

**North Carolina Library Association  
Minutes of the Executive Board**

*Friday, January 16, 2004  
Durham County Library  
Durham, NC*

**ATTENDING:** Caroline Walters, Jean Rick, Sue Williams, Pauletta Bracy, Jean Moats, Jennie Hunt, Ross Holt, Betty Meehan-Black, Bryna Coonin, Steve Cramer, Priscilla Lewis, Euthena Newman, Bao-Chu Chang, Annis Barbee, Susan Wolf Neilson, Plummer Alston Jones, Dale Cousins, Paula Hinton, Mary Ellen Chijioke, Carol Laing, Teresa Wehrli, Lynne Lysiak, Sherwin Rice, Robert Burgin, Phillip Barton, Sandy Cooper, Gerald Holmes, Rodney Lippard, Irene Laube, Keith Burkhead, Brenda Stephens, Elizabeth Laney, Vanessa Work Ramseur, David Paynter, Dan Maynard, Connie Keller, Brenda Stephens, and John Via

**Call to Order and Welcome:**

The meeting was called to order by President Pauletta Bracy at 10:00 AM at the Durham County Public Library. Phillip Cherry, Director of the Durham Public Library welcomed us, wished us a happy new year. Dr. Bracy welcomed everyone, especially the new members. Introductions were given by everyone. Steve Cramer, Susan Wolf Neilson, and Dan Maynard represented BLINC. To forestall confusion, blue name tags identified those eligible to vote and yellow name tags identified the non-voters.

An agenda change moved the Installation ceremony before the approval of the Minutes of July, 18, 2003. David Paynter (Director at Large) and Robert Burgin (Vice-president, President-elect) were installed in a ceremony presided over by Plummer Alston Jones. Gerald Holmes took the picture.

**Minutes, July 18, 2003**

The minutes of July 18, 2003 meeting were approved. Robert Burgin moved; seconded by Priscilla Lewis; motion carried.

**President's Report**

**Biennium Agenda**

The four points of President Bracy's Biennium Agenda are infrastructural integrity; strategic planning; organizational outreach; and the 2004 conference. The goal is an organization that will be productively engaged as defined by these four points.

**Committee Structure**

A review of the Committees will be undertaken to identify changes that might need to make in the structure of the organization. Suggestions included forming a committee to serve Hispanics and other population groups, change some committees to Roundtables, and to become affiliated with REFORMA.

**Appointment Procedures**

President Bracy will appoint all committees and will contact the current chairs by letter. Each Committee, Section and Roundtable will appoint or recommend candidates for committee membership. A requirement will be that at least one member should have attended the Leadership Institute. A list of Leadership Institutes attendees will be made available to the chairs. Discussion followed on ideas for increasing participation by the membership: change to membership form to ask for volunteers for committees and leadership positions, compile a list of some viable candidates, separate links and forms on the webpage for volunteers, and include form in membership renewal and in NC Libraries, NCLA listserv, a President's Corner on website. The names of all committee members are to be sent to President Bracy so official letters of appointment can be sent.

Each committee is to review the current charge at their first meeting and submit the recommended changes or revisions to President Bracy.

President Bracy will appoint a Parliamentarian and a Strategic Planning chair to work with Membership and Constitution and Bylaws committees. Planning committee for the new centennial will also be appointed.

President Bracy attended a "town meeting" at San Diego. A town meeting program would be an open forum for the membership of NCLA to raise issues in a public forum at the 2005 conference. Robert Burgin will add to the 2005 conference agenda as a program idea. Ross handled issues from the membership by bringing them to the board or by suggesting an appropriate committee or round table. Other means of getting issues of the membership addressed were the "President's Corner" on the NCLA website, membership renewal and sending an "issue message" approved by President Bracy to the voting members of NCLA.

## **Old Business**

There was no old business.

## **New Business**

**US Patriot Act:** A Resolution on US Patriot Act by the City of Raleigh was brought before the board. After discussion, it was decided to draft our own resolution offering support and appending it to the City of Raleigh's proposal.

**Rights and Permissions:** EBSCO wishes to include NC Libraries in its database. License agreement is 9 pages. Peggy Hoon will be contacted to review the agreement with H.W. Wilson and EBSCO's license agreement. After discussion, the consensus was to accept agreement if okayed by Peggy Hoon. President Bracy can sign it at that time.

Peggy Hoon is an attorney, but not licensed to practice in North Carolina. President Bracy will contact Peggy Hoon about serving the NCLA Board in a legal advisory capacity.

### **Organizational Communication: *The Board***

News will be communicated with membership and the Board by the following means:

1) The Board has a Yahoo group. Caroline is now moderator and she will keep the list updated. You will be e-mailed later how to join and post.

- 2) Use the NCLA listserv to post announcements to the general membership.
- 2) NCLA: News set up by Al Jones. Posted on the website.
- 3) Tar Heel Libraries which focuses on people in the library community and what they were doing and State Library news. Pam Jaskot is new editor and it is published in Asheboro. The idea behind *Tar Heel Libraries* is to build community by targeting people and what your library is doing. Announcements for news should be sent to Frannie Ashburn and/or Marilyn Shuster at the State Library. Information on these contacts should be or will be posted on the NCLA website.
- 4) NCLA website.

**Locations of future meetings:**

- April 16, 2004 Wilmington, NC (David Paynter)  
July 16, 2004 Meredith or Guilford (Jean Rick or Mary Ellen Chijioke)  
October 15, 2004 Burlington, (Priscilla Lewis will help arrange)  
January 21, 2005 Meredith or Guilford (Rick or Chijioke)  
April 15, 2005 Archdale (Ross Holt)  
July 15, 2005 Boone (Lynne Lysiak)  
October 21, 2005 Winston-Salem (Conference)

**Special considerations and Social Graces:**

It was suggested that we send e-cards to Diane Kester ([kester@coe.ecu.edu](mailto:kester@coe.ecu.edu)) to wish her well with her recent injury.

Teresa Wehrli volunteered to draw up guidelines for dealing consistently with deaths, injuries, illnesses, babies, etc. She will resolve these matters and bring the guidelines to the next Board meeting. Teresa Wehrli will then manage the guidelines as part of Membership Committee duties)

President Bracy reminded us all to vote in the upcoming ALA elections.

Productive engagement is now underway.

**Treasurer's Report**

The full Treasurer's Reports, Finance Committee report, Operating funds, proposed budget and Sub-accounts reports are available on the NCLA website.

**Section/Round Table reports**

**Children's Services Section:** Chair Carol Laing reported briefly and will post a report to the NCLA website. The only concern was that they lost money on the conference by transferring from the Convention Center to the Adams Mark.

**College and University Libraries Section:** Chair Rodney Lippard sent a report to North Carolina Libraries and will post it to the NCLA website. He indicated that his section wants to do programming with others. He will have more to report at next meeting.

**Community and Junior College Libraries Section:** Chair Keith Burkhead plans to build on membership gains and explore programs for the next conferences.

**Documents Section:** Chair Bryna Coonin mentioned that the upcoming Spring Workshop will be split between state and federal documents. For the Charlotte conference the program may center on collection development. The section is also pursuing a name change to “Government Resources Section”.

**Library Administration and Management Section:** Chair Mary Ellen Chijioke. No report

**NC Association of School Librarians:** Chair Al Jones reported that despite the school librarians pulling out, we still have many school librarians as members. Ross Holt appointed Al Jones as chair and to hold position open. Discussed candidates to take leadership role in this association.

**NC Public Library Trustee Association:** Mary Hatcher is the new chair. Priority is to increase membership.

**Public Library Section:** Chair Priscilla Lewis reported that the section had met and reviewed the biennial conference. They will add to new sub-committees: Bill Roberts Award Committee (chaired by Margaret Blanchard) and Genealogy sub-committee (chaired by Arthur Erickson). Discussed doing fewer, but better programs at conferences.

**Reference and Adult Services Section:** Chair Lisa Sheffield indicated the report was on the NCLA website. The section had a 60% increase in membership. The section is working on joint conference plans and is requesting co-sponsorship of programs.

**Resources and Technical Services Section:** Chair Euthena Newman indicated the section will meet next month and they are working on conference programming.

**Literacy Round Table:** Betty Meehan-Black indicated the full report was on the NCLA website. Want to do more than providing workshops. They are looking for members.

**New Members Round Table:** Chair Jennie Hunt reported a successful showing at the conference event. The names of people and their interests were recorded. The roundtable is thinking about being the “welcome wagon for NCLA”. Will work with SELA on the 2004 conference.

**Round Table for Ethnic Minority Concerns:** Chair Gerald Holmes indicated the report is on web and handed out copies. The round table is seeking proposals and ideas for programs for the 2004 conference. Brenda Stephens will serve as chair of the Road Builders award committee. Committee is planning to work on bylaws and organizational leadership.

**Round Table for Special Collections:** Chair Joan Ferguson posted report to the NCLA website. The round table sponsored five sessions during the biennial conference.

**Round Table on the Status of Women in Librarianship:** Jennie Hunt reported on planning for the 2004 conference and the Marilyn Miller scholarship.

**Technology and Trends Round Table:** Chair Lynne Lysiak reported that the round table is preparing for the 2004 conference. Chair would like to coordinate with SELA on programs from the conference.

## **Committee Reports**

**Archives:** Chair Jean Rick reminded everyone to submit their reports and minutes to her for the NCLA archives.

### **Conference 2003:**

President Bracy reported that the 2003 conference made money. Please share comments about the conference with President Bracy. The need to have a conference orientation for before each conference was brought to the attention of the Board. The NC Paraprofessional Association has drafted a planning protocol for conference programs. It will be shared with Robert Burgin and John Via. It was suggested to save a program slot for non-committee members or round table members to have programs. A "Presidential" program was suggested as a way to accommodate these people.

**Conference 2004:** Chair John Via suggested "A splendid combination" may be the name of the conference. Still deciding on the name and the actual theme. Conference committee is still in planning stages. He is interested in centennial activities: raise 100,000.00; Center for the book; future of libraries and librarians; digitize NC libraries; catalog our archives, etc. North Carolina will have fewer but better programs because SELA will be having programs. Think in that direction. It will be a three day conference. Charlotte librarians will do local arrangements. Exhibits committee has two proposals. Discussion followed on rates, social functions, receptions, vendors, banquet, recognition of past presidents and long term members, recognize all scholarship winners of NCLA, authors that we knew before they became famous, tours, talent show, pre-conferences, dance, etc. About 350 SELA members are expected to attend. Dates are 9-13<sup>th</sup> of 2004. John Via will make a list of comparative committees for program planning. Some concern was expressed that Thursday is Veterans Day. Pre-Conference workshops are available on the Tuesday before the conference (5 slots open).

**Commission on the Future of Libraries and the Book:** Report on the NCLA website.

**Constitution, Codes and Handbook Revision:** Chair Phillip Barton reported that a review of the minutes came across some changes in the rules and regulations that had not been included. These changes will be made in the near future.

**Continuing Education:** No report, Sherwin Rice just appointed last week. Sandy Cooper said there is money for a new state-wide needs assessment. President Bracy and Sandy Cooper will discuss this further.

**Endowment:** Chair Elizabeth Laney reported that NCLA is still accepting contributions. 40 contributions made to endowment in 2004. Target is about 100,000.00. North Carolina Foundation, who manages the Endowment investments, will provide a report in February for 2003.

**Intellectual Freedom:** No report.

**Leadership Institute:** No report.

**Membership:** Chair Teresa Wehrli will find out the number of years members have belonged to NCLA and report to the Board. Considered mailing to non-member conference attendees to encourage membership.

**Nominations:** Chair Al Jones request that e-mail be sent to the membership to find those interested in committees and serving on the nominating committee.

**Operations:** Chair Irene Laube indicated the need for more hours in the administrative office. This will mean more salary expense. The association may need to raise the administrative assistant to full time if we go to annual conferences. Request for a color printer for office was granted, but actual purchase was put on hold until the final budget is presented. The Board will consider more hours, also based on budget..

**Publications and Marketing(*Tar Heel Libraries and E-News*):** Pauletta Bracy suggested moving the website out of this committee and for it to be a permanent seat on the Executive Board. Should Bao-Chu have a vote? Bao-Chu serves at pleasure of President Bracy and this issue will be resolved before the next meeting.

**Scholarships:** No report.

**NCLA Website:** Bao-Chu Chang requests that the bylaws names of committees be used when submitting reports to the website. Searching will be enhanced. Each committee, section or round table should have a web person for Bao-Chu to contact. The need to use passwords is why she needs committee web person. URL is listed for statistics. Discussion forum Ibiblio.org doesn't provide service for private organizations. Plans are to scan old minutes so all will be on web site. Request was made for a workshop on how to create web pages.

**Organizational Outreach:** No report.

**Strategic Development:** No report.

## **Other Reports**

### ***North Carolina Libraries***

The annual print edition (1800 copies) will be shipped in February. The centennial issue will feature a bibliography of histories of North Carolina Libraries.

**ALA Councilor:** Vanessa Ramseur indicated the report will be on the NCLA website. She reported on her trip to San Diego: the chair of the chapter relations committee Michael Dowling is available to attend meetings and conferences. ALA Washington Office has a list of websites we could bookmark. Vanessa requested that we put these on our website. Discussed ALA pay equity: passed in committee. Issues about chapters and ALA membership dues were discussed. Specifics will be in report.

When her term expires in 2005, she will have an orientation for the new ALA Councilor.

**SELA Councilor:** No report.

**State Library:** Sandy Cooper reported on the updated graphic identity of NC-LIVE on the new posters. Working on integrating this new look into webpage. Mousepads will be available, free.

### **New Business**

#### **NC Library Paraprofessional Association (Resolution Proposal) & Regular Report:**

Chair Annis Barbee reported on that NCLPA sponsored six programs and inaugurated a scholarship. Goals for the coming year are to develop programming, membership drive, plan on 2004 conference programming, examine COPE III, focus on general marketing efforts. Report posted to the web. Will have a web person, newsletter, etc. Look at Code 3 recommendations for an attitude of inclusiveness.

**Resolution** on request for NCLA Task Force to discuss collaboration and understanding between Librarians and Support Staff - passed by voice vote. Presiden Bracy will appoint a task force.

#### **BLINC – Business Librarians in North Carolina – Submission**

Steve Cramer, Susan Wolf Neilson and Dan Maynard represented BLINC. Their next meeting will be at the Greensboro Public Library. The group would advocate more business oriented databases on NC-Live and bibliographic instruction in business workshops. Dan Maynard indicated how important business information and thus librarians are to the public.

Susan Neilson (NC State): petitioned NCLA for BLINC to join as a section. She related a brief history of organization, what it can do for us and what we can do for them. They have met the 100 signatures (169) required to submit a petition. The Board recognized the importance of business information. The goals are networking, continuing education, sharing and professional development and state initiatives. At NCLA conferences they will have programming, help with marketing. Good at fund raising and already have a name in the state.

**Motion:** Ross Holt moved that we constitute BLINC as a section. Dale Cousins seconded. Vote: passed unanimously

**Government Relations/Public Policy:** Ross Holt hired a lobbyist and worked with Capitol Strategies to avoid significant budget cuts for public libraries. Sandy Cooper indicated that funding for NC-Live has become a problem. Public Libraries can provide a state wide network to contact legislators. Capitol Strategies is public relations/fund raising firm. Requests a budget of 15,000 (12,500 to Capitol Strategies.) Ross indicated that for every dollar paid in lobbying effort, libraries received \$85 in funding.

President Bracy was authorized to enter into an agreement to appropriate \$12,500.00 for lobbying to Capital Strategies. \$2500.00 for expenses associated with this agreement. Voted: carried.

Motion was made and seconded to change name to Public Policy Committee. Vote: motion carried. Members are reported to be Ross, Sandy Cooper, Jerry Thrasher, Beverly Gass and David Goble.

**Finance Report:**

Option B includes no Leadership Institute or Reserves. Robert Burgin suggested that we adopt Option B and add \$5000.00 from Reserves to augment 10,000. The Finance Committee questioned whether there would be a Leadership Institute in 2004. President Bracy will figure this out.

**Motion:** Board accepts Option B for the budget, increasing \$5000 from the reserves to cover the costs of the Public Policy Committee. First: Mary Ellen Chijioke; seconded by Keith Burkhead. Vote: motion carried,

**Announcements, Other Business:**

Gerald Holmes requested an update and clarification of vendor relationships with committees and round tables.

Orientation for new chairs, vice-chairs and new board members scheduled for March 5<sup>th</sup> in Raleigh. Dale Cousins will let us know the actual location. Al Jones, Robert Burgin and Ross Holt will organize it. It will be open to all NCLA members.

Ross will be a panel member on the discussion at D.H. Hill Library (NCSU, Raleigh) about the USA Patriot Act – February 10<sup>th</sup>, 5:30-7:30 pm.

Meeting adjourns at 3:00.

Minutes recorded by Connie Keller