

## **North Dakota Library Coordinating Council Meeting**

March 3, 2005

**Present:** Chair Lila Pedersen, Marlene Anderson, Quincee Baker, Phyllis Kuno, Ilene Larson, Bonnie MacIver, Dorit Ott, Iris Swedlund, Cheryl Tollefson, and Jan Wysocki

**Others Present:** Cynthia Larson, Assistant State Librarian; Terri Wilhelm, State Library Public Awareness Coordinator; Todd Bodvig, State Library IT Coordinator; and Lorretta Graumann, State Library Recorder

**Absent:** Rosemarie Myrdal

**Call to Order:** The meeting was called to order by Chair Lila Pedersen at 9:40 a.m. (CST) in meeting room no. 1 of the State Library.

Pedersen asked the Council to review the agenda items for any additions or changes. There were none.

**Minutes:** Pedersen called for additions/changes to the draft of the minutes from Council's meeting via conference call on October 28, 2004. The minutes were corrected to note that Cheryl Tollefson seconded the last motion made by Myrdal on page 3. Marlene Anderson made a motion to approve the corrected minutes. Ilene Larson seconded it. Motion carried.

**Grant Guidelines:** Council then proceeded to review the draft of the grant guidelines for fiscal years 2005-2006.

Ott addressed the timeline. The deadline of October 1, 2005, gives the schools the month of May and the summer to work on their grants, with September to finalize them. The Council will review the grant applications around the end of October or beginning of November.

Council decided to offer grants in the following categories:

### **A. CATEGORIES WITH 1:1 CASH MATCH REQUIRED:**

1. DIGITAL IMAGING – Create Internet-ready electronic versions of primary source material.
  - a. All digital imaging projects must be accessible via the North Dakota statewide online library catalog. (The grant request may include up to \$1,000 in equipment purchases or leases.)
2. TECHNOLOGY
  - a. Computers (desktop/\$1,400/ea.)
  - b. Printers (\$500/ea.)

## B. CATEGORIES WITH NO MATCH REQUIRED:

1. OPPORTUNITY KNOCKS – Eligible libraries are those that have not received a LV2010 or LSTA grant since 1990. Projects must include a marketing component.
  - a. Extend library hours
  - b. Increase library services
  
2. LIBRARY SERVICES FOR THE 21<sup>st</sup> CENTURY
  - a. Expand geographic area (e.g., 24 counties without county library service)
  - b. Strategic planning for your library (including mission, goals, objectives, and outcomes)
  - c. Merging libraries (school/public, public/public, public/academic, etc.)
  
3. LIBRARIES LEADING THE WAY – Invest in creating the future rather than sustaining the present. The proposed activity is new for the applicant library. (Note: this grant is not for a library wanting to address survival or basic library operations or to continue an existing program.)
  - a. Community development projects with libraries as key components
  - b. Innovative ideas
  - c. New ideas
  - d. Great ideas that have been tried elsewhere
  - e. Creative and innovative partnerships
  - f. Projects that provide information to small businesses, economic developers, or entrepreneurs (the proposed activity is new for the applicant library)

Council broke for lunch at 11:20 a.m. (CST) for an hour.

Council reconvened at 12:30 p.m. (CST).

Terri Wilhelm, the Public Awareness Coordinator for the State Library, presented a 30-second PSA (Public Service Announcement) titled “The Ultimate Search Engine” put together by Bruce Wendt Productions and Makoche Recording Company. This is a PSA promoting North Dakota librarians. It will be released to television stations to be aired during National Library Week, April 10-17, 2005. It may also be sent to radio stations. Council members made very favorable comments about the quality of the PSA.

Discussion then returned to the grant guidelines draft. C. Larson informed the Council that a survey was sent out to libraries that have received grants in the last four years. The survey had seven evaluation questions about how the grant impacted their community and library. C. Larson will send out a summary of the results.

C. Larson suggested that the same application could be used for both the match and non-match grants. Council members will review the application when it’s drawn up.

Council then discussed the “Outcome-Based Evaluation” section. Ott indicated that she and Larson will be attending training on outcome-based evaluations. This would help them get more information and make sure LSTA expectations are being met.

Tollefson moved that Council accept the grant guidelines. MacIver seconded it. Motion carried.

**MLS Grants:** C. Larson then gave an update on the last grant round for MLS grants. The State Library received eight new applications; four that were funded are current students, and the other four have not started classes yet. The State Library is sending an outcome-based questionnaire with eight questions to individuals who received an MLS grant. C. Larson will bring some of the responses to the next meeting for the Council to read.

In the last biennium, \$15,000 was set aside for MLS grants. The State Library is recommending the same or an increase in that amount. Pedersen asked about funding for people working on a doctorate in Library Science. Ott stated that the focus is on MLS programs.

C. Larson informed the Council that Dr. Phil Turner will be doing a telecast via IVN about information on the University of North Texas School of Library and Information Sciences and the University of Minnesota Law Library Web Institute program for students in Minnesota and surrounding states. The telecast will be on April 4, 7:00-9:00 p.m., from North Dakota State University. It will also be telecast via IVN at Bismarck State College, Dickinson State University, University of North Dakota, Minot State University, and Williston State College.

Anderson made a motion to increase the MLS scholarship amount to \$20,000. Tollefson seconded it. Motion carried.

Kuno commented on how wonderful it is to have an MLS program locally because she had to go out-of-state and talked about how challenging that was for her and her family.

Bodvig joined the meeting to give some ballpark figures on the cost of computers and printers. Bodvig stated that a desktop computer with a flat screen monitor would be around \$1,400 and a color laser printer would be around \$1,000. A black and white laser printer would start at about \$500. Bodvig indicated that laptops would be over \$2,000. Council decided to stipulate that computers have to be “desktop,” and this would be added to the guidelines. MacIver made a motion to add the amount of \$1,400 to desktop computers and \$500 for printers. Wysocki seconded it. Motion carried.

Ilene Larson made a motion that Council award up to \$175,000 for this grant round. Kuno seconded it. Motion carried.

**Think Tanks:** Ott talked about the think tanks done a couple of years ago and said a lot of people have said they were great and should be done again. Ott recommended doing a think tank in January or February. She also suggested Council could have a conference call to discuss ideas on when, where, and who to use as a facilitator. Discussion followed regarding a facilitator. Anderson suggested Michael Angelo Caruso. A group from

Mandan facilitated the last think tank, and Council decided to use someone from the community to support North Dakota businesses.

Kuno asked how Council member appointments and reappointments are done. Ott informed Council that the Governor appoints Council members, but accepts recommendations. First term expirations for Phyllis Kuno, Iris Swedlund, and Cheryl Tollefson will be effective July 1, 2005. Ott asked the three members if they would be interested in serving another term; all three said they would. Ott then stated that she would make a recommendation to the governor to reappoint the three members.

Council reviewed the "Action Items" attached to the minutes from the October 28, 2004, NDLCC meeting. All Items were complete except the report to be prepared by Pedersen that would be sent to the Governor, which would include a list of grants awarded by the State Library and NDLCC. This list of grants would be supplied by Ott.

Ott updated Council on Legislative changes. HB 1080 relating to the North Dakota Library Coordinating Council, which updates the language to conform to LV 2010, passed in both the House and Senate; and HB 1079 relating to State Aid to Public Libraries, also passed in both the House and Senate.

Ott thanked Ilene Larson for keeping on top of the bills and for the time she spends at the Capitol to do that.

Pedersen asked if Mini Grants were going to be continued. Ott stated that no applications were received for Mini Grants, but they could apply in another category.

If approved by the Legislature, the NDLCC will have \$237,500 in Library Vision 2010 funds available for grants in the 2005-2006 biennium. The NDLCC can also make recommendations for \$200,000 LSTA funds.

Council decided to hold its next regular meeting via conference call on Wednesday, May 11, 2005, at 10:30 (CST). The agenda will include a discussion about additional online library resources and planning for future Think Tanks.

Chair Pedersen adjourned the meeting at 2:50 p.m. (CST).

Lorretta Graumann  
State Library Recorder