**North Carolina Library Association Executive Board Meeting Minutes July 26, 2019**

**Meredith College Harris Building Room 214- Raleigh, NC 27606**

*Attending:*

*Alisha Webb (College & Jr. College Libraries), Laura Davidson (Constitution, Codes and Handbook), Rachel Olsen (Distance Learning), Ralph Scott (NC Libraries), Renee Bosman(Government Resources), , Rase McCray (Librarians Build Communities), Elizabeth Novicki (Library Administration & Management), Rachel Olsen (Marketing), Bitsy Griffin (NC School Media Association), Amanda Glenn-Bradley (New Members)Dale Cousins (Operations), Rodney Lippard (Past President/Nominating,) Michael Crumpton (President), Sandra Lovely (Public Library Section), Katy Webb(Reference & Adult Services), Jeanne Hoover, Mary Sizemore (Regional Director, Membership), Christine Fischer (Resources & Technical Services), Amy Funderburk (Scholarships), Denelle Eads (Secretary) Julie Raynor, (Technology & Trends), Siobhan Loendorf (Treasurer), Amy Harris Houk (Treasurer-Elect) Lorrie Russell (Vice-President, President-Elect, 2019 Conference), Erin Holmes (Web and Technologies Support), Michelle Hildreth (Women’s Issues in Libraries)*

The meeting was called to order by President, Mike Crumpton, at 10:04am.

Motion to adopt the Agenda. Second and Motion carries.
Motion to approve the Minutes of April 26 meeting. Second and Motion approved.

**President’s Report—Mike Crumpton**

The president began the meeting with announcements

President Mike stated that this is the last meeting before the conference. The next meeting will be at the conference in October.

Mike reflected on a Stephen Covey concept “begin with the end in mind.” He mentioned that he and Lorrie Russell have been talking about the association’s transition and that there is a lot going on. We transitioned to a new website, Wild Apricot. Erin Holmes and Amy Harris Houk have worked hard on making that happen. This year’s conference will be new and different. He said we are moving into the future, moving forward with social media. Kim Parrot has transitioned out of the association officially. During today’s meeting, we will talk about what this means to the association’s future.  The President’s Report touched on the following: System Admin and Org Structure, ALA councilor appointment, SELA appointment, Section Elections and biennial reports, LI Update for 2020, Newsletter Updates, Nominations Ballot, NCSLMA Conference, Wild Apricot and Website Updates, President’s dinner on October 15.

System Admin and Org Structure- Kim Parrott is volunteering. Lorrie Russell and I will go to the old NCLA office to see what is there. The association is no longer using that office. NCLA is using a High Point address.  He said that the association would need help with vendors associated with NCLA, who are not aware of the address change. We are evaluating the necessity of the phone. At this point, everything would need to go through email. The association has hired Rachel Stinehelfer on a contractual basis to handle some of the administrative duties of NCLA. She lives in Winston Salem. She will support the details of the system and administration. She is not part of the financial aspects of the association, just logistics. In terms of the phone number for the association, we would like individuals to seek out NCLA officers, Section and Committee chairs.  Laura Davidson suggested that NCLA use the Google phone service and make the phone number a Google number, which will provide a transcript with the message. Rodney Lippard mentioned that for so long we have worked with the system we have in place. He is concerned about using volunteers for this kind of work. He said there are companies that handle associations. He mentioned that in South Carolina, the person who does the work that Kim did, works for other associations. He mentioned that he has a concern about NCLA not meeting the needs of its members. Mike stated that this arrangement is not out of the question. He mentioned that he and Lorrie have discussed this and that they both will talk more about this after the conference. Dale Cousins stated that the association would need to balance the pros and the cons of this. She says having the section chairs be the contact will strengthen the lines of communication. Betsy Griffin mentioned that NCSLMA does not have a phone number. Ralph Scott added that now, associations usually do not have phones. Today, there is not a lot of phone calling going on, he said. People tend to use email for communication.  Ralph offered to help with coming up with a solution about the phone. There was a great deal of discussion on this topic. President Mike stated that for now, NCLA would stick with what we are doing currently.

Wild Apricot and Website Updates-Erin Holmes reported that the web team is on track. Everything will move over from the old site to Wild Apricot by conference. She stated that the web team is trying out the software and that they are sending membership reports every month. Erin mentioned that the New Members Round Table report is a little more complicated that the other reports. She stated that the old website is still up.

ALA Councilor Appointment- President Mike announced that Siobhan Loendorf would fill the rest of Lynda Kellam’s term of ALA Councilor. Mike mentioned that he announced the appointment in the President’s Corner of the newsletter. Siobhan will roll off as the association’s treasurer. Amy Harris Houk is treasurer-elect.

SELA Appointment-President Mike announced that Gerald Holmes would fill the remaining term of Wanda Brown’s role with SELA. He stated that the conference this year is in Arkansas. Gerald will go to the conference.

Section Elections and Biennial Reports- President Mike urged committee and section leaders to write and submit biennial reports now as the end of the biennial is fast approaching. Ralph Scott added that reports could include logos and photos. Present Mike asked that information on the names of any new executive board members be shared with Lorrie. In addition, Lorrie would like to have any committee appointees to her by September. There was discussion about bylaws and membership elections. Erin Holmes asked volunteers for sections to test their election process through Wild Apricot.

LI Update for 2020-President Mike mentioned that there are efforts to move the Institute to the East. Julie Moore has been talking with Lisa Coats at UNC Wilmington. Julie is having difficulty finding a venue that would do a buffet/cafeteria style for meals. There was a great deal of discussion on this. Suggestions for Caraway and Trinity Center were mentioned as options.

Newsletter Updates-President announced that an NCLA member had suggested that the newsletter actually have a cute name instead of simply calling it the NCLA Newsletter. There was a great deal of discussion on the subject.

Nominations Ballot-Rodney Lippard gave an update on the nominations for the NCLA Executive Board. He mentioned how the association likes to rotate presidents between Community College, Academic, and Public Libraries. He announced the slate of officers and mentioned that he had difficulties getting another candidate for president. Currently only one person is on the ballot. President Mike mentioned that he did not want people to be afraid to run for office. Rodney mentioned that the presidency is a six-year commitment because the officer will serve as president-elect, president, and past-president. It was suggested that there could be a write-in on the ballot for another candidate. The board voted to do a write-in as this practice is not reflected in the NCLA bylaws. There was a motion to override the NCLA bylaws.  The motion was approved and passed. There was discussion about possible outcomes with a write-in option on the ballot. Laura Davidson, chair of constitution, codes, and handbook added, “after the election, the executive board has appointment power.” The board voted to accept the slate of officers for the election with corrections. Motion seconded and passed. President Mike stated that the online election process would take place between August 1 and September 15.

NCSLMA Conference-President Mike announced that registration for the NCSLMA Conference has opened. He mentioned that he, along with several NCLA members, are presenting at the conference. The president encouraged the board to support the conference by attending.

President’s dinner on October 15 – President Mike announced the President’s Dinner for all Executive Board members. It is schedule for October 15, Tuesday evening, the first day of the conference.

Additional notes from the President’s Report- President Mike introduced motion: Move to accept adoption of Entrepreneurial Conference by BLINC.

**Treasure’s Report—Siobhan Loendorf**Blue- section and roundtables
Yellow- actual budget to date- $75,055.00
Purple-financial report- total assets- $401,061.39

**Finance Report—Paul Birkhead**No Report

**Section Reports

Business Librarianship-Steve Cramer**No Report **College and University-William Gee**No Report
**Community College and Junior College—Alisha Webb**No Report

**Distance Learning—Rachel Olsen**The section had its summer meeting on June 19th, with free lunch included!  There was also a virtual attendance option available for presentations and lightning talks. The section put a call out for officer nominations and a call for lightning talk proposals.

**Government Resources-Renee Bosman**The section hosted two Help! I’m an Accidental Government Information Librarian Webinars: May 1: Introduction to Researching Canadian Federal Document, with Nicholas Worby. Twenty-two people attended. June 7: The New Log Into North Carolina, with Bob Coats. Fifteen people attended. The section is also planning an event in August: Economic Census with Jennifer Boettcher.

**Library Administration and Management- Elizabeth Novicki**The section is getting ready to send out their summer newsletter. They are lining up people for nominations. The section will host seven sponsored and co-sponsored events at conference. They are hosting a Pre-Conference. The section’s luncheon will be on Wednesday. The cost will be $40.00. Conference Chair, Lorrie added that the cost of food kills us, very expensive. BLINC is doing a meeting at a local coffee shop in Winton Salem. She said that there are several walkable places around the conference site.

**Literacy-Decca Slaughter**
President Mike presented on Decca’s behalf. The section is eagerly anticipating the NCLA Conference in October. Both program proposals submitted for the 2019 NCLA Conference were approved. They are: “I Have a Story Walk at My Library, Now What?” and “Early Literacy Collaboration” regarding the campaign for Grade-Level Reading in NC. A few section members have recently moved out of state, so the section is trying to fill vacant section positions. The section is still in the process of rebuilding itself after several years of being inactive.

**New Members-Amanda Glenn-Bradley**The section will have nine sponsored events at the conference. Two of the events are for the Endowment, the Pub Crawl and Trivia Night. Trivia Night will be limited to 50 people. Their conference-sponsored sessions include the following: An Introduction to NCLA; Job Hunting, Interviewing; and a Lightning Talk on what the new generation of librarians are talking about and working on.

**NC Library Paraprofessional Association-LaNita Williams**The section participated in the 15th Annual ECU Joyner Library Conference on May 10. They sponsored a NCLPA information table. Jenelle Barbour, NCLPA Region 1 Director, also presented at the conference. Her presentation was entitled Strength in Numbers: Benefits of Professional Organizations. Attending members discussed providing a scholarship to the ECU conference in memory of former Chair-Elect Brandy Burnette. On May 14, they also provided another information table at the TALA Paraprofessional Conference held at Winston-Salem State University. The section is also planning to send out a survey about attending workshops. They continue to plan for the NCLA conference.

**Public Library Section- Sandra Lovely**The section met May 10 via phone conference. They are sponsoring a Pre-Conference session as well as six other sessions at the conference. They will collaborate on a Wine & Cheese event with REMCO and RASS.

**Reference and Adult Services-** **Katy Webb**RASS is working on creating a nomination for to gather nominations for board positions. They have lost a few members due to moves, changed positions, and retirements. The section will need to fill a number of vacancies. They are especially interested in finding a special libraries representative. The section plans to send out their form in the coming week and close nominations for the positions on August 14. Voting for officers for RASS will run for four weeks four weeks before the conference.

**Round Table for Ethnic Minority Concerns-Jewel Davis**The section extended their spring event into a June webinar, Ask the Professionals. The webinar featured three public library leaders. REMCo is seeking nominations for the Roadbuilders Award. Anyone can submit a nomination. They are especially interested in receiving nominations for school librarians. The section will be participating in the following events for conference: Pre-Conference- What Makes this a Good Book?; The Renewal Workshop: Recovering for Low Morale in American Libraries; Diversity Delineated, Inclusion Integrated, Vital Records for Genealogy; “There’s Space For Us All: An Introduction to NCLA”; PLS/YSS/REMCo Wine & Cheese Reception; Conversation with Jaki Shelton-Green; and Representation Matters: Celebrating 50 Years of the Coretta Scott King Book Awards.

**Resources and Technical Services- Christine Fisher**The section will have three sponsored sessions for the conference.
 **Special Collections—Sara Carrier**This quarter the section has been concentrating on planning for the fall meeting and developing high quality programming. The section is sponsoring two programs for the conference. They will also have a meeting during the conference. The section is discussing the future of the section membership and board membership to ensure that momentum is maintained.

**STEM—Karen Grigg**
The section hosted Visualizing Research Impact Numbers on July 24. The webinar was presented by Taylor Johnson, who is the User Services and Research Librarian, and a UNC Contractor at the EPA. The section presented a motion: The STEM Librarianship in NC Round Table (STEM LINC) moves to change the wording in our bylaws by striking “one each” from Article IV, Section 1. Here is the paragraph to be changed: ARTICLE IV OFFICERS
Section 1. The officers of this organization, known as the Executive Board, shall be: Chair, Vice-Chair/Chair-Elect, a Secretary-Treasurer, and up to five members-at-large, one each to represent the interests of college and university libraries, community colleges libraries, public libraries, special libraries, and school libraries. Most commonly there shall be fewer than five board-members-at-large, there being too few representatives of the interest communities to nominate a delegate (as clarified below) {bylaws} Motion moved and passed.

**Technology & Trends Section-Julie Raynor**
The section chair reported that all the NCLA Conference presentation proposals that were submitted were accepted. The section will have the following at the conference: Pre-Conference: Libraries: Spaces for Everyone- Web accessibility Basics and Beyond; Panel Discussion- Libraries Spaces to Teach and Troubleshoot Technology; Lightning Round- Top Tech Tools of 2019; and Conversation Starter- TNT’s Library Tech Resource Networking Meetup. The section is planning to offer a “Sched” overview webinar in mid-September to assist in Conference planning for folks who has not used the program before. The section’s nominating committee has put out a call for officer nominations for the upcoming 2019-21 Biennium; voting will begin later this summer. The David Lee King workshop series, co-sponsored with the State Library’s Library Development Department was a success with about 120 participants over three days. The feedback was overwhelmingly very positive. The section chair thanked the TNT Executive Committee members for helping to coordinate the on-site logistics for the events and Jeffrey Hamilton for the State Library for making it possible to bring David to NC. The committee chair reported that they have had interest in the “Library Tech Resource List” that the section is creating. The section is planning to sponsor a webinar on best practices for creating conference posters in the month of August.

**Women’s Issues in Libraries-Michelle Hildreth/Renee Bosman**The section is working on conference programs.

**Youth Services-**No Report
 **Committee and Liaison Reports**

**Archives-**No Report

**Conference 2019-Lorrie Russell**Conference chair, Lorrie Russell updated the board on the upcoming conference. One hundred seventy-seven people have registered for the conference. She mentioned that information to register for ticketed paid events and free events are provided in the confirmation email for registration for the conference. She added that participants would need tickets for free events, so registering for them is required. The chair stated that they need to start pushing out the publicity on the conference. She reported that there are 180 sessions, 78 posters, 48 exhibitors. Currently there are 11 raffle baskets (Libby Stone is coordinating). Lorrie emphasized the need for more volunteers to help with the conference. There are several volunteer positions available. She said people could work with exhibits, basket raffles, registration, etc. She mentioned that there is a volunteer link for people to sign up for slots. Lorries stated that NCLA is doing things differently this time by using Sched, the online scheduling program, for the conference. She said using this online program saves us $4,000. We are using the savings to pay for conference bags.  Lorrie announced that if sections need meeting spaces; reach out to Kathy Shields, program chair of the conference. Mary Sizemore mentioned that there would be therapy dogs at the conference. The dogs will be available for four hours each day, two hours on Friday. In addition, yoga and meditation opportunities will be provided at the conference. Some of the items that will be available at the conference store include the following: umbrellas, travel coffee cup mugs, tote bags, and conference t-shirts. The conference chair mentioned that all programing would be in the Benton. Sessions will take place on the upper level. The keynote and the exhibits will take place downstairs. The closing session will take place upstairs.

The local arrangements committee continues to work diligently on their individual assignments for the conference. Committee members are working on the following:
Steve Cramer/Christian Burris- local information table & information on conference website; Mary Sizemore-welcome letters for online program; Bitsy Griffin-VIP packages for all speaker; Decca Slaughter –NCLA Conference menu; Laura Luck/Jenny Boneno/Julia Smith/Alisha Webb/Jim Young (& others)- ALL Conference Reception.

Update: Whitney Jordan has confirmed that NC LIVE will be sponsoring the NCLA ALL Conference Reception with a sponsorship of approximately $5,000.

At this point, the committee is finalizing things and they feel that they are in good shape for the conference.

**Constitution, Codes and Handbook**No Report **Development –**President Mike announced that Dana Eure has stepped down from the position.
 **Intellectual Freedom-**No Report

**Leadership Institute- Debra Shreve**President Mike gave an update on the Leadership Institute in his President’s report.
 **Marketing-Rachel Olsen**The Marketing Committee continues to put most of its efforts forth towards its participation on the 2019 Conference Planning Committee. They have consistently supplied graphics to advertise and promote the conference. The committee chair reported that Kathy Shields, program committee chair for conference planning, recently recognize the Marketing/Publicity Committee is greatly aiding the success of a record number of program submissions. Through the NCLA eNewsletter, and other supplemental eBlasts through the LibrayAware system, they have been trying to reach as many members as possible to promote the conference and other NCLA events. Since the last Executive Board meeting, the committee has created the NCLA Instagram account. They already have 119 followers on that social media account and it is growing every day. The committee chair stated that with every post, they have gotten at least a dozen interactions. In addition to this, Facebook has grown by 100 more followers since the last board meeting in April. This takes Facebook followers up to 1,354. The posts are, on average, reaching about 300 followers.

**Membership Regional Directors- Jeanne Hoover**The Regional Directors sent out the request for nominations to the NCLA listserv for the Distinguished Service, Honorary Membership and Life Membership Awards. The directors are collecting nominations until August 30th. They are continuing to reach out to new and renewing members and they are exploring ways to streamline that process. In addition, the directors developed a “Top 10 Tips” for the conference and they will likely send this information out at the beginning of October.

**Nominating Committee- Rodney Lippard**The committee chair announced the slate of officers for the next biennium:
**President**- Libby Stone        Write in\_\_\_\_\_\_\_\_\_\_
**Secretary**- Betty Garrison    Julie Raynor
**Treasurer Elect-** Mark Sanders    Lara Luck
**Regional Director- Piedmont Area:**
Elizabeth Novicki    Julie Moore    Anne Maters (Mavian)
Valeria Freeman    Kate Silton
**Regional Director-Western NC Area:**
Jess Bellemer    Alan Unsworth    Mark Stoffan
 **Operations- Dale Cousins**The representative stated that there is little work to do in the area of operations. This executive board member position will disband.  It was mentioned that this position might be combined with development. This option will be discussed after conference.

**Legislative and Advocacy-**President Mike reported that a great deal of work is being done on this front. He mentioned that one of the student ambassadors would have a speaking engagement.

**Librarians Build Communities-Rase McCray**This quarter the committee worked on pursuing additional fundraising strategies including a "Summer Merchandise Store," a partnership with Forsyth County Library, a donation-based raffle, and a penny war in Forsyth County Schools. They also continued working on administrative tasks such as marketing and updating our new Wild Apricot page.

In the past quarter, Librarians Build Communities has pursued their fundraising goal through a number of different activities, most significantly opening a "Summer Merchandise Store." They launched the store this spring on Threadless.com with a single design, with more designs to come in August and September. The committee is pursuing the possibility of getting ALA to highlight the store on their social media.

Further, the committee has also been putting together a number of other fundraising strategies to help toward their ultimate $7,000 goal. The first strategy, beginning in August, is a partnership with Forsyth County Public Library to make Forsyth Backpack Program (FBP) the beneficiary of their long-running fundraiser related to their casual Friday privileges.

The second strategy is a raffle-based rewards system to direct more donations to FBP's online Donor box. Essentially, every $10 that someone donates to FBP will earn the donor an entry into our raffle (e.g. $50 = 5 entries). Donors, including anyone who donated before the raffle was announced, will be eligible by sending an image of their receipt to verify their donation. The committee is still generating prizes, but they include signed books by John Green and Susanna Kearsley and a "scholarship" registration for the 2021 conference.

The third strategy is a "penny war" organized with Forsyth County Schools. While still in the development stage in collaboration with FCS media specialists, this competitive fundraising drive will not only get them closer to their fundraising goal but will also raise the profile of their fundraiser in the county. However, they have not yet decided on the prize to be given to the school who raises the most money. Not only is the committee open to suggestions, but they are also asking all the other sections and committees if they would like to co-sponsor this prize with a financial contribution. Their hope is that with a higher pool of prize money, that they will also be able to do some good for the winning school in addition to inspiring the student body to help them with the fundraising.

In addition to planning the logistics for their packing event and continuing their marketing efforts, they have also begun generating content for their new webpage on Wild Apricot. The committee is also working to make it possible for people who are not attending to the conference to attend just the packing event.

**Scholarships-Amy Funderburk**The Scholarship Committee chair reported that, in all, the committee received 19 complete applications (including at least two recommendations) for scholarships. In June and early July, the committee reviewed applications and recommendations and voted to award scholarships as listed below. Letters went out July 10, asking recipients to submit proof of library school enrollment by August 1.

Scholarship Recipients:
NCLA Memorial Scholarship, $1,000- Patricia Shimano Lyons
Query-Long Scholarship, $1,000- Adrian Zeck
Appalachian Scholarship, $1,000- Alison P. Norris

Due to the transition to the new website, new scholarship application and recommendation forms are being created in Google Forms. The committee is using this opportunity to streamline and organize the forms.

**Website-Erin Holmes**This report captured in the President’s report

**Continuing Education-**No Report
**Student Relations-**
No Report
 **NC School Library Media Association-Bitsy Griffin**The section chair reported the following:
New Website
Moved to wild apricot in spring - NCSLMA.org will get to the wild apricot site. Move from Member clicks for a 50% savings for us.
New Address
9 Ste B #188, Black Mountain, NC 28711
New Mission and Vision Statements adopted
Support   Promote   Empower Transforming School Communities. The committee is developing a new logo to go with these.
NC Library Legislative Day- They had had their first NC LLD, thanks in large part to Dr. Anthony Chow’s leadership and determination with about 20 librarians participating. Their plans are to make this an annual event, but move the event to an earlier month. They gained an incredible amount of information about how things work in Raleigh and had follow up meetings with delegates from DPI and the Governor’s office. In each meeting, they discussed the following:

1. The need for a certified school librarian in every school
2. A dedicated budget

Anthony Chow will be leading a session at NCSLMA’s conference on approaching and talking with elected officials to advocate for school libraries. The group is preparing data gathering tools to help support our discussions.

Marketing- Focusing on creating materials to help our administrators, district directors, and superintendents understand why schools need a certified school librarian. In addition, they are offering grants for school librarians to present at other curriculum related conferences on librarian/teacher collaborative projects.
Other Advocacy Efforts

UNCG is hosting a meeting about moving the recommendation of a school librarian in all schools to a requirement.

Tennessee conducted a successful campaign to get a State School Library Consultant, so they are asking them many questions since they do not have this position in NC DPI.
Professional Development

Spring Regionals - 4 trainings in our 4 Regions on AASL Standards

Summer Online Series. Six Tuesdays in June/July. Each on a different topic based on a spring survey result.
New mentoring program is taking applications and matching new librarians to experienced mentees.

Conference 2019-

Laura Long - President Elect, Conference Committee Chair

October 2-4, 2019 at the Benton Convention Center

Theme: Connect. Create. Curate

Keynotes:

Peter H. Reynolds

       Olivia Van Ledtje

                      India Hill Brown

Emerging leaders has changed to a leadership academy. Yearlong cohort starts this year

Many changes in schedule this year

Test run of doing 3-hour workshops during conference instead of having a preconference day

Author’s hour for author’s concurrent sessions

Alternating author signings so the lesser-known ones are not sitting and waiting.

There a normally about 500 people who attend the AASL conference. Currently, for this year’s conference, there are about 100 people registered.

Conference 2020

Cindy Sturdivant - President Elect, Conference Committee Chair

September 29-October 2, 2020 at Benton Convention Center

Theme: Carolina on My Mind -

       Keynotes - Wanda will be one of our speakers

AASL - National

National Conference - November 12-16, 2019

NNLD
Laura Long and Bitsy Griffin represented School Librarians with the NC Team.
Affiliate Assembly

Brene Duggins finished up her term as Affiliate Chair

Bitsy Griffin was elected for a 2nd term as Region 4 Rep (also elected as ALA Councilor-At-Large)

Laura Long served as Delegate
Commendations
NCSLMA submitted three groups to receive an AASL commendation, and all three were accepted.

Raleigh’s Rolling Readers (Christine Tuttle)

Books on Break (Book Harvest)

Book Build (BookmarksNC)

Administrator Initiative

AASL has a new initiative to make sure that administrators understand the role of school librarians. (This corresponds with NCSLMA’s Marketing Initiative)

 **State Library-Timothy Owens**No Report

**ALA Council-**This report captured in the President’s report

**SELA-**This report captured in the President’s report

**Editor, *NC Libraries***This report captured in the President’s report
Meeting adjourned -12:15pm