

**North Dakota Library Coordinating Council (NDLCC)
Regular Quarterly Meeting May 18 – 19, 2017
at the Williston Community Library in Williston, ND**

Call to order: Vice Chair Seil called the meeting to order at 1:15 PM.

Council Members Present: Ted Smith, Mary J. Soucie, Vice Chair Michele Seil, and Tim Dirks attended. Susie Sharp, Phyllis Kuno, Carmen Redding, Beth Reitan, Chair Stephen Banister, and Jason Matthews participated via ZOOM.

Council Members Not Present: Lesley Allan

Others Present: Cynthia Clairmont-Schmidt, Assistant State Librarian; Cheryl Pollert, North Dakota State Library Recorder; Debbie Slais, Director of Williston Community Library; Chery Pierzina, Human Resources Director for the City of Williston; Janelle Michels; and Laura Nygard, Williston Community Library board member.

Welcome: The Mayor of Williston, Howard Klug, welcomed the NDLCC to town and addressed them with appreciation of the support their library has received from the Council. He elaborated as to how important a part the library has played with citizens looking for work in the city and surrounding areas, assisting them with job searches, etc. before, during, and presently with the ongoing oil boom affecting their community.

Review of Agenda: There were no additions or corrections to the agenda.

Approval of the February 13, 2017 Meeting Minutes: Dirks moved, seconded by Banister, that the minutes be adopted as presented. Motion carried by unanimous voice vote.

State Library Report: Soucie submitted a written report in the packet. There were no questions on the report.

Old or New Business:

- a. Williston Community Library Director Debbie Slais spoke about her experience with LV grants and how lucky her library has been to receive past grants. She detailed some of the ways the grants have enriched her library and thanked the Council for their support.

Legislative Update: The final outcome of the 2017 Legislative Session which lasted 77 days resulted in the State Library following many bills and giving testimony at several hearings. NDSL received a 14% budget cut

from the start of the 2015-17 biennium plus the loss of one full time position. Cuts were made to equipment, databases, State Aid to public libraries, and personnel. Library Vision money was not cut from the State Library budget. After careful consideration, the State Library decided not to fill the vacant Digital Initiatives position; some duties of the position will be split among current staff members. The State Library is currently working to fill the open School and Youth Services Specialist position recently created in Library Development that school libraries have been requesting. The Local ND Legislative day at the State Library and the event at the Capitol were well attended with Governor Burgum and some of his staff at the State Library Leg Day. Soucie attended the American Library Association's National Library Legislative Day in Washington DC on May 2 and 3, meeting with our states federal representative's team members. The main topic addressed was their support for LSTA funding.

- b. NDSL Database Review: The State Library presented for approval the option to use remaining 2015-17 Library Vision monies for a one-year pilot project to add e-books and e-audiobooks through Recorded Books One Click Digital. If the pilot is successful, ongoing costs would be taken from NDSL's collection development budget. Dirks moved, seconded by Smith, to approve the proposal. Discussion on the motion included questions regarding the timeline for rollout, how collection development will be handled and if the collection will include children's materials. Soucie verified with Library Development Manager Stroshane that the e-audio collection will include children's and young adult materials. Collection development parameters still need to be established. Rollout will be in June or July. Motion carried by unanimous voice vote with no further discussion. Soucie noted that the Legislators did cut the State Library's database funding, therefore no state money is available for purchasing them. The databases will be dependent of federal funding and since we have existing federal funding for this year, no databases funded with federal funds will be dropped at this time.
- c. LV2020 Grants: The State Library presented a proposal for a simple Library Vision grant to provide audio/video conferencing equipment to any publicly funded public, school, or academic library in North Dakota. The grant will have to be completed by the end of FY17. Libraries can choose one each of the following equipment: a webcam, headset with mic, or a free standing microphone. Dirks moved, seconded by Matthews, to approve the Video Conferencing Equipment Grant using remaining LV2020 funds. Motion carried by unanimous voice vote with no discussion.

Capacity Building Grant: Further discussion is needed to clarify this previously discussed grant idea from the last Council meeting. Dirks, the originator of the idea was asked for additional information regarding clarification. After discussing the grant in more detail, it was determined

that the grant would be further flushed out and offered in the second year of the biennium. The idea is to encourage libraries to do an environmental scan to determine what partners or organizations are available in the community to help the library expand services and programs. Ideas included art kits that patrons can check out after attending a painting or art class, partnering with a local auto shop to teach a maintenance class that would include a small toolkit, or a computer class on building websites or similar topics. There have been similar grants of this type offered in the past for innovative partnerships that included community development. Another idea for a future grant round is grants to assist libraries with program needs in reaching their library standards levels required by the State Library's Standards for Public Libraries. Soucie presented the grant guidelines in a slightly different format. The Council had no comments on the change.

Collection Development Grants: These grants are available for publicly supported public, schools, and academic libraries. The language needs to state clearly that those libraries that previously received this grant may not be first priority in the list for awarding. However, the language should not discourage these libraries from applying as they could still qualify depending on the number of applications received. There will be a match for this category.

Makerspace: A library must show how this grant meets a LV2020 objective. This grant will have a cap of \$5,000 with a match. The library will need to demonstrate the ability to sustain the project for at least 3 years. The library should list a target population in their community that would benefit from this grant. The grant guidelines should include a listing of potential equipment for purchasing; needs to include "but not limited to" as part of the language. The guidelines should reflect that the grant is seed money for a Makerspace and that the library needs to show a plan for their short term and long term success.

Die Cutting Machines: Die cutting machines are an example of equipment that may be purchased for the Makerspace grant. The library will need to demonstrate adequate resources to maintain and implement the equipment as well as what population will be targeted. The Council would like to receive additional information with more detail regarding the grants for consideration before the next NDLC meeting. The grants for the next grant round would have a deadline of October or November which would give the schools the opportunity to apply. The Council said there will not be an Innovation grant option for this round.

- d. **Governor's Report:** The Council was asked if the current report to the Governor met with their approval. The Council verbally approved of the report. The report will need to have a cover letter signed by Chair Banister

so that the report can be mailed to the Governor's office. The State Library will begin on the next one for the current year.

New Business: Council Member Phyllis Kuno was presented, via Zoom, her Certificate of Appreciation for service to the North Dakota Library Coordinating Council. Pollert will mail the certificate out to her. Matthews and Dirks have served partial terms and were re-appointed by the Governor to begin serving their first full terms July 1, 2017. David Gray from the University of Mary was chosen to replace Kuno. His term will begin on July 1, 2017 as well.

Next meeting date and time: The Council thought the region north of Devils Lake would be the location of the next meeting. Lakota Public Library is located in that area; they received a Renovation and Repair grant and would be a good library to tour. Other libraries in the vicinity are: Walhalla, McVille, Rugby, etc. Devils Lake Public Library has a new director and a meeting space at their library. They currently do not apply for grants as their computers are not filtered, but because filtering is not required to receive grants with state money they should qualify. Thursday, August 10th at 1:00 with site visits to be scheduled for Friday, August 11th were tentatively set as the next meeting date. ZOOM worked well for those that could not attend in person. The State Library may want to bring a camera and freestanding microphone for the next one to improve the experience for those on Zoom. Council members are encouraged to try to attend meetings in person that include site visits rather than attending via ZOOM if possible.

Meeting Adjourned.