

**North Carolina Library Association
Executive Board Meeting
Thursday, October 16, 2008
Chapel Hill Public Library, NC**

Present: Phil Barton, Evelyn Blount, Wanda Brown, Robert Burgin, Dale Cousins, Mimi Curlee, Anne Marie Elkins, Jonathan Farlow, Robert F. Fisher, Betty Garrison, Brandy Hamilton, Ruth Hoyle, Ralph Kaplan, Emily King, Charlie Lackey, Rodney Lippard, Lara Luck, Mary McAfee, Meralyn Meadows, Betty Meehan-Black, Kim Parrott, Janice Pope, Jean Rick, Sarah Rothstein-Smith, Dale Sauter, Ralph Scott, Andrea Tullos, John Via, Carol Walters, Caroline Walters, Lisa Williams, Susan Wolf Neilson.

Call to Order and Welcome

The meeting was called to order at 10:18 a.m. Mark Bayless, Assistant Director of the Chapel Hill Public Library welcomed the group and talked about their plans for expansion of the library. He also invited the group to tour the library after the meeting.

The Agenda for the meeting was adopted without changes (R. Burgin moved, J. Farlow second) by a voice vote.

The Minutes of July 24, 2008 Meeting were approved by a voice vote with changes made before the vote.

President Burgin then asked for any announcement. Evelyn Blount (Vice-Chair of REMCO) announced that Anne Coleman's husband passed away. Ralph Scott provided an update on former treasurer Diane Kester.

President's Report: President Barton reviewed his goals for the biennium:

- (1) The planning for the leadership institute going very well and Lisa Williams will provide a further report later in the meeting. The State Library is partnering and providing funding for the development of the curriculum, especially for Track 2.
- (2) President Barton reported that he is discussing the future of the pay equity study. At the moment he is not sure whether to form a special committee for this work or work within one of the sections/roundtables to continue to collect data. He has several member identified to lead this work in continuing to update our information as North Carolina is one of the few states to collect this type of information. He also wants to expand the data collection into areas not originally addressed by the first study.
- (3) President Barton indicated that former NCLA Presidents Robert Burgin and Leland Park will work within himself and current Endowment Committee Chair, Bryna Coonin on the future of the endowment. The Endowment has been suffering from a lack of purpose and needs to be defined further to support its growth.

President Barton also said he will work with Sherwin Rice on the planning for the 2009 Conference.

Treasurer's Report: Treasurer Andres Tullos reviewed the reports on the financial status of the association. She reported that the balance of the Endowment will need to be updated and that they received \$15,000 from an LSTA Grant. Upon review of the budget vs. actual expenditures, she noted that the funds from the license plates could be refunded or donated to the Endowment. She also indicated that some of the postage and shipping costs were being reviewed and possibly charged to sections and roundtable for their specific mailings. The fund balances for the sections and roundtables were reviewed. Mimi Curlee asked about the 2005 Conference funds and Andrea explained that this money would be used for programming funds for 2008 and the remainder would be used for project grants for 2009 Conference. Ralph Kaplan asked if the reports were on the website and Andrea reported that 2008 reports have not been updated to the website. Andrea reminded everyone to contact Kim with all requests and payments. Kim will work with Andrea. If sections and roundtables want an individual report on expenses they should see Andrea for an update.

Section/Round Table Reports

Business Librarianship Section - (BLINC): Susan Wolf Neilson submitted her report electronically. The section held the first of two works in partnership with the Special Libraries Association. There were 53 attendees to the academic discussion about business collections. Betty also reported that Vice Chair, Dana Edge passed away Aug 24 and that she sent something in her name from the section and NCLA.

College and University Section: Betty Garrison reported that they are partnering with the Community and Junior College Libraries Section to host a conference on Library Instruction 2.0 Conference at the Friday Center, Chapel Hill, Nov 17 & 18. The keynote speaker is Debra Gilchrist from Washington State along with another speaker from UNC-Wilmington. Registration ends Oct 31 and is limited to 140.

Community and Junior College Libraries Section: Janice Pope reported they are pleased that the keynote for the conference (mentioned above) is from a Community & Jr College. She also appreciates all the help from Kim in the NCLA Office. Janice wants to encourage folks to attend the conference. She also announced that the section is sponsoring a scholarship for the Leadership Institute - Libby Stone from Gaston College.

Government Resources Section: Mimi Curlee announced that due to cuts in travel funding the section has decided to cancel their fall workshop and hold a spring workshop.

Library Administration and Management Section (LAMS): Wanda Brown reported the section is planning a series of workshops in December. The workshop called, More than Service, How Library's are Transforming the Customer Experience at three locations Dec 10, 11 and 12. Mark Livingston and Kem Ellis are the facilitators for these

programs and they will be posted to the listserv for registration soon.

Literacy Round Table: Anne Marie Elkins reported that the roundtable will hold a meeting in November. They are working to update the website including a blog and plans for a Spring and Conference programs.

New Members Round Table: Sarah Rothstein reported that the round table met in August and held four networking dinners across the state. An additional networking dinner will be held in Greenville, Nov 11 and the Asheville dinner will be rescheduled for the spring. They are launching a mentoring program and mentors and mentees are needed. A program announcement has been submitted to the listserv. Sarah introduced Emily King, Vice Chair, who is attending the meetings to learn about working within NCLA. Rodney Lippard, who attended several of the networking dinners, said they were a great success with loads of people, especially students and recent graduates.

NC Association of School Librarians: No Report.

NC Library Paraprofessional Association: Meralyn Meadows announced that the section is celebrating 20 years of service to North Carolina as NCLPA became a roundtable in 1988. They are planning to continue the celebration into 2009 at the conference and she requests that NCLA and ALA provide a certificate or recognition of the anniversary at their lunch. The section is looking into making lapel pins, stickers or brass bookmarks to celebrate 20 years. The section wants to follow-up on the joint membership program and is waiting to hear from ALA on the updated membership application. They also created a publication about NCLPA. They plan to introduce a mentoring program at the conference. No other paraprofessional mentoring program exists in other states. They are using Google Docs to update their handbook on the duties of the officers.

NC Public Library Trustees Association: No Report.

Public Library Section: Mary McAfee reported that the section has not met since the last board meeting, but will be meeting next Friday. The section's awards committee met and selected four scholarships winner for the Leadership Institute. The Genealogy and Local History Committee held a successful tour of the State Library and Archives with 30 people attending. This event was free with participants getting lunch on their own.

Reference and Adult Services Section: Jonathon Farlow reported that their workshop, Are You Being Served? is scheduled for Oct 27 9:30 a.m. Registration has closed, but they will accept walk-ins on the day, but can not guarantee lunch for these folks.

Round Table for Ethnic Minority Concerns: Evelyn Blount reported that their last meeting was May 16th. Kim assisted with mailing their summer newsletter. They are

currently planning sessions for the conference. One pre-conference, co-sponsored by the Public Libraries Section, is already planned called, Blackbelt Librarians with Warren Graham. Evelyn announced that Robin Imperial took a position out of state and Alan Bailey has been selected to replace her on the board.

Resources and Technical Services Section: No Report.

Special Collections Round Table: Dale Sauter reported that the round table was planning an oral history workshop for the spring, but will probably save this for the conference or do it in spring 2010. Katie Nash resigned as secretary/treasurer and Audra Eagle was selected to replace her.

Technology and Trends Round Table: John Via reported that the round table held a very successful free workshop on August 4. They hope to do the same program again in the future.

Women's Issues in Libraries Round Table: Ruth Hoyle reported that the round table met Sept 19 and they focused on their planning for the conference. Jenny Hunt contacted Paula Singer about doing a presentation on pay equity at the Conference and they would like partner with other sections/roundtable or the association on sponsoring a program for the conference.

Youth Services Section: Laura Luck reported that the section held their Fall Retreat on September 18 and 19 with 89 attendees. Final payments are still being processed but the section is very pleased with the outcome.

Committee Reports

Archives: Jean Rick indicated that the committee is considering a modification to the records retention schedules. Some records will be held at the NCLA Offices in storage space instead of at the State Library/Archives building. Jean is also requesting funds to purchase supplies and will order these through Kim.

Conference 2009: Sherwin Rice could not attend, but Kim Parrott reported that they have scheduled a tour of the Greenville facilities after the January 2009 Board Meeting. The members asked about a theme for the conference and none was known at the moment.

Constitution, Codes and Handbook: Bob Fisher suggests that bylaws be updated to state what the association is doing. Ralph Kaplan has been a great asset to the review as he is very detailed oriented. They are currently reviewing the Constitution, especially the definitions and will be making some suggested changes in the future. They need to have guidance on how changes are made to the Bylaws and Constitution. They will post changes to the board list and ask for feedback before the January Meeting. They are also reviewing the handbook to figure out what comments are new and what are old. Ralph has separated the handbook into chapter files to make the review quicker.

Ralph will be in touch with sections and roundtables to review their part of the handbook for updates. Betty Meehan Black asked if the version on the website was the most updated and Ralph and Bob confirmed that it is, although the notes need to be removed from the website.

Continuing Education: No Report.

Endowment: No Report.

Finance: Wanda Brown reported that the committee is reviewing financial aid needs for library science students. They are surveying administrators and students. So far they have received 120 responses. They will circulate a URL for others to complete the survey. Wanda reminded everyone that Dec 5 is the deadline for budget requests for 2009. Sections and roundtables will have a separate deadline for project grants. Wanda also suggests that sections and round tables use their funds to reinvest in their workshops, possibly offering free or low cost workshops. Mimi Curlee asked if funds could be used to provide travel funds to participants in the workshops. Wanda said this could be done through scholarships provided to participants.

The Finance Committee is meeting this week and suggests that the board consider:

- (1) Electing a treasurer elect as well as the current treasurer to allow time for the new treasurer to learn about how to run the finances of the organization. This requires a constitution change and a vote of the membership. The committee would like to see this done at the 2009 conference, if possible.
- (2) Recommends the VP/President Elect serve on the Finance Committee. Phil can approve this change and will make this appointment.
- (3) Having Kim manage the website by doing basic updating and change the name of the position with these new responsibilities. This requires an updated job description. Dale Cousins will review this and a name change of the position (Executive Director, Executive) in the Operations Committee

Intellectual Freedom: No Report.

Leadership Institute: Lisa Williams reported that the Leadership Institute will take place Oct 26-30 at the Summit in Brown Summit. Both tracks have started readings, and track 2 has had one teleconference.

Membership: Brandy Hamilton reported that the committee met virtually this quarter. Kim is now keeping track of memberships received from special offer applications provided to sections and roundtables. Please let Brandy know about other events where you want applications, brochures etc. Brandy has been working with the NCLPA on a joint membership with ALA for paraprofessionals. The Student Joint Membership program continues with an updated price from ALA. The committee is working on designs for new displays and will be asking for funds to purchase this in 2009. A marketing section of the website has been discussed, but until the website is updated this is on hold. Brandy reminded members that questions about section/roundtable membership lists/numbers should go through Kim.

Nominating: Robert Burgin reported that the committee will be starting to work on a slate of officers for 2009 elections in the next few months. If you are interested in participating please let him know.

Operations: Dale Cousins provided a written report on Kim's activities. She is interested in any feedback on the operations of the office for Kim's annual review.

Public Policy: Carol Walters reported that she is making plans for the public policy committee. She is planning on participating heavily in Library Legislative Day (May 11-12, 2009). Registration needs to be completed early. There is a January deadline to get a list of people and organize the trip. Phil Barton asked Carol to work on a budget request to submit by Dec 5. He also suggested that Carol work with the public libraries directors association on lobbying the state and federal funding branches.

Scholarships: No Report.

Website: No Report.

Other Reports

ALA Council: Rodney Lippard reported that ALA is looking at electronic participation at the 2009 Mid-Winter conference.

SELA Representative: Betty Meehan-Black reported that five librarians from Russia visited. The NCLA Membership board was available to them and she reported they were interested in open stacks and access to holding rare books.

Editor, NC Libraries: Ralph Scott submitted a report. The Spring Summer 2008 issue went on the website in September. They are working on fall/winter issue which is expected at the end of the year. Articles are needed for the Spring 2009 issue. They are holding their meeting electronically. They will review the number of issues needed for members and other events to save on the cost of printing the annual print issue.

State Librarian: Due to travel restrictions Mary Boone was not able to attend, but sent a written report with Anne Marie Elkins. The library is facing a 3% cut, but will know more at the end of the year on the 2009 budget. These cuts will not impact LSTA programming funding. The State Library is having another change in email – new emails will be firstname.lastname@ncdcr.gov. 2012 is the 100th Anniversary of the State Library and NCLA should help celebrate. 2012 is also the 70th Anniversary of NCLA.

New Business: Caroline Walters announced that she has submitted her resignation to President Barton as Secretary to NCLA. She will be leaving North Carolina for a new job at the University of Virginia in Charlottesville. She has greatly enjoyed her work (paid and unpaid) with NCLA and thanks everyone for their support as they helped her discover her life's work!

Ruth Hoyle asked about pictures from the 2007 Conference. Brandy reported that Christy Allen has the CD with the pictures and she should be contacted to obtain them.

Phil Barton reported that he will research ideas on the website issue and report at the next meeting how action will be taken to update and maintain the website.

Dale Cousins reported that Kim is experimenting with membership/conference registration software and should have some improvements to show in January.

The next meeting will be held in January at the Greenville Convention Center. Phil asked that folks help clean up the room at the end of the meeting today.

The meeting was adjourned at 1:25 p.m.

Respectfully Submitted
Caroline J. Walters
Secretary