

North Dakota Library Coordinating Council (NDLCC)
Minutes of the
Regular Quarterly Meeting November 3, 2023
via Teams
North Dakota State Library
Bismarck, ND

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

Council Members Not Present: 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 9:30 A.M. with a quorum established. Council members introduced themselves to the group as a refresher.

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. After a question regarding terminology, no additions or corrections were noted. Minutes were accepted as introduced.

State Library report: Soucie asked for questions regarding the State Library report. After a few comments; Council moved on.

Old and New Business:

a. **Library Vision:**

i. Grant Guidelines:

1. MLS Grant Guidelines were reviewed with a few changes made to the document for clarity. The MLS application was reviewed with a few updates made for clarity. The main change is to the name which should be Masters in Library Science, or MLS Grant for consistency.
2. Moved on to the Library Vision grant guidelines for review. After discussion, changes were made for clarification for the future Security Grant, the Tribal College Library General Grant, and the Spaces Grant.

- Nagle and Lund left the meeting at approximately 10:00 AM but returned around 11:00 AM. Camisa joined the meeting at 10:00 AM.

ii. Grant Opportunities:

1. Webinars must be very specific regarding the timeline for the Spaces Grant.
2. Soucie will do a Flickertale article around the end of July about the grant directions regarding the wide-open grant style, etc.
3. All projects must align with a specific Library Vision Document Goal and they must have details how the project meets the goal.
4. Library Vision document should be reviewed and revised in 2024. A committee of librarians of all library types (small, medium, and large) along with a few NDLC members would work on the document to revise it before being presented to the full Council. Looking for the document to be broad enough but still specific enough for the wide-open style grants.
5. In the first half of the biennium, if there is money left to award, a Collection Development grant and a Devices grant will be consistently done.
6. NDSL will create a Library Vision expenditures report to the Council.
7. Could do in January a Collection Development and a Devices grant for staff areas in libraries.
8. Other grant ideas to revisit are: Library of Things grant, keeping it small to supplement previous grant such as to replace tools. Kits like new STEM materials, possibly to circulate, and small items. Small grants of \$2,500.
9. Technology grant, not just computers and devices. Possible Display Boards? Must resolve the question of what is allowed under Capitol Construction.

- Seil left the meeting at 12:14 PM. Lafferty left the meeting at 12:18 PM.

iii. Grant Rubric:

1. The Rubric discussion clarified its role in awarding grants among the NDLC members.
2. The grant webinar that libraries are required to watch must include the expectations for writing a competitive grant application.

Announcements: There were no announcements.

Next Meeting: The Council discussed future NDLC meetings. It was decided that all meetings will be in the second month and into the third month of each quarter and will be on Thursdays and/or Fridays. Site visits could be on Thursdays of the second and third quarter only with meetings the next day on Friday. TEAM option is still available. Members should send us their recurrent meetings that affect their attendance. We will do a Microsoft Form survey to pick the meeting dates which will begin in the first quarter of 2024.

Adjournment: Meeting adjourned at 1:00 P.M.