

ND Library Coordinating Council meeting
July 16 & 17, 2002
Fort Totten Room, State Capitol
Bismarck, ND

Tuesday, July 16, 2002

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

Council members absent: Mickey Butz and Rita Traynor.

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 began by reviewing the agenda for the meeting. Council reviewed the minutes from the May 6 & 7, 2002, meeting. Bremer asked if Council had any suggestions or changes for the minutes. Jerry Kaup made a motion for the approval of the May 6 & 7 minutes. Motion 2nd by Lila Pedersen. Motion was approved unanimously.

Bremer asked about the status of the PSA's. Cone replied that they would be sent to the TV stations in September before NDLA. Kaup asked if libraries could be notified when the PSA's were sent. Bremer felt this was a good idea and also felt that it may be beneficial if the PSA's were aired continuously at NDLA. Bratton also stated that having ordering/contact information available would be helpful especially with all of the different states being at NDLA.

Chair's Report: Bremer stated that Tony Stukel from ODIN would like Council to start thinking about sitesearch. He felt this could be added to the agenda for the next Council meeting. Bremer thought the final decision for the new software was going to be made in August. Ott replied that the Steering Committee would be meeting to make a recommendation. Ott also stated that the Advisory Council would meet July 29 and none of the systems had been eliminated totally.

State Librarian's Report: Ott stated that the State Library had received nine applications for the MLS training grant. Four are currently in a program, five will be starting the Emporia program in September, and eleven more applicants expressed interest in the grants. An interview committee will be appointed to make the decision. Page asked if the committee would make recommendations and the State Library would make the final decision. Ott thought there should be an interview committee of three or four people. Larson responded that there could also be phone interviews. Page stated there is also the possibility of doing desktop video interviews. Ott stated that the Emporia program would begin in September; however, there will only be one site located in Fargo.

Ott stated that the Gates computers had all been installed and thought the training was almost complete. The Internet Access Policy that was included in the packet was due to the stipulation that the Gates computer that the State Library received would have to be made available for public use.

Ott reported that the State Library had submitted its budget, which included the Governor's 5% reduction. The optional budget included funding for the full-text databases and an additional funding request of \$1 million for state aid. Ott mentioned that the State Library would be sending out legislative updates electronically every Thursday.

Ott reported that the State Library was doing training on the databases across the state in July. She said that the State Library was planning to offer these classes for credit next year. Ott mentioned that the State Library probably would not be giving stipends for the classes if graduate credit is awarded.

Bremer asked Council to look over the Internet Access Policy. He stated one of the stipulations for a Gates computer was allowing public access. Discussion on the policy included where would the agreement be stored, the time limit of 1 hour, the downloading of music or video files, and the noise level associated with playing games. Bremer asked if Council had any more questions on the policy. Page made a motion that Council had reviewed and approved of the State Library's Internet Access Policy as presented on July 16, 2002. Motion 2nd by LaDean Moen. Motion was approved unanimously.

Council then began to review the North Dakota 5-year LSTA plan. Larson said the plan is due July 31, 2002. Ott stated that changes could be made and the format is the way LSTA wanted it. Moen felt it might help to mention that none of the comments were in priority order. Bremer asked if this was going to be put on the State Library website. Ott replied after it was approved by the Federal Government it would be available on the website. Ott also stated that the results of the Think Tanks will be put on the website. Jerry Kaup made a motion to endorse the North Dakota 5-year LSTA plan. Motion 2nd by Dennis Page. Motion was approved unanimously.

Council then began to discuss what to do with the remaining LSTA money. Larson reported that there is \$62,323 left after deducting the ODIN bill and also the 1.05% budget reduction. Council began to discuss some of the innovative projects that were mentioned at the Think Tanks. Some of these ideas included the statewide purchase of eBooks, virtual reference desk service, ND digital archive, literacy programs, training, building coalitions with other organizations, and library advocacy projects. Jerry Kaup made a motion to set aside an addition \$7200 for the cataloging of eBooks (netLibrary). Motion 2nd by Ilene Larson. Motion unanimously passed.

Bremer stated there was now \$55,123 remaining for another LSTA grant round. Council decided to hold another grant round with the remaining money. The grants would be for innovative projects that enhance or develop North Dakota information services and

libraries. The application deadline will be November 1, 2002. Council will meet on November 14 & 15 to consider the applications.

Council began discussion on LV2010, including the timetable for finishing the reprint. Council felt it would be important to get the reprint done before the legislative session begins in January, and that forums should be held across the state to get input from other librarians. Council decided that one forum could be at NDLA in October, and the other forum would be held in Dickinson on October 11. Council also decided to get more feedback by sending LV2010 electronically and asking for response by September 15, 2002. This would allow the State Library to make changes before LV2010 was presented at NDLA. Page said he felt it would be helpful to mail a draft copy to library boards. Council will use the November 14 & 15 meeting to formally approve LV2010 and make a legislative plan.

Council adjourned at 5:00 pm and agreed to begin at 8:30 am on Wednesday.

Wednesday, July 17, 2002

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

Council members absent: Mickey Butz and Rita Traynor.

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 continued its review of LV2010. Ott mentioned that the printing on the front cover would have to include the date it was approved, the first date of printing, and the date of reprinting. Council also felt the Steering Committee should be replaced with the names of Council members as of June 2002.

Council started to rewrite LV2010 and work on the wording. Council felt that the objectives in Appendix 1 could be eliminated and worked into the priorities. Council then began to look at each priority, the objectives, and also the recommendations.

During Council's break for lunch, copies of the work done on LV2010 were made and handed out to Council members to look at during the afternoon session.

Moen asked how much the Council members going off would be involved in the meetings. Bremer stated these people could be used as a resource person at the forums and NDLA. Bremer stated Council should know who the new members are for the November meeting. Council decided to hold the November 14 & 15 meeting in Bismarck.

Council began to do final editing to LV2010. Council felt it had included all of the objectives from the North Dakota Century Code in the rewrite. Bremer asked that the final copy of LV2010 be e-mailed to Council members to be looked over one final time before sending out on the list. (See Attachment A.)

Meeting adjourned at 2:40 pm.

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
Library Coordinating Council

Draft Approved July 2002

[front cover – will include printing dates, etc.]

Introduction

Eric's history, think tanks, fall's approval process.

North Dakota Library Coordinating Council
Members as June 2002

References

The following documents were used to develop this document:

Library Vision 2004

North Dakota Century Code

North Dakota Library Coordinating Council on Libraries Minutes

Think Tank Session I, April 26, 2002; Minot

Think Tank Session II, May 3, 2002; Valley City

Priority # 1

Create a statewide community of libraries working together to provide quality library services in North Dakota.

Libraries must rely on cooperation and networking of all material, staff, and electronic resources to meet the information needs of North Dakota citizens. Twenty-first century libraries working together will enable North Dakotans 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 online library catalog.
- Promote statewide resource sharing.
- Develop a statewide collection development policy.
- 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 direct access to a comprehensive *online library catalog* of standardized bibliographic records from all North Dakota libraries. A comprehensive *online library catalog* is a single database or group of databases configured so that all North Dakota citizens can access the holdings of the state's libraries with one seamless, unmediated search.
2. Maintain and enhance the hardware and software allowing concurrent searching of multiple online library catalogs.
3. Develop partnerships to realize economies of scale.
4. Establish protocols for connectivity, communication, bibliographic format (USMARC), document delivery, interlibrary loan equity, and Internet access.
5. Build on existing structures and networks to achieve *Library Vision 2010*.
6. Create and maintain an accessible North Dakota digital archive of historical and government documents, photographs, maps, etc.
7. Foster collection development activities.
8. Promote training and education for library personnel and library users.

Priority #2

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

The State Library proactively extends library services to meet the goals of Library Vision 2010 and makes all information resources accessible to 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.

Lead in the establishment of basic levels of North Dakota library service and develop standards and guidelines defining the libraries' 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 educating library personnel and libraries' governing entities statewide.
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 online library catalog.
5. Establish requirements 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 will facilitate resource sharing and work together to achieve statewide networking in accordance with the State Library to meet the goals of Library Vision 2010.

OBJECTIVES:

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

Facilitate communication among libraries statewide.

Ensure member libraries' participation in collection development, resource sharing, information technology, and the statewide online library catalog.

RECOMMENDATIONS:

1. Secure funding to support consortia in meeting the goals of Library Vision 2010.
2. Participate in the statewide interlibrary loan and document delivery system.
3. Assist the State Library in implementing statewide networking and the development of the statewide online library catalog.
4. Provide, in cooperation with the State Library, training and education to member libraries.
5. Encourage cooperative purchasing and collection development.
6. Ensure libraries retain local control on all policies and practices, such as setting their own circulation loan periods, collection development decisions, and interlibrary loan policies.

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, ethnicity, 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 and literacy.
3. Promote library collections and services available to special populations.
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.

Priority #5

Promote the services of libraries and librarians.

Citizens will be informed of the important role that libraries and librarians 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:

Involve the people and governing bodies of North Dakota in advocating for *Library Vision 2010*.

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.

Secure continuation funding from the state necessary to achieve *Library Vision 2010* priorities.

RECOMMENDATIONS:

1. Establish local public awareness campaigns to promote North Dakota libraries.
2. Promote 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 needs of libraries to governing bodies.
6. Seek full funding for the existing state aid formula to public libraries.
7. Provide necessary funding for *Library Vision 2010*.

PRIORITY #6

Coordinate statewide library services.

The North Dakota Library Coordinating Council was established by the 1997 ND Legislature (NDCC 54-24.3-03 and NDCC 54-24.4) and represents all types of libraries and all areas of the state.

OBJECTIVE:

The North Dakota Library Coordinating Council assists in planning, evaluating, and implementing statewide library services (NDCC 54-24.4-05).

RECOMMENDATIONS:

1. Assure representation from all regions of the state: public, academic, school, special libraries, State Library, and citizens-at-large.
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 *Library Vision 2010*.
5. Direct the implementation of the statewide online library catalog.