

## **North Dakota Library Coordinating Council (NDLCC)**

### **Regular Quarterly Meeting October 11, 2016**

#### **North Dakota State Library, North Dakota via Zoom Web Conference**

**Call to order:** Chair Banister called the meeting to order at 9:00 AM

**Council Members Present:** Chair Steven Banister, Mary Soucie, Phyllis Kuno, Beth Reitan, Tim Dirks, Lesley Gunderson, Michele Seil, Susie Sharp, and Ted Smith

**Council Members Not Present:** Jason Matthews and Carmen Redding

**Others Present:** Cynthia Clairmont-Schmidt, Assistant State Librarian and Cheryl Pollert, North Dakota State Library Recorder.

**Review of the Agenda:** Chair Banister asked for any corrections to the Agenda; there were none. The Agenda was unanimously adopted.

**Approval of July 21-22, 2016 Meeting Minutes:** Chair Banister asked for any corrections to the minutes. Smith asked that the site visit information from the last meeting be added to the minutes. Dirks moved, seconded by Sharp, that the minutes be adopted as amended. Motion carried by unanimous voice vote.

**State Library Report:** Soucie will present a written report at the January meeting.

#### **Old or New Business:**

- a. **Standards for Public Libraries:** The Standards Review Committee has had their first meeting and will meet again in November. They will put together a draft of suggested changes for Council review in April of 2017 at the NDLCC Spring meeting.
- b. Lesley Gunderson from West Fargo Public Schools and new NDLA President, was introduced as the new Council member serving one year beginning 9-25-2016.
- c. **Digitization Project:** The State Library's last LV2020 Grant round had a total of \$3,300 in unused funds, which is not enough for a regular grant round, and has a deadline of June 30, 2017 to be spent. State Library Digital Initiatives Coordinator, Stephanie Baltzer Kom, along with Soucie and Clairmont-Schmidt have discussed the option to bring in a digital expert to help map the next steps for the digitization path for NDSL and libraries. Dirks moved that the funds be used to facilitate the digital retreat; Sharp seconded. Motion carried by unanimous voice vote.
- d. **LV2020 Grant Ideas:** State Library Digitization Coordinator Baltzer Kom proposed that a Digitization grant category be included in future grant rounds. This could

include equipment such as a scanner, camera, software, and someone to do the scanning for the library. Council members were concerned that there would not be enough control in the decision process for priority of what to digitize and quality of the scans/records. Soucie stated that the State Library would work with those involved in digitizing to educate them on digitization. Soucie said there may be a requirement of membership to Digital Horizons for the libraries/entities involved in the digitization process. A suggestion was made for this type of grant to be a partnership grant. Council felt training should be offered with this grant for those who will be participating in the digitization projects. The State Library will develop a grant outline for the Digitization Grant category the Council can review.

Suggested grant categories for the next grant round offered are:

OCLC WorldCat Grant  
Collection Development Grant  
Digitization Grant

Council members thought that new technology should be looked at to be offered as a grant such as Sphero balls and other makerspace technologies. The State Library will look into other newer technologies available that libraries might be interested in using.

Smith asked about a grant that allows libraries to develop an App for their library. Dirks said, with Banister agreeing, that this kind of App is very expensive for even the initial outlay of money. Maintenance would also be prohibitive in cost. NDSL staff will research this option, and Dirks said he would share his libraries information collected on this as well with Soucie. Council will look at this again at the next meeting.

Council members discussed how to inform a larger percentage of libraries about the grants given out. Soucie proposed that future grantees be required to write an article for Flickertale or do a presentation at a conference on their project. Reitan suggested that grantees be allowed to sit at the NDSL booth at the NDLA conference and talk to attendees about their project. Before and after pictures for grant projects, such as the Repair and Renovation grants, should be a requirement.

**Announcements:** The next meeting will be in January. This meeting is usually held in conjunction with legislature in session in Bismarck. Soucie will look at the dates available and setup a Doodle Poll.

Soucie has also had a discussion with the NDLA Board regarding Local Leg Day at the State Library or on the hill in the State Capital Building. The Council supported doing the local Legislative Day at the State Library. Stress that libraries should contact their legislative representative to attend the meet and greet with them as libraries were invited to do last year.

**Adjournment:** Motion to adjourn was made by Dirks, Kuno seconded. Motion carried by unanimous voice vote. Chair Banister adjourned the meeting at 9:45 AM.