

ND Coordinating Council meeting
November 2 & 3, 2000
Lecture Room B, Heritage Center
Bismarck, ND

Thursday, November 2, 2000

Council members in attendance: Mary Bianco, Michelle "Mickey" Butz, Phyllis Bratton, Tom Bremer, Celeste Ertelt, Sally Dockter, Jerry Kaup, and Dennis Page.

Council members absent: Joe Linnertz and Rita Traynor

Others in attendance: Cindy Larson, Assistant State Librarian; Doris Ott, Assistant State Librarian; Tom Jones, Bismarck Public Library; Tony Stukel, ODIN; and Sheryl Haldorson, recorder.

Meeting called to order by Chair Dennis Page at 1:15 p.m.

Minutes of the May 18, 2000, meeting were presented. Motion for approval of minutes made by Jerry Kaup and 2nd by Phillis Bratton. Motion approved unanimously.

Dennis Page asked if there were any suggestions for changes in the agenda. The State Library report was moved to Friday, November 3.

Jerry Kaup gave an update on the expansion of the Minot Public Library. Tom Bremer provided information on the NDSU Library since the flood damage.

Chair's Report: Page reported that the Coordinating Council meeting at NDLA went well. A question was raised about the State Librarian position. Deadline for application is December 31, 2000. It was asked what role the Coordinating Council would have in the process of hiring a new State Librarian. Dennis Page indicated that the Council needed to work with the selection committee and that a representative could participate in the process.

Tony Stukel reported that Minnesota PALS activity is picking up, and that the vendor selected 3 years ago had been dropped. He stated that by the end of 2003 they should be using different software. Tony indicated that the selection of a new software should be completed in 12-18 months.

Page asked Stukel on the progress of the State effort at communications. Stukel reported that it was an ITD driven project to expand IVN to Higher Education, not just K-12. The program would be Internet based and could allow schools to share teachers instead of having to consolidate. Focus groups were held on this project in December of 1999.

Discussion on the future of LV 2004 began. The Library Vision 2004 booklet was handed out & reviewed by Council members.

Discussion began on Priority #1: Create a statewide community of strong libraries working together to achieve Vision 2004.

Members believe that this is where most resources have gone. Phyllis Bratton suggested that a survey should be done to see which libraries are not connected and why they aren't. Additional comments were made including who would do the survey, what type of survey it would be (phone, mail, personal, etc.), and who would be involved in the survey (council representative, State Library). A concern was raised that not all libraries are willing to lend their materials; another concern was who makes the decision if a collection is significant or not. It was also mentioned that if every library was to join, would local museum or local church libraries be considered as possible applicants?

A discussion began on the need to update LV2004. Tom Bremer stated that the Council has come a long way since its start. Dennis Page also mentioned that the Council is not the only group involved. Page felt that the council should document some of the things it has accomplished.

Tom Jones felt that every county should be looked at to see if there is a point of connectivity in each one. Phyllis Bratton thought this might help make a case when asking for money in the next session. She also said that we wouldn't necessarily have to add them to the collection, but placing a computer in the library so they could be connected to a database could be an option. Celeste Ertelt stated that not all places would have the staff with the training to do this. Another idea mentioned was maybe to start a "buddy system" (having smaller libraries partnered with larger, regional libraries). Dennis Page brought up 3 areas of concern: 1) need to expand resources, 2) connectivity, and 3) lack of training. Jerry mentioned that computers and equipment bought 4 or 5 years ago are out of date already. Phyllis Bratton said that Council was suppose to help start up networks, not maintain them. Dennis Page commented that local resources are needed to an extent.

A question was asked on the status on an ILL component for LaND. Phyllis Bratton asked if there could be a meeting of ILL people to further discuss this. Doris Ott stated that there are still some questions on indexing. Bremer made the comment that there is always going to be problems with search results in any type of system and felt that the ILL subsystem should be looked at.

Tony Stukel asked who is in charge of press releases on the new things such as eBooks. Dennis Page thought the State Library. Doris Ott said the State Library is working on a press release for this. Dennis Page was wondering if the State Library does a press release and then a press release packet to each library. Bremer asked if there was any way to get statistics or web hits. Stukel replied that it has been changed last few months. Sally Dockter mentioned that NDLA has a listserv that could be used for press releases. Doris Ott mentioned that there is the AP wire. Dennis Page said it may be a possibility to use the AP wire and then send out a generic press release to local libraries. Bremer stated that the local libraries could modify or edit the press release with local information.

Phyllis Bratton asked what is being done around the state about literacy. Dennis Page said Grand Forks Library had some programming, but he thought the schools had more. Bremer didn't remember any grant being funded for literacy.

Mickey Butz felt that the communication needed to be improved with the schools. She felt that the different library organizations throughout the state should be explained. She said that due to budget cuts, schools usually have a teacher part-time in the library. She thought there needs to be some sort of communication plan. She mentioned that the information may be seen in the mail or on e-mail, but there isn't the time to read it. Tony Stukel said that doing things such as getting groups here to do training for events such as NDEA would be a good idea. Bremer also mentioned the possibility of going to principal meetings. Bremer also mentioned the State Library lists. Doris Ott asked if Catholic schools were represented. Page stated that they are represented along with the other schools.

Page had Tony Stukel ask a few questions about the future of LaND. He was wondering who says what to do with LaND. He was also wondering if the work Ellen currently does with LaND will go to the State Library. Bremer supported the idea of LaND eventually going to State Library staff. Bremer asked if there should be a committee to look at the future of it and clear up who would be response for the information put on it. Stukel also asked about the funding of LaND and who would work on the problems occurring with LaND. Tom Jones was wondering if ODIN could be reimbursed for the work they have done with LaND. Page supported this idea. Stukel was also concerned about LaND growing into something bigger and ODIN not having the staff to support working on LaND.

Page read off the major areas that were covered and asked if there were any motions or more discussion on them. They included: access to information on-line, survey of resources, staff training, communication to groups, and LaND site search funding/responsibility.

Tom Bremer made a motion to ask the State Library to call a meeting of ILL individuals from LaND participants before June 30, 2001 to discuss the following: training on LaND, new on-line systems, resource load leveling, resource sharing issues, communicating of cross networks, and advisable shuttle service across the state. Cindy Larson asked if someone from Minnesota needed to be in on the meeting. Bremer didn't think so. Stukel asked if someone from Minitex should be included and Bremer said yes. The motion was 2nd by Jerry Kaup. Bratton asked if Council members needed to be on the committee. Page didn't think it was necessary for every member to be on, only the ones that wanted to. Doris Ott asked how big of a committee this would be. Bremer replied people from ODIN and who ever is in charge of ILL. Bratton thought the three major networks needed to be there. Bremer asked who was involved when the Library Vision 2004 booklet was written. Ott replied that the focus of the meeting needs to be determined. Bremer thought a subcommittee of the previous group. Page thought enough people to look at the current booklet and decide what needs to be changed and also explore new way for LaND. Page thought start with a smaller group and then go to a bigger one. Ott asked who would pay for travel and time off. Kaup asked if any money from LaND could be used to pay for a certain amount per person. Page replied that it's an authority fund grant and that couldn't be done. Larson replied that the money is already committed. Celeste Ertelt asked how much money would be left after the grants. Larson replied Council has \$115,629 to spend.

Kaup asked if it would be possible to pay for the three core groups. Other libraries could come and give their input if they wanted to. Page thought the meeting might be able to be worked in with NDLA. The motion was passed unanimously.

Sally Dockter made a motion to make it a priority to provide access to online resources. Motion was 2nd by Phyllis Bratton. Jerry Kaup asked if online resources were full-text databases and site search. Motion unanimously passed.

Phyllis Bratton made a motion that the State Library form a committee to do a county by county survey of libraries to see which ones are part of an electronic network and if they aren't, determine why they are not. Motion was 2nd by Tom Bremer. Discussion followed including what type of survey it should be and also what libraries. Jerry Kaup also mentioned if the quality of internet access or connectivity should be taken into consideration. Phyllis Bratton made an amendment that the libraries are school and public. Tom Jones also mentioned that libraries that use bookmobiles also need to be considered and also focus on places without connectivity.

Meeting was adjourned at 5:00 p.m.

Friday, November 3, 2000

Council members in attendance: Mary Bianco, Phyllis Bratton, Tom Bremer, Celeste Ertelt, Sally Dockter, Jerry Kaup, Dennis Page, and Joe Linnertz

Council members absent: Rita Traynor and Michelle "Mickey" Butz

Others in attendance: Cindy Larson, Assistant State Librarian; Doris Ott, Assistant State Librarian, and Sheryl Haldorson, Recorder.

Meeting called to order by Chair Dennis Page at 8:30

Discussion on the motion for a survey continued. Bremer thought this was getting more complicated than it had to be. The main focus should be to look and see how much work Council has left to do. Bratton thought a place to start would be with libraries that receive financial aid. Doris Ott asked where schools would fit into this picture. Bremer thought the first step would be with libraries getting public aid and the second step would be schools/districts. Celeste Ertelt gave an example of a book she had to lend from her collection that other libraries in the same town should have had. Bremer thought the original motion was a good one. Bremer suggested that if a library that is not connected to a network and would like to be, they could be encouraged to apply for a grant. Sally Dockter asked how much participation Minnesota has with schools. Joe Linnertz reported that Minnesota has more funding and direction. Page also reported that both Minnesota and South Dakota have more participation, but not all of them lend. Kaup commented that in the Midwest school participation is not there. Motion was unanimously carried.

Page handed out a sheet on different types of distance education programs that are available for training of library staff. He felt this was something that Council should encourage. Bremer asked if Page was suggesting that the State Library buy a packaged deal and make it available for librarians throughout the State. Page replied yes and the State Library could issue unlimited access to the programs on-line. Page thought this would be useful to libraries that do not have the money in their budget or trained staff. The scholarship for the MLS program was given as an example.

The next topic discussed was LaND and site search. Page thought a decision on the future of LaND needed to be made within the next 6-12 months. He felt that ODIN would need to focus on the new system. Kaup thought that people from ODIN, Infolynx, Winnebago, and the State Library need to meet and discuss the future of LaND. Discussion followed on both LaND and site search. Bremer mentioned that LaND is something Council did and it is different than other statewide databases. Page mentioned that LaND is an effort to join together and serve patrons not represented by a local library. Bremer felt that LaND is something that either Council or the State Library should have the responsibility of in the future. Kaup thought this needed to be addressed right away and also questioned if ODIN should be paid for the work they are doing to LaND. Doris Ott asked the question what happens if state funding is not gotten for the databases. The future of LaND is going to have to be well planned and organized. Bremer felt that the State Library could amplify its role. He also agreed that the State Library will not have

the staff or machines like ODIN. Bremer also agreed that Council would have to step up its role. Jerry Kaup make a motion for a meeting to be held before Christmas with members from the State Library, ODIN, Infolynx, and Winnebago to determine the direction for LaND, responsibility for maintaining LaND, site search databases, and eBooks. Phyllis Bratton 2nd the motion. Motion was unanimously carried. A tentative date was set for December 7 in a centrally located place. Dennis Page, Phyllis Bratton, Tom Bremer, State Library Administration, and representatives from Infolynx and Winnebago in Williston and Minot will attend the meeting.

State Librarian's Report: Linnertz reported that the State Librarian position is being advertised. The closing date is December 31, 2000, and interviews will begin in January of 2001. Linnertz reported that the Library will not know anything on its budget until the Legislature meets in December, and that the new governor may change the budget. Linnertz said that when other librarians come to the hearings, it shows support for what is being worked on. Jerry Kaup mentioned that if the databases got state funding, it would be committed for at least 2 years.

Break

Grant Review began

Cindy Larson handed out a sheet of the previous grants that were awarded. Celeste Ertelt asked what would happen to any of the left over money. Larson replied that it would be held over to the next grant round. Ertelt asked if this could be used in other ways. Kaup asked if any of it could be used to reimburse ODIN. Ott mentioned there is the possibility the databases will not get state funding. Page said Council may not want to expand on something that will have an obligation to continue funding in the future. Linnertz mentioned that there may be a Legislative problem using the money in other areas. Larson said that the LV money has more specific criteria than the LSTA funds.

Alfred Dickey Public Library: Bratton mentioned that the number of children's books would be an advantage to have on the database. Larson pointed out that it wasn't clear if the library was planning on joining a consortium or having a stand alone system. Bratton replied that the library was planning on joining Winnebago, but didn't want to have to redo everything. Bremer also had some questions on the grant including equipment updates. Kaup reported that Daphne had asked him about joining Winnebago. Ott mentioned that the costs of joining Winnebago were not included in the grant. Bremer asked if a stipulation that they need to join a Winnebago system could be put on the grant. Bratton replied that the library would have the money to join, but due to some building problems wouldn't have the money for the equipment. Larson mentioned that Council could give them money to join Winnebago or say come back next grant round with the intent to join a consortium. Bremer felt that the grant should be funded as written, but reduce the workstations to 3 and add \$3,600 to join Winnebago with Minot Public Library. Page mentioned that there are 2 different Winnebago systems to join. Kaup asked if there records were in Marc format. Bratton replied that the records were in Marc format, but she was unsure if they would be compatible. Page stated the State Library may have to check to see if the library plans on joining a consortium and also the condition of the records. Tom Bremer made a motion to fund the grant at \$26,040 giving them 3 workstations and \$3,600 to join a

consortium and with the condition their records are in good condition. The grant would also have to be completed by June 30, 2001. Bratton stated that the library intends on joining a network and felt that the records are compatible. Mary Bianco 2nd the motion but made an amendment to fund 4 workstations for a total of \$27,640. Motion unanimously carried. Jerry Kaup abstained from the vote.

Cindy Larson mentioned that the following grants were similar: Finley/Sharon School, Hatton Public Library, Maple Valley/Oriska Schools, and Pembina City/School. Jerry Kaup asked if Pembina City/School could be looked at separately.

Maple Valley/Oriska: A question was asked about the funding of the workstation. Celeste Ertelt mentioned the check out wand and also the laser printer. Bratton also mentioned that they asked for only 1 wand for two different locations.

Finley/Sharon: Ertelt and Bratton both questioned the paraprofessional. Ott replied they would be paying someone to make photocopies.

Hatton: Bianco questioned the funding of a workstation.

Jerry Kaup made a motion to fund the above three grants minus the cost of the workstations. Tom Bremer 2nd the motion. Motion unanimously carried.

Pembina: Kaup had a question on the training, the bar code labels, the patron bar code labels, copier costs, paper costs, and also miscellaneous costs. Ott said the State Library would send someone out for training. Larson also mentioned the cost of bar codes had been included in previous grants. Jerry Kaup made a motion to delete the costs for training, book bar codes, patron bar codes, copier costs, paper costs, and also the miscellaneous costs. Tom Bremer 2nd the motion. Motion unanimously carried.

NDSU: Doris Ott asked on the status of the library. They are unwilling to donate their materials to the state document depository program and Ott was wondering if they are a state agency or are they self supporting and if so, do they qualify for the grants. Page asked Bremer if they had an independent board. Bremer was not aware that they did. Bianco replied that they would be a part of the university. Ott was wondering if every picture would have an individual image or would it be just one record. Bremer was unsure of there plans. Jerry Kaup made a motion to fully fund the grant providing that every image had an individual OCLC record and they voluntary donated their materials to the North Dakota State Document Depository Program. Motion 2nd by Celeste Ertelt. Motion unanimously carried.

Valley City/Barnes County Public Library: Cindy Larson did not think the library was planning to join a consortium. Bratton agreed and stated that there was no evaluation in the grant. Mary Bianco made a motion to not fund the grant. Jerry Kaup 2nd the motion. Motion unanimously carried.

Discussion returned to the NDSU grant. Bremer thought that the library was planning on having just one record, but the images will still be available for the public. More discussion followed on

this including would Council just be funding the scanning of images. Page stated that the motion was already passed and the stipulations would take care of any further questions. (Further investigation showed that there is just one OCLC record, which makes the project ineligible for a grant.)

Bremer stated that there is about \$15,000 that needs to be spent by the September deadline. Larson said Alfred Dickey would probably be the library to get the LV2004/LSTA funds. Phyllis Bratton asked about the scholarships. Larson said that the money is already committed for the 2001 scholarships. Bratton asked if this was federal or state money being used. Larson replied that it is federal money. Kaup asked if some of the money can be used for reimbursement of travel for the ILL committee meeting. He thought people from ODIN, Winnebago, and Infolynx needed to be at the meeting. Larson replied that some of the money could be used for that. Kaup made a motion for LSTA money to be used to fund the travel for the ILL committee. Tom Bremer 2nd the motion. Motion unanimously carried.

Meeting adjourned at 12:00 p.m.

GRANT REVIEW
COUNCIL RECOMMENDATIONS
NOVEMBER 3, 2000

LIBRARY	REQUESTED	FUNDED
Alfred Dickey Public	\$ 33,640	\$27,640
Finley/Sharon Schools	11,514	11,514
Hatton Public	13,142	12,142
Maple Valley/Oriska Schools	11,591	10,791
NDSU	19,228	0
Pembina City/School	21,264	18,479
Valley City/Barnes County	3,394	0
Total:	\$113,773	\$80,566