

North Dakota Library Coordinating Council (NDLCC)
Regular Quarterly Meeting May 17, 2018
Held at the Hazen Public Library

Call to order: Chair Seil called the meeting to order at 10:00 AM.

Council Members Present: Ted Smith, Mary J. Soucie, Chair Michele Seil, Tim Dirks, Vice Chair Susie Sharp, Carmen Redding, Jason Matthews, Stephanie Kom, Beth Reitan, and David Gray

Council Members Not Present: None

Others Present: Cynthia Clairmont-Schmidt, Assistant State Librarian; Cheryl Pollert, North Dakota State Library Recorder

Review of Agenda: Chair Seil asked for any additions or corrections to the agenda. With no additions or corrections brought up by the Council, the Agenda was adopted.

Approval of the March 15, 2018 Meeting Minutes: Chair Seil asked for any additions or corrections to the minutes. Matthews moved, seconded by Dirks, that the minutes be adopted as presented. Motion carried by unanimous voice vote.

State Library Report: The State Library Report was presented by Soucie to the Council for their review. Council was asked for any questions regarding the report. Council asked several questions regarding items from the report.

Old or New Business:

- a. LV 2020 Non-Competitive Grants Program Guidelines were reviewed
 - The non-competitive Wireless Access Point Grant discussion included: creation of a Wireless Access Point Grant Agreement with two copies to be signed at installation time by the library of which they will retain one copy and NDSL the other copy. An equipment value statement should be listed in the Guidelines. Ties to the Standards as a requirement was removed from the guidelines.

- b. LV 2020 Competitive Grants Program Guidelines were reviewed
 - The Competitive Grants Program Guidelines grant deadline was changed to an earlier date. The Council would like to see a link provided to an example of a written sample grant for libraries to have a better understanding of the expectations.

- The Council decided to put the Innovative Partnership Grant on hold until the next biennium in the fall where there will be a 12 month timeline available to do this grant. The longer timeframe is necessary.
 - Council member Redding said that she has heard from various school library contacts that the Makers Space grant went away too soon. Council members would give priority to those who did not receive a Makerspace grant the last grant round but not close it out to those libraries that did receive the grant. Six months is an adequate amount of time to complete this type of grant. State Library furnished kits cannot be counted as Makerspace items for a library setting up a Makers Space. The grant limit would remain \$5,000.
 - The Collection Development Grant was changed to two collection grants; the ND Collection Development Grant and the General Collection Development Grant. The cap amount for these grants was changed from \$1,000 to \$2,000 with the same 10% match. The General Collection Development Grant would include popular materials, and require a library to define their library collection needs or wants to purchase and reasons why.
- c. The LV 2020 Grant Applications were reviewed. Each grant application was discussed in regards to the grant choices made and updated per those decisions.
- d. Other Grant Ideas:
- Baltzer-Kom spoke of an idea using the Divide County's digitization project as the model where 100 years of past newspapers were digitized. The Historical Society would partner with the town to provide the microfilm for the company that was previously used. The resolution is less than normal but is at a lower cost and is still good as or better than the Library of Congress's ability. Digital Horizon does not store newspapers so the ND Heritage Center would be the depository for the newspaper records. They would be searchable by community as well with a shorter turnaround time. The grant would be seed money for digitizing the newspapers going back in time from present day. The library would then be responsible for digitizing newspapers moving forward after one year. It was discussed that in raising money in the community for the match would fall at the 6 month mark for this type of event which would be higher than 10%, and the communities could probably do this type of grant for approximately \$2 – \$3,000 range. Copy write permission is required post 1922 from any newspaper businesses you would be digitizing. This grant could be done as a pilot program, but would also fall under the partnership type. The grant recipients would need a longer grant timeline to fund this grant. Vice Chair Sharp commented that computer

grants are always good as computers age out of use fairly quickly needing to be replaced by libraries every few years. These ideas will be placed on hold.

The Council approved the decision to offer in this grant round the: OCLC grant, a ND Collection Development Grant, a General Collection Development Grant, and a Makerspace Grant. Dirks moved, seconded by Redding, to approve the LV 2020 Non-Competitive Grants Program Guidelines and application as well as the LV 2020 Competitive Grants Program Guidelines and applications as per discussion. Motion carried by unanimous voice vote.

Next Meeting Date and Time: Working backward, the fall meeting will be held in the Bowman-Dickinson region with the Council needing to meet between the dates of September 30 – October 15. The council decided for an October meeting at Bismarck on the 11th for 1 day only. The Council will meet next in early August on the 9th in the am at either the Bowman or Dickinson library. Site visits will be done in the afternoon of the 9th while traveling back towards the east. The question arose of: could site visits be done at school libraries? Would the school library have received a grant which has been a requirement for doing a site visit in the past? The State Library will review school libraries in that area for grant recipients.

Best wishes and thanks were extended to outgoing Council members Beth Reitan and Ted Smith; Stephen Banister has already left the Council, for their years of service.

Meeting Adjourned: The meeting was adjourned at 12:47. After a quick lunch, the Council members drove to Beulah where they toured the Beulah Public Library. Traveling eastwardly, the Council toured the Stanton Public Library around 3:00 pm completing their site visits for the day.