

North Dakota Library Coordinating Council Meeting (NDLCC)

October 24, 2012

Time: 12:08 pm – 4:30 pm

Location: Bismarck – NDSL Meeting Room

Council Members Participating: Chair Wilbur Stolt, Hulen Bivins, Heidi Danielson, Jerry Kaup, Ilene Larson, Al Peterson, Diane Olson, Ray Siver, Beth Reitan, Judy Ringgenberg, and Ted Smith

Council Members Absent: None

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

Review of Agenda: Chair Stolt asked for additions or changes to the Agenda by Council members. No changes or additions were requested. Consent for approval was unanimous.

Approval of the September 17, 2012 Telephone Conference Meeting Minutes: Chair Stolt asked for additions, corrections, or changes to the meeting minutes from the September 17, 2012 NDLCC meeting conducted by telephone conference call. Reitan asked that the minutes reflect that she was present at the telephone conference call on September 17. Olson moved that the Council approve the minutes as presented with the update. Smith seconded it. Motion passed.

Welcome of new members: Chair Stolt welcomed the new and reinstated members to the first in-person Council meeting.

Standards for Public Libraries: Chair Stolt remarked that the proposed document would be for the North Dakota State Library's (NDSL) use, and that Council members should be familiar with the document to answer questions regarding it. The document was then reviewed, making corrections where necessary.

Noted changes to be made were:

- The document should be dated
- List all NDLC members participating in the creation of the Standards for Public Libraries document
- Each page should have the watermark “draft” until approved

After discussion by Council, Olson moved that the Exemplary Budget Standard for population grouping 5,001 – 12,500, should have the “Minimum of \$15.00 per capita provided in LOCAL FUNDS for the library budget” as the standard. Such was the motion of Olson. Siver seconded. Motion passed.

In the Exemplary column under Collection and affecting each of the four population groups, Kaup moved that, “12.0 Items Per Capita in Print Format” with the number varying per group, be removed from each of the four groups. Danielson seconded the motion. Motion passed.

In the Exemplary column under Collection and affecting each of the four population groups, Siver moved to reinstate the “percentage of holdings added per year”. Olson seconded it. Motion passed.

Siver then moved that the document be sent to the public for review with comments due November 30. There was no second and motion failed.

Further discussion of the proposed Standards for Public Library resulted in:

- When updated with this meeting’s changes, the document is to be sent to the NDLC for review by October 26, 2012 with comments due back to the NDSL by/on November 2, 2012.
- After November 2, updated Standards for Public Libraries shall be sent for public review on November 5th or 6th of 2012 with written comments due back to the NDSL by December 15, 2012.

- The State Library will collect the comments in an excel file to present to the NDLC for review prior to the next NDLC meeting.

Siver moved that the above items be approved. Olson seconded it. Motion passed.

When the NDLC accepts the Standards for Public Libraries document, it will be accessible to the public on the NDSL's website. The NDSL's newsletter *Flickertale* will also have an article with access information to the Standards for Public Libraries.

NDLC Grant Opportunities: The NDLC reviewed the grant applications from the current grant opportunity. While reviewing Bowman Regional Public Library's grant for Innovative Partnership with a Non-Library Entity, Siver moved that the Bowman Regional Public Library's grant category be changed to Technology to Provide Access to Information. Olson seconded it. Motion failed.

Kaup moved that all of the grants received except: Bowman Regional Public Library's Innovative Partnership with a Non-Library Entity, Forman Public Library's application, and Minot Public Library's application; be accepted by the NDLC. Peterson seconded it. Motion passed. It was noted that NDSL Field Services could discuss with Walhalla their choice of printer, which was thought not compatible with their WorldCat grant.

Larson moved to accept Bowman Regional Public Library's Innovative Partnership with a Non-Library Entity application. Siver seconded it. After further discussion, the motion failed.

Siver moved, with Larson's approval, that Bowman Regional Public Library's Innovative Partnership with a Non-Library Entity application not be approved, but the library with the same program request may re-apply under the category of Technology to Provide Access to Information in the upcoming grant opportunity. Peterson seconded it. Motion passed.

Vice-Chair Danielson accepted Chair responsibilities for Chair Stolt who temporarily vacated the position to participate in the Forman Public Library discussion and voting process. Stolt moved that the Council accept Forman Public Library's grant without the Library World System product,

which does not meet with the vision of sharing. Kaup seconded the motion. Motion passed. Forman Public Library's grant will not include the requested amount for the Library World System.

Discussion on Minot Public Library's grant application followed with Library Director Kaup abstaining from the voting. Danielson moved to accept Minot's grant application for their request. Ringgenberg seconded it. Motion passed.

North Dakota Library Association Report (NDLA): NDLA President Al Peterson reported that this year's conference was a success with approximately 200 people in attendance; 30 of which were vendors. Next year's conference will be a Tri-Conference to be held in Sioux Falls, SD on September 25-27, 2013. NDLA may get a bus to transport members to the conference.

Northwestern North Dakota Oil Patch Library Needs Report: Kaup reported on his conversation with Williston's Public Library director, Debbie Slais. Problem areas for libraries include: training of staff in technology; shortage of staff members; no housing for new staff members available; too small buildings, with no expansion space; a lag in city mill levy's; library services are not provided to man camps by public libraries and it is not clear if counties are providing library services similar to in-library service that can support man camps. Certification testing sites located in libraries are too few, with not enough equipment or staff to keep up with demand. Could the NDLC assist with computers, etc. in the form of a grant for something like this? Kaup responded that most public libraries in western ND are so over-whelmed; they have no time to participate in a grant process. He will try to possibly contact the Stanley and Tioga Public Libraries next for their opinions on library needs in the region.

State Library Report: Bivins reported:

- Credo was introduced at NDLA, showcasing that it interfaced with ODIN databases for quicker searching capabilities.
- The possibility of a digital grant available to digitize ND county histories through IMLS was noted.

- The state of South Dakota does not have a State Librarian at this time. The South Dakota State Librarian is a member of the Minitex board along with the states of North Dakota, and Minnesota; together they work to improve service for users in all three states. It was unknown if the South Dakota vacancy affects Minitex in any way. The new director, Valerie Horton, for Minitex begins in December.

Next Agenda: Add “Digital Initiatives in the State” to the next agenda.

Next NDLC Grant Opportunities: The Council discussed various ideas for the next grant round and decided to offer a grant round that includes the categories of: Innovative Partnership with a Non-Library Entity; Technology to Provide Access to Information; and a grant to Participate in the Statewide Online Catalog through WorldCat. Danielson moved that a grant opportunity with these three categories be accepted. Siver seconded it. Motion passed.

Next Meeting: The next meeting for the NDLC will be in January 2013, during the legislative sessions. Danielson stated that the NDLC members should be ready to attend any hearings held for the NDSL in support and to possibly testify when needed. A date will be set and the Council shall be notified via email.

Meeting Adjourned: Olson moved to adjourn the meeting at 4:30 pm. Peterson seconded. Motion passed.