

North Carolina Library Association  
Minutes of the Executive Board  
Friday, July 16, 2004  
Saint Giles Presbyterian Church  
Raleigh, North Carolina

**ATTENDING:** Jenny Barrett, Pauletta Bracy, Robert Burgin, Keith Burkhead, Bao Chu Chang, Bryna Coonin, Mary Ellen Chijioke, Sandra M. Cooper, Dale Cousins, Gale Greenlee, Mary Hatcher, Ross Holt, Al Jones, Connie Keller, Diane Kester, Jim Kuhlman, Carol Laing, Irene Laube, Priscilla Lewis, Rodney Lippard, Lynne Lysiak, Susan Neilson, Euthena Newman, Paula P. Hinton, Vanessa Work Ramseur, Sherwin Rice, Jean Rick, Beth L. Rowe, Robin Shepherd, Brenda Stephens, John Via, Carolyn Walters, Teresa Wehrli and Jennie Hunt

**Call to Order and Welcome**

The meeting was called to order at 10:00 by President Bracy at Saint Giles Presbyterian Church.

**Minutes of April 16, 2004**

The minutes of the April 16, 2004 meeting were approved as written and submitted. David Paynter moved and Mary Hatcher seconded.

**PRESIDENT'S REPORT**

Updates were given of the four points of the biennium agenda as follows:

! **Infrastructural Integrity**

No report

! **Strategic planning**

No report

! **Organizational outreach**

No report

! **Centennial Conference**

John Via reported on the progress made by the Centennial Conference planning committee. The conference will highlight the services libraries have provided for communities. The theme will be NCLA Centennial: A Southeastern Celebration. Exhibits registration is on track. A good sign is that vendors have been coming to us. Susan Herzog has 70 programs already. More programs are expected about critical issues facing libraries at this time. The President of ALA is coming. The big name speakers haven't been named yet. Deadline for information is August 1. There will be a postcard mailed to the members of the other library associations in the southeast. The History Committee will have several events and programs planned. The tentative agenda for the social events at the conference were reviewed. Main celebration will be the Presidents Luncheon on Thursday. Five pre-conferences are planned to date. The Charlotte Mecklenburg Public Library has reserved all their meeting spaces for us during the conference. John is grateful for all the help from the membership. Around Labor Day

conference registration information should be available on the NCLA Website. The cut off date for hotel reservations is one month before conference.

Kevin Cherry, Chair of the History Committee reviewed the committee's plans. There will be a scholarly component on library history. Fun and light hearted displays of North Carolina library service; images of action over the years; photographs and artifacts; and old library technology will be scattered throughout the conference. Final event will be a time capsule about libraries today to be opened 50 years from now. The time capsule will be stored at State Library. A video scrapbook of "man on the street" interviews will be taken throughout the conference and shown at end of conference. Oral history interviews of thirty librarians will be conducted and added to the NCLA archives. A commemorative booklet is being created detailing milestones of library service in North Carolina. Kevin will try for a Proclamation or letter from the governor. Contribution envelopes will be included in the registration packets.

### **Call to Serve**

Because of the eight year commitment to leadership positions in NCLA, how can we get people to respond. For many people this 1/3 of their career. This has implications for our constitution. Included in duties of vice-president are the conferences. The question has been raised about moving to annual conferences. By next year we will have had three consecutive conferences. We'll have some experience to discuss the pros and cons of our present biennial system or annual conferences. One year terms tend to diminish cultural history and continuity and institutional memory of an organization. The following two issues will be brought back for discussion in January:

Issue one: annual conference.

Issue two: terms of office.

Vendors need to be included in this discussion. Annual conferences may require a full time administrative assistant.

The constitution and bylaws require that nominations be published. Since *North Carolina Libraries* is not published in print until end of the volume the slate may need to publish slate in *North Carolina Libraries* On-line as well as in *Tar Heel Libraries*. NCLA will need a change in the constitution and bylaws. Al Jones and Teresa Werhli will look at ways to increase voter participation and report back.

### **Budget**

Dianne Kester reported on the current status of the budget. The 2003 audit is completed. Copies are available. The Treasurer's reports are posted reports on the NCLA Website. The association has already used \$15,000 from reserves. There is \$13,000 left in reserves. The association is still solvent. Line Items that are over budget are the executive board meetings, expenses of *Tar Heel Libraries* and *North Carolina Libraries*. It is apparent that more money should be budgeted for *Tar Heel Libraries*.

The need is really there for a full time administrative assistant. Money is the issue. Cut our expenses would be one avenue to investigate. How to raise more money? NCLA membership is a bargain. Should we raise our rates? Teresa Wehrli will provide information on this in the membership report.

## **OLD BUSINESS**

There was no old business to discuss.

## **SECTION/ROUND TABLE REPORTS**

### **Business Librarianship in North Carolina**

Susan Neilson reported that BLINC has 25 new members. An article was published in *American Libraries*. At Conference will have two presentations

### **Children's Services Section--Caroline**

Report is posted on the NCLA The section requested permission to hold a raffle at the conference. Permission was given if the event is called a "drawing" and donations are voluntary. Raffles are considered gambling in North Carolina.

### **College and University Libraries**

Rodney Lippard reported that the section was meeting through e-mail. Rodney had changed jobs and now is the ILS workflow librarian at UNC Chapel Hill. The section has two programs planned for the conference.

### **Community and Junior College Libraries**

Report is posted on the NCLA website. NCLA is being represented at the North Carolina Learning Resources Association meeting.

### **Documents**

The section is planning a program on collection development and a social with SELA at the conference.

### **Ethnic Minority Concerns**

Sherwin Rice mailed newsletter and the section had an information booth at the ALA Diversity Fair in Orlando.

### **Library Administrations and Management**

Report is posted on the NCLA website. Mary Ellen Chijioke reports that the section will have a meet the new librarians get together at the conference.

### **North Carolina Association of School Librarians**

The association is in need of a chair. President Bracy will send a request for leadership to the members of this section. There will be no school librarian programming at the conference in November.

### **North Carolina Library Paraprofessional Association**

Report is posted on the NCLA website.

### **North Carolina Public Library Trustee Association**

Mary Hatcher reports that a mailing outlining the benefits of membership in NCPLTA has been sent to all public library trustees in North Carolina. Library directors

will be encouraged to include membership dues for the trustees in the library's budget. This one change could turn the trustees into stauncher advocates for libraries. The section's program at the conference will focus on ways libraries can be more effective in dealing with local funding bodies.

### **New Members Round Table**

Jennie Hunt reported that the NMRT will have an early bird reception on Tuesday evening. On Wednesday they will host an orientation reception about the importance of joining NCLA and SELA. There will be advice on how to become active and sign up sheets for interests and membership. Technology and Trends Round Table is co-sponsoring this reception.

### **Public Library**

Report is posted on the NCLA website. The Patricia and Bill Roberts award will be presented again this year. The section is planning to have a luncheon and a speaker.

### **Reference and Adult Services**

Report is posted on the NCLA website. Paula Hinton reports that the section is busy with conference planning

### **Resources and Technical Services**

The section has been working on plans for two conference programs.

### **Special Collections**

No report.

### **Status of Women in Librarianship**

Report is posted on the NCLA website.

### **Technology and Trends**

Two programs are in the planning stages for the conference. They are also co-sponsoring the Wednesday social with the New Members Round Table.

## **COMMITTEE REPORTS**

### **Archives**

Jean Rick reports that two new graduate school students have joined this committee. They have been oriented and are now working on the NCLA archives. Jean has devoted every Friday this summer on organizing the association's archives.

### **Conference 2004**

Refer to Centennial Conference under the President's Report.

### **Conference 2005**

Report is posted on the NCLA website. The RFP for the conference in 2007 has been sent to the conventions centers. Charlotte and Winston-Salem are again among the

sites. The committee will meet in July. The conference store, publicity, and placement chairs still need to be selected.

### **Commission on the Future of Libraries and the Book**

No report.

### **Constitution Codes and Handbook**

No report.

### **Continuing Education**

Sherwin Rice reports that the committee is working with the state library on grants

### **Endowment**

No report

### **Finance**

Report is posted on the NCLA website.

### **Intellectual Freedom**

Report is posted on the NCLA website. Jim Kuhlman reports that the committee is co-sponsoring two programs with SELA at the conference. One on Patriot Act policy development and another to look at intellectual freedom as related to full text publishing.

### **Leadership Institute**

No report

### **Membership**

Teresa Wehrli passed out a spreadsheet of the membership rates of other southeastern state library associations. We are the cheapest, along with South Carolina. Discussion centered on dues and types of memberships. An increase in membership dues has to be voted on by the membership. The Finance, Operations and Membership committees will work on this issue and present some options at the next Executive Board meeting.

Way to increase membership and to recognize long standing members were discussed. A slogan and contests were suggested for membership marketing.

At the conference, items from the conference store will be discounted for sections and round tables as gifts for presenters. A coupon will be in each registration packet for a discount on items at the conference store.

### **Nominating**

Al Jones reported that people have been chosen for leadership positions.

### **Operations**

Irene Laube passed out copies of the operations report and the Administrative Assistant job description. Caroline Walters will keep memberships up to date. The committee requests an increase of six hours. Irene Laube moved that the personnel

manual be revised to include this six hour increase. Ross Holt seconded the motion. The motion was called and passed by voice vote.

President Bracy proposed that the administrative assistant position be increased to a 40 hour week with a competitive salary. Discussion followed. Mary Hatcher moved that the Operations Committee investigate the feasibility of this and present a report at the next Executive Board meeting. Ross Holt seconded the motion. The question was called and passed by voice vote.

### **Public Policy**

NC-Live funding is now before the legislature. Increased funding is needed to sustain current NC-Live databases. NC-Live could be used as a marketing tool for NCLA.

### **Publications and Marketing**

No report.

### **Scholarships**

Report was given by Brenda Stephens for Sue Williams. The major issue facing this committee is that the bylaws are vague on whose responsibility it is to keep up with the loans awarded by the Scholarship Committee. The committee will pursue this issue and present recommendation to the Executive Board.

### **NCLA Website**

Bao-Chu Chang requests that committee chairs send her the correct name of your section, round table or committee. There is now a website tip sheet to help each section, round table or committee web contact to encode data. If your section, round table or committee hasn't named a web contact person, please do so and send the name to Bao-Chu.

## **OTHER REPORTS**

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

Report is posted on the NCLA website.

### **ALA Councilor**

Vanessa Work Ramseur attended the ALA conference in Orlando, Florida. She passed out a report on the conference.

### **SELA Councilor**

John Via reports that he hopes this conference will revive interest in SELA. The *Southeastern Librarian* is published bimonthly and now being indexed in *Library Literature*.

### **State Library**

Sandy Cooper reported on a pilot enrichment grant targeted at library staff who usually don't get to go to conferences. Check the State Library's website for additional

information. She reported that there was some confusion about how NC-Live operates and suggests a future column on NC-Live in *North Carolina Libraries*.

## **NEW BUSINESS**

Retired librarian Wiley Williams has given NCLA an extreme amount of time to compile a bibliography of North Carolina history. He has conducted research at George Peabody, Kent State and UNC-Chapel Hill, as well as the NCLA archives. The history committee proposed that the Executive Board present him a certificate of appreciation during the President's Luncheon at the conference. Kevin Cherry moved that the North Carolina Library Association extend a certificate of appreciation to Wiley Williams for his work in helping the association celebrate its centennial to be presented at the President's Luncheon. Paula Hinton seconded the motion. The question was called and passed by voice vote.

Terry Wehrli presented Caroline Walters with a parting gift on her last official NCLA Executive Board meeting. The Executive Board thanked her for all the work she has done for the association.

Thanks were given to Jean Rick for finding this great meeting place.

### **Announcements, Other Business**

No announcements or other business.

The Executive Board adjourned at 2:25.

Minutes recorded by Connie Keller