

**North Dakota Library Coordinating Council Regular Meeting
February 21, 2007
Bismarck, North Dakota**

Council members present: Chair Iris Swedlund, Phyllis Kuno, Ann Pederson, Jan Wysocki, Ilene Larson, Doris Ott, and Bonnie MacIver.

Council members absent: Dr. Louise Dauphinais, Rosemarie Myrdal, Beth Postema, and Cheryl Tollefson.

Others present: Cynthia Larson, Assistant State Librarian, and Lorretta Graumann, State Library Recorder.

Welcome: Chair Swedlund welcomed the North Dakota Library Coordinating Council members and called the meeting to order at 8:35 a.m. in meeting room #1 of the North Dakota State Library, 604 E. Boulevard Avenue, Bismarck, North Dakota.

Review of agenda: Chair Swedlund asked for any additions or changes to the agenda; there were none.

Minutes: Chair Swedlund asked for approval of the minutes from Council's last meeting on November 1 and 2, 2006. I. Larson made a motion that the minutes be approved. Kuno seconded it. Motion carried.

Grant Guidelines for Fiscal Year 2007: Council reviewed the updated grant guidelines. Council requested that the State Library add a notation clarifying whether to apply for D or E.

Ott gave an explanation of what it means to participate in the statewide online library catalog using only WorldCat.

Pederson and Kuno asked if federal grant money can be awarded to private libraries and special libraries. Ott and C. Larson will check with the federal coordinator to clarify this issue. Council requested that the grant guidelines be revised accordingly when eligibility of private and special libraries is determined.

Council reviewed the grant application. It was suggested that the categories on page 1 be labeled with letters as they are in the grant guidelines, rather than numbers. This also applies to the categories listed under the equipment columns in the budget request on page 6. Council requested that a "reminder" notation be added to the signature page of the application that appropriate signatures are required, and letters of support must be attached to the application.

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Council also reviewed the following grant forms: Grant Quarterly Report, Payment Request Form, Final Expenditure Report Form, and Final Summary & Evaluation Form with no changes or corrections suggested.

Kuno made a motion that the grant guidelines be updated with the changes discussed at the meeting, and depending on what is found out with federal funds going to private and special libraries, the wording would be reflected in the guidelines. Pederson seconded it. Motion carried.

Ilene Larson gave Council an update on what is happening in the session regarding bills 2061, 1103, and 1309.

There was no further business. Council attended the State Library Budget (SB 2013) hearing which was scheduled at 11:00 a.m. in the Sakakawea room.

Chair Swedlund adjourned the meeting at 10:05 a.m.

Respectfully submitted,

Lorretta Graumann
State Library Recorder