

ND Library Coordinating Council meeting
November 14 & 15, 2002
Fort Totten Room, State Capitol
Bismarck, ND

Thursday, November 14, 2002

Council members in attendance: Quincee Baker, Tom Bremer, Phyllis Kuno, Ilene Larson, Doris Ott, Lila Pedersen, Kaaren Pupino, Iris Swedlund, Cheryl Tollefson, and Rita Traynor.

Council members absent: Dennis Page.

Others in attendance: Cindy Larson, Assistant State Librarian; Stella Cone, State Library; Jerry Kaup, former Council member, LaDean Moen, former Council member; and Sheryl Haldorson, recorder.

Meeting called to order by Chair Tom Bremer. Council began by welcoming and introducing the new members: Phyllis Kuno, Kaaren Pupino, Iris Swedlund, and Cheryl Tollefson.

Council reviewed the agenda for the meeting. Council reviewed the minutes from the July 16 & 17, 2002, meeting. Ilene Larson made a motion for the approval of the July 16 & 17 minutes. Motion 2nd by Quincee Baker. Motion was approved unanimously.

Chair's Report: Bremer stated Council had two major events since the last meeting: the NDLA meeting in Fargo and the forum in Dickinson. Bremer felt the feedback Council received from both was good.

State Librarian's Report: Ott stated that the PSA's had been sent out. She reported that the State Library had also sponsored a Patriot Act Workshop on November 8, 2002, in Bismarck and was sponsoring a downlink to the Patriot Act on December 11 in Grand Forks at the medical school. Ott mentioned that a video would be made of the downlink, which could be checked out. She said that the State Library had been at several booths including NDLA, NDEA, Council of Education Leaders, School Boards Association, and also ND Optometric Association. Ott also mentioned that the Talking Book program had a visitation from NLS, but did not have the final evaluation yet. Ott stated that the State Library had partnered with the Department of Commerce-Tourism Division and the Interpretive Center in Washburn for the Pavilion of States event held in Washington, D.C. She said that the State Library was looking into switching the DRIS equipment to digital. The letter of agency form for StageNet had also been sent out. Ott reported that the State Library had applied for a Gates grant for training to include public libraries, trustees, and patrons.

Ott reported that the State Library is going to be doing another round of training this summer and is also doing state agency training on demand right now. The State Library

is working on updating the ILL manual. Ott mentioned that the State Library is sending legislative information on its electronic list, and will continue to do so during the session. The NLS Western Conference would be held in Bismarck in May 2003.

Ott reported that the State Library is working on lesson plans for training. The training will be either 3 hours, 5 hours, or 15 hours in length. The 15 hour class will be offered in the summer time, and the State Library is working with NDSU to offer this as credit. The Spring Workshops are set for April 1 & 2, 2003, in Bismarck and April 3 & 4, 2003, in Fargo.

Council then began to make the final changes to LV2010. Council decided to look at the feedback that had been submitted and then discuss if it should be changed/added to LV2010. (See Attachment A.)

Council adjourned at 4:50 pm.

Friday, November 15, 2002

Council members in attendance: Quincee Baker, Tom Bremer, Phyllis Kuno, Ilene Larson, Doris Ott, Dennis Page, Lila Pedersen, Kaaren Pupino, Iris Swedlund, Cheryl Tollefson, and Rita Traynor.

Others in attendance: Cindy Larson, Assistant State Librarian; Stella Cone, State Library; LaDean Moen, former Council member; Tom Jones, Bismarck Veterans Memorial Public Library; and Sheryl Haldorson, recorder.

Meeting called to order by Chair Tom Bremer.

Bremer asked if Council had any other thoughts on LV2010. LaDean Moen made a motion to accept and adopt LV2010 as written. Motion 2nd by Rita Traynor. Bremer thought LV2010 could be printed and put on websites. Motion approved unanimously.

Council then began to review the language of the law. Ott stated that the law, especially 54-24.4-05 (North Dakota library coordinating council – duties) was based on LV2004 and Council had changed some of it. Council looked at the priorities from both LV2004 and LV2010 and decided to make the appropriate changes. Iris Swedlund made a motion to accept the changes to the law as Council had decided. Cheryl Tollefson 2nd the motion. Pedersen stated that Council had not included all of the priorities from LV2010 in the law. Council made the necessary changes. Swedlund made a friendly amendment to the motion after all of the priorities from LV2010 had been included in the law. Motion approved unanimously. (See Attachment B.)

Moen stated she would like Council to also look at section 54-24.4-01 of the law. Moen felt clarity needed to be added to the word represent. Moen also felt it should include that Council members need to be practicing librarians. Council continued to discuss this and that the following sentence should be added: “All appointed members, with the exception of citizen representatives, must be practicing librarians.” Pupino made a motion to accept the wording and add it to the law. Motion 2nd by Kuno. Motion approved unanimously. (See Attachment C.)

Ott stated Council would need to find a legislator to introduce the changes. Cindy Larson asked if Council wanted to get the Governor’s opinion first. Bremer felt this would be a good idea. Swedlund asked if Council needed another representative for the school libraries. Council continued to discuss this. Swedlund made a motion that Council recommends considering adding an additional member to Council to represent school libraries. Pupino 2nd the motion. Council continued discussion on the issue. Swedlund called for question and also for a secret ballot. Pupino asked that the motion be reread. Pupino made a friendly amendment to specify that the Governor will be the person asked to consider the addition of another member. Bremer collected the secret ballots; the result was 6 votes for yes and 4 votes for no. Bremer also felt that the State Library should contact the supervisor of the person appointed and let him/her know that attending the Council meetings is important. Motion passed.

Bremer stated the next item on the agenda was the legislature and legislative activities. Ott stated that she had a draft of some ideas and copies could be made and Council could discuss this later in the day.

Council then began to discuss the grants that had been submitted. Bremer stated Council had \$55,123 to award. Council went over each grant and decided to either eliminate the grant or keep in for consideration. Council recommended and the State Library made the following awards: North Dakota University System (Darryl Podoll of Valley City State University) \$22,619; Mandan Public Schools \$2,635; Bismarck & Mandan Public Libraries \$21,936; Scranton Public School \$4,192; Casselton Public Library \$2,200; and North Dakota State Library \$1,540. Ilene Larson made a motion to accept the funding of the awards as discussed by Council. Swedlund 2nd the motion. Motion unanimously passed.

Ott handed out copies of discussion points for legislators. Council agreed these ideas would be okay. Page also added that another page with statistics could be added. Areas discussed included the ILL services, the Minitex contract, and also group purchases of the databases. Council said the discussion points could be put on the State Library electronic list and also the North Dakota Library Association electronic list.

Council discussed the purchase of online courses. Ott stated that there were two different packages she would like to purchase: End-user desktop computing and End-user business skills development. Ott stated that the cost of the courses was \$75 per individual. Ott stated Council originally put aside \$10,000 for online courses and did not feel all of the money would be spent. Ott stated she would like some of the money transferred to the scholarship fund. Page also mentioned he would like to look at purchasing workshops that ProQuest has online. Council recommended it would offer these courses to librarians first. Council decided that between \$4000-\$5000 be spent on the online courses, with the remaining money being transferred to the scholarship fund. Ott said the State Library would work on getting these on its website.

Council began discussion on the Think Tanks. Bremer stated he would like to see these offered as a routine event, and to hold them in different locations across the state in spring or early summer. Bremer felt the details could be discussed at the next meeting. Page also stated he would like to discuss the funding of outside resources at the next meeting.

Bremer stated the next item was to elect a Vice Chair to replace Jerry Kaup. Bremer asked if Council had any nominations. Page nominated Cheryl Tollefson. Tollefson felt she was too new and would like to wait. Page nominated Lila Pedersen. Tollefson 2nd the nomination. Bremer asked for any other nominations, then nominations ceased. Pedersen was elected Vice Chair unanimously.

Council scheduled the next meeting. Ott stated an item she would like Council to discuss was more criteria for the next grant round. Ilene Larson thought a checklist for criteria

would be helpful. Bremer also mentioned another agenda item for the next meeting would be to address sitesearch. The next meeting was scheduled for January 13 & 14, 2003, in Bismarck.

Meeting adjourned at 1:15 pm.

(Attachment A)

Library Vision 2010

*Through the statewide community of libraries all citizens of
North Dakota will have convenient and timely access to
information for education, work and recreation.*

North Dakota
Library Coordinating Council

Draft Approved July 2002
Approved November 15, 2002

[front cover - will include printing dates, etc.]

Introduction

History, think tanks, fall's approval process.

North Dakota Library Coordinating Council

Members:

Quincee Baker - minority populations

Phyllis Bratton - private higher education institution library

Thomas Bremer - public higher education institution library (Chair)

Michelle "Mickey" Butz - school library

Jerry Kaup - public library (Vice Chair)

Phyllis Kuno - private higher education institution library

Ilene Larson - citizen at large

LaDean Moen - President North Dakota Library Association

Doris Ott - State Librarian

Dennis Page - public library

Lila Pedersen - special library

Kaaren Pupino - President North Dakota Library Association

Iris Swedlund - school library

Cheryl Tollefson - public library

Rita Traynor - citizen at large

References

The following documents were used to develop this document:

Library Vision 2004

North Dakota Century Code

North Dakota Library Coordinating Council on Libraries Minutes

Think Tank Session I, April 26, 2002; Minot

Think Tank Session II, May 3, 2002; Valley City

Priority # 1

Create a statewide community of libraries working together to provide quality library services in North Dakota.

Libraries must rely on cooperation and networking of all material, staff, and electronic resources to meet the information needs of North Dakota citizens. Twenty-first century libraries working together will enable North Dakotans to face the growing challenges of global interdependence and global competition; the ever-increasing information explosion; the continuing evolution in technology; and the increased need for lifelong learning, job retraining, and recreation.

OBJECTIVES:

Develop a comprehensive statewide online library catalog.

Promote statewide resource sharing.

Develop a statewide collection development policy.

Promote networking among all types of libraries.

Provide training to library staff and citizens in using information resources.

Provide shared electronic resources accessible to all citizens in all locations.

Promote the preservation of materials created by North Dakotans and about North Dakota.

RECOMMENDATIONS:

1. Provide direct access to a comprehensive *online library catalog* of standardized bibliographic records from all North Dakota libraries. A comprehensive *online library catalog* is a single database or group of databases configured so that all North Dakota citizens can access the holdings of the state's libraries with one seamless, unmediated search.
2. Maintain and enhance the hardware and software allowing concurrent searching of multiple online library catalogs.
3. Develop partnerships to realize economies of scale.
4. Support protocols for connectivity, communication, bibliographic format (MARC21), document delivery, interlibrary loan equity, and Internet access.
5. Build on existing structures and networks to achieve *Library Vision 2010*.
6. Create and maintain an accessible North Dakota digital archive of historical and government documents, photographs, maps, newspapers, etc.
7. Foster collection development activities.
8. Promote training and education for library personnel and library users.

Priority #2

Strengthen the North Dakota State Library in its role of coordinating and enriching library service in the State.

The State Library proactively extends library services to meet the goals of Library Vision 2010 and makes all information resources accessible to North Dakota residents.

OBJECTIVES:

Assess the needs of constituents and adapt services and training to meet those needs.

Lead in encouraging and assisting the development of library cooperative ventures (consortia, regional associations, partnerships, etc.) for resource sharing, upgrading of library services, and fiscal efficiency.

Lead in the establishment of basic levels of North Dakota library service and develop standards and guidelines defining the libraries' and citizens' basic obligations.

Foster communication and cooperation among all types of libraries in North Dakota.

RECOMMENDATIONS:

1. Coordinate and lead library advocacy efforts within the state.
2. Facilitate the development of library services.
3. Strengthen the State Library's role in training and educating library personnel and libraries' governing entities statewide.
4. Assist local libraries in determining priorities for collection development and encourage collection specialization to reduce unnecessary duplication.
5. Request state funding for retrospective conversion of library bibliographic records for the statewide online library catalog.
6. Establish requirements for city, county, and school district support for participation in the statewide system.
7. Develop and implement a long-range strategic State Library plan based on constituent needs assessment.
8. Coordinate resource sharing.
9. Create and enhance web and other resources available specifically for ND libraries.
10. Secure optimum funding to support State Library programs.

Priority #3

Support and strengthen library cooperative ventures (consortia, regional associations, partnerships, etc.) in their role of extending and improving library service in the state.

Library cooperative ventures will facilitate resource sharing, promote educational opportunities, and work together to achieve networking on a local, regional, and statewide level to meet the goals of Library Vision 2010.

OBJECTIVES:

Assess the needs of member libraries and patrons and adapt services and training to meet those needs.

Facilitate communication among libraries statewide.

Ensure member libraries' participation in collection development, resource sharing, information technology, and the statewide online library catalog.

RECOMMENDATIONS:

1. Participate in the statewide interlibrary loan and document delivery system.
2. Assist the State Library in implementing statewide networking and the development of the statewide online library catalog.
3. Provide, in cooperation with the State Library, training and education to member libraries.
4. Encourage cooperative purchasing and collection development.
5. Secure funding to support library cooperative ventures in meeting the goals of Library Vision 2010.
6. Ensure libraries retain local control on all policies and practices, such as setting their own circulation loan periods, collection development decisions, and interlibrary loan policies.

Priority #4

Assure equitable access to information resources and library services to individuals throughout the state.

Access to information and library services is of paramount importance to the individual and to society for survival in an information age.

OBJECTIVES:

Provide library and information access and services for all citizens regardless of age, economic status, location, literacy level, ethnicity, or disability.

Collaborate with local literacy educators and volunteer providers to develop and deliver services.

RECOMMENDATIONS:

1. Maintain and enhance responsible Internet access to all libraries.
2. Provide ongoing training in Internet and other searching procedures to assure information competency and literacy.
3. Promote library collections and services available to special populations.

4. Encourage libraries to provide space for literacy tutoring and collections for adult readers and English as a second language.
5. Promote library-sponsored family literacy programs.

Priority #5

Promote the services of libraries and librarians.

Inform citizens of the important role that libraries and librarians play in the world of changing information needs. Funding programs and services for the common good must become a priority to maintain an informed citizenry.

OBJECTIVES:

Involve the people and governing bodies of North Dakota in advocating for the priorities, objectives, and recommendations outlined in *Library Vision 2010*.

Create public awareness of the changing role of libraries and librarians in the information age.

Emphasize the role of libraries as an integral part of the economic development of a viable community.

Highlight the necessity of libraries for learning and recreation for all ages.

Secure continuation funding from the state necessary to achieve *Library Vision 2010* priorities.

RECOMMENDATIONS:

1. Establish local public awareness campaigns to promote North Dakota libraries.
2. Promote competitive library staff salaries.
3. Promote the use of current standards and technologies.
4. Promote libraries, librarians, and library services and their important role in economic development.
5. Communicate the needs of libraries to governing bodies.
6. Seek full funding for the existing state aid formula to public libraries.
7. Provide necessary funding for *Library Vision 2010*.
8. Promote librarianship as a career.

PRIORITY #6

Coordinate statewide library services.

The North Dakota Library Coordinating Council was established by the 1997 ND Legislature (NDCC 54-24.3-03 and NDCC 54-24.4) and represents all types of libraries and all areas of the state.

OBJECTIVE:

The North Dakota Library Coordinating Council assists in planning, coordinating, evaluating, promoting, and implementing local, regional, and statewide library services (NDCC 54-24.4-05).

RECOMMENDATIONS:

1. Assure representation from all regions of the state: public, academic, school, special libraries, State Library, and citizens-at-large.
2. Provide a mechanism for presenting a unified voice for State funding.
3. Provide a forum to enable the library community to plan for new issues affecting library and information services as they emerge.
4. Direct the distribution of funding for coordinated statewide library services administered by the State Library in accordance with legislative intents and the priorities of *Library Vision 2010*.
5. Facilitate the implementation of the statewide online library catalog.

54-24.4-05 North Dakota library coordinating council – Duties.

The North Dakota library coordinating Council shall:

1. Assist in planning, coordinating, and evaluating the services and programs of libraries in the state.
2. Serve as the state advisory council on libraries as required by Public Law No. 101-254.
3. Approve the distribution of grants to libraries, except for grants distributed under chapter 54-24.2.
4. Facilitate the development of a comprehensive statewide online catalog, generate statewide resource sharing, and encourage electronic networking among all types of libraries.
5. Strengthen the North Dakota State Library in its role of coordinating and enriching library service in the State.
6. Support and strengthen library cooperative ventures (consortia, regional associations, partnerships, etc.) in their role of extending and improving library service in the state.
7. Assure equitable access to information resources and library services to individuals throughout the state.
8. Promote the services of libraries and librarians.
9. Coordinate statewide library services.
10. Take action necessary to carry out chapter 54-24.3 and this chapter.

History

Source: S.L. 1997, ch. 453, § 19.

54-24.4-01. North Dakota library coordinating council - Members - Term.

The North Dakota library coordinating council consists of eleven members. The president of the North Dakota library association is an ex officio, voting member of the council. The state librarian is an ex officio nonvoting member of the council. The governor shall appoint nine members to the council, one of whom must represent special libraries, one of whom must represent public higher education institution libraries, one of whom must represent private higher education institution libraries, one of whom must represent school libraries, two of whom must represent public libraries, one of whom must represent disabled, economically disadvantaged, and minority populations, and two citizen at large. *All appointed members, with the exception of citizen representatives, must be practicing librarians.* The governor shall take into account reasonable geographic considerations when appointing members of the council. The term of each member is three years. Of the initial council, three members must be appointed by the governor for a three-year term, three members must be appointed by the governor for a two-year term, and two members must be appointed by the governor for a one-year term. If at any time during a member's term, the member ceases to possess the qualifications required by this section, the member's office is deemed vacant and the governor shall appoint a qualified representative to complete the term of office. No member may be appointed to serve more than two consecutive three-year terms.

History

Source: S.L. 1997, ch. 453, § 19.

Annotations

Effective Date: This chapter became effective July 1, 1997.