the databases included with LaND. Ott also stated that the State Library has

several brochures available including one about the costs of the databases. Traynor asked if this could be sent to Council members. Ilene Larson felt that a glossary of terms would be useful. Page also mentioned that there is a committee from the Fargo & Grand Forks public libraries that are looking at PSA's. Page stated that these would feature things that are unique to that area, but felt Minot and Bismarck could work with these. Bremer also mentioned that the media is owned by the same people throughout the state. Ott stated that the State Library has an employee who previously worked in the media and now does public relations for the agency as part of her job.

State Librarian Report: Ott reported that the libraries that were awarded grants in November had all been visited and the State Library will begin cataloging their collections in February.

Ott mentioned there were a few items that she would like Council to address during this meeting. One of these was to establish guidelines for the MLS scholarships. She stated that it could take longer than two years for some to finish their degree and had a few concerns if the money is awarded upfront. These included what happens if they don't finish the program or don't stay in North Dakota for 2 years or meet the required grade point average. Another issue was guidelines for the next grant round.

Ott stated the State Library has a 5 year LSTA evaluation due in April. She thought that the Council could incorporate the rewrite of LV 2004 with this, but mentioned that this would involve a short timeline. She plans to have a statewide focus group in February and follow up with local ones. She also stated that a long range plan for LSTA was due in July and that the process for its development could be done in combination with the rewrite of LV2004.

Another item mentioned was a need to update the interlibrary loan manual. Ott stated that the North Central Library Authority needed to be added. Ott thought that an interlibrary loan meeting or conference could be held in the summer. Bremer felt that June would be a good time for this meeting. Ott stated that the lenders will be key players at this meeting. Moen mentioned that TNT is held in June.

Page asked about the years for the LSTA evaluation. Larson replied that the evaluation was for the years 1998-2002 and the long range plan was for the years 2003-2007. Ott stated that they used LV2004 for the last one. Page felt it worked well to coordinate the two last time. Ott stated that it allows them to focus in on one goal.

Bremer began to address some long range planning issues. Bremer stated that Ott brought up a lot of issues that Council would address at this meeting. He also mentioned that the next meeting was scheduled for February 21 & 22. Ott stated that Gates training is scheduled and maybe the meeting needed to be rescheduled for February 19 & 20. Bremer asked Moen about the NDLA executive board meeting. Moen didn't think this would conflict with it. Lila Pedersen asked where the location for the training was. Larson replied it was in Minot, Bismarck, Grand Forks, and Fargo. It was mentioned that the purpose of the February meeting was to decide how Council wanted to handle the upcoming forums. Discussion continued on when and where the forums should be held. Council decided to have a luncheon kicking off the forums and have a \$.15 per mile reimbursement for the February forum. It was decided that a statewide forum will be held Bismarck on February 15, 2002. The State Library will look into hiring a facilitator

for this meeting and Council could build on that for the other forums. Council would meet in Carrington on March 7 and discuss how to handle the remaining 2 forums. Council could also use this to look at what other states have done. The other forums would be held in Minot on Friday, April 26 and in Valley City on Friday, May 3. The forums will begin with a luncheon from 12:00-1:00 and discussion would follow from 1:00-4:00. Council decided to meet again in Jamestown on May 6 & 7 to continue long range planning. Moen asked if Council was expected to be at all of the forums. Bremer felt it would be best if Council could be at all of them, but did realize that may not be possible.

Grant review and discussion began. Bremer stated that about \$225,000 was requested and Council had \$192,000 to spend. Bremer also mentioned that Council had decided to stay consistent between this grant round and the November round. Moen asked if Bremer could review these. Council had decided to stay consistent regarding pricing between the grant rounds. Equipment would be looked at carefully and determine if it is necessary to accomplish the work of the grant. Prices were set for computers at \$1400, scanners at \$300, network printers at \$1600, and small printers at \$500.

Bremer asked for an update on the Fargo Public Library and Gates. Larson replied that Fargo Public should be getting the Gates Computer Lab and Charles Pace had contacted her and would like the difference in funding.

Discussion and review of the grant applications took place.

Council adjourned and agreed to begin at 8:30 on Tuesday morning.

Tuesday, January 15, 2002

Council members in attendance: Quincee Baker, Phyllis Bratton, Tom Bremer, Jerry Kaup, Ilene Larson, LaDean Moen, Doris Ott, Dennis Page, Lila Pedersen, and Rita Traynor.

Council members absent: Mickey Butz

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

Meeting called to order by Chair Tom Bremer.

Council continued with grant review. Council voted on how to proceed with the grants. Members decided not to pursue applications from Margaret Fraase Public Library, North Shore Public High School, and Plaza Public School.

Bremer reminded Council they had about \$192,541 to spend and began to adjust the remaining grants.

Edison Elementary School: Dennis Page made a motion to not fund this grant. Motion 2<sup>nd</sup> by LaDean Moen. Discussion followed. Motion was unanimously passed.

Hope/Page Public School: Page made a motion to fund the grant at \$23,130. Motion 2<sup>nd</sup> by Traynor. Motion was unanimously passed.

Midway Public School: Moen made a motion to fund the grant as proposed. Motion 2<sup>nd</sup> by Pedersen. Page made a friendly amendment to the motion to fund the grant at the adjusted amount of \$9115. Bremer asked Moen if she would accept this and Moen responded yes. Motion 2<sup>nd</sup> by Ilene Larson. Motion was unanimously passed.

Minot Catholic Schools: Traynor made a motion to fund the two schools at \$21,140 and 2<sup>nd</sup> by Page. Motion was unanimously passed. St. Leo's was awarded \$9745 and Little Flower was awarded \$11,395

Sawyer Public School: Page made a motion to fund the grant at \$12,670 and 2<sup>nd</sup> by Ilene Larson. Motion was unanimously passed.

Fargo Public Library: Kaup made a motion to fund the grant at \$17,362 and 2<sup>nd</sup> by Page. Motion was unanimously passed.

Bremer reported that the total amount awarded was \$83,417. Bratton asked if any of the tribal libraries had applied for grants. Page replied that none of the tribal libraries had applied since Library Vision 2004. Larson stated that some of the libraries had inquired about the grants and received relevant information, but none had applied.

Discussion began on the scholarship program. Ott stated that there are currently no places in North Dakota offering an MLS degree. A few questions were asked on the Emporia program.

Ott stated that there were not enough students signed up for the program in Bismarck right now and the deadline is March 1, 2002. Council addressed some of the questions asked by Ott in the State Librarian's report on Monday. One suggestion was having students take out a loan and once they finished award them the \$5000.

One suggestion was giving a lesser grant award of \$1000 as an incentive to begin an MLS program of study. Page mentioned that there could also be different stipulations associated with the lesser scholarship. Council recommended funding \$5000 scholarships to applicants who were North Dakota citizens at the end of his/her out of state schooling. The applicant would be required to pay for the education and receive a lump sum of \$5000 when he/she graduated with an MLS. The applicant would have to agree to come back and work at a North Dakota library for 2 years.

Council also recommended offering up to \$1000 (or cost of coursework, including books) for ND applicants to start a MLS program. The applicant would have to agree to work at a North Dakota library for 1 year. The applicant could apply for grants totaling \$5000.

Moen made a motion to support the MLS provisions for the \$5000 and \$1000 scholarships as stated above for a total of \$20,000 this biennium. Kaup 2<sup>nd</sup> the motion. Motion was unanimously passed. The State Library will administer the program and decide the mix of grants.

Baker questioned if this would apply to the classes that Valley City State University offers or the certification required for school librarians. Ott replied that this had been just for MLS degrees in the past. Discussion continued on whether or not to include a scholarship for training other than just out-of-state MLS degrees. No decision was reached.

Bremer stated that the expense for the sitesearch licensing fee would be \$7500 for FY2002 and \$6600 for FY2003. Discussion continued on sitesearch and if it would be useful to fund. Bremer stated that it is one of the main priorities in LV2004. Kaup stated he felt it would be useful through the next legislative session. Kaup made a motion to fund the sitesearch licensing fee as budgeted for \$7500 in FY2002 and \$6600 in FY2003 with LV2004 funds. Motion 2<sup>nd</sup> by Page and motion was unanimously passed. It was stated that this left Council with about \$80,000.

Council continued discussion on possible projects to fund. A question was raised on the timeline for the ITD connections. Ott stated that there was a meeting scheduled for January 31, 2002, at the State Library for filtering issues associated with joining the state network. Kaup mentioned that Council had done a round of access grants about 4 years ago. Ott stated that Council could also look at funding some training. Bremer mentioned that Council could look at buying a digital archive for the state. Ott stated that Council has until July 2003 to spend this money.

Meeting adjourned at 12:25 pm.

**LV2004/LSTA GRANTS  
2003  
AWARDED 1/15/02**

<b>LIBRARY</b>	<b>REQUESTED</b>	<b>FUNDED</b>
Margaret Fraase Public Library (Buffalo, ND)	\$13,313	Not Funded
Edison Elementary School (Minot, ND)	\$30,007	Not Funded
Fargo Public Library Computer Training Center	\$35,362	\$17,362
Hope Page Cooperative School Districts	\$29,141	\$23,130 includes State Library cataloging cost
Midway Public School (Inkster, ND)	\$8125	\$9115 includes State Library cataloging cost
Minot Catholic Schools (Bishop Ryan was funded in the November round)	\$32,130	St. Leo's - \$9745 Little Flower - \$11,395 Total - \$21,140
North Shore Public High School	\$6852	Not Funded
Plaza Public School	\$29,107	Not Funded
Sawyer Public School	\$17,970	\$12,670
<b>Total:</b>	\$202,007	\$83,417