

North Dakota Library Coordinating Council Regular Meeting

May 14, 2008, 9:05 a.m.

Comfort Suites

929 Gateway Ave.

Bismarck, North Dakota

Council members present: Chair Bonnie MacIver, Iris Swedlund, Doris Ott, Ann Pederson, Wilbur Stolt, Rosemarie Myrdal, Donna James, Cheryl Tollefson, Mark Holman, Robert Anderson and Dr. Louise Dauphinais.

Others present: Cynthia Larson, Assistant State Librarian; Adam Emter, State Library Public Awareness Coordinator; Kelly Steckler, Morton-Mandan Public Librarian and Gail Brustad, State Library Recorder.

Welcome: Chair MacIver welcomed the Council members and called the meeting to order at 9:00 a.m.

Introductions: Each committee member introduced themselves.

Review of agenda: Chair MacIver asked the Council to review the agenda for any changes or additions. The agenda was approved as printed.

Minutes: Chair MacIver asked for approval of the minutes from the February 6 & 7, 2008 meeting. Swedlund moved that the minutes be approved. Myrdal seconded it. Motion carried.

Public Awareness of the Library:

- Adam Emter, State Library Public Awareness Coordinator, gave the Council a brief description of his job duties and his plans to promote the Coordinating Council, as well as library services throughout North Dakota. He asked the Council what their role is and several members gave him a brief outline of what they do and what area they represent. Emter will contact each member in the next couple of weeks to gather more information. An article will appear in the July/August Flickertale about the Council.

Site Visit Potential:

- Ott and Larson put together a tentative list of potential site visits for the upcoming year.
- Pederson inquired whether the same list of questions used for the previous site visits would be used again. Larson said yes and she will email the list of questions to the Council.
- Council members approved of the site visit assignments.

Review of Prior Projects:

- Attachment A: listing of all grants awarded since 1997.
- The Council feels site visits are a good follow-up tool.
- The grant guidelines need to be very clear on requirements and specifications.

Review of Grants:

Forman Public Library:

- Stolt moved to deny Foreman Public Library’s grant application request because it did not arrive by the deadline. Pederson seconded it. Motion carried.

Edgeley Public Library:

- Stolt moved to deny Edgeley Public Library’s grant application request because a completed copy did not arrive by the deadline. Tollefson seconded it. Motion carried.

Stolt moved to set \$1200 as the maximum allowed on a computer for this round and to approve the following grant applications. Anderson seconded it. Motion carried.

Library:	Amount Awarded:
Divide County Public Library	\$1950.00
Enderlin Municipal Library	\$1724.00
Leach Public Library	\$2847.00
Ward County Public Library	\$ 671.00
West Fargo Public Library	\$9338.00

- Swedlund moved to recommend \$500 be the maximum amount allowed on a printer. Anderson seconded it. Motion carried.

(During discussion of Leach Public Library’s application, Pederson took over as acting Chair.)

Harry L. Petrie Public Library:

- Tollefson made a motion to not fund Harry L. Petrie Public Library’s grant request because a completed copy did not arrive by the deadline. Anderson seconded it. Motion carried.

Burke Central School:

- Anderson moved to deny Burke Central School’s grant request. Dauphinais seconded it. Motion carried.

Hazelton Moffit Braddock High School Library:

- Anderson moved to approve the grant award of \$899 to Hazelton Moffit Braddock High School Library. Pederson seconded it. Motion carried.

Horizon Middle School Library:

- Stolt moved to not fund Horizon Middle School Library’s grant request. Swedlund seconded it. Motion carried.

Kindred Public School Library:

- Tollefson moved to not fund Kindred Public School Library’s grant request. Pederson seconded it. Motion carried.

Mandan Senior High Library:

- Stolt moved to approve the grant award of \$975 to Mandan Senior High Library. Anderson seconded it. Motion carried.

Milnor Public School:

- Holman moved to deny Milnor Public School's grant request. Anderson seconded it. Motion carried.

Sawyer Public School:

- Dauphinais moved to deny Sawyer Public School's grant request. Swedlund seconded it. Motion carried.

Total Grants awarded: \$18,404.00

Council adjourned at 5:00 p.m.

North Dakota Library Coordinating Council Regular Meeting

May 15, 2008, 8:05 a.m.

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929 Gateway Ave.

Bismarck, North Dakota

Council members present: Chair Bonnie MacIver, Doris Ott, Ann Pederson, Wilbur Stolt, Rosemarie Myrdal, Iris Swedlund, Mark Holman, Dr. Louise Dauphinais, Cheryl Tollefson and Robert Anderson.

Council members absent: Donna James.

Others present: Cynthia Larson, Assistant State Librarian; Kelly Steckler, Morton-Mandan Librarian; Stacey Goldade, Head of Statewide Catalog Development, State Library; and Gail Brustad, State Library Recorder.

Chair MacIver called the meeting to order at 8:05 a.m.

The next Coordinating Council meeting was set for August 7 and 8, 2008 beginning at 9:00 on the 7th.

Guidelines for Upcoming Grant Round:

- The Council made suggestions for revisions to the current grant guidelines.
- Applications that are received after March 1, 2009, will not be considered.
- Coordinating Council will meet in April of 2009; a date will be set at the August meeting.
- Discussed having applicants submit a letter of intent to state their intentions of submitting a grant application.

- Ott and Larson will draft a Letter of Intent and send it to Council members.
- Council discussed funding sources for the Online Library Resources. Larson will email a detailed cost listing to each Council member.

MLS Scholarship:

- Currently, the MLS scholarship is set up so that \$20,000 is available annually; recipients will be granted up to \$5000 each.
- Consensus from the entire Council was to add \$10,000 to the fund.

New Grant Rounds:

- Need to find out what the general public wants: books or online resources?
- A discussion was held concerning categories for the next grant round.
- The Council discussed and agreed to direct the State Library staff to develop a grant proposal focusing on library and non-library partnerships which will be discussed at the next regularly schedule Coordinating Council meeting; Anderson so moved. Dauphinais seconded it. Motion carried.

Items that will be discussed at the August meeting:

1. Grant for Libraries that haven't applied in the past five years;
2. Assessment: Stolt will gather more information on assessment to bring to the next meeting. The State Library will also look into gathering information on assessment tools.

Items needed for August's Coordinating Council meeting:

1. List of Public Libraries on WorldCat
2. ILL activities from the past 5 years.

OTHER

- Tollefson and Swedlund's terms have expired. MacIver, along with the rest of the Council, thanked them for their service and contributions to the Coordinating Council.

Swedlund moved to adjourn the meeting. Tollefson seconded. Motion carried.

Meeting adjourned at 11:22 a.m.