

ND Library Coordinating Council Meeting
February 26, 2003
Meeting Room B, Heritage Center
Bismarck, ND

Wednesday, February 26, 2003

Council members in attendance: Tom Bremer, Phyllis Kuno, Ilene Larson, Doris Ott, Dennis Page, Lila Pedersen, Kaaren Pupino, Iris Swedlund, and Cheryl Tollefson.

Council members absent: Quincee Baker and Rita Traynor.

Others in attendance: Cindy Larson, Assistant State Librarian, and Lorretta Graumann, State Library recorder.

Meeting was called to order by Chair, Tom Bremer.

Council reviewed the agenda for the meeting. Council also reviewed the minutes from the January 13 & 14, 2003 meeting. Pupino stated her first name was incorrectly spelled in the first paragraph of the minutes. A motion was made by Swedlund that the spelling error be corrected. Tollefson 2nd said motion.

Chair's Report:

Bremer discussed sitesearch – North Dakota is currently using OCLC to implement Z39.50, which allows seamless access between different catalogs. This is a top priority of LV 2004 and LV 2010. OCLC will no longer support sitesearch – it is not marketing it as a separate product. North Dakota will continue to use sitesearch until the migration to the new ODIN software is completed. C. Larson stated it costs over five hundred dollars per month, and the Coordinating Council has designated Library Vision money to pay for it.

Pupino stated January's minutes mentioned a letter would be done by the State Library to legislators on behalf of the Council, which would request new money for online resources and additional state aid to public libraries be earmarked rather than the reallocation of existing funds. Bremer reported that this letter was done, and was signed by the State Librarian, the chair of NDLA, and the chair of the ND Library Coordinating Council, and delivered to Senator Holmberg.

LV 2010:

Bremer stated at the last meeting in January, the Council looked over the Introduction and drafted some additional portions. Council took a look at the mock-up of the LV 2010 document and discussed additional changes to it. (See Attachment A.)

There was discussion on using LCC for the North Dakota Library Coordinating Council. Members felt LCC did not distinguish it as “North Dakota,” and it was decided by the members to use NDLC. This change will be made in the LV 2010 Introduction.

There was also discussion regarding whether LV 2010 was actually adopted and when as noted on the LV 2010 cover. Bremer checked the November minutes and found it was stated that LV 2010 was “accepted and adopted” on November 15, 2002. So the cover would officially state “Adopted November 15, 2002.”

Further discussion and changes followed regarding LV 2010 as noted on Attachment A.

Council officially gave permission to the State Library to use its own discretion regarding what size and type of font would look best when listing the “Priority, Objectives, and Recommendations” sections.

Bremer asked if LV 2010 would go on the website and Ott stated that after it is published, it will go on the website. Council continued to work on the layout and final wording of the Introduction to LV 2010. When these changes are made, LV 2010 is ready to be printed, distributed, and put on the website.

State Librarian’s Report:

Ott reported that the State Library would staff several booths in the spring – Solheim Elementary in Bismarck, the Home Schooler’s Association, and North Dakota Family Based Services in Fargo.

There will be a one-day Library Board/Trustee Workshop in Bismarck on March 10, and in Fargo on March 11. People need to register (it’s for anyone on any kind of board or for people you would like to see on a board). The speaker will be Pat Wagner from Colorado. Topics to be covered include: the duties and procedures of boards; how not to micro-manage; solving problems boards are faced with; and the role of a board member.

Ott also reported efforts are being made to reestablish the Center for the Book. There has not been an active board for a few years. The newly established board will have its first meeting on May 2, 2003. Sue Schneider of Bismarck will be the chair. The members are all laypeople that were interviewed and appointed through a conference call.

On May 30 there will be a “face-to-face” meeting in Minot for the purpose of updating the ILL manual for the state.

On June 11 there will be a State Library Author Day and Open House. The State Library will be partnering with the Interpretative Center in Washburn. Programming will include: North Dakota authors for book signing (the State Library has lined up John Thompson as one of the authors), some interpretive events, and a children’s activity. It will be held

outside but if it rains, it will be moved inside. There will also be a food booth and music provided by a group that includes one of the State Library's own employees. The purpose of this event is to get people to come visit the State Library.

The State Library will be offering training in on-line resources such as Gale Group, ProQuest, E-books, and the Electric Library in four different locations: Minot 6/23-25, Jamestown 7/14-16, Devils Lake 7/21-23, and Dickinson 7/28-30. Graduate credit will be offered for the 15-hour sessions through NDSU, Minot State, and UND. This training will be hands on training.

A Gates grant has been applied for. This includes training funds for 14 training sessions around the state for citizens through public libraries. Also targeted are librarians whose libraries have joined the statewide catalog.

Interlibrary loan requests have increased. There were expectations that there would be a decline with Gale Group and ProQuest online resources available, but requests have actually increased.

On February 27, 2003, there will be a hearing on the State Library's budget on the House side at 9:00 a.m. in the Roughrider room. The State Library budget has passed the Senate side with 95% of the base budget intact (this is 5% less than the current budget); no extra for Gale or State aid, and no new dollars.

The North Dakota State Library is in the process of updating the State Library Long Range Plan and designing the layout.

An informative letter (in January) and a letter of intent (in February), have been sent to school and public libraries about Gale and ProQuest. Prices for 2003/2004 are \$1.10/student for high schools, and \$.11/per capita for public libraries.

A computer and software have been purchased as part of the North Dakota State Library LSTA grant that can search state agency's web pages for PDF files that can retrieve on-line state documents.

The program, Letters for Literature, is in process and the awards will be given at the Heritage Center on April 11, 2003.

The National Library Service (NLS) Western Conference will be held in May 2003 in Bismarck. The State Library is hosting it and expects about 35 participants.

Grants update – Projects for which the State Library is providing cataloging will be finished by fall.

The First Lady of ND has agreed to do a number of public service announcements. The script will be from “@ Your Library” – about 15 to 30 seconds in length. These will be aired on radio and TV. NDSL will be partnering with the University of Mary to produce them.

Ott reported that Wilbur Stolt conducted a survey regarding ProQuest to determine if librarians wanted North Dakota to continue to subscribe. There was discussion on how total usage statistics are obtained – not included are people calling from their homes.

Legislative Activities:

Pupino reported that NDLA will have a booth in the Capitol on Friday, February 28. This will be a “show and tell” booth. Come and see.

There was discussion on HB 1024 – county mill levy consolidation. County mill levy money that is currently a separate line item now would go into the general fund. The concern is that taxes could be raised without a vote, and that county commissioners could reduce county library funds. Pupino stated she will be testifying on behalf of NDLA on March 12. Senator Seymour is going to introduce an amendment exempting libraries from this bill.

Pupino asked if everyone received information about LSTA. She encouraged everyone to contact his or her congressmen. All members said they have received this information.

Pupino also stated on behalf of the ALA, all state libraries should write to the First Lady, Laura Bush, to thank her for her support (and also the President’s support) of libraries.

Ott reported new information regarding Microsoft courses on the web page. She discovered at ALA Midwinter that Gates, OCLC, and Colorado State Library are opening a portal in May with a grant that covers three years. Ott stated we should get more information on this service before we pay for online classes. She stated we could move money from the online classes into the MLS scholarship - \$5,000.00, and that we have enough students to utilize the funds. Bremer requested a motion. Page made a motion that since OCLC, Colorado State Library and Gates are providing online training, which is available to the citizens of North Dakota, that the \$5,000 should be made available for the masters program. The motion was 2nd by I. Larson. The motion was approved unanimously.

Grant Guidelines:

Bremer requested members start looking at the forms that were distributed. Ott stated the guidelines are an initial draft. Guidelines from several other states were looked at. Bremer suggested web sites for LV 2010 be put in the "Background."

There was discussion about the "Instructions" portion that stated people were asked to contact the State Librarian. It was the consensus that the State Librarian does not need to be contacted prior to applying. Changes were made to the draft forms. (See Attachment B.)

Timeline – It will be known after the legislative session if LV 2010 money is available for grants, so May 1 will be the date to send out grant announcements (while school is still in session).

Other grant categories – innovative projects such as web TV.

Timelines:

May 1st – mail grant announcements.

October 1st – deadline to receive grant requests (the Council could meet in November).

All money should be spent by June 1, 2005.

Might do another announcement January 1 if money is available.

If so, announcements by April 2004.

Council meets in May 2004.

Project begins June 2004, to last one year.

There was some discussion on scoring the grants with the concern - is the writer scored or the content of the grant itself.

Discussion followed on when to have the next meeting. Ott informed the Council members that at this time, the Council is over budget on travel and per diem. It was suggested to wait to see how things turn out with the legislature. Something could also be done by conference call. It was decided to hold off picking a date until the State Library budget is finalized.

Council adjourned at 5:00 p.m.