

North Dakota Library Coordinating Council Regular Meeting

Final

June 14, 2011

Time: 1:00 PM – 4:00 PM

Location: Grand Forks, ND, East Asian Room at the Chester Fritz Library of UND

Council Members Participating: Chair Ann Pederson, Hulen Bivins, Wilbur Stolt, Rita Ennen, Mark Holman, Heidi Danielson, Beth Postema, Sarah Snavelly and Judy Ringgenberg.

Council Members Absent: Ilene Larson and Rosemarie Myrdal

Others Present: Cynthia Clairmont-Schmidt, North Dakota Assistant State Librarian; Cheryl Pollert, North Dakota State Library recorder; Ray Siver, new NDLC member representing Citizens at Large; and Jerry Kaup, new NDLC member representing Public Libraries. New members will become active on July 1, 2011.

Welcome: Host Stolt welcomed the Council and others to the Chester Fritz Library and gave a brief history of the library's name sake and his donations to the UND library.

Introductions of attendees were made for the benefit of the new members.

Review of Agenda: Chair Pederson asked that the grants voting process be discussed when the Bylaws Committee reviews the current bylaws. Chair Pederson also informed the Council that today's meeting would end at 4:00 PM with a social held from 4:00 – 5:00 PM for local library personnel to meet the new North Dakota State Librarian, Hulen Bivins.

Approval of the April 4, 2011 Meeting Minutes: Holman moved to approve the minutes as they are. Danielson seconded it. Motion passed.

Report of the State Library: Bivins announced changes occurring at the State Library.

- A Field Services Department has been developed to work with ND libraries.
- The State Library has a new IT department head that has begun work June 13.
- There will be a Summer Breeze Colloquium on August 8-10, 2011 with the scope of the workshop to offer trainings to library attendees.
- The Talking Books Program will be visited by the NLS on August 2 & 3, 2011.
- Discussion by the Council of the mentoring document Bivins prepared for their review ended with a plan that Bivins and Ennen could possibly speak at NDLA. They would at that time call on NDLA members to fill out either the Mentor or Mentee forms and pair them up from there. Ennen would need to create an email dialog among the NDLA members to discuss and setup this meeting prior to the NDLA Conference in September 2011.
- Bivins gave the document "Standards for Public Libraries" to Council members for their review and response. The Council thought that a Task Force could draft a set of standards applicable to North Dakota that would be used by the NDLC as a baseline for funding future LV grants. The Task Force membership will include:
 - A representative from the State Library
 - The Chair from the NDLA Public Library Section – Wendy Wendt

- The two public library representatives from the NDLC – Beth Postema and Jerry Kaup
- Three at-large representatives to come from public libraries of different sizes and geographical location. Sarah Snavelly of Bowman Regional Public Library agreed to serve as one of the at-large representatives. Suggestions for the remaining two representatives to choose from included:
 - Marian Trautmann – Ellendale Public Library
 - Iris Swedlund – Velva School & Public Library
 - Jim Chattin - Lake Region Public Library (Devils Lake)
 - Tracy Petry – Divide County Public Library
 - Val Albrecht – Hazen Public Library

The Council discussed how Iris Swedlund would be a good choice for chair of this committee because of her library being a combined school and public library. The Chair will contact Swedlund regarding the chair position on this committee. Pederson and the committee chair will set up a timeline, a date for the committee to meet, and contact new committee members to work on the draft.

Regional Library Cooperatives: Clairmont-Schmidt, State Library, gave a review of the Regional Library Cooperative status to the Council to update all members of the request of transfer by the Bismarck Veterans Memorial Public Library from DWCL to CDLN. The North Dakota State Library recommends: 1.) The NDLC agrees to dissolve the Dakota West Cooperating Libraries; 2.) The NDLC agrees to recognize that the Central Dakota Library Network is the current legally established operating entity for their Multi-type Library Authority.

Stolt moved that the NDLC accept the dissolution of DWCL based on Appendix 7 of the January 20, 2010 letter received from the Bismarck Veterans Memorial Public Library. Postema seconded it. Motion passed.

Stolt moved that the NDLC recognize that the CDLN is currently established. Postema seconded it for purpose of discussion only. Discussion of the January 20, 2010 letter shows a request to approve transfer of official Regional Library Cooperative designations from DWCL to CDLN. The Attorney General’s Opinion received August 24, 2010 by the State Library states that statutes governing the NDLC in ND Century Code 54-24.3 do not authorize transfer of authority from one library cooperative to another library cooperative. The NDLC has not received any communication from CDLN that reflects the Attorney General’s opinion, therefore, the NDLC has followed what is possible within state law since August 24, 2010 regarding this issue. Chair Pederson asked the Council if they would recognize the CDLN as currently legally established by vote. Motion did not pass.

Postema moved that the NDLC request a letter from the Bismarck Veterans Memorial Public Library stating that the CDLN is currently established. Stolt seconded it. Motion passed. The NDLC chair will send a letter to the Bismarck Veterans Memorial Public Library asking them to send a new letter with their request that the CDLN be recognized as a current legally established operating entity for their Multi-type Library Authority by the NDLC.

North Dakota Library Coordinating Council Regular Meeting Continued

June 15, 2011

Time: 8:30 PM – 2:30 PM

Council Members Participating: The attendees on June 15, 2011 were the same as those from June 14, 2011.

Regional Library Cooperatives: New member Kaup informed the Council that the Multi-type Library Authority of the Minot Public Library; has lost and gained members in the past years'; has not been active; but the catalog continues to be in use. Kaup also stated that he thinks Williston's New Dimensions Information Authority has dissolved or is non-functional at this time. The Council discussed if a formal statement of dissolution should be sought from the Williston group. Clairmont-Schmidt will follow up on that. Kaup will work with Clairmont-Schmidt and Bivins on where the North Central Library Authority in Minot might be heading.

NDSL e-readers Grant Report: Bivins gave a report on the various e-reader devices that libraries have expressed interest in purchasing via grants. The report is attached.

Digitization Program Possibilities: Chair Pederson gave a short history of how this agenda item came about for the benefit of new members. The ND State Historical Society does not feel they are able to tackle this type of project at this time. State Librarian Bivins will meet with the ND State Historical Society at a future date and time to be determined to discuss further details on digitization. Discussion:

- Photo content would be the most logical place to begin with digitization. The scope of the collection would need to be developed.
- Libraries need to be involved as well as museums and historical societies in the discussion process.
- NDLA has an Archives/Records Management Roundtable that meets during their annual conference in September. Stolt will contact Curt Hanson, Roundtable Chair, at UND Chester Fritz Library regarding the Roundtable's participation in the discussion of digitization guidelines. Pederson will follow through on this as well.
- To raise interest in participation in discussions of state-wide digitization standards, the NDLC chair's report and the State Librarian's report at the NDLA Conference could present the agenda on digitization.
- Send a proposal to convene a group of interested parties for a Statewide Digitization Collection discussion to NDLA with a description of the session, moderator choice, etc.; set up a time slot at the September 21-24 NDLA if the Roundtable is not interested.
- Develop answers about who would do the training of the procedures, maintain the archives, etc. Is there someone already doing this? Would they be willing to take on this project, and would they be paid to do this?

Bylaws Committee Review: The Council reviewed recommendations made by the Bylaws Review Committee. The grant voting process for Council members was also reviewed at this time for possible addition to the bylaws. Each section was reviewed and changes made.

Stolt moved that Council members will recuse themselves from voting for his or her own grant application in the grant voting process. Pederson seconded it. The move was put to the vote and the motion was defeated. This will not be added to the Bylaws of the NDLC. The Council thanked the Bylaws sub-committee for their work.

Postema moved to accept the bylaws as updated. Danielson seconded it. Motion passed.

Current Grant Round: The next LV2014 grant round will be for WorldCat grants. It will begin August 1, 2011 with the grant applications due October 14, 2011. The State Library will prepare and send the guidelines to schools and public libraries.

- Postema moved to accept the WorldCat grant for the next grant round. Stolt seconded it. Motion passed.

Future LV2014 Grant Guidelines: This issue was addressed as to when the Council will begin to review legislative intent for Library Vision.

- There will be \$237,000 available from July 1, 2011 to June 13, 2013 for Library Vision funds.
- Due to the requests in the last grant round for a one page webpage design for public libraries, the State Library has created a one page web presence available to libraries. It is a basic page with links to the appropriate library sites and has a host fee of \$39.95 per year. The host fee shall be paid by the individual public library.

LSTA:

- LSTA 5 year evaluation is due March 31, 2012.

FUTURE DISCUSSION TOPICS FOR THE NDLC:

- Could the Council do grants for funding a group that might choose to work on digitization, or to host a summit to find said working group?
- It may be of value to work on legislative intent to prepare for the next legislative session.
- The Council will review grant priorities for future funding at their January meeting.
- Depending on what kind of interest develops in digitization at the NDLA conference, grant funding ideas for this will have to be discussed at a later meeting.
- A written narrative will be due by June 1, 2012 on future legislative intent. The narrative will show how legislative intent will need to be broadened beyond connectivity and show other areas where funding is needed for libraries within the state.
- The Council will continue to have a presence at the State Library booth at NDLA.

TutorND:

- State Librarian Bivins announced that on June 22, 2011 at 9:00 AM a press conference will be held announcing the one year contract made with Tutor.com setting up TutorND for tutoring purposes in North Dakota. This program will be available to students grade K- Adult during the times of 6:00 PM – 10:00 PM,

Sunday – Thursday, Central Time at www.tutornd.com. Each call will last up to 20 minutes, but a student may call back to work with another tutor for up to another 20 minute if necessary. Council members are invited to the press conference.

Site Visits: The Council has been doing site visits of grant libraries in the last few years:

- Council members found the site visits educational since they visited libraries outside their constituencies.
- Some Council members would rather visit libraries within their representation.
- The questions asked are the least productive part of the visits; we need to either update the questions or do not ask any, but need an agenda/reason for the visit.
- The new Field Services Department of the State Library will be doing site visits in the future.
- Put on the next Agenda for further discussion.

Nomination and election of NDLC officers: Chair Pederson asked for nominations for the office of Council chair. Ennen nominated Postema; Stolt seconded it. Stolt made a motion that nominations cease; Ringgenberg seconded it. A unanimous ballot was cast for Postema for the office of Council chair.

Pederson nominated herself for the position of vice-chair. Postema moved to accept Pederson's nomination of herself for vice-chair. Danielson seconded it. A unanimous ballot was cast for Pederson for the office of Council vice-chair.

Upcoming Meeting: The NDLC will have a quarterly meeting via conference call on September 14 at 2:00 PM Central time/1:00 PM Mountain Time. Agenda items are: review of NDLC activities at the NDLA conference, Council site visits, library standards, Library Vision rewrite of the intent for the budget and the legislature, Regional Library Cooperative letters, and e-readers.

Thank You to Past Chair: The Council extended their thanks to Pederson for her two years service as the recent past Council chair. Thanks also to three members leaving the Council after their terms of service – Sarah Snavely, Mark Holman, and Rosemarie Myrdal.

Meeting Adjourned: The meeting adjourned at 2:30 PM.