

ND Coordinating Council meeting  
May 6 & 7, 2002  
Level 1, Westminster Hall  
Jamestown College  
Jamestown, ND

Monday, May 6, 2002

Council members in attendance: Quincee Baker, Phyllis Bratton, Tom Bremer, Jerry Kaup, LaDean Moen, Doris Ott, Lila Pedersen, and Rita Traynor.

Council members absent: Mickey Butz, Ilene Larson, and Dennis Page.

Others in attendance: Cindy Larson, Assistant State Librarian; Stella Cone, State Library; and Sheryl Haldorson, recorder.

Meeting called to order by Chair Tom Bremer.

Council looked over the minutes from the January 14 & 15, 2002, meeting. Bremer asked about the response on the MLS scholarship. He also asked if the State Library had received a bill from Tony Stukel at ODIN. Cindy Larson replied that the State Library has not received a bill yet. Bremer asked if Council had any suggestions or changes for the minutes. LaDean Moen made a motion for the approval of the January 14 & 15 minutes. Motion 2<sup>nd</sup> by Phyllis Bratton. Motion was approved unanimously.

Council reviewed the minutes from the March 7, 2002, meeting. Bremer asked the status of the PSA's. Stella Cone responded that the PSA's are at the State Library. Phyllis Bratton made a motion for the approval of the March 7 minutes. Motion 2<sup>nd</sup> by LaDean Moen. Motion was approved unanimously.

Chair's Report: Bremer stated he felt the Think Tanks went well and that they all had a different tone. It was stated that a wide variety of people attended the meetings, with a total of 40 people at each Think Tank.

State Librarian's Report: Ott stated that the State Library had completed and submitted the 5 year evaluation for LSTA. The State Library will take the information gathered from the Think Tanks and rewrite the plan for the next 5 years by the July 1, 2002, deadline. Ott stated she would like to see Council incorporate the rewrite of LV2004 with this. Ott said the wording did not have to be the same, but the concept should be.

Bremer handed out the report from the Think Tanks in Minot and Valley City. Ott answered questions Council had on the report such as if the suggestions were in a specific order or if the frequency was reflected. Council then began to discuss if the format of LV2004 would be used again. Council felt the format was okay, but some of the wording may need to be changed.

Council began to look over the report and make sure the suggestions were included in the LV2004 categories or categories Council wanted to include in the rewrite. (See Attachment A.)

Council adjourned at 5:00 pm and agreed to begin at 8:00 am on Tuesday.

Tuesday, May 7, 2002

Council members in attendance: Quincee Baker, Phyllis Bratton, Tom Bremer, Jerry Kaup, Ilene Larson, LaDean Moen, Doris Ott, Lila Pedersen, and Rita Traynor.

Council members absent: Mickey Butz, Dennis Page.

Others in attendance: Cindy Larson, Assistant State Librarian; Stella Cone, State Library; and Sheryl Haldorson, recorder.

Meeting called to order by Chair Tom Bremer.

Bremer handed out the work that Council had done Monday. It was mentioned that Council would need to leave some time at the end of the meeting for recommendations to fill the positions on the Council that will be vacated by Jerry Kaup and Phyllis Bratton. Mickey Butz's term will also expire on July 1. Bremer also stated that Council would need to save time to schedule the next meeting.

Council continued discussion on the Think Tanks and also rewriting the LV2004 document. Council wrote down the concepts with the intent to work on the wording at a later meeting. (See Attachment B.)

Council felt the LV2010 document should include more history and put in some of the accomplishments Council has made. Moen felt a grants page would be a good idea.

Bremer asked if Council had any recommendations for replacement members. Ott said she would like to see Council consider equity across the state. Council questioned if the replacement needed to be a director or an MLS. Ott stated there are no guidelines regarding Council members.

Bratton felt Cheryl Bailey at the University of Mary or Phyllis Kuno at Trinity Bible College would be good replacements for her. Bratton also mentioned TyRee Jenks at Jamestown College.

Kaup felt Debbie Slais at Williston Community Library or Cheryl Tollefson at Dickinson Public Library would be good replacements. He also mentioned Paulette Nelson or Jeannie Narum at Minot Public Library.

Bremer stated the next position was for Mickey Butz who has 1 term of eligibility left. Mickey Butz, Melody Kuehn from Minot High School-Central Campus, Lanae Kristy from Hettinger Public School, or Iris Swedlund from Velva School and Public Library are possible candidates.

Bremer felt Council would need to meet again before the October meeting at NDLA. Council decided they would meet in Bismarck on July 16 & 17. They would continue the

rewrite of LV2010 and also discuss the guidelines for the next grant round. Council felt it would be helpful to have a meeting with the current members and their replacements.

Ott stated she would also like to see Council consider using some of the existing money as a stipend for train the trainer workshops the State Library was going to offer this summer. Ott stated the State Library was going to try to offer college credit for these and mentioned the possibility of giving a stipend for the workshops. Council decided to have a conference call to discuss what type of stipend (mileage, per day, overnight) would be issued. The conference call was tentatively scheduled for Thursday, May 30 at 9:00 am.

Meeting adjourned at 11:55 am.

Monday, May 6, 2002

### Training

- MLS
  - continue scholarships
  - explore the possibility of offering a MLS program in ND in partnership with an ALA accredited institution
- mentoring
- recruitment
- strengthening the library science programs currently offered and expanding them to new locations and delivery methods; explore the possibility of offering a library science minor
- training opportunities for librarians and lay-public
- In-depth continuing education (bringing instructors from other locations)
- explore offering in-state travel stipends for participants
- explore alternative methods of encouraging participation – locations, scheduling,
- explore feasibility/possibility of offering continuing education ‘credits’ from various authenticating organizations (associations, schools, etc.)

### Linkage

- online databases
- widespread internet access (high speed, broad band)

- work with legislature to subsidize T1 connectivity

### Resource Sharing

- Maintain an efficient ILL network
- Establish and develop electronic ILL links between online catalog systems
- Explore the feasibility of a state-wide courier service
- Explore the feasibility of expanding Ariel
- Continue cooperative purchases

Enhance(?) the State Library in its role of coordination, extending, and improving library service in the State

- support
- training
- resource sharing
- collection development
- grants assistance and awareness for libraries, librarian
- continue to update statewide library community
- foster communication and cooperation among all types of libraries in ND
- seek input from all types of libraries
- continue Think Tanks

Priority #4 (mostly as written)

- Legislative Priority
- speak with one voice
- continue NDLA, MPLA, etc. cooperation
- LCC

Collection Development

- eBooks
- Online databases - acquisitions and statewide sharing of electronic resources (Gale InfoTrac, ProQuest, Electric Library, etc.); subsidized
- Commitment to purchasing state-wide collections
- Enhance coordination of cooperative purchasing / licensing of databases

#### Innovative Cooperative Projects or Partnerships

- relationships with other agencies (Arts Council, Council for the Humanities, etc)
- Consortia (encourage libraries in different areas, and encouraging different types of libraries to establish consortia and share resources)
- Create ND digital archives

Provide seamless, unmediated direct access to comprehensive databases of bibliographic records from ND libraries.

- Access to a statewide online catalog
- fund retrospective conversion

#### Services to Special Populations

disadvantaged, families below poverty line  
underserved

elderly

incarcerated

those persons having difficulty using the library

literacy projects, information literacy

## Promotion of libraries, librarians, library services

- Increase salaries for library staff
- PSAs
- promote current standards, documents, technologies, etc.



# Attachment B

## Library Vision 2010

Through the statewide community of libraries all citizens of North Dakota will have convenient and timely access to information for education, work and recreation.

North Dakota Governor's Advisory Council On Libraries  
Approved May 1996

### Introduction

### Steering Committee

### References

The following documents were used to compile this report;  
North Dakota Century Code  
North Dakota Library Coordinating Council on Libraries Minutes  
Think Tank Sessions

### Priority # 1

Create a statewide community of libraries working together to achieve Vision 2010.

*Libraries must rely on cooperation and networking of all material, staff, and electronic resources to meet the information needs of North Dakota citizens in order to face the growing challenges of global interdependence and global competition; the ever-increasing information explosion; the continuing evolution in computer and communications technologies; and the increased need for lifelong learning, job retraining, and recreation.*

### OBJECTIVES:

Develop a comprehensive statewide electronic bibliographic database.  
Promote statewide resource sharing.

Promote networking among all types of libraries.  
Provide training to library staff and citizens in using information resources.  
Provide shared electronic resources accessible to all citizens in all locations.

#### RECOMMENDATIONS:

1. Provide seamless, unmediated direct access to a comprehensive database\* of conforming bibliographic records from North Dakota libraries.
2. Implement the hardware and software that will allow concurrent searching of multiple databases to provide seamless, unmediated direct access.
3. Secure startup and continuation funding from the State necessary to achieve the "Common Objectives for a Statewide Library Database." cc. Appendix 1
4. Establish protocols for electronic connectivity, communication, bibliographic format (USMARC), document delivery, interlibrary loan compensation, and Internet access.
5. Provide the ability to search a library, subset of libraries, or the entire bibliographic database using a common set of commands with access to serial control, interlibrary loan, and full-text files with indexing.
6. Build on existing structures and networks to achieve LIBRARY VISION 2010.
7. Digital archives
8. Collection development staff
9. Professional training for "librarians".

\* comprehensive database = a single database or group of databases configured so that all citizens of North Dakota can access the holdings of North Dakota libraries with one seamless unmediated search.

#### Priority #2

Strengthen the North Dakota State Library in its role of coordination, extending, and improving library service in the State.

*The State Library must be proactive in extending library services to meet the goals of Vision 2004. It will be necessary for all information resources to be accessible to all North Dakota residents.*

#### OBJECTIVES:

Assess the needs of constituents and adapt services and training to meet those needs.

Lead in encouraging and assisting the development of consortia for resource sharing, upgrading of library services, and fiscal efficiency.

Define the basic level of service that should be available to all people of North Dakota and develop standards and guidelines defining the library's and citizens' basic obligation.

Foster communication and cooperation among all types of libraries in North Dakota.

RECOMMENDATIONS:

1. Secure optimum funding to support State Library programs.
2. Strengthen the State Library's role in training and education of staff statewide and their governing entities.
3. Assist local libraries in determining priorities for collection development and encourage collection specialties to reduce unnecessary duplication.
4. Request state funding for retrospective conversion of library bibliographic records for the statewide database.
5. Establish standards for city, county, and school district support for participation in the statewide system.
6. Facilitate the development of library services.
7. Develop and implement a long-range strategic State Library plan based on constituent needs assessment.
8. Coordinate resource sharing.
9. Create and enhance web and other resources available specifically for ND libraries.
10. Coordinate and lead library advocacy efforts within the state.

Priority #3

Support and strengthen library consortia in their role of extending and improving library service in the state.

*Library consortia (regional, multitype cooperatives, state, etc.) will facilitate resource sharing and work together to achieve statewide networking in accordance with the State Library to meet the goals of Vision 2010.*

OBJECTIVES:

Assess the needs of member libraries and patrons and adapt services and training to meet those needs.

Facilitate better communication across library types and act as hubs for better communication between libraries statewide.

Ensure member libraries' participation in collection development, resource sharing, information technology, and the statewide electronic bibliographic database.\*

RECOMMENDATIONS:

1. Secure funding to support consortia in meeting the goals of Vision 2010.
2. Participate in the statewide interlibrary loan and document delivery system.

3. Provide, in cooperation with the State Library, training and education used in determining priorities for collection development and encourage regional specialties to reduce unnecessary duplication to their member libraries.
4. Assist the State Library in implementing statewide networking and the development of the statewide comprehensive database.\*
5. Provide, in cooperation with the State Library, training and education to their member libraries.
6. Encourage cooperative and coordinated collection purchases

#### Priority #4

Assure equitable access to information resources and library services.

*Access to information and library services is of paramount importance to the individual and to society for survival in an information age.*

#### OBJECTIVES:

Provide library and information access and services for all citizens regardless of age, economic status, location, literacy level, or disability.

Collaborate with local literacy educators and volunteer providers to develop and deliver services.

#### RECOMMENDATIONS:

1. Maintain and enhance Internet access to all libraries.
2. Provide ongoing training in Internet and other searching procedures to assure information competency.
3. Promote library collections and services available to people with disabilities.
4. Encourage libraries to provide space for literacy tutoring and collections for adult readers and English as a second language.
5. Promote library-sponsored family literacy programs
6. Information literacy
7. Incarcerated populations
8. Diversity (or is this advocacy priority)

#### Priority #5

Library Advocacy.

*Citizens must be aware of the important role libraries play in the world of changing information needs. Funding programs and services for the common good must become a priority to maintain an informed citizenry.*

**OBJECTIVES:**

Create public awareness of the changing role of libraries and librarians in the information age.

Emphasize the role of libraries as an integral part of the economic development of a viable community.

Highlight the necessity of libraries for learning and recreation for all ages.

Funding:

**RECOMMENDATIONS:**

1. Establish local public awareness campaigns to promote North Dakota libraries.
2. Provide competitive library staff salaries
3. Promote current standards, documents, technologies, etc.
4. Promote libraries, librarians, and library services and their important role in economic development.
5. Communicate the need of libraries to governing bodies.
6. Fund fully the existing formula for state aid for public libraries.
7. Provide necessary funding for Library Vision 2010.

**PRIORITY #6**

Coordination of statewide library services.

*All types of libraries and all areas of the state will be represented by the Library Coordinating Council which provides continuity in library services.*

**OBJECTIVE:**

The Library Coordinating Council will provide a structure to plan, evaluate, and implement statewide library services.

**RECOMMENDATIONS:**

1. Assure representation from all regions of the state; from public, academic, school, special libraries, and the State Library; by librarians and laypeople.
2. Provide a mechanism for presenting a unified voice for State funding.

3. Provide a forum to enable the library community to discuss and plan for new issues affecting library and information services as they emerge.
4. Direct the distribution of funding for coordinated statewide library services to be administered by the State Library or other appropriate agency in accordance with legislative intents and the priorities of Vision 2010.
5. Direct the implementation of the statewide comprehensive database.\*

\* comprehensive database = a single database or group of databases configured so that all citizens of North Dakota can access the holdings of North Dakota libraries with one seamless unmediated search.

## APPENDIX 1

### COMMON OBJECTIVES FOR A STATEWIDE LIBRARY DATABASE

Rev. 5-1-96

The Statewide Library Study Steering Committee recommends that the State of North Dakota support one comprehensive library database\* to include the bibliographic records, in USMARC format, of North Dakota libraries of all types.

We agree on the following common objectives for the libraries of the state, which can be achieved by building one comprehensive library database:

1. That the catalogs of all libraries in the state be electronically accessible to all citizens.
2. That users be provided with unmediated, seamless and direct access to the library catalogs in the state.
3. That users be able to search library catalogs with a common interface and a common set of commands.
4. That users be able to search the library collections of the entire state at one time, as well as the collection of the local library by itself or the collections of a regional or special group.
5. That libraries be able to retain local options for policies and practices, such as setting their own circulation loan periods and interlibrary loan policies.
6. That the comprehensive database will facilitate local libraries' collection development to best meet the needs of their constituents.
7. That resource sharing be required and facilitated by adopting an efficient statewide interlibrary loan system.
8. That economies of scale be realized by channeling state resources so that funding and personnel are used efficiently.
9. That incentives be offered to encourage libraries to contribute their bibliographic records to a common database.
10. That Internet connectivity be provided to the citizenry through local libraries.

\* comprehensive database = a single database or a group of databases configured so that all citizens of North Dakota can access the holdings of North Dakota libraries with one seamless unmediated search.