

**February 24, 2025 Minutes of the
North Dakota Library Coordinating Council (NDLCC)
Regular Quarterly Meeting
via TEAMS Only**

Council Members Present: Chair Angie Nagle, Sally Dockter, Vice Chair Joe Camisa, Maddie Sharpe, Traci Lund, Tressa Graves, Annie Craven, Andrea Placher and Mary Soucie. Recorder Cheryl Pollert of the ND State Library attended as well, all online.

Council Members Not Present: Michele Seil and Austin Lafferty

Introductions: Attendees introduced themselves to the group and welcomed new member Annie Craven.

Call to order: The meeting was called to order by Chair Nagle at 9:03 A.M. Central Time. A quorum was established.

Review of the agenda: Chair Nagle asked for additions or changes to the agenda. The only additions to the agenda were to add two items for discussion, a Grant Review System, and a Tribal Grant opportunity. There were no corrections.

Approval of November 14, 2024 minutes: Chair Nagle asked for additions or corrections to the minutes. There were no additions or corrections noted; the minutes were accepted as presented.

State Library report: Soucie asked for questions to her State Librarian report. Soucie added that the NDSL Fiscal Director's last day will be March 7.

Old and New Business:

I. **Legislative Session:** Soucie discussed the bills the NDSL are following and where in session they are currently standing. The Council members also discussed any bills they were involved with.

II. **Library Vision:**

- a. **Grant Management System:** The State Library is now able to share with DPI a license for their Grant Management System. Details for usage are in the early stages and will be figured out soon. This system is expected to improve the grant process substantially.
- b. **Tribal Grant Opportunity:** The NDSL has money remaining to award for Tribal Library grants for one last grant round this biennium. A quick Collection Development Grant is set to be available to the five Tribal School Libraries with an award date of March 14, 2025. This will be for physical items only such as books, DVD's, CD's, Audio Books, etc. Dockter moved, seconded by Placher, to approve a Collection Development Grant of physical items for participating

libraries with the remaining funds available. The remaining grant funds will be divided equally between the grant applicants. A roll call vote was taken. Lund Aye, Placher Aye, Dockter Aye, Camisa Aye, Sharpe Aye, Graves Aye, Craven Aye, and Nagle Aye. Motion passed. Council set March 14 to meet at 8:30 AM via Teams call for a Special Meeting to finalize these grant awards if necessary.

- c. **LV Tribal College Grant Round:** The current application for the Cankdeska Cikana Community College was reviewed. Placher moved, seconded by Sharpe, to deny the Cankdeska Cikana Community College the grant. A roll call vote was taken. Lund Aye, Dockter Aye, Camisa Aye, Placher Aye, Sharpe Aye, Graves Aye, Craven Aye, and Nagle Aye. The Cankdeska Cikana Community College LV Tribal College Grant was denied.
- d. **LV Winter 2025 Grant Round:** After review, scoring, and discussion regarding the grant applications and low funding available, Sharpe moved, seconded by Placher, to deny the libraries of: Beulah Middle School Library, Beulah Public Library, Fessenden-Bowdon Public School Library, Grand Forks Public Library, Griggs County Library, Hazen Public Library, James River Valley Library System, Jefferson Elem. School Library, Leach Public Library, Lisbon High School Library, Minot State University Gordon B. Olson Library, New England Public School Library, Park River School and Public Library, Rugby School Library, South High School Library – Fargo, Turtle Lake-Mercer Public School Library, Washburn Public Library, Washburn Public School Library, Williston State College, and the Wishek School and Public Library funding. A roll call vote was taken. Graves Aye, Nagle Aye, Craven Aye, Camisa Aye, Sharpe Aye, Placher Aye, Dockter Aye, and Lund Aye. The Motion passed to deny the libraries listed. Placher moved, seconded by Sharpe, to approve the funding in full for the Bottineau County Public Library, the Casselton Public Library, and the Mayville Public Library. A roll call vote was taken. Camisa Aye, Placher Aye, Dockter Aye, Sharpe Aye, Lund Aye, Graves Aye, Craven Aye, and Nagle Aye. The LV Winter Grant was approved for the Bottineau County Public Library, the Casselton Public Library, and the Mayville Public Library.
- e. **Rubric Discussion:** The Council discussed how the current rubric worked for scoring the grant applications. The Council would like a similar scoring system since they normally only like to place applications in three groups: Yes, Maybe, or No. The new Grant Management System for reviewing grants may have limited ways to score grant applications but this will need further research.
- f. **Grant Application:** Would it be better to have each grant limited to one item or request? It is felt that with the new open grant possibilities, libraries put so many items in a grant they want, details get lost in the translation. Libraries would then submit as many applications as they have items. This would only work for the open subject type grants. They would also like to see the Budget section moved to the first page just under the libraries contact information.

- g. **Grant Guidelines:** This is the first time using a minimum and maximum amount range. Council was fine with this. Soucie asked Council if they would like to volunteer to do videos for the grant rounds. Soucie had completed short videos for the current round. Sharpe volunteered to make two videos: Evaluation and Community/Library Impact, Sustainability. Placher will do a video on Project Narrative. Library Vision still needs a volunteer to do a video. These videos need to be completed by mid-June.
- h. **Council New Member Packets:** Discussion was held regarding the new member packets the NDSL sends to new members. Members said they did not remember receiving their packets or doing the New Member 30-minute orientations. Could the packet information be made available all the time somewhere? Could the packet also include an overview of funding structures between the different library types which would help in the scoring process. Also, have how should the rubric be used available online.

Announcements: The next NDLCC quarterly meeting will be held in the next quarter of either April, May, or June 2025. It will be via Teams and an in-person meeting. A suggestion of having a request in the Flickertale to ask libraries if any would like to host a NDLCC meeting or a site visit. The next meeting will need a new Chair and Vice Chair elected. Sharpe volunteered for the Chair seat and Placher for the Vice Chair seat. A Flickertale article will be created to request thoughts from the library community regarding the opening on the NDLCC of a Citizen at Large position.

Adjournment: Meeting adjourned at 3:40 P.M. Central Time