

**North Dakota Library Coordinating Council Regular Meeting  
November 1, 2006  
Minot, North Dakota**

**Council members present:** Chair Iris Swedlund, Doris Ott, Jeanne Narum (representing Beth Postema), Rosemarie Myrdal, Jan Wysocki, Cheryl Tollefson, Ann Pederson, Ilene Larson, and Bonnie MacIver.

**Council members absent:** Dr. Louise Dauphinais.

**Others present:** Cynthia Larson, Assistant State Librarian, and Lorretta Graumann, State Library recorder.

**Welcome:** Chair Iris Swedlund welcomed the North Dakota Library Coordinating Council (Council) members and called the meeting to order at 1:15 p.m. in the International Room at the Grand International / International Inn Express, 1505 North Broadway in Minot.

**Review of agenda:** Swedlund asked for any additions or changes to the agenda; there were none.

**Minutes:** Swedlund asked for approval of the minutes from the Council's last regular meeting on August 1 and 2, 2006. MacIver made a motion to approve the minutes. Tollefson seconded the motion. Motion carried.

**Review LSTA Five-Year Plan:** Ott explained that every five years a plan for the use of LSTA funds for the next five years is required. Council began to review the LSTA existing Five-Year Plan goals. The goals reflect LV 2010 goals. Tollefson made a motion that the suggestions made to the LSTA Five-Year Plan be accepted. Kuno seconded the motion. Motion carried. The Council will receive a draft copy when it is available.

**Priorities for next grant round:** Council began to review the grant guidelines. There was discussion on setting aside some money to fund additional Online Library Resources. It was suggested that a needs assessment be done. MacIver made a motion that there be a set aside of LSTA money for additional Online Library Resources. Wysocki seconded the motion. Motion carried.

Council discussed the WorldCat database and the cost of WorldCat for the whole state. Ott informed the Council that the cost is about \$25,000. Further discussion will continue at the beginning of the next day's meeting. Swedlund adjourned the meeting at 4:55 p.m.

**Council members present:** Chair Iris Swedlund, Doris Ott, Rosemarie Myrdal, Jan Wysocki, Cheryl Tollefson, Ann Pederson, Ilene Larson, and Bonnie MacIver.

**Council members absent:** Dr. Louise Dauphinais and Beth Postema.

**Others present:** Cynthia Larson, Assistant State Librarian, and Lorretta Graumann, State Library recorder.

A discussion was held about the recommended categories for the next grant guidelines. They include: Participate in the Statewide Online Library Catalog through WorldCat; Opportunity Knocks, with the new date beginning 1996 for when a library last received a grant; Expanding Library services; and Libraries Leading the Way.

MacIver made a motion to recommend that the first year's cost of joining one of the three established systems could be included in the grant. Tollefson seconded the motion. Motion carried.

The State Library will circulate the updated grant guidelines to the Council members for review. It was noted that letters of support should be included with the grant application and applications must come in on time.

Wysocki made a motion that there be a set aside to purchase a WorldCat license by the State Library. Myrdal seconded the motion. Motion carried.

Council discussed the idea of a statewide bookmark describing WorldCat that could be put in every interlibrary loan that goes out, as well as putting articles in newspapers.

Myrdal made a motion that no match be required for the whole grant round. Tollefson seconded the motion. Motion carried.

Tollefson made a motion to accept all the recommendations made for the grant guidelines with the State Library finalizing the changes and sending them to the Council for review. Pederson seconded the motion. Motion carried.

Council also discussed the idea of finding out if OCLC has some promotional materials (such as buttons, posters, etc.) that could be made specific to North Dakota and sent to all libraries.

**Review grants awarded and site visits to: Minot Public Library and two school libraries:** Council reviewed evaluation questions for grant libraries to be used during the site visits they will make after the meeting adjourns.

**Next Council meeting:** The State Library will find out when the House hearing is and will inform Council of the next meeting date and time, which will probably take place the first or second week of March, in Bismarck.

MacIver made a motion to adjourn the meeting. Wysocki seconded the motion. Meeting adjourned.

Council members made site visits to Minot Public Library at 10:30 a.m., Jim Hill Middle School at 1:30 p.m., and Bishop Ryan High School at 2:30 p.m., all of which previously received LV 2010/LSTA grant awards. The following evaluation questions were addressed:

1. List the changes in your community that have occurred because of the grant from the State Library.
2. Did this project result in any new partners for your library; and if so, describe them and how they benefit your community.
3. How have you promoted this service and informed your target audience of its availability?
4. Identify the funding and staffing you have committed to continue this project.
5. Did this project result in new patrons using your library?
6. By what percent has this project increased the usage of your library?
7. How many people does this project serve in a month?
8. Share stories of how your library's services supported by the grant have made a difference to patrons in your community.

Respectfully submitted,

Lorretta Graumann  
State Library Recorder