

FINAL DRAFT 10/15/2013
North Carolina Library Association Executive Board
July 26, 2013 10:30 am
Winston-Salem Marriott
420 N Cherry Street, Winston Salem, NC 27357

Attending:

Phil Barton (Endowment), Robin Boltz (NCSLMA/NCSSM), Ginny Boyer (Web Admin), Wanda Brown (President), Cathy Campbell (Director), Anthony Chow (Legislative & Advocacy), Eleanor Cook (Secretary), Jackie Cornette (NCLPA), Dale Cousins (VP/Conference), Carol Cramer (Finance), Michael Crumpton (Leadership Institute), Jenny Dale (Technology & Trends RT), Laura Davidson (Constitution), Denelle Eads, (Archives), Christy Earp (Scholarships), Larry Gavin (LAMS), Brandy Hamilton (Legislative & Advocacy), Jennifer Hanft (Marketing), Amy Harris Houk (RASS), Crystal Holland (RASS), Pam Jaskot (PLA), Avis Jones (REMCO), Priscilla Lewis (Operations), Rodney Lippard (ALA Councilor), Kim Parrott (Administrative Assistant), Lorrie Russell (LAMS), Mary Scanlon (BLINC), Ralph Scott (NCL), Joan Sherif (Women's Issues RT), Kathy Shields (Technology & Trends RT), Cindy Shirkey (RTSS), Mary Sizemore (Treasurer), Libby Stone (Scholarships), Jason Tomberlin (Spec Coll RT), David Trudeau (Intellectual Freedom), Carol Walters (Trustees, Advocates, Friends)

Call to Order and Welcome

Ron Stevens and others from his staff welcomed us to the City of Winston Salem.

Adoption of the Agenda – Approved

Minutes of April 26, 2013 meeting were approved

- **President's Report — Wanda Brown** (No written report)

Guests and vice-chairs were welcomed and introduced.

Brown encourages librarians to register for the conference--promote, promote, promote!

IMPORTANT: Biennium reports should submit written reports by **November 1** (Section and committee chairs) -- Accomplishments, challenges, conference, etc.

Submit to Secretary and **NCL**

Cook will give Brown a report about missing reports on Nov. 5th.

Be sure to share reports and meeting notes with vice-chairs.

Strategic Initiative Taskforce reports due by **Sept. 1st**.

Initial report, what achieved, what still needed

Tuesday night, October 15, President's dinner – please RSVP.

- **Treasurer's Report — Mary Sizemore**

Motion to approve the Treasurer's report was made and seconded. Motion passed. Treasurer report details are found on the NCLA web site.

46 Highlights:

- 47• The Moldova project now has a line in the operating expense budget (\$3,000)
- 48• Liability insurance was a little more than expected (line 26)
- 49• Membership is on target and all, and all, we are in good shape heading into the conference

50

- 51 • **Finance Committee Report— Carol Cramer – No report**

52 [Task Force on Automated Payment Options](#) -- Carol Cramer

53 The task force met asynchronously via email and Google Drive. Kim Parrott, Priscilla Lewis and Carol
54 Cramer participated actively. The other members may have participated more passively (i.e. reading the
55 documents), but did not add comments.

56 Kim researched the transactional costs for auto-drafting payments. The data is attached as an [Appendix](#).

57 There is a \$0.15 flat charge as well as a 2.34% charge for each transaction. When applied to the lower
58 levels of dues, and applied monthly instead of annually, these charges eat up over 20% of revenue, and
59 this is before opportunity costs (e.g. Kim's time, treasurer's time) are considered.

60 If auto-payments were adopted, and 100% of members used the option, we would need to bring in

- 61 • 18 extra \$50 members (annual auto-renew only)
- 62 • 41 extra \$50 members (monthly payment option)

63 ... Just to break even on the transactional fees.

64 The presumed benefits of an auto-drafting plan are better member retention and additional members
65 who find the one-time payments too steep. We question whether auto-renew would prevent that many
66 lapses because only deeply committed members would agree to an auto-renew plan. Committed
67 members are the least likely to lapse in the first place.

68 Regarding the monthly payment option, dues are already inexpensive and furthermore are tied to
69 income. Breaking up an inexpensive obligation into even smaller micropayments is unlikely to be the
70 deciding factor in a non-member choosing to join.

71 In conclusion, the recommendation of this task force is not to pursue auto-payments further. The
72 monthly payment option in particular is likely to be a drain on financial resources rather than a boost.

73 Ideas to explore next biennium: Consideration of biennial dues and other ideas should be considered.
74 Lippard wishes to continue the discussion.

75 **Section/Round Table Reports**

- 76 • [Business Librarianship Section](#) —Mary Scanlon

77 **May Workshop**

78 BLINC held its May workshop at WCU's Asheville campus. Our guest speaker was Scott Hamilton the
79 CEO of Advantage West, an Asheville organization that supports small business development in Asheville
80 and western North Carolina. We had an interactive exchange in which he told BLINC about Advantage
81 West, its mission, and activities, and we shared with him the types of support the local business
82 librarians could be providing his clients.

83 **Support for Regional Economic Development:**

84 BLINC member Martha Larson, former business librarian at Greensboro Public Library and currently the
85 Director of the Davidson County Small Business Center organized a Small Business Summit, "Growth and
86 Prosperity" on May 23rd. Several other BLINC librarians provided training on key NCLive business
87 databases. Betty Garrison, business librarian at Elon University, provided training on NCLive business
88 databases at Edgecombe County Public Library's staff development day.

89 **Dana Edge Memorial Scholarship**

90 Dana Edge was a BLINC member until she succumbed to cancer several years ago; the section's
91 scholarship is named in her honor. This year, BLINC will provide one \$300 scholarship to a BLINC
92 member to help cover the costs of attending NCLA's 60th Biennial Conference.

93 **Elections**

94 BLINC will hold elections for chair, vice-chair and secretary/treasurer in the coming weeks. Newly-
95 elected officers will take office at the end of the conference.

96

97 • [College and University Section](#) — Lisa Williams/ Amy Harris reporting

98 CUS will be sponsoring 5 programs and a luncheon with author Drew Perry for the NCLA conference.

99 We will begin the election process next week and have a completed slate in time for the conference.

100 The newly elected committee members will join the current committee at our business meeting during
101 the conference.

102 • **Community and Junior College Libraries Section — Penny Sermons** – (No written report)

103•

104 • [Government Resources Section](#) — Lynda Kellam

105 We have continued with our webinar series entitled "Help! I'm an Accidental Government Information
106 Librarian." Since the last report in April we have had two webinars:

107 o May 14: Legal Research...without the Law Library by Jennifer Behrens at Duke University Law
108 Library

109 o June 12: Just the Facts, Ma'am! : Getting started with the US Census and American FactFinder
110 by Katharine Peter at the University of Southern California

111 While we took a break in July, we have two webinars planned for August and one for September. The
112 series continues to have fabulous attendance and we got a shout-out at the Social Sciences Boot Camp
113 at Tufts University. We also have been contacted by several librarians asking if they can link to our
114 webinar series on their course guides. We have three conference sessions planned for the NCLA 2013
115 conference, plus one in conjunction with BLINC. The Executive Board will meet in July or early August.

116 • [Library Administration and Management Section](#) —Lorrie Russell

117 The LAMS board is moving forward with planning for NCLA's Biennial Conference. LAMS will be
118 partnering with the Leadership Institute to present a pre-conference event featuring Adair Cates and
119 Emotional Intelligence for managers. Cost for the pre-conference will be \$25 per person, and each
120 attendee will receive two books.

121 LAMS will also be partnering with the New Member's Round Table to present a Speed Interviewing
122 Event. LAMS members will serve as part of the speed interviewing panel.

123 We are working on purchasing items for our raffle baskets, and are making plans for our membership
124 table in the registration area. The latest edition of LAMS Letters was emailed out on Monday, July 15th.
125 A partial list of our slate of officers with photos and bios were included. The remaining officers will be

126 featured in the September issue, as well as a link to a survey monkey for voting. LAMS will hold a
127 general meeting at conference to introduce our new offices to our members in person.

128 • [Literacy Roundtable](#) — **Donna Phillips** (written only)

129 NCLA Literacy Round Table Executive Board Meeting, Library Development Conference Room State
130 Library Building, June 10, 2013, Chair Donna Phillips called the meeting to order at 11:05 AM.

131 Members Present: Jane Blackburn, Donna Phillips, & Steve Sumerford.

132 State Library Staff Present: Kelly Brannock and Molly Westmoreland

- 133 o Welcome by Kelly Brannock, State Library of NC. After welcoming the members to the State
134 Library, Kelly informed the executive board that while she has to step down from serving as the
135 Literacy Round Table’s liaison Molly Westmoreland is now available to serve in this role. Molly
136 was welcomed by the group.
- 137 o Members of the executive board then gave Molly a quick orientation by sharing the history of
138 the NCLA Literacy Round Table. Steve Sumerford shared that years ago a survey had been
139 developed by the Literacy Round Table and was sent to libraries in the State to collect
140 information about the types of literacy activities libraries conducted or participated in. The
141 group then talked about the need to develop a new survey in order to identify what information
142 related to literacy librarians around the State would most benefit from today. It was decided
143 that this would be a goal to work on in the coming year.
- 144 o Donna informed the group that the proposed conference session had been approved. The
145 Literacy Round Table will sponsor the NCLA conference session *Public Libraries as Leaders in*
146 *Grade-Level Reading* on Wednesday, October 16th at 2:15. The session will be conducted as a
147 panel discussion and will included participants from Charlotte Mecklenburg, Southern Pines, and
148 Wake County Public Libraries, as well as Jennifer Pratt from the State Library. The group then
149 discussed the need to develop a basket to be raffled at the conference and decided on a N.C.
150 theme. The proceeds from the raffle will be split between NCLA and the Literacy Round Table.
- 151 o In other business the following slate of officers was proposed:

152 Molly Westmoreland, Chair

153 Jane Blackburn, Vice Chair

154 Becky Callison, Secretary

155

156 • [New Members Round Table](#) — **Jennifer Hanft for Katrina Vernon**

157 The board consists of:

158 Katrina Vernon, North Regional Library, Wake County Public Libraries (Chair)

159 Melanie Wood, Central Piedmont Community College, Charlotte (Vice Chair/Chair Elect)

160 Lorrie Russell, High Point Public Library (Secretary)

161 Sarah Lyon, Wake Forest Community Library, Wake County Public Libraries (Treasurer)

162 Marian Fragola, NC State University, Raleigh (Programming Director)

163 Stephen Bollinger, NC A&T State University, Greensboro (Publicity Director)

164 Alan Unsworth, Surry County Community College, Dobson (ALA-NMRT Affiliates Council Representative)

165 Jennifer Hanft, Meredith College, Raleigh (Mentoring Committee)

166 Alicia Finley, (Students to NCLA Committee)

167

168 **Networking Events:**

169 Hosted 5 networking events (in Raleigh, Chapel Hill, Greensboro and Charlotte) with an average
170 attendance of 14.

171

172 **Services:**

173 One resume review and cover letter submission (May)

174 NC Citations was published in early July.

175 Matched 2 mentees with mentors.

176 ○ We have an interest in re-envisioning this program to broaden its scope. We have found that
177 applicants are often looking for a much different experience than traditional mentoring, and we would
178 like to meet their needs. We are thinking about other professional development services that applicants
179 might find useful.

180

181 **Conference:**

182 NMRT is hosting the following events/services at this year's conference:

183 ○ Networking Breakfast

184 ○ Speed Interviewing (partnering with LAMs)

185 ○ Tips and Tricks for Job Seekers

186 ○ Conference Mentoring

187 ○ Breakfast with author Rebecca Lee

188 ○ Un-oddment Pub Crawl

189

190 **Board Meetings:**

191 The board met on Friday, July 19th to confirm all conference planning details and discuss upcoming
192 elections.

193 • **NC Association of School Librarians — Vacant**

194• At this point in the meeting, Robin Boltz was again recognized and thanked for attending. Boltz is a
195 member of NCLA and also serves as the NCSLMA Educational Partnership Liaison. April Dawkins
196 (NCSLMA past-president) will be serving as liaison in the future. Boltz reported on their conference
197 plans, and mentioned issues of concern including the many legislative challenges facing teachers and
198 media coordinators in the public schools.

199•

200 • [NC Library Paraprofessional Association](#) — Jackie Cornett

201 North Carolina Paraprofessional Association met at Randolph Public Library, Asheboro, May 16, 2013.
202 Members Present: Jackie Cornette, Chair; Harry Frank, Chair-Elect; Linda Haynes, Treasurer; Beth Lyles,
203 Region 2 Director; LaNita Williams, Region 3, Cathy Wright, Communications Chair; Tamara Krause,
204 Nominations Chair, and Gloria Nelson, Secretary. A Regional Workshop was held May 24, 2013 at the
205 Watauga County Public Library, "Exploring Steven Covey's 'The 7 Habits of Highly Effective People.' Alan
206 Bailey, Associate Professor, J.Y Joyner Library (ECU) highlighted the foundational principles. Conference
207 Plans: October, 2013 - Meralyn G. Meadows North Carolina Library Paraprofessional Scholarship to
208 attend the NCLA 60th Biennial Conference. Information is on NCLPA page, included this year is an online
209 application cover sheet form. Deadline for application was Monday, July 15, 2013. NCLPA Board will
210 select recipient during August 8 meeting and notification will be by August 19, 2013.

211 Conference Programs: NCLPA Luncheon & Business Meeting

212 "Gaming Together" with Christopher Harris
213 "The Evolution of e-Books" with Christopher Harris
214 "Top 10 Tips for Teen Programming" with Katie Huneycutt
215 "We're Dumbledore's Army: How the Harry Potter Alliance and Libraries Have Changed the World" with
216 Sarah Davis

217
218 Elections: NCLPA held elections using survey monkey.
219 Link was sent to current NCLPA members, resulting in 52% voter turnout. Voter deadline was July 1,
220 2013.

221
222 **NCLPA 2013-2015 Board**

223 Harry Frank, Chair frankh@ecu.edu
224 Cathy Wright, Chair Elect cwright@alamancelibraries.org
225 Tamara Krause, Secretary tkrause@hickorync.gov
226 Linda Haynes, Treasurer lindagato@yahoo.com
227 Angela Duncan, Region 1 Director anduncan@methodist.edu
228 Beth Lyles, Region 2 Director blyles@perrylibrary.org
229 LaNita Williams, Region 3 Director nwilliam@highpoint.edu

230
231 Next Meeting - August 8, 2013

232 • [Public Library Section](#) — Pam Jaskot

233 The committee met on June 14, 2013 in Chapel Hill. A quorum was in attendance so the following
234 documents were voted on and approved. Minutes of March 15, 2013.

235 Committee Reports:

236 Awards Committee: It was voted to approve funding for up to \$250 for registration and lunch for the
237 Roberts Award recipient. A \$2000 check was received from Bill Roberts and the committee wants to
238 deposit it in the disbursement fund, rather than the endowment fund. Motion moved and seconded
239 and passed unanimously.

240 Since our last meeting committees have been working on finalizing their programs. Many proposals
241 were submitted to the conference planning committee. Currently this is what has been approved so far:

242 Wednesday

243 Luncheon featuring speaker Allan Wolf (co-sponsored with YSS).
244 4:00, Community Reads Panel (Adult Services). Panelists seem mostly in place. Still need a moderator.
245 5:-7:00, Wine & Cheese Reception, with author Amy Stewart.

246

247 Thursday

248 8:30, Service to the Homeless (Adult Services)
249 9:45, Serving the C (Connected) Generation (co-sponsored with YSS)
250 Luncheon, featuring Charles Todd. Roberts Award will be bestowed.

251

252 Friday

253 8:00, Non-Fiction Readers Advisory Panel (Adult Services). Panelists in place.

254 8:30, Library Services to Latinos and Spanish Speakers (Branch Services). Panelists and moderators in
 255 place.
 256 9:45, Innovative Genealogy Research (Genealogy & Local History).
 257 9:45, Bite-Sized Marketing and Beyond. Pam and Nancy Dowd presenters.
 258
 259 We did not have information about the Onslow County history program, but it appears that the
 260 presenters took care of submitting program information to Conference planners. Neither Catherine nor
 261 Billy has received a confirmation about the Video DIY program (Collection Management). Planning
 262 Council members need to be mindful to send details about Conference programs to Billy as they firm up.
 263 The process for submitting proposals was cumbersome this year. We had asked that all acceptances be
 264 sent through our vice-chair but that did not occur and it was very confusing as to what was accepted
 265 and what was not.
 266
 267 MJ Wilkerson will assemble a nominating committee for the next slate of PLS offers. The slate is for a
 268 Vice-President, 2 Directors and Secretary.

- 269 • [Reference and Adult Services Section](#) — **Amy Harris Houk**

270 RASS is currently preparing for the biennial conference with our raffle basket, four programs and the
 271 luncheon with Jill McCorkle. We're also working on a slate of officers for the members to vote on
 272 electronically. We will have our final meeting of the biennium on August 9 in High Point. The new board
 273 will be presented at the business meeting preceding the luncheon.

- 274 • [Round Table for Ethnic Minority Concerns](#) — **Avis Jones for Phil Cherry**

275 I. Members met several times via email to plan for the upcoming Fall Conference.

276 **II. Participating members:**

277 Avis Jones, Vice-Chair Wanda Brown, President, NCLA Alan Bailey, Co-Director

278 Gerald Holmes, member H. Jamane Yeager, member

279 **III. Agenda Items:**

280

281 **Pre-conference-** In the morning we'd like to feature library leaders and Library HR personnel in a
 282 conversation around cross cultural competence. How do you make sure your library has a welcoming,
 283 inclusive presence? What challenges do you face recruiting, and what major hurdles. What has worked?
 284

285 Recommendation: In the afternoon Shayla Herndon-Edmonds will lead us through the GATEKEEPERS
 286 series. A "gatekeeper" is defined as any member who represents the Library through his or her
 287 interaction with the community at large.

288 **GateKeepers 1 (GK1): Enhancing our Community through Inclusion** introduces gatekeepers to the
 289 meaning and value of diversity, multiculturalism, and inclusion; enhances participants' knowledge and
 290 understanding of cultural differences, similarities, and perceptions; and provides tools that help
 291 participants effectively engage in building and maintaining a more diverse and inclusive community.

292 Panelists not confirmed- this panel discussion and diversity action plan workshop is co-sponsored by the
 293 Roundtable for Ethnic & Minority Concerns (REMCO) and the Women's Issues in Librarianship
 294 Roundtable (WILR).

295 **Luncheon** – Our featured speaker is Dr. Tara T. Green, PHD, UNCG. She is the author of "Presenting

296 Oprah Winfrey, Her Films, and African American Literature.” Her book is a collection of essays that
297 examine the role Ms. Winfrey played in her role as an actress and producer of films that interpret works
298 which were published by African American writers. Roadbuilder award will be presented during the
299 luncheon.

300 **Programs:**

- 301 o Alan Bailey submitted a program proposal on Coretta Scott King award winners and will partner with
302 other sections and/or roundtables such as Youth Services featuring author, Kelly Starling Lyons.
- 303 o H. Jamane Yeager will present how to use software and other social media technologies to create a
304 family page. The goal is to push this information to younger generations using Facebook, Twitter and
305 other social media methods.

- 307 • **Resources and Technical Services Section — Cindy Shirkey** (No written report)

308 Conference plans were reported at our last executive board meeting. No new news.

309

- 310 • [Special Collections Round Table](#) — **Jason Tomberlin**

311• RTSC will sponsor the following sessions at NCLA’s Biennial Conference:

- 312 o teaching with special collections
- 313 o social media efforts in special collections libraries

314•

315• A Nominating Committee, consisting of Dale Sauter, Suzanne Wise, and Ralph Scott, is working on a slate
316 of nominees, which is almost ready to send out to the RTSC membership. This will be done at some
317 point during the week of July 29, 2013.

318•

- 319 • [Technology and Trends Round Table](#) — **Kathy Shields**

320 TNT held its third webinar of 2013 on April 26 on Free Image Editing Tools.

321• The TNT board met in person in Carrboro, NC on June 7. At this meeting, we discussed our plans for the
322 upcoming year, including our programming as well as other activities at the NCLA Biennial Conference.
323 In addition to our three programs at the conference, we will hold a business meeting to conduct
324 elections and a social event for our members.

325•

326• We have a series of webinars planned from August through December:

- 327• August: Citation Tools
- 328• September: Mobile Devices; Presentation Tools
- 329• August or October: RDA
- 330• November: Makerspaces
- 331• December: Assistive Technology

332•

333• We will be meeting virtually on July 24 to discuss further plans and confirm dates for the webinar series.
334 We are open to co-presenting webinars with any interested section or round table.

335•

- 336 • [Trustees, Friends, and Advocates](#) -- **Carol G. Walters**

337• Peggy Hildreth, Theron Bell, Clara Bryson & Carol Walters met to discuss program for October 2013.

338•

339• Our section will sponsor a program called WIN THE BUDGET CYCLE WITH THE RIGHT TOOLS.

340• Lawrence Gatewood, County Manager for Anson County will demonstrate in an entertaining way how
341 he has and how you can secure funds for your department, library or volunteer group. The program is

342 directed not only for trustees and friends but also staff, directors and advocates. Participants will leave
343 with common sense tools and learn how to craft a winning presentation to fill their needs. A program
344 not to be missed. Lawrence Gatewood has presented Anson challenges to a Board in one of NC's
345 poorest counties and somehow those needs were met. We can all learn from this amazing man.

346•
347• It is scheduled for 9:30 am Thursday @ the NCLA Conference in Winston Salem.
348• We plan to promote through NCPLDA Directors since they have the most current Trustee & Friends lists.
349• We will also send to Kim to forward to NCLA Members.

350•
351 • [Women's Issues in Libraries Round Table](#) —Joan Sherif

352•
353• Board members: Carol Laing, Wake County Public Library
354• Jahala Simuel, Shaw University
355• Jenny Boneno, Forsyth County Public Library
356• Jenny Hunt, Peeler Open Elementary School (Greensboro)
357• Laura Weigand, Forsyth County Public Library
358• Mary McAfee, Forsyth County Public Library
359• Ruth Hoyle, formerly Davie County Public Library
360• Sarah Jeong, Wake Forest University
361• Joan Sherif, Northwestern Regional Library

362•
363• NCLA Conference Planning
364• The Roundtable continued to plan for the NCLA Biennial Conference. WILR will be co-sponsoring a pre-
365 conference with REMCO. WILR will sponsor an author luncheon with B.A. Shapiro, author of *The Art*
366 *Forger* (Algonquin). WILR will have a table at the conference with giveaways, contests, and a picture
367 station. WILR will create a basket for the NCLA auction.

368•
369• Marilyn Miller Award for Professional Commitment
370• Nominations for the Marilyn Miller Award have been sent to NCLA membership, WILR members, NCLA
371 Facebook and Twitter, and the State Library blog. Nominations are being received. The deadline for
372 submission is August 23. A plaque and \$200 award will be presented to the recipient at the NCLA
373 conference. WILR will meet in late August to review the nominations and make a selection

374•
375• WIRL NEWS
376• Website news updates will be sent to all members including an interview with Wanda Brown. Other
377 updates will follow featuring interviews with NCLA members and leaders.

378•
379• Executive Board
380• Sarah Jeong will be leaving the Roundtable in October since she will be serving on the Executive Board of
381 the Asian Pacific American Library Association. Discussion of new officers and new members is ongoing.

382•
383• Next meeting is set for August 30 at the Mebane Public Library.

384•
385 • [Youth Services Section](#) — Mary Kleinfeldt (Written only)

386 YSS met on June 3, 2013 at the Orange County Main Library in Hillsborough

387

388 Members Present: Mary Kleinfeldt (Chair), Debbie Shreve (Vice-chair), Jacky Miller
389 (Secretary/Treasurer), Meg Smith (Director); Melissa Davidson (Chapbook editor), Jane Deacle (NCCBA
390 rep) and Lori Special (State Library)

391

392 **Conference Plans**

393 Details are being finalized for the following YSS sponsored events:

- 394 o YSS/PLS author luncheon with Allan Wolf
- 395 o YSS Breakfast with Kelly Starling Lyons

396

397 **Chapbook / Marketing Efforts**

398 Our last issue of Chapbook was published online in May. We are working on more creative ways to
399 connect with our members. We set up a Pinterest account and will invite our members to join. We also
400 set up a gmail account to communicate more frequently with our members about events, program
401 ideas, cool sites, etc. We are exciting about these new marketing efforts.

402 ***** Our Director position, in charge of these projects, has resigned due to her family relocating to
403 Tennessee. We are eagerly recruiting for this position, so these efforts will not be suspended.***

404

405 **NCCBA (NC Children's Book Award)**

406 Preliminary plans are being made to offer a webinar later this fall to highlight the titles for 2014. Lori
407 Special will work with Jane Deacle, our NCCBA representative, and Jacky Miller. The objective is to get
408 more schools and libraries involved.

409

410 **State Library**

411 The Youth Services Advisory Committee (YSAC) has been reinstated and Lori Special invited the incoming
412 chair, Debbie Shreve, to serve on this committee. The goals of YSAC are:

- 413 1. To identify statewide youth services needs and program development options
- 414 2. To assess statewide continuing education and professional development for youth services staff
- 415 3. To collaborate with appropriate government agencies, institutions of higher education and
416 community organizations in response to professional development needs
- 417 4. To create, implement and evaluate an annual fiscal year plan.

418 The charge for 2013/2014:

- 419 1. Conduct online and conference call to develop a plan of activities
- 420 2. Explore options to address literacy, specifically Grade Level Achievement

421

422 First meeting to take place in late summer/early fall and we plan to meet at the conference.

423

424 **Slate of Candidates for next biennium:**

425 Chair: Debbie Shreve

426 Vice-Chair: Tanika Martin

427 Secretary/Treasurer: Jacky Miller

428 Director: Meg Smith

429 Director: VACANT

430

431 ****Next YSS meeting will be on August 12 @ the Orange County Main Library in Hillsborough***

432

433 **Committee Reports**

434 • [Archives](#) — Denelle Eads
435• Due to the absence of the chair of the Archives Committee from the April meeting, no action was taken
436 on the proposal for the NCLA Archives Committee Partnership with the North Carolina Central University
437 School of Library and Information Studies. Further discussion on the proposal has been postponed to the
438 new biennium.

439•
440 • [Conference 2013](#) — Dale Cousins
441• The committee continues to meet at 4-6 week intervals. 140 program proposals, nearly 40 poster
442 sessions and of the all conference events have been confirmed with the presenters. There are two
443 events to support the Endowment: a pub crawl in downtown Winston Salem and a plated dinner at the
444 Salem Tavern in Old Salem (E-vites to be issued soon). June 28 was the deadline for
445 materials/information for the registration packet. Local Arrangements will be coordinating the menus
446 for all meal events and there will be set prices for each breakfast and luncheon. Registration materials
447 will be distributed electronically and via the US Mail no later than the end of July. The deadline for
448 advanced registration is currently September 23. As of June 27, 48 hotel rooms have been reserved; in
449 addition, the State Library is providing 50 scholarships for conference registration. July 12 was the
450 deadline for materials/information for the printed conference program. An overview of the program
451 will also be posted on the website. Electronic “Save the Dates”, reminders and additional information
452 are being issued via the list serve biweekly. The current push for the committee is to confirm additional
453 exhibitors and sponsors. If members of the Executive Board can assist, please contact Amy Harris Houk
454 (a_harris2@uncg.edu) for exhibits and Dave Trudeau (trudeaud@vgcc.edu) for sponsorships. The
455 President’s Dinner for the Executive Board (outgoing and incoming) and the Conference Planning
456 Committee is Tuesday evening, October 15 and invitations requiring RSVPs will be issued soon. The
457 Executive Board is reminded that all raffle baskets should be delivered by late Tuesday afternoon to
458 either the Conference Store/Att: Brandy Hamilton or to the Registration Desk if the Exhibit Hall is not
459 accessible. Volunteers are currently being recruited from the membership, library school students, from
460 the local area institutions, and from the Leadership Institute attendees. Should sections desire info
461 tables in the registration area, contact Kim Parrott who will collect the data and forward to the Exhibits
462 Committee for the Hollins contract. The committee has two additional meetings before arrival on site
463 Monday, October 14.

464•
465 • **Constitution, Codes and Handbook** — Laura Davidson -- No written report – however:

466 There was discussion about a motion that was suggested back in January 2012 that had been tabled. It
467 had been suggested to change Kim Parrott’s title from Administrative Assistant to Executive Assistant.
468 Because this title appears in the NCLA Constitution, in order to change it, it must go before the whole
469 membership at the annual meeting. In order to not have to deal with such changes like this in the
470 future, it is good practice to leave such details out of the Constitution and bylaws whenever possible.

471 **MOTION:** *Change the title of Administrative Assistant to Executive Assistant wherever it appears in the*
472 *constitution and bylaws.* (Note: This is a change in name only – no change in job duties.)

473 **MOTION PASSED**

474 There was also discussion about removing the specific naming of Standing Committees in the
475 Constitution and Bylaws, for similar reasons.

476 Change standing committees: Article XI, Section 1

477 **MOTION:** *Reword Article XI, Section 1 as follows:*
478 *Section 1. Standing Committees. The Executive Board may establish standing committees to perform the*
479 *continuing functions of the Association. Standing committees shall report to the Executive Board.*

480 **MOTION PASSED**

481 The list of committees is in the Executive Board Handbook and can be changed at the will of the board.

482
483 Each of these changes will be presented to the membership during the conference. The Secretary has
484 been tasked to search out any other constitutional issues and report them to the CCH Committee. Any
485 additional changes will come before the Board as an electronic vote prior to the conference.

486
487 [Note: No other constitutional issues were brought forward before the conference]
488

489 Once these changes are made official, the CCH Committee will be responsible for updating all
490 documentation in order to comply with the changes.

491•
492 • [Continuing Education](#) — **Iyanna Sims**
493• The committee is planning to meet in a few weeks to prepare for the conference program - **Continuing**
494 **Education: A Necessary Colloquy**. The session will discuss best practices for continuing education,
495 helpful resources, communicating continuing education needs, and developing and evaluating a staff
496 training plan.

497•
498• The committee has also added content to the NCLA website. The content provides information
499 regarding the need of continuing education, continuing education opportunities, and suggested
500 readings. This information will be refined over the next month. The information can be viewed at
501 <http://www.nclaonline.org/professional-development/continuing-education>. We welcome all
502 suggestions and input for content.

503•
504 • [Endowment](#) — **Phil Barton**
505• Please see the web site for this report (mostly figures)

506•
507 • [Intellectual Freedom](#) — **David Trudeau**

508 Sparked by recent headlines highlighting whistleblowers and government transparency concerns, many
509 of the fundamental issues associated with intellectual freedom are now squarely under the national and
510 international spotlight. In this state of heightened awareness – and concern – IF advocates – including
511 our NCLA IFC – have an unprecedented opportunity to educate our libraries’ users and staffs through
512 such events as *Banned Books Week* (September 22-28, 2013) and *Choose Privacy Week* (May 2014). We
513 are anticipating the NCLA IFC members, utilizing the support of the ALA Office of Intellectual Freedom
514 (OIF) and our fellow advocates with the Freedom to Read Foundation (FTRF), will be focused in the
515 coming months on expanding awareness and understanding of these signature events and related
516 activities across our state.

517
518 During the recent ALA Annual Conference, intellectual freedom focused discussion and activities took
519 center-stage – from the Intellectual Freedom Round Table 40th Anniversary Celebration to sessions
520 addressing how to handle book challenges and “Why Does Intellectual Freedom Matter to Academic
521 Libraries?” In an action that clearly defines the standing of intellectual freedom principles within
522 librarianship; the ALA Council passed the following resolution in support of whistleblowers and
523 government transparency.

524
525 **RESOLUTION ON THE NEED FOR REFORMS FOR THE INTELLIGENCE COMMUNITY TO SUPPORT**
526 **PRIVACY, OPEN GOVERNMENT, GOVERNMENT TRANSPARENCY, AND ACCOUNTABILITY**
527

528 **Whereas**, Public access to information by and about the government is essential for the healthy
529 functioning of a democratic society and a necessary predicate for an informed and engaged citizenry
530 empowered to hold the government accountable for its actions; and

531
532 **Whereas**, “The guarding of military and diplomatic secrets at the expense of informed representative
533 government provides no real security for our Republic”; and

534
535 **Whereas**, The ALA values access to the documents disclosing the extent of public surveillance and
536 government secrecy as access to these documents now enables the critical public discourse and debate
537 needed to address the balance between our civil liberties and national security; and

538
539 **Whereas**, These disclosures enable libraries to support such discourse and debate by providing
540 information and resources and for deliberative dialogue and community engagement; and

541 **Whereas**, The American Library Association remains concerned about due process for the people who
542 have led us to these revelations; and

543
544 **Whereas**, Libraries are essential to the free flow of ideas and to ensuring the public’s right to know; and

545
546 **Whereas**, Since 1939 the American Library Association (ALA) has affirmed the right to privacy in its Code
547 of Ethics, which currently states, “We protect each library user’s right to privacy and confidentiality with
548 respect to information sought or received and resources consulted, borrowed, acquired or transmitted”;
549 and

550
551 **Whereas**, In “Principles for the Networked World” (2002) the ALA included among the “principles of
552 privacy” the fact that “privacy is a right of all people and must be protected in the networked world”
553 and the recognition that “the rights of anonymity and privacy while people retrieve and communicate
554 information must be protected as an essential element of intellectual freedom”; and

555
556 **Whereas**, “Privacy: An Interpretation of the Library Bill of Rights” ALA recognized that “privacy is
557 essential to the exercise of free speech, free thought, and free association”; and

558
559 **Whereas**, In 2003 ALA criticized the “USA PATRIOT Act and other recently enacted laws, regulations, and
560 guidelines” on the grounds that they “increase the likelihood that the activities of library users, including
561 their use of computers to browse the Web or access e-mail, may be under government surveillance
562 without their knowledge or consent”; and

563
564 **Whereas**, Since 2010 ALA has sponsored “Choose Privacy Week,” a campaign designed to raise public
565 awareness about personal privacy rights by encouraging local libraries to provide programming, online
566 education, and special events to help individuals to learn, think critically and make more informed
567 choices about their privacy, especially in an era of pervasive surveillance; and ALA has created a
568 website, www.ala.org/liberty, that provides substantive information about privacy, surveillance, open
569 government, and overclassification as well as civic engagement tools to facilitate deliberative dialogues
570 to help support libraries and librarians who create opportunities for public dialogues addressing these
571 topics; and

572
573 **Whereas**, The public recently learned that the National Security Agency (NSA) is collecting the telephone
574 call metadata of millions of U.S. customers of Verizon Business Services, AT&T, and Sprint pursuant to an
575 order issued by the Foreign Intelligent Surveillance Court (FISC) under Section 215 of the USA PATRIOT
576 Act; and

577
578 **Whereas**, Pursuant to a court order issued by the FISC under Section 702 of the FISA Amendments Act
579 (FAA) the NSA is operating a program called PRISM that is collecting and retaining vast quantities of data
580 on internet usage, including internet search histories, email, video and voice chat, videos, photos, voice-
581 over-IP chats, file transfers, and social networking details, from internet service providers in the United
582 States. Though intended to target communications of foreign persons, the NSA admits that it collects
583 and stores Internet data from U.S. persons; now, therefore be it

584
585 **Resolved**, that the American Library Association (ALA):

- 586 ▪ Reaffirms its unwavering support for the fundamental principles that are the foundation of our
587 free and democratic society, including a system of public accountability, government
588 transparency, and oversight that supports people’s right to know about and participate in our
589 government;
- 590 ▪ In light of present revelations related to NSA’s surveillance activities conducted pursuant to
591 orders issued by the Foreign Intelligent Surveillance Court (FISC) under Sections 215 and 702 of
592 the USA PATRIOT Act the American Library Association calls upon the U.S. Congress, President
593 Obama, and the Courts to reform our nation’s climate of secrecy, overclassification, and secret
594 law regarding national security and surveillance, to align with these democratic principles;
- 595 ▪ Urges the U.S. Congress and President Obama to provide authentic protections that prevent
596 government intimidation and criminal prosecution of government employees and private
597 contractors who make disclosures of wrong doing in the intelligence community;
- 598 ▪ Calls upon the public to engage in and our members to lead public dialogues discussing the right
599 to privacy, open government and balancing civil liberties and national security;
- 600 ▪ Encourage the public to support bills and other proposals that both secure and protect our
601 rights to privacy, free expression and free association and promote a more open, transparent
602 government and be further resolved, that
- 603 ▪ ALA expresses its thanks and appreciation to the members of Congress who work to protect our
604 privacy and civil liberties.

605
606 Our Intellectual Freedom Committee continues to communicate via email and work on building our
607 awareness and education focused efforts. We are carrying on our work to grow our membership roster
608 and welcome interest and inquiries from individuals from all areas of librarianship.

609
610 In an effort to encourage our role as advocates for intellectual freedom across our state and beyond, we
611 are continuing to utilize and promote our Twitter site IFC_NCLA to help keep us informed of IF related
612 news and activities – and to tweet about news and issues impacting our NC libraries and communities.
613 The committee members and other interested individuals also are able to follow IF issues and news
614 through a blog managed by the ALA Office for Intellectual Freedom (OIF) <http://www.oif.ala.org/oif/> .

- 615
- 616 • [Leadership Institute](#) — **Michael Crumpton**
- 617• Following the April 25, 2013 “Bridge” meeting with Leadership Institute participants, mentors and the
618 planning committee, a survey was sent out to assess some particulars of the content and presentation,

- 619 as well as request feedback on the learning outcomes related to the published learning objectives.
620 [Survey results](#)
- 621•
- 622• This information will be used in several ways; most notably it will serve as a planning document for the
623 2014 Leadership Institute Planning Committee. A recap is expected to be included in an article for *North*
624 *Carolina Libraries* related to the more recent activities of the Leadership Institute.
- 625•
- 626• Sites are already being considered for the 2014 Leadership Institute so that at the 2013 Biennial
627 Conference dates can be announced. It is expected that at the 2013 Biennial Conference we will
628 recognize the 2012 participants and mentors, most of who are involved in multiple ways with the
629 conference.
- 630 • [Legislative and Advocacy Committee](#) — **Brandy Hamilton**
- 631• **National Legislative Day**
- 632• Expenses for National Legislative Day were reconciled.
- 633•
- 634• **Library Snapshot Event**
- 635• An interest group met to brainstorm ideas for a Library Snapshot Event in 2014.
636
- 637 **Library Snapshot Week Meeting Notes:**
- 638• **In attendance:**
- 639 Brandy Hamilton, Jennifer Hanft, Jill Morris, Tamara Rhodes
- 640 **Purpose:**
- 641 Define Library Snapshot event to take place in 2014.
- 642 **Question:** What is the result we would like to achieve with the snapshot idea?
- 643 **Answer:** It should be interactive, driven by librarians and provide "visual evidence" of what libraries do
644 and what they need.
- 645 **Methods:**
- 646 Do it over the course of a week not a day...a day is not long enough
- 647 Identify audience and target them.
- 648 Repackage the ALA model. Make it interactive.
- 649 Library staff work together to "feed" it
- 650 Use social media. Establish a twitter # (i.e. #NCLibrary)
- 651 Incorporate Facebook, Instagram, etc.
- 652 Ask Questions of patrons/members/students: What's your favorite book, why do you use the library?
653
- 654 **Action Items:**
- 655 1. State Library maintains all public library Facebook and twitter information for libraries- get this list
656 2. Establish an interest group (start now and work at during conference)
657 3. Establish guidelines for the event (use Google docs)
658 4. Establish timelines for the event (we discussed National Library Week 2014) *I think this would be
659 fantastic!
660 5. Create banner/poster for conference
661 6. Design website with info? Links? -how can we promote and tie together
- 662•
- 663• **Conference**

- 664• Legislative and Advocacy would like to request a table near exhibits to highlight some advocacy projects
 665 and provide some basic information. In addition, several of us will be participating in a poster session
 666 entitled
- 667• *"North Carolina Libraries Matter - An Exploration of NCLA Advocacy Projects" Learn about NCLA*
 668 *advocacy initiatives past, present and future. Discover valuable tools you can use to promote libraries*
 669 *and their value to North Carolina Citizens.*
- 670• The idea is to highlight past and future projects (Telling Our Story Event, Legislative Days, and Library
 671 Snapshot Day 2014!
- 672•
- 673 • [Marketing](#) -- Jennifer Hanft
- 674• **NCLA logo/website:** The Meredith College Circus Design Studio submitted a second draft
 675 of the NCLA logo/website design, addressing the changes the Marketing Committee requested. The
 676 Marketing Committee is submitting a proposal to the Executive Board for the approval of this
 677 recommended logo/website design.
- 678•
- 679• **Marketing Plan:** The BUS 360 Marketing class at Meredith College created and presented
 680 a marketing plan for NCLA. The plan has been shared with the Marketing Committee, who will meet in
 681 August to review and revise the plan.
- 682•
- 683 [MOTION:](#) (The motion was presented, seconded and passed)
- 684 The Marketing Committee seeks approval from the Executive Board for a new NCLA logo and website
 685 design. The design recommended by the Marketing Committee is both attached and linked to the
 686 Executive Board Google Group. The new logo will be unveiled to the NCLA membership at the NCLA
 687 Conference on Friday, October 18, 2013. The new website will be implemented in conjunction with the
 688 Web & Technologies Committee, with a go-live date no earlier than January 2014.



- 689
- 690 • [Membership](#) — Jennifer Meyer (written only)
- 691• 1. Call for nominations for the NCLA awards. First call sent out in early June through listserv with a
 692 reminder sent out on June 21st. Deadline was set as July 1st. Message also posted to Facebook group on
 693 June 6th
- 694• 2. Received two nominations. One for Life Membership and the other for Honorary Membership. No
 695 nomination was received for Distinguished Service, but a nomination is forthcoming. (This will be dealt
 696 with via GoogleGroups.)
- 697• 3. Compiled listing of deceased librarians from the last biennium.
- 698•
- 699 • **Nominating** — Priscilla Lewis for Sherwin Rice (no written report)

- 700• 30% of membership voting (normal)
- 701• Candidates are being contacted
- 702• Newly elected officers will be announced on Monday and need to be present at the Friday business
- 703 meeting of the conference
- 704•
- 705 • [Operations](#) — **Priscilla Lewis**
- 706• Kim on Vacation August 14-21 – please let her enjoy it!
- 707• Evaluation of Kim--how to get board feedback
- 708• **Office Operations**
- 709• As part of her daily routine, Kim maintained and updated the listserv and processed incoming
- 710 membership applications and payments.
- 711• Kim made routine bank deposits and work with treasurer to reconcile monthly expenses and resolve any
- 712 issues.
- 713• Kim provided section and roundtable reports as requested for mailers, membership information, etc.
- 714• Kim coordinated and provided documents for the Executive Board meeting in April.
- 715•
- 716• **Conference**
- 717• Kim conducted site visits with Dale Cousins and the planning committee to locate potential venues for
- 718 the 60th Executive Board Retreat and the 2014 Leadership Institute.
- 719• Kim attended 2 conference 2013 planning meetings (Durham PL, UNCG Jackson Library-Greensboro).
- 720• Kim worked with the exhibits and sponsorship chairs with processing incoming registration.
- 721• Kim created and tested the online registration module for the conference.
- 722•
- 723• **NCLA Leadership Program**
- 724• Kim prepared the final State reimbursement form for the 2012 Leadership Institute by compiling
- 725 financial data including receipts and invoices.
- 726
- 727 • **Pay Equity- VACANT**
- 728
- 729 • [Scholarships](#) – **Christy Earp**
- 730 Current committee membership includes:
- 731
- 732 Amy Funderburk, 2013-2019, Wake County Public Library
- 733 Carolyn McCallum 2009-2015, Wake Forest University
- 734 Rachel Holderied 2009-2015, GTCC
- 735 Luba Sawczyn 2009-2015, Chapel Hill Public Library
- 736 Libby Stone 2009-2015, Gaston College
- 737 Christy Earp 2006-2013, Wilkes Community College
- 738
- 739 The Scholarship Committee received 15 complete applications for scholarships. The committee voted in
- 740 July to award the scholarships as follows. Award letters will go out next week asking winners to submit
- 741 proof of enrollment to Kim Parrott by August 15th.
- 742
- 743 NCLA MEMORIAL SCHOLARSHIP, \$1000: Julianne Clark Moore, Appalachian State University
- 744 MCLENDON SCHOLARSHIP, \$400: Stefanie Rae Keller, Appalachian State University
- 745 QUERY – LONG SCHOLARSHIP, \$1000: Lisa Williams Hartzell, UNC Greensboro
- 746 APPALACHIAN SCHOLARSHIP, \$1000: Melanie Ross Sherrill, Appalachian State University

747•

748 • [Website](#) — Ginny Boyer for Laura Wiegand

749 **A. New site feature added: Password protect a page**

750 Your page maintainers can now password protect pages on the NCLA website.

751 Instructions: When you create or edit content, you'll now see a collapsed field for "Password protect this
752 page" (towards the bottom of the form). Enter your desired password and save the page.

753 You can then email the page URL and password to those who need access to it.

754 **New YouTube Channel and Policy Created**

755 In time for the conference, we have created a new Google account "NCLibraryAssociation" so that we
756 can have a YouTube channel for organization use: <http://www.youtube.com/user/NCLibraryAssociation>

757 Account username and password will be stored on this password protected webpage:

758 <http://www.nclaonline.org/organization/social-media-accounts>. The password will be distributed to the
759 Executive Board next week. Passwords will be changed regularly by the Web and Technologies Support
760 Committee.

761 We have formulated an "NCLA YouTube Channel Use Policy,"

762 <http://www.nclaonline.org/organization/ncla-youtube-channel-use-policy> (handout provided) that
763 outlines how and what to add to YouTube.

764 Still to do: downloading an archiving YouTube content on the nclaonline account.

765 **Facebook Page launch (see Motion)**

766 In conjunction with the Marketing committee, we have begun setting up a new Facebook "Page"
767 (not Group) which will be the official Facebook page of NCLA.

768 We are still working on a policy, but wanted to get the page launched for conference use.

769 Please see below separate motion for details. **[MOTION](#) (was seconded and passed)**

770 It was also mentioned that in the coming biennium, the group will work on creating a webform to
771 streamline Executive Board reporting and motions.

772

773 Many thanks to committee members Chad Haefele, Michelle Underhill, Ginny Boyer, and Stephen
774 Bollinger for their work.

775

776 Text of the **Motion** mentioned above:

777 **Motion: Facebook Page Launch** - Submitted by Web and Technologies Support Committee and
778 Marketing Committee July 2013

779 The Web and Technologies Committee in conjunction with the Marketing Committee propose that we
780 launch our official Facebook Page in August 2013.

781 * We will notify members of the existing Facebook Group and the NCLA members listserv that
782 we now have an official page and they should "Like" it to get updates from NCLA.

783 * We will leaving commenting and posting open so that our members can continue to interact.

784 * People with the role of "Managers" will be Chair of Marketing, Chair of Web and Technologies
785 Support, and the Administrative Assistant.

786 * People with the role of "Content Creator" meaning that they can post AS NCLA (not as
787 themselves) will be chairs of sections, roundtables, committees and/or their representatives. To be
788 added/removed as a Content Creator, please contact the Chair of Web and Technologies Support

789 * Sections, Roundtables, Committees will be responsible for posting their content on the page
790 by working with their Chair and/or the Chair of the Marketing Committee. Assistance with or questions
791 about posting content should be directed to the Chair of the Marketing Committee.

792 * Moderating posts: Will be the responsibility of the Chair of the Marketing Committee

793 * Responding to comments: Will be the responsibility of the person who posted the content.
794 Additionally, the Chair of the Marketing Committee (with the Chair of the Web and Technologies
795 Support as backup) will monitor posts and follow up with comments as necessary.

796 * Additional policies regarding content and maintenance are being developed by the Web and
797 Technologies Committee in conjunction with the Marketing Committee.

798

799 Other Reports

800 • **ALA Council — Rodney Lippard** (No written report)

801

802 • **SELA Representative — Carol Walker Jordan** (No written report)

803

804 • **[North Carolina Libraries](#) — Ralph Scott**

805• 1. We are currently proofing the Spring/Summer 2013 issue and expect it to be on the web shortly.

806• 2. I am exploring an upgraded interface with a new version of the OJS software. You can see a sample of
807 what it might look like by viewing another journal here: <http://www.jopj.ecu.edu/index.php/jopj/index>

808• 3. On the NCLA membership form there was a place where members could select *North Carolina
809 Libraries* as an interest. Some members thought this was a round table they could join if they were
810 interested in North Carolina libraries. The name has been changed to “North Carolina Libraries Editorial
811 Board” to better reflect what the group is about.

812• 4. Always interested in new board members ... if you would like to appoint a member from your section
813 to the Editorial Board please let me know.

814

815 There was also discussion about the Ray Moore Award. It may be issued at the Conference. Possibly
816 give one \$200 award, if there is an eligible article in *NCL* that meets the criteria. (Scott notes there has
817 only been one article about public libraries published in the last 2 years)

818•

819 • **State Librarian — Cal Shepard** (No written report)

820 **Meeting Adjourned 2:15 pm**