

# North Dakota STATE LIBRARY



## Biennial Report July 2011 — June 2013

Hulen E. Bivins, State Librarian

North Dakota State Library, a division of the  
ND Department of Public Instruction

Kirsten Baesler, State Superintendent

[www.library.nd.gov](http://www.library.nd.gov)

**North Dakota State Library Staff on June 30, 2013**  
**29.75 FTE**

**State Librarian**

Hulen E. Bivins

**Assistant State Librarian**

Cynthia Clairmont-Schmidt

**Administration**

Cheryl Pollert

Michele Unrath

**Digital Initiatives**

Stephanie Baltzer Kom, Head

**Field Services**

Eric Stroshane, Head

Elizabeth Jacobs

Sarah Matusz

**Interlibrary Loan**

Shari Mosser, Head

Krista Kurtz

Theresa Martel

Candace Richter

**Information Technology**

Ryan Kroh, Head

**Public Awareness**

Kristin Byram, Head

**Public Services**

Al Peterson, Head

Sue Clark

Matt Hovland

Sara Meidinger

Mariah Ralston

**Statewide Catalog Development**

Stacey Goldade, Head

Aaron Severson

**Training**

Steven Axtman, Head

**Technical Services & State Documents**

Kristen Northrup, Head

Jeffrey Faith

BreAnne Meier

Pam Young

**Talking Books**

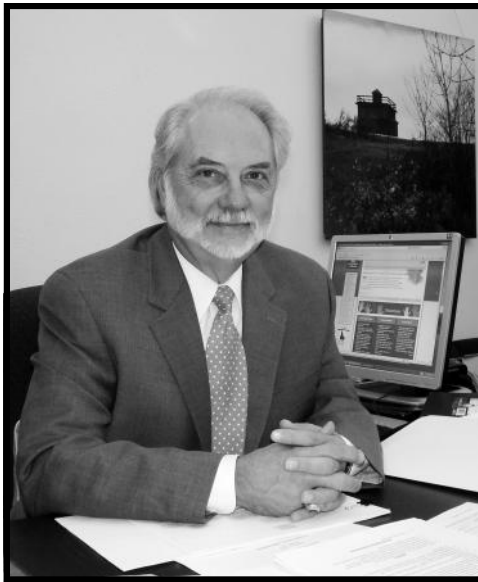
Susan Hammer-Schneider, Head

Dave Anderson

Chris Hagburg

Marla Paulson

Bernard Steffan



*Hulen E. Bivins, State Librarian*

## **Vision**

Leading the way in information opportunities.

## **Mission**

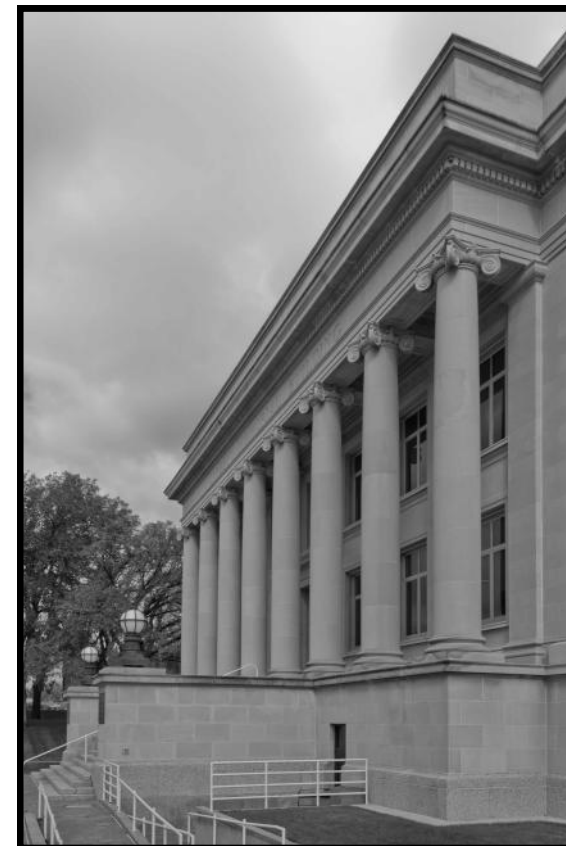
Provide access to information for North Dakota.

## **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.

# Table of Contents

History.....	5
Statutory Responsibilities.....	7
Legislation.....	10
Trends.....	11
Photo Highlights.....	14
Major Activities	
Administration.....	15
Digital Initiatives.....	17
Field Services.....	19
Public Awareness.....	20
State Agency Services.....	21
Statewide Catalog Development.....	22
Public Services.....	24
Interlibrary Loan.....	25
Talking Books.....	26
State Document Services.....	27
Technical Services.....	28
Training.....	29
Online Library Resources.....	30
Grants Awarded.....	31
Expenditures and Revenues.....	36
Publications.....	37
Organizational Chart.....	38



*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.



*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.



*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.



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



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

7. Compile statistics on all North Dakota public libraries and their services and their larger counterparts of county and multicounty libraries, regional library cooperatives, and multi-type library authorities. Make a full biennial report to the superintendent of public instruction and the governor of the work done at the state library. 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



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.

**No changes have been made to the State Libraries responsibilities during this biennium.**

The North Dakota State Library's long range plan is the Libraries Services and Technology Act (LSTA) long range plan. It can be accessed at <http://library.nd.gov/publications.html>

## LEGISLATION

The 63<sup>rd</sup> North Dakota Legislative Assembly produced no new legislation for the State Library or libraries in the state. Therefore, there were no legislative responsibilities added or deleted during the 2011-2013 biennium.

Senate Bill 2013, which contained the State Library budget, was passed in both houses and signed by the Governor on 5-14-13. It contained level funding for the current North Dakota State Library services and an additional \$266,500 for State Aid to Public Libraries.



# TRENDS



“Libraries provide the only free computer and internet access for 62% of all citizens, and provide 91% of all citizens their only source of wireless (Wi-Fi) internet access.”

- ALA Library Fact Sheet 6

North Dakota during the past biennium, like the nation as a whole, has experienced a great deal of change. Indeed, the state has a population growth of 4.7% according to the 2010 US Census. This growing citizenship, including many who have migrated from other states and countries, expect and demand library services that inform and help with their technical and educational needs, as well as their leisure experiences.

In a nation where 33% of all jobs require a bachelor’s degree or higher and 30% of available jobs require some college or an associate degree, (data from Georgetown University Center on Education and the Workforce Study, 2010) library usage is at an all-time high because libraries are the prime resource of information. If you want information that informs how to start a business, how to learn another language, suggestions for sites to visit on a future vacation, check crop prices and get data on how to buy and sell commodities, obtain information on the proper way to insulate house windows, gain knowledge of new legislation passed to support road building and flood control, the ability to discover the chemical makeup of a medical prescription, obtain tutor assistance to do physics homework, discern the fair market values for a used vehicle, or the desire to know who are the featured entertainment acts in Las Vegas and on Broadway next month, the library is your source. More than ever, the library is, for all North Dakota citizens, the primary and, in some locations, the only source of such a vast range of informational needs.

Recent studies of the American Library Association (2010) have revealed that libraries help 89.7% of all citizens understand and use governmental websites, provide the only free internet access for 64.5% of all citizens, and provide 85.7% of all citizens their only source of wireless (Wi-Fi) internet access. While such accessibility services are important, libraries do much more.

The North Dakota State Library (NDSL) continues to serve as a leader for all libraries in the state in ongoing efforts to be a knowledgeable source of information and a broker for coordinated services that result in the expansion of basic library services as well as the testing of new services to enhance the “quality of life” factor for citizens. NDSL participates in an offering of databases via libraries throughout the state, aids in the procurement of public use computers needed for the completion of job applications in a world where 71.9% of all jobs require an online application, makes the interlibrary loan of library materials available statewide, and coordinates activities of both cultural and educational services statewide.

With an increased emphasis on planning during the biennium, the state library has worked to assist North Dakota's libraries with disaster response policies for usage in a variety of situations, the development of new library policies that embrace the new technologies now offered as services at libraries, furthered the ability of libraries to apply for and be approved to receive grants from non-governmental sources, and assist in the developmental training of library workers. In the training process, priority has been established to aid both the activities of the traditional library and those functions unheard of a mere five years ago. An example of a new function is working with electronic books (eBooks) and the several different types of readers used for these downloaded materials.

To better serve North Dakota's citizens, the North Dakota State Library has continued to develop the department of "Field Services" which is staffed by professional librarians who provide technical assistance through visits with libraries in the state at the location of the library. This in-library visitation process allows for the actual viewing of both successes and problems, for a frank discussion of library matters, and the development of a series of steps to either increase success or to develop quality minimum service standards. The experience results in better and uniformly consistent library services throughout the state.

Following a national trend of more involvement in the education process by state library agencies, the North Dakota State Library continues to provide a program of tutorial aid for ages K to Adult, five evenings a week. With retired university professors as tutors, the tutorial service program is available to citizens in their school, local library or their personal home via an internet connection. Using an interactive process of educational instruction, the program enhances the achievement of the superior student and enables the under-achieving to meet minimum standards. This trend of NDSL working as a partner with schools and universities, as well as the state's home-schooled students, is viewed as a cooperative act continuing for the forthcoming decade.



A new trend in libraries is mass customization wherein libraries are leveraging technology to create individualized experiences. An example is the development of approaches to the preservation of metadata that has been an integral component of efforts in the field of digital preservation. At the same time attention is now turning to the more complex task of building sustainable, technical infrastructure, and policy frameworks that will enable organizations to implement preservation metadata strategies practically at a local level. NDSL is participating in this conversation.

Other trends involve experiences such as cloud computing and open-source software, as well as, the total customization of new communication apps making library resources as available as a person's phone; online interactive group spaces that support remote usage; and, wireless network portals that combine library database catalogs, e-journals, and reference materials. Further, users may appreciate integration of library information and more multimedia resources into popular search engines; plus, provisions for more individual and group learning spaces within the "traditional library" (brick and mortar structure) that is equipped with computing resources and comfortable spaces for informal gatherings.

The market for library services shall continue to evolve because as new technology impacts lifestyles and work locations, there shall be the expectation that library operations will change as the technology changes. With consideration of the new methods of connectivity of the last two years, you see the trends of the next two years for libraries as more libraries reach out to serve citizens with the usage of blogs, wikis, gaming, RSS feeds, photo sharing, and other social media. Thus, ongoing changes in technology and demographics do most certainly affect libraries as the libraries seek to fulfill the needs of North Dakota's citizens.

Continuing trend areas include the expansion of resources in database collections and the affordability of these materials; the transfer of historical collections of materials into a digital format; the coding of materials to enhance the feasibility of usage of a federated search engine; and the continuation of cooperative partnerships with both governmental and non-governmental partners to enhance the availability of more resources in this rapidly changing technological age.

Moving forward into the next biennium, the North Dakota State Library shall continue to ask questions and participate in national forums to seek the answers that prepare NDSL and the libraries of the state to meet the informational needs of citizens in a format of accessibility whatever their station in life, wherever in the state they might be located. It is therefore expressly understood that to meet the future needs, the role of libraries must be that they are both knowledgeable and accessible. NDSL is prepared, and continues to prepare, for this role.



“The North Dakota State Library shall continue to ask questions and participate in national forums to seek the answers that prepare NDSL and the libraries of the state to meet the informational needs of citizens.”

Whether North Dakota's libraries are a physical or a virtual destination they should and shall be, a place where all citizens can co-exist to either nurture or enhance self-sufficiency in their pursuit and acquisition of needed knowledge for cultural, educational or leisure needs.

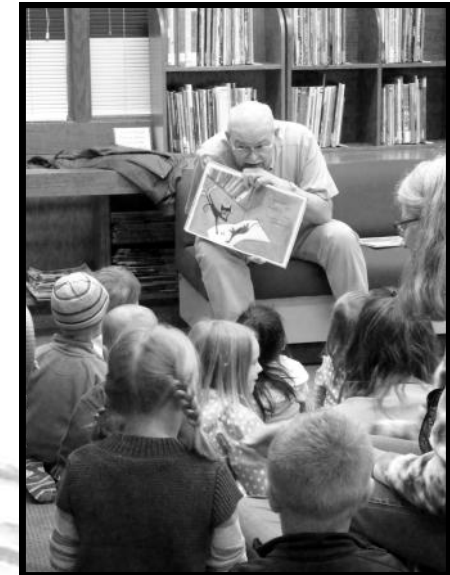
# State Library Photo Highlights 2011-2013



*North Dakota Army National Guard Colonel David Thiele, introduces the Military Contact Program service at a Bismarck press announcement.*



*North Dakota First Lady Betsy Dalrymple delivered a wonderful storytime reading during the 2012 Bismarck/Mandan summer reading kickoff event.*



*North Dakota Secretary of State Al Jaeger reading a story during the 2013 Bismarck/Mandan summer reading kickoff event.*



*North Dakota State Library volunteers were recognized at the annual Volunteer Recognition Event.*



*North Dakota State Library staff presented 1 day workshops during the Summer Breeze Colloquium at six different libraries in North Dakota*

# 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 administration staff deliver specific assistance in library budgeting, funding, human resource issues, program and grant management

The State Library is committed to enhancing library services statewide through the development, coordination and funding of grants for libraries in the state. Library Vision 2014 (LV2014) state general funds were granted on a competitive basis to school and public libraries. 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 working 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 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 2013 legislature, public libraries were appropriated a 17.8% increase in State Aid, bringing the total amount available for the 2013/2015 biennium to \$1,766,500. The additional dollars will help public libraries to increase their technology capabilities and to purchase 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 library.

The State Library developed the North Dakota Interlibrary Loan manual to establish protocols, procedures and policies for lending and borrowing. The updated version is available at [www.library.nd.gov/publications.html](http://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 (STAGEnet). Funding for connectivity is paid by the State Library and federal E-Rate funds. The State Library works with public libraries to assist them with E-Rate and filtering guidelines.

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.

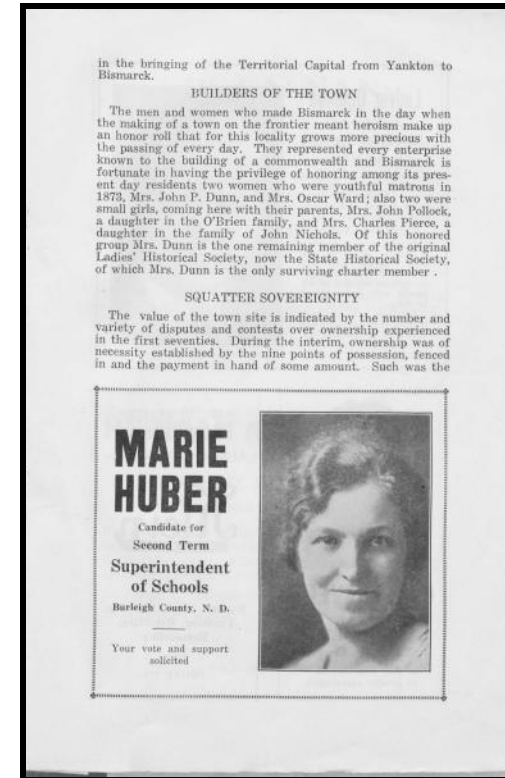


# DIGITAL INITIATIVES

The Digital Initiatives Department was created in 2012 to share expertise in collecting, creating and preserving digital copies of items relating to North Dakota's cultural heritage and government. The department offers services including training and consulting related to the creation, display, storage and preservation of digital collections.

- Staff will consult on content creation issues such as:
  - project planning and workflow management.
  - costs involved in undertaking a digitization project
  - digitization guidelines
  - creation of metadata for description of and access to digital files
  - Staff will assist other institutions in choosing the software to display, store and archive digital files.
- Staff will provide guidance on issues of preservation including appropriate standards for the long-term viability of digital files. In addition, staff can recommend standards for the description of digital objects based on the needs and goals of a project.

During the 2011-2013 biennium, the department focused on the acquisition of digitizing equipment and training of staff. North Dakota related books like county and town histories will be the first to be digitized. Many of these books are no longer in print and difficult to access. Digitized items will be available freely over the internet through the Digital Horizons consortium.



*This is one of the first scans completed by the Digital Initiatives Department.*

# FIELD SERVICES

The North Dakota State Library's Field Services Department works directly with North Dakota public libraries to develop library workers' skills and knowledge, so that they can improve and expand local services. Field Services librarians provide consultation on a full range of library issues, including: policies, by-laws, collection development, programming, and strategic planning for services and building needs. They develop specially tailored resources and provide libraries with guidance, support, templates, and hands-on instruction. The Field Services librarians who provide consulting services to public libraries are: Elizabeth Jacobs, Sarah Matusz, and Eric Stroshane.

Each August, Field Services librarians hold seminars for library administrators and board members. In 2012 sessions were presented on drafting effective library policies, strategies for hiring success, and how to establish 501(c)(3) non-profit status for a Friends of the Library group or library foundation. In 2011 an array of topics were covered including: de-selecting library materials, identifying community resources, reporting and analyzing library statistics, social media strategies, information literacy, and genealogy research. The 2013 seminar was focused entirely on the strategic planning process.

Throughout each year, Field Services librarians visit public libraries throughout the state. During these visits, they tour the library facilities; learn of the accomplishments, needs, and concerns of library workers and board members; and provide assistance, training, and advice. In so doing, they cultivate long-term working relationships with librarians throughout the state and improve the services provided to local communities.

In January of 2013, Field Services created their *Field Notes* blog. They use the blog to highlight promising library practices, provide library technology tips and instruction, present programming ideas, inform about upcoming events and services, and discuss other issues of importance to North Dakota's library workers. Field Services and Training librarians write articles for the blog on a regular and ongoing basis.

Through representation by Field Services librarian Sarah Matusz, all North Dakota public libraries are members of the Collaborative Summer Library Program (CSLP). CSLP is a grass roots consortium of states working together to provide



*Field Services representatives look forward to sharing their knowledge and abilities as they work directly with libraries in the state.*

*Libraries and librarians are encouraged to contact the Field Services Division to discuss any and all needs of an individual library.*

## **Field Services Statistics:**

July 1, 2011-June 30, 2013:

Site Visits: 202, Library Contacts: 1,338

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.

Field Services assembled three technology “petting zoo” kits for circulation to libraries throughout the state. Each portable petting zoo contains six e-readers and tablets (a Nexus 7, iPad, iPod Touch, Kindle Fire, Nook Simple Touch, and a Kindle Paperwhite) as well as detailed instructions and learning objectives for each device. The kits are loaned out to libraries so that staff can get hands-on experience using different popular devices. The familiarity they gain with the technology helps them assist patrons who have questions about using their devices with library services like Zinio and OverDrive, or who otherwise need help or recommendations regarding mobile devices.

In addition to circulating technology kits, the State Library began lending book club kits in April of 2013. Each book club kit contains ten copies of the book, sign-in sheets to keep track of the copies, and an instruction sheet with discussion questions specific to the book. The program began with eight kits, and has since expanded to twelve, with more to be added in the future. The titles in the book club kits cover a wide range of genres, from popular adult fiction and nonfiction, to young adult fiction and North Dakota authors and topics. The kits, which have a lending period of eight weeks, can be checked out by libraries for library-sponsored book clubs, or by anyone with a North Dakota State Library card to facilitate their own book club. Though it was only in operation for three months of the biennium, the book club kit program has been very popular and well-utilized to this point.

In June of 2013, Field Services implemented a book review program for public libraries throughout the state. When publishers provide promotional copies of books to the State Library, North Dakota librarians have the opportunity to request the titles to add to their collection. Librarians are asked to submit reviews of the copies they request, specifically noting the relevance of the title to a North Dakota audience. Reviews will be compiled and the publication will be made available to North Dakota school and public librarians to aid in their purchasing decisions.

# 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 grassroots consortium of forty-nine 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.

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 monthly e-newsletter which contains upcoming events, library news, and general information about the State Library, North Dakota libraries, and libraries throughout the United States.

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](http://www.library.nd.gov). The site contains valuable information about the services of the State Library. The Public Awareness Coordinator also manages social media communication for the State Library.

The Public Awareness Coordinator works with local media and librarians throughout the state. Press releases and articles are sent to local newspapers to promote opportunities and events in library and information services. The Public Awareness Coordinator is available to public libraries to help them develop a website, if they do not already have one. The Public Awareness Coordinator 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 staffed numerous booths including the North Dakota Education Association Conference, North Dakota Library Association Conference, North Dakota Career and Technical Education Conference, the Governor's Forum on Aging, Bismarck Senior Health Fair, KMOT-Ag Show, North Dakota Association of the Blind, North Dakota Long Term Care Association, North Dakota State Fair, and KFYZ Agri-International Show.



*State Library staff promote library services and provide information at numerous conferences each year.*



*The 2012 Summer Reading Kickoff theme was "Dream Big, READ!" Over 3,000 people attended the Bismarck/Mandan Summer Reading Kickoff Day on the Capitol Grounds on June 1st.*

# STATE AGENCY SERVICES

The staff of the State Library is committed to providing services to state agencies and state employees. Nine state agencies have their material cataloged into ODIN by State Library staff: the Office for the Elimination of Health Disparities, the Game and Fish Department, Geological Survey, Legislative Council, Pembina County Historical Museum, the Prevention Resource and Media Center (including materials from the Division of Mental Health), the Protection and Advocacy Project, the Securities Department, and the Water Commission. Many titles these agencies own are unique and usually of a North Dakota nature. During the past biennium 8,230 items owned by these agencies were added to the ODIN database. Many of these items were from the Legislative Council library, which joined the ODIN consortium in 2011. The cataloging phase for this library is nearly 95% complete. Once in ODIN, not only are the state agencies able to see what they own and search their own collection online, but the citizens of North Dakota also obtain access to them. Materials on a wide variety of topics were cataloged this past biennium, including information on wildlife conservation, flood control, water supply, franchise opportunities, accessibility to health services, higher education, public finance, brain injury, substance abuse prevention, Icelandic poetry, 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. State Agency Services also assists the agencies with assigning call numbers, does some physical processing of their materials, and periodically conducts an inventory of their titles.

## **Total Number of Items in State Agency Libraries as of June 30, 2013**

Elimination of Health Disparities	253
Game and Fish Department	7,303
Geological Survey	2,271
Legislative Council	6,989
Pembina County Historical Museum	923
Prevention Resource and Media Center	1,177
Protection and Advocacy	365
Securities Department	726
Water Commission	11,978
<b>Total</b>	<b>31,985</b>

# STATEWIDE CATALOG DEVELOPMENT DEPARTMENT

## Number of titles owned by most recent grant recipients

Harvey Public Library	15,678
Walhalla Public School	9,161
<b>Total</b>	<b>24,839</b>

## Number of new titles cataloged

July 1, 2011 – June 30, 2012	19,115
July 1, 2012 – June 30, 2013	21,134
<b>Total for biennium</b>	<b>40,249</b>

## Number of titles withdrawn

July 1, 2011 – June 30, 2012	27,738
July 1, 2012 – June 30, 2013	19,755
<b>Total for biennium</b>	<b>47,755</b>



*Gackle Public Library*

The Statewide Catalog Development Department began in 1997 and continues to provide high quality cataloging services to libraries across North Dakota. Grant money from Library Vision 2014 (state funds) and the Library Services and Technology Act (federal funds) is used to fund the costs for libraries that want to join WorldCat, an international library database. The goal is to have their collections be available to the citizens of North Dakota via the Interlibrary Loan program, since when WorldCat is searched, all the libraries in North Dakota that own a specific title will be displayed. If a patron's local library doesn't own a title they want, the librarian can locate a library that does own it by searching WorldCat and then borrow it for their patron. (You can learn more about the Interlibrary Loan department on page 25.) The libraries are allowed to choose their own circulation system for their in-house use. The most recent libraries to receive grants are: Harvey Public Library (March 2012) and Walhalla Public School (October 2012).

During the 2011-2013 biennium, projects started during the previous biennium were completed. The following libraries were added to WorldCat: Bowman Regional Public Library, Elgin Public Library, Griggs County Public Library and Stanley Public Library. These grants were awarded in 2009 and 2010 and the total number of titles for these projects was 62,252.

In addition to working on the new projects, the Statewide Catalog Development department continues to serve the libraries that received grants in the past by cataloging all their new titles, deleting their withdrawn titles, assisting them with selecting call numbers, helping them with inventories, maintaining the records in the ODIN database (a statewide system) and assisting the librarian in a variety of other ways, including site visits to meet with them face-to-face. During the past two years, many of the libraries completed large weeding projects in order to get rid of aging and worn out materials. This department removed a total of 47,755 titles from WorldCat and ODIN in the last biennium.

The 54 libraries that this department currently serves are: Ashley School, Beach High School, Bottineau County Public Library, Bottineau Junior/Senior High School, Bowman Regional Public Library, Carrington City Library, Carrington Elementary School, Carrington High School, Cavalier Elementary School, Cavalier High School, Divide County / Elementary (Crosby), Divide County High School (Crosby), Elgin Public

Library, Fessenden-Bowdon School, Finley-Sharon Public School, Glen Ullin Public School, Grafton Elementary School, Grafton Middle School, Grafton High School, Griggs County Public Library, Halliday Public School, Harvey Public Library, 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), Lincoln Elementary (Beach), Mandan High School, Mandaree Elementary, Mandaree High School, 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, Stanley Public Library, Trinity High School (Dickinson), Velva School & Public Library, Walhalla Public School, Ward County Public Library (Minot and Kenmare) and the Wishek School/City Library. From July 1, 2011 to June 30, 2013 these libraries have added over 40,249 new titles to their collections. The Statewide Catalog Development Department cataloged those 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. Many of the above libraries are also part of the ODIN consortium. This department also maintains those titles in the ODIN database, including withdrawing titles the libraries have discarded.

Each library listed above has unique titles that they own. In addition to books, they collect items such as high school yearbooks, sound recordings, kits, audio books on CD, DVDs, North Dakota newspapers on microfilm, church history books, items written by local authors, and much more. These items can be accessed by any North Dakota citizen through the Interlibrary Loan program.



*Walhalla School library*

# PUBLIC SERVICES

The North Dakota State Library serves patrons and libraries with library services throughout the state and maintains a circulating materials collection that is open to all citizens of the state. The State Library will serve as the library for North Dakota residents who do not have access to local public library services. The North Dakota State Library provides extensive reference services for other North Dakota libraries that do not have sufficient resources to assist their patrons. The State Library places service to state government as a high priority and provides state employees with extensive reference service, training and interlibrary loan service.

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). Patrons can also request materials through the ODIN (Online Dakota Information Network) catalog. During the 2011-2013 Biennium, the State Library sent out materials that helped answer 6,133 subject requests, and received or placed 18,567 telephone calls. In addition to providing service to patrons through telephone or electronic requests, 21,254 patrons visited the State Library in person. The State Library mailed out 43,708 items and 57,237 items were checked out from the State Library's collection. Currently 11,531 citizens and librarians of North Dakota hold North Dakota State Library cards.



The State Library mailed over 43,708 items to North Dakota libraries and citizens during the 2011-2013 biennium.

The homepage of the North Dakota State Library provides patrons with direct access to the ODIN catalog and Literati, a one stop reference resource that provides the user with access to articles from thousands of resources. In addition, patrons have access to all of our online library resources that cover a variety of topics such as health and medical, academic research, educational resources, career preparation, automobile repair, and genealogy. The North Dakota State Library also offers an online tutoring service, TutorND, to assist students. 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, our extensive library collection and our expertise to further fill the informational and recreational reading needs of the libraries and citizens of North Dakota.



# INTERLIBRARY LOAN

The State Library belongs to a consortium of libraries in North Dakota that participate in the Online Dakota Information Network (ODIN). The ODIN catalog provides libraries and individuals access to over 5,450,000 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 libraries in the states of Minnesota, South Dakota and Wisconsin.

Through a long-term participation in a national bibliographic utility database from the Online Computer Library Center (OCLC), the State Library identifies and accesses over 300 million bibliographic records, with a new record added every 10 seconds. Through OCLC, the holdings of 72,000 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 in the next county or on the other side of the world.

The State Library is the interlibrary loan referral center for the state of North Dakota. The North Dakota State Library processed 53,925 interlibrary loan requests during the 2009-2011 biennium from public, academic, school, and special libraries, and from citizens of the state.

## **Interlibrary Loan Requests Received July 1, 2011—June 30, 2013**

Public Libraries	17,835
School Libraries	8,831
Academic Libraries	9,585
Government Agencies	2,164
Citizens of North Dakota	15,237
<b>Total</b>	<b>53,925</b>



*The State Library processed over 53,000 interlibrary loan requests during the 2011-2013 biennium.*

# TALKING BOOKS

## Talking Books Statistics July 1, 2011—June 30, 2013

Talking Book Titles	82,466
Circulating Copies	93,913
Talking Book Users	1,573
DRIS Users	265
Items Loaned	121,856



*Talking book players and books are provided at no cost to North Dakota Talking Book patrons.*

The State Library receives talking books from the National Library Service for the Blind and physically Handicapped (NLS), a service division of the Library of Congress. 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 86 talking books by North Dakota authors or books requested by patrons. 431 books of the North Dakota collection have been converted from cassette to digital cartridge. 80 magazines were recorded at the State Library which include *North Dakota Horizons*, *North Dakota History*, *North Dakota Living Magazine*, *Plains Talk*, *North Dakota Outdoors* and *Dakota Catholic Action*.

The 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. The Dakota Radio Information Service currently has 265 listeners.

The State Library maintains an agreement 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.

Patrons also have access to downloadable talking books. Braille and Audio Reading Download (BARD) is a free NLS service that allows patrons to download books from the comfort of their own home. Patrons may download books onto a USB flash drive and may play them on a digital talking book player or a third-party player. There are currently 120 individuals and 5 institutions using BARD. North Dakota patrons have downloaded 12,683 books.

As the biennium concluded, the North Dakota State Library's Talking Book service had 1,573 North Dakota citizens actively using the program.

# 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 of North Dakota, 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 2,839 titles were distributed to depository libraries during the 2011-2013 biennium. These publications are cataloged in OCLC's WorldCat international library database and in ODIN. During the 2011-2013 biennium, 8,490 items were added to the State Documents collection. Of these 8,490 items, 3,494 were electronic documents and 3,919 were print serial issues.

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	21,961
Electronic Documents	2,705
Maps	3,802
Periodical Titles	3,761
Audiovisual Materials	457
Oral History Tapes	1,112



*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 3,670 items during the 2011-2013 biennium for its general collection. In addition, 252 items were added to the reference collection. The State Library loans many of these reference books to other North Dakota libraries. Another library resource both in high demand and too expensive to be easily offered by many North Dakota public libraries is large print books, so these 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.

During the 2011-2013 biennium, 2,444 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 else 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. 266 documents and serial issues acquired through the FDLP were added to the State Library's collection from July 2011 to June 2013. The FDLP reviewed the work of the North Dakota State Library as a depository during the biennium and issued a report of satisfaction regarding the State Library's labor in this area.

## Items in the North Dakota State Library Collection as of June 2011

General collection	109,517
Reference collection	6,192
Large print books	10,881
Videos & DVDs	4,574
Audiobooks	792
North Dakota Resource File	5,868



*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
- Training for Students
- Training for Teachers
- Summer Class for Continuing Education Credit
- Ancestry Library Edition Presentation in Public Libraries
- Webinars, scheduled or customized
- Conference session

### Training Statistics:

July 1, 2011-June 30, 2013:

Training Sessions: 219,

Attendance: 3,043



The North Dakota State Library Training staff develops, schedules, and conducts statewide trainings on the educational databases, the library catalogs, Internet resources, research strategies, and State Library services. These training sessions are offered at no cost to state employees, librarians, teachers, students, your agency or organization, and to citizens.

Training sessions for state employees are conducted at the State Library or at your agency. State employees learn about State Library services and the online library resources that will be beneficial at work and at home.

School trainings for students, teachers, and administrators are presented in the classroom. The sessions are adapted to the fit class schedules and multiple sessions can be presented on the same day. Using the subscription databases (Online Library Resources), students can find reliable, grade-specific information on a wide range of subjects.

A summer class for one graduate credit was offered in June 2012 and June 2013. This course is designed for K-12 educators who need graduate credits for library or teaching credentials. Credit is available from Minot State University, North Dakota State University, University of North Dakota, and Valley City State University.

Ancestry Library Edition, a genealogical research database, is the most popular training at public libraries across the state. The State Library has partnered with the Bismarck Public Library, presenting Ancestry sessions at BPL every two months; these sessions have been well-attended.

The Training Department continues to present one hour webinars during the school year. Webinars focus on a particular online database, State Library services, or the library catalogs. Scheduled webinars are posted on the State Library Calendar or a webinar can be customized for a particular subject and time.

From July 1, 2011 to June 30, 2013 a total of 3,043 students, teachers, librarians, and citizens participated in trainings and workshops presented by the North Dakota State Library.

# Online Library Resources Available to North Dakota Citizens and Libraries

Thanks to funding from the North Dakota Legislature, the ND Library Coordinating Council, the Institute of Museums and Library Services, and libraries in the state, ND citizens have free access to a broad range of full-text and multimedia databases. Online Library Resources can be searched 24 hours a day, 7 days a week; all you need is a library card. Resources include full text articles, reference books, images, maps, audio, and video clips. Articles can be printed, emailed or saved. Students can expect cited, reliable information and easy searching.

## Academic (9th Grade - Adult)

### Academic Search Premier

This scholarly collection offers information in nearly every area of academic study and is designed specifically for high school and college. It contains full-text articles, abstracts, and citations from thousands of journals.

### Britannica Academic Edition

The combination of Encyclopedia Britannica plus Merriam-Webster's Collegiate Dictionary and Thesaurus, magazines and periodicals, and other research tools provides a variety of reliable sources that students need to conduct research - all from one database.

### Expanded Academic ASAP

This database meets research needs across all academic disciplines. It contains scholarly journals, magazines, and newspapers, most with full text and images.

### General Science Collection

Researchers can stay current with the latest scientific developments in particle physics, advanced mathematics, nanotechnology, geology, and hundreds of other areas. More than 200 science journals comprise this collection.

### Science Reference Center

Designed to meet student's science research needs, Science Reference Center contains full text for hundreds of science encyclopedias, reference books, periodicals, and other sources.

## Art

### CAMIO

Catalog of Art Museum Images Online is a collection of museum art from around the world. These high resolution images present the creative output of many cultures, from prehistoric to contemporary times, and includes the complete range of art forms. CAMIO can only be used in a school or public library.

## **Auto Repair**

### **Auto Repair Reference Center**

This database is a comprehensive collection of automobile repair reference information for most domestic and imported vehicles. Content includes: repair procedures, diagnostic diagrams, technical service bulletins, plus audio & video overviews.

## **Business**

### **Business Source Premier**

This database contains full text from the world's top management and marketing journals. It also includes market research reports, industry reports, country reports, company profiles, and SWOT analyses.

## **Career Prep., Continuing Ed., and Resume Writing**

### **LearningExpress**

This is a database of standardized tests and skills building resources. It contains tests, courses, and ebooks to help you prepare for most standardized exams like the ACT, GRE, or Commercial Driver's License (CDL). It will also support your job search with resume and cover letter help.

### **TutorND**

Tutor ND offers free, online tutoring for North Dakota residents. Get live help from a professional tutor in major subjects like math, science, social studies, English, or even assistance with your job search. The service can be accessed from any computer or mobile Internet device. For the latest monthly report on North Dakota usage, please contact the ND State Librarian at: [statelib@nd.gov](mailto:statelib@nd.gov)

## **Educational Resources for Students (K-12)**

### **Britannica School**

Designed for K-12 students, this resource contains a wealth of content: articles, images, videos, dictionary, world atlas, and recommended websites. Choose from Preschool, Elementary, Middle , or High School levels, each with a student-friendly interface.

### **eLibrary**

This research tool delivers one of the largest general reference collections of periodical and digital media content. It is designed to support elementary to adult researchers. Users can find 100% full-text articles from newspapers, magazines, and scholarly journals.

### **eLibrary Elementary**

The colorful, graphical K-6 interface is designed specifically to engage and guide younger students. Every magazine, journal, newspaper, book, and transcript is provided in full text. Plus, the variety of multimedia content assists beginning readers, and supports multiple learning styles.

**Kids InfoBits**

A kid-friendly database designed especially for K-5 students. Complete with an engaging graphical interface, premier reference content, and the best magazines for elementary students.

**Kids Search**

Designed especially for grades K-8, Kids Search combines several databases, including Science Reference Center. It has a visually appealing look and is easy to navigate.

**LearningExpress**

This is a database of standardized tests and skills building resources. It contains tests, courses, and ebooks to help you prepare for most standardized exams like the ACT, GRE, or Commercial Driver's License (CDL). It will also support your job search with resume and cover letter help.

**Literati Public**

Literati's user-friendly platform links our library databases with quality reference content from major publishers. Perfect for the visual learner, mind map searching graphically shows how information is linked.

**Points of View Reference Center**

This database presents multiple sides of current issues. Essays and articles provide questions and materials for further thought and study. Ideal for social studies, argumentative essays, and debate.

**Searchasaurus**

Searchasaurus has an animated interface with a dinosaur theme that encourages students to develop basic search skills. It offers Lexile limiters, making it easy for students in grades K-5.

**Student Research Center**

Designed for students in grades 6-12, this graphical interface searches several education, science, and health databases. Content sources include magazines, newspapers, biographies, country reports, videos, and reference materials.

**Student Resources in Context**

Designed for middle and high school, this resource contains information on a broad range of topics. It merges Gale's authoritative reference content with full-text magazines, academic journals, news articles, primary source documents, images, videos, and audio files. It also combines Discovering Collection, Junior Reference Collection, Junior Edition, and Student Edition into one interface.

**TutorND**

Tutor ND offers free, online tutoring for North Dakota residents. Get live help from a professional tutor in major subjects like math, science, social studies, English, or even assistance with your job search. The service can be accessed from any computer or mobile Internet device.



## **Educational Resources for Teachers**

### **ERIC**

The Education Resource Information Center provides access to education literature and resources. It contains links to more than 323,000 full-text documents dating back to 1966.

### **Educator's Reference Complete**

This database targets educators and contains full-text academic journals, hundreds of full-text reports, and many reference sources. Content focuses on educational principles, child development and psychology, and best practices in education.

### **Library, Information Science & Technology Abstracts**

Subject coverage includes librarianship, classification, cataloging, online information retrieval, information management and more. Coverage in the database extends back as far as the mid-1960s.

### **Professional Development Collection**

Designed for professional educators, this database provides a highly specialized collection of nearly 520 high quality education journals, including peer-reviewed titles, and educational reports.

## **Genealogy**

### **Ancestry Library Edition**

This is one of the most complete online tools to do family history. It includes census records, military records, passenger lists, and much more. Ancestry Library Edition can only be used in a school or public library.

## **General Research**

### **Britannica Public Library Edition**

Use this resource to search or browse information in encyclopedias, magazines, videos, and web sites. There are two versions, one for kids and one for older students and adults. You can explore learning materials, atlases, timelines, and other features at the appropriate grade level.

### **WorldCat (FirstSearch)**

WorldCat is a union catalog that contains items from over 10,000 libraries, worldwide. This is where interlibrary loan librarians search to find stuff for patrons. Use WorldCat to find and request books, audio, or video items which are mailed to your home, school, or library.

## **Health & Medical**

### **Alt HealthWatch**

This database focuses on the many perspectives of complementary, holistic and integrated approaches to health care and wellness. It offers full text articles, pamphlets, booklets, special reports, original research and book excerpts.

### **Consumer Health Complete**

CHC provides full text from more than 200 health reference books and encyclopedias. It also contains images, videos, and diagrams covering areas of health and wellness from mainstream medicine to holistic and integrated medicine.

### **Health Source: Nursing/Academic Edition**

This database is focused on the academic medical community. It provides full text articles, abstracts and indexing from hundreds of journals. Coverage of nursing and allied health is particularly strong.

## **Magazines and Newspapers**

### **MasterFILE Premier**

Designed specifically for public libraries, this database provides full-text information dating as far back as 1975 and covers virtually every subject area of general interest.

### **ProQuest News**

This news resource offers over 1000 international, national, and regional newspapers, trade journals, wire feeds, and magazines. Detailed indexing allows searching subjects, companies, and people. Even editorials, cartoons, obituaries, and letters to the editor are indexed.

### **Zinio**

Access over 100 popular full color e-magazines. There are no holds, no checkout periods, and no limit to the number of magazines you can download. A free personal account must be created to download magazines.

## **Readers' Advisory**

### **NoveList K-8 Plus**

NoveList K-8 Plus is a comprehensive reading resource for fiction and nonfiction. With its fun and intuitive interface, create fiction and nonfiction reading lists for all grades. You can also search by Lexile reading level.

### **NoveList Plus**

NoveList Plus is a comprehensive readers' advisory resource for fiction and nonfiction. Find what is next in a series. View recommended reading lists. Search subjects and genres.

# **Grants Awarded During the 2011/2013 Biennium**

## **Library Services and Technology Act (LSTA) and Library Vision 2014 (LV 2014)**

### **Fiscal Year 2012**

**Ten libraries received grants for technology and programming for a total of \$32,636.**

**One library received a WorldCat grant to make its materials accessible for resource sharing totaling \$36,300.**

### **Fiscal Year 2013**

**Fifteen (15) libraries received grants for technology to allow access to Online Library Resources and the statewide online library catalog and for a digitization project, for a total of \$90,815.**

**One library received a WorldCat grant to make their materials accessible for resource sharing for a total of \$16,300.**

**Master of Library Science Grants were presented to two recipients.**

**Thirty-eight (38) libraries received a “mini grant” for technology for a total of \$18,031.**

**Forty-seven (47) libraries received a “Military Laptop” grant to provide military families the ability to contact their loved ones, for a total of \$44,100.**

**NORTH DAKOTA STATE LIBRARY**  
**Expenditures and Revenues**  
**2011-2013**

<b>Expenditures</b>
---------------------

<b>Account Description</b>	<b>Original Appropriation</b>	<b>Adjusted Amount</b>	<b>Biennium Expenditures</b>
Salaries and Wages	3,450,359	3,450,359	3,394,878
Operating Expenses	1,695,726	1,695,726	1,635,569
Grants	2,252,500	2,252,500	2,251,714
<b>TOTAL</b>	<b>7,398,585</b>	<b>7,398,585</b>	<b>7,282,161</b>

---

<b>Revenues</b>
-----------------

General Fund	5,263,975	5,263,975	5,263,134
Federal Fund	2,042,758	2,042,758	1,945,199
Special Funds	91,852	91,852	73,828
<b>TOTAL</b>	<b>7,398,585</b>	<b>7,398,585</b>	<b>7,282,161</b>

# PUBLICATIONS OF THE NORTH DAKOTA STATE LIBRARY

## July 2011—June 2013

Biennial Report to Governor July 2009 - June 30, 2011—November 2011

### Discovery Newsletter

- V. 17, No. 1—Fall 2012
- V. 18, No. 1—Winter 2012
- V. 19, No. 1—Spring 2013

### Flickertale Newsletter

- |                             |                             |
|-----------------------------|-----------------------------|
| V. 41, No. 4—July 2011      | V. 42, No. 7—July 2012      |
| V. 41, No. 5—August 2011    | V. 42, No. 8—August 2012    |
| V. 41, No. 6—September 2011 | V. 42, No. 9—September 2012 |
| V. 41, No. 7—October 2011   | V. 42, No. 10—October 2012  |
| V. 41, No. 8—November 2011  | V. 42, No. 11—November 2012 |
| V. 41, No. 9—December 2011  | V. 42, No. 12—December 2012 |
| V. 42, No. 1—January 2012   | V. 43, No. 1—January 2013   |
| V. 42, No. 2—February 2012  | V. 43, No. 2—February 2013  |
| V. 42, No. 3—March 2012     | V. 43, No. 3—March 2013     |
| V. 42, No. 4—April 2012     | V. 43, No. 4—April 2013     |
| V. 42, No. 5—May 2012       | V. 43, No. 5—May 2013       |
| V. 42, No. 6—June 2012      | V. 43, No. 6—June 2013      |

Loan Policies—November 2012

Library Services and Technology Act—November 2012

North Dakota Public Library Statistics Fiscal Year—September 2011

North Dakota Public Library Statistics Fiscal Year 2009—July 2012

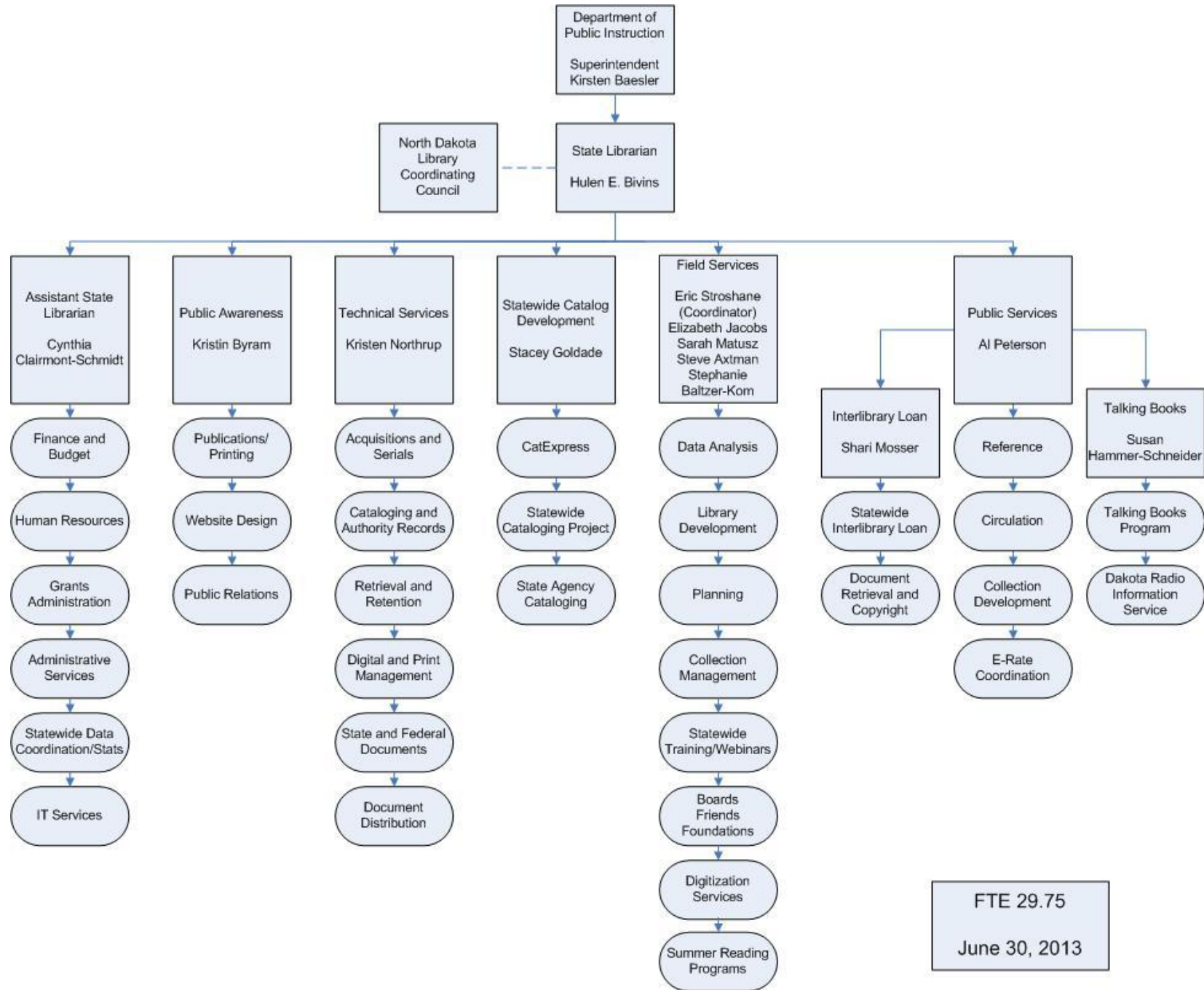
Online Library Resources—March 2013

Services to State Agencies and State Employees—February 2013

State Library Services—March 2013

# North Dakota State Library Organizational Chart

## 2013 FY



## **North Dakota State Library**

Administration .....701-328-2492  
Information Requests.....701-328-4622  
Toll-Free..... 800-472-2104  
Talking Books .....701-328-1408  
Toll-Free..... 800-843-9948  
TDD .....701-328-4923  
Website..... [www.library.nd.gov](http://www.library.nd.gov)

**Open Monday-Friday**

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

**Hulen E. Bivins**

**State Librarian**

North Dakota State Library, a division of the  
ND Department of Public Instruction  
Kirsten Baesler, 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