



Biennial Report

July 1, 2021 - June 30, 2023



Mary J. Soucie, State Librarian

North Dakota State Library, a division of the
ND Department of Public Instruction

Kirsten Baesler, State Superintendent

www.library.nd.gov



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NDSL Staff

June 30, 2023
26 FTE

State Librarian
Mary J. Soucie

Fiscal & Administrative Services Division Director

Laural Sehn

Patron Services Division Director

Steve Hammel

Administration Dept.

Cheryl Pollert
Allie Suko

Information Services Dept.

Shannon Atkinson-Johnson
Austen Beck
Connor Grahl
Beth Hoffert
Katie Kosse

Public Information Dept.

BreAnne Meier
Al Peterson

Technology Services Division Director

Ryan Kroh

Library Services Division Director

Carmen Redding

Digital Initiatives Dept.

Trevor Martinson

Cataloging Dept.

Stacey Goldade
Jessica Robinson
Lauren Schluter
Aaron Severson
Pam Young

Information Technology Dept.

Cindy Olson

Library Development Dept.

Kathy Jo Cline
Tammy Kruger
James Murphy
Monica Struck
Lexi Whitehorn



Agency History

The North Dakota State Library was established in 1890. In 1907, the Public Library Commission was established, pursuant to 1907 Session Laws Chapter 243. The Commission consisted of three members - the Superintendent of Public Instruction, the president of the North Dakota Library Association, and a member appointed by the Governor. The Commission was authorized to hire a librarian to control and to be in charge of the library work of the Commission. The duties of the Public Library Commission included:

1. Administer and enhance the educational reference library.
2. Administer and enhance the system of traveling libraries and, as funds permit, increase the number and usefulness of the libraries.
3. Develop a system to allow any city, town, village, school district, or community within North Dakota to borrow books under the rules and regulations of the Public Library Commission.
4. Establish a legislative reference bureau for the information and assistance of the members of the Legislative Assembly.
5. Assist legislators in obtaining information and in preparing bills.
6. Provide advice and instruction to any public library or village, town, or community entitled to borrow books from traveling libraries upon any matter pertaining to the organization, maintenance, or administration of the libraries.
7. Promote and assist by counsel and encouragement the formation of libraries where none exist, and assist in organizing new libraries or improving those already established.

Session Laws Chapter 156 (1909) changed the name of the Public Library Commission to the State Library Commission and expanded the membership to also include the Secretary of the State Historical Society and one additional member appointed by the Governor. The bill further provided that adequate office room be provided in the Capitol for the State Library Commission.

Mission Statement:

Providing pathways to information and innovation for North Dakota's libraries, state government and residents

Guiding Principles:

As North Dakota's State Library, we strive to:

- **Provide leadership to the library community**
- **Enhance the value of libraries**
- **Deliver access to and assistance with credible information sources**
- **Enrich the lives of the people we serve**
- **Foster a welcoming and inclusive environment for all**





Agency History

Session Laws Chapter 237 and Chapter 238 (1915) established a Board of Regents to control all state education institutions, including the State Library. As a result, the original State Library Commission was abolished and the Board of Regents assumed all the duties of the previous State Library Commission. The Board of Regents consisted of five members appointed by the Governor.

Session Laws Chapter 261 (1927) provided that the State Board of Administration will constitute the State Library Commission. Therefore, the State Library was removed from the control of the Board of Regents.

Session Laws Chapter 352 (1965) provided that all state agencies deposit with the State Library Commission ten copies (now eight) of publications issued by them which are not issued solely for use within the issuing office. The State Library Commission shall transmit these copies to depository libraries distributed geographically across the state. This chapter expanded the duties of the State Library Commission to include the current statutory responsibilities.

Session Laws Chapter 440 (1969) replaced the Board of Administration with the Director of Institutions office and, therefore, the Director of Institutions office assumed the duties of the State Library Commission.

Session Laws Chapter 550 (1979) removed reference to the State Library Commission and the secretary and director of the library commission and provided for a State Librarian position to be appointed by the Director of Institutions office, which would direct the State Library.

Session Laws Chapter 239 (1989) transferred administrative responsibility for the State Library from the Director of Institutions office to the Department of Public Instruction. The chapter provides that the Superintendent of Public Instruction shall appoint the State Librarian position and provides that the State Library be an autonomous agency which retains its budget and staff separate from that of the Department of Public Instruction.



Statutory Responsibilities

North Dakota Century Code Chapter 54-24 provides the authority, duties, and responsibilities of the State Library and the State Librarian. Statutory provisions of this chapter are:

54-24-01. State library - State librarian appointed by the superintendent of public instruction.

The superintendent of public instruction shall appoint an executive officer to be known as the state librarian, who shall report to the superintendent and must receive a salary within the amount appropriated for salaries by the legislative assembly. The state librarian shall control the work and is the director of the state library. The position of state librarian is included in the classified service, as provided in section 54-44.3-20. The state library is an autonomous agency and retains a budget and staff separate from that of the superintendent of public instruction.

54-24-02. Library offices.

The state library must be furnished with adequate office room, with such suitable quarters as may be necessary for the proper shelving of its library materials.

54-24-03. Powers and duties of state librarian.

The state librarian shall:

1. Make rules for the operation of the state library.
2. Provide and care for all books and library materials in all collections of the state library and work to focus the collections.
3. Employ qualified library personnel to care for all library procedures.
4. Make library materials available to libraries throughout the state, to individuals connected with departments of state, and to citizens of North Dakota who do not have adequate library facilities, under the rules of the state library.
5. Work to improve library services to citizens by providing assistance to librarians and library trustees and staff and by encouraging the extension of networking and regional and statewide cooperation among libraries.





Statutory Responsibilities

6. Coordinate the efforts of librarianship throughout the state, advising and assisting the extension of qualified public libraries into centers of county or multicounty libraries.
7. Compile statistics on all North Dakota public libraries and their services and their larger counterparts of county and multicounty libraries, regional library cooperatives, and multitype library authorities. Make a full biennial report to the superintendent of public instruction and the governor of the work done at the state library. The state librarian may not require a private sector library to submit information relating to the provisions of this subsection.
8. Collect, maintain, and make available informational materials that supplement and support the needs of all libraries in the state, either by direct loan or by consultation, and that form a reference source for the officers of the state in performing their duties.
9. Assist libraries in developing local standards and guidelines defining the basic level of service that they will provide.
10. Conduct, or have conducted, research into the conditions of library service in the state and produce written plans for the development and betterment of that service.
11. Promote and assist in the development of regional library cooperatives, including multitype library authorities.
12. Establish levels of certification for libraries of the state that meet the standards recommended by the American library association and the North Dakota library association.
13. Promote and assist libraries in this state in developing and maintaining a computerized, comprehensive, bibliographic statewide database for storing bibliographic records of libraries which allows residents unmediated, seamless, direct access to library catalogs with a common interface and a common set of commands and the ability to search the library collections of the entire state at one time or only the collections of the local library, regional libraries, or select group of libraries.
14. Coordinate interlibrary loan activities throughout this state.
15. Arrange for continuing education and training programs for library personnel.
16. Provide technical assistance and counsel to library personnel.
17. Distribute grants to libraries within the limits of legislative appropriations for the purpose of developing or improving library services or programs.
18. Provide staff services to the North Dakota library coordinating council.

Statutory Responsibilities

54-24-03.1. Acceptance of federal aid.

The state library is hereby authorized to accept and to expend in accordance with the terms thereof any grant of federal funds which may become available to the state for library purposes. For the purpose of qualifying to receive such grants, the state library is authorized to make such applications and reports as may be required by the federal government as a condition thereto.

54-24-03.2. State library operating fund.

The state library's operating fund is a special fund in the state treasury. All moneys received for book replacement, cataloging services, and other miscellaneous library services must be deposited in this fund. Moneys in the fund are to be used pursuant to legislative appropriation for provision of services under this chapter.

54-24-04. Who may borrow books from state library.

Repealed by S.L. 1965, ch. 352, § 10.

54-24-05. Commission to give advice and aid.

Repealed by S.L. 1965, ch. 352, § 10.

54-24-06. Records kept by commission - Report to the governor and secretary of state.

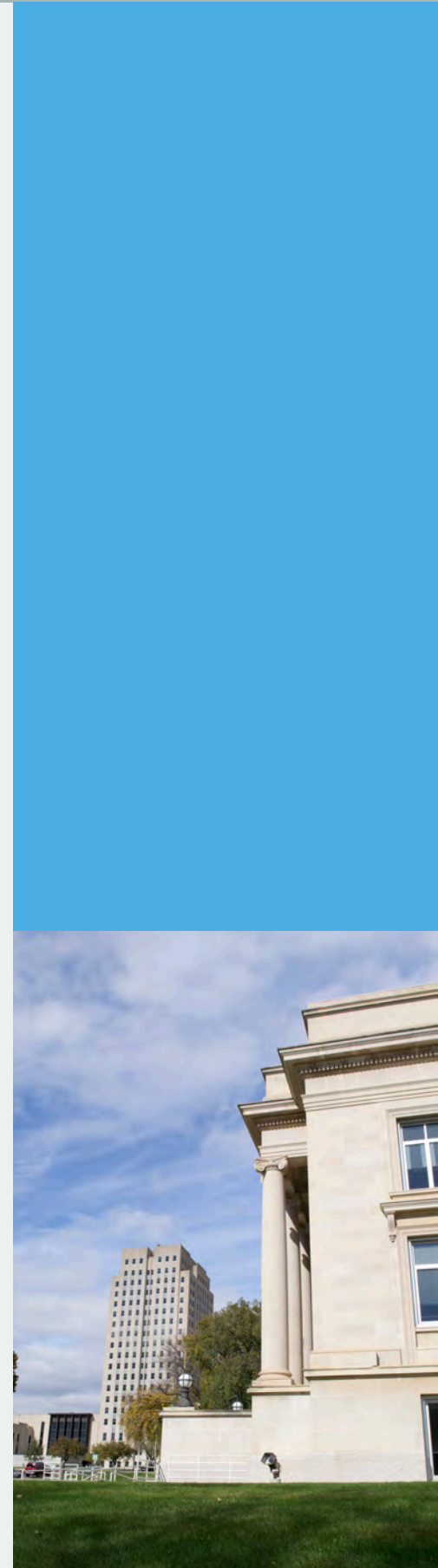
Repealed by S.L. 1965, ch. 352, § 10.

54-24-07. Printing of state library - How paid.

Repealed by S.L. 1997, ch. 453, § 20.

54-24-08. Library contracts for library services.

The state library is hereby authorized and empowered to cooperate with, and to contract with, cities, governmental subdivisions, and agencies of the state of North Dakota and other states of the United States, in the extension of library services.





Statutory Responsibilities

54-24-09. Distribution of certain state publications for certain libraries required.

The office of management and budget shall arrange to deposit with the state library eight copies of all publications issued by all executive, legislative, and judicial agencies of state government intended for general public distribution. These publications must be provided to the state library without charge. If expense and limited supply of state publications, particularly audiovisual items, make compliance with the depository requirement impossible, the state library shall accept as many copies as an agency can afford to provide. However, each agency shall provide no less than two copies to the state library. State publications refer to any informational materials regardless of format, method of reproduction, or source, originating in or produced with the imprint of, by the authority of, or at the total or partial expense of, any state agency. The definition incorporates those publications that may or may not be financed by state funds but are released by private bodies such as research and consultant firms under contract with or supervision of any state agency. In circumstances not directly involving the office of management and budget, a state agency shall comply with the depository requirement by arranging with the necessary parties for the printing and deposit of eight copies of any state publication issued. State publications are specifically defined as public documents but not those administrative or training materials used only within the issuing agency. As the document acquisition and distribution agency, the state library shall retain for its document collection two copies of every state document received and transmit the remaining copies to the depository libraries. These are the libraries of the state historical society, the university of North Dakota, North Dakota state university, library of Congress, and two others to be designated by the state library. The state library shall catalog state publications and arrange for their conversion to a digital format as prescribed by the state records administrator and shall make available for distribution of the same upon request to the designated depository libraries.

During the 2021-23 biennium, libraries were focusing on what services and programs looked like post-pandemic. North Dakota public libraries stopped offering curbside pickup. In-person programs resumed, and attendance increased. Public libraries reported an increase in the circulation of all library materials; physical items increased by almost 20%, e-materials increased by 5%; and Online Library Resources (or databases) increased by 19%. Overall, total collection use increased by 15%.

Many libraries started or expanded Makerspaces, thanks in part to a Library Vision grant offered by the State Library. A Makerspace is simply a space that provides a variety of tools for people to be creative and learn new skills. Many of our libraries have carts and specific hours that their Makerspace is available rather than dedicated rooms due to space constraints. Makerspace items do not circulate and are used in-house.

Libraries also created or expanded on their Libraries of Things collections, again thanks in part to a Library Vision grant opportunity. Libraries of Things refers to non-traditional items circulated by a library. North Dakota libraries added a variety of kitchen tools and gadgets such as cake pans and pressure cookers, household tools, science tools such as microscopes and telescopes, outdoor activities such as tents and fishing rods, craft tools and kits and many more materials.

Several elementary schools introduced book bins and face-out shelving to make it easier for younger students to browse the collection and find materials. Some school libraries also moved to using a genre-based classification system, like the system used by bookstores, rather than the traditional Dewey Decimal classification or a combination of the two systems.

Public and school libraries continued to create and expand on the collections of games, puzzles, and STEM/STEAM kits for both internal use as well as circulation.

Book challenges at public and school libraries increased in the fall of 2022 and the spring of 2023. North Dakota saw relatively few book challenges prior to this. Book challenges increased all around the country during this same period.





Legislation

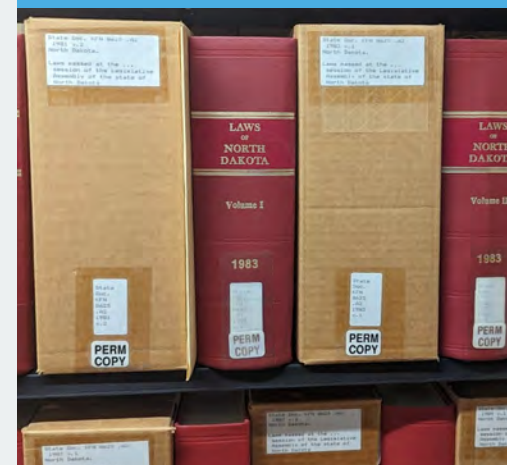
The Legislative session adjourned on April 30, 2023. There were over 900 bills filed. The State Library and the library community tracked several bills.

The bills that were most pertinent to the State Library were:

SB2013 was the State Library's budget, which includes the Department of Public Instruction and other agencies. Our budget included several optional packages, all of which were funded at some level. We received dollars for a small renovation of the ground floor of the Liberty Memorial Building; funds to support legislatively mandated retirement costs; dollars to replace monies lost by not meeting the Maintenance of Effort requirement for our federal grant; and additional monies for Library Vision grants specifically for Tribal College Libraries. We also received authority to allow tribal libraries to apply for all Library Vision grants. State Aid for Public Libraries was funded at the same levels as the previous biennium. The State Library was included in the targeted equity increases for staff that all state agencies received.

SB2050 was a bill that clarified processes for the local libraries, the State Library, and the North Dakota Coordinating Council (NDLCC). It clarified when the annual report to the governing body of the city council or county commission needed to be presented; clarified the definition of a public record; and eliminated the maintenance of effort requirement to be eligible for State Aid to Public Libraries; and the role of the NDLCC in relation to our federal grant.

HB1397 was a bill that would have allocated dollars to transition the Liberty Memorial Building back to the Supreme Court. Relocation plans for the State Library and North Dakota Parks and Rec, the other agency in the building, were not included in the bill. After that bill was defeated, HCR3025 was created and passed. HCR3205 is a study on the feasibility of and desirability of renovating the Library Memorial Building or constructing a new building to serve as the Supreme Court building, and to study the relocation of the State Library and other agency in the building. The study was not selected as a priority by Legislative Management.





Legislation

There were three bills that were most pertinent to the whole library community and that generated testimony from librarians and library supporters. Libraries also hosted a number of programs and activities around the state to increase awareness of the potential impact of the bills, and also, awareness of how library materials are selected.

SB2123 was relating to displaying objectionable materials or performance to minors and to provide penalties. The bill failed and was amended into SB2360.

SB2360 was relating to the definition of a public library and required safety policies and technology protection measures; to amend sections of Century Code related to obscenity control and to provide a penalty. This bill passed both chambers but was vetoed by Governor Burgum. The veto was sustained in the House and passed over in the Senate.

HB1205 was relating to prohibiting public libraries from maintaining explicit sexual material, and to provide for a legislative management report and application. After the passage of the bill, the State Library and Legislative Management agreed that the State Library would collect data from the public libraries to present to Legislative Management in the spring of 2024.



Major Accomplishments

The State Library received \$2.1M in American Rescue Plan Act (ARPA) dollars from the Institute of Museum and Library Services (IMLS). Monies were used for statewide services.

The State Library paid the fees for the Online Library Resources (OLRs) or databases for all participating libraries for one year. This allowed the dollars normally spent on the OLRs to be used at the local level.

The State Library purchased 10 book vending machines to place in communities around the state that don't have access to local public libraries. We are the first state to deploy book vending machines on the state level. The machines hold over 220 titles and contain a mix of materials for children and adults. Eight of the machines were located in county courthouses with one located in a state park and one located in a community grocery store.

The State Library also worked with academic libraries to create a shared ebook consortium. Dollars were used to pay the licensing fees as well as the opening day collection.

In January 2023, the Digital Initiatives department launched a new digital collection: "Political Prairie Fire." The title of the collection is derived from a book by Robert Loren Morlan. The collection focuses on the Nonpartisan League (NPL) and Independent Voters Association (IVA) era of North Dakota history (circa 1910s-1930s). The collection has been gaining interest and holds significant potential for future projects.

The State Library launched a new website in 2023, utilizing the Drupal platform. The website allows the State Library to share information in an engaging way that is easy for users to navigate.

The State Library reimagined two positions. We introduced the Grants Coordinator position, which is responsible for providing grant writing assistance to libraries as well as monitoring the Library Vision grants that are awarded by NDSL and identifying grant opportunities for NDSL to apply for. The Academic, Special and Tribal Library Specialist provides library development and technical support to those libraries.

Locations of Book Vending Machines

**A & S Country Market
Carson**

**Agassiz Valley Human Service Zone
Hillsboro**

**Burke County Courthouse
Bowbells**

**Fort Ransom State Park
Fort Ransom**

**McClusky City Hall
McClusky**

**McHenry County Courthouse
Towner**

**ND State Capitol
Bismarck**

**Oliver County Courthouse
Center**

**Sioux County Clerk of Court
Fort Yates**

**Slope County Courthouse
Amidon**





Fiscal & Administrative Services Division

The North Dakota State Library’s mission statement is providing pathways to information and innovation for North Dakota’s libraries, state government, and residents. The State Library’s guiding principles are that we strive to provide leadership to the library community; enhance the value to and assistance with credible information sources; deliver access to and assistance with credible information sources; enrich the lives of the people we serve and foster a welcoming and inclusive environment for all. The State Library’s goals include expanding statewide outreach opportunities; promoting the value of North Dakota’s libraries; maintain and promote awareness of technology for libraries and patrons; to curate a well-developed collection that advances the State Library’s mission and is consistent with our guiding principles and legislative intent; to advocate for and administer grant opportunities; and to serve as one of the primary information resources for state government.

The State Library is committed to enhancing library services statewide through the development, coordination, and funding of grants for libraries in the state. Library Vision states that general funds are granted on a competitive basis to publicly funded North Dakota libraries. After the 2023 legislative session, tribal libraries are also now eligible for Library Vision grants. Funds are granted for various projects that differ each year. The Governor-appointed North Dakota Library Coordinating Council is the State Library’s advisory board that assist with the development and awarding of Library Vision grants. All grant recipients are required to provide final reports and evaluations of the increased services, and to share their resources with citizens and libraries statewide.

In an effort to provide professional library and information services to all North Dakota citizens, the State Library offers grants to North Dakotans who are pursuing a Master of Library and Information Science (MLIS) degree from an American Library Association (ALA) accredited program. Grants are awarded to North Dakota residents who commit to working two years in a North Dakota library after receiving their degree. These funds are provided by the Institute of Museum and Library Services (IMLS) through the Library Services and Technology Act program.

Fiscal Year 2022
11 libraries received Library Vision Grants for Local History programs for a total of \$81,478.69.

22 libraries received Library Vision Grants for General Collection Development purchases for a total of \$38,950.16.

4 libraries received Library Vision Grants for Network Infrastructure upgrades for a total of \$19,250.00.

Fiscal Year 2023
22 libraries received Library Vision Grants for General Collection Development purchases for a total of \$21,314.13.

9 libraries received Library Vision Grants for the Library of Things Grant for a total of \$17,199.86.

7 libraries received Library Vision Grants for the Laptop and Tablet Grant for a total of \$38,466.62.





Fiscal & Administrative Services Division

State Aid to Public Libraries continues to be a critical program for North Dakota public libraries and an important part of the State Library's budget. State Aid provides funding for staffing, materials for 83 public libraries, and it contributes between 5-30% percent to public library annual budgets statewide. State Aid funds are distributed through an application process based on the formula in statute, which is currently \$1 per capita for a city and \$1 per capita/\$5 per square mile for a county.

The State Library provides leadership, direction, and coordination in connecting public libraries to the state's Internet network. Thirty-two public libraries are members of the North Dakota Statewide Technology Access for Government and Education Network (STAGEnet). Funding for broadband connectivity is paid for by the State Library and federal E-Rate funds. The State Library works with public libraries to assist them with E-Rate forms and CIPA filtering guidelines.

The Fiscal and Administrative Services Division also includes the Outreach and Marketing Specialists. The Outreach Specialist coordinates E-Rate, professional development, and provides a conduit between the State Library, state agencies, and the library community. The Marketing Specialist focuses on promoting the services of the North Dakota State Library and other libraries throughout North Dakota. The Marketing Specialist's services are available to all North Dakota libraries who request assistance in promoting library services, and with their WordPress websites. This position produces three e-newsletters and manages the social media communications for the State Library.





Library Services Division

The Library Services Division includes the Library Development Cataloging departments.

The Library Development Department offers technical support and development services to libraries of all types in North Dakota. We have a Public Library Specialist; a School Library Specialist; an Academic, Special, and Tribal Library Specialist; a Literacy Specialist, and a Grants Coordinator. The Cataloging Department offers cataloging services for the State Library's collection, 35 school and public libraries, and seven State Agencies. The department also maintains the collection, cataloging, and distribution of any documents created by state agencies that are intended for the public.

Library Development Department

The Library Development team provides a variety of support to all library types including technical support, trustee training, certification for School Libraries, policy development, and library programs. The Public Library Specialist provides orientation for all new public library directors.

During the 2021-23 biennium, the State Library partnered with several other state agencies on a variety of projects. The School Library Specialist and the Library Services Director served on the Library Standards revision committee for the Department of Public Instruction (DPI). The School Library Specialist presented several learning sessions about the new standards for the school community. The Literacy Specialist partnered with DPI for a summer reading event to promote reading and to counter the summer slide, which is the tendency of some students to lose achievements gained during the school year over the summer. DPI offered a grant to public libraries to support the Summer Reading Program; 9 libraries were awarded grants. The Literacy Specialist assisted with the grant process.





Library Services Division

The State Library purchased a statewide subscription to Beanstack during the pandemic and we continued to offer that during this biennium. Beanstack is a tool used to promote reading through the use of reading challenges; participants earn digital badges for completing the challenges, participating in different activities and for reading. The Literacy Specialist added several new reading challenges beyond the Summer Reading Program.

The State Library coordinated the statewide Summer Reading program and provided manuals to 55 libraries. We utilized a “train the trainer” model for the Summer Reading workshops, which were held in five locations around the state: Grand Forks, Mandan, Minot, Valley City, and Williston. A total of 38 librarians participated in the trainings. The State Library did not coordinate a statewide virtual Summer Reading Kickoff in this biennium based on feedback and participation from the library community. The North Dakota State Library (NDSL) and the Bank of North Dakota (BND) once again partnered to support the Summer Reading program; 35 libraries participated in the program with almost 3,500 youth participants. BND provided college savings certificates to each participant that completed the program at their local library and 5 participants each received a \$529 college savings certificate.

The Academic, Special and Tribal Library Specialist (AST) position was added to the department during this biennium to focus on services to those libraries. The State Library has never had a position dedicated to any of these library types prior to the reimagining of an open position to add this one. The AST Specialist visited 42 libraries during the biennium.

The Grants Coordinator is a reimagined position for the State Library. The Grants Coordinator provides support to libraries that are writing grants, monitors the Library Vision grants that are awarded by NDSL, and coordinates the agency statistics. The State Library and the Governor appointed advisory board, the North Dakota Library Coordinating Council (NDLCC), awarded a total of 81 grants totaling almost \$220,000 to publicly funded North Dakota libraries.

Beanstack Challenges

1,000 Books Before Kindergarten (Ongoing)

500 Books Before Middle School (Ongoing)

100 Books Before Graduation (Ongoing)

For the Love of Reading (February 2023)

Women's History (March 2023)

Sprint Into Reading (April 2023)

Asian American and Pacific Islanders Month (May 2023)

Summer Reading (June 2023)



Library Services Division

Cataloging Department

The Cataloging Department acquires and processes materials for the State Library collection, which are loaned to other libraries and the residents of North Dakota. During the 2021-23 biennium, the State Library focused its collection on several priority areas: North Dakota materials, support for state agencies, Library Science, and large print to support our Talking Books program. The State Library eliminated its audiovisual, children’s, and young adult materials. The State Library added a total of 13,464 physical items and electronic state and federal documents.

The Cataloging Department also catalogs for five State Agencies: Game and Fish, Geological Survey, Legislative Council, Pembina County Historical Museum, and Securities. The State Library no longer catalogs for Protection and Advocacy as the agency no longer maintains a cataloged collection. The Water Commission collection suffered mold damage to a portion of their collection due to a water issue in the building that they occupied. They donated the remaining physical collection to State Archives and their paper serials collection to the State Library. The agency is focusing on increasing their electronic serials collection.

The Cataloging Department also administers the State Document Depository Program. Its mission is to collect, archive, and disseminate state agency publications intended for public use. The department also captures and stores state agency documents that have been published online.

Each North Dakota state agency is required to deposit with the State Library eight copies of all publications issued and intended for public distribution. The State Library retains two copies for its collection. One copy is placed in the Perm collection and is not loaned out, while the other copy is the Loan copy.

The other six copies are distributed to the following depositories: State Historical Society of North Dakota, University of North Dakota, North Dakota State University, Minot State University, Valley City State University, and the Library of Congress in Washington, D.C. The North Dakota State Library is the only depository library that lets patrons check out state documents.

The Cataloging Department also provides cataloging services to 29 school and public libraries.

Items in collection as of June 2023

General Collection	75204
Reference Collection	396
Large Print Books	8523
Kits	510
Vending Machine Collection	10406
North Dakota Resource File	6215

Agency	Items added during biennium	Total number of items
Game and Fish	367	9066
Geological Survey	2275	11614
Legislative Council	113	8590
Pembina Co.		
Historical Museum	75	3352
Securities Department	166	985
Total	2996	33607

State Document Holdings

Print Documents	186722
Electronic Documents	5258
Maps	3504
Microfiche	23714

Number of titles cataloged

July 1, 2021 - June 30, 2022	15892
July 1, 2022 - June 30, 2023	13979
Total Cataloged During Biennium	29871





Patron Services Division

The Patron Services Division is the public-facing part of the State Library. The division's services include Circulation, Reference, Interlibrary Loan, and the Talking Books program. The Patron Services Division provides service to North Dakota libraries, state agencies, and all residents of North Dakota.

Circulation Department

Circulation is an integral part of State Library services. There is a core of regular in-person patrons; however, a great majority of items from the collection are mailed directly to libraries and to patrons. Information Services Assistants in Circulation assist patrons with finding and using online library resources and are adept at assisting patrons who are encountering problems. Working from a model of prioritizing the user experience, all Information Services Assistants are cross trained, specializing in two or three areas of responsibility within the division, to effectively answer any questions asked by library patrons.

Reference Department

A basic efficiency study determined a majority of patron questions could be answered by the Information Services Associates and most often did not require the skills of our professional librarian staff. The questions staff are unable to answer are passed on to either the Patron Services Director or the professional librarians who serve as backup for reference with each professional librarian rotating as the Librarian-on-call for a full day, twice a month.

76,126

Items Circulated

431

Assisted With Research

2,672

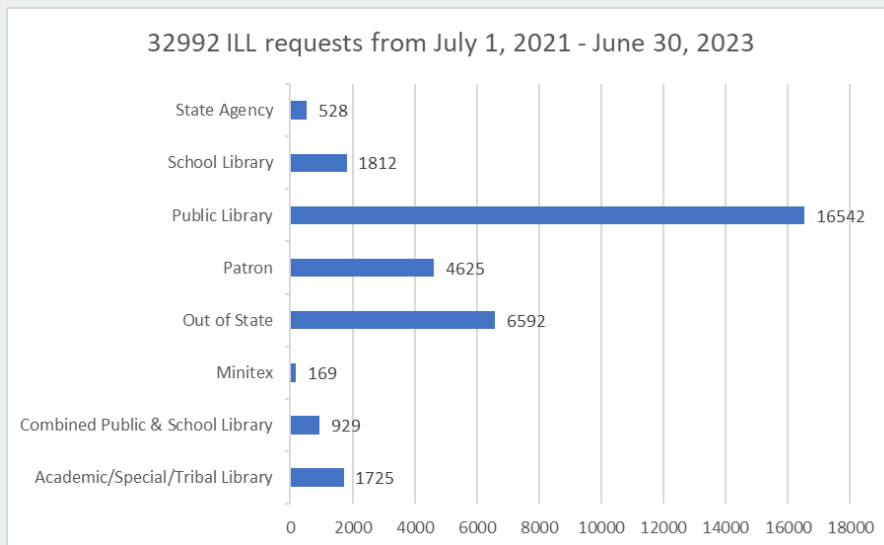
Phone Calls

2,925

Walk Ins

Interlibrary Department

Interlibrary loan, or ILL, provides access to materials not available in local libraries. The State Library provides ILL services to North Dakota libraries, state agencies and their staff, and North Dakota citizens. Interlibrary loans are fulfilled by items from the State Library collection, the ODIN consortia, other in-state libraries, and out of state libraries.



Talking Book Program

The Talking Book program provides library materials to patrons who are print disabled. Print disability refers to people who are blind, sighted but visually impaired so they are unable to read regular text, physically disabled and unable to hold or manipulate physical library materials, or have some type of reading disability such as dyslexia and similar conditions. The program is provided as a partnership between the North Dakota State Library and the National Library Service for the Blind and Print Disabled (NLS) which is a division of the Library of Congress.

BARD downloads

Audio Books	10657
Audio Magazines	397
Braille E-books	657
Braille E-magazines	129

Duplicate On Demand Cartridge Circulation

Cartridges	27462
Books	88096

3,222

Talking Book
Contacts





Technology Services Division

The Technology Services Division comprises the Information Technology (IT) and Digital Initiatives (DI) Departments. This Division is responsible for offering technological assistance to NDSL, libraries, and patrons. It also takes the lead in NDSL's digitization initiatives and extends digitization support to libraries.

Information Technology Department

The IT Department provides outreach services to public libraries throughout the state. Activities include offering support, training, and technical assistance, delivered through various methods such as phone, email, and onsite visits. Additionally, the department remotely maintains numerous Public Library Network assets. During the 2021-2023 biennium, the IT Department traveled a total distance of 6030 miles across the state, visiting 39 different libraries, and actively participated in correspondence with 1263 support emails and phone calls.

The IT Department maintains the State Library's website at www.library.nd.gov. The Department also oversees the maintenance of the State Library's intranet.

The IT Department at the North Dakota State Library is responsible for technology coordination. The department provides technical support and training to staff, volunteers, and patrons. The department is also responsible for the oversight, management, and procurement of various computer systems, software, security systems, consulting, and vendors. Additionally, our team is dedicated to the ongoing development and maintenance of the software application needs of the agency.

The NDSL IT Department engages in collaborative efforts with the North Dakota Information Technology Department (NDIT) on a range of projects, which encompass networking, software updates, and internet access.





Technology Services Division

Digital Initiatives Department

The Digital Initiatives Department shares expertise in collecting, creating, and preserving digital copies of items relating to North Dakota's cultural heritage and government. The department administers the digitization projects and digital collections of NDSL; offers services, resources, and consultation to libraries, state government, and residents across the state; and facilitates many digital projects.

Collaboration was a key goal of Digital Initiatives during the biennium. The Digital Initiatives Specialist worked with the State Librarian and the North Dakota Library Coordinating Council (NDLCC) to establish a local history grant for libraries in the state. We also worked with the Digital Horizons consortium to implement several upgrades to its website, making it more user-friendly.

Along with collaboration, outreach is equally important. The Digital Initiatives Department presented at various state, regional, and national meetings and/or conferences and partnered with various state entities to digitize over 250 state documents, containing more than 2,000 pages.

As education and research increasingly moves online, NDSL's digital collections continue to make an impact to the residents of the state and beyond. NDSL's digital collections received over 2 million web hits during the 2021-2023 biennium. With this influx in digital files, additional backup, validation, and preservation procedures were implemented to help ensure longevity of the State Library's digital collections.

250
Digitized State Documents

2 million
Views of NDSL's Digital Collection





Online Library Resources

Academic OneFile Select: Research-related journal articles selected for college students.

Ancestry Library Edition: Family history research tool with records from around the world.

Beanstack: Track your reading and earn virtual badges based on your completed activities and reading accomplishments.

Britannica Academic: Online encyclopedia for high school and college students.

Britannica Library Edition: Online encyclopedia for students of all ages and for the general public.

Britannica School: Online encyclopedia for K-12 students.

Consumer Health Complete: Basic medical information and diagrams.

Digital Horizons: Digital archive with thousands of images, documents, video, and oral histories depicting life on the Northern Plains from the late 1800s to today.

Digital Public Library of America: Digitized historic images, documents, videos, sounds, and virtual exhibits including North Dakota, Minnesota, The Smithsonian Institution, National Archives, and more.

EBSCO Host: A collection of databases that includes education, health, general research, and technology.

Educator's Reference Complete: Journals, reports, and reference sources for teachers, school administrators, and education majors.

Ethnic NewsWatch: Full-text newspapers, magazines, and journals of the ethnic and minority press

Explora Kids: General research tool that includes encyclopedia entries, articles, and images.

Explora Public Library: General research tool that includes encyclopedia entries, articles, and topic overviews.

Explora Teens: General research tool that includes encyclopedia entries, articles, and images.

First Search (WorldCat): An online library catalog that lets you look up materials in libraries around the world. Offers electronic access to dozens of online resources and more than 10 million full-text and full-image articles.

Gale In Context: Elementary: General research tool that includes encyclopedia entries, articles, and images.

Gale In Context: High School: General research tool that includes encyclopedia entries, articles, and images.

Informe Académico: Full-text Spanish and Portuguese language journals and magazines from and about Latin America.

Kanopy: Kanopy is a streaming service for movies, documentaries, classic cinema, independent films, and educational videos.

Library2Go: Downloadable e-books, e-audiobooks, and e-magazines; accessed through the Libby app.

Mango: Learn and practice over 70 languages, including ESL for 20 different native languages.



Online Library Resources

National Geographic Kids: Includes National Geographic Kids Magazine, books, videos, and pictures.

News OneFile: Full-text for U.S., international, and regional newspapers, as well as television and radio news transcripts.

Niche Academy: Video tutorials on library skills for both staff and patrons, as well as computer skills, grant writing, genealogy research, and more.

NovelList: A tool to help readers find titles based on author, subject, genre, series, or read-alikes.

PebbleGo / PebbleGo Next: Robust interactive tool for primary students that includes videos, articles, and pictures with easy-to-use audio. Topics include animals, biographies, states, and American Indian History.

Rocket Languages: Rocket Languages offer courses for 14 languages at different difficulty levels to fit your learning needs.

Science OneFile: Research papers on science and technology updated daily.

U.S. Newsstream: Search articles back to the 1980s from newspapers and trade journals around the United States, including the Bismarck Tribune (2003-present), Fargo Forum (1993-1997), and the Grand Forks Herald (1991-2015).



Expenditures and Revenues

Expenditures			
Account Descriptions	Original Appropriation	Ending Appropriation	Expenditures
25010 Salaries and Wages	4,139,907.00	3,910,234.00	3,627,653.97
25012 COVID-19 Salaries & Wages	86,669.00	86,669.00	-
25030 Operating Expenses	1,822,703.00	2,060,703.00	1,848,303.02
25031 COVID-19 Operating	1,580,057.00	1,580,057.00	1,394,198.26
25060 Grants	2,233,528.00	2,233,528.00	1,966,387.92
25061 COVID-19 Grants	500,000.00	500,000.00	-
Total	10,362,864.00	10,371,191.00	8,836,543.17

Funding Source			
General Funds	5,831,721.00	5,839,083.00	5,502,934.53
Federal Funds	4,443,884.00	4,444,849.00	3,292,288.05
Special Funds	87,259.00	87,259.00	41,320.59
Total	10,362,864.00	10,371,191.00	8,836,543.17

Library Vision Grants		
Fiscal Year 2022		
# of grants	Grant type	Total Amount
22	Collection Development	38,950.16
11	Local History	81,478.69
4	Marketing Grant	19,250.00
Total		139,678.85
Fiscal Year 2023		
# of grants	Grant type	Total Amount
22	Collection Development	21,314.13
9	Library of Things	17,199.89
7	Laptop and Tablet Grant	38,466.62
Total		76,980.64



Expenditures and Revenues

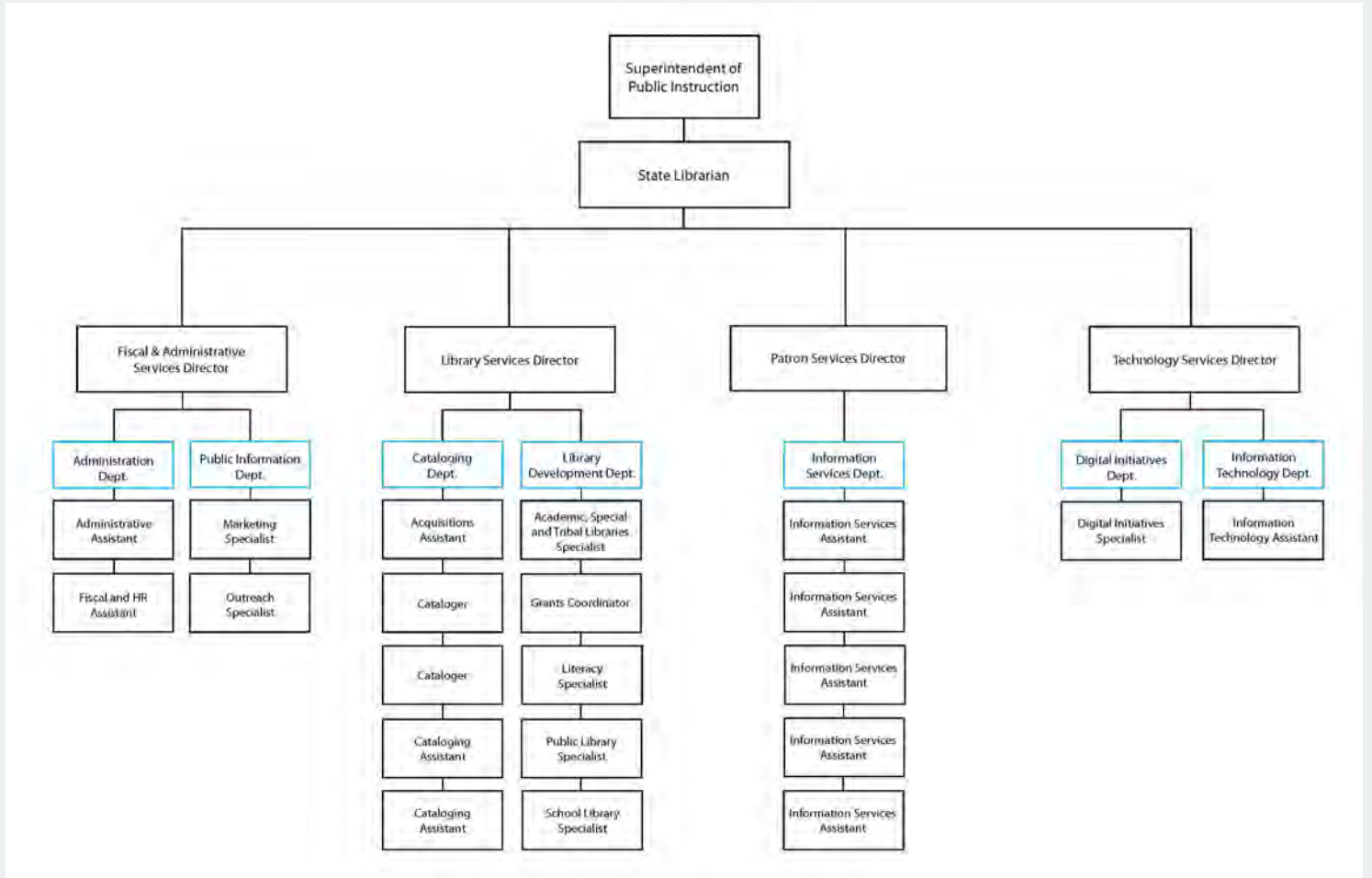
MLIS Grants	
# of grants	Total Amount
2	10,928.00

ARPA	
Library Vending Machines	901,863.33 10 Vending machines, books, supplies, travel for setup
Academic consortium	84,594.65 Start up for 2 years and opening collection
Online Resources	278,159.00 Library's share of OLRs(Minitex) and Zoobean
Retroconversion	66,416.28 Elgin PL, Kidder County PL, and Maddock PL
Total ARPA	1,331,033.26

Accomplishment	
SB 2050- Removed the maintenance of effort requirement in State Aid. Carried and emergency clause to make it effective in 21-23.	

Organizational Chart

2023 FY





**604 E Boulevard Avenue - Dept. 250
Bismarck, ND 58505-0800**

Administration..... 701-328-2492
Information Requests..... 701-328-4622
Toll Free 800-472-2104
Talking Books 701-328-1408

www.library.nd.gov

**Open Monday - Friday
8:00 AM - 4:00 PM**

**Mary J. Soucie
State Librarian**

**North Dakota State Library, a division of the
ND Department of Public Instruction
Kirsten Baesler, State Superintendent**

The North Dakota State Library does not discriminate on the basis of race, color, national origin, sex, age, or disability in employment or the provision of services.