

North Dakota Library Coordinating Council (NDLCC)
Minutes of the
Regular Quarterly Meeting August 18, 2023
via Teams and In-Person
at McLean Mercer Regional Library
Riverdale, ND

Council Members Present: Chair Angie Nagle, Kerriane Boetcher, Andrea Placher, Michele Seil, Sally Dockter, Austin Lafferty, Maddie Cummings, Traci Lund, and Mary Soucie.

Council Members Not Present: Vice Chair Joe Camisa and Jane la Plante

Others Present: Grants Coordinator James Murphy and North Dakota State Library Recorder Cheryl Pollert attended.

Call to order: Chair Nagle called the meeting to order at 10:09 A.M. with a quorum established. Council members introduced themselves to the newly appointed members in the group.

Review of the agenda: Chair Nagle asked for additions or changes to the Agenda. There were no changes or additions.

Approval of April 27, 2023 minutes: Chair Nagle asked for additions or corrections to the minutes. A minor correction was noted. Minutes were accepted as corrected.

State Library report: Soucie asked for questions regarding the State Library report. Discussion took place on various questions from Council members. Topics were: Kanopy, Universal Class, NDSL CE Conference, Grants Webinar, NDSL Budget, Legislature, and State Aid

Old and New Business:

a. Library Vision Grants:

1: Grant Awards: Collection Development Grants

- I. Nagle moved, seconded by Boetcher, that the Carrington City Library's grant application be funded as received. Motion carried by roll call vote. Boetcher, Cummings, Dockter, Lafferty, Lund, Placher, and Nagle voted ayes, no nays, and Seil abstained.

- II. Cummings moved, seconded by Lund, that the Williston Community Library's grant application be funded as received. Motion carried by roll call vote. Boetcher, Cummings, Dockter, Lafferty, Lund, Seil, and Nagle voted ayes, no nays, and Placher abstained.
 - III. Seil moved, seconded by Cummings, that the Heart of America Library's grant application will not be funded. Motion carried by roll call vote. Boetcher, Cummings, Dockter, Lafferty, Lund, Placher, Seil, and Nagle voted with ayes, no nays, and no abstentions.
 - IV. Lund moved, seconded by Nagle, that the Edna Ralston Public Library, Enderlin Municipal Library, New Town City Library, Valley City Barnes County Public Library, and the Washington Elementary School Library's grant applications will be funded as received. Motion carried by roll call vote. Boetcher, Cummings, Dockter, Lafferty, Lund, Placher, Seil, and Nagle voted ayes, no nays, and no abstentions.
- Note: The Council wants noted that all Collection Development Grant Award Contracts must have the addition that Items must be loaned by Inter Library Loan and that by signing the award contract, the library agrees to this in the current grant round and all future grant rounds.

2. Grant Awards: Programming Grants

- I. Nagle moved, seconded by Placher, that the Carrington City Library's grant application will be funded as received. Motion carried by roll call vote. Boetcher, Cummings, Dockter, Lafferty, Lund, Placher, and Nagle voted ayes, no nays, and Seil abstained.
- II. Seil moved, seconded by Nagle, that the Lake Region Public Library's grant application will not be funded. Motion carried by roll call vote. Boetcher, Dockter, Lafferty, Lund, Placher, Seil, and Nagle voted with ayes, no nays, and Cummings abstained.
- III. Lund moved, seconded by Boetcher, that the Minot State University's grant application will be funded as received. Motion carried by roll call vote. Boetcher, Cummings, Dockter, Lafferty, Lund, Placher, Seil, and Nagle voted ayes, no nays, and no abstentions.
- IV. Seil moved, seconded by Cummings, that the Underwood Public School Library's grant application will be funded as received.

Motion carried by roll call vote. Boetcher, Cummings, Dockter, Lafferty, Lund, Placher, and Seil, voted ayes, no nays, and Nagle abstained.

- V. Lund moved, seconded by Nagle, that the Ward County Public Library's grant application will be funded as received. Motion carried by roll call vote. Cummings, Dockter, Lafferty, Lund, Placher, Seil, and Nagle voted ayes, no nays, and Boetcher abstained.
- VI. Dockter moved, seconded by Lund, that the Williston Community Library's grant application will be funded as received. Motion carried by roll call vote. Boetcher, Cummings, Dockter, Lafferty, Lund, Seil, and Nagle voted ayes, no nays, and Placher abstained.

3. Grant Awards: Makerspace Grants

- I. Lund moved, seconded by Boetcher, that the Carrington City Library's grant application will be funded as received. Motion carried by roll call vote. Boetcher, Cummings, Dockter, Lafferty, Lund, Placher, and Nagle voted ayes, no nays, and Seil abstained.
- II. Seil moved, seconded by Dockter that the Underwood Public School Library's grant application will be funded as received. Motion carried by roll call vote. Boetcher, Cummings, Dockter, Lafferty, Lund, Placher, and Seil voted ayes, no nays, and Nagle Abstained.
- III. Nagle moved, seconded by Lund, that the Ward County Public Library's grant application will be funded as received. Motion carried by roll call vote. Cummings, Dockter, Lafferty, Lund, Placher, Seil, and Nagle voted ayes, no nays, and Boetcher abstained.
- IV. Nagle moved, seconded by Cummings, that the Williston Community Library's grant application will be funded as received. Motion carried by roll call vote. Boetcher, Cummings, Dockter, Lafferty, Lund, Seil, and Nagle voted ayes, no nays, and Placher abstained.

- Note: Chair Nagle had to leave the meeting and Vice-Chair Camisa was not in attendance, therefore Chair Nagle appointed Seil chairman pro tem at 12:55 P.M. to continue the meeting.

2. Grant Awards: Programming Grants continued

- VII. Cummings moved, seconded by Placher, that the Edna Ralston Library's Programming Grant application will be funded with exceptions as discussed. Motion carried by roll call vote. Boetcher, Cummings, Dockter, Lafferty, Lund, Placher, and Seil voted ayes, no nays, and no abstentions.
- VIII. Cummings moved, seconded by Lund, that the Heart of America Library's Programming Grant application will not be funded. Motion carried by roll call vote. Boetcher, Cummings, Dockter, Lafferty, Lund, Placher, and Seil voted ayes, no nays, and no abstentions.
- IX. Placher moved, seconded by Lafferty, that the Lakota City Library's Programming Grant application will not be funded. Motion carried by roll call vote. Boetcher, Cummings, Dockter, Lafferty, Lund, Placher, and Seil voted ayes, no nays, and no abstentions.

3. Grant Awards: Makerspace Grants continued

- V. Since the current NDSL webinar was not viewed by the Beulah Public Library's applicant, their Makerspace grant is not eligible for this grant. They will not move forward in the grant process.
- VI. Cummings moved, seconded by Lund, that the Forman Public Library's grant application will not be funded. Motion carried by roll call vote. Boetcher, Cummings, Dockter, Lafferty, Lund, Placher, and Seil voted ayes, no nays, and no abstentions.
- VII. Placher moved, seconded by Dockter, that the Heart of America Library's grant application will not be funded. Motion carried by roll call vote. Boetcher, Cummings, Dockter, Lafferty, Lund, Placher, and Seil voted ayes, no nays, and no abstentions.
- VIII. Placher moved, seconded by Cummings, that the McVillage Community Library's grant application will not be funded. Motion carried by roll call vote. Boetcher, Cummings, Dockter, Lafferty, Lund, Placher, and Seil voted ayes, no nays, and no abstentions.

- IX. Lund moved, seconded by Dockter, that the Horace Mann Roosevelt Elementary School Library's grant application will be funded as received. Motion carried by roll call vote. Boetcher, Dockter, Lafferty, Lund, and Seil voted ayes, Cummings and Placher voted nays, with no abstentions.
- X. Dockter moved, seconded by Placher, that the Winship Elementary School Library's grant application will be partially funded with the award amount to be \$1,650.00. Motion carried by roll call vote. Boetcher, Cummings, Dockter, Lafferty, Lund, Placher, and Seil voted ayes, no nays, and no abstentions.
- XI. Lund moved, seconded by Boetcher, that the Edna Ralston Public Library, Fessenden-Bowdon Public School Library, New Town City Library, and the James River Valley Library System's grant applications will be funded as received. Motion carried by roll call vote. Boetcher, Cummings, Dockter, Lafferty, Lund, Placher, and Seil voted ayes, no nays, and no abstentions.

- Note: The next grant round will consist of a Security Grant, a Collection Development Grant, and a Devices Grant. The guidelines will be fleshed out for the Council to review at the next meeting. NDSL will also work on an Automation Grant or Retrospective Conversion Grant details for review at the next meeting.

b. NDLCC Bylaws:

- Two volunteers were selected to review the bylaws, Seil and Camisa will work on the updates.
- The position of secretary to be added to the Bylaws was discussed.
- Could a webinar or training be done for libraries to train them in what Open Meeting laws are in place and how they affect libraries.

Announcements: There were no announcements.

Next Meeting: The next NDLCC meeting will be on November 3, 2023 via videoconference starting at 8:30 A.M. Items to be discussed will be LV Guidelines, Grant webinars, Catalog or Retrospective Conversion Grants, Sustainability section and other Rubric updates, the Bylaws updates, and future NDLCC meetings dates.

Adjournment: Meeting adjourned at 3:30 P.M.