

1 **North Carolina Library Association Executive Board Meeting**
2 **Friday, January 22, 2010 at the Cameron Village Public Library**

3
4 Attending: Sherwin Rice (President), Tammy Baggett (Director), Phillip Barton (Past President),
5 Evelyn Blount (REMCO), Mary Boone (State Library), Wanda Brown (Vice-President), Robert
6 Burgin (Website), Phillip Cherry (REMCO), Carol Cramer (Finance), Steven Cramer (BLINC),
7 Mimi Curlee (GRS), Laura Davidson (Secretary), Cynthia Dye (YSS), Kem Ellis (LAMS),
8 Jacqueline Frye (NCLPA), Mary Goodrum (PLS), Jennifer Hanft (Membership), John Harer (IF),
9 Jennie Hunt (WILR), Rebecca Kemp (RTSS), Emily King (NMRT), Priscilla Lewis (Operations),
10 Rodney Lippard (ALA Councilor), Elizabeth Meehan-Black (SELA Representative), Jennifer Noga
11 (CJCS), Todd Nuckolls (Archives), Timothy Owens (Constitution), Kim Parrott (Admin Asst),
12 Donna Phillips (LIT), Mark Sanders (RASS), Dale Sauter (RTSC), Mary Sizemore (Treasurer
13 elect), Elizabeth Skinner (Director), Andrea Tullos (Treasurer), Carol Walters (Public Policy),
14 Carolyn Willis (CUS), John Via (TNT)

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16 The meeting was called to order by Sherwin Rice at 10:12am. Dale Cousins welcomed everyone to the
17 Cameron Village Branch.

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19 The agenda was approved. The minutes of the July 23, 2009 meeting were approved with only one
20 correction to a name.

21
22 The dates and locations of the meetings for this year were announced. They are:

23 April 23, Hemphill Public Library, Greensboro

24 July 23, Barton College, Wilson

25 Oct. 22, South Regional Public Library, Durham

26
27 Parliamentary procedure review: Phil Barton (Handout)

28 A review of executive board policies and procedures was conducted. Policies are available in
29 the NCLA Handbook, Appendix H,

30 (<http://www.nclaonline.org/handbook/NCLAhandbook2009-Final.htm>).

31
32 Note that motions should be emailed to the entire executive board in advance of the board
33 meeting via Kim whenever possible.

34
35 Treasurer's report - Andrea Tullos (Handouts)

36
37 Copies of the 2009 budget and the December 31 financial report and fund balances were
38 distributed. Andrea reported that sections and roundtables have been given quarterly reports
39 for last year and that 2009 operational budgets have already been posted. She reminded
40 everyone that the NCLA budget operates on a calendar year, not a fiscal year. Andrea
41 thanked sections and roundtables for using their balances during the conference. She noted
42 that the scholarships distributed in 3rd quarter and interest earned in last quarter were not
43 reflected on the report. The 2009 conference has a positive balance.

44
45 NCLA did not meet goals set for revenue for 2009. Primarily, this was because of lower dues
46 revenue. The revenue shortfall was covered by 2007 conference profits.

47
48 2010 Budget: Carol Cramer (Handout)

49

50 Copies of the proposed 2010 budget were distributed. Carol reviewed projected income and
51 expenses. Revenue from the 2005 conference has been spent as well as some of the remaining
52 2007 conference income. The finance committee assumed that dues and royalty income will
53 continue to be low in 2010. The committee recommended deleting the executive board
54 meeting budget, covering only ALA registration for the ALA Councilor, and decreasing the
55 budgets for legislative day, *NC Libraries*, and *Tarheel Libraries*. Even with these changes, a
56 \$17,000 gap remains between projected revenue and organization expenses.

57
58 A *motion* to accept a budget with a \$17,044.41 deficit was made by the finance committee.

59
60 Discussion followed on recommended cuts and ways to close the gap.

61
62 Phillip Barton made a *motion* to amend the budget proposal by accepting the budget but making up the
63 deficit plus cost of legislative day (\$6,500) by, first, drawing all funds from Trustees (\$4,660) and
64 School Libraries (\$2,787) and, second, by taking half the 2009 conference profits (\$5,500) and, finally,
65 by taking remaining shortfall from section and roundtable budgets. Robert Burgin seconded.

66
67 Discussion followed. The amendment was **withdrawn**.

68
69 Rodney Lippard made a *motion* to amend budget proposal as prepared, including \$5,000 for legislative
70 day. The resulting deficit will be made up with 34% of fund balance from each section and roundtable.
71 Robert Burgin seconded.

72
73 Discussion followed with particular emphasis on expanding NCLA membership. All
74 sections and roundtables should appoint a representative to the membership committee by the
75 next meeting of the executive board. The amendment **passed unanimously**.

76
77 The finance committee's proposed budget as amended also **passed unanimously**.

78
79 State Library Update: Mary Boone

80 Mary Boone shared budget challenges and initiatives at the State Library. Of note, the State
81 Library has already experienced a 5% budget sweep this year. Budget requests for next year
82 are anticipating either a 3%, 5% or 7% reduction. The library is partnering with Web Junction
83 which has received an IMLS grant for expanding job search training for public librarians.
84 The Gates Foundation is funding a consultant to help with the library's Federal stimulus
85 grant application to help public libraries provide employment support in counties with high
86 unemployment. An LSTA grant in partnership with ECU and UNC-CH will digitize
87 historical North Carolina publications. LSTA grant proposals are due by February 18. North
88 Carolina is one of only 11 states giving more than 50% of its LSTA funds to libraries. The
89 next phase of NC-ECHO will involve partnering with UNC-CH to digitize interesting
90 cultural information held by institutions around the state (starting with yearbooks).

91
92 In the discussion that followed, Boone noted that the State Library has not had to return
93 Federal funds, yet, but that will probably happen over the next few years as the state fails to
94 meet our "maintenance of effort." Phillip Cherry noted the importance of the census project
95 this spring. Rodney Lippard discussed the ALA Snapshot project.

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97 Guidelines for sections and roundtables: Timothy Owen (Handout)

98 Timothy Owen reviewed the policies and processes associated with the operations of NCLA
99 sections and roundtables.

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Section/Round Table Reports

Business Librarianship Section: Steve Cramer

Steve Cramer reported on the success of the BLINC sessions at the 2009 Conference, the plans for quarterly workshops, the beginning of the askBLINC reference email reference service, and the status of the Business Research Support Initiative.

College and University Section: Carolyn Willis

Carolyn Willis reported a number of workshops planned for the coming year by CUS, including a mini-conference on instruction cosponsored by the CJCS. CUS has also approved the formation of a distance education interest group.

Community and Junior College Libraries Section – Jennifer Noga

Jennifer Noga reported on officer elections and 2009 conference sessions. Officers continue to develop plans for the coming year.

Government Resources Section - Mimi Curlee

Mimi Curlee reported on programming plans for the section and brought several motions from the section to the Executive Board.

Motion: *The NCLA Board reevaluate reimbursing travel expenses/honorariums for speakers and members and post the report online. The issue reappears and needs clear understanding.*

Discussion followed.

Rodney Lippard proposed a substitute motion to *refer the original motion to the Constitution, Codes, and Handbook Committee*. Phillip Barton seconded the motion. The substitute motion was **approved**.

Motion: *The NCLA Board investigate providing web conferencing for Executive Board meetings and for sections and roundtables to use in order to cut down on exclusion of members who can't travel.*

Discussion followed.

Rodney Lippard proposed an amendment: *The Operations Committee will look into this and have a report by the July meeting*. Dale Sauter seconded. The amendment was approved and the amended motion was **approved**.

Motion: *The Biennial Conference Committee create a Section Guide and Checklist to better explain what the sections are responsible for and when it is due.*

This motion was **withdrawn** and offered to the conference committee as a suggestion.

Motion: *The NCLA Executive Board decide if the objective of its Conference is to educate as many as possible or to increase attendance. If it is to educate, film more sessions and make them available on the website.*

After discussion, the motion was **withdrawn**.

Library Administration and Management Section: Kem Ellis

No report

Literacy Roundtable: Donna Phillips for Pauletta Bracy

Donna Phillips reported on program planning for the upcoming biennium.

New Members Round Table: Emily King

150 Emily King reported on the continuing success of the networking events.

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152 NC Library Paraprofessional Association: Jackie Frye

153 Jackie Frye reported that NCLPA is planning quarterly workshops and encouraging libraries
154 to invite neighbors for training.

155

156 Public Library Section: MJ Goodrum

157 No report, however NCPLDA has asked if NCLA would be willing to assume responsibility
158 for collecting and paying ProQuest for Ancestry.com. The association has been advised that
159 it cannot handle the Ancestry.com contract with its current non-profit type. It is pursuing
160 filing for the appropriate non-profit status. NCPLDA will continue to coordinate collection
161 of funds to pay EBSCO and is asking NCLA to serve as a pass-through only. The contract
162 cost is about \$90,000 and payment for the year is due in February.

163

164 Phillip Barton made a **motion** to work with NCPLDA to handle the funds for paying for
165 Ancestry.com this year and will make that payment for them when we have the funds from Robert
166 Busko (NCPLDA treasurer). The motion was seconded. The motion was **approved**. ProQuest
167 will invoice NCLA.

168

169 Reference and Adult Services Section: Mark Saunders

170 While the next section meeting occurs after the Board meeting, plans for the coming year
171 include revamping the section web presence and organizing a workshop.

172

173 Round Table for Ethnic Minority Concerns: Evelyn Blount

174 When a member of the REMCo Executive Board resigned recently, the members of the Board
175 noticed that our current bylaws only address the replacement of the Chair and Chair-Elect in
176 the interval between biennial elections.

177 **Motion:** *The REMCo Executive Board recommends the following changes to Article VIII, no. 6 of the*
178 *REMCo bylaws:*

179 Old Bylaw

180 In the event of absence, death, disability or resignation of the chairperson and the Chair-Elect
181 during the interval between the biennial meetings, the Executive Committee shall fill such
182 vacancies by the appointment of members to those offices. Such appointments shall remain in
183 force until the next regular meeting of the Round Table.

184 New Bylaw

185 In the event of absence, death, disability or resignation of any officer during the interval
186 between the biennial meetings, the REMCo Executive Board shall fill such a vacancy or
187 vacancies by the appointment of a member of the Round Table to fill the unexpired term(s).
188 Such an appointment or appointments shall remain in force until the next biennial election.

189 The motion was **approved**.

190

191 Resources and Technical Services Section: Rebecca Kemp

192 Rebecca Kemp reported that the section is beginning to plan for a fall workshop. They are
193 concerned about possible conflicts with other section workshops. Robert Burgin reminded
194 everyone to use the website calendar or send scheduled events to Kim Parrot.

195

196 Special Collections Round Table: Dale Sauter

197 A change in round table leadership was required after the election period. Suzanne Wise
198 resigned as Director, replaced by Ted Waller. Jason Tomberlin is continuing as Vice-Chair

199 for this biennium. The round table is hoping to plan an off-conference year event for this
200 year.

201

202 Technology and Trends Round Table: John Via for Ed Hirst
203 Officers were not elected for the round table at the annual meeting

204

205 Women's Issues in Libraries Round Table: Jennie Hunt
206 No report

207

208 Youth Services Section: Cynthia Dye

209 The 2009 conference sessions were well attended. The section is planning its biennial fall
210 retreat--because of executive board funding decisions those plans may change.

211

212 **Committee Reports**

213 Archives: Todd Nuckolls

214 No report. Todd has just accepted this role for the Association.

215

216 Conference 2011: Wanda Brown

217 No report. Wanda asked for volunteers to work with conference planning

218

219 Constitution, Codes and Handbook: Timothy Owens

220 Timothy expressed his thanks to prior committee for their revision of handbook and website.
221 The committee is working on a process for making changes. He reminded everyone to take a
222 look at the handbook and bylaws for NCLA and for their specific sections. Questions about
223 the constitution, codes or handbook should be directed to the NCLA President who will work
224 with the committee to answer them.

225

226 Finance: Carol Cramer

227 The 2010 budget has been approved. Revised section budgets will be posted as soon as
228 possible. There will be no project grants this year.

229

230 Endowment - VACANT

231 Phillip Barton: There is no report and no committee. He is chairing the endowment
232 committee. Biennium projects include developing better member communication; clarifying
233 the endowment purpose; considering adding funds held in trust in the operating budget to the
234 endowment (e.g. scholarship funds). The previous endowment draw down was reinvested in
235 the endowment.

236

237 Intellectual Freedom: John Harer

238 The committee has two new members. It is assisting with the Wayne County community
239 read program.

240

241 Leadership Institute - VACANT

242 There is no committee yet, just the institute co-facilitators, Mark Livingstone and Kem Ellis.
243 However, the Executive Board needs to decide institute charges right away.

244

245 Phillip Barton made a ***motion*** that we agree to charge a fee of \$1000 per participant for the Leadership
246 Institute this year. Motion was seconded by Kem Ellis.

247

248 The budget for institute is \$60,000. There is a fund balance of almost \$15,000, and endowment
249 income of about \$2,000. We expect 45 participants and 8 mentors at the institute this year.

250
251 The motion was **approved**.

252
253 **Membership: Jennifer Hanft**

254 The membership committee has been active. They have attended library school orientations
255 for recruiting student members. They did outreach to Wake County Public Libraries at their
256 staff development day. They are happy to sponsor membership table at any section/round
257 table workshop or conference.

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259 **Nominating: Phil Barton**

260 No report
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262 **Operations: Priscilla Lewis/Kim Parrott (Handout)**

263 Kim reviewed key Association operations policies with the Board. Remember to get a receipt
264 for every purchase on behalf of the Association and send to Kim.

265
266 **Public Policy – Carol Walters**

267 Carol emphasized the importance of being good advocates for libraries. Instead of a library
268 legislative day, a rally is scheduled for the last day of the American Library Association
269 annual conference. NCLA will be sponsoring a bus to bring people to the rally. Participants
270 will be encouraged to visit legislators after the rally.

271
272 **Scholarships – Lisa Williams**

273 No report
274

275 **Website Redesign Committee – Robert Burgin**

276 There is no committee. The new website is Drupal based. A training session for section,
277 round table and committee web administrators is scheduled for Feb. 12. Website issues are
278 now the responsibility of the NCLA Website Committee.

279
280 **Other Reports**

281 **ALA Council – Rodney Lippard**

282 Rodney gave highlights from his report (available online) including the ALA Snapshot
283 Project, the Merritt Fund for displaced library employees, and his visits to library school
284 classes.

285
286 **SELA Representative - Betty Meehan-Black**

287 Betty announced the next Southeastern Library Association Conference in Little Rock from
288 September 26-28, 2010 in conjunction with the Arkansas Library Association. Proposal forms
289 are available on the SELA website. She also talked about the SELA mentoring program.