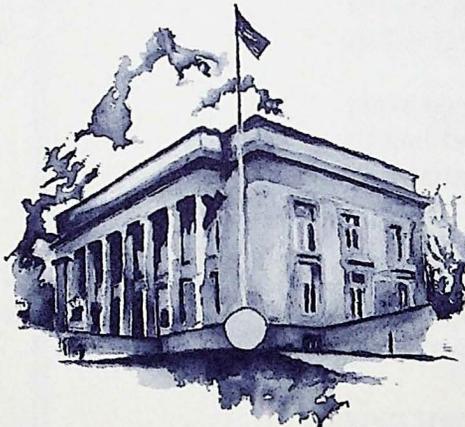


North Dakota STATE LIBRARY



Biennial Report July 2007 — June 2009

Doris Ott, State Librarian

North Dakota State Library, a division of the
ND Department of Public Instruction
Dr. Wayne G. Sanstead, State Superintendent

www.library.nd.gov

NORTH DAKOTA
STATE DEPARTMENT OF
DOCUMENT



PERM
COPY

North Dakota State Library Staff on June 30, 2009
29.75 FTE

State Librarian

Doris Ott

Assistant State Librarian

Cynthia Larson

Administration

Michele Unrath

Cheryl Pollert

Disability Services

Susan Hammer-Schneider, Head

Dave Anderson

Chris Hagburg

Marla Paulson

Bernard Steffan

Catherine Clayton

Interlibrary Loan

Shari Mosser, Head

Theresa Martel

Candace Richter

Sarah Schwols

Information Technology

Stuart Harner, Head

Public Awareness

Adam Emter, Head

Public Services

Eric Stroshane, Head

Sue Clark

Carmen Fitchner

Matt Hovland

Technical Services

Elizabeth Jacobs, Head

Sue Bicknell

Pam Young

Training

Al Peterson, Head

Steve Axtman

State Document Services

Kristen Northrup, Head

Katie Kvien

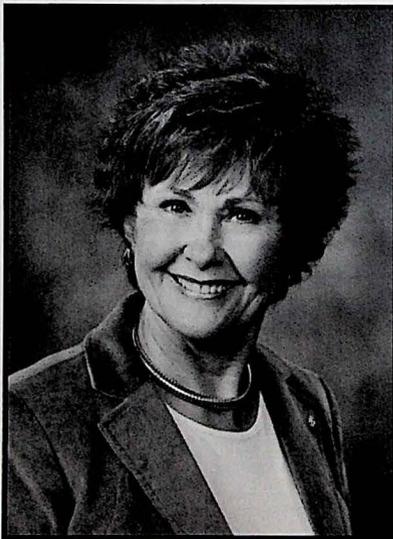
Statewide Catalog Development

Stacey Goldade, Head

Stephanie Baltzer Kom

Sarah Matusz

North Dakota State Library



Doris Ott, State Librarian

Vision

Leading the way in information opportunities.

Mission

Provide access to information for North Dakota.

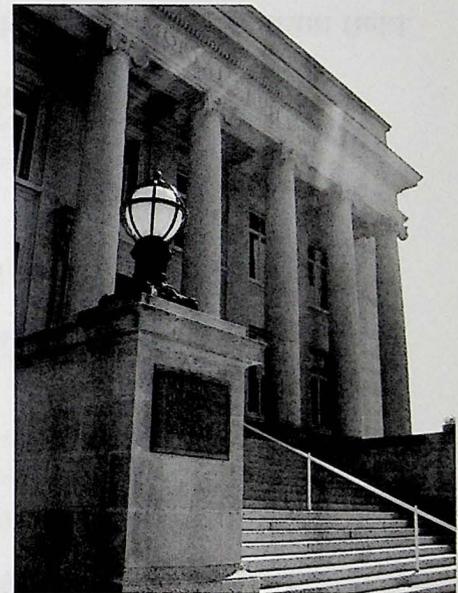
Goals

- Serve as a leader in the library and information field.
- Develop access to information.
- Promote and advocate library awareness.
- Provide library and information services statewide.

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North Dakota State Library



*Liberty Memorial Building
Capitol Grounds
Bismarck, North Dakota*

HISTORY

The North Dakota State Library was established in 1890. In 1907, the Public Library Commission was established, pursuant to 1907 Session Laws Chapter 243. The Commission consisted of three members--the Superintendent of Public Instruction, the president of the North Dakota Library Association, and a member appointed by the Governor. The Commission was authorized to hire a librarian to control and to be in charge of the library work of the Commission. The duties of the Public Library Commission included:

1. Administer and enhance the educational reference library.
2. Administer and enhance the system of traveling libraries and, as funds permit, increase the number and usefulness of the libraries.
3. Develop a system to allow any city, town, village, school district, or community within North Dakota to borrow books under the rules and regulations of the Public Library Commission.
4. Establish a legislative reference bureau for the information and assistance of the members of the Legislative Assembly.
5. Assist legislators in obtaining information and in preparing bills.
6. Provide advice and instruction to any public library or village, town, or community entitled to borrow books from traveling libraries upon any matter pertaining to the organization, maintenance, or administration of the libraries.
7. Promote and assist by counsel and encouragement the formation of libraries where none exist, and assist in organizing new libraries or improving those already established.

North Dakota State Library History



*The North Dakota State Library
was established in 1890.*

Session Laws Chapter 156 (1909) changed the name of the Public Library Commission to the State Library Commission and expanded the membership to also include the secretary of the State Historical Society and one additional member appointed by the Governor. The bill further provided that adequate office room be provided in the Capitol for the State Library Commission.

Session Laws Chapter 237 and Chapter 238 (1915) established a Board of Regents to control all state education institutions, including the State Library. As a result, the original State Library Commission was abolished and the Board of Regents assumed all the duties of the previous State Library Commission. The Board of Regents consisted of five members appointed by the Governor.

Session Laws Chapter 261 (1927) provided that the State Board of Administration will constitute the State Library Commission. Therefore, the State Library was removed from the control of the Board of Regents.

Session Laws Chapter 352 (1965) provided that all state agencies deposit with the State Library Commission ten copies (now eight) of publications issued by them which are not issued solely for use within the issuing office. The State Library Commission shall transmit these copies to depository libraries distributed geographically across the state. This chapter expanded the duties of the State Library Commission to include the current statutory responsibilities.

Session Laws Chapter 440 (1969) replaced the Board of Administration with the Director of Institutions office and, therefore, the Director of Institutions office assumed the duties of the State Library Commission.

Session Laws Chapter 550 (1979) removed reference to the State Library Commission and the secretary and director of the library commission and provided for a State Librarian position to be appointed by the Director of Institutions office, which would direct the State Library.

Session Laws Chapter 239 (1989) transferred administrative responsibility for the State Library from the Director of Institutions office to the Department of Public Instruction. The chapter provides that the Superintendent of Public Instruction shall appoint the State Librarian position and provides that the State Library be an autonomous agency which retains its budget and staff separate from that of the Superintendent of Public Instruction.

North Dakota State Library History



All state agencies provide eight copies of their agency publications to the North Dakota State Library for the state depository collection.

STATUTORY RESPONSIBILITIES

North Dakota Century Code Chapter 54-24 provides the authority, duties, and responsibilities of the State Library and the State Librarian. Statutory provisions of this chapter are:

54-24-01. State Library - The Superintendent of Public Instruction shall appoint an executive officer to be known as the State Librarian, who shall report to the Superintendent and must receive a salary within the amount appropriated for salaries by the legislative assembly. The State Librarian shall control the work and is the director of the State Library. The position of State Librarian is included in the classified service, as provided in section 54-44.3-20. The State Library is an autonomous agency and retains a budget and staff separately from that of the Superintendent of Public Instruction.

54-24-02. Library offices. The State Library must be furnished with adequate office room, with such suitable quarters as may be necessary for the proper shelving of its library materials.

54-24-03. Powers and duties of State Librarian. The State Librarian shall:

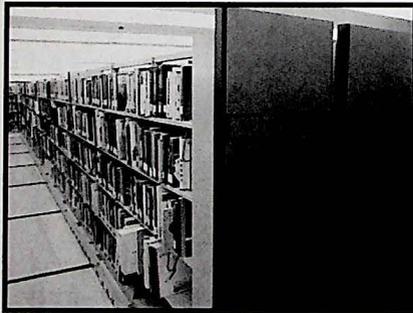
1. Make rules for the operation of the State Library.
2. Provide and care for all books and library materials in all collections of the State Library and work to focus the collections.
3. Employ qualified library personnel to care for all library procedures.
4. Make library materials available to libraries throughout the state, to individuals connected with departments of state, and to citizens of North Dakota who do not have adequate library facilities, under the rules of the State Library.
5. Work to improve library services to citizens by providing assistance to librarians, library trustees and staff and by encouraging the extension of networking regional and statewide cooperation among libraries.
6. Coordinate the efforts of librarianship throughout the state, advising and assisting the extension of qualified public libraries into centers of county or multi-county libraries.

Statutory Responsibilities



The North Dakota State Library provides materials to libraries and citizens across North Dakota.

Statutory Responsibilities



The North Dakota State Library coordinates the efforts of librarianship throughout the state.

7. Compile statistics on all North Dakota public libraries, their services and their larger counterparts of county and multi-county libraries, regional library cooperatives including multi-type library authorities, and of the work done at the State Library, and make a full biennial report to the Superintendent of Public Instruction and the Governor. The State Librarian may not require a private sector library to submit information relating to the provisions of this subsection.
8. Collect, maintain, and make available informational materials that supplement and support the needs of all libraries in the state, either by direct loan or by consultation, and that form a reference source for the officers of the state in performing their duties.
9. Assist libraries in developing local standards and guidelines defining the basic level of service that they will provide.
10. Conduct, or have conducted, research into the conditions of library service in the state, and produce written plans for the development and betterment of that service.
11. Promote and assist in the development of regional library cooperatives, including multi-type library authorities.
12. Establish levels of certification for libraries of the state that meet the standards recommended by the American Library Association and the North Dakota Library Association.
13. Promote and assist libraries in this state in developing and maintaining a computerized, comprehensive, and bibliographic statewide database for storing bibliographic records of libraries which allows residents unmediated, seamless, and direct access to library catalogs with a common interface and a common set of commands and the ability to search the library collections of the entire state at one time or only the collections of the local library, regional libraries, or select group of libraries.
14. Coordinate interlibrary loan activities throughout this state.
15. Arrange for continuing education and training programs for library personnel.
16. Provide technical assistance and counsel to library personnel.

17. Distribute grants to libraries within the limits of legislative appropriations for the purpose of developing or improving library services or programs.
18. Provide staff services to the North Dakota Library Coordinating Council.

54-24-03.1. Acceptance of federal aid. The State Library is hereby authorized to accept and to expend in accordance with the terms thereof any grant of federal funds which may become available to the state for library purposes. For the purpose of qualifying to receive such grants, the State Library is authorized to make such applications and reports as may be required by the federal government as a condition thereto.

54-24-04. Who may borrow books from State Library. Repealed by S.L. 1965, ch. 352,10.

54-24-05. Commission to give advice and aid. Repealed by S.L. 1965, ch. 352, 10.

54-24-06. Records kept by Commission - Report to the Governor and Secretary of State. Repealed by S.L. 1965, ch. 352,10.

54-24-07. Printing of State Library - How paid. Repealed by S.L. 1997, ch. 453, 20.

54-24-08. Library contracts for library services. The State Library is hereby authorized and empowered to cooperate with, and to contract with, cities, governmental subdivisions, and agencies of the State of North Dakota and other states of the United States, in the extension of library services.

54-24-09. Distribution of certain state publications for certain libraries required. The Office of Management and Budget shall arrange to deposit with the State Library eight copies of all publications issued by all executive, legislative, and judicial agencies of state government intended for general public distribution. These publications must be provided to the State Library without charge. If expense and limited supply of state publications, particularly audiovisual items, make compliance with the depository requirement impossible, the State Library shall accept as many copies as an agency can afford to provide. However, no less than two copies must be provided to the State Library by each agency. State publications refer to any informational materials regardless of format, method of reproduction, or source, originating in or produced with the imprint of, by the authority of, or at the total or partial expense of, any state agency. The definition incorporates those publications that may or may not be financed by state funds but are released by private

Statutory Responsibilities



The North Dakota State Library distributes grants to libraries within the limits of legislative appropriations.

bodies such as research and consultant firms under contract with or supervision of any state agency. In circumstances not directly involving the Office of Management and Budget, a state agency shall comply with the depository requirement by arranging with the necessary parties for the printing and deposit of eight copies of any state publication issued. State publications are specifically defined as public documents appearing as reports, directories, statistical compendiums, bibliographies, laws or bills, rules, regulations, newsletters, bulletins, state plans, brochures, periodicals, committee minutes, transcripts of public hearings, other printed matter, audiotapes, videotapes, films, filmstrips, or slides, but not those administrative or training materials used only within the issuing agency. As the document acquisition and distribution agency, the State Library shall retain for its own use two copies of every state document received and transmit the remaining copies to the depository libraries. These are the libraries of the State Historical Board, the University of North Dakota, North Dakota State University, Library of Congress, and two others to be designated by the State Library. All non-depository North Dakota libraries shall have the opportunity to receive state documents under an optional selection program developed by the State Library. The State Library shall catalog state publications and arrange for their conversion to microfilm or to optical disk storage prescribed by the state records administrator and shall make available for distribution the same to the designated depository libraries.

RESPONSIBILITIES ADDED, CHANGED OR DELETED

There were no legislative responsibilities added or deleted during the 2007-2009 biennium.

Statutory Responsibilities



The State Library catalogs state publications and makes them available for distribution.

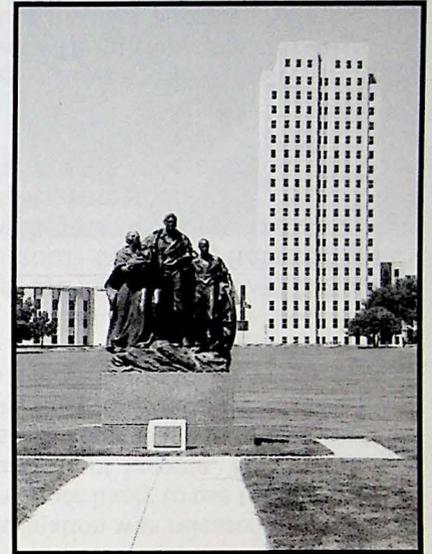
LEGISLATION

The 61st North Dakota Legislative Assembly produced no new legislation for the State Library or libraries in the state.

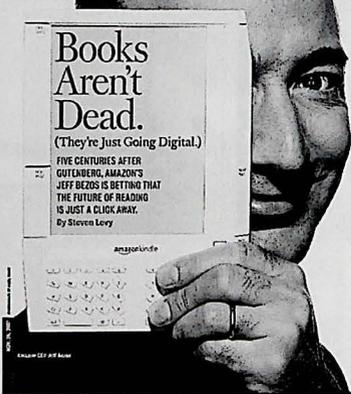
House Bill 1013, which contained the State Library budget, was passed in both houses and signed by the Governor on 5-19-09. It contained funding for the current North Dakota State Library services and an additional \$100,000 for State Aid to Public Libraries and \$120,000 for Online Library Resources.



Legislation



Trends



twitter

YouTube

TRENDS

The 21st Century Library

The 2009 library is more than a building with books. Libraries are reaching new populations in new ways and their presence in the community is growing. The time honored and traditional role of the library is intact – libraries remain a resource and repository of the printed word. At the same time, libraries are ever changing.

The skills needed to function successfully in a 21st Century global workforce have gone beyond reading. Business leaders are concerned that too many workers are entering the workforce without information literacy skills – those skills needed to find, retrieve, analyze and use information. These are the skills that equip workers with the ability to think critically and work proficiently – the skills that are taught by librarians, the information experts.

A Pew Foundation study on how Americans search for information was released in December 2007. The study showed people who used the Internet were more likely to use the library than people who do not use the Internet. This was true regardless of income. This refutes the supposition by some that the Internet will make libraries obsolete. This study also revealed new information on who is using our libraries. Traditionally, the profile of the library user was a middle-aged female. This study shows a dramatic shift in that profile to young people ages 18 to 30.

The library plays an even more important role as Americans are facing tough economic times. Library usage is up from the last economic downturn in 2001. Borrowing from the library saves citizens money. In rethinking their budgets, many families are turning to a familiar place – the public library – for learning skills, Internet connectivity, computers, photocopiers, and recreation. For many, the library provides resources and assistance citizens could not otherwise access or afford.

According to a 2009 Library Journal survey, the economy is not just affecting how much is being borrowed from libraries, but what is being borrowed. The top circulating category is “how to/home arts”, suggesting that many people are building the back porch, redecorating the dining room, or fixing the dishwasher themselves instead of hiring experts. Cookery materials are the second-ranked non-fiction topic, with health/medicine in third place. Other hot non-fiction topics are business/career and self-help/psychology. As one librarian said, “Leisure reading – biographies, travel, current events, etc. – once carried the day. Now it is retraining, resumes, do-it-yourself repairs, and home-based business information that are hot topics.”

That library attendance has increased is not a surprise. Studies from generation to generation have shown that in times of economic downturn, libraries become busier.

Libraries build communities in many ways – preparing children for school, helping small businesses thrive, providing technology training for seniors, or providing resources to learn a new language. Libraries are essential community resources in the information age.

The public library has traditionally been a center of the community. Increasingly, it has expanded its outreach to include computers, printers, and other electronic media devices. The same library title can often be found in a number of different formats, such as downloadable audiobooks and online full text access to journal/magazine articles. This trend has put new demands on library financial resources.

Online Library Resources

Users expect information to be delivered to them and have access to information wherever they are. The Online Library Resources fill that need. Any North Dakotan with a library card can access the Resources from any place that has an Internet connection.

North Dakota libraries provide Online Library Resources in the following areas: automobile repair, business, education, encyclopedia, genealogy, health, history, K-12 resources for homework help, magazines and journals, newspapers, opposing viewpoints, science, skill building, and test/job preparation. North Dakota also provides a statewide library catalog (ODIN), an international library catalog (WorldCat), and electronic books which can be accessed remotely.

Digital Searching

Students and patrons desire instant access to information; the Internet allows research from anywhere, 24 hours a day, 7 days a week. The same literacy skills are required for online or offline understanding. However, unlike reading from a textbook or library reference book, online research demands judgments about the credibility and validity of digital information. Library digital collections and subscription databases will continue to provide reliable and student safe information.

Trends



The North Dakota State Library coordinates efforts to provide Internet filtering software for public libraries.

Trends



Federated searching

According to the *Online Dictionary for Library and Information Science*, federated searching is: “a search for information using software designed to query multiple networked information resources via a single interface”.

Single interface searching will lessen the confusion for library customers having to figure out which database to search, and then searching several databases, each with a unique search box. The simplicity of search engines (like Google) has forced subscription database vendors and libraries to simplify the online research process. Federated searching is an important new development in online searching.

Mobile downloads

Library patrons are increasingly demanding information on-the-go. They want to download information, music, videos, maps, or images to their laptops, Netbooks, PDAs, smart phones, and MP3 players. Some of the Online Library Resource vendors are in the process of developing mobile interfaces to be more accessible and appealing to mobile customers.

Mobile connectivity is now an influential differentiator among technology users. Those who use the information and communications world while on-the-go are notably more active in many facets of digital life than those who use wires to connect to the Internet. Libraries give mobile customers a way to utilize this technology.

Teen Services

Today’s libraries are reaching out to teens. The teenage population has historically been overlooked by library services for decades. Libraries provided reference services and assistance in finding materials for teens for years, but library programming has been reserved for children under the age of 12.

Today, in libraries with active teen services, you will find teen advisory boards designing and implementing programs to meet their reading needs and interests. Teen library programming can include anything from book talks to movie nights to duct tape wallet making. Board games and gaming consoles such as Wii and Xbox are popular teen activities. Library boards have started including a teen representative. Today’s libraries often have a corner or a separate room for teens.

Video games

Video games are the fastest growing sector of the entertainment industry and are primarily popular with an underrepresented group of library patrons, teenage males. Because of their popularity, gaming in libraries has started occurring in North Dakota libraries.

It isn't really that difficult to see how gaming fits into library services. Video games contain many of the same elements as a fiction (or even non-fiction) book. Video games have a plot, characters, irony, symbolism and much more. Today's average gamer is thirty-three years old. Two generations of gamers have grown up with video games the way baby boomers grew up with television. Librarians are showing their willingness to reach out with new and supporting services for a recreational format that is more educational than it first appears.

New Cataloging Code

Prior to 1997, most documents were produced in print. In 1967, *Anglo-American Cataloging Rules (AACR2)* was published and reflected the joint development of cataloging rules from an international perspective.

Today, an original document may come as a portable document format (PDF) or coded in the extensible markup language (XTML). *Resource Description and Access (RDA)* will be a new standard for resource description and access, designed for the digital world. *RDA* will provide a comprehensive set of guidelines and instructions on resource description and access covering all types of content and media.

Digital Talking Books

The Library of Congress National Library Service for the Blind and Physically Handicapped (NLS) has begun to implement digital audio technology as the backbone of the Talking Book System. NLS has facilitated a delivery system for books since the 1930's for persons qualifying for the program. The system, which has been provided using analog audio cassette books and cassette book machines, is now outdated and nearing the end of its useful life. NLS will be implementing digital audio technology as the backbone of the system the fall of 2009. NLS has designed the digital system to be based on flash memory technology. There will be two digital talking machines, the standard and advanced models, available to the patrons. Patrons will also have access to downloadable audio books into a home computer and onto the digital talking player or a third-party player. The North Dakota program is administered through the North Dakota State Library.

Trends



New digital talking books and players debuted in 2009.

NEW SERVICES AT THE NORTH DAKOTA STATE LIBRARY

PROFESSIONAL DEVELOPMENT AND LIFELONG LEARNING

An evolving mission for the State Library is to train and equip librarians and citizens throughout the state with the resources and ability to directly search for information. Purchases of additional Online Library Resources and implementation of Library Vision 2010 grants to libraries have assisted the State Library in successfully meeting this mission. This is accomplished through onsite training to maximize the use of Online Library Resources and the statewide online library catalog.

NEW ONLINE LIBRARY RESOURCES

The State Library received an additional \$120,000 from the 2009 Legislature to provide Online Library Resources to the citizens of North Dakota. A survey of academic, school, public, and special librarians was completed to see what resources would be most requested and used. The resources selected were: Learning Express, Encyclopedia Britannica, and iInformel!; access to these three began July 1, 2009. The Online Library Resources that have been provided since 2005 with additional legislative funding in 2005 are: Opposing Viewpoints Resource Center, Health and Wellness Resource Center, and Ancestry Library Edition. Auto Repair Reference Center was added in July 2008. The State Library offers librarians, students, and citizens training in the use of these and other resources.

NEW FACE OF WWW.LIBRARY.ND.GOV

For well over a decade, the State Library has used the Internet to supply information to and about libraries throughout North Dakota. The need for a fresh look, accurate content, and increased functionality was the driving force behind the website redesign. The new face of the State Library website was unveiled to the public in February 2009.



Major Activities

ADMINISTRATION

The North Dakota State Library delivers technical assistance, consulting services, and professional services to library directors, library staff, board members, and government officials for the development and improvement of library and information services in North Dakota. State Library professional library staff deliver specific assistance in library budgeting, funding, human resource issues, collection development, children and young adult services, cataloging, program management and public awareness.

The State Library is committed to enhancing library services statewide through the development, coordination and funding of grants for libraries in the state. Federal Library Services and Technology Act (LSTA) funds and Library Vision 2010 (LV2010) state general funds were granted on a competitive basis to school and public libraries, (see page 27 for more information). Funds are granted for various projects that differ each year, and may include technology improvement, Internet access and public library computing, computer hardware, special programming and the addition of library records to WorldCat. All grant recipients are required to provide quarterly and final reports, provide evaluations of the increased services, and share their resources with citizens and libraries statewide.

In an effort to provide professional library and information services to all North Dakota citizens, the State Library offers grants to North Dakotans who are pursuing a Master's of Library and Information Science (MLIS) degree from an American Library Association (ALA) accredited program. Grants are awarded to North Dakota residents who commit to work two years in a North Dakota library after receiving their degree.

State Aid to Public Libraries continues to be a critical program for North Dakota public libraries and an important part of the State Library's budget. State Aid provides funding for staffing and materials for 88 public libraries and it contributes between 5-40 percent to public library annual budgets statewide. State Aid funds are distributed through an application process

Administration



based on the formula in statute which is currently \$1 per capita for a city, and \$1 per capita/\$5 per square mile for a county.

Public libraries that receive State Aid agree to participate in the North Dakota interlibrary loan network. During the 2009 legislature, public libraries were appropriated an 8.3% increase in State Aid, bringing the total amount available for the 2009/2011 biennium to \$1.3 million. The additional dollars will help public libraries in increasing their technology capabilities and purchasing materials that will be available to citizens throughout the state. This funding level is the highest funding level since State Aid to Public Libraries was established in 1979.

One of the major functions of the State Library is coordination of the state's interlibrary loan services. The State Library is a part of an efficient, cost-effective resource lending network that includes public, school, academic, special and state government libraries that lend their materials to one another at no charge. This statewide lending agreement is unique in the country. The network maximizes the use of library collections, grant expenditures and state and local funding by ensuring the collections of the participating libraries receive greater visibility and use. This agreement allows patrons to have convenient access to materials that are not owned by their libraries.

The State Library developed the North Dakota Interlibrary Loan manual to establish protocols, procedures and policies for lending and borrowing. The updated 2009 version is available at www.library.nd.gov/publications.html. The State Library provides leadership in the continued development, funding and future of interlibrary loan in North Dakota.

The State Library provides leadership, direction and coordination in connecting public libraries to the state's Internet network. Thirty-two public libraries are members of the North Dakota Statewide Technology Access for Government and Education Network (Stage Net). Funding for connectivity is paid by the Information Technology Department (ITD) and federal E-rate funds. The State Library works with public libraries to assist them with E-rate, filtering guidelines, and technology plans.

The State Library coordinates data for public library statistics in North Dakota. The data coordinator gathers, compiles and publishes public library statistics annually and reports them to the Institute of Museum and Library Services (IMLS). These statistics are utilized to create a nationwide picture of public library activity, and to support Federal funding for libraries. The State Library gathers, compiles and makes available interlibrary loan (ILL) statistics for all types of libraries in the state. The ILL statistics are used to evaluate lending and borrowing traffic and to plan for future technology needs for libraries. Both sets of statistics are available on the State Library website at www.library.nd.gov/publications.html.

STATE AGENCY SERVICES

The staff of the State Library is committed to providing services to State Agencies and State Employees. Eight State Agencies have their material cataloged into ODIN by State Library staff. These agencies are: Department of Transportation, Game and Fish Department, Geological Survey, Prevention Resource and Media Center (including materials from the Division of Mental Health, Vocational Rehabilitation, Aging Services, and Developmental Disabilities), Protection and Advocacy Project, Securities Department, and Water Commission. During the last biennium, the Elimination of Health Disparities Library was added to ODIN. This agency is part of the Department of Health. The titles these agencies own are unique and usually of a North Dakota nature. During the past biennium, 5,237 items owned by these agencies were added to the ODIN database. Once on ODIN, not only are the State Agencies able to see what they own and search their own collection online, but so are the citizens of North Dakota. Materials on a wide variety of topics were cataloged this past biennium, including information on big game animals, franchise opportunities, accessibility to health services, traffic safety, mental health services, sedimentary rocks and much more.

In addition to the cataloging component, the State Library also provides training to state agency personnel, both onsite at individual agencies and at the State Library. This training consists of showing individuals how to effectively use the online catalog and other Online Library Resources such as magazine and newspaper article databases. The staff also assists the agencies with a periodic inventory of their titles.

Total Number of Items in State Agency Libraries as of June 30, 2009

Department of Transportation	5,576
Elimination of Health Disparities	153
Game and Fish Department	6,819
Geological Survey	2,272
Prevention Resource Center	4,864
Protection and Advocacy	287
Securities Department	724
Water Commission	11,586
Total	32,281

PUBLIC AWARENESS

Promoting libraries and their services is a priority of the North Dakota State Library. The general focus of the Public Awareness Coordinator is to promote the services of the North Dakota State Library and all other libraries throughout North Dakota.

Through representation by the North Dakota State Library Public Awareness Coordinator, all North Dakota public libraries are members of the Collaborative Summer Library Program (CSLP). CSLP is a grass roots consortium of forty-eight states working together to provide high-quality summer reading program materials to public libraries at the lowest cost possible. By combining resources and working with a commercial vendor to produce materials designed exclusively for CSLP members, public libraries in North Dakota can use the summer reading manuals for program planning, promotion, and activity ideas. The State Library also encourages summer reading kickoff events throughout North Dakota.

Numerous publications pertaining to the State Library and its services are available. These publications include brochures, reports, directories, handbooks, and newsletters, such as the *Flickertale*, a bi-monthly publication which contains upcoming events, library news, and general information about the State Library and other North Dakota libraries.

The State Library offers librarians and citizens access to a variety of information through the North Dakota State Library website at www.library.nd.gov. The site contains valuable information about the services of the State Library.

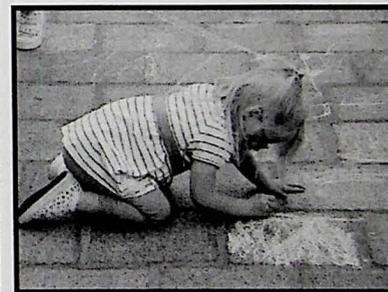
The State Library also works with local media and librarians throughout the state. Press releases and articles are regularly sent to local newspapers to promote opportunities and events in library and information services. The Public Awareness Coordinator at the State Library is available to all North Dakota librarians who request assistance in promoting library services.

In an effort to increase awareness about libraries and library services throughout North Dakota, the North Dakota State Library sponsored and staffed numerous booths including the North Dakota Education Association Conference, North Dakota Library Association Conference, North Dakota Career and Technical Education Conference, Bismarck Parish Nurse's Health Fair, the Governor's Forum on Aging, Bismarck Senior Health Fair, Marketplace for Entrepreneurs, North Dakota State Fair and KFYZ Agri-International Show.

Public Awareness



State Library staff attend numerous conferences each year to promote library services in North Dakota.



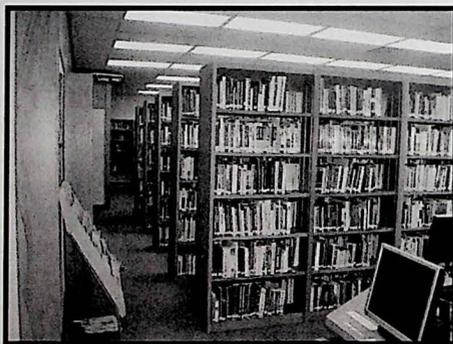
The 2009 Summer Reading Kick Off theme was "Be Creative @Your Library." Over 4,000 people attended the Bismarck/Mandan Summer Reading Kickoff Day on the Capitol Grounds on June 1st.

STATEWIDE CATALOG DEVELOPMENT DEPARTMENT

Number of New Titles Cataloged by Statewide Catalog Development Department

July 1, 2007 – June 30, 2008	15,786
July 1, 2008 – June 30, 2009	21,752
Total	37,538

Statewide Catalog Development Department



The Ward County Library received a grant in February 2008.

The Statewide Catalog Development Department was established in 1997 and continues to provide high quality cataloging services to libraries across North Dakota. Grant money from Library Vision 2010 (state funds) and the Library Services and Technology Act (federal funds) are used to fund the costs for libraries that want to participate in WorldCat, an international library database. The goal is to have their collections available to the citizens of North Dakota via the Interlibrary Loan program. When WorldCat is searched, all the libraries in North Dakota that own a specific title are displayed. If a patron's local library doesn't own the title they want, the librarians can locate a library that does own it by using WorldCat. The libraries are allowed to choose their own circulation system for their own in-house use. The most recent libraries to receive grants are: Ashley School, Fessenden-Bowdon School and the Ward County Public Library (with locations in Minot & Kenmare). These grants were awarded in Feb. 2008 and the estimated number of titles that will be added for these libraries is 66,660.

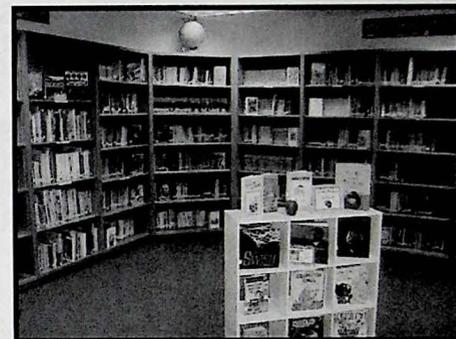
Also during this biennium, projects started during the previous biennium were completed. The following libraries were added to WorldCat and ODIN: Carrington City Library, Divide County / Elementary (Crosby), Divide County High School (Crosby), Maple Valley Elementary (Buffalo) and Wishek School / City Library. The total number of titles for these projects was 66,400.

In addition to the new projects, this department continues to catalog new titles for the forty-one libraries that have received grants in the past. These libraries include: Beach High School, Lincoln Elementary (Beach), Bottineau County Public Library, Bottineau Junior/Senior High School, Carrington City Library, Carrington Elementary School, Carrington High School, Cavalier Elementary School, Cavalier High School, Divide County / Elementary (Crosby), Divide County High School (Crosby), Finley-Sharon Public School, Glen Ullin Public School, Halliday Public School, Hatton Public School, Hebron Public Library, Hebron Public School, Hillsboro Elementary School, Hillsboro High School and Public Library, Hope High School, Larimore Elementary School, Larimore High School, Leach Public Library (Wahpeton), Mandan High School, Mandan Junior High, Custer Elementary (Mandan), Fort Lincoln Elementary (Mandan), Lewis & Clark Elementary (Mandan), Mary Stark Elementary (Mandan), Roosevelt Elementary (Mandan), Maple Valley Elementary (Buffalo), Maple Valley High School (Tower City), Midway Elementary School (Inkster), Midway High School (Inkster), Napoleon

Elementary School, Napoleon High School, North Dakota DeafBlind Project (Devils Lake), North Dakota School for the Deaf (Devils Lake), North Dakota Youth Correctional Center (Mandan), Northwood School and Public Library, Oriska Elementary School, Page Elementary School, Pembina City/School Library, Stutsman County Library (Jamestown), Trinity High School (Dickinson), Velva School & Public Library, and the Wishek School/City Library. From July 1, 2007 to June 30, 2009, these libraries have added 37,538 new titles to their collections. The Statewide Catalog Development Department cataloged the titles into WorldCat and they are available to the citizens of North Dakota, 24 hours a day, 7 days a week, by accessing WorldCat via the Internet. Most of the above libraries are a part of the ODIN consortium. This department also maintains the titles in ODIN by withdrawing titles the libraries have discarded and making needed corrections and changes.

Since this department was established, it has cataloged over 594,000 titles. This number reflects the initial size of each library's collection at the beginning of the projects, as well as all the new items that are continually added by each library. While this number includes books, it also includes unique items such as high school yearbooks, sound recordings, kits, books on tape and CD, videos, North Dakota newspapers on microfilm, church history books, items written by North Dakota authors, and much more. These items can be accessed by any North Dakota citizen through the Interlibrary Loan program.

Statewide Catalog Development Department



*The Napoleon Elementary School
Library is on WorldCat and ODIN.*

PUBLIC SERVICES

Public Services



The State Library mailed over 59,000 items to North Dakota libraries and citizens during the 2007-2009 biennium.

The North Dakota State Library serves patrons and libraries throughout the state and maintains a collection that is open to all citizens of the state. The State Library serves as the library for North Dakota residents who do not have a local public library and it functions as a backup reference center for other North Dakota libraries. The State Library places service to state government as a high priority and offers state employees extensive reference service, training and interlibrary loan service. The North Dakota State Library is committed to providing training for librarians, teachers, state employees and citizens in using the Online Library Resources and the statewide online library catalog.

Libraries and individuals may request material from the North Dakota State Library electronically, or via U.S. mail, telephone (701-328-4622 or 800-472-2104), or fax (701-328-2040). During the 2007-2009 biennium, the State Library sent out materials to answer 8,311 subject requests, and received or placed 20,379 telephone calls. In addition to providing service to patrons through telephone or electronic requests, 17,296 patrons visited the State Library in person. The State Library mailed out 59,255 items and 63,792 items were checked out from the State Library's collection—an increase of more than 6,000 circulations from the previous biennium. Currently 12,652 citizens and librarians of North Dakota hold North Dakota State Library cards.

The State Library's homepage provides patrons with access to ODIN (Online Dakota Information Network) and many different Online Library Resources, such as full-text magazine and newspaper articles, health and wellness information, and K-12 educational resources. In addition, patrons have access to more than 8,100 electronic books. Because of this immediate access to information, patrons can conduct research in their offices and homes 24 hours a day, 7 days a week. The State Library's staff utilizes the Internet, Online Library Resources, and an extensive library collection to further fill the informational and recreational reading needs of the libraries and citizens of North Dakota.

INTERLIBRARY LOAN

The State Library is among the 54 active Interlibrary Loan (ILL) Units and 49 ILL Libraries in North Dakota that participate in the Online Dakota Information Network (ODIN). The ODIN catalog provides libraries and individuals access to over 3,633,000 items. The State Library also cooperates in resource sharing with other libraries in the state. For regional resource sharing, the State Library contracts with MINITEX to provide additional sources for interlibrary loan from the library collections of the University of Minnesota and the state of Minnesota.

Through a long-term participation in a national bibliographic utility database from the Online Computer Library Center (OCLC), the State Library identifies and accesses almost 140 million bibliographic records, with a new record added every 10 seconds. Through OCLC, the holdings of over 71,000 libraries worldwide are available to the citizens of North Dakota. OCLC's WorldCat Resource Sharing fills an interlibrary loan request every 4 seconds. This system allows citizens within the state of North Dakota to borrow materials from libraries down the road and around the world.

The State Library is the interlibrary loan referral center for the state of North Dakota. The North Dakota State Library processed 68,742 interlibrary loan requests during the 2007-2009 biennium from public, academic, school, and special libraries, and from citizens of the state. That is an increase of almost 8,000 requests over the 2005-2007 biennium.

Interlibrary Loan Requests Received July 1, 2007—June 30, 2009

Public Libraries	22,854
School Libraries	11,827
Academic Libraries	9,307
Government Agencies	2,696
Citizens of North Dakota	22,058
Total	68,742

Interlibrary Loan



The State Library processed over 68,000 interlibrary loan requests during the 2007-2009 biennium.

DISABILITY SERVICES

Disability Services Statistics July 1, 2007—June 30, 2009

Talking Book Titles	58,442
Circulating Copies	64,573
Talking Book Users	2291
DRIS Users	291
Items Loaned	121,369

Disability Services



Talking book players and books are provided at no cost to the North Dakota State Library patrons.

The State Library receives talking books from the Library of Congress, National Library Service for the Blind and Physically Handicapped (NLS). In addition to talking books received from NLS, volunteers at the State Library record books and magazines that are not available through the national collection. State Library volunteers recorded 113 talking books by North Dakota authors or books requested by patrons. Magazines recorded at the State Library include *North Dakota Horizons*, *North Dakota History*, *North Dakota Living Magazine*, *Plains Talk*, *North Dakota Outdoors* and *Dakota Catholic Action*.

Dakota Radio Information Service (DRIS) is a radio reading service provided for citizens in North Dakota who have a visual, physical or reading impairment. DRIS provides access to both local and national newspapers and magazines. Dakota Radio Information Service currently has 291 listeners.

The State Library negotiated with the Minnesota Radio Information Service to allow North Dakota's eligible citizens the ability to listen to the Minnesota Radio Talking Book Service. The availability of the service is promoted through the local public libraries, service groups and interested parties.

STATE DOCUMENT SERVICES

The State Document Services Department administers the State Document Depository Program. The mission is to collect, store and disseminate state publications intended for general public distribution. In this role, the State Library increases awareness of the usefulness and historic value of our state's documents.

Each North Dakota state agency is required to deposit eight copies of all publications issued and intended for general public distribution with the State Library. The State Library retains two copies for its collection and makes them available for use by North Dakota citizens. The other six copies are distributed to the following depository libraries: State Historical Society, University of North Dakota, North Dakota State University, Minot State University, Valley City State University and the Library of Congress in Washington D.C.

A total of 4,345 titles were distributed to depository libraries during the 2007-2009 biennium. These publications are cataloged on OCLC's WorldCat international library database, and on ODIN. During the 2007-2009 biennium, 6,153 items were added to the State Documents collection. Of these 6,153 items, 849 were electronic documents and 3,032 were serials.

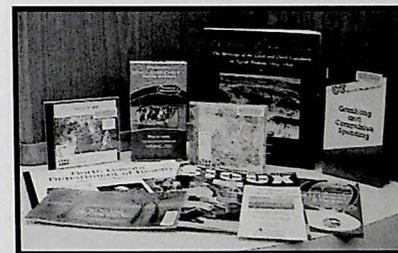
State Document Services also oversees the Electronic Documents Project, which is designed to capture and store state documents that have been published only online. These digital documents are stored as Adobe .pdf files, so no special software is required to open, read, or print them. The documents are cataloged in WorldCat and ODIN, just like those on paper, so all available state government information on a topic is found in a single search, regardless of format.

When a state agency releases a document in both print and electronic formats, State Document Services makes both formats available on a single record in ODIN and WorldCat. This allows patrons to instantly open and review a document to determine whether it meets their needs before placing a request to check out the print version. Many state agencies are now retroactively scanning older documents, particularly extensive research reports, and State Document Services is updating those older catalog records with links as well.

State Document Holdings

Print Documents	19,179
Electronic Documents	1,770
Maps	2,310
Periodical titles	3,602
Audiobooks	6
Musical Recordings	7
Videos	274
Oral history tapes	1,109

State Document Services



Thousands of state documents are available from the North Dakota State Library and the ODIN Online Catalog.

TECHNICAL SERVICES

The Technical Services Department acquires materials for the State Library and prepares them to be used and accessed by the citizens of North Dakota and other libraries.

The State Library acquired 9,160 items during the 2007-2009 biennium for its general collection. Of those new items, 269 were added to the reference collection. The State Library loans many of these reference books to other North Dakota libraries. In an effort to offer quality reading material to North Dakota citizens with visual disabilities, large print books are also a focus of the State Library's collection.

Ongoing efforts are made to acquire materials produced by North Dakotans or about North Dakota, both to provide North Dakota citizens with access to those materials and to help in preserving North Dakota history and literature. Additionally, the State Library maintains a collection of newspaper clippings related to North Dakota. Technical Services staff added 85 new subject folders to the collection and performed extensive editing to existing bibliographic records to improve access to these files during the 2007-2009 biennium.

During the 2007-2009 biennium, 3,527 issues of magazines, journals and newspapers subscribed to by the State Library were added to the collection. In addition to collecting its own magazines, journals, and newspapers, the State Library provides assistance to several state agencies by housing past journal issues for use by the agency and anyone seeking access to those journals.

The State Library is a member of the Federal Depository Library Program (FDLP) and provides access to publications of the federal government and its many agencies to the citizens of North Dakota. Over 500 serial issues acquired through the FDLP were added to the State Library's collection from July 2007 to June 2009. The Technical Services department also added 330 bibliographic records to the State Library's catalog for online federal government documents available through the FDLP.

The State Library administers a book lottery that "recycles" library materials among North Dakota libraries. Items that are no longer needed at a particular library are made available to other libraries through a book lottery. During the 2005-2007 biennium, 1,069 titles were distributed to North Dakota libraries through this program. The State Library also continues to focus on keeping its collection up-to-date by withdrawing outdated items and replacing them with current publications.

The State Library participates in the Name Authority Cooperative Program (NACO) to ensure standardization of authors' names in online catalog records. Thirty-six of these records were contributed to the Library of Congress database over the biennium.

Items in the North Dakota State Library Collection as of June 2009

General collection	101,742
Reference collection	6,877
Large print books	10,444
Videos & DVDs	4424
Audiobooks	792
North Dakota Resource File	5,763

Technical Services



The North Dakota State Library maintains a large collection of books and audiovisual materials.

TRAINING

Training Opportunities Offered by the North Dakota State Library

- State Employee Library Orientation
- Online Library Resources Training for Teachers
- Basic Online Research for Continuing Education Credit
- Advanced Online Research for Continuing Education Credit
- Ancestry Library Edition Presentation in Public Libraries for citizens

Training



Training programs, workshops and conferences are developed and delivered by North Dakota State Library professional staff to assist librarians, library board members, teachers, school administrators, students and library users to better utilize the Online Library Resources, automated library collections, and the many services that are offered by libraries throughout the state.

The training staff from the State Library provided training for teachers and school administrators in multiple locations on searching the state's electronic library catalog, Online Library Resources and WorldCat. A classroom training for students, which demonstrated the Online Library Resources, was also presented in several schools.

An advanced searching course was offered for credit in June 2008 and June 2009 for librarians and teachers. A continuing education graduate credit was made available through the Valley City State University, Minot State University, University of North Dakota and North Dakota State University.

Training for citizens of North Dakota using Ancestry Library Edition and Homework Help for Parents was made available through a partnership between local North Dakota libraries and the North Dakota State Library.

Bi-monthly training sessions are held in the State Library's computer lab for state employees. State employees learn about the State Library's services and the Online Library Resources. After attending this training, they can apply this knowledge to their employment.

Online training using web conferencing software and a teleconference began in the fall of 2008. Web based training allows more people to access training opportunities presented by the training staff of the North Dakota State Library. Not only do the participants have the convenience of taking a training session from their own desk at work or even in their own home, but it also saves travel expenses for all participants. Access to tutorials and webinars is available via the State Library website at www.library.nd.gov.

From July 1, 2007 to June 30, 2009, a total of 1,547 librarians, library board members, teachers, students, and members of the public participated in trainings and workshops hosted by the North Dakota State Library.

Grants Awarded in 2007/09

Library Services and Technology Act (LSTA) and Library Vision 2010 (LV 2010)

Fiscal Year 2008

Bowman Public Library — Computer training lab
Dickinson Area Public Library — Computer training lab
Grafton Public School Libraries (3) — ODIN/WorldCat
Hankinson Public Library —Computer
Mandaree School Library —ODIN/WorldCat
Ashley Public School Library — WorldCat
Fessenden/Bowdon Public School Library — WorldCat
Ward County Public Library — WorldCat

Fiscal Year 2009

Twenty-three (23) libraries received a resource sharing grant.

West Fargo Public Library—Computer training lab

Libraries receiving grants for computers and printers to allow access to Online Library Resources and the statewide online library catalog:

Divide County Public Library
Enderlin Public Library
Hazelton Public Library
Wahpeton Public Library
Mandan High School Library
Ward County Public Library

Masters of Library Science Grants

Master of Library Science Grants were presented to four recipients.

PUBLICATIONS OF THE NORTH DAKOTA STATE LIBRARY

July 2007—June 2009

Annual Update (Disability Services)—Fall 2008

Biennial Report to Governor July 2005 - June 30, 2007—November 2007

Collection Development Policy—April 2008

Dakota Radio Information Service (DRIS)—January 2007 and August 2007

Discovery Newsletter

V. 12, No. 2—Summer 2007

V. 13, No. 1—Spring 2008

V. 13, No. 2—Summer 2008

V. 13, No. 3—Winter 2008

Electronic Books—April 2008

Flickertale Newsletter

V. 37, No. 4—July/August 2007

V. 37, No. 5—September/October 2007

V. 37, No. 6—November/December 2007

V. 38, No. 1—January/February 2008

V. 38, No. 2—March/April 2008

V. 38, No. 3—May/June 2008

V. 38, No. 4—July/August 2008

V. 38, No. 5—September/October 2008

V. 38, No. 6—November/December 2008

V. 39, No. 1—January/February 2009

V. 39, No. 2—March/April 2009

V. 39, No. 3—May/June 2009

Homework Help: Using Online Library Resources—April 2008 and November 2008

Loan Policies—March 2009

North Dakota Library Directory—2008

North Dakota Library Law—September 2007

North Dakota Public Library Statistics Fiscal Year 2006—January 2008
North Dakota Public Library Statistics Fiscal Year 2007—December 2008
North Dakota State Documents—July 2007
North Dakota State Library presents Auto Repair Reference Center—June 2008
Online Library Resources—August and October 2008
Online Library Resources Search Guide—January 2008 and January 2009
Radio Talking Book (RTB)—September 2007
Services of the State Library—April 2008 and June 2008 and January 2009
Services to State Agencies and State Employees—May 2009
State Document Depository Program—July 2007 and April 2008
State Library Card—April 2008
Talking Book & DRIS Patron Handbook—April 2008
Talking Book Service—September 2007 and June 2008
Talking Books: Titles Recorded at the North Dakota State Library—June 2008
Volunteer Opportunities—January 2007 and April 2008 and December 2008

NORTH DAKOTA STATE LIBRARY

Expenditures and Revenues

2007-2009

Expenditures

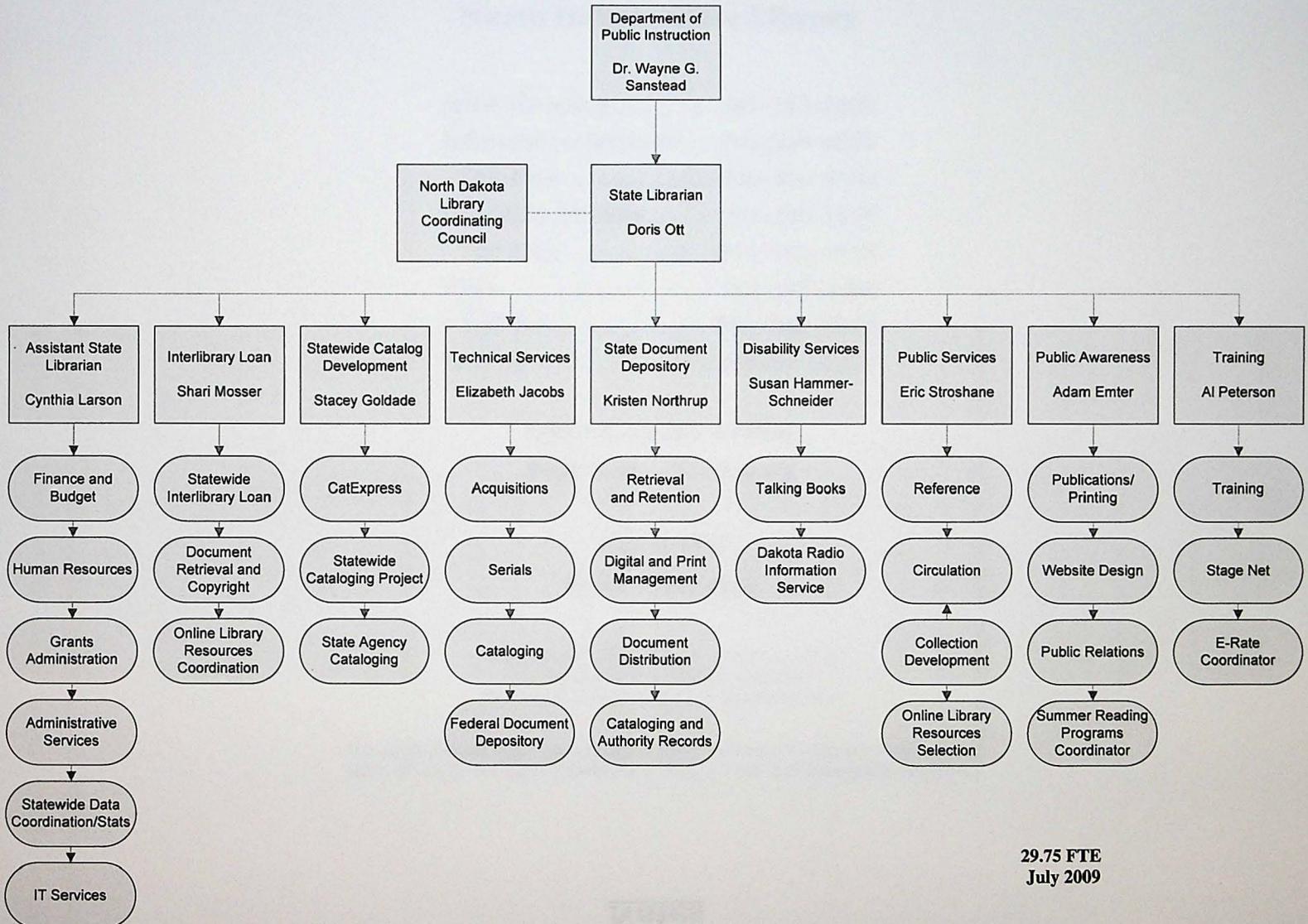
Account Description	Original Appropriation	Adjusted Amount	Biennium Expenditures
Salaries and Wages	2,628,494	2,746,240	2,697,334
Operating Expenses	1,477,772	1,477,772	1,373,439
Grants	1,752,500	1,752,500	1,607,853
TOTAL	5,858,766	5,976,512	5,678,626

Revenues

General Fund	3,977,513	4,078,187	4,077,730
Federal Fund	1,789,401	1,806,473	1,538,182
Special Funds	91,852	91,852	62,714
TOTAL	5,858,766	5,976,512	5,678,626

North Dakota State Library Organizational Chart

2007 FY

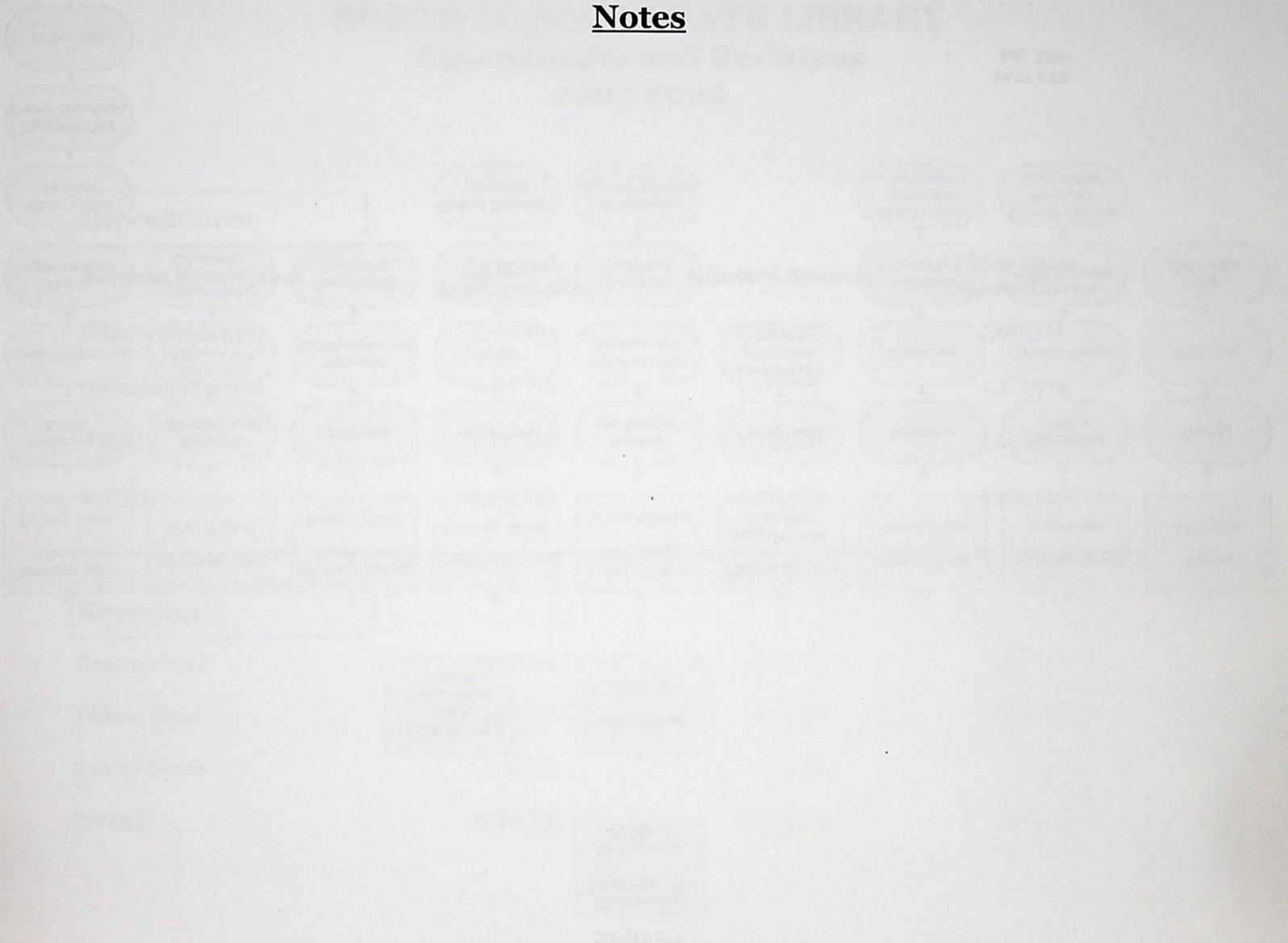


29.75 FTE
July 2009

Notes

TO LIBRARY

PP 196
W 1112



North Dakota State Library

Administration.....701-328-2492
Information Requests701-328-4622
Toll-Free 800-472-2104
Disability Services.....701-328-1408
Toll-Free 800-843-9948
TDD.....701-328-4923
Toll-Free 800-892-8622
Website www.library.nd.gov

Open Monday-Friday

8:00 a.m. - 5:00 p.m.

Doris Ott

State Librarian

North Dakota State Library, a division of the
ND Department of Public Instruction
Dr. Wayne G. Sanstead, State Superintendent

The North Dakota State Library does not discriminate on the basis of race, color,
national origin, sex, age, or disability in employment or the provision of services.

North Dakota
STATE LIBRARY

604 E. Boulevard Avenue - Dept. 250
Bismarck, ND 58505-0800