

NCLA Community & Junior College Libraries Section Executive Committee
Minutes of June 3, 2014 Webinar Meeting

The Executive Committee of the NCLA CJCLS met via webinar on June 3, 2014.

Executive Committee Members Present: Angela Davis, Chair; Catherine Tingelstad, Vice Chair/Chair Elect; Deanna Lewis, Secretary/Treasurer; Staci Wilson, Director at Large

Others Present: Libby Stone, GC; Alisha Webb, GTCC; Julie Humphrey, DTCC; Amy Gustavson, CCCC

Minutes:

The minutes of the March 18 meeting were approved via e-mail and are available on the CJCLS homepage.

Treasurer's Report:

According to the report distributed at the NCLA Executive Board meeting on April 25, CJCLS had \$1,850.53 at the end of the first quarter of 2014. The section gained \$25.00 in membership dues, but it was not clear if this amount was included in the reported balance. There was some discussion regarding the financial reports at the Exec. Board meeting, but hopefully those issues will be worked out before the next Board meeting.

Angela has been reimbursed \$82.00 for rental of the CJCLS table used at the NCCLRA Conference in April as well as \$25 for an Amazon gift card that was given as a door prize. This brings the Section's total funds to \$1743.52.

Report from NCLA Executive Board Meeting:

Angela reported discussion from the NCLA Executive Board meeting of April 25, 2014.

- 1) The next NCLA Leadership Institute will be held October 30-November 2, 2014. NCLA members are encouraged to apply.
- 2) At their meetings, the Board is shifting the focus from "what has happened" to "what is going to happen." Each Section Chair will be given two minutes to tell about the section's plans.
- 3) It was proposed that guidelines for each section be established so that everyone is clear on what is expected of each section/roundtable.
- 4) The School Libraries Section is being dissolved.
- 5) Sections are encouraged to increase communication with its members. CJCLS can use either the CJCLS Google group or the NCLA listserv. The lists can be used for recruiting, marketing, sharing articles, etc.
- 6) The NCLA Board is reviewing the Association's Handbook and has asked sections to do the same.
- 7) The 2015 conference will be in Greensboro and the 2017 conference will be in Winston Salem.
- 8) Members are encouraged to participate in the State Librarian's monthly webinars.

- 9) The Executive Committee of each section should post its meetings on the NCLA calendar. Angela will post the meetings for CJCLS.
- 10) The NCLA scholarship deadline is May 31 of each biennial conference year.

Membership:

Julie and Angela each recruited a new member for CJCLS during NCLA's Membership Month in April. Angela won a gift card as a sponsoring member.

CJCLS Bylaws:

The CJCLS Executive Committee has drafted revisions to the Section's bylaws. The next step is to send the draft to Laura Davidson, Chair of the NCLA Constitution, Codes and Handbook Revision Committee. The NCLA Executive Board must approve the changes before the bylaws can be sent to the CJCLS membership for approval.

Programming:

The Committee discussed possible workshops/webinars. Angela has access to Webinar software which will allow 25 participants, and Amy has access to software which will allow up to 100 participants. Julie volunteered to look into possible presenters for a webinar on time management or stress in the workplace. The Committee was interested in sponsoring a session at the next North Carolina Community College System Conference, but the deadline for submissions has passed. Anders Selhorst, GTCC, has suggested that CJCLS and BLINC cosponsor a session at NCLA in 2015. Another possible topic for the next NCLA conference is creating online tutorials, which we could possibly cosponsor with the Technology and Trends Roundtable. Another topic of interest is SACS, and CJCLS could cosponsor with NCCCLA on a workshop. Catherine and Julie will work on a webinar for the fall. Maker spaces was also suggested as a possible topic for a workshop/webinar.

Section Editor:

Catherine Tingelstad is CJCLS' new Section Editor. The Section Editor is the link between the section and the editor of *North Carolina Libraries*. Catherine will check with Ralph Scott, *NCL* editor, to see what types of information we should submit to him.

News & Announcements:

The North Carolina Community College Learning Resource Association (NCCCLRA) has changed its name to North Carolina Community College Library Association (NCCCLA).

Respectfully submitted by Deanna Lewis, Secretary Treasurer.