

**September 11, 2020 Minutes of the
North Dakota Library Coordinating Council (NDLCC)
Regular Quarterly Meeting via ZOOM**

Council Members Present: Mary Soucie, Susie Sharp, Chair Stephanie Galeazzo, Sally Dockter, Tim Dirks, Joseph Camisa, Vice Chair Angie Nagle, Traci Lund, Jason Matthews, Jessica Pryer, and Tami Oltz

Council Members Not Present: None

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

New Member Introductions: Council members and others welcomed and introduced themselves to new member Jessica Pryer.

Call to order: Chair Galeazzo called the meeting to order at 9:36 A.M.

Review of Agenda: Chair Galeazzo asked for any additions or changes to the agenda. Agenda was accepted without additions or changes.

Approval of the July 15, 2020 Meeting Minutes: Chair Galeazzo asked for additions or corrections to the minutes. Camisa moved, seconded by Dirks, that the minutes be adopted as presented. Motion carried by unanimous voice vote.

State Library Report: State Librarian Soucie gave a verbal report regarding the State Library's current news.

Old or Unfinished Business:

Dirks asked for an update regarding the progress of the OverDrive situation. This needs to evolve further before it becomes clear on how this will look.

Virtual Tour: Library Director Tracie Lund of the Divide County Public Library in Crosby, ND gave a virtual tour of her library at 9:45 A.M. She highlighted the changes / updates made to the library recently including the new infrastructure rack installed by the State Library IT department. This was an Infrastructure Grant awarded by the Council.

Grant Round Funds: Clairmont-Schmidt reported there is approximately \$40,000 in funds left for this fall grant round.

New Business:

- a. Fall 2020 Grant Round:** The Council reviewed the grants prepared by the State Library. A second COVID-19 grant, a Professional Development Grant, and a Marketing Grant were prepared for review. After discussion, it was decided that the Marketing Grant is limited by the pandemic, so the Council will put this one on hold. The council recommended moving forward with the second COVID-19 Grant and the Professional Development Grant. Dockter moved, seconded by Nagle, that the COVID-19 #2 Grant and the Professional Development Grant be adopted with amendments as discussed. Motion carried by unanimous voice vote.
- Scoring Rubrics Review: The Scoring Rubrics were reviewed, and the Simple Rubric will be sufficient to use for both grants.
 - E-books: During discussions regarding the OverDrive situation, the question of could the NDLC have an e-Book grant that offers libraries aid in purchasing membership in Library2 Go. This would be a low to no cost option for a library to join. Since this is part of the current discussion and will be ongoing through the 1st of the coming year, we should revisit this at the next quarterly meeting.
- b. Proposed Century Code Changes:** The deadline for application for the review of changes requested to Century Code is approaching quickly. In the past, changes to the constituency of the NDLC members has been discussed. The proposal is to change these seats as follows:
- Higher Ed- one seat, can be filled by either public or private
 - Two at-large library seats to replace special and the private higher ed.
- c. Bylaws Review:** Soucie suggested a committee be created to review and update the Bylaws for the NDLC. Soucie, Dirks, and Camisa volunteered to review the Bylaws. They will meet in approximately two weeks.
- d. Standing Meeting Time:** Soucie asked if the Council would be interested in working to find a consistent date and time to hold their quarterly meetings. A survey could be sent requesting what dates they have for their existing standing meetings. From this we could determine a time that might work for everyone. It may not work but we could try. Lund asked, since this is her last meeting, that we contact the next NDLA President who will be on the Council the end of October in the survey.

Announcements:

- a.** The next meeting is November 13th at 9:30 am. A virtual library tour for approximately 15 – 20 minutes is planned. The meeting will be held via ZOOM. The next round of grants will be reviewed for awarding.

Meeting Adjourned: 11:25 AM