

**North Carolina Library Association Executive Board Meeting
Friday, October 30th, 2020**

ZOOM Online Conferencing Platform

Attending:

Siobhan Loendorf (ALA Council), **Summer Krstevska** (Business Librarianship in NC), **Dawn Behrend** (College and University), **Jennifer Seagraves** (Community and Junior College Libraries), **Paul Birkhead** (Finance), **Jennifer Smith for Rebecca Freeman** (Government Resources), **Brandy Hamilton** (Leadership, Administration and Management), **Anthony Chow** (Legislative and Advocacy), **Breanne Crumpton** (Literacy), **Rachel Olsen** (Marketing), **Ralph Scott** (Editor, NC Libraries), **La'Nita Williams** (NC Library Paraprofessionals), **Donna Phillips** (NC Public Library Directors Association), **Sedley Abercrombie** (NC School Library Media Association), **Amanda Glenn-Bradley** (New Members), **Mike Crumpton** (Past President, Nominating), **Lorrie Russell** (President), **Sandra Lovely** (Public Library), **Susana Goldman** (Reference and Adult Services), **Jeanne Hoover** (Regional Director [Eastern] / Membership), **Juli Moore** (Regional Director [Piedmont] / Membership & Leadership Institute), **Catherine Tinglestad** (Regional Director [Central/Triangle] / Membership), **Kristin Calvert** (Resources and Technical Services), **Julie Raynor** (Secretary), **Amy Funderburk** (Scholarships), **Julie Raynor** (Secretary), **Gerald Holmes** (SELA), **Jennifer Daugherty** (Special Collections), **Timothy Owens** (State Librarian [Ex Officio]), **Sarah Jeong** (STEM-LINC), **Chad Haefele** (Technology and Trends), **Amy Harris Houk** (Treasurer), **Lara Luck** (Treasurer-Elect), **Libby Stone** (Vice President, President-Elect, 2021 Conference), **Erin Holmes** (Web and Technologies Support), **Michelle Hildreth** (Women in Libraries), **Lisa Donaldson** (Youth Services), **Morgan Pruitt** (NCLA Administrative Assistant), **Kathy Shields** (Chair, 2021 Conference Programs)

The meeting was called to order by Lorrie Russell at 10:01 a.m.

President Lorrie Russell thanked everyone for coming. Because of conducting the meeting virtually, Lorrie asked Secretary, Julie Raynor, to take attendance by roll call. Julie determined that there was a quorum of board members present.

Motion to adopt the Agenda. There were no additions or changes to the Agenda. Agenda was adopted by unanimous consent.

Motion to approve the Minutes of July 31 Meeting. There were no additions or changes to the Minutes. Minutes were approved by unanimous consent.

Treasure's Report—Amy Harris Houk

Association Budget

Amy shared that the association's income figures are good right now. The membership dues are slightly ahead of where they were expected to be (*Income-Line 6*). She added that ALA was behind in sending its joint ALA/NCLA memberships due to COVID, so the membership dues reflect 4 months instead of 3. The profit for the July 2020 Virtual Conference totaled \$355 (*Income-line 9*). This does not reflect the amount that was raised for Librarians Build Communities (that will be covered later). **Cumulative Income for First-Third Quarters 2020 Total: \$28,060.38** (*Income-Line 13*).

The association's expenses are also on track for the first quarter. The Operational Support expenses for the Assistant and Office expenses are good at this point. The amount raised for Librarians Build Communities is included as a "negative" expense, so it is considered "income". That amount was \$511, so that brings the budget for Librarians Build Communities to \$761 (*Expenses-Line 56*). Amy thanked everyone who sponsored scholarships to the Virtual Conference. **Cumulative Expenses for First-Third Quarters Total: \$10,436.77** (*Expenses-Line 81*).

Fund Accounts

The fund accounts appear to be in good shape. The section chairs should have received these and if you didn't, please email Amy (treasurer@nclaonline.org). The email message comes from Quickbooks (Intuit eCommerce).

Financial Report

The bank account is in pretty good shape currently. The Endowment seems to be in good shape, based on the Second Quarter info. (the Endowment fund reports are always a quarter behind). The CDs made a little income, so there was an increase in the Endowment funds (*Q3 Financial Reports-Line 11*).

Finance Committee—Paul Birkhead

Paul reminded everyone that it's time to start thinking about the 2020-21 budget. He will be emailing Committee chairs for budget requests early next week, with the deadline for submitting those being the first week of December. The Finance Committee will meet in mid-December to work on the budget.

2021 NCLA Biennial Conference Program plans—Kathy Shields

Kathy shared that she had been in conversation with Libby and Lorrie, and that the decision has been made to plan for a largely virtual conference in 2021. The reasoning behind this is based on whether people will feel safe to meet in person and we also anticipate that travel budgets will still be tight, and that a virtual conference may still be more accessible to many people.

They are hopeful about offering an in-person conference, but they expect that there will be a virtual track or component. They will make a final decision about this as it gets closer to time. They will also push the opening of registration to July 1, to give them more time to make some of those decisions and so that there's hopefully more clarity regarding travel funding by that time.

They will begin gathering quotes from vendors for managing virtual and hybrid conferences. They will plan on offering both recorded and livestreamed sessions. They understand that there will be a different level of cost associated with this. If you have experience with this or can provide any guidance, please contact Kathy (shielddk@wfu.edu). Kathy also encouraged section and committee chairs to start thinking about what you could offer virtually.

The Programs committee is working on the call for proposals now and they are planning on offering each section one guaranteed slot, regardless of whether we are in-person or virtual, The slots will be 50 minutes and you can opt for a full 50 minute session or 2 25-minute sessions. They will also hold a few slots for the State Library and NCLive. At this point, the deadline for submitting program proposals is Feb. 15.

Kathy expressed her appreciation for Libby's support and leadership on this. She realized this may be a shock and that it may take time to absorb this new information. That's why they have decided to start now to develop a plan for this. She also said that it would be a welcome "surprise" to make the switch to an in-person conference and it would be easy to do since they have experience with that. The virtual option is harder to do since we haven't done it before and it involves more logistics. Kathy then asked for any questions or comments.

A comment was offered that there may be concerns expressed by members of the Conference Planning Committee that this decision was not shared with them before being shared with the NCLA Executive Board.

Kathy offered an explanation that in her planning for attending this meeting to update everyone about the Programs, she had raised this question with Libby and Lorrie first, as being time sensitive, not with the intention of leaving out the Conference Committee. Libby also addressed this by saying that since the Executive Board only meets 4 times a year and Kathy had been invited to give a report at this meeting, they decided to move ahead with this. She also felt that a quick decision needed to be made about this. Lorrie added that she had given Kathy her blessing and urging to do this and she apologized that the full Conference Committee wasn't informed about this in advance. Lorrie expressed that this is the type of experience that many libraries are having right now.

There was also a question about how this would impact poster sessions. Kathy said that the posters would probably be handled differently, but she hadn't discussed it with Teresa LePors, Chair of the Poster Sessions Committee yet. Juli Moore wanted to make sure that members of the Leadership Institute cohort would have an opportunity to present, since many of them opt for poster sessions. Kathy agreed that there are many factors to consider in this.

A suggestion was made to possibly make the virtual sessions longer than 50 minutes, to account for any technical issues and in case that people wanted to offer activities or break out sessions. Kathy appreciated the suggestion.

Kathy plans to get the CFPs out by early December. The Programs Committee will be meeting on November 19th and they will be looking at whether the February 15th deadline is still reasonable (it was based on the June 1st registration date). Kathy encouraged the members to email her with any suggestions or questions about this plan. Lorrie thanked Kathy for her work on this.

President's Report—Lorrie Russell

Lorrie offered an update on the IMLS America Walk grant. Since NCLA doesn't have a physical address currently, we will not be able to apply for the grant. She wanted to discuss potential options for addresses that could be used for this. She said that according to the grant requirements, the address needs to be a place where a Board Employee or Officer works. Because of this issue, we missed the grant deadline for this cycle. She will look for grant opportunities in the future, but the address issue needs to be decided first.

She offered that since this grant will need to be renewed annually, it might be possible to use the NCLA President's address. Lara Luck asked about the possibility that the President's institution wasn't in favor of taking on this grant responsibility. She suggested that we might need to have a list of options. Lorrie then asked Mike if UNCG could be an option. Since NCLA usually has someone from UNCG's Jackson Library or the library school, would that be a good option to consider. He replied that it shouldn't be a problem.

Siobhan asked if the State Library could be considered. Lorrie said that since no NCLA officers or employees work there, that it might not be a good option in this case.

Lorrie then asked for the Board to take up the motion to use UNCG's Jackson Library as the address for the IMLS America Walks grant. There was no further discussion, so the motion was approved by unanimous consent. Lorrie will discuss the details of this decision at a later time.

Lorrie raised a question about the Constitution and Codes Committee. Currently that is a committee of one person, Laura Davidson. She would like the committee to do a thorough review of the Constitution and By-laws, as well as the NCLA Handbook. She would like a concise and cohesive document to be prepared that can be added to the NCLA website. She asked for two to three volunteers to help Laura with this project. There was a question about whether this applied to Section and Committee documents and she said that this review only applies to the NCLA Constitution, By-laws and Handbook, not individual section or committees. Lara Luck, Dawn Behrend, Sedley Abercrombie, and Libby Stone volunteered to help. Lorrie also said that she would be reaching out to Dale Cousins, who had expressed an interest in assisting with this in the past.

Lorrie also said that the chair of the Distance Learning Section had resigned and that no one has stepped forward at this point to take that position. Lorrie will be reaching out to the DLS membership to appoint a Chair for the section.

Lorrie mentioned that she hasn't been able to fulfill all of the responsibilities that she had hoped since she's been caring for her mother during her cancer surgery recovery. She had planned to meet with the new Public Library Directors to give them an orientation about NCLA, and Libby graciously did this for her. Lorrie asked Libby to share about this. Libby made a presentation to the new Directors to share an overview of the association and the benefits of membership. She also talked about the Leadership Institute and all the sections and committees. She also discussed the upcoming conference. She then sent a copy of this presentation to the Directors who were unable to attend.

At 10:45am Lorrie called a 5-minute break before starting the Section and Committee reports. The meeting resumed at 10:51am.

Section Reports

Business Librarianship—Summer Krstevska

The section has expanded its Board with two new Directors-at-Large. They are in the final planning stages for the Entrepreneurship & Libraries Conference coming up on November 12-13th, 2020. Programming for the conference includes a "Pitch Competition" for libraries. One of the 5 finalists is the Wayne County Public Library, NC. The winning pitch receives \$2,000. \$500 will be awarded to both the second-place winner and the audience choice winner. EBSCO is the generous sponsor of this competition. Kudos to the Conference planning team, especially Steve Cramer which includes 22 public, academic, and special librarians from across the United States and Canada. They will be offering their Quarterly workshop on December 16th, 2020.

Motion: The Business Librarianship in NC Section moves that the Board accept the changes to the section's By-laws, which include a change making the Secretary and Treasurer roles separate and an official addition of the Entrepreneurship Conference to the section's regular programming ([motion document](#)). There were no seconds needed and the motion passed by roll-call vote.

College and University—Dawn Behrend

CUS has been working on revisions to its By-laws, which included a name change to better represent their relationship as the NC Chapter of ACRL. They are seeking to fill their Secretary/Treasurer position. They just held a virtual mini-conference: "Bridging the Digital Divide" which addressed the ways college, university, public, and school libraries can facilitate equitable access to digital resources for library users. Several sections collaborated with them on this event: CJCLS, Literacy, Public Libraries, and NCSLMA. They had over 100 registrants and Rob Ross from NC Live was their keynote speaker. They are beginning to plan their Biennial mini-conference (virtual) for the Spring.

Motion: The College and University section is submitting proposed revisions to their bylaws and a name change from College and University Section to Association of College and Research Libraries-North Carolina Chapter ([motion document](#)). There were no seconds needed and the motion passed by roll-call vote.

Addendum to minutes: As of Nov. 19, 2020 the membership of the College and University section has approved the changes to the section by-laws, specifically the name change mentioned above.

Community and Junior College Libraries—Jennifer Seagraves

They participated in the CUS virtual conference on the Digital Divide. They have created an OverDrive Consortium collection called Dogwood. They are currently planning the Community College virtual conference to be held in March.

Distance Learning—Vacant

No report. Lorrie shared that she will be seeking to appoint a new Chair to this section.

Government Resources—Rebecca Freeman

The section will be meeting soon. They offered two "Help!" webinars and Nov. 16th will be their 100th webinar. They've invited Lynda Kellam to participate, since she was one of the people responsible for this series.

Leadership, Administration and Management—Brandy Hamilton

LAMS has held two Leadership webinars in partnership with NC Live and they promoted the benefits of NCLA and LAMS membership to the attendees. They have two more coming up in Nov and Dec. They created their Fall Newsletter and plan for the next one in January. They offered a Workplace Anxiety Workshop, with a local, but outsourced presenter with 230 attendees from all over the country. Possibly present more on this topic. They are working on fee structures for presenters and welcome any suggestions or plan. They are looking at their volunteer program for those who submit volunteer requests when they join NCLA. They are compiling a list of opportunities and they will share that list once its done. They recently conducted a member survey for training topics and have and reviewed it. They had discussed adding a “Members only” section of their webpage, but they’re tabling that for now. They want to thank the Website Committee and Morgan for their questions about the virtual aspects of the workshops. Their “Happy Place” workshop at the Conference Live was selected by ACRL.

Literacy—Breanne Crumpton

The section is meeting in November to start planning their Spring activities. They participated in the Digital Divide mini-conference.

New Members—Amanda Glenn-Bradley

The section has been doing some Drop-in sessions with UNCG LIS classes. This has led to new NMRT members, so they will continue with this. They aren’t planning any Spring activities or meetings because they’re waiting to see what the different schools’ plans are for the Spring. They are starting to make some plans for the 2021 conference and they are hoping to continue making revisions to their By-laws.

NC Library Paraprofessional Association—La’Nita Williams

They are planning their next Brown Bag Meet and Greet to be done virtually. They will be having a Round Table event in January focusing on COVID.

Public Library Section—Sandra Lovely

On Oct. 2nd they had their “Back to Fabulous” virtual conference with over 100 attendees. One of the presenters from that event represented PLS at the CUS Bridging the Digital Divide Conference. They would like to thank Timothy for serving as the Opening Speaker at the event. They also would like to thank Morgan, Erin and Amy Harris Houk for their help with the virtual conference aspects. They will be meeting in November to start their preparations for the 2021 Conference.

Reference and Adult Services—Susana Goldman

The section is planning for a busy Spring. They started a Facebook Group and have emailed their membership about that. They are planning more BUZZ sessions for Feb.-May 2021. They will be meeting again in January.

Roundtable for Ethnic Minority Concerns—Marcellaus Joiner

No report

Resources and Technical Services—Kristin Calvert

The section didn’t have an in-person workshops this fall and chose to continue putting together webinars. They had a panel webinar on October 27 on The Impact of the Pandemic on Library Collection Development with representatives from public, school, and college libraries. They will be polling their members about topics for webinars for the Spring.

Special Collections—Jennifer Daugherty

The SCRT met virtually to discuss upcoming plans. They will be offering a webinar in December on SNAC (Social Networks and Archival Context) by Kelly Spring and John Dunning. They will poll members regarding needed workshops or trainings. They also discussed looking at our bylaws and reviewing for needed updates in 2021.

STEM-LINC—Sarah Jeong

STEM-LINC held a successful webinar on September 22, 2020 entitled, “How Much Time Do You Have? Quick and Flexible Activities to Add Some Metacognition to your One-shot Science Information Literacy Sessions.” The speakers were Rachel Hamelers, Teaching & Learning Librarian at Muhlenberg College, and Jennifer Jarson, Head Librarian at Penn State University, Lehigh Valley. There were 52 registrants and 15 attendees for the webinar. Bitsy Griffin, Member-at-Large representing K-12 libraries and STEM-LINC Membership Coordinator, resigned in September. Megan Carlton and Stephanie Johnson were appointed to serve a 1-year term to fill the vacant STEM-LINC Membership Coordinator position. The STEM-LINC Chair emailed a call to the NCLA listserv to fill the vacant Member-at-Large position.

STEM-LINC Bylaws Update: Because the STEM-LINC Past Chair was absent from the Oct. 5th STEM-LINC Board meeting and did not vote, the STEM-LINC Chair has scheduled a full Executive Board meeting on November 18th for a final vote on an update to the STEM-LINC bylaws. Emily Vorhies has resigned from the position of STEM-LINC Vice

Chair/Chair-Elect and Chair of the STEM-LINC Programs Committee. Denice Lewis has been appointed as the new STEM-LINC Vice Chair/Chair-Elect and Chair of the STEM-LINC Programs Committee.

STEM-LINC will host a webinar on November 12, 2020 entitled, "The Road to Becoming an Engineering Librarian." The speaker will be Denice Lewis, Research & Instruction Librarian for Engineering & Science at Wake Forest University.

Technology & Trends—Chad Haefele

This quarter we held three webinars in our series on technology and COVID response in libraries. In partnership with the State Library of NC we presented: "Fast and Free Graphic Design With Canva", Joanna Cox and "We're All Virtual Programmers Now: Getting Started (and Getting Better at) Making Videos", Rase McCray and "Reopening in NC: How do we do it and how can technology help?", Roundtable Board members.

Women in Libraries—Michelle Hildreth

The Women in Libraries Roundtable offered a webinar on Trauma Informed Library Services presented by Andrea Winkler on September 18th. We had over 100 participants register. They will meet next week to begin planning for the spring and next year's conference. They will also be discussing plans for a virtual panel discussion of past Marilyn Miller Award Winners. This will be presented prior to putting out a call for nominees for the 2021 Conference, to give people an idea of the accomplishments and careers of the past winners.

Youth Services—Lisa Donaldson

YSS met in September to continue planning its Virtual Fall Retreat. Thank you to Morgan for setting up these Zoom sessions and registrations! As of October 9th, just over 100 participants were signed up to attend each of the 7 sessions offered. In addition to other presentations, the recipients of the YSS Diverse Books grants will present on how they have used their grant over the past year. The next YSS board meeting is scheduled for December 8th, 2020. The board will discuss a new grant opportunity for NC Youth Services staff to be awarded October 2021. YSS also plans to work on updating the section bylaws.

Committee and Liaison Reports

Conference 2021—Libby Stone

The Conference Planning Committee met via Zoom in September and discussed registration fees for the 2021 conference. Based on the information that Kathy just presented, we will be revisiting the registration fees to include a virtual and or hybrid option. We will come back with a new motion for those at the January 2021 meeting. Libby formed the Site Selection Committee for the 2023 and 2025 Conferences. She has heard back from Wilmington so far and a recommendation will be made to the board in January, or April at the latest. The next planning committee meeting is November 9th.

Constitution, Codes and Handbook—Laura Davidson (absent)

On Laura's behalf, Lorrie mentioned the importance of Section and Committee chairs consult with Laura about any By-laws changes before bringing them as a motion to the full Board. Julie Raynor also made an announcement on Laura's behalf. She reminded everyone that if you are working on changes to your By-laws and before you present them to the full Board, you need to share them with Laura. Laura also needs time to review those changes and she will need to see a document that shows what the changes are (not just the final version). Also, in the event that you need or want to make changes after her review and before the Board meeting, you need to allow plenty of time for that to occur. Finally, after the NCLA Board approves the changes, you will still need to have your membership vote on the changes before they go into effect.

There was a clarification question about this whether that needs to be the full NCLA membership or the section's membership. Lorrie responded that the section membership is who needs to approve the changes.

Intellectual Freedom—April Dawkins

No report

Leadership Institute—Juli Moore

The Committee met in September and are still planning on having the event in person in March, but they are going to be surveying the cohort about a virtual option. They will be making a decision on this by January. The venue and the speakers are all being very flexible and understanding with this possibility.

Librarians Build Communities—Nora Bird

No report

Marketing—Rachel Olsen

The Marketing Committee has been supporting the Conference planning in the last few months by sharing the Conference them and logo on social media. They also have been sharing election resources on the NCLA Facebook page each day over the past few months. Rachel mentioned that they will be having a “Section of the Month” feature in the newsletter in 2021, so if any Chair would like their section to be included to contact Rachel. If this goes well, they may do a “Committee of the Month” next. Also, if you have recordings of virtual programs that you would like to be added to the NCLA YouTube channel, please contact Rachel about that as well. Finally, they are still accepting entries for the November newsletter until the end of the day today.

Membership/Regional Directors—Jeanne Hoover and Catherine Tinglestad

The Regional Directors have been continuing to contact NCLA members as they join or renew. They also have been working with Rachel on soliciting members to be featured in the newsletter’s “Member Spotlight”.

Nominating Committee—Mike Crumpton

Mike has started receiving responses for people interested in being considered for the 2021 slate of officers from the article he wrote for the newsletter. He will send out a request to the NCLA listserv next. He hopes to have a ballot to present to the Board at the January 2021 meeting.

Legislative and Advocacy—Anthony Chow

The Committee has benefitted from it’s two student interns over the past few months. They have an intern focused on Advocacy: Martha McGehee and one focused on the website and social media platform. They hosted a #BooksThatShapedMe social media campaign for READ and National Book Month. They will be facilitating an event for Congresswoman Virginia Foxx to visit Taylorsville Public Library. UNCG’s LIS student intern program has been recognized as a model program by ALA’s Committee on Library Advocacy. He asked people to let him know about any student intern programs your library has.

A suggestion was made for the effort to be sure to recognize intern programs in Community Colleges and School Media Centers. Anthony replied that he was actively working with the community colleges on their advocacy programs and would reach out to school library media programs as well. He had met with Timothy and other state library Advocacy Committee chairs about their efforts. He acknowledged that all types of libraries are doing wonderful things to support their communities and that should be highlighted. He also mentioned that the effort to obtain signatures from the NCLA membership to put a motion for the committee to become a full section was successful. He added that part of the reason they made this effort was for there to be some sort of succession plan for the Advocacy efforts to continue after he and LaJuan were no longer involved with the effort. Lorrie added that the petition signatures had been reviewed and verified by the NCLA Treasurer.

Motion: The Legislative and Advocacy Committee would like to submit a motion to become a formal section. The Treasurer has verified that more than 100 NCLA members have signed it ([motion document](#)). There were no seconds needed and the motion passed by roll-call vote. Siobhan made a comment that she supported this effort because advocacy is important to all types of libraries and will continue to be more important in the future. Anthony reminded everyone that they are still planning on the trip to Washington, D.C. and this was an important effort every year.

Scholarships—Amy Funderburk

They are preparing the applications and recommendation forms to be ready for the Conference next year.

Web & Technologies Support—Erin Holmes

The committee has made several updates to the forms for submitting events on the website. They’ve added a way for people to request a meeting over Zoom and they have changed the form so that it routes directly to Morgan. She has done a really good job keeping track of the events and Zoom meeting requests.

NC School Library Media Association—Sedley Abercrombie

NCSLMA has had a very successful quarter. They held their virtual conference in September and it went very smoothly. She suggested that Kathy reach out to Cindy Sturdivant, who coordinated their virtual conference, as a good resource for her. They had 500 people register for their virtual conference (10 out of state) and they were able to hold almost as many sessions as they had planned for the in person event. Many sessions were live and some were recorded and they will be available for one year for the registrants to access. They had much lower registration fees due to the conference being virtual, which allowed many more people to be able to attend.

NC Public Library Directors Association—Donna Phillips

There are many new Library Directors right now, so meeting virtually is not ideal, but they are coping with it. NCPLDA held a virtual summer meeting, which included a Racial Inclusion Discussion. Approximately 20 library directors participated in the State Library sponsored Groundwater Training. Applications are being accepted for NCPLDA 2020 awards. They are still determining if the December meeting will be virtual, in person, or combined. They've been updating the Association's vision, mission and values statements, facilitated by Brigette Blanton. They have continued to host NCPLDA virtual hangouts for library directors to discuss current issues and concerns related to COVID-19 and racial issues.

ALA Council—Siobhan Loendorf

The effort to reorganize the structure of ALA is continuing. ALA issued a statement against the Executive Order to restrict federal funding from organizations that conduct racial training. ALA officially disagreed with this action. The Andrew Carnegie Medal winners were announced. The "I Love MY Librarian" award nominations are still open until November 9th.

Southeast Library Association (SELA)—Gerald Holmes

The Georgia Library Association conference was virtual and it was an excellent conference. The SELA 100 Years Celebration on November 12th is still being planned to be in person at Lookout Mountain, TN. Melissa Dennis the new SELA President would be a good resource for the Conference Planning committee about the SELA virtual conference event. She might be willing to share her experiences. Gerald offered to reach out to her and Lorrie and Libby will discuss this and let him know.

Editor, NC Libraries—Ralph Scott

No report

State Library—Timothy Owens

Timothy reported that the State Library Commission had been meeting and thanked Lorrie and Libby for being a part of that group. The LSTA 2021-22 guidelines and applications are now available. The project proposals are due Nov. 1st and the Full grant and EZ Grant proposals are due by March 1st. The Continuing Education scholarships apply to virtual conferences, up to \$500, as well as in person conferences. The deadline for applying to those is Dec. 1st for Jan.-March 2021 events. Most of the State Library Staff are still working remotely. They have had some of the staff for the Library for the Blind have come in to ship out books and players. They've also had a few staff come in to work on resource sharing and digitization projects. They hope to open to the public as soon as it's safe. The State Library library cards provide access to Historic Raleigh News & Observer and Charlotte News & Observer digitized articles.

New Business

NCLA Corporate Membership Levels—Lorrie Russell and Libby Stone

The Conference Planning Committee had been looking at adding a Corporate Membership Level. Exhibits chairs Whitney Jordan, Amanda Glenn-Bradley, Libby Stone and Lara Luck formed a subcommittee to survey other statewide organizations to see if they have some type of corporate membership, and about half of them do. The subcommittee came up with a proposal for NCLA, but upon presenting to Lorrie and Laura, Lorrie realized that clear definitions of the Contributing and Institutional membership levels need to be written (another reason to update the handbook). The reason for considering this is to provide benefits to vendors who work with NCLA on the Conference and other projects. The question was raised about whether we had a corporate membership level already. Libby added that several people on the Conference Planning committee had been looking into this.

The group is also looking at the existing membership levels, especially the Contributing level to consider removing it and adding in a Corporate level. Any changes to membership levels would need to come before the full Board first, then be put out for a vote by the full NCLA membership. Lorrie added that if the Board votes to remove the Contributing level, individuals currently at that level will be contacted with an explanation about the situation and ask to pick a new level when they renew.

Rachel felt uncomfortable with having vendor ads in the newsletter because she felt they would distract from the content. She was interested in the ways that corporate ads would be managed. Jennifer Seagraves shared that the Community College Association had a corporate membership level and it wasn't too much of a burden. Vendors were allowed to advertise in their newsletter once a year, they could have tables at conferences to speak to members and

any conference sponsors would be acknowledged several times during the conference. Lorrie added that we could manage this so that the vendor privileges would be based on the corporate membership level that they chose. Other associations have corporate ads at the bottom of the newsletter and other publications that were tastefully done and were subtle. There could be further discussions about how to manage this and the committee is open to feedback.

Another comment was that no vendor would have access to member emails as a benefit of membership. This is still in the draft stage and they group looking into this could share the links to other library associations that offer this membership level. Erin requested to be involved in this committee. Any comments or feedback on this should be directed to Libby and she would share with the Conference committee as needed. This will be considered more and be brought to the Board in January as a motion. Looking into the membership levels is also a task that the Constitution and Codes committee will be doing.

NCLA Listserv—Chad Haefele and Lorrie Russell

Lorrie brought up the fact that the NCLA member listserv has been hosted on a server at UNC Chapel Hill and managed by someone there for years. Chad continued by saying that person had retired and the responsibility for the listserv had been passed to him.

Unfortunately, the system that's being used to manage this is not easy to use and it hasn't changed in 20 years. He's not very familiar with how the listserv was setup and it doesn't function like it's supposed to. He also doesn't know how people are being added to the listserv.

Lorrie asked Chad to speak on this as a problem to be solved through some discussion. Timothy mentioned that the State Library had made changes to its listserv and it's now managed by Simple List. He mentioned that it's an active product and very affordable. Lorrie asked for volunteers to help Chad take a look at this issue and bring some suggestions for a solution to the January meeting. Several people volunteered to help Chad: Erin, Julie, Sarah and Kristen. Chad said that he would reach out to us to setup a meeting soon.

The next Meeting is set for January 29th. A decision will be made in early January about whether it will be virtual or in person.

Meeting adjourned at 12:16 p.m.

Minutes respectfully submitted by Julie Raynor, Secretary, November 5, 2020