



FLICKERTALE

January 1988

"Your State Library Serving You"

Newbery & Caldecott Winners

The winners of the 1988 Newbery and Caldecott Medals were announced at the American Library Association Mid-Winter Convention on January 11, 1988 in San Antonio, Texas.

The winner of the 1988 Newbery Medal for the most distinguished contribution to American Literature for children published in 1987 was Russell Freedman's book, Lincoln: a Photobiography. The book was published by Clarion Books, a Division of Houghton-Mifflin.

John Schoenherr, illustrator of Owl Moon, received the 1988 Caldecott Medal for the most distinguished American picture book for children published in 1987. The book was written by Jane Yolen and published by Philomel Books of the Putnam and Grosset Group.

Other books receiving an honorable mention in the Newbery Medal competition were: After the Rain by Norma Fox Mazer, published by William Morrow & Co., and Hatchet by Gary Paulsen, published by Bradbury Press.

Mufaro's Beautiful Daughters: An African Tale, illustrated by John Steptoe and published by Lothrop, Lee, & Shepard Books, won honorable mention in the Caldecott Medal competition.

LSCA funding continues

Federal Fiscal Year 1988 allocations under the Library Services and Construction Act, Titles I, II, and III were announced recently by the U.S. Department of Education. Funds under these titles are administered by the various state library agencies.

The national funding for Title I, Public Library Development, was \$77,406,280. Title II-Public Library Construction was funded at \$24,143,100. Title III, designated for Interlibrary Cooperation and Resource Sharing, received an appropriation of \$18,295,620 nationally.

These funding levels will represent a change in North Dakota's allocation under each Title. The 1987 and 1988 figures for the state are as follows:

	1987	1988
Title I	\$393,949	\$388,783
Title II	147,913	147,596
Title III	84,366	85,681

Pahlmeyer appointed Government Services Specialist

Susan Pahlmeyer, formerly the Head of Reference at the North Dakota State Library, was recently appointed to the position of Government Services Specialist for the North Dakota State Library. The creation of this post enables the State Library to develop a complete, integrated plan of library services for state government agencies and employees in North Dakota.

Pahlmeyer has been employed at the State Library since June 1986, and received her M.L.S. from the University of Denver Library School.

Pahlmeyer believes one major component of the position will be public relations. "My job is to make sure that state government agencies and employees know that we are here," Pahlmeyer noted.

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Help! What to do when something goes wrong with the computer

by Val Morehouse

In previous "Flickertale" editions we discussed electrical drive problems and problems with disk drives. This month, printers and paper feed problems are the topic.

PRINTER DOESN'T TURN ON.

- (1) Power cord not plugged in.
- (2) Fuse blown--replace; if fuse blows again, troubleshoot printer power supply, else send printer for repair.

PRINTER TURNS ON BUT DOESN'T SELF-TEST.

- (1) Send printer for repair.

PRINTER DOESN'T PRINT ON COMMAND FROM COMPUTER.

- (1) Printer sent off line--reset.
- (2) Paper out--reload.
- (3) Printer cable not securely connected.
- (4) Cable or connectors damaged--replace or repair.
- (5) Wrong (miswired) cable--replace.
- (6) Mismatch in one or more of the following (a) baud rate, (b) parity, (c) number of start or stop bits, (d) word length. Check configuration of both printer and computer.
- (7) Problems with printer interface and/or logic board--send printer out for repair.

PRINTER PRINTS GARBAGE OR DOUBLE SPACING INAPPROPRIATELY.

- (1) Mismatch in baud rate, word size, etc., as above.
- (2) Computer sending garbage--turn printer off, then on. If garbage persists, try printer on another computer for test purposes.

PRINTER SUDDENLY GOES OFF LINE AND STOPS PRINTING.

- (1) Garbage bits sent from computer acting as control codes to the printer--check out computer software printer routines if possible.
- (2) Problem(s) with printer interface and/or logic board--send printer out for repair.

PRINT QUALITY UNEVEN AND/OR FADED.

- (1) Worn ribbon--replace.
- (2) Paper thickness adjustment set wrong--readjust.

- (3) Worn/defective printing ball, daisy-wheel, or print-thimble--replace.
- (4) Platen, print head carrier or other mechanical parts out of adjustment--professional alignment recommended.
- (5) Rubber platen on friction-feed printers worn--replace.
- (6) Check ribbon threading--rethread correctly.

MISSING PART OF DOT-MATRIX CHARACTERS.

- (1) Defective print head--replace on "user replaceable print head"
- (2) Driver circuitry malfunctioning--send printer for repair.
- (3) One or more solenoid fuses blown--locate in solenoid drive section of printer board and replace, or send printer for repair.

PRINT HEAD DOESN'T TRAVEL

- (1) Drive mechanism defective or cable broken--send printer for repair.

PAPER JAMS.

- (1) Tractors incorrectly spaced or paper improperly mounted on tractors--correct.
- (2) Friction feed-release lever closed when using fanfold (tractor feed) paper--release lever.
- (3) Paper being fed to printer at an angle--straighten paper supply.
- (4) Scraps of paper caught in paper pathway inside printer--clean out.
- (5) Problems in paper-feed mechanism--send for repair.

PAPER STOPS ADVANCING.

- (1) Paper jammed--see above.
- (2) Tractor of platen drive motor burned out--send printer for repair.

SMOKE!

- (1) Turn printer off immediately--check for jammed print head--free jam if possible and try printing.
- (2) Print head burned out--replace if user-replaceable, else send for repair.
- (3) Problem(s) in printer power supply or logic board--send for repair.

This concludes the initial "Help!" series.

Congratulations:

Congratulations to Frank Slater of the UND-Chester Fritz Library. He was formally recognized by the American Society for Information Science upon the occasion of that organization's 50th anniversary "for outstanding leadership and continuous dedication to the needs and interests of ASIS and its members."

Janet's universal laws of library operation

BY JANET CRAWFORD
CITY LIBRARY

"Why is a book always returned just minutes after someone who is waiting for it leaves the building?" is a frequently asked question at the library. Because questions such as that trouble our staff, I have finally embarked upon the codification of some general laws of library operations.

Rules of Materials Availability

A book is never on the shelf when someone wants it.

Usually a book which is requested by a customer is returned within a half hour of the time he leaves the library. If it doesn't come back then, it will be returned the day it is no longer needed.

If one teacher assigns research papers to one class and gives them a variety of topics from which to choose, four teachers from other schools will assign papers to their classes with a 89% duplication of topics.

The words "We can get it for you from another library" immediately recede a search which shows the item unavailable for loan from any of the 4000 libraries from which we may request loans.

Rules of Material Popularity

Three terrible reviews will guarantee any book more public interest than a half dozen raves.

Books which "everyone" wants to read will contain 623 pages of fine print. (Thank goodness that is not true of Danielle Steel's novels.)

Within five days of the time we discard a book because it is worn and it hasn't been used in five years, there will be a request for it.

When six people request that the library purchase a controversial book, the fifth person to read it will ask that it be removed from the collection.

Rules of Reference and Interlibrary Loan

When you are searching for materials on a topic you will find something which is just perfect for someone who needed information last month.

After you spend an hour gathering materials for a patron who called to say they will be in "this afternoon" the materials will sit on the reserve shelf for two weeks then be put away. If however, you forget to search, the requestor will remember to come.

When we have just paid \$17.00 to borrow a book from a special library, the patron will decide he is no longer interested.

When there is great difficulty finding materials for a youngster's research paper three magazines will publish cover stories on the topic the day after the paper is due.

When we forget to write down a phone number on an interlibrary loan request, the person making the request will not have a card and not be listed in the city directory or phone book.

Rules of Staffing

If the librarian leaves for the day, the computer will go down.

Unexpected school closures happen only on days when the library is operating with a skeleton staff.

If one staff member takes a day off, someone else will get sick.

The library is never busy until 4:58 on Fridays and Saturdays.

Rule of Overdue Notices

Incorrect overdues never go to those people who always have books overdue anyway.

General Rules of Library Cussedness

If the toilets are going to plug up, it will happen fifteen minutes prior to a pre-school story hour.

The woman beside you is the mother of the child you are lecturing about his use of obscene language in the children's department. She is not pleased.

No matter when a board member calls, the Librarian is out to lunch.

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Library Want Ads:

FOR SALE: Bowker's Books in Print Information System 1986-1987. Six volume set, indexed by author and title. Also includes publishers and distributors. \$25.00 or best offer. Contact: Margaret Wagner at St. Luke's Hospitals Library, 720 4th Street North, Fargo, ND 58122 or call (701) 234-5837.

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Yes, I will join!

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 - American Express

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Signature _____

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City _____ State _____ Zip _____

Library name and address _____

City _____ State _____ Zip _____

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Send mail to Home Work

Additional information on ALA's divisions and roundtables and how to get the most from your membership will be sent with your membership card.

Send to:
Membership Services
American Library Association
50 East Huron Street
Chicago, IL 60611 312-944-6780

4 Online InfoMaster Directory

Western Union's InfoMaster gives you access to almost all recent news, business, financial, technical and reference material published in the United States. This includes more than 10,000 periodicals either abstracted or on-line in full text. A great deal of material published outside the U.S.A. is also available.

In addition, InfoMaster gives you outstanding precision in searching for the specific information you need. You merely specify the topic in simple phrases. In minutes, InfoMaster locates all material containing your phrase. You can retrieve the most recent material or items published in past years.

The following organizations maintain these databases electronically and make them available to InfoMaster users: ADP Network Services; BRS Information Technologies; G. Cam Serveur; Congressional Quarterly Inc.; Datasolve Ltd.; Data-Star; DataTime Information Network; Dialog Information Services Inc.; NewsNet Inc.; Pergamon Infoline; QL Systems Ltd.; Questel Inc.; SDC Information Services; Timeplace Inc.; TRW Information Services; and VU/Text Information Services Inc.

With all this wealth of information, how does a new searcher decide which database or family of databases to use in answering a reference request? The Free Online Database Directory is one place to start.

To use the online directory, type EXIT FYI and press return at the PTS prompt. When asked to "enter category name", type INFO. To exit the online database into InfoMaster after selecting your preferred databases, type EXIT INFO.

A sample search of the online directory follows. IF THE DISPLAY SCROLLED BY TOO QUICKLY FOR YOU TO READ, Enter /CRT at the "enter category" prompt (this makes the scrolling pause after every screenful) or dump to your harddisk and print out for reading later.

PTS
/exit fyi WU FYI BGTN

Completely new INDEX for FYI NEWS now online. Enter Category FYII

ENTER CATEGORY NAME info
****FREE DATABASE DIRECTORY ****

Look through the FREE online directory that follows this introduction, listing databases by subject, available through Western Union's InfoMaster. Many of these databases can be accessed via InfoMaster-I ("we pick the database"), and all can be selected directly through InfoMaster-II ("you pick the database").

NOTE: At the end of every description is a four-digit number, which can be used in InfoMaster-II in place of the database name.

Unless otherwise indicated, databases are "full text". This means they contain documents - such as magazine articles, industrial directories, or other published materials - in their entirety.

Some databases contain "abstracts", or summaries, along with bibliographic information about the original document such as the title, source, and date. The directory indicates such a database with a notation of Abstracts".

Database preceded by one or two asterisks [*] carry a surcharge. See InfoMaster main menu for details.

Following this introduction is a menu leading to the databases available on InfoMaster. (To go directly to this menu, enter category IN00.)

Press return for menu... KEY RETURN TO CONTINUE OR ENTER "EXIT": IN00
INFOMASTER DATABASE DIRECTORY

(For an introduction to InfoMaster, see FYI category INFO. To see this menu, type IN00.)

To see databases for a topic listed below, enter the FYI category indicated.

SUBJECT CATEGORY

ACCOUNTING IN10
ADVERTISING
 see MARKETING IN46
AEROSPACE IN10
AGRICULTURE & FOOD IN11
ANNUAL REPORTS
 see CORPORATE INFORMATION . IN23
ANTHROPOLOGY IN12
ARCHEOLOGY
 see ANTHROPOLOGY IN12
ART IN12
(etc.)

After reviewing the entire list of subjects, this searcher chose "Computers...IN22" as an area for further research.

ENTER CATEGORY NAME

/CRT [This keeps the entries from scrolling off screen]

PLEASE ENTER EITHER NEWS SPORTS MARKET STOCKS OR CATALOG ENTER CATEGORY NAME

IN22 [This is the subject area number for computers] INFOMASTER DATABASES

COMPUTERS

BOC WEEK

Newsletter covering the BOC (Bell Operating Companies) environment, including new BOC products and services, construction and marketing plans, and rates. Lists telecommunications equipment RFPs and bid invitations from federal, state, county, and municipal governments. From November 1985; updated weekly 1969

BULLETIN BOARD SYSTEMS Newsletter covering electronic bulletin board systems, including public access systems for professionals, KEY RETURN TO CONTINUE

hobbyists, and computer users, as well as shopping

services, game and underground BB's. From October 1983; updated every two months 1644

(etc.)

After viewing the entire list of databases concerning computers and software, this researcher chose MICROCOMPUTER INDEX and MICROCOMPUTER SOFTWARE & HARDWARE GUIDE.

ENTER CATEGORY NAME /Exit info

The final step (above) was to exit into Infomaster from FYI to perform an actual search on these two databases.

Watch next month for the most POPULAR DATABASES identified by users.

by Val Morehouse

Reference Exchange

State and Metropolitan Area Data Book 1979
Guide to 1980 Census Data on the Elderly
1985 U.S. Industrial Outlook
Fondly We Remember - A History of Hamilton, Carlisle and Glasston Communities
Social Sciences Index - Paper copy June, Sept, Dec, 1986 and March 1987
Reader's Guide to Periodical Literature Feb-Nov 1986 Paper copy
Standard Industrial Classification Manual 1972
Standard Periodical Directory 1985-1986
Bismarck-Mandan Polk Directory 1979 and 1986
Prairie Rebel Public Life of William Lemke Blackorby, Edward
Reader's Guide to Periodical Literature Vols 34-37 March, 1974-Feb 1978
Children's Catalog 1946 and 1951
Fiction Catalog 1950-1955
Current Biography Jan - Nov 1987

Cliff Notes:

Cather My Antonia
Dickens A Tale of Two Cities
Dante Divine Comedy and Inferno
Homer The Iliad
Homer the Odyssey
Shakespeare's Much Ado About Nothing
Shakespeare's Hamlet
Milton Paradise Lost
Marlowe Doctor Faustus
Dreiser Sister Carrie
Shakespeare Antony and Cleopatra

Contact the North Dakota State Library
Susan Pahlmeyer
224-2490

"Dependable, Basic Individual Access to Library Services":

Governor's Library Planning Task Force-- December Meeting

Minutes of the Meeting of December 1 and 2, 1987
(as corrected at the January 6 and 7, 1988 meeting)
Heritage Center; Bismarck, ND

The meeting was called to order at 1:30 p.m. by Ed Warner, Chairperson. Other members in attendance were Kyle Cross, Marilyn Guttromson, Sally Oremland, Barb Satran, Cynthia Schaff, Gary Schultz, Les Snavely, Larry Spears, Raymond Stewart, and Joy Wezelman. Also present were Patricia Harris, Cindy Larson, and Elaine Little.

The minutes of the October 7 and 8 meeting were approved as distributed. The minutes of the November 4 and 5 meeting were amended to reflect that Elaine Little had been present; then, the minutes were approved, with the amendment, as distributed.

Extended discussion continued on the "draft mission statement" of the previous meeting. Several key notions emerged, again or anew: (1) Is there to be a "right" to access on the parts of individuals? If so, to all services or to a pre-defined set of "basic" services? (2) Some level of "centralized" or "umbrella activity" is implied (e.g., direct reference service via a statewide number). (3) Individual access must transcend the traditional notions of geography. (4) Definite commitments to the system on the parts of librarians are essential to a workable plan along the lines thus far pursued. (5) Central services would not usurp or replace local activity and funding; rather, they would extend or facilitate them. (6) "Balance of payments" (i.e., exchanges of funds among libraries) are to be avoided, if possible.

It was thought, at this point, that a working mission statement should be adopted by the group to facilitate further, more systematic work on goals and objectives, using the draft of goals, objectives, and activities presented to the group. To this end, it was moved and seconded that the working statement read: "Dependable, Basic Individual Access to Library Services". Motion carried.

A brief discussion concerning a review process for a draft plan ensued. It was agreed that sampling, use of NDLA, and regional meetings seemed most logical. Strategies and schedules will need to be developed.

The membership agreed to reconvene in three groups from 8:30 a.m. to 10:30 a.m. on December 2 to further refine the three goals (and sub-parts) tendered in draft earlier, namely,

- I. Ensure Adequate Funding and Solid Linkage for North Dakota Library Service
- II. Ensure Continual Progress for Linked North Dakota Library Service through Mutual Encouragement, Support, and Monitoring
- III. Ensure Citizen Awareness of Linked Library Resources and Services in North Dakota

The three groups reported back to the whole body. The three goals, above, were split into four (funding was separated from the linked system). G. Schultz and E. Warner agreed to reduce the oral reports to writing as a draft to be mailed to the members in advance of the next meeting. A list of persons to whom the draft plan should be sent will be developed (M. Guttromson, C. Schaff, L. Spears, J. Wezelman) as will a proposed timetable/calendar (P. Harris and E. Warner). All items will be sent to Chairperson; then, all will be mailed to membership.

Continued on page 8

Governor's Library Planning Task Force: October Minutes

EDITOR'S NOTE: Due to an oversight, the record of the Governor's Library Planning Task Force meeting of October 7-8, 1987, which was published in the October/November 1987 *Flickertale*, did not represent the official minutes of the meeting. The official minutes are as follows:

The meeting was called to order at approximately 12:30 p.m. by Joy Wezelman, Vice-Chairperson. Other members present were Kyle Cross, Marilyn Guttromson, Sally Oremland, Barb Satran, Gary Schultz, Larry Spears, and Raymond Stewart. Members absent were Cynthia Schaff, Les Snavelly, and Ed Warner. Also present were Patricia Harris, Cindy Larson, and Caroline Arden.

Joy Wezelman asked if the Task Force members were in agreement with the Chairperson's consolidation of detailed notes into the Task Force minutes. Members approved that process.

The minutes of the September 2 and 3, 1987 meeting were corrected to show the dates of the October meeting as October 7 and 8 rather than October 5 and 6. Minutes were also corrected to reflect the fact that Mary Braaten should not have been listed as a "member absent" since she had written the Governor's Office requesting that her name be removed from the list of Task Force members. Minutes of the September meeting were approved as corrected.

Pat Harris reported that she, Cynthia Schaff and representatives from the Governor's Office had discussed selecting a replacement for Mary Braaten and they concluded that it was more critical to get the Task Force started on its work at the October planning session than to delay the process any longer.

The Task Force members agreed with Chairperson Warner's suggestion, conveyed through Vice-Chairperson Wezelman, that no official action be taken on the results of the planning process until the November meeting, when the Chairperson would be present.

Task Force members also concurred with the suggestion that the conceptual mapping process would not be part of the October meeting minutes per se, but rather would be in the form of an appendix or attachment to the minutes.

Members were advised that the next meeting was scheduled for November 4 and 5, 1987.

Pat Harris introduced Caroline Arden, who outlined what would take place during the conceptual mapping process. The meeting adjourned at approximately 1:30 p.m. to proceed with the actual process.

Respectfully submitted,

Joy L. Wezelman

Joy Wezelman, Vice-Chairperson

"Talking Books for Seniors"

"Talking Books for Seniors", a handbook for those providing service to senior citizens, is now available at the State Library at no cost.

The handbook describes the Talking Book program of the Library of Congress' National Library Service and gives agencies working with senior citizens information on how to get their clients started in the program. There are suggestions for activities which will get older people interested in reading again if they are no longer able to read standard print.

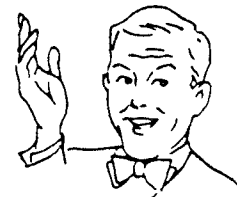
A description of all the playback equipment which is available free through machine agencies is provided. This includes pictures which can be used to show potential listeners what to expect. Also pictured are the accessories available such as headphones, amplifiers, pillow speakers, breath switches, extension levels, remote control units, and tone arm clips. These enable persons who are paralyzed or who have hearing problems to use the books on tape.

The handbooks should be useful to activity directors of nursing homes and senior citizen centers, librarians, social workers, nurses, or any other professional working with senior citizens in groups.

For a free copy of the handbook, contact Sally Oremland, Director of Service to Handicapped at the North Dakota State Library, 224-2497.



"Trustee Talk"



INTRODUCTION

Funding of library services and proper expenditure of those funds is a primary role of the library trustee. Powers of the library board in Illinois include several provisions for the expenditure of funds and duties for providing library services with those funds. As the demand for library services increases and as the range of information needs grows in today's dynamic society, the challenge for the library trustee to provide adequate funding becomes more challenging than ever.

The earnest and resourceful trustee will pursue every possible avenue to assure library funding that will meet the service needs of the local community and will work for increased tax support where necessary. The trustee must face financial problems squarely and focus on the goal of quality service as the top priority.

Trustee/Librarian Roles in Library Funding

The librarian and the library board share the responsibility for identifying the library service needs of the community and for seeking adequate funding. In order to be successful in meeting these needs, the librarian and the board must work together for mutually agreed-upon goals.

The first step in the process is determining the mission for library services. The mission of the library explains why your library exists in your community. Without a mission statement, a library cannot set goals and objectives which will act as a guide for the expenditure of funds. Without these goals and objectives, it is very difficult to seek community support when the need for increased funding arises.

Setting goals and objectives for the library involves first taking a hard look at the community's library needs and evaluating current library services and resources. The library board and library administrator share the responsibility for this community analysis and review of library services. The effective library board will initiate the study and analysis of community needs. The library director should participate actively in this process by assisting the board in identifying community needs and suggesting ways in which the library should respond to these needs.

Regular reports from the library director on current progress in meeting the community's library needs will help the board evaluate goals, objectives, and strategies. Future needs must be identified and expressed to the board so that planning can begin for providing adequate financial resources.

Planning for the funds necessary to maintain current services and to initiate new services must be of a strategic nature. The director can help by providing the facts and figures that the board requires to interpret the financial needs of the library. The library board must consider it one of their primary responsibilities to keep informed about library finances.

A budget adequate to carry out the library's goals and objectives should be prepared with input of the board, library director, and staff. If additional funding is needed for changes in the tax base, increased services, building needs, etc., the board must explore every possible way of increasing the library's income within limitations of the state law. The director must identify ways of stretching the library budget and making effective use of every dollar received.

Before seeking increased funding from any of the possible sources, the board and library administrator must be prepared to answer the following questions:

1. What important needs are being met by the library?
2. What are the economic benefits of the services provided?
3. How is the library relevant to its community?
4. What are the accomplishments of the library?
5. What evidence exists that indicates community support for the library?
6. What does the library plan to do that will improve its performance? What is the plan of action?
7. What does the library need to accomplish this plan?
8. How was this plan developed?
9. Why should the individual taxpayer, corporate or individual donor, government official, grant approval committee member, or "Friend of the Library" want to give time or money to support this plan?

When you have answered these important questions, you are ready to pursue the necessary funding.

FUNDING SOURCES

Public libraries can receive funding from a variety of sources: (1) property taxes, (2) grants, (3) gifts/bequests/donations, (4) money-raising projects, (5) fines and fees, and (6) investments.

by James P. Fitzgerald
and Diane Lueder
Illinois Library Association
"Trustee Facts File"

Continued from page 5

One subcommittee recommended, and the entire committee agreed, that the State Librarian should draft legislation to implement the 1984 draft Mission Statement for the North Dakota State Library. The subcommittee further proposed a "governance group" (e.g., advisory board), possibly the Governor's Advisory Council. This was met with some skepticism, at least on the parts of the Chair and the State Librarian; however, P. Harris agreed to attempt drafts.

The next meeting will be held in Bismarck on January 6 and 7; backup days, in case of inclement weather, are January 20 and 21. C. Schaff's invitation to meet in Williston was accepted on a deferred basis.

The meeting was adjourned at 11:45 a.m.

Respectfully submitted,



Ed Warner, Chairperson
(based on detailed notes submitted
by Cindy Larson)

Annual Report Workshops Cancelled

The Annual Report Workshops, scheduled for February 2 and 4, 1988 in Dickinson and Jamestown, have been cancelled. New Annual Report forms are being produced. When the new forms are available, these meetings will be rescheduled. We apologize for any inconvenience this delay might cause.

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●
Patricia L. Harris,
State Librarian

●
Ken Behringer,
Editor

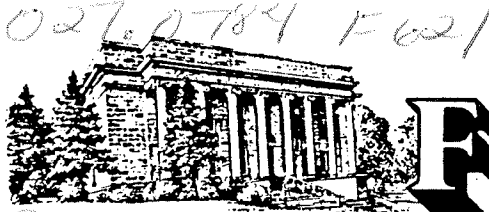
●
Volume 18, No. 1
January 1988

NORTH DAKOTA STATE LIBRARY
Liberty Memorial Building
Capitol Grounds
Bismarck, North Dakota 58505

Address Correction Requested

Non-Profit Organization
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FLICKERTALE

February 1988

"Your State Library Serving You"

YEAR OF THE FAMILY:

Governor Announces Special Focus for 1988



GEORGE A. SINNER
GOVERNOR

State of North Dakota
OFFICE OF THE GOVERNOR
BISMARCK, NORTH DAKOTA 58505
(701) 224-2200



PROCLAMATION

The family faces dramatic changes in the modern world. North Dakota remains a state of traditional values. It continues to treasure the basic values of family life and looks, ideally, to families to provide love, support and understanding for all of its people.

And yet, the current society faces many new forces affecting the family. Economics often dictate that both spouses be employed outside the home; many families are headed by single parents; young families and older families do not have the resources of extended families nearby for support in times of illness or crisis.

We further recognize that the youngest members of families -- children -- require an educational foundation to open the opportunities of the future. To provide adequately for the needs of our young people, families need jobs and income security that can come from accelerated economic activity and development.

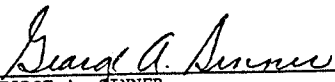
Families of today are confronted with numerous challenges -- in the economy, in education, in health, in moral and spiritual development, and in every facet of life. Let our goal in North Dakota in 1988 be to maintain and strengthen families at home and at work and to address their varied needs in the context of today's world.

For these reasons, I proclaim 1988,

"THE YEAR OF THE FAMILY"


in North Dakota.

Dated this twenty-first day of January, 1988.


GEORGE A. SINNER
Governor

ATTEST:


Secretary of State

By 
Deputy

On January 21, 1988, Governor George Sinner proclaimed 1988 as the "Year of the Family" in North Dakota. In his official proclamation, reproduced at left, he noted the value that the State of North Dakota places on family life and the State's desire to support and maintain the family in North Dakota.

Like all state agencies, the North Dakota State Library has been asked to support this proclamation in both spirit and activities. In 1987, "The Year of the Child", the State Library, through a series of public service announcements featuring the Governor, affirmed the unique role libraries could play in the development of children. 1988 gives the State Library the opportunity to stress that libraries and library programs can help foster the communication and understanding needed for family growth.

It is the hope of the State Library that all libraries in the State, particularly public libraries, will support this proclamation in their programs and services.

Any libraries that are planning special activities to celebrate "The Year of the Family" are invited to send details to the State Library. During the year, a listing of special activities will be published in issues of the "Flickertale".

Library Planning Task Force

Minutes of the Meeting of January 6 and 7, 1988
Heritage Center; Bismarck, North Dakota

The meeting was called to order at 1:30 p.m. by Ed Warner, Chairperson. Other members in attendance were Kyle Cross, Marilyn Guttromson, Sally Oremland, Barb Satran, Gary Schultz, Larry Spears, Raymond Stewart, and Joy Wezelman. Also present were Dave Boilard, Claryce Erickson, Patricia Harris, Jeanette Holm, Jerry Lamb, Cindy Larson, Elaine Little, and Bev Quamme.

The minutes of the December 1 and 2 meeting were considered and amended as follows: 1) Barb Satran's name had been misspelled and was corrected; 2) the terms "umbrella activity" and "balance of payments" in the third paragraph were explained by the chair and it was agreed that an example would be included in the minutes; and 3) one subcommittee had recommended, and the entire committee agreed, that the State Librarian draft legislation to implement a governance mechanism for a proposed system of linked libraries.

Elaine Little--representing the Director of Institutions, to whom the State Librarian is responsible--addressed the matter of drafting legislation on the part of the State Librarian. In essence, as a result of a discussion with Governor Sinner, Dick Rayl indicated that draft legislation relative to the State Library is not appropriate at this time; rather, statewide service--as against the State Library, per se--should be the focus of the Task Force. During the ensuing discussion, however, it was generally agreed that the State Library is very likely to be designated the implementation agency for many (if not essentially all) anticipated planning outcomes and, thereby, may well be of eventual legitimate concern in the planning process. Elaine Little suggested that the State Library's role be taken up by the Advisory Council on Libraries in its meeting to follow, immediately, that of the Task Force.

Subsequent to further extended discussion, the sense of the group (Task Force members as well as guests, many of whom were ACOL members) was that State Library concerns were legitimate concerns, first for ACOL, and then for the Task Force if, indeed, the substantive plan--still to be further developed--required review and analysis of the State Library's mission, role, etc. Governance provisions, to be drafted by the State Librarian, will be reviewed, resolved, and recommended by the Task Force.

Gary Schultz met with the Public Library Planning Committee and Ed Warner met with the NDLA Executive Board subsequent to the December Task Force meeting. Both reported that significant questions and concerns regarding the Task Force and its work arose from the two groups, primarily concerns that small libraries might be by-passed if the plan becomes implemented; possible changes in funding patterns; changes in status quo of any kind. The implication is that the final draft plan must be carefully explained to a broad group of librarians and constituents.

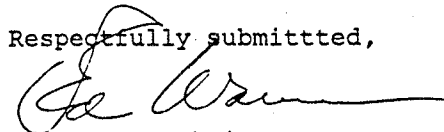
A linkages model was outlined and four substantive programs were tendered as possible elements of the plan. The latter were (1) a depository/distribution system for surplus library materials, (2) statewide walk-in access to services and materials, (3) statewide dial-in access to information, and (4) coordinated collection development. These elements are to be inserted into the draft in appropriate places.

During a final discussion on January 6, it was agreed that both funding and governance goals need to be retained as major elements of the plan, to follow substantive program matters.

At the outset of January, subgroups met to review and outline possible changes to the five major goals (and their component objectives and activities), then bring these before the entire Task Force. These were presented and discussed, but in that all were not written out in final format, Gary Schultz and Ed Warner will edit and analyze the still-disjointed draft prior to the February meeting.

The meeting was adjourned at 11:45 a.m., with the next meeting scheduled for February 3 and 4 in Bismarck.

Respectfully submitted,



Ed Warner, Chairperson
(based on detailed notes
submitted by Cindy Larson)

Positions Open

Head Cataloger-Librarian I/1211.

Salary range: \$16,032 - \$24,276 per year.

Minimum qualifications: ALA accredited MLS; ability to professionally catalog on OCLC using professional cataloging standards. Must have very good oral and written communication skills and be able to travel independently. Must be a team worker.

Summary of work: Catalogs all library materials on OCLC including monographs, audio and visual materials, pamphlets, serials, and state and federal documents using professional cataloging standards (this includes original cataloging). Is responsible for quality checks on cataloging done by para-professionals. Prepares state documents for microfiching, which is done by another agency. Assists librarians statewide with cataloging information by telephone or personal visit.

Comments: Experience on microcomputers is preferred. The North Dakota State Library has 22.5 FTE, with 4.0 FTE in technical services. Please send a letter of application, resume', and three references to:

Cynthia C. Larson
North Dakota State Library
Liberty Memorial Building
Capitol Grounds
Bismarck, ND 58505.

Application deadline: March 1, 1988.

Head of Interlibrary Loan-Librarian I/1211.

Salary range: \$16,032 - \$24,276 per year.

Minimum qualifications: ALA accredited MLS; ability to use OCLC and micro computers; ability to supervise para-professionals; must have very good oral and written communication skills; must be a team player.

Summary of work: An entry level professional position, responsible for all aspects of the interlibrary loan department, including the supervision of 3.0 FTE. May provide reference services; will assist in the selection of materials; will serve on ILL committees and forums and answer ILL questions statewide.

Comments: The ILL department processes 28,000 requests per year. Please send a letter of application, resume', and three references to:

Cynthia C. Larson
North Dakota State Library
Liberty Memorial Building
Capitol Grounds
Bismarck, ND 58505.

Application deadline: March 15, 1988.

ALTA Program

For \$75.00 a library board can affiliate with the American Library Trustee Association (ALTA). Information on the ALTA Affiliate Subscription program can be received by contacting Sharon Jordan at 1-800-545-2433. The chief benefits of the program are access to a networked information resource and the credibility of affiliation with a national organization.

Reproduced at right is an individual membership form for ALA/ALTA. A trustee may join on his or her own or ask the library to pay the fee with the understanding that the resources will be shared with the entire board. With a personal membership comes voting privileges and price breaks for attending ALA/ALTA conferences. Members receive valuable trustee information from ALTA, plus information on all divisions with ALA.

North Dakota Trustees are invited to become members or board affiliates of ALTA. Information about the 1988 ALTA Conference, July 8-9 in New Orleans, is available by contacting Ken Behringer at the North Dakota State Library, 224-4654.

AMERICAN LIBRARY TRUSTEE ASSOCIATION

Membership Application

Please complete and return to:

ALTA/ALA
50 East Huron Street
Chicago, Illinois 60611

Name (please print or type)

Mailing address

City State Zip

Daytime telephone number

Library

Address

City State Zip

Capacity / affiliation with library

Method of payment:

- Check enclosed (payable to ALA)
 Bill: VISA; MasterCard;
 American Express

Account Number

Expiration Date

Signature

Membership categories:

- Member of ALTA \$62
(ALA—\$32 plus ALTA—\$30)
- I am already an ALA member, \$30
but want to join ALTA for \$30.
My current ALA membership
number is _____

My occupation is _____

4 InfoMaster Online

by Val Morehouse

Western Union customers receive a comprehensive directory of InfoMaster's databases, describing the kind of information found in each one, and have an online directory available to them which lists databases by subject with short descriptions of each.

Here is a sampling of the most popular databases. Remember, these are just a few of more than 700 databases available on the system!

INFOMASTER'S MOST POPULAR DATABASES

GENERAL REFERENCE

Books in Print

Index of every book sold by 12,000 publishers in the U.S.A.

Encyclopedia of Associations

Descriptions of more than 18,000 national trade, professional, commercial and technical societies, etc.

Marquis Who's Who

Full text of the Who's Who series. More than 100,000 concise biographies of notable living individuals

LEGAL AND GOVERNMENT DATA

Donnelley Demographics

Most of the data collected in the 1980 U.S. census, with up-to-date estimates and five-year projections.

Federal Register Abstracts

Abstracts of daily Federal Register, covering new federal government rules, proposed regulations, meetings, hearings, proclamations, etc.

Trademarkscan

All 600,000 textual-numeric trademarks active in the United States, with name and address of registrant/user.

World Patents Index

Summaries of all patents granted in 28 countries, including U.S.A. since mid-1970s.

NEWS PUBLICATIONS IN FULL TEXT

Financial Times

Text of the major daily business newspaper from Europe, published in London and covering business news from around the world.

Magazine ASAP

Texts of more than 100 popular magazines such as Forbes, Fortune, PC Magazine, PC Week, People, Popular Science, and Time.

Trade and Industry ASAP

Text of more than 100 business periodicals from Air Transport World to Women's Wear Daily.

Washington Post

Text of complete daily editions of this important newspaper, vital to those concerned with government and regulatory affairs.

INDUSTRIAL DIRECTORIES

Dun's Market Identifiers

Summary data on most U.S. business establishments with at least \$1 million in sales or 10 employees. Includes 1.5 million companies.

Dun's Million Dollar Directory

Profiles of about 120,000 large and medium-sized U.S. companies, public and private, with net worth (not sales) of \$500,000 or more.

Standard & Poor's Register-Corporate

Profiles of 45,000 major U.S. companies including more than 35,000 that are privately held.

Thomas Register Online

Full text of the printed Thomas Register. Lists product lines, trade names and other summary data on approximately 127,000 U.S. manufacturers.

SCIENCE AND ENGINEERING

Chemical Abstracts

Abstracts of 450,000 significant articles and documents per year about all branches of chemistry.

Compendex (Computerized Engineering Index)

Abstracts of articles from approximately 4,500 engineering, scientific and technical periodicals.

Inspec

Abstracts of articles from 2,000 periodicals covering physics, electronics and computer science.

BUSINESS PUBLICATION SUMMARIES

ABI/Inform

Abstracts of selected articles dealing with management issues, taken from more than 500 business periodicals.

The Computer Database

Abstracts of every article from more than 500 periodicals in the field of computers, electronics and telecommunications.

FINIS: Financial Industry Information Service

Abstracts of all articles about marketing activities of financial service organizations, selected from about 200 periodicals.

PTS Defence Markets and Technology

Abstracts of all articles contained in about 100 defense periodicals, with other articles selected from 1,500 other periodicals.

PTS MARS (Marketing and Advertising Reference Service)

Abstracts of all articles from the major periodicals and columns covering advertising and marketing.

PTS PROMT (Predicasts Overviews of Markets and Technology)

Abstracts of major articles from more than 500 business periodicals.

FINANCIAL DATA-PUBLIC COMPANIES

Disclosure Financials

Detailed income statements, balance sheets, source & use of funds, and key operating ratios for most (approximately 10,000) publicly held U.S. companies.

Investext

Full text of Wall Street brokerage house research reports on individual companies and industries.

Media General Databank

Summary financial statements and a selection of stock performance ratios for approximately 4,000 of the largest public companies.

Moody's Corporate Profiles

Detailed financial statements for the publicly held U.S. companies, including NYSE, AMEX and the major OTC issues.

Standard & Poor's Corporate Descriptions

Detailed financial statements for most publicly held U.S. companies.



Needed: Any type of reference materials, particularly a recent Books in Print. Contact: Linda Ruud, Mohall School, 756-6660.

Wanted to Buy: A copy of Mary Emma and Company by Ralph Moody, part of the Little Britches series. Should be in good condition. Contact: Lisbon Public Library, P.O. Box 569, Lisbon, ND 58054, 683-5174.

*Library
Want Ads*

Computer Training? Do It the Easy Way

The North Dakota State Library has a small collection of computer training and demo packages for loan to librarians for training and software evaluation. According to Val Morehouse, the addition of more packages, plus supporting print, video, and audio materials, is planned during 1988. If you would like to borrow any of these items listed below, please contact the North Dakota State Library Consultants' Office at Easylink 62917436 or phone 224-4658. All packages are for IBM or compatible computers with a 5 1/4" drive.

1. ATI Teach yourself MS-Dos.
2. ATI How to use your IBM PC.
3. ATI How to use your IBM XT/AT.
4. ATI Introduction to Business Software.
5. Personal Bibliographic System (2 floppy disk version).
6. Bibliofile demo.
7. Datatrek Card Datalog Sampler (demo).
8. File Express.
9. Finance Manager.
10. Follett Circulation Plus (demo).
11. Make-it ILL Formatter (demo).
12. Master Graphics: Chart Master, Sign Master, Map Master, Diagram Master (demos).
13. PC Calc, Version 2.
14. PC-Dos Help.
15. PC-Talk III.
16. PC-Write.
17. Smart Screen.
18. Smart (demo).

Online Update

BRS has added Business Dateline, produced by UMI/Data Courier. It contains selected full text articles from over 15 regional business publications. Profiles of local companies and executives. 15,000 records dating back to January 1985. Updated monthly. \$35/hr., plus maximum charges of \$2.50 per online display.

S & P Online, by Standard & Poor's, includes all companies listed on the New York and American Stock Exchanges, plus 2,000 on NASDAQ. Statistics and earning data, dividends, balance sheets, income statements, etc. Lists of best and worst performing industry groups for the five previous days. Last four years in database. Updated weekly.

Neighborhood Reports, by CACI, Inc. has added Sports and Leisure Report. Information about sports and leisure activities in every U.S. zip code.

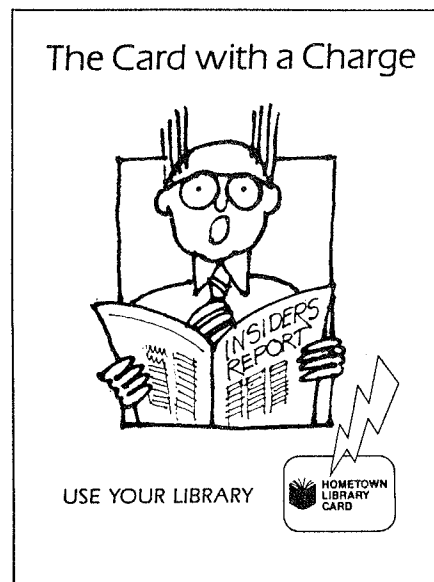
CENDATA, by the U.S. Bureau of the Census, has added July 1, 1986 population estimates for metropolitan statistical areas. Number, population rank, and percentage change, 1980-86.

Computer Database, by Information Access, will add the full text of "Database Searcher", "Small Computers in Libraries", "Library Software Review", "The Library Workstation and PC Report", "Optical Information Systems" and "CD-ROM Libraries" in early 1988. First load will date back to January 1987.

DISCatalog by Westinghouse contains detailed course descriptions and independent third party evaluations of over 180 training packages designed for training managers and human resource personnel. Packages include diskette, videodisc, videotape or audio cassette. Free to owners of IBM-PC or compatible with 512K. Contact: Westinghouse, Box 3377, Pittsburgh, PA 15230.

National Library of Medicine (NLM) has announced student rates for its databases. Contact: NLM, 8600 Rockville Pike, Bethesda, MD 20894.

National Library Week
is
April 17-23, 1988



The One Person Library

Administrators of small libraries may be interested in a publication called "The One Person Library: A Newsletter for Librarians and Management". This monthly newsletter focuses on the problems and issues unique to one person libraries.

Recent issues have included articles on dealing with vendors, book repair, gift appraisals, disaster planning, budgeting procedures, and using volunteers. Regular features include interviews with practicing one person librarians, book reviews, and a time-management column.

A one year subscription--twelve issues--is \$45.00 in the U.S. For more information contact: OPL Resources, Ltd., P.O. Box 948, Murray Hill Station, New York, NY 10156

⁶ ALA-Carnegie Video Project

The ALA-Carnegie Video Project has presented 600 video cassette recorders to Carnegie libraries throughout the United States. The VCR gift program was established by the Carnegie Corporation of New York to commemorate its 75th anniversary. All public libraries originally built with the Carnegie grant were invited to apply. In the spirit of the original Carnegie philanthropy, libraries were asked to match the gift either with a television monitor or \$300 worth of educational/cultural programming.

More than 800 applications were received. Preference was given to libraries that had no video equipment. The remaining machines were awarded by a random drawing among the eligible applications.

Forty-six states were represented among the winning applicants. Branches of large urban systems are represented, as are many small community libraries. Four North Dakota libraries were among the winners. They are: Carnegie Library in Devils Lake, Dickinson Public Library, Grand Forks Public Library, and Minot Public Library.

McNaughton Video Lease Program

Librarians familiar with the McNaughton Plan for popular books will want to investigate Video Lease from Videoplan, Inc. Video Lease is a service which provides a substantial videocassette collection, and supplements that collection each month with newly-released and/or highly demanded items.

The library chooses a plan size appropriate to its needs and funding. All items are cataloged and processed, and the original attractive containers are repackaged for browsing.

For copies of information on Video Lease, Contact the Consultants' Office at the North Dakota State Library, Liberty Memorial Bldg., Capitol Grounds, Bismarck, N.D. 58505 or call (701) 224-4658.

Fargo-Moorhead Online Users Group

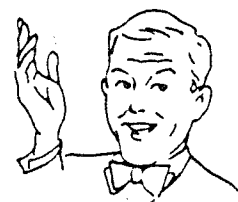
A group of online database searchers in the Fargo-Moorhead area has recently been formed. Members of the group include searchers using a variety of database vendors, including Dialog, STN, BRS, and Medline.

Future plans include bringing in representatives from database producers and examining and discussing new products such as CD-ROM and search software.

The group hopes to expand its membership beyond the Fargo-Moorhead area. Interested persons are invited to attend group meetings. Anyone wishing more information about the group may contact: Tom Bremer, NDSU, 237-7008; Kathy Hollenhorst, NDSU, 237-7910; or Diane Nordeng, The Neuropsychiatric Institute, 239-1620.



"Trustee Talk"



GIFTS AND BEQUESTS

The first step in seeking gifts and bequests to fund library services is to clearly outline library needs. Once needs are outlined by library staff and board, they must be communicated to the potential donor.

A catalog or scrapbook of library needs, including prices, illustrations, and intended use will assure that any donor will be able to identify how his/her gift will be used. A long-range plan for library service will show how the gift fits into the entire service plan. This is especially useful when considering larger donations or long term trusts. An attorney or financial advisor would want to know exactly how funds received by the library would be used before recommending or promoting such a donation to respective clients.

Brochures encouraging gifts to the library should be developed and strategically placed. A booklet entitled "Why not remember the Public Library in your will?" may produce results if available in doctors' waiting rooms, attorneys' offices, financial institutions, as well as at the library.

Public-spirited individuals are also a source of gifts to honor the living. A book donation on a special occasion such as a child's birthday, an anniversary, or for a friend who "has everything" is a gift that will bring enjoyment to many. Posters and fliers in the library can promote these donations.

Local organizations often have special interests or causes. Library needs may often be filled by donations from organizations if a contact is made with the group, the need is outlined clearly, and the proposal is presented in a timely manner since gifts may be allotted on a yearly schedule. Find out which organizations have a strong tie to your community and inquire what their donation priorities might be. Such gifts may range from gifts of time, to in-kind donations, to the gift of money. Examples of possibilities include: gardening books from a garden club; large print books from Lions Clubs; a Christmas tree from Jaycees selling trees; flower planting and lawn care from the 4-H Club; clean-up of litter and debris after a storm from Boy Scouts; library decorations for holidays from Girl Scouts and Brownies; money from Rotary and women's clubs, etc.

Establishing a library foundation to promote library development and to administer endowment funds, bequests, grants, and other sizable gifts has several advantages for the donor and, therefore, it is easier to promote giving to the library. These advantages include a tax advantage for the donor and some assurance that the gift will not be seen on the library budget as a source of income which justifies reducing the library levy.

Libraries that are interested in establishing a foundation should seek tax-exempt status for the foundation. Several publications give the information necessary for receiving tax-exempt status on the state and federal level. See Information List for ordering.

Gifts, bequests, and donations of any kind should be acknowledged. A letter of thanks from the library board or the head librarian is the first step. Additional acknowledgement may be provided by publishing a list of donors monthly in the library newsletter.

Newspaper articles crediting donations of local service organizations are good publicity for the club and the library. A bronze plaque on a piece of equipment or furniture and a book plate serve to remind all who use those materials or pieces of equipment of the donor's public spiritedness and goodwill to the library. A donor who is thanked may become a donor again, and individuals seeing the acknowledgements may be inspired to become donors also.

MONEY-RAISING PROJECTS

Library "Friends" organizations are groups of persons interested in libraries. Their purpose includes focusing public attention on the library; stimulating the use of the library's resources and services; receiving and encouraging gifts, endowments, and bequests to the library; and acting in a fund-raising capacity for specific library related goals.

Friends have three basic means of raising funds: sales, donations, and/or dues. Book sales, handicraft bazaars, bake sales, salad luncheons, sale of library note paper, etc. are possibilities. Donations can be encouraged as Friends visit community organizations making library needs known. Standard membership fees can sustain the regular operations of the organization but the more substantial fees paid by patron or life members may be the start of a substantial treasury.

As the Friends become successful in raising funds, the library will want to have ready a list of possible projects for the Friends to support. Friends are also a ready pool of library volunteers who can help with special projects such as community surveys, special children's programs, displays by local artists, etc. They can enrich the regular offerings of the library and be a real friend in need when budget constraints leave the library understaffed.

by James P. Fitzgerald
and Diane Lueder
Illinois Library Association
"Trustee Facts File"

ACRL Conference Dates Set

There have been some exciting developments in the plans for the ACRL Conference this Spring in La Crosse, Wisconsin. The new Librarian of Congress, James H. Billington, will be the keynote speaker at the opening plenary session on Wednesday. This should provide all of us with a unique opportunity to make our needs and desires known in Washington - a chance to demonstrate that the needs of libraries in our region are not necessarily the same as the needs of those on the coasts.

Other speakers include Richard Van Horn, the President of Houston University, and Joanne Euster. There will be seven peer presentations (so far), and at least three panel discussions.

So please remember to mark your calendars for April 27-29, 1988. We will be having a super conference.

from: Phyllis Bratton,
Raugust Library
Jamestown College

PLA Conference Info

The Public Library Association (PLA) is holding its Third Annual Conference April 27-30, 1988 in Pittsburgh, Pennsylvania. Librarians, Trustees, and Friends from large and small libraries will find the conference beneficial. An array of educational programs and discussion groups are being offered to conference attendees. Advance registration prices are: \$64.00 for ALA/PLA Members; \$90.00 for ALA Personal Members; and \$115.00 for Non-Members. Pre and Post-Conference activities are priced separately. Advanced registration must be submitted to PLA by March 27, 1988. For more information or copies of the registration form, please contact Ken Behringer at the North Dakota State Library, 224-4654.

The Flickertale is published monthly by:
The North Dakota State Library
Capitol Grounds
Bismarck, ND 58505

Patricia L. Harris,
State Librarian

Ken Behringer,
Editor

Volume 18, No. 2
February 1988

NORTH DAKOTA STATE LIBRARY
Liberty Memorial Building
Capitol Grounds
Bismarck, North Dakota 58505

Address Correction Requested

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Bismarck, ND 58505

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JAMESTOWN

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ND 58401



FLICKERTALE

March 1988

"Your State Library Serving You"

Planning Task Force Schedules Meetings

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...and more inside

The Governor's Library Planning Task Force, which has been meeting since September, 1987, has organized a series of meetings statewide to unveil a preliminary draft of its planning document. The Task Force was created by Governor Sinner at the request of the Advisory Council on Libraries and charged with creating a strategic plan for development and improvement of library services in North Dakota.

The members of the Library Planning Task Force are: Ed Warner, (Chair) Grand Forks; Kyle Cross, New Town; Marilyn Guttromson, Bismarck; Sally Oremland, Bismarck; Barb Satran, Sentinel Butte; Cynthia Schaff, Williston; Gary Schultz, Fargo; Les Snavelly, Bowman; Larry Spears, Bismarck; Raymond Stewart, Stanley; and Joy Wezelman, (Vice-Chair) Bismarck. Patricia Harris, the North Dakota State Librarian, is an ex-officio member of the Planning Task Force.

The purpose of the five scheduled meetings is to solicit the response of library personnel and citizens throughout the state to the preliminary draft plan document. Packets containing a copy of the draft have been mailed to all public, school, and academic library directors, public library board members, and other interested parties.

The meetings for public input are at the following times and locations:

April 6	2 p.m. - 5 p.m.	Bismarck; Heritage Center Project Room
April 11	12 noon - 3 p.m.	Dickinson; Dickinson State College Conference Room
April 12	10 a.m. - 3 p.m.	Minot; Minot Public Library Community Room
April 13	9 a.m. - 12 noon	Grand Forks; Grand Forks Public Library Meeting Room
April 13	2 p.m. - 5 p.m.	Fargo; Fargo Public Library Meeting Room

The Library Planning Task Force hopes these meetings will provide a realistic and representative view of what library professionals and constituents think about the thrust of the preliminary draft plan. Anyone interested in attending one or more of these meetings is invited to do so. These discussions are free and open to the public.

Preparing for Statewide Meetings

Governor's Library Planning Task Force

Minutes of the Meeting of February 3 and 4, 1988
Heritage Center; Bismarck, North Dakota

The meeting was called to order at 1:30 p.m. by Ed Warner, Chairperson. Other members in attendance were Kyle Cross, Marilyn Guttromson, Sally Oremland, Gary Schultz, Larry Spears, Raymond Stewart, and Joy Wezelman. Also present were Patricia Harris and Cindy Larson.

The minutes of the January 6 and 7 meeting were considered and amended, as follows: (1) the amendment to the December 1 and 2 minutes, appearing in the second paragraph as point 3, was further amended to read "one subcommittee had recommended, and the entire committee agreed, that the State Librarian draft legislation to implement a governance mechanism for a proposed system of linked libraries"; (2) following the fourth paragraph an additional sentence was added to read "Governance provisions, to be drafted by the State Librarian, will be reviewed, resolved, and recommended by the Task Force"; and (3) the second sentence of the fifth paragraph was modified to read "Both reported the significant questions and concerns regarding the Task Force and its work arose from the two groups, primarily concerns that small libraries might be by-passed if the plan becomes implemented; possible changes in funding patterns; changes in status quo of any kind". The minutes were thereupon approved as amended.

The first order of business was that of reviewing, in detail, the most recent version (i.e., edited, re-stated, augmented, and annotated) of the draft plan (dated 2/1/88). Upon extensive discussion, numerous refinements were made, resulting in a draft to be used for soliciting reactions (dated 2/11/88 and attached). This process was concluded at 5:00 p.m. on February 3.

At 8:20 a.m. on February 4 the Task Force reconvened to discuss the process for soliciting reactions by potentially interested parties.

After wide-ranging discussion, the Task Force agreed that: (1) the Chairperson would write a cover letter or memorandum to accompany the draft; (2) the Chair would write a brief summary of the draft's contents and relevant associated notions; (3) the draft would first be forwarded to selected recognized groups and individuals (NDLA Executive Board, Advisory Council on Libraries, Public Library Planning Committee, Pat Herbal of the Department of Public Instruction, Dick Rayl, Elaine Litte, et al.) Reactions are to be directed to the Chairperson.

YA Film Picks

The Selected Films for Young Adults Committee, Young Adult Services Division, American Library Association, has announced its annual list of 16mm films recommended for use in programs for young adults.

Films were selected from titles released in the United States in 1986 and 1987, and suggested by school and public librarians and audiovisual specialists across the country. They were chosen on the basis of young adult appeal, technical quality, subject content and utilization with different kinds of audiences.

Many titles may be available in video format. Please contact the distributor for complete information.

Committee members choosing the films during the 1988 ALA Midwinter meeting were: Joann Kingston (chair), Cody Branch, Flint (Michigan) Public Library; Hyonah Ann, Sulzer Regional Library, Chicago; Catherine T. Charvat, Cuyahoga County Public Library, Fairview Park Regional Branch, Cleveland, Ohio; Jack Forman, Mesa College Library, San Diego, California; Roberta L. Lamb, Ruskin (Florida) Public Library; Nick Spillios, Edmonton (Alberta, Canada) Public School Board Learning Resources Services; Helen J. Tallman, Dade County Public Schools, Miami, Florida; Ralph Huntzinger, King County Library System, Seattle, Washington; and Irene Wood (consultant), Booklist.

The films are: ACID RAIN, Wolf Koenig, producer; BEETHOVEN'S FIFTH, Christine Mehner, producer; BONNIE CONSOLO, March Chuzo, producer; CONCERT STAGES OF EUROPE, Atlantis Films, producer; CONCERTO GROSSO MODO, National Film Board of Canada, producer; EVERY DOG'S GUIDE TO HOME SAFETY, Bill Pettigrew, producer; IF ONLY . . ., National Film Board of Canada, producer; ITINERARY, Robert Forget, producer; LEGACY OF THE HOLLYWOOD BLACKLIST, Judy Jaikin, producer; LIFE AT YOUR FINGERTIPS, Charlie Bravo, producer; LUXO, JR., Pixar, producer; MORTIMER GRIFFIN & SHALINSKY, Atlantis Films/National Film Board of Canada, producers; PRECIOUS IMAGES, Chuck Workman/Directors Guild of America, producers; RAINBOW WAR, Bob Rogers, producer.

School Library Media Guidelines Prepared

The new national school library media guidelines entitled, Information Power, will be available from the American Library Association National Office after April 1, 1988 at a cost of \$10.00 per copy.

MINITEX Training

Using DOS: For librarians with an IBM compatible microcomputer, who wish to become more proficient at using their computer's Disk Operating System. Contact MINITEX to register. Full day, April 12, 1988 at the Sakakawea Room, State Capitol, Bismarck, ND. \$50.00 fee required.

Using the OCLC online subject authority: Phil Youngholm will teach this class for OCLC libraries only. Contact MINITEX to register. Half day, no fee required. Heritage Center, Bismarck, North Dakota.

LSU Announces Assistantships

Full-time students attending the School of Library and Information Science at Louisiana State University are eligible for up to 50 graduate assistantships this year. These assistantships pay \$7,200 per year for a 20 hour work week. The school hopes to attract students to receive these assistantships for the Fall 1988 and Spring 1989 semesters.

Several assistantships have been set aside for students from states which do not have accredited schools of library and information science. Out of state students employed as graduate assistants through this program are granted a non-resident fee exemption for reduced tuition at LSU. Assistantships include appointments in the LSU Middleton Library (reference, technical services, documents, serials, and special collections), the LSU Law Library, School of Veterinary Medicine Library, University Laboratory School, a hospital library, and in the School of Library and Information Science itself.

The Masters of Library and Information Science degree program at LSU was recently identified as one of the top 16 such programs in the country. For more information about the program, please contact: Assistantships Office, School of Library and Information Science, 267 Coates Hall, LSU, Baton Rouge, LA 70803, or call 504/388-3158.

Teleconference on CD-ROM

The Association of College and Research Libraries (ACRL), the North Dakota State Library, the State School of Science at Wahpeton, and the Community College Association for Instruction and Technology (CCAIT) will co-sponsor **TECHNO-COM**, a national teleconference on the topic of CD-ROM technology on Wednesday, April 27, 1988. Originating from the studios of Dakton Community College in Des Plaines, Illinois, it will air from 11:00 a.m. to 1:00 p.m. CDT.

The Moderator for **TECHNO-COM** will be Nancy Melin Nelson, editor of **CD-ROM Librarian**, author of Library Applications of Optical Disk and CD-ROM Technology, and contributing editor to **CD-ROM Review** and **Optical Information Systems**.

The teleconference will feature vendor presentations of representative CD-ROM products which currently provide: public access catalogs; reference and collection development tools; library and financial services; cataloging support; and major online databases.

Intended especially for library personnel, **TECHNO-COM** will:

- * Supply an overview for CD-ROM technology and workstations;
- * Provide information about available products and costs;
- * Present an overview of library receptivity to CD-ROM products;
- * Suggest a variety of uses for CD-ROM in library environments;
- * Address cost structures and implementation issues;
- * Outline the latest trends in product development and marketing;
- * Stimulate innovative uses of CD-ROM for instructional support;
- * Promote the participation of library professionals in shaping the future of this exciting information technology.

The teleconference will be aired at the State School of Science Library in Wahpeton. For registration forms, contact: Val Morehouse at the North Dakota State Library.

Info for Handicapped Travelers

National Library Service for the Blind and Physically Handicapped of the Library of Congress has published a reference circular, "Information for Handicapped Travelers", which contains information about travel agencies, travel information centers, and transportation services. This information is based upon descriptive literature provided by companies and organizations offering services to handicapped travelers.

The circular also lists print, recorded, and braille travel books issued in 1982 or later.

For a free copy of this reference circular, please contact: Sally Oremland, Consultant, Service to Handicapped at the North Dakota State Library, 701/224-2497.

Real-time messaging comes to EasyLink

A new feature of Western Union's EasyLink electronic mail service, On-Line Conversation, enables users to exchange messages or documents in real time. On-Line Conversation bypasses the store-and-forward mode of the EasyLink service to permit a message or file sent by an EasyLink subscriber to appear instantly at a recipient's auto-answer terminal. Roy B. Anderson, Western Union's vice president of marketing, said that On-Line Conversation is an option for the increasing number of EasyLink users who require immediate confirmation of delivery. EasyLink subscribers can arrange with Western Union to have automatic access to On-Line Conversation as they log on to EasyLink.

On-Line Conversation usage rates for EasyLink and domestic telex addresses are 55 cents per minute. If dialed via a WATS number, the rate is 85 cents per minute. There is a 30-second minimum usage charge.

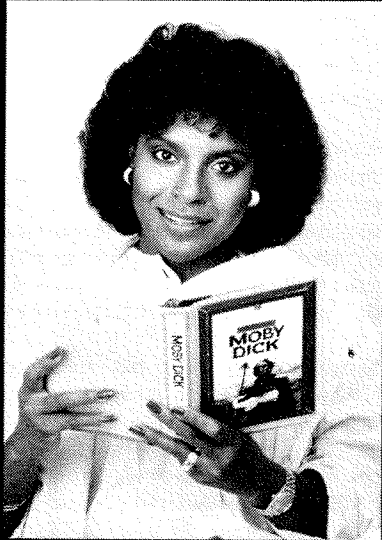
IBM - Easter Seals Support

A new IBM/Easter Seal program will make IBM Personal Computer products available at special prices to people with disabilities. This program is co-sponsored by IBM National Support Center for Persons with Disabilities and the National Easter Seal Society.

For more information about the program, contact: National Easter Seal Society, Ed Porter, Project Administrator, 2023 West Ogden Avenue, Chicago, IL 60612, 312/243-8400, ext. 195.

For information on the IBM National Support Center, contact the Center at: 4222 Northside Parkway, Atlanta, GA 30327, 404/238-5654.

READ



Phylicia Rashad
for America's
Libraries

American Library Association

Continuing Education through ALA

The Office for Library Personnel Resources of the American Library Association has produced a free brochure outlining continuing education opportunities offered through ALA. This brochure, entitled "ALA is Continuing Education", list pre-conferences, workshops, institutes, teleconferences, national conferences, and continuing education guidelines, publications and grants.

Copies of the brochure may be requested by contacting: American Library Association, Office for Personnel Resources, 50 East Huron Street, Chicago, IL 60611. A stamped self-addressed #10 envelope is requested for individual requests.

It's not too late:

Library of America Series Grants

Following the most recent grant application deadline (December 31, 1987) over 1,400 public libraries with limited book budgets have been awarded grants of \$500 from the Andrew W. Mellon Foundation to help them acquire The Library of America series -- the definitive collection of America's greatest writings published in the highest quality hardcover editions and printed on acid-free paper.

According to the Library of America's publisher, Cheryl Hurley: "Now, more than half way through the grant program, we want to reach out to the thousands of libraries that qualify but have not yet applied for this grant. We encourage them to request an application and submit it before the next grant deadline, June 30, 1988. The grant money is committed, it's been designated for needy libraries. It's here for the asking."

Library Journal has said about the Library of America series, "No Library should miss this opportunity to acquire these beautifully produced, authoritative volumes."

The nationwide Mellon Foundation matching grant program was established to help libraries with annual book budgets under \$35,000 that are open to the public thirty hours or more a week acquire a sixty-volume set of The Library of America series. A library receives \$500 from the Andrew W. Mellon Foundation for the purchase of the sixty-volume set when it raises a matching amount locally. The \$1,000 purchases the series, which otherwise costs \$1,650. Even those libraries that do not meet the qualifications, but believe they have good reason to apply, are encouraged to do so. Branch libraries and libraries that are part of large systems are eligible.

Libraries that are awarded grants receive thirty-five books in their first shipment. The remaining twenty-five volumes will be shipped out over the next five years, as the volumes are published. To date, five North Dakota libraries have received the matching grant funds. They are: Divide County Public Library, Ellendale Public Library, Grand Forks Public Library, Lisbon Public Library, and Milton Young Towers Branch Library in Minot.

Libraries interested in applying for the Mellon Foundation funding can receive application forms by contacting: Carol Brissie, Dept. P, The Library of America, 14 East 60th Street, New York, NY 10022, or by calling: 212/308-3360.

New OCLC Sites in State

Three new OCLC libraries will be coming up this spring and summer: Minot Air Force Base Library; Grand Forks Air Force Base Library; and Turtle Mountain Community School Library. These are all FEDLINK libraries. Training will be done by MINITEX.

Information Power

A national teleconference will focus upon quality school library media services and the new American Association of School Librarians/Association for Educational Communications and Technology (AASL/AECT) school library media guidelines, Information Power. Scheduled April 12, 1988 from 1:00 to 3:00 p.m. (CST), the teleconference may be accessed via satellite WESTAR IV; Transponder 10D, Audio 6.3 HKZ.

People accessing the program may videotape it. Regional Presidents may wish to make it available for viewing at the end of the workshops. If you have capabilities or know of other librarians in your area who may be able to access it, please contact Hazel Yliniemi, the state teleconference coordinator (224-4834), or Patricia Herel, Director, Elementary Education (224-2295).

If you are unable to identify someone in your area who can access the program, please contact Hazel for assistance in obtaining a videotape.

"Swap & Shop": a PR bonanza

"Swap and Shop for Library PR and All That Jazz" when ALA's Library Administration and Management Association (LAMA) presents its annual public relations giveaway program from 11:00 a.m. to 2:00 p.m. on Sunday, July 10 at ALA in New Orleans.

Libraries are asked to send 200-300 of their very best public relations pieces for display and giveaway at the Swap and Shop. Materials submitted must be clearly marked in large red lettering "HOLD FOR ALA SWAP AND SHOP, 1988." Entries may be sent no later than June 30, 1988 to: ALA/Swap and Shop Entries, c/o The New Orleans Public Library 219 Loyola Avenue, New Orleans, LA 70140.

In addition to giveaway materials, winning entries for the John Cotton Dana Awards will be on display and a member of the JCD Awards Committee will present a mini-training session on planning and producing a public relations campaign with that winning edge. Hints will also be given on how to make your contest entries more competitive. Mini-training sessions will be conducted on planning and implementing effective National Library Week campaigns and how to prepare library histories for publication.

Swap and Shop will also feature a display of their annual "Best of the Show" contest winners and have tables of the winning entries for pickup by session attendees. Submissions for the Best of the Show contest will be accepted until May 1, 1988. Please send six copies of your entry to: BEST OF THE SHOW CONTEST, c/o Sue Ubelacker, Hillcrest Heights Branch Library, 2398 Iverson Street, Temple Hills, MD 20748. For additional information about the Best of the Show contest, call Sue Ubelacker at 301/630-4900. All other queries concerning the Swap and Shop should be directed to Chris Gibson at 312/459-4100.

Nominations Sought for

Hugh C. Atkinson Award

Nominations and applications are sought by May 15, 1988 for the Hugh C. Atkinson Memorial Award newly established to honor Atkinson's life and accomplishments. The award will recognize outstanding accomplishments by academic librarians working in library automation or management who have improved library service, development, or research.

The award will be given for the first time at the 1988 Annual Conference of the American Library Association in New Orleans. This first award consists of an unrestricted \$2,000 cash prize and a plaque.

Individuals may nominate themselves or be nominated by others. To be eligible for the award, the nominee must be a librarian employed in a university, college, or community college library in the year prior to application for the award and must have a minimum of five years of professional experience in an academic library. The nominee must have demonstrated achievement (including risk taking) related to library automation or library management that has contributed significantly to improvements in the area of library automation, library management, and/or library development or research.

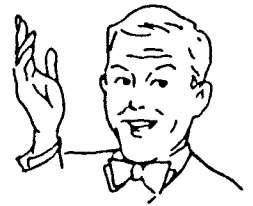
Those wishing to nominate someone (including themselves) for the award should write a letter outlining how the candidate meets the above criteria. Letters should be accompanied by a current copy of the candidate's vita and should be sent to:
Hugh Atkinson Memorial Award, ACRL/ALA,
50 E. Huron Street, Chicago, IL 60611.
Deadline for nominations is May 15, 1988.

The new award is jointly sponsored by the Association of College and Research Libraries (ACRL), the Library Administration and Management Association (LAMA), the Library Information and Technology Association (LITA), and the Resources and Technical Services Division (RTSD), four divisions of the American Library Association.

For further information about the award, contact Michael Gorman, Chair, Hugh C. Atkinson Memorial Award 1988, University of Illinois, 246A Library, 1408 W. Gregory, Urbana, IL 61801; 217/333-0318 or Mary Ellen K. Davis, ACRL Program Officer, ACRL/ALA, 50 E. Huron Street, Chicago, IL 60611; 312/944-6780.



"Trustee Talk"



FINES AND FEES

The subject of charging fees for library service has long been an issue of debate in the library world. New technology and the demand for the services it can provide, such as computer database reference searches, has helped make this issue even more important.

Libraries faced with increased costs on all sides and budgets that must be stretched in several directions are faced with the dilemma of either providing the new services or of finding alternative ways to fund the service. User fees are one set of alternatives.

Those in favor of charging user fees for specific services feel such charges will cause libraries to be more user responsive. They also point to the fact that commercial services charge and that if there is a need for such a service the library must find a way to provide it or be left behind, technologically speaking, in today's information age.

Opponents of user fees argue that charging for library services acts as a restriction to access for those who cannot afford to pay. They also contend that taxpayers have already paid for library service and that the trend to charge for services could lead to a change in the support base for libraries leading to a demand that all library services be self-supporting.

The decision to charge fees or not charge fees is not easily made. Sometimes a fine line is drawn between what is an acceptable fee and those fees that are seen as inappropriate.

Fees for non-traditional services (non-information services) such as rental of typewriters, AV equipment, computers, and use of the copy machine are one type of fee which is more easily acceptable. Fees for the provision of more traditional services, such as reference, book loan, AV materials, etc., which serve to satisfy a patron's request for information have been challenged in the courts. The Wisconsin Attorney General ruled in 1984 that such library services could not be fee based unless similar services were also available without a fee.

Overdue fines are intended to encourage the prompt return of library materials. These fines can be a significant source of income even though there are differing opinions as to whether they are effective in fostering an increased rate of return or an earlier return.

Fees related to lost, unreturned, or damaged materials cover the cost of replacing books in the collection. The revenue producing effect of these fees is negligible. Be sure to account for staff time in acquiring and processing materials when establishing the fee schedule for lost/unreturned/damaged materials.

Nonresident fees or fees charged for library service to individuals or families not residing within the library service area provide another source of funds with which to purchase library materials and pay for operating expenses. These fees are required under Illinois Library Law (Illinois Revised Statutes, Chapter 81, Sections 4-7, Par. 12 and Sections 1004-11, Par. 12) to assure that non-residents pay for library services at the same rate as local taxpayers.

Library boards have the power to enter into contracts for the purpose of providing or receiving library services (Illinois Revised Statutes, Chapter 81, Sections 4-7, Par. 8 and Sections 1004-11, Par. 8). Some libraries have increased income by contacting with businesses to provide the business with specialized reference service. Others have contracted with neighboring communities to provide library service. Funds received add to the pool of money to be used for the provision of services to all library users who presumably benefit from increased collection size, etc.

The board considering imposing fines and fees must first determine if these fines or fees are consistent with the library's philosophy of service. This should make the "fee or free" decision somewhat easier.

INVESTMENTS

Proper investment of library funds can add substantially to the operating funds available. The board of trustees will want to invest the maximum amount possible and still preserve the availability of sufficient funds for daily operations.

Some library boards entrust the library director with the responsibility of monitoring library investments. In other cases, a library board treasurer recommends investments to the board. In any case, your board will want to be sure to keep the library's money working to earn more money for library services.

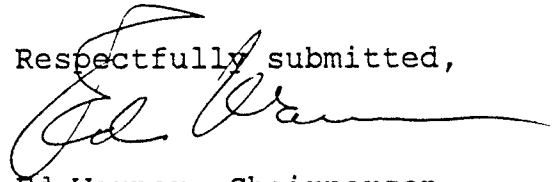
by James P. Fitzgerald
and Diane Lueder
Illinois Library Association
"Trustee Facts File"

Continued from page 2

Informal discussion meetings will be scheduled in early April in Bismarck, Dickinson, Minot, Grand Forks, and Fargo to solicit input from library people as well as constituents. Task Force members are expected to participate in the meetings closest to their "home bases" and are urged to participate in as many as possible.

There being no further business, the meeting was adjourned at 9:45 a.m., with the next meeting scheduled for March 2 and 3 in Bismarck.

Respectfully submitted,



Ed Warner, Chairperson
(based on detailed notes
submitted by Cindy Larson)

Please note the dates for public meetings on the Planning Task Force draft document listed on page 1 of this publication.

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●
Patricia L. Harris,
State Librarian

●
Ken Behringer,
Editor

●
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March 1988

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Capitol Grounds
Bismarck, North Dakota 58505

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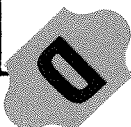
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"Your State Library Serving You"

FLICKERTALE

April 1988

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Governor's Library Planning Task Force Meets:

Minutes of the Meeting of March 2 and 3, 1988
Heritage Center; Bismarck, ND

The committee was called to order at 1:30 p.m. by Ed Warner, Chairperson. Other members in attendance were Kyle Cross, Marilyn Gutfromson, Sally Oremland, Barb Satran, Gary Schultz, Larry Spears, Raymond Stewart, and Joy Wezelman. Also present were Dave Boilard, Patricia Harris, and Cindy Larson.

The minutes of the February 3 and 4 meeting were approved as submitted.

Several members reported conversations with persons who had read the draft plan mailed to selected organizations. Too, one written response had been received from a Governor's Advisory Council member. From the discussion, it was quite apparent that the draft needed clarification with respect to both content and purpose. Additional narrative is needed; Gary Schultz agreed to draft that narrative.

It was felt that the proposed system needed a name; thereby, the term DIALS--Direct Individual Access Library System--was adopted.

The order of goals was changed, so that I remained that of developing the system, II became that of governance and administration, III service mechanisms, IV fiscal concerns, and V citizen awareness.

The governance and administration goal was given a good deal of attention, with the result that the goal (now II) was "fleshed out" so as to suggest how a representative policy-making body might be chosen and the issues with which they might deal. Pat Harris will draft some scenarios for possible future legislation.

The group next turned to the matters of distributing the drafts for review and conducting open meetings. The draft, together with a cover memorandum, a summary, and additional narrative will be mailed from UND with a target date of March 15 and the meeting times and places will be finalized by the State Library. Meetings will be held in five locations: Bismarck, Dickinson, Minot, Grand Forks, and Fargo.

There being no further business, the meeting was adjourned at 10:45 a.m.

Respectfully submitted,

Ed Warner, Chairperson
(based on detailed notes submitted
by Cindy Larson)

Techno-Com Teleconference Postponed

Due to a conflict with the PLA Conferences Techno-Com, the satellite teleconference on CD-ROM technology and libraries has been postponed until May 6, 10 a.m., at the State School of Science in Wahpeton. Fee for the session is \$15, including books and materials packet. To register contact Val Morehouse at the State Library.

XXXXXXXXXXXXXXXXXXXX

New On-Line Reference Database Being Prepared

OCLC is in the process of developing an on-line reference system that will provide keyword and subject access to a copy of the OCLC On-line Union Catalog. The functions available will include:

- * **Searching** - allowing use of (alone or in combination) single words; phrases; AND, OR, NOT, ADJacency operators, right truncation, range searching, limitation of search to one or more fields, and controlled vocabulary.
- * **Index** - displays indexed terms with the number of occurrences and copies terms into search query.
- * **Search History** - displays last 99 search results.
- * **User Interface** - menu driven interface displays options and provides context-sensitive help screens; command-driven interface for experienced searchers.
- * **Printing and Downloading** - prints records or downloads them; off-line printing also available.

This system will be used by "end users" of the academic community, students and faculty, as well as traditional users of OCLC services. OCLC believes the service will be used in public services and reference areas as well as university and government offices.

At a recent OCLC User Council meeting, Edward Kurdyla, Director, OCLC Electronic Publishing & Information Division, noted the service will possibly be the "...most important reference database on-line...". The database will include monographs, serials, recordings, videos, and all formats currently cataloged in the On-line Union Catalog. The software being used is called NEWTON and will replace the current search software on the OCLC Search 450 CD ROM discs. This will enable a workstation using Search 450 CD ERIC, AGRICOLA, etc., be programmed to dial up and search the OCLC Reference service without rekeying the same search again. Latest word is that HOLDINGS information will be available.

Technical information on workstation and terminal requirements can be found in the OCLC Communications & Access Planning Guide Supplement, distributed to all MINITEX participating libraries.

AFB Makes Loans Available for Kurzweil

The American Foundation for the Blind plans to establish a low interest loan fund to help financially deserving blind and severely visually impaired people purchase the new portable Kurzweil personal reader.

For information on application procedures and selection criteria, write: American Foundation for the Blind, Development Department, 15 West 16th Street, New York, NY 10011.

Sally Oremland, Consultant
Service to Handicapped

HEA II-D Draft Regulations and Application Notice Published

The long-awaited draft regulations to implement the new Higher Education Act Title II-D College Library Technology and Cooperation Grants were published in the March 21 FEDERAL REGISTER, together with a complete application package (pp. 9246-57). May 5 is the deadline for comments on the draft regulations; and May 16 is the deadline for applications. For further information, contact Frank Stevens or Louise Sutherland, Library Programs, OERI, Dept. of Ed., 555 New Jersey Ave., NW, Room 402, Washington, DC 20208-1430, 202/357-6315. Applications should be based on the draft regs; grants will be made in four categories:

- Networking and Equipment Grants - about 67 grants averaging \$30,000
- Joint use Grants - about 5 grants averaging \$125,000
- Services to Institutions Grants - about 10 grants averaging \$25,000
- Research and Demonstration Grants - about 7 grants averaging \$100,000

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College Facilities Loan Program

May 16 is the deadline for applications for the Education Department's College Facilities Loan Program. About 27 awards averaging \$2.4 million are planned, with priority loans for renovation or reconstruction of older undergraduate academic facilities and those that have gone without major renovation or reconstruction for an extended period of time. See the March 7 FEDERAL REGISTER, p. 7226.

XXXXXXXXXXXXXXXXXXXX

Local Automated Systems and the New OCLC On-line System

OCLC is making an effort to identify local automated systems vendors and provide them with the information necessary to make a smooth transition from the current On-line System to the New On-line System. OCLC plans to invite all vendors to an informational meeting this spring to acquaint them with the modifications they will have to make if they wish to maintain an on-line interface with the New On-line System. (Off-line products such as the OCLC/MARC tapes will not change.)

MINITEX and OCLC have developed the following list of systems that we know to be active in this region:

Brodart	General Research
Byerly	The Library Company
Carlyle	LSSI
CLSI	Marcive
Data Research	MSUS/PALS
Data Trek	NOTIS
DMO	Personal Bibliographic
Dynix	Software
Gaylor	Unisys
Geac	Universal Library Systems

If you are using a local system not on this list--particularly if you are using an in-house system that depends on on-line transfer of OCLC records--please let Val Morehouse know so that we can add your system to the list.

XX

LOCAL ACCESS NUMBERS FOR NORTH DAKOTA

If you live in, or very near these cities, a local DIAL-ACCESS number is available for you to use with your microcomputer.

Bismarck	255-0869	TYMENET
Fargo	280-0210	TYMENET
Fargo	235-7717	Telenet
Grand Forks	746-0344	TYMENET
Mandan	663-2256	Telenet

All numbers offer 300/1200 bps service unless otherwise indicated.

Calls to these numbers are billed at \$6.99 per hour.

CompuServe also has a WATS number: (800) 848-4480. Use of this number is billed at \$25.00 per hour. A new OCLC WATS number, at \$16.50 per hour, will go into effect May 1.

Rural EasyLink members also have a WATS number available in addition: (800) 325-4112. Use of this number carries a surcharge.

XX

FCC Drops Planned Access Charges for Value Added Networks

The Federal Communications Commission has decided to drop its proposal to impose access charges on enhanced service providers such as the major value added networks. It will take the rare step of drafting a letter or order to say so. According to both COMMUNICATIONS DAILY and THE WALL STREET JOURNAL of March 17, the action was taken in response to an announcement by House Telecommunications Subcommittee Chairman Edward Markey (D-MA) that he would introduce legislation to prohibit such access charges. COMMUNICATIONS DAILY said the FCC proposal generated a "firestorm of controversy," and noted the opposition from libraries facing an added \$4.47/hour in the cost of remote database access.

A Library Card
is the best
Gift your child
will ever receive

Less Expensive OCLC
WATS Service

As of May 1, OCLC will replace the existing COMPU-SERVE WATS number for dial access users with an OCLC WATS number. This will reduce the price for WATS access to the On-Line System from \$25.00/hour to \$16.50/hour.

OCLC is notifying libraries that currently use WATS dial access of the new telephone number.

Dialing into the NDSU Online Catalog

by Joe Gregg

Most people on the NDSU campus have used the Online catalog in the library. Some people might not know that the catalog is available from locations outside of the library through dial up and via the campus PACX system.

Anyone who has access to a computer with a modem can call into the system, using telecommunication software. Many types of software are available and any should work fine. It doesn't matter if the computer is a VIC 20 or an IBM AT or anything in between. It is the software that is important not the computer.

All telecommunication software let the user set certain parameters, but each software package is a little different, so the user will have to read his/her software manual to find out how to set up the program.

The telecommunication parameters that have to be set are: Baud rate (speed), parity, word length, and number of stop bits. Pick the fastest speed your modem will run. 2400 baud modems are gaining in popularity but are still relatively rare; 1200 baud modems are getting cheaper all the time and are quite common; 300 baud modems used to be the most common and are by far the cheapest modems available. The 2400 baud modems run 1200 and 300, while the 1200 will go 300, but the 300 baud modems have only 300 baud capability.

Parity is the computer's method to check for errors in the received data. Some systems use even, odd, none, and some even use the older description of mark and space parity. For the PACX system and the library catalog, use even parity.

Word length refers to the way each letter is encoded for transmission. The choices are always 7 or 8. Choose 7.

Choose 1 stop bit.

These choices are usually expressed like this:

300, 7, E, 1 or 1200, 7, E, 1 or 2400, 7, E, 1

Read your software manual to find out the exact procedure for setting your program to these specifications.

The phone numbers to call from off campus are:

237-8661 for 300 and 1200 baud

237-7790 for 2400 baud

Once connected to PACX the procedures are exactly the same as those outline above, in the first paragraphs.

1. Press the RETURN or ENTER key
2. After PACX gives some messages, it will ask for a class (ENTER CLASS)
3. Type in "40" (not the quotes!) and push the RETURN button
4. After PACX announces "CLASS READY TO START" push RETURN again
5. One of two things will happen:
 - a. A variety of meaningless (to most of us) messages will scroll up the screen, followed by: TERMINAL SIGNED ON Begin searching (OR) Type BE and depress (NEW LINE) or (RETURN) key to begin a session
 - b. Or, the terminal will say: MESSAGE UNCLEAR-TRY AGAIN OR TYPE HELPER In either case, you have now accessed the system.
6. When done type END or BYE and return to your terminal software.

If you have further questions about dial-up access, call Wanda Spitzer (237-7288) or Joe Gregg (237-9353).

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Science Fair Materials a Priority at NDSL

During the 1986-1987 School year, the North Dakota State Library (NDSL) received some 6,810 requests from elementary and secondary schools statewide, both public and private. In addition to these requests from school libraries, the NDSL also received many written requests directly from individual students. Each December, January, and February, these scholarly patrons make numerous requests for books featuring science fair projects.

Currently, the NDSL has approximately fifty books of this type. Simple mathematics shows that these fifty books cannot serve the over 250 North Dakota school libraries during that three-month time period when students are preparing for local science fairs.

Recently, the NDSL began a project to improve the provision of science fair materials to school libraries and students. First, the NDSL purchased science fair books currently available that it did not own. Additionally, duplicate copies of many books were purchased. This brings the total number of books close to seventy.

A second phase of the NDSL science fair project will be completed during the summer of 1988. The reference staff of the NDSL will compile an annotated bibliography of the science fair books held by the NDSL. The bibliography will aid both the NDSL and school libraries by allowing requests to be made for a specific book aimed at a specific age and educational level. This will alleviate the problems of responding to a request that says, "send us three books on science fair projects" and then finding out later that the books did not contain the types of projects that the student was interested in or did not meet the educational level of the student.

This resource guide will divide the books into those that provide guidance and a challenge from those that present step-by-step procedures of experiments for students to replicate. The books will be categorized into age and educational levels of primary, middle school, and secondary. The bibliography will be made available to libraries in September 1988.

The bibliography will also provide ordering information for libraries that wish to order books which are in print. The NDSL urges libraries to order as many of these books as possible since its collection will still be unable to meet the needs of all schools at one time. The NDSL's collection of science fair books is available to libraries through the following policy:

1. All science fair-related books will be limited to a 14-day circulation period with no renewal.
2. Each library is limited to two books at a time.
3. Books will be mailed to school libraries or teachers, but not to individual students. The books should be kept in the classroom or library so they will be available to all students.

Any questions, comments, or suggestions concerning science fair books should be directed to Thom Hendricks, Head of Reference, NDSL.

Summer 1988 at Valley City State University: Library Media Courses

The core courses of the Library Media minor are being taught in a three year sequence, summers, in order to qualify participants as media specialists in North Dakota elementary and secondary schools. These courses are required for the Library Media minor, leading to the Department of Public Instruction's ME03 Certification. For further information, call or write to Darryl B. Podoll, Library Director, Allen Memorial Library, Valley City State University, Valley City, North Dakota 58072. Please call direct (1-701-845-7275) or toll free (1-800-532-8641) and ask for Darryl Podoll.

Core courses being offered this summer are:

LIBM 350 - Young Adult Literature and Media -pre-session assignments. 3 credits

May 31 - June 10 [including Saturday, June 4], 1988

An appraisal of library materials suitable for young people correlated with a study of the adolescent, his or her interests, and his/her environment. Assignment deadline: July 1, 1988

LIBM 320 - Library Media and School Curriculum - pre-session assignments. 4 credits

May 31 - June 10 [including Saturday, June 4], 1988

A survey of curricula to emphasize optimum use of media by students and teachers; consideration of teacher-librarian relations; exploration of materials in one curriculum area; and planning for teaching research skills. Assignment Deadline: July 1, 1988

LIBM 460 - IMC Practicum (by arrangement any time between May 31 and July 15.) 4 credits

Supervision in all phases of library service. Prerequisites: Completion of 12 hours of library media courses and the permission of the director of the program.

Other Summer School courses that count in the Library Media minor are:

Business 180 - Introduction to Computer Information Systems - 4 credits

Education 300 or 305 - Media Education - 3 or 4 credits

Mathematics 230 - Introduction to Computers and Programming [BASIC] - 4 credits

Summer School bulletins are available upon request to Valley City State University.

Library Excellence for North Dakota:

LEND us your ears, your books, and your periodicals, too!

Since the end of December, when a conversation between two librarians over coffee in the State Capitol lunchroom began a flurry of activity on North Dakota's library automation scene, librarians from inter-library loan resource libraries all over the state have been working to prepare a proposal for funding a statewide online public access library catalog with both dedicated and dial access terminal capability.

The project, appropriately named LEND (Library Excellence for North Dakota), came to life as a proposal to the PEAR Steering Committee, itself a project of the North Dakota Board of Higher Education. PEAR is the acronym for Partnerships to Enhance Academic Quality, an innovative development project undertaken by the Board of Higher Education to bring agencies and institutions together to enhance education and support economic development in North Dakota.

First and foremost, PEAR aims to obtain the resources to support specific efforts to improve academic quality in higher education. Furthermore, PEAR is intended to build partnerships among the colleges and universities, and between higher education and other interests (such as elementary and secondary education, economic development, minority groups, business, industry, and agriculture).

PEAR arose from a recognition that: (a) academic quality is of the utmost importance and may be in jeopardy, (b) the times require cooperative and innovative efforts, and (c) funders, including legislators, are more likely to invest in specific projects to accomplish important purposes than in vague promises or statements of concern.

The State library and other organizations had already committed over five years of work to the study statewide automation, so the response of the library community was enthusiastic. Support from the North Dakota Library Association, public and academic library directors, and State Librarian, Patricia Harris was swift and effective. By February 1, LEND was one of ninety-four pre-proposals submitted through the PEAR process. Of these, forty-eight, including LEND, were selected for development into proposals for submission through the legislative appropriations process or for submission to federal or private funding sources.

Currently, the LEND proposal has been approved by the PEAR Steering Committee, the Council of College and University Presidents, and has been selected as one of six PEAR proposals for consideration by the Board of Higher Education for inclusion in its legislative budget request. Funding proposals to private foundations and federal sources are also in preparation by the LEND grant writing committees. The UND libraries have also received non-appropriated funds to begin automation on that campus. The group is working to bring the first LEND libraries up online during 1989, North Dakota's Centennial year.

Searching the NDSU Catalog:

by Tom Bremer

After the computer has compiled a set of records matching your initial search request, you can reduce the number of records in the set by using a "limit" command. Limiting the number of items by publication date is an effective way to retrieve only the most current information on a topic. For example:

...if you would like information published after 1982 simply type: GT 1982 (new line or return key)

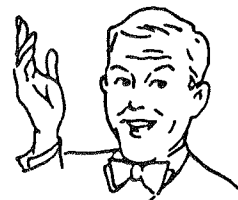
...if you want only those items published in a specific year, let's say 1987, then type: EQ 1987 (new line or return key)

...you can also obtain only those items published before a certain year. If you wanted items published before 1960 you would type: LT 1960 (new line or return)

Please remember the above dates are illustrative only. You can use any year appropriate to your needs.



"Trustee Talk"



LIBRARY POLICIES

The library trustee functions as a representative of both the library and community. The actions and plans of the board of trustees—which ultimately are *policies*—do much to determine the orderly success of the library and the course of future development.

Policies flow from a mission statement. (See the Public Library Association's publication, *The Public Library Mission Statement and its Imperatives for Service* and the sample mission statement at the end of this booklet.) A definite purpose and stated goal for the library is necessary to establish policy. A library's policies have to be relevant to its whole purpose or mission statement.

It is important to note that policies provide the library director and staff with the guidelines they need for establishing and carrying out library procedures. Well-defined library policy is essential if the staff is to communicate information correctly and impartially to the library patrons. The board sets policy. The library staff implements that policy through its procedures.

The library's policies should be carefully recorded, written, and indexed. This will provide an official continuity in actions and decisions. Well-thought out and recorded policies eliminate hastily and ill-advised decisions.

It is a good idea for the board to study the library policy manuals of various communities and then adapt them to their local library's needs. Most libraries are quite willing to share their policy statements with other library boards. Keep in mind, however, that each policy manual will be different as it will reflect the needs and goals of the individual library. Once written, policy manuals should be reviewed annually.

What follows are general guidelines for a policy manual and some suggestions for a library procedures manual. Remember that these guidelines will need to be adapted for each local library.

SUGGESTED CONTENT FOR A LIBRARY POLICIES MANUAL

1. Objectives

This section may include a statement regarding provision of materials and services for educational, cultural, and recreational requirements of the community, recognizing diverse and special needs without discrimination. Also, it might include the board of trustees' acceptance and endorsement of the *Library*

Bill of Rights, *The Freedom to Read Statement*, and the *Freedom to View Statement* as adopted by the American Library Association.

2. Professional Responsibility

The library is by nature in a position of unique responsibility to the community. Professional knowledge, skills, and methods are requisite. The library shall be a member of the American Library Association, the Illinois Library Association, and the appropriate regional library system in order to provide competent service to the community, to keep current with the developments in the profession, and to evaluate its service in terms of the professional standards of these organizations.

3. Materials Selection

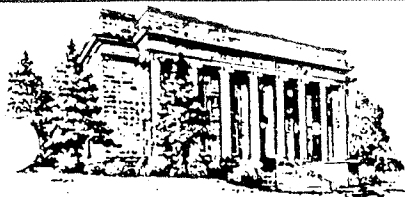
By law, the library selection policy is a responsibility of the library board. Once adopted, it is the authority for selection of material by library staff. Under Illinois library law, the adoption of a materials selection policy is not mandated. However, if a library has adopted a library materials selection policy, "No employee may be disciplined or dismissed for the selection of library materials when the selection is made in good faith and in accordance with the written policy required to be established pursuant to this Section" (Illinois Revised Statutes, Chapter 81).

Books and/or library material selection is and shall be vested in the library director and, under his/her direction, such members of the staff members who are qualified by reason of education and training.

The book selection policy shall direct that the selection of books and/or other library material shall be made on the basis of their value to interest, enlighten, and inform all people of the community. No library material shall be excluded because of the race, nationality, political or social views of the author.

The board believes that censorship is purely an individual matter and declares that while anyone is free to reject for himself books which he does not approve of, he cannot exercise this right of censorship to restrict the freedom of other persons to read.

Requests for reconsideration of a selection decision shall be in writing. A written response by the administrative librarian shall be made to the petitioner within reasonable time, and such request shall be reported to the board at its next regular meeting. An appeal to the library director's response may be made to the board, whose decisions shall be final.



"Your State Library Serving You"

FLICKERTALE

May 1988

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... and much more

Governance Options Viewed:

Planning Task Force Continues

Minutes of the Meeting of April 6, 1988
Heritage Center; Bismarck, North Dakota

The Meeting was called to order at 10:00 a.m. by Ed Warner, Chairperson. Other members in attendance were Kyle Cross, Marilyn Guttromson, Sally Oremland, Barb Satran, Cynthia Schaff, Gary Schultz, Larry Spears, Raymond Stewart, and Joy Wezelman. Also present were Pat Harris, Cindy Larson, and Elaine Little.

The minutes of the March 2 and 3, 1988 meeting were approved as distributed.

The meeting commenced with a discussion of the LEND proposal submitted to the PEAR Committee and its relationship to DIALS. It was agreed that DIALS logically embraces the LEND proposal. It was moved, seconded, and unanimously carried that the Chairperson write to the Board of Higher Education Office indicating that DIALS embraces LEND and that the Task Force supports that proposal.

Next, there was a discussion of the very few responses received to date as a result of the mail-out. Much of the inconclusive discussion centered on the desirability (or not) of attempting to legislate local mill levies to support DIALS.

Discussion next moved to the matter of governance. Elaine Little noted that the Governor is presently opposed to any further boards or commissions; but, that DOI would not oppose the Library Commission approach if that turned out to be the Task Force recommendation. Draft legislation--one set formalizing DIALS, the other establishing a Library Commission were reviewed. At this point, it is obvious that the Task Force remains somewhat split and undecided on the approach to take with respect to governance. It was agreed that commentary on this matter which might be offered during the open meetings should be carefully weighed.

Subsequent to the Bismarck open meeting, the Task Force met briefly to review the proceedings. It was agreed that some format changes were desirable--Task Force members need to be introduced, each of the plan's five goals needs to be covered, and governance options presented.

It was decided to expand the next meeting dates to three days in the hope of arriving at a "final" draft; so, May 4, 5, and 6 were set aside. Finally, the Chair will attempt to obtain time during the NDLA Conference in September for a general discussion of the Plan.

There being no further business, the meeting was adjourned at 4:35 p.m.

Respectfully submitted,

Ed Warner, Chairperson
(based on detailed notes
submitted by Cindy Larson)

Reference Exchange Materials Available

The following reference materials are available to North Dakota libraries through the Reference Department of the North Dakota State Library. Contact Thom Hendricks at the North Dakota State Library, 701-224-4622 if interested in a particular title.

1. ENCYCLOPEDIA OF AMERICAN FARM TRACTORS, by C. H. Wendel, 1979.
2. 1987 GALE DIRECTORY OF PUBLICATIONS: AN ANNUAL GUIDE TO NEWSPAPERS, MAGAZINES, JOURNALS, AND RELATED PUBLICATIONS, Gale Research Company, 1987.
3. SEARS LIST OF SUBJECT HEADINGS, 9th Edition, The H. W. Wilson Company, 1965.
4. DICTIONARY OF BASIC WORDS, Childrens Press, 1969.
5. 1986 PHYSICIANS DESK REFERENCE, 40th Edition, Medical Economics Company, 1986.
6. MARKETING AT A CROSSROADS: A LOOK AT THE MAJOR CHALLENGES TO MARKETING AND TRANSPORTATION, by William F. Fuchs, American Trucking Associations, 1972.
7. WHO OWNS THE WEST: SIXTEEN CASE STUDIES ON NATURAL RESOURCE OWNERSHIP, Dakota Resource Council, 1985.
8. SOIL SURVEY OF CASS COUNTY AREA NORTH DAKOTA, U.S. Dept. of Agriculture Soil Conservation Service, 1985.
9. MEDICAL, LEGAL AND ETHICAL ISSUES IN THE DETERMINATION OF DEATH, President's Commission for the Study of Ethical Problems in Medicine and Biomedical and Behavioral Research, 1981.

PsycINFO Workshop Announced

PsycINFO is pleased to announce that a workshop has been scheduled for your area. The workshop is designed for experienced on-line searchers, including those who currently use PsycINFO, as well as those who expect to use the PsycINFO databases in the future. The PsycINFO workshop has been approved by the Medical Library Association for 5.5 contact hour credits toward recertification. You will have the opportunity to improve your skills in searching the PsycINFO databases. Learn about . . . scope and coverage . . . use of the Thesaurus . . . elements of the record . . . indexing policies . . . search strategy development . . . searching PsycALERT vs PsycINFO . . . and search system comparisons. (If you have a Thesaurus, please bring it with you.) The workshop will be held July 1, 1988, from 9:30 a.m. to 3:30 p.m. at the North Dakota State University Library, Fargo, ND. For more information or to register, call Kathy Hollenhorst at (701) 237-7910. The workshop is free. Lunch is not included.

NDLA Flicker Tale Awards

The 1988 Flicker Tale ballots have been counted and the award winners announced to the Public Libraries. The winner in the primary book category is MISS NELSON HAS A FIELD DAY, by Harry Allard, c. 1982, a popular sequel to the well known MISS NELSON IS MISSING. NOTHING'S FAIR IN FIFTH GRADE by Barthe DeClements won the Intermediate Book Category. Children's Roundtable congratulates these authors on being selected for the Flicker Tale Awards which are traditionally awarded at the NDLA fall convention.

Over 3,000 children voted in each category. Participation in the voting was hampered this year by the limited time each library had to promote the books and the limited availability of some of the newer titles. For example, I'LL LOVE YOU FOREVER by Canadian author Robert Munsch, c. 1986, which is well reviewed and loved by those who have it, may not be in many of the libraries. The inclusion of recent books of quality was sought in order to recognize new authors and new works by established authors. Plans are being made to increase the amount of promotional time in future years so that libraries will have time to order titles to support the program.

REGISTER SOON . . . SPACE IS LIMITED

"Book It" wins NCLIS Award

A national reading program for grade school children is the first winner of an annual award presented by the U.S. National Commission on Libraries and Information Science (NCLIS).

Pizza Hut, Inc., of Wichita, Kansas, received the NCLIS Recognition Award April 22 in ceremonies in the Indian Treaty Room at the White House.

Jerald C. Newman, Chairman of the NCLIS, presented the award to Larry Whitt, Vice President of Public Affairs for Pizza Hut, to honor the restaurant chain's innovative "BOOK IT" National Reading Incentive Program. A mounted Steuben crystal bowl, engraved with the Great Seal of the United States, symbolized the award.

In accepting the award, Mr. Whitt expressed the appreciation of Pizza Hut, Inc. for the opportunity to cooperate with NCLIS, the U.S. Department of Education, the Center for the Book, the National Library Card Campaign, and others in motivating children to read.

Over 14 million children and their parents and teachers were involved in the remarkable reading motivation program that provides incentives for reading and rewards children for their reading accomplishments. According to Commissioner Daniel H. Carter who nominated Pizza Hut for the award, the "BOOK IT" program demonstrates the value of reading motivation programs that include the teacher, as well as the parents along with visible and edible rewards."

The NCLIS Award recognizes initiative taken by an individual, or nongovernmental, nonlibrary organization in improving and promoting library and information services in the previous calendar year.

New Booklet about Blindness for Young People

The Lighthouse of the New York Association for the Blind has published a new 16-page color booklet, "My Friend Jodi is Blind," to educate students age 8-12 about blindness and visual impairment. The story is about a sighted student who meets and becomes friends with Jodi, a blind girl. Jodi is a public school student, travels independently and is computer literate. The illustrated booklet is available at a special rate to groups: \$15 for 30 copies (30 copies of "What Do You Do When You Meet a Blind Person?" are included). For a free copy of "My Friend Jodi is Blind," contact: The Lighthouse, The New York Association for the Blind, 111 East 59th Street, New York, NY 10022-1202.

Reference Class at NDLA

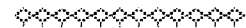
A graduate credit class for NDLA members on Reference Books for Small and Medium Size Libraries will be offered September 23-24 during the annual North Dakota Library Association Convention in Dickinson. Instructor for the class will be Dr. David Loertscher, Senior Acquisitions Editor of Libraries Unlimited, which is a noted publisher of library management materials.

The class will be divided into three segments:

1. Inexpensive hardback reference works;
2. Reference books in paperback;
3. Creating your own reference works on a microcomputer.

The class will be held all day Friday, September 23, and the morning of Saturday, September 24. Plan now to attend. Cost of the class will be \$30 plus \$8 for one-quarter hour graduate credit through NDSU. For NDLA membership applications or more information, contact:

Nancy Sand, President
School Library Media Section, NDLA
Hughes Junior High School
800 N. Washington
Bismarck, ND 58501
701/221-3555.



Lit · er · a · cy

n: The condition or quality of being literate; esp. the ability to read and write.

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Help Someone Read!
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1-800-544-8898

1988 Library Services and Construction Act Grants Awarded

The North Dakota State Library has awarded \$247,060 in Library Services and Construction Act (LSCA) funds to twenty North Dakota public, institutional, academic and special library projects. The Governor's Advisory Council on Libraries met April 25-26, 1988 in Bismarck to review grant applications and make recommendations on grant awards to the State Library.

LSCA Title I funds, intended for the expansion and improvement of public library services, were awarded to nine projects. The recipients of Title I funds are:

\$8,020	Dakota Radio Information Service	- support staff costs
\$15,500	Dickinson Public Library	- demonstration project for Stark County
\$5,000	Grand Forks Public Library	- Adult Literacy Center development
\$1,000	Grand Forks Public Library	- Toy Library Workshop
\$6,000	Leach Public Library (Wahpeton)	- Outreach to handicapped and Elderly
\$2,500	Lisbon Public Library	- Library Services to the Elderly
\$3,500	McLean-Mercer Regional Library	- Computer for electronic mail & ILL
\$5,173	North Dakota State Library	- Professional Development Grants for public librarians and trustees
\$2,090	Public Library Planning Committee	- Meeting and publication expenses

Total Grant awards in this category were \$48,783.

Title I Institutional grants were awarded to the following state institutions:

\$3,000	Grafton State School	- Material acquisition for clients
\$4,000	North Dakota School for the Blind	- Equipment and material acquisition
\$8,000	North Dakota School for the Deaf	- Materials access and acquisition
\$5,000	North Dakota State Industrial School	- Computer/software for client library
\$5,000	North Dakota State Hospital	- In-house library programming

These awards totalled \$25,000.

LSCA Title II funds, intended for construction of new facilities, and expansion, remodeling, or acquisition of existing facilities for public library use, were also awarded. Title II funds require at least a fifty percent match in local funds. Recipients under this Title were:

\$11,497	Bottineau County Library	- Construction of a new facility
\$106,500	Harvey Public Library	- Construction of a new facility
\$29,599	Ward County Public Library	- Alteration of an existing library building

Funds awarded amounted to \$147,596. Grant requests in this category exceeded \$319,000.

LSCA Title III grants for interlibrary cooperation and resource sharing were awarded to the following applicants:

\$6,830	Harley E. French Library of the Health Sciences-UND	- Distribution of software for electronic mail ILL to automated North Dakota libraries
\$5,000	North Dakota Periodical Index Project-NDLA	- Publication and related costs of Centennial Edition of the Index
\$13,851	North Dakota State Library	- Preparation of Statewide database for automation of library holdings.

Grant proposals in this category totalled \$159,299. Total Title III funds awarded were \$25,681.

Cynthia Schaff Resigns from ACOL

Prior to the April 1988 meeting of the Governor's Advisory Council Council on Libraries, Cynthia Schaff, former Chairperson, resigned from the Council. Her resignation leaves two vacancies on the Council at this time. The State Library expresses its thanks for the many efforts she has made on behalf of the Council and North Dakota libraries.

Congratulations:

The North Dakota State Library wishes to extend its congratulations to Jeanette Holm, a former member of the Governor's Advisory Council on Libraries. She was recently honored as 1988 Region IV CEA Teacher of the Year by the Correctional Education Association.

National Issues Forums

The National Issues Forums (NIF), is a nationwide, nonpartisan program of public issue discussions in communities across the nation. It is sponsored by the Domestic Policy Association (DPA), a network of organizations, schools, and individuals.

Members of the network are, in many instances, already engaged in some form of public issue discussion. They include libraries, universities, schools, cooperative extension services, neighborhood and senior citizen centers, business groups, and other organizations interested in bringing together citizens who are willing to discuss and "work through" major national issues in a search for the common ground on which a viable public policy can be built.

The NIF program incorporates three basic features:

- 1) Local participation is rooted in community Forums organized by local institutions and groups;
- 2) The basic format encourages full exchanges of views on the issues and choices involved, airing of differences, tolerance of divergent viewpoints, seeking of a common ground, and analysis of alternative solutions.
- 3) Results of the local Forums are tabulated and communicated to local and national policymakers.

Libraries or other groups interested in starting NIF groups can receive information about the program by contacting: National Issues Forums, 100 Commons Road, Dayton, Ohio 45459-2777, or by calling 1-800-4337834.



A.L.A. Legislative Day Update: A group of North Dakota librarians met with the State's Congressional Delegation. Here, Patricia Harris, State Librarian, tries out Senator Quentin Burdick's chair. Standing behind her are (from left to right) Ken Behringer, NDSL, David Boillard, Advisory Council, Senator Burdick, and Beverly Quamme, Advisory Council.

JOB OPENING ANNOUNCEMENT

POSITION: Reference Librarian
SUMMARY OF POSITION: Interesting part-time permanent position (30 flexible hours per week). Conducts reference activity and programs. Responsible for interlibrary loan activity. Provides reference service to patrons and staff. Assists with circulation desk duties.

QUALIFICATIONS: Appropriate master's degree. Knowledge of AACR2, Dewey Decimal Classification, and Library of Congress Subject Headings. Requires good interpersonal skills and common courtesy in working with students, staff, and the public.

PREFERENCE: Reference librarian experience. Earned associate degree from a community college.

COMPENSATION: Annual salary \$12,600. Comprehensive fringe benefit package including TIAA/CREF Retirement Plan.

APPLICATION DEADLINE: May 27, 1988
STARTING DATE: July 1, 1988
APPLICATION PROCEDURE: To apply, submit the following materials:

1. BSC application form.
2. Letter of application.
3. Resume.
4. Official transcripts (undergraduate and graduate).

For more information regarding application, contact: Office of Personnel Services, Bismarck State College, 1500 Edwards Avenue, Bismarck, ND 58501, (701) 224-5427

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Managing Trends in System Services

The Public Library Systems Section of the Public Library Association (PLA) will present a program entitled, "Managing Trends in System Service" on Tuesday, July 12th in conjunction with the American Library Association's Annual Conference in New Orleans. This program is structured to address major questions concerning library service systems. These questions include:

- Are systems transitory as community networks develop? Will local networks fill the need now met by the regional networks?
- If federal and state dollars disappear, how would systems survive?
- Should systems charge members for services?
- Do systems exist to develop libraries or to equalize access to information?
- What is the system's role in automation or new technology?
- Should systems become more entrepreneurial or continue in the resource-sharing facilitator role?

Sandra Cooper of the Consulting Library Group will be the keynote speaker. Gordon Barhydt, Director of the Central Colorado Library System in Denver, will serve as program moderator. This session is expected to be a major planning tool for the pre-conference program on system trends at the 1989 A.L.A. Conference in Dallas.

For more information about the program, please contact: Annette Milliron, Eastern Shore Regional Library, P.O. Box 4148, Salisbury, MD 21801, or call 301/742-1537.

South Dakota State Library Training Institute

The South Dakota State Library is sponsoring its third annual Library Training Institute from June 6 - 17, 1988 at Northern State College in Aberdeen. Non-resident tuition for the two-week program is \$241.50; dorm rates are \$99 single or \$66 double; meals are \$50.90 for the two weeks.

This year's curriculum includes: young adult materials; planning for the future; government documents (state and federal); writing policies for your library; services available for handicapped citizens of all ages; and more on library administration.

The course work is designed for librarians from small or mid-sized public libraries with all levels of experience. Trustees are also welcome to attend. No previous formal library training is required...it is NOT assumed that all participants will have already completed a college degree. Three credit hours will be awarded for completion of the program.

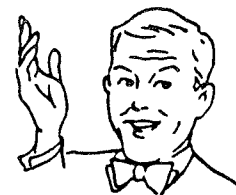
For more information, contact: Dorothy M. Liegl, Deputy State Librarian, South Dakota State Library, 800 Governor's Drive, Pierre, SD 57501-2294.

Advisory Council Elects New Chair

The Governor's Advisory Council on Libraries elected a new Chair at its meeting on April 25-26 in Bismarck. David Boilard, Director of the Harley E. French Library of the Health Sciences at the University of North Dakota was selected to serve as the chair of the Council for 1988. Bev Quamme was re-elected to serve as the vice-chair of the Advisory Council. (In related matters, please note the listing of LSCA Title I, II, and III grant recipients for 1988 as noted on p. 4. These grants were recommended by the Advisory Council at the April meeting.)



"Trustee Talk"



SUGGESTED CONTENT FOR A LIBRARY POLICIES MANUAL

4. Board Responsibility/Librarian Responsibility Defined

It shall be the duty of the board to determine the goals and objectives of the library and the methods of meeting them, to review the goals and objectives annually, and to evaluate progress. The library director shall provide assistance and direction in setting goals and objectives and in determining means of evaluation.

The board shall relate the library and its programs to the community and its needs through systematic study of the community and through systematic analysis of library service. The library director shall participate fully in this process and prepare regular reports on current progress and future needs.

The board shall determine and adopt written policies to govern operation, use, and programs of the library and shall adopt bylaws for board procedures. The library director shall recommend needed policies to the board and supply examples and sources of information. The librarian shall carry out the policies as adopted by the board, interpret policies to staff and public, provide the board with recommendations and materials for study, and administer the library within the framework of the library's goals, objectives, policies, and budget.

Both board and librarian shall know local, state, and national laws which affect libraries and plan an active role in initiating and supporting beneficial library legislation; shall participate fully in the library system and make use of the consultants of the Illinois State Library; shall attend regional, state, and national library association meetings and workshops when possible and join appropriate organizations working for improved libraries; and shall study library publications.

The board shall cooperate with city officials, keeping in mind the special legal responsibilities of a library board. The library director shall prepare all needed library reports to the local government, the system, and the Illinois State Library and shall provide copies to the board.

Board members shall attend all board meetings and committee meetings to which they are signed and shall carry out all special assignments promptly. The library director shall attend all board and committee meetings except those meetings or parts of meetings in which the library director's salary and tenure are discussed.

The library director shall prepare two annual budgets in consultation with staff and board: first, the appropriation ordinance form which anticipates the needs for the coming year; second, an operation budget, once the income from taxes is determined. The board shall work with the library director to formulate these budgets so that they are adequate to carry out the library's goals and objectives within the limitations of the state law. The library director shall supply the facts and figures to the board to aid in interpreting the library's financial need.

The board and librarian shall see that complete and accurate records concerning finances, personnel, property inventory, and annual reports are on file at the library.

The board is responsible for seeing that the public understands the objectives and goals of the library. It is also responsible for promoting good public relations whenever and wherever possible, to encourage the use of the library, to inform the public of the library program, and to obtain citizen support for library development. The library director handles the details of the communications program.

The board shall employ a competent and qualified library director and pay an adequate salary within the means of the budget. The library director shall take primary responsibility for the administration of the library.

5. Gifts

Within the provisions of the state and municipal laws, the board of trustees may adopt the following policies:

- a. Books and other materials will be accepted on the condition that the library director has the authority to make whatever disposition is deemed advisable in accordance with the criteria applied in the selection policy.
- b. Gifts of money, real property, and/or stock will be accepted if conditions attached are acceptable to the board. Each gift will be considered on its individual merit.
- c. Personal property, art objects, portraits, antiques, and other museum objects will be accepted when considered to be a desirable addition to the library.
- d. The library will not accept for deposit materials which are not outright gifts, unless a special contract for maintenance and use in the library is entered into between the library and the party retaining control of the material.
- e. Funds shall be allowed to accumulate for major purchases recommended by a gifts and contributions committee with authorization by the board.

By Alice Lee and Margaret Stephens
Illinois Library Association
"Trustee Facts File"

JMRT/Baker & Taylor Grassroots Grant

A \$250 Grassroots Grant is available for a library science student to attend the Mountain Plains Library Association (MPLA) Conference in Omaha, Nebraska on October 19-22, 1988. The Baker & Taylor/Junior Members Roundtable Grassroots Grant was established to encourage student participation in library professional associations. The grant will be used by the student to defray travel and housing expenses while attending the Mountain Plains Library Association Conference. To request a grant application, contact Selma Dunham, Northern State Library, NSC Box 709, Aberdeen, SD 57401. The application deadline is June 30, 1988. Baker & Taylor is the nation's oldest and largest book supplier. The MPLA Junior Members Roundtable is designed to meet the needs of library science students and beginning library professionals.



MARC-AMC Workshop at NDSU

A workshop on the MARC format for Archival and Manuscript Control (AMC) will be held June 9 and 10, 1988 at the NDSU Library in Fargo and is open to anyone interested. The workshop, sponsored by the North Dakota Historical Records Advisory Board, will be conducted by Edward Swanson and Michael Fox of the Minnesota Historical Society. For further details and if you would like to attend please contact John E. Bye at the NDSU Library by June 3. (701-237-8914)

The Flickertale is published monthly by:

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Patricia L. Harris
State Librarian

Ken Behringer,
Editor

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FLICKERTALE

"Your State Library Serving You"

June 1988

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.. and much more

Overall Response: "Very Favorable"

Planning for DIALS continues

Minutes of the meeting of May 4, 1988
Heritage Center: Bismarck, North Dakota

The meeting was called to order at 1:45 p.m. by Joy Wezelman, Vice-Chairperson. Other members in attendance were Kyle Cross, Marilyn Guttromson, Sally Oremland, Barb Satran, Gary Schultz, Larry Spears, and Raymond Stewart. Also present were Patricia Harris, Cindy Larson, and Ann Udland from the Director of Institutions' Office.

The minutes of the April 6, 1988 meeting were approved as distributed.

The meeting commenced with a discussion of Governor Sinner's recent letter to Ed Warner, Task Force Chairperson, which expressed the Governor's concern with too much bureaucracy and his anticipation of the Task Force's final report. The Task Force members requested the Chairperson to respond to Governor Sinner in an appropriate manner, saying that we hope to present him with a final report by October.

Gary Schultz then summarized the public hearing process that took place in Bismarck, Dickinson, Minot, Grand Forks, and Fargo in April. Tapes of the hearings were mailed to Task Force members before the May meeting. The overall reception to the DIALS Concept was very favorable. The two main issues appeared to be governance and an equitable funding mechanism for the plan.

The consensus was that the Task Force still needs to get additional input from the library community. Sally Oremland volunteered to coordinate a personal calling effort. Several Task Force members will attempt to contact each library in the state before the next meeting.

Larry Spears requested that the state librarian and director of institutions' legal staff try to flesh out the administrative/governance alternatives and other possible legislation for implementing DIALS for discussion at the June meeting.

Task Force members were asked to review the written and other materials collected to date and to start a list of details that must be addressed now, e.g., fiscal concerns (who pays for an 800 number, committee meetings, etc.), governance structure, funding mechanisms, inclusion of private libraries and Native American libraries, inclusion of human resources in the definition of library resources.

Gary Schultz, Joy Wezelman and Ed Warner will try to outline the structure/format of the final document before the June meeting, scheduled for June 1 and 2. The Task Force hopes to spend two full days on detail and drafting.

There being no further business, the meeting was adjourned at 4:30 p.m.

Respectfully submitted,
Joy Wezelman, Vice-Chairperson

Joy Wezelman

(based on detailed notes
submitted by Cindy Larson)

Eggs-Citing News for Young Readers

Libraries and their young readers are invited to participate in the "Summer of the Readasaurus" reading promotion sponsored by Reading is Fundamental and ABC/PBS "Youth Plus."

The promotion offers a prize drawing for children ages 5-12 who enter a postcard with the titles of three books read during May, June, July or August 1988.

The grand prize consists of a three day trip for the winner with his or her parents, an IBM personal computer for the winner and his or her library and an IBM Writing to Read Laboratory for the winner's school.

The promotion began on April 1 when Drs. Schmidt and Zonian, two heretofore unknown paleontologists, announced discovery of a dinosaur egg on the North Slope of Alaska. They proclaimed the egg to be a rare breed that has survived millions of years because it has the capacity to learn to read.

The "Readasaurus" egg began a 24-city publicity tour on April 4 in Anchorage with "hatching" on Tuesday, May 3, at the Smithsonian's National Zoo.

The fantasy is being brought to life by "Youth/PLUS"--the continuation of Project Literacy U.S.--sponsored by ABC and PBS in cooperation with Reading is Fundamental, the IBM "Writing to Read" program and the "Read America/Win America" Foundation.

ALA has been advising on library cooperation. Youngsters will be encouraged to "Look everywhere for books to read this summer. In the library, local bookstores, thrift shops or yard sales."

If you would like a copy of the rules contact: Ken Behringer, North Dakota State Library, Liberty Memorial Bldg., Capitol Grounds, Bismarck, ND 58505, (701) 224-4654.

From: ALA PR Activity Report

Copyright Laws for Videotapes

Copies of the ALA insert LIBRARY AND CLASSROOM USE OF COPYRIGHTED VIDEOTAPES AND COMPUTER SOFTWARE are available from the North Dakota State Library Consultant's Office.

For a free copy of the copyright laws, contact Sue Clark, North Dakota State Library, Liberty Memorial Building, Capitol Grounds, Bismarck, ND 58505 or call 701/224-4663. EASYLINK #62917436.

A Reminder:

*ANNUAL REPORTS
for
Public Libraries
are due July 1st*

Computer Hint of the Month:

Truncation in the Online Catalog

by Tom Bremer, Head, NDSU Reference Department

Truncation is a useful method for expanding your search of the NDSU Libraries' online catalog. It allows you to tell the computer to search variations on a basic word or phrase, saving you the trouble of entering each word separately. The feature is available on author (AU), title (TI), combination (CO), term (TE), and subject (SU) searches. There are two ways to truncate on the catalog.

One method is to use the pound sign (#) to obtain "open" truncation. This is a wildcard character that commands the computer to search any number of characters following the stem. For example, to retrieve ELECTRIC, ELECTRICAL, ELECTRICITY, etc., type TE ELECTRIC# on the terminal. You can also use # for statement truncation in title (TI) and subject (SU) searches. If you know a particular book's title starts with the words "artificial intelligence" but are unsure of what follows, you can type TI ARTIFICIAL INTELLIGENCE #. This feature is even more useful in subject searching since it will allow you to get all subdivisions of a particular subject. If you use it in this way be sure to place a space between your last word and the # truncation symbol.

The second method is to use the question mark (?) for "restricted" truncation. It can be used for "internal" truncation within a word or phrase. For example, the search TE WOM?N will retrieve both the terms WOMEN and WOMAN; the search TI DAY ? HISTORY will retrieve the Book A DAY OF HISTORY. The ? truncation can also be used to specify the maximum number of additional characters following a word stem. For example, the TE LIBRAR??? will retrieve LIBRARY and LIBRARIES, but not LIBRARIANSHIP.

Truncation is a very powerful and useful searching technique. If you need additional help using it, just ask at the NDSU library reference desk (237-8886) or type HELP TR on your terminal.

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New Members named to Governor's Advisory Council on Libraries:

The vacancies on the Governor's Advisory Council on Libraries that were noted in last month's issue of this publication have been filled. Newly appointed members are: Sheila Cofer, librarian at the School for the Deaf in Devils Lake and Dean Lenaberg of Valley City. Biographical information on the new members will be included in next month's issue.

1989: Year of the Young Reader

The Center for the Book and Children's Literature Center in the Library of Congress will observe 1989 as "The Year of the Young Reader."

"We invite national associations, businesses and organizations throughout the country to join us as we focus on the importance of reading in early life," said John Y. Cole, director of the Center for the Book.

A free tip sheet with programming suggestions and logo sheet is available by writing the Center for the Book, Library of Congress, Washington, DC 20540.

ALA will offer support materials for sale to libraries, including a commemorative poster designed by two-time Caldecott medalist Chris Van Allsburg.

ALA announces:

Year of the Librarian

1989 will be ALA's "Year of the Librarian."

The Public Information Office has announced that next year's National Library Week theme will spotlight the librarian.

Materials will be previewed at the National Library Week Workshop on Monday, July 11, at 2:00 p.m. during the ALA Annual Conference in New Orleans. Speakers will advise on how librarians can promote their services and profession.

Next year's National Library Week will be observed April 9-15. The theme serves as the basis for year-round publicity and public service advertising placed by the Association in national media.

Posters, bookmarks, radio and TV public service advertisements will be offered for sale to local libraries through the fall *ALA Graphics Catalog*.

PIO is also working with ALA's Office for Library Personnel Resources to develop new recruitment materials for the profession.

on loan to Libraries:

Andrew Carnegie Exhibit Available for Display

"Andrew Carnegie and His Gifts That Continue To Grow" is the theme for an exhibit about the Scotsman entrepreneur who became a Steel King and major benefactor of America's libraries. The exhibit is on loan to libraries through October 1988 by contacting Robert Runyon, Library Director, University Library, University of Nebraska, Omaha, NE 68182. Telephone: (402) 554-2640. The exhibit is free except for shipping charges. A promotional kit, posters, banner, exhibition book and several videotapes are available.

MINITEX Cataloging Contacts Directory Released

MINITEX has issued the MINITEX Cataloging Contacts Directory, a resource tool for catalogers in the three-state MINITEX region (Minnesota, North Dakota, and South Dakota). The directory lists catalogers who have agreed to share their expertise with others in the region by answering questions and helping with problems.

For each cataloger listed, the directory gives address, telephone number, and area(s) of expertise. There are indexes by specialties: descriptive cataloging, subject headings and classification, MARC formats, languages, and miscellaneous specialties.

A copy of the directory has been sent to each MINITEX/OCLC library. However, you need not be a MINITEX participant or an OCLC participant to request a copy of the directory, or to request assistance from the contact people listed in it.

Because of the costs involved, MINITEX must limit distribution to one copy per library. Libraries are encouraged to make additional copies as needed.

If you are not a MINITEX/OCLC library, and you would like a copy of the directory, please send a written request on library stationery to: MINITEX/OCLC Office, S-33 Wilson Library, University of Minnesota, 3009 19th Avenue South, Minneapolis, MN 55455.

Information Power:

Board of Higher Education Supports PEAQ-LEND Project

More than 100 faculty and staff members from the North Dakota state colleges and universities have joined in a voluntary effort to improve the quality of higher education in the state. The Partnerships to Enhance Academic Quality -- PEAQ -- program also involves participants from the elementary and secondary schools, tribal colleges, and the state's libraries.

Encouraged by a grant of \$50,000 from State Board of Higher Education contingency funds, the program is aimed at attracting financial resources for specific projects having direct bearing on some aspect of educational quality. Seventeen project teams are at work on funding proposals to be submitted to Federal agencies, corporations and foundations. Seven projects, totaling 2.7 million dollars, will be included in the State Board of Higher Education 1989-91 biennial budget request. The Board grant provides support for project work groups in expenses for meeting and for professional grant-preparation consultants.

A Unique feature of the PEAQ project is its "partnership" aspect. Each PEAQ-sponsored proposal must include working partners from more than one higher education institution, and each PEAQ project must benefit more than one institution or agency. Each proposal must, in addition, address some important state priority and achieve improvement in some aspect of educational quality.

The project, which began in November 1987, is guided by a steering committee with representation from elementary and secondary schools, the North Dakota Education Association, the North Dakota School Boards Association, the North Dakota Student Association, the State Board of Higher Education, and representatives from each of the North Dakota state colleges and universities.

LEND (Library Excellence for North Dakota) is one of the seven projects chosen for inclusion in the Board's 1989-91 biennial budget request. The LEND project proposes to provide computerized searching of over 1.6 million titles in the catalogs of the state's major resource sharing libraries. Dial-access for North Dakota libraries and for citizens with a microcomputer and modem is planned. Future telecommunication links with the online public access catalogs of libraries in South Dakota and Minnesota will expand the state's research capability to approximately 55 additional libraries, enhancing education and information delivery to individuals and rural communities regardless of geographic location. Inquiries concerning the PEAQ process may be directed to Dr. Charles House, President, Valley City State University. For additional information on LEND (Library Excellence for North Dakota) contact Val Morehouse, Project Director, North Dakota State Library.

ALA Endorses Insurance Plan

The American Library Association endorses the Library Professional Liability Insurance Plan (LPLI) for liability coverage for ALA organization member libraries. Even though libraries are not profit-making organizations, they still take many of the same risks that for-profit business do. Any library can be charged with negligence, libel, slander, mismanagement or even violations of civil rights.

The LPLI plan has been popular since it was first introduced. It was developed for ALA and its member libraries by Albert H. Wohlers & Co., Insurance Administrators. This plan was designed especially for non-profit organizations.

LPLI will pay settlement costs, attorney fees and defense costs up to the policy limit. It not only insures your library, but also all board members, officers, employees, committee members and even volunteers working on your behalf.

The cost of LPLI is kept low by spreading out the risks among hundreds of member libraries. Plus, a \$2,500 deductible also helps keep costs down. Just like with any other group coverage, you can take advantage of group buying power.

To find out exactly what your library's premium is for this plan, simply fill out an application. The information you provide allows the ALA Insurance Administrator to analyze your insurance needs-- and provide you with a premium quotation. Premiums vary with the size of library and range from \$1,800 to \$3,200 per year for libraries with budgets of \$2,000,000 and under.

Returning an application does not obligate you in any way--once you receive your premium quotation, you can decide if LPLI is right for your library.

from The American Library Association

North Dakota libraries interested in receiving a premium quotation from LPLI may obtain a copy of the application form from Ken Behringer at the State Library (701) 224-4654.

The PEAQ Proposals

	1 Enhancing Undergraduate Science Education	2 ND Partnerships in Academic Quality	3 Library Excellence for ND
Problem	Economic and personal importance of science, coupled with low enrollments and potential faculty shortage	Need to keep pace with field for effective teaching and regional assistance	Transition cost to provide all citizens with statewide and regional access to information
Higher Education Purpose	Improve science education	Improve faculty	Equal & full access to library materials
State Priority	Citizenship, employment skills, economic development	System coordination, economic development	Citizenship, quality education, economic development
Program	Research experiences & curriculum development	Multiple projects	Technological change
Direct Beneficiaries	Higher education science faculty & students	All higher education faculty	All North Dakota citizens
# of Direct Beneficiaries	8 faculty, 800 students	1,600	660,000
Participating Colleges & Universities	All public	All public	All public & private
	4 Improving Mathematics Instruction in ND	5 Mentor Assistance for First-Year Teachers	6 North Dakota Fulbrights
Problem	Inadequate mathematics skills to succeed in college or career	High cost of the usual "break-in" time for new teachers	Need for understanding and support across cultures and higher education systems
Higher Education Purpose	Improve mathematics education	Improve teacher preparation	Improve cross-cultural understanding
State Priority	Citizenship, employment skills, economic development	Quality K-12 education	Cross-cultural understanding, minority success
Program	Assessment and mobile teaching lab	Mentors and clinics	Summer teaching
Direct Beneficiaries	K-12 teachers and students	New teachers (K-12)	Higher education faculty
# of Direct Beneficiaries	500 teachers, 16,000 students	500	40 faculty, 200 students
Participating Colleges & Universities	Any (voluntary)	All public universities	All public

The Exchange

Contact:

Thom Hendricks, North Dakota State Library, 701-224-4622

1. *The Silent Twins*, by Marjorie Wallace. This is the extraordinary story of identical twin girls, June and Jennifer Gibbons, in a state of irreconcilable battle with themselves and the world. Now in their twenties, from early childhood they refused to speak to any adult. Instead they developed an elaborate fantasy life that was based on dolls (representations of themselves that they ritually loved and killed), diaries, poems, stories, novels, and Bronte-like miniature.

2. *Shackleton*, by Roland Huntford, Atheneum, 1986. Ernest Shackleton belonged to the final age of terrestrial discovery, a time when the last great blanks on earth were being filled in by flamboyant adventurers infected by dreams and often hopelessly unprepared for the terrible rigors they faced.

3. *Sears List of Subject Headings, 9th Edition*, The H. W. Wilson Company, 1965.

4. *Aristocrats*, by Robert Lacey, Little, Brown and Company, 1983. Robert Lacey, the best-selling author of *Majesty, Kingsdom*, and *Princess* turns this time to a glamorous world that never fails to capture our imaginations, a world he knows extensively, the world of Europe's titled nobility.

5. *Dianetics: The Modern Science of Mental Health* by L. Ron Hubbard.

6. *Marketing at a Crossroads: A Look at the Major Challenges to Marketing and Transportation*, by William E. Fuchs, American Trucking Associations, 1972.

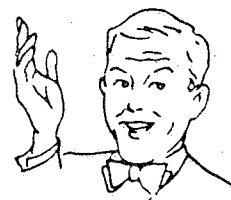
7. *The Heartland: Illinois, Indiana, Michigan, Ohio and Wisconsin*, Time-Life Library of America, 1967.

8. *Soil Survey of Cass County Area North Dakota*, US Dept. of Agriculture Soil Conservation Service, 1985.

9. *Book Review Index*, Gale Research Company, Volume 23, Numbers 2, 4, 5 and 6, January - December, 1987.



"Trustee Talk"



SAMPLE MISSION STATEMENT

The library will meet, by offering a professionally selected and well-organized collection, the educational, recreational, informational, and cultural needs of the _____

_____ Library community.

Access to this collection will be assured through a well-trained and courteous staff, an adequate facility, and appropriate outreach services.

The library shall endeavor to cooperate with all relevant local, state, and federal agencies and shall keep abreast of changing library technology and practice.

All of the above shall be done in a fiscally responsible manner.

SUGGESTED SUBJECTS FOR A LIBRARY PROCEDURES MANUAL

1. Library Use Regulations
 - a. Library hours and holidays
 - b. Board meeting dates (must be posted annually)
 - c. Library cards including resident, non-resident, lost cards, borrowing without cards
 - d. Overdue procedures, charges, and fines
 - e. Lost or damaged materials including reference to the Library Theft and Mutilation Act (*Illinois Revised Statutes*, Chapter 38) and the requirement for posting at all circulation desks and at entrances
 - f. Purchase of library property, noting especially the Public Bidding Law which must be followed in some instances
 - g. Sale of library property
 - 1) Books and non-print material from the library's collection or from gift materials may be discarded, sold, or, with the board's approval, given to local philanthropic, educational, cultural, governmental, or other not-for-profit organizations.
 - 2) Any other personal property having an individual current value of less than \$100 may, at the discretion of the library director, be discarded, traded in for new equipment, or made available for sale.
 - 3) In the case of individual surplus items having current value of \$100 or more, the board may authorize trade-in of such item on new equipment or sale of such items in accordance with the provisions of the Illinois library law.
- h. Access to system services including interlibrary loan and reciprocal borrowing
- i. Use of audiovisual materials and microfilm readers
- j. Copy machine, including statement regarding protection of copyright to be displayed near machine
- k. Reserve materials
- l. Confidentiality of library records
 - 1) Library records are for the sole purpose of protecting public property and are not to be used directly or indirectly to identify the types of materials used by library patrons. Under no circumstances shall the library staff answer to a third party about material a patron is reading, or about the kind of information asked from the library by a patron.
 - 2) No library records shall be made available to casual members of the public, the press, or any agency of state, federal, or local government except pursuant to such process order or subpoena as may be authorized under the authority of and pursuant to federal, state, or local law relating to civil, criminal, or administrative discovery procedures or legislative investigative power.
 - 3) The board of trustees and the library director shall resist the issuance or enforcement of any such process order or subpoena until such time as a proper showing of good cause has been made in a court of competent jurisdiction. Moreover, any costs incurred by the library in any search through patron records, even under court order, shall be charged to the agency demanding such search.
- m. Meeting room use

The same standards of fairness which apply to materials selection and distribution shall apply to meeting rooms.
- n. Volunteers and friends
- o. Emergency procedures including medical, fire, weather, and accident

by Alice Lee and Margaret Stephens

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 "The Trustees Fact File"
 Illinois Library Association

Executive Institute for Public Library Managers

Do you know how to develop a "vision" for your public library? Do you, your trustees, your staff and community leaders, want to be a "high performance team"? Do you know how to make "quality people" pay off in "quality service" for your patrons? Do you want to be the best possible manager?

If the answer to each of the above questions is a "yes", then you are a candidate for the EXECUTIVE INSTITUTE FOR PUBLIC LIBRARY MANAGERS. The three-day program for public library administrators will be presented by the North Dakota State Library and the Office of Management Development, College of Business and Public Administration, University of North Dakota. The Institute will be held in Bismarck, July 31, August 1-3. There will be no cost to the twenty-five participants selected to attend. The sessions will be conducted by Dennis Elbert and Frank Ruisenberry.

Dr. Elbert is noted for his lively delivery of information that can be readily applied to day-to-day operations. He is also an expert in the marketing of non-profit services. Mr. Ruisenberry is an expert in all areas of Human Resource Management. He is very good at presenting complex concepts in a clear and practical manner. Mr. Ruisenberry is also the author of two books, over fifty management development programs, and numerous articles.

The North Dakota State Library will provide housing, tuition and meals and there will be no cost to participants except to come to Bismarck. One hour of graduate academic credit will be available for a \$20.00 tuition fee. Space will be limited to twenty-five participants to insure effective interaction between the trainers and participants. Detailed information and application forms will be mailed to all public libraries soon. The Executive Institute for Library Managers is open to public library directors and other public library administrators. The Institute is being funded by Library Services and Construction Act, Title I.

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Patricia L. Harris
State Librarian

Ken Behringer,
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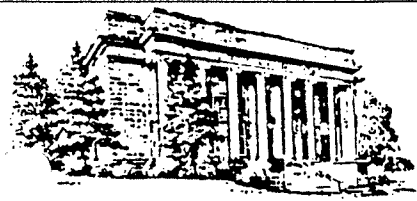
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FLICKERTALE

"Your State Library Serving You"

July 1988

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.. and much more

Presented to Governor and Others:

DIALS Document Finalized

Minutes of the meeting of June 23, 1988
Heritage Center, Bismarck, North Dakota

The meeting was called to order at 8:30 a.m. by Ed Warner, Chairperson. Other members in attendance were Kyle Cross, Marilyn Guttromson, Sally Oremland, Barb Satran, Gary Schultz, Larry Spears, Raymond Stewart, and Joy Wezelman. Also present were Patricia Harris and Cindy Larson.

The minutes of the June 1, 1988 meeting were approved as distributed.

A final draft document (DIALS plan) was presented to the Task Force by G. Schultz, E. Warner, and J. Wezelman for final review prior to being forwarded to the Governor. Various changes were made as a result of extended discussion: the term "tribal libraries" was added to II.A.1., the mission statement was revised, footnotes were strengthened, etc.

In an effort to expedite the DIALS plan with the least "built-in" impediments, it was moved and seconded that a DIALS Advisory Committee be recommended as a part of the plan. The motion was approved seven to one.

At various points in the discussion, suggestions for matters to be included in the letter of transmittal or introduction were tendered. A listing of Task Force members; references to the draft legislation, to be included as appendix items; the inadequate time frame; a request for a meeting with the Governor; and unresolved issues, namely a policy-making framework (e.g., Commission) and funding schemes (e.g., mandatory county mill levy). Also, P. Harris supplied a summary of DIALS plan activities that could be implemented with corresponding costs, which will be revised and included as an appendix.

Finally, it was agreed that G. Schultz and E. Warner would prepare the final package for transmittal to the Governor by July 1, with copies sent to Task Force members, Governor's Advisory Council members, NDLA Executive Committee members, the Director of Institution and his Chief Operations Officer, and the State Librarian.

There being no further business, the meeting was adjourned at 12:10 p.m.

Respectfully submitted,

Ed Warner, Chairperson
(based on detailed notes
submitted by Cindy Larson)

Living Skills Training for Visually Impaired Persons

The division of Vocational Rehabilitation of the N.D. Department of Human Services is now providing independent living skills training to the older visually impaired citizens (age 55 and up) of the state. Rehabilitation teachers, specializing in blind skills training, work with older visually impaired clients in their homes on a one-to-one basis. The teachers will also establish a working relationship with service providers throughout the state who serve the older visually impaired.

Services provided by the Division include orientation and mobility; homemaking skills training; personal management skills training; communications skills training; social skills and recreational activities instruction.

Rehabilitation teachers also dispense optical aids and appliances such as labelers, measuring devices, cooking aids. The staff will be in touch with librarians and others providing services to older visually impaired persons and will accept referrals from them.

To make referrals or for more information, in the eastern part of the state call John Kube, Southeast Human Service Center, Fargo, 237-4513; in the northwestern part of the state call Stan Mosser, 400 22nd Ave., NW, Minot, 852-1251. Librarians in other areas of the state may call the program supervisor, Mike Beck, at Division of Vocational Rehabilitation, Bismarck, 224-2907.

Sally Oremland, Consultant
Service to Handicapped

More NDSL Duplicates Available

The following titles are available through the North Dakota State Library. Contact Susan Fahlmeyer, (701) 224-4662.

TITLE	AUTHOR
Statistical Abstract of ND 1983	Bureau of Business & Economic Research LND
School Finance Facts Government: ND Occupational Profiles 2nd quarter 1985	Dr. Ronald M. Torgeson
Guide to the ND State Archives	Tom Pederson-Job Service ND
ND Employment and Wages 1985	David E Gray
Guide to Manuscripts	Job Service ND
Fall 86 Enrollment ND Institution of Higher Education	David E Gray
Programs Offered & Programs Completed at ND Institutional of Post-secondary Education	State Board of Higher Education
Directory of ND Guidance Personnel—1986 & 1987	Education Commission
Guidelines for Educator's Special Credentials	ND Dept. of Public Instruction
Report and Recommendations—Dec. 86	ND Dept. of Public Instruction
Proceedings of State Board of Equalization of ND 1987	ND Commission on Mental Health Services
ND Foster Care Survey 1981	MK, Heidi Heitkamp
ND Grain & Oilseed Transportation Statistics 85-86	Tax Commissioner & Sec. of State Board of Equalization
ND Grain & Oilseed Transportation Statistics 86-87	Ken Dawes
The Pole of Indian Tribal Courts	Upper Great Plains Transportation Institute
Bulletin 86 Association of ND Geographers	Upper Great Plains Transportation Institute
Wholesale Trade 1985	Bureau of Business & Economic Research
Smoking in ND—Mortality & Low Birth Weight	LND Dept. of Geography
ND Educational Directory 1984-85	Job Service of ND
School Finance Facts	ND Dept. of Health
ND Educational Directory 1986-87	Dept. of Public Instruction
ND Legislative Report	Dept. of Public Instruction
The Mystician February 5, 19, and March 5, 1987	Dept. of Public Instruction
ND Buyer's Guide	Energy Development Impact Office
ND Legislative Appropriations for the 1985-87 Biennium	Bismarck State College
Improving Child Sexual Abuse Services in ND	ND Dept. of Agriculture
1981-83 Biennium Legislative Report	Office of Management & Budget
ND Supreme Court Facility Study October, 1975	ND Dept. of Human Services
ND Judicial Master Program 1977-79 Biennium	ND Energy Development Impact Office
Grafton Wage and Benefit Survey 88	National Clearing House for criminal justice planning and architecture
Complaint System Guide 1984	ND Supreme Court
Education 1985: ND Occupational Profiles	Job Service of ND
Cost of Producing Farm Commodities in ND	Job Service of ND
US Federal documents, selected library reference	Dept. of Agriculture Economics
Education: Selected Bibliography	ND State University Library
Pharmacy	ND State University Library
Federal, State and Local Highway Financing	ND State University Library
Highway Financing Alternatives July 86	ND State Highway Department
Elderly and Handicapped Transportation Needs Study, June 86	ND State Highway Department
Consolidation of Local Highway Dept.	ND State Highway Department
ND History: Journal of the Northern Plains V.51, Spring 1984 #2	ND State Historical Society
Guide to Audio-Visual Materials on ND and the Upper Great Plains	ND State Historical Society
Children's books about American Indians	ND State Historical Society
North Dakota History May 1979	State Library Commission
ND Library Law 1980	State Library Commission
Filestrips available on Loan	ND State Library
	ND State Library

Governor's Advisory Council on Libraries Meets

A Summary of Minutes
April 25-26, 1988

Present: Jerry Lamb, Bernard Ibes, Claryce Erickson, Helen Jacobs, Joy Wezelman, Bev Quamme, Dave Boilard. Also present: Patricia Harris, Ken Behringer, Cindy Larson, Shirley Leno.

Absent: Cynthia Schaff

The meeting was called to order by Vice-Chair Bev Quamme. Pat Harris noted Cyndy Schaff had resigned from the Council. Elections were held. Dave Boilard was elected Chair and Bev Quamme Vice-Chair. Harris and Boilard will seek a replacement for Schaff (Public Library Representative) and for Jeanette Holm (Institutional Representative) who left the Council in December, 1987.

ALA: Patricia Harris, State Librarian, reported on the delegation which visited Senators Burdick and Conrad, and Representative Dorgan for ALA Legislative Day on April 19 (Harris, Behringer, Quamme and Boilard). All three congressmen expressed their support for the LSCA and Higher Education Act titles for libraries.

LSCA: The Council deliberated on \$573,376 in applications for LSCA grant funds, awarding a total of \$247,060 for North Dakota libraries and library projects. Work on this continued into the evening of April 25. The Council also voted to adopt a policy of not funding indirect costs on Title I and Title III LSCA grant applications. The State Library was recognized for major improvements it had made in organizing the grant process for this year. Further improvements will be made, perhaps by including an LSCA "grants training" workshop suggested by Harris.

VISIT FROM OMB: Dick Rayl from the Office of Management and Budget and Elaine Little from the Director of Institutions spoke briefly with the Council. Rayl noted that although the Council's main function is to work on federal money issues, he also saw it as being advisory in other ways. In August, 1988 the State Library's proposed mission statement will be presented to the Council for its input. The Council agreed to participate in this important project, and stated that it will look at the governance of the State Library also.

LEND: The Council voted to send a letter in support of LEND (statewide library automation project) to John Richardson, Commissioner of Higher Education.

A committee will be formed to draft a procedures handbook for the Council and to make improvements on meeting preparation and organization.

The meeting was adjourned on April 26 at 4:22 p.m.

submitted by
Dave Boilard, Chair

A "Thank You"
to all the
libraries that
completed
Annual Reports

...and a reminder
to all the others
!

Baker & Taylor Grassroots Award Winner

Mrs. Marilyn Hedberg has been named the recipient of the 1988 Baker & Taylor Grassroots Grant for North Dakota. Marilyn is a library science student at Minot State University.

The book vending firm of Baker & Taylor offers the grant to encourage the development of student librarians and their participation in the activities of their state library association.

Mrs. Hedberg was selected by the Junior Members Roundtable of the North Dakota Library Association from applications received from across the state. The grant will be used to defray the cost of attending the North Dakota Library Association's Fall Conference in Dickinson on September 22-24, 1988.

Judy Gram, ND/JMRT
B&T Grassroots
Grant Chair

Dakota Radio Information Service (DRIS) expands again

Dakota Radio Information Service (DRIS), a radio reading service for the blind and physically disabled individuals unable to read standard print, has expanded for the third time in the four years of its existence.

On July 11, DRIS began broadcasting in the Dickinson area. The broadcasts are carried on a subcarrier of Prairie Public Radio and special closed circuit receivers are needed to receive the signal. The receivers are loaned, free to eligible persons.

The service, which is located in the Division of Service to Blind and Physically Handicapped at the State Library, started broadcasting in the Bismarck/Mandan signal area in 1984. In 1985 it expanded to the Minot area and in 1987 to the Williston area.

DRIS has been described as a "public library reading room" for persons unable to use standard print because of visual or other physical disabilities. Volunteers read local newspapers daily, Monday through Friday. A New York-based reading service supplements the local service with national newspapers such as "The New York Times" and "USA Today" and over 100 current, popular magazines.

The service is free to all persons unable to read standard print. Application are available at local public libraries in the signal areas or at the State Library.

DRIS, a non-profit corporation, is funded in part by Lions Clubs, United Way in Bismarck/Mandan and Williston, the N.D. Association of the Blind, federal grants, including Library Services and Construction Act funds, private grants, and in-kind donations from the State Library. It is one of 100 radio reading services in the United States and the only one originating in North Dakota.

Sally Oremland, Consultant
Service to Handicapped

Berger new ALA president-elect

Patricia Wilson Berger, Chief, Information Resources Division, National Bureau of Standards, Gaithersburg, MD has been elected president-elect of the American Library Association.

In her presidential year, Berger will work toward "reversing the pernicious information access conditions," by insisting on open access for all citizens, increasing efforts to erase illiteracy, stabilizing library services to youth and the disadvantaged, and reversing the deterioration of library collections.

from: ALA News

Take Time To Read

Want to read more?
Talk less. Keep a book
in your briefcase,
by your bed.
Get up 15 minutes early.
Read a new poem
aloud each night
before dinner.
Can't sleep?
Don't count sheep.
Read.
Turn off the tube.
Tune into books.
Expand your horizons.
Read for fun.
Read for information.

Use your library.

American Library Association



Governance, funding examined:

DIALS Committee Seeks Consensus

Minutes of the meeting of June 1, 1988
Heritage Center; Bismarck, North Dakota

The meeting was called to order at 8:30 a.m. by Ed Warner, Chairperson. Other members in attendance were Kyle Cross, Marilyn Guttromson, Sally Dremland, Barb Satran, Cynthia Schaff, Gary Schultz, Larry Spears, Raymond Stewart, and Joy Wezelman. Also present were Patricia Harris, Cindy Larson, and Elaine Little.

The minutes of the May 4, 1988 meeting were approved as distributed.

Various of the members--K. Cross, S. Dremland, G. Schultz, and R. Stewart--consulted with librarians in an effort to obtain more input for Task Force deliberations. Most supported the DIALS plan, although a few were unaware of it; and, there were some misconceptions (e.g., loaning reference materials) as well as concerns (e.g., how to pay for computer hardware). Pat Harris met with Wayne Sanstead and Pat Herbel from the Department of Public Instruction, learning that there is hardware (and support for it) in the schools.

The group next considered the matter of funding for DIALS.

Discussion focused primarily on the possibility of recommending legislation mandating county mill levies for library services, or to pass on to the State Library for the provision of services under DIALS. A second focus was the matter of linking direct state aid to the DIALS plan. All agreed that the ideal situation would be that of the State Library receiving all of its funding from State appropriations, freeing federal funding for DIALS.

After lengthy discussion covering all of the ramifications, it was moved and seconded that the matter of a mandatory county mill levy not be tied to the DIALS plan at this time. Motion carried unanimously. It was then moved and seconded that state aid not be tied to the DIALS plan at this time. After further discussion, the motion was tabled.

The matter of governance was next considered, with discussion centering on the Library Commission and the DIALS Advisory Council options.

It was moved and seconded that the Task Force recommend the State Library Commission approach, as outlined in the 6/01/88 draft legislation in possession of the members. Further discussion ensued, centering on the politics of linking governance with the plan, composition of the respective bodies, and the like. The motion was withdrawn in favor of presenting the options to the Governor, perhaps with a Task Force preference.

(See: DIALS, p. 6)

Communications and Access -

NEW VERSIONS OF TERMINAL SOFTWARE AND MICRO ENHANCERS

All users of the OCLC Terminal Software and Micro Enhancers should have received their copies of the new versions by June 14. If you did not receive all your copies, please call the User Contact Desk at (800) 848-5800.

Please upgrade to the new versions as soon as possible. OCLC and MINITEX will no longer support the old versions as of July 1, 1988.

DIALS continued from P.5

By consensus the 5/31/88 draft legislation creating a DIALS Advisory Council was amended, as follows: Lines 27 through 29 to read "...including (but not limited to) public, school, academic, and special libraries." Line 78 to read "... state archivist shall be voting ex officio..." Line 84 to read "... a majority of the members..." Also, it was moved, seconded, and passed to present section 2 of the 5/31/88 draft as a separate item.

It was moved, seconded, and passed that the two legislative drafts be cleaned up and that a single version of the plan be created by a subcommittee (Schultz, Warner, Wezelman), then mailed out for comment.

The motion that state aid not be tied to the DIALS plan, previously tabled, was taken from the table and then withdrawn.

The subcommittee (Schultz, Warner, Wezelman) recommendations for the format of a final report to the Governor was presented. It was agreed that a draft, for feedback prior to submitting a report to the Governor (assuming a time extension on the part of the Governor).

A "straw vote" on the matter of a commission versus a DIALS advisory council was taken, with a resulting even split, five to five.

Pat Harris has begun compiling a list of activities from the plan that could be pursued with no legislation and little or no money. This will be available soon.

Finally, the following dates were set aside for further meetings: June 23 and 24 (only if no extension), July 20 and 21, August 17 and 18, and September 7 and 8.

There being no further business, the meeting was adjourned at 4:10 p.m.

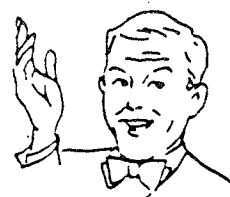
Respectfully submitted,



Ed Warner, Chairperson
(based on detailed notes
submitted by Cindy Larson)



"Trustee Talk"



2. Personnel

It is the primary responsibility of all staff members to administer the library in an efficient and effective manner. No person shall be denied consideration for appointment to the staff by reason of race, color, creed, or national origin. Consideration of partisan politics shall be excluded in selecting personnel. The following points should be covered:

- a. Qualifications and job descriptions for librarian and all staff members or each employee category
- b. Professional associations such as the Illinois Library Association (ILA) and the American Library Association (ALA). Librarians, board members, and libraries should hold memberships in the ILA and at least the library director in the ALA. These memberships should be a regularly budgeted item.
- c. Employment policies, probationary periods, compensation, and benefits
- d. Evaluation of staff by library director, of library director by board on an annual basis
- e. Resignation, usually must be submitted to library director in writing
- f. Dismissal, suspension, appeals
 - 1) Any employee whose work record may be unsatisfactory for any reason will be warned in writing by the library director. Adequate cause for dismissal includes demonstrable incompetence, mental or physical incapacity, and neglect of duties. These problems shall have been discussed previously with the employee and shall also have been stated in writing. If the problem continues, the library director, with the board's approval, may dismiss the employee after allowing for due process. This includes: statement of charges followed by opportunity for hearing with personnel committee; the right of counsel if desired; the right to present evidence and cross examine; a decision based on the record of the hearing; the right to appeal a dismissal before the full board. It is suggested that a professional staff member be given two months notification and a non-professional one month. It is recommended that a dismissed staff member be given two weeks of severance pay. All statements, notices, and decisions must be in writing and will be made available only to the parties involved.
 - 2) In some cases immediate suspension may be necessary, leaving the employee with the right of appeal. Examples of such cases would be an employee who is caught stealing materials or an employee who for

mental or physical reasons suddenly demonstrates bizarre behavior.

- 3) All dismissals of full-time salaried employees may be appealed. Such appeals must be made within two month of notification of dismissal. The appeal board is composed of the entire board of trustees. After the notice period elapses, the employee is terminated subject to the results of the appeal. The board must make a decision within two months of notification of appeal.

- g. Reduction in force
For clearly evident financial reasons, it may be necessary to terminate the services of staff members. Reduction in force will be determined by seniority. Every employee who is laid off will be given all assistance possible in finding a suitable position.
- h. Vacations, absences, sick leave, disability leave, maternity leave
- i. Time off/overtime
Note that this policy must follow the February 19, 1985, Federal Minimum Wage guidelines. Any compensatory time must be taken within the work week. Any trading of time must be at the request of the employee. Keep records for time schedules, overtime, etc. for three years.
- j. Continuing education
 - 1) Regular staff members are encouraged to attend professional meetings and to attend available college level courses and non-credit workshops. Work schedules shall be arranged at the discretion of the library director to permit rotation of such attendance for interested staff members in order that the normal operation of the library shall be maintained.
 - 2) Expenses shall be paid by the library for staff members serving as representatives of the library at professional meetings. If the board requires an employee to attend a special course or workshop, the employee shall be compensated for class time, tuition, materials, and transportation.
 - 3) Librarians and librarian assistants interested in further professional training may obtain education leave without pay up to thirteen months. Vacation time may be used for this purpose. Such leave shall require recommendation by the library director and approval by the board. The employee must give plans in writing as well as specific schedules and goals.

M300 Memory Upgrades and the New Online System

Some libraries have had questions about the need to upgrade M300's to 640K RAM (random access memory) for the New OCLC Online System. In fact, the RAM upgrade is technically optional, but both MINITEX and OCLC strongly recommend it.

The New OCLC Online System, whose first phase is due in 1989, will have two interfaces. One, called the terminal interface, will apply to dumb (i.e. non-microcomputer) terminals such as the M220. The other, called the workstation interface, will apply to microcomputer terminals that have 640K of memory. Microcomputers with less than 640K of memory, including M300's that have not been upgraded, will use the terminal interface; that is, they will not be considered microcomputers as far as the OCLC system is concerned.

While all the differences between the terminal interface and the workstation interface are not yet clear, it is certain that only workstation users will have pull-down menus and multiple windows on-screen. It is also certain that only workstation users will be able to do local processing (that is, only workstations will be able to run the New Online System's equivalent of the Micro Enhancers).

If you have only one OCLC terminal, the increased capability of the workstation interface over the terminal interface should be enough to convince you to upgrade your memory. If you have more than one OCLC terminal and are considering upgrading only some of them, think about the disadvantages involved in training staff to use both interfaces.

One final point: the computer-based training that is being planned for the New Online System will cover only the workstation interface, not the terminal interface.

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Patricia L. Harris
State Librarian

Ken Behringer,
Editor

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Flickertale

Your State Library Serving You

August - December 1988

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... And Much More!

FLICKERTALE RETURNS

Due to budget cuts imposed by the across the board two- percent reduction in state appropriations, the Flickertale has not been published for the past several months.

The North Dakota State Library apologizes for any inconvenience this may have caused. The Flickertale will return to a regular monthly schedule with a new, reduced format.

This is the first edition of the Flickertale produced with Ventura software. Please be patient as the struggle to master all the complexities of the program continues.

LSCA 1989 FUNDING LEVELS ANNOUNCED

Federal Fiscal Year 1989 allocations under the Library Services and Construction Act, Titles I, II, and III were recently announced by the United States Department of Education. Funds under these titles are passed to the various state library agencies for library projects and services within the states. The awards are based upon population within each state.

The national funding levels for 1989 LSCA State- Administered Programs are \$79,388,820 for Title I (Public Library Development); \$21,877,520 for Title II (Public Library Construction); and \$18,719,960 for Title III (Interlibrary Cooperation and Resource Sharing).

While the national funding levels are up from 1988, the level of funding under each title has decreased slightly for North Dakota due to declining population. The 1988 and 1989 figures for North Dakota are as follows:

	1988	1989
Title I	\$388,949	\$387,100
Title II	147,596	145,089
Title III	85,681	85,123

NORTH DAKOTA PUBLICATIONS MAKE ALA'S NOTABLE DOCUMENTS

by Dolores Vyzralek

ALA's Notable Government Documents list for 1987 was announced in the May 15, 1988 issue of Library Journal. Included on this list are four North Dakota government documents which had been submitted by the North Dakota Library Association Government Documents Roundtable after the selection made by NDLA members at the 1987 Fall Conference.

ALA's GODORT Notable Government Documents are chosen to recognize excellence in government publications and identify documents of distinction as well as to commend individual works of excellence. This list is also designed to publicize the extensive range of information available in government documents, illuminate the role of documents in society, and encourage their use by people of all ages.

The four North Dakota publications are: **Facts about North Dakota**, North Dakota Economic Development Commission's publication which has become a standard reference tool to provide general information regarding the State. It also provides a handy response to the request for "everything you have on North Dakota" since it provides a general overview of the State.

Fort Totten: Military Post And Indian School, 1867-1959 was published by the State Historical Society of North Dakota and edited by the late Larry Remele. It provides a series of essays dealing with one of the early military forts established in the Dakota Territory and it illustrates the changing relationship between the federal government and the American Indians.

North Dakota Mini-biography Series, State Historical Society of North Dakota was also edited by Larry Remele. This series of publications received the Schwartz Prize awarded for excellence by the National Endowment for the Humanities. It is a collection of short biographies of people from North Dakota's past. Written in a non-scholarly style, it provides information on people who have had an impact on the State. Biographies include people who were pioneers, congregational missionaries, immigrants, political reformers, educators, and others.

North Dakota Outdoors is the official publication of the State Game and Fish Department which illustrates their ongoing work in the study and maintenance of wildlife in the State. Historical articles are included along with reports of their studies on unusual and rare breeds of wildlife in the State. This title is indexed in the North Dakota Periodicals Index.

NON-TAX SOURCES OF REVENUE FOR PUBLIC LIBRARIES

User charges; fines, contracts, and sales; and fundraising and financial development are potential sources of non-tax revenue for public libraries. In Fall 1987, the American Library Association surveyed a wide sample of public libraries of all sizes to find out if they received revenue from these sources and how much money was involved. The results of this survey have been published in *Non-Tax Sources of Revenue for Public Libraries*.

Tables and figures show the percentage of respondents receiving revenue from specific sources, the dollar amount of revenue received, and the percentage of operating expenditures represented by non-tax revenue. The text comments on the findings and includes an annotated bibliography.

The survey was conducted by Mary Jo Lynch, Director, ALA Office for Research, with help from an advisory committee from the Public Library Association and the Library Administration and Management Association. Financial support was provided by the H.W. Wilson Foundation.

Copies of the survey are available for \$3.00 from the American Library Association, Publishing Services Order Department, 50 E. Huron Street, Chicago, IL 60611. Prepayment should accompany individuals' orders of less than \$15.00.

Computer Tip of the Month:

ONLINE HINT: SEARCHING OTHER LIBRARIES

by Tom Bremer, Head, NDSU Reference Dept.

One of the most powerful features of the NDSU Libraries' online catalog is its ability to search the catalogs of other libraries in the system. There are many reasons why one might want to do this. For example, it is especially helpful when trying to locate an item in one of the other Tri-College libraries. A quick search on an NDSU terminal will determine if Moorhead State University or Concordia College has an item unavailable at NDSU. Because the online catalog provides access to over 2 million items held in 29 libraries, this feature is useful in compiling a bibliography on a specific author or topic. It is also possible to retrieve the SuDoc number of an uncataloged government document in the NDSU library, by locating a cataloged copy in another library. Any search command can be used when searching another library or group of libraries. The general format for searching another library is to insert the appropriate library symbol between the two letter search command and its search values. A representative listing of possible search commands follow: **Author Search** AU xxx Author's last name, first name; **Title Search** TI xxx First four title words; **Combination Search** CO xxx Author's last name, first title word; **Subject Search** SU xxx First four subject heading words; **Term Search** TE xxx Word 1, Word 2, Word 3... (xxx is one of the library symbols)

For example, if you are interested in searching the Moorhead State University for the words Computer or Computers, type: TE TRM COMPUTER?

If you want to search the entire Tri-College Consortium for items by William Shakespeare, type: **AU TRI SHAKESPEARE WILLIAM**. You can search all 29 libraries in the system by using SYS. For example, a System Search for the book "Roots" by Alex Haley would look like this: **CO SYS HALEY ROOTS**. In order to find where specific items are located, the DI command is used to display the individual record matches. A complete list of the libraries accessible through NDSU's catalog can be obtained by typing **HELP SYS**. If you need help with the Online Catalog, or any other reference tool, please ask a reference librarian or phone 237-8886.

1989 LARGE PRINT COMMUNITY SERVICE AWARD PROGRAM

Application forms for the 1989 Large Print Community Service Award, sponsored by G. K. Hall and Company, are now available from the State Library.

This year, librarians have a choice of two award categories. As in the past, libraries will have an opportunity to win \$1,000 in cash for their comprehensive efforts in promoting the awareness and use of Large Print. For the first time, libraries that do not have such a far-reaching program, but nonetheless have implemented a "great idea" to promote Large Print, will have an opportunity to win \$200 worth of Large Print books.

For more information and a copy of the application form, please contact Sally Oremland, Consultant, Service to Blind and Physically Handicapped, at the State Library, 224-2497.

Winners of the 1988 awards were the Brown County Library, Green Bay, WI; Fletcher Free Library, Burlington, VT; and the Sheridan County Fulmer Library, Sheridan, WY.

Summary of Advisory Council Activities:

MEETING OF THE GOVERNOR'S ADVISORY COUNCIL ON LIBRARIES

August 3-4, 1988

New members Sheila Cofer and Dean Lenaburg were welcomed to the ACOL. Patricia Harris and Ken Behringer then reviewed the status of the 1987 and 1988 LSCA grant awards.

The ACOL reviewed the State Library's 1989-91 budget proposal. It was arranged in program priority. Included was funding for State Library automation and LEND, and a DIALS advisory committee.

Val Morehouse updated the status of LEND. Several serious questions were raised about the future of LEND and its relationship to the emerging UND-HECN automation system. The ACOL will send a letter to Larry Isaak of the Board of Higher Education and HECN indicating its support for LEND.

Ms. Harris and Joy Wezelman reviewed the DIALS plan. It has been submitted to the Governor, but with no response as yet. The ACOL will send a letter of support to the Governor.

Mr. Behringer presented a 1989-93 Five Year LSCA Plan Draft. The ACOL felt it was the best LSCA document it has had to work with so far. At the next meeting, the Council will discuss whether to give grants to libraries which fall below standards. Other ideas included targeting low income children and older adults, creating a "building manual" to help with Title II grants, support of interstate resource sharing, regional reference centers, and budget guidelines for grant recipients.

The ACOL discussed the State Library's work on a new Mission Draft. The strategic plan is to have an internal and external document, integrated with the 5 year plan. Also, the State Library and the ACOL will begin working on a "policies and procedures manual" for the Council. Ms. Harris will ask NDLA and the ACOL to endorse the Public Library Standards draft.

NEXT MEETING -- public invited: **February 23 -24, 1989** (tentative).

David W. Boilard, Council Chair

LIBRARY OF CONGRESS CLASSIFICATION SCHEDULE

If you would like a free copy of the Library of Congress Classification Schedule, contact Brian Bucholz, North Dakota State Library, Liberty Memorial Building, Capitol Grounds, Bismarck, ND 58505 or call 701/224-4663. Easylink #62917436.

Telephone numbers for The 1989 Legislative Assembly

Beginning January 4, 1989, the first day of the Legislative Assembly, information and message telephones will be answered by North Dakota House and Senate employees. These phone lines may be used for messages to legislators or to obtain information on the status of bills and resolutions.

The toll-free in-coming WATS line number for the service is 1-800-422-1439. In the Bismarck area, call 224-3373. This services is available to public libraries.

**Marilyn Guttromson, Research Librarian
North Dakota Legislative Council**

NDLA School Library Media Section Cites Wayne Granfor

Principal Wayne Granfor, Bismarck Public Schools, received the 1988 School Administrator of the Year Award which was presented at the 1988 North Dakota Library Association Conference Banquet in Dickinson on Sept. 23, 1988.

The School Library Media Section of NDLA presents this award annually to recognize a school administrator's unique contribution toward furthering the role of a school library media center and its development in elementary and/or secondary education.

Granfor is currently Principal of Pioneer and Lincoln Elementary Schools. For two years, he supervised fifteen elementary library assistants and instituted an in-service program aimed at furthering their library knowledge in serving the elementary students of Bismarck Public Schools.

Granfor has been actively involved in committee work for school libraries in the district and most recently served on a library task force that developed a five year plan for the improvement of library services. His dedication to quality library service, especially at the elementary level, for Bismarck Public Schools has been greatly appreciated.

Library Want Ads

FOR SALE: 1) Encyclopedia of Associations, 21st Ed., 1986. Volume I. National Organizations of the U.S., in 3 parts. Cost: \$50.00 plus postage. 2) National Library of Medicine, Online Service's Reference Manual, 1986, 2 volumes. Cost: postage. 3) Books in Print, 1987-88, Authors and Titles. Cost: \$25.00 plus postage. Contact: Margaret Wagner, St. Luke's Hospitals-MeritCare Library, 720 4th Street North, Fargo, N.D. 58122 or call 701/234-5837.

Library, 720 4th Street North, Fargo, N.D. 58122 or call 701/234-5837.

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ALA LIBRARY VIDEO NETWORK TRAINING VIDEO CASSETTES

The North Dakota State Library has just received a collection of ALA library training video cassettes. These video cassettes are available to librarians on loan for staff training and development. If you would like to borrow any of the tapes listed below, please contact Brian Bucholz at the North Dakota State Library Consultants' Office at Easylink #62917436 or phone 224-4663. All video cassettes are VHS 1/2" format.

1. **BEYOND BOOKTALKING:** Suggestions for entertaining and informative programs for the elderly, high school students, and parents with pre-school children are demonstrated by librarians. The simulated programs use several methods to introduce a full range of library services to an audience. (20 minutes)
2. **COACHING: PRACTICE MAKES PERFECT:** Illustrates how reference librarians can improve their reference interview skills by observing a team member interact with a patron and providing feedback on performance. (16 minutes)
3. **DAYS ONLINE:** Uses a series of typical library situations to present options for staff on dealing with the computer while also effectively satisfying the patron's needs. (14 minutes)
4. **DIFFICULT REFERENCE QUESTIONS:** Gives suggestions for strengthening the inter- personal skills that librarians need in order to effectively deal with patrons. (19 minutes)
5. **DOES THIS ANSWER YOUR QUESTION?** Focuses on refining interviewing skills for reference work. Several stages of the interview are described and demonstrated by a librarian working with a walk-in patron. Techniques useful in telephone reference also are shown. (16 minutes)
6. **THE FACTS OF LOVE IN THE LIBRARY: MAKING SEXUALITY INFORMATION RELEVANT AND ACCESSIBLE TO YOUNG PEOPLE:** The library should be a place where teenagers...or anybody else... can go to find answers in dignity and privacy to their important questions about sexuality. (20 minutes)
7. **KIDS ARE PATRONS TOO!** Helps you assess and meet the specific needs of children in the library, with particular emphasis on children's reference questions, handling homework assignments, and determining a child's reading level. (15 minutes)
8. **IF IT WEREN'T FOR THE PATRON: EVALUATING YOUR PUBLIC SERVICE ATTITUDE - 1988 EDITION:** In eight humorous sketches, staff members in library situations demonstrate how not to help library patrons. (20 minutes)
9. **LIBRARY SURVIVAL GUIDE: MANAGING THE PROBLEM SITUATION:** Details problem situations in the library and how to respond to them. It illustrates some disruptive situations, including threatening and non-threatening behaviors. The tape does not provide answers, but acts as a discussion starter for the viewing audience. (19 minutes)
10. **ON THE JOB TRAINING: YOU'VE BEEN DOING IT ALL ALONG:** Assists supervisors at all levels in designing training plans to help staff learn new tasks quickly and perform them confidently. (21 minutes)
11. **ONLINE...OR HOW DO YOU SPELL RELIEF?** A very basic introduction to why libraries utilize automated systems. The program provides a brief description of how libraries use automated circulation systems along with comments from several library circulation assistants who have experienced the transition from manual to computerized circulation. (14 minutes)
12. **PICTURE BOOKS: ELEMENTS OF ILLUSTRATION AND STORY:** Features Betsy Hearne and her analysis and evaluation of picture books. (25 minutes)
13. **SENSITIVITY TO THE DISABLED PATRON:** Patrons with hearing, sight, and mobility disabilities show how you can best meet their library service needs. Public service staff will learn how to overcome their anxiety about dealing with the disabled and how to assess the needs of disabled patrons. (29 minutes)
14. **SHARING BOOKS WITH YOUNG CHILDREN:** Betsy Hearne, Assistant Professor of Library Science, University of Chicago, talks about creating and developing the love of books in pre-school children. (25 minutes)
15. **TALES OF LOVE AND TERROR: BOOKTALKING THE CLASSICS, OLD AND NEW:** Hazel Rochman discusses her booktalking technique, explaining how she uses a theme, such as love or terror, to create unity and concentration in a young adult booktalking session. (25 minutes)
16. **VOLUNTEERS MAKE THE DIFFERENCE:** Outlines the basics of a good library volunteer program, including recruitment, selection, supervision and training. (17 minutes)
17. **WHO'S FIRST...YOU'RE NEXT:** Handling a hectic reference desk is illustrated through situational sketches and commentaries by experienced librarians. (29 minutes)

"Trustee Talk":

The Legislative Process And Trustees

It is essential for trustees to obtain a knowledge of the political process. Trustees, in a way, are kin to politicians in that both are public officials seeking and accepting responsibility for public institutions and funds. It is important for trustees to understand the layers of control with which the board must work. In North Dakota, these layers include municipal, county and state officials who have certain powers through which libraries gain financial support. Trustees need to cultivate frank, open relationships with these officials, working with them to produce the best possible climate for libraries.

Effective lobbying, expressing opinions to the decision-makers and requesting support of one's opinions, can be accomplished in various ways. These are some guidelines:

Initiate frequent informal visits with elected officials.

Supply officials with written communications that clearly relate facts about library issues.

Attend party precinct caucuses and provide information on library services.

Attend candidate forums.

Determine candidates' views on libraries and give encouragement to candidates who care about library programs.

Work with the North Dakota Library Association Legislative Committee and participate in its communication network.

Invite elected representatives and local officials to a question and answer session with your local Board.

Write letters to elected officials which are complete, clear, concise, correct and courteous; use the official designation for a bill and refer to its title or content to identify it.

Lastly, when your goal is achieved, remember to say "thank you" to the officials who supported you.

If you, as a trustee, see lobbying as a continuous information process for aiding elected officials, as well as a right of every citizen to be heard and express an opinion, you will be comfortable with the political process and develop skill in lobbying that will benefit all libraries and the public they serve.

LIBRARY VIDEO CLASSICS PROJECT

The John D. and Catherine T. MacArthur Foundation is currently sponsoring a grant program designed to permit libraries to purchase up to twenty classic PBS broadcasts on video cassette.

The grant program underwrites almost 90% of the cost of the programs. The broadcast series include: Alistair Cooke's America; I, Claudius; The Living Planet; The Jewel in the Crown; American Playhouse; and Civilisation. Normal prices for the twenty series would be approximately \$60,000, but with the grant funding, costs to libraries is reduced to \$6,000.

For libraries interested in the program, but unable to afford the full package, a partial series is also available for \$3,000. For information about the program, contact Brian Bucholz, Consultants' Office, North Dakota State Library, 224-4663.

Interested persons may also contact the MacArthur Foundation directly. For more information, write: The John D. and Catherine T. MacArthur Foundation, Library Video Classics Project; P.O. Box 409113, Chicago, Illinois 60640. The Foundation may be reached by telephone by calling toll-free, 1-800-346-5383.

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