

1 **North Carolina Library Association Executive Board**
2 **January 26, 2007 Minutes**
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4 President Robert Burgin called to order the quarterly meeting of the NCLA Executive
5 Board at 10:05 am in the conference room of the Fayetteville State University's
6 Chesnut Library in Fayetteville, NC.
7

8 Present for the meeting were: Frannie Ashburn, Annie Barbee, Phil Barton, Beth
9 Bernhardt, Pauletta Bracy, Robert Burgin, Kevin Cherry, Kaye Cook, Bryna Coonin,
10 Evelyn Council, Dale Cousins, Jonathan Farlow, David Goble, John Harer, Mary
11 Hatcher, Beth Kaylor, Loree Kelly, Diane Kester, Debbie Luck, Mary McAfee, Betty
12 Meehan-Black, Gloria Nelson, Tommy Nixon, Kim Parrott, Sherwin Rice, Dale Sauter,
13 Mary Sizemore, Patrick Valentine, Caroline Walters, Suzanne White, Lisa Williams,
14 Susan Wolf Neilson, Bobby Wynn and H. Jamane Yeagar.
15

16 Discussion centered on the goals set by the President.
17

18 Goal # 1 - increase membership - There has been a 3% increase since October for a
19 total of 1,383 members. Membership in the Public Library Trustees Association has
20 increased by 10%, Youth Services is up 6.5% and Doc is up 5%.
21

22 It was noted that membership generally increases during the conference. Library
23 directors should encourage their staff's participation in the conference.
24

25 Goal # 2 - strengthen NCLA's financial situation - Fiscal vitality -income is up 33%;
26 Revenue from NC Libraries subscriptions have doubled and expenditures are in line.
27 The editorial board has done a good job of holding down expenses.
28

29 Goal # 3 - Surveys of members & nonmembers - Caroline Walters reported that the
30 NCLA Survey starts February 1 and runs through March 31. An announcement will be
31 sent to the listserv.
32

33 Goal #4 - Firming up procedures - The Sections & Round tables must submit proposals
34 to Finance Committee first. They should use Diane's home address – everything must
35 be co signed by President Burgin.
36

37 President Burgin reminded everyone that the cost of lunch is \$10. He also reminded
38 the group of report rules: All reports are to be in writing and brought to the meeting. 1
39 copy goes to the Secretary, the other copy goes to Kim (AA) and oral reports are limited
40 to 2 minutes.
41

42 **Treasurer's Report**

43 Diane Kester reported the profit and loss for budget – there is net income of \$13,000.
44 Ralph has been selling ads and printing is being done by the prison system, which has
45 helped trim the budget.
46

47 Kevin Cherry suggested that the Association pay back what was taken from
48 endowment, possibly after the conference. President Burgin supports the spirit of
49 suggestion. Diane will have to determine how much was taken out.

50
51 The Fund account is not an asset account, rather it is a fund within the holding of
52 assets. The association's money has been taken out of Bank of America. BOA was
53 charging \$10 each month for each savings account – the money is now in the State
54 Employees Credit Union. Reimbursements can be made directly to the person's
55 account if they are a SECU member.

56
57 Monies being paid to ALA and the Leadership Institute's funds were discussed. There is
58 a new fund, ALA student membership fund, might be income from the Gates foundation.

59
60 Administering Gates Grant for rural library sustainability – NCLA receives \$3600 for
61 administering the grant. The State library has asked if the Association will administer
62 another grant – it's a matter of getting contracts signed.

63
64 Asset report – \$263,000 as of Dec 31; there are 2 CD's and 1 money market share
65 account at SECU. A report was sent to Sections & Roundtables which reflects one
66 year's activity.

67
68 **Old Business** – none

69
70 **BLINC** - Susan Wolf Neilson reported that the BLINC workshop is planned at Elon
71 College. There has been a problem getting community colleges to participate in BLINC.

72
73 College and University Libraries - Tommy Nixon – There will be a workshop at Eliot
74 center next Friday – Betty Garrison, Elon & Thomas at ECU did lots of work on it. He
75 thanked Kim and Diane for their assistance and responses.

76
77 There is nothing in place for inclement weather for cancellations – a draft of ideas was
78 distributed. Caroline Walters indicated that ALA has a strict refund policy and we
79 should probably follow it. The

80 Constitution & By-laws committee can bring suggestions to next meeting. Dr. Bracy
81 noted that it would not go into the Constitution because it is a policy. It would apply to
82 all sections & roundtables but would need to be voted on by the Board and be in the
83 non-codified part of Constitution. President Burgin commented that at the last
84 conference, there were restrictions on travel by the State.

85
86 **Community and Junior College Libraries** - The report is on the web.

87
88 **Government Resources** – The group will hold a meeting on March 23 at Elon College.
89 The program is to be determined – elections will be held.

90
91 **LAMS** – The report is on the web.

92

93 Wanda Brown was in a serious accident in October on the way to a workshop. She was
94 in the hospital until mid December. She visited Diane's library recently. NCLA board
95 sent flowers to her.

96
97 **NC Library Paraprofessional Association** - Annis Barbee –There is an upcoming
98 meeting in February; the group is working on several projects; Also working on ideas to
99 boost membership. A new logo is being developed and graphic art assistance is
100 needed.

101
102 An all day workshop is scheduled for March 14 at Wake Forest library – Work Smarter
103 not Harder is the theme and it will cover ergonomics and technology competencies.
104 Membership is dwindling and anyone interested in serving in the Section should contact
105 Annis. A goal has been set to have 150 members by end of year. Program chair,
106 Marilyn Meadows, fell and broke both shoulders.

107
108 **NC Public Library Trustee Association** – The report is on the web.
109 The goal is to increase awareness & membership among Trustees since many have not
110 heard of NCLA. Mary will do a presentation in the western part of state and will speak
111 to various boards. She was asked what is a roundtable or section.

112
113 President Burgin indicated there is not much difference between a section and a
114 roundtable but there is a difference in committees; Sections were first designated by
115 type of library and roundtables ran through them; whereas Committees are appointed.
116 There is a need to educate people to the benefits of membership and to get message
117 across.

118
119 A question was raised about whether an NCLA application be sent to the person, when
120 a librarian applies for credentials. The issue of privacy was discussed. Kevin Cherry
121 suggested that a general information packet about public libraries be sent to applicants.

122
123 **Public Library Section** – The report is on the web. Mary McAfee reported that a
124 successful workshop on downloadable audio was presented. Funding for the Roberts
125 award was discussed. The award will be self sustaining; the section will pay for the
126 award this year but the money market fund should easily be making enough to pay for
127 the award in the future (part of CD in SECU – 14.6% of what is there).

128
129 The Section is in negotiations with writers of Unshelved to present at the conference.

130
131 **Reference & Adult Services Section** – The report is on the web. The section met on
132 November 6, 2006 and Ted Labosky was appointed vice chair. Janie Neely has
133 requested that the offices of Secretary & Treasurer be separated.

134
135 **Round Table for Ethnic Minority Concerns** – The report is on the web. The group
136 will meet on March 13 meeting. A workshop is planned; details to follow. Letters were
137 sent to past and present members to solicit membership/participation.

138

139 **Round Table on Special Collections** – The report is on the web. The group is
140 updating the website and working on a program for the conference.

141
142 **Round Table on the Status of Women in Librarianship** – A workshop is planned for
143 February 9 in Mocksville on Communication.

144
145 **Technology and Trends Round Table** – The report is on the web. A conference call
146 was held January 12th. A new web page designer will help get the page up to date.
147 There is a call for proposals for the conference.

148
149 **Youth Services Section** – The report is on the web. Loree Kelly reported that the
150 Section met December 11; evaluations from the November workshop were reviewed.
151 The section has 15 new members. The new web mistress will keep the Section web
152 page updated; the membership person resigned so a new membership person is being
153 sought. A pre-conference on teen issues is being planned.

154
155 **Literacy Round Table** – The report is on the web. Glynis Redmond will be speaker at
156 conference.

157
158 Reminder: Make sure Diane knows when any decisions are made concerning money.

159
160 **Conference Committee** - The report is not on the web yet but will be posted. Phil
161 Barton reported the committee met in December. There will not be an all-conference
162 breakfast. Phil has not heard from many people – only 5 have reported. All names
163 should be submitted to Frannie Ashburn. The proposal form for the conference has
164 been found and will be ready soon.

165
166 Phil would like to have all programs nailed down by mid-March. The February 2 meeting
167 is when the Planning Committee will present all conference speaker nominees: David
168 Holt is anticipated as the opening speaker. Gladys Ann Wells will be Ogilvie speaker;
169 she is Arizona State Librarian and reports directly to the AZ legislature. Bland Simpson
170 will be final speaker. For the President's endowment dinner, the committee is trying to
171 get a husband/wife team who produces plays.

172
173 Every workshop will have a Round Table or Section sponsor; there will be 10 concurrent
174 workshops and high quality lunch programs are needed. If Joint sponsorship involves
175 money, let Diane know how much each sponsor is responsible for. The theme is Telling
176 our Story – in whatever format to whatever audience. Poster sessions will be held.
177 There will be an all-conference event each day and the all-conference lunch will be held
178 on the last day. Members would like to hear what the association has done over the
179 year. Awards will be presented at the Ogilvie Luncheon. The issue of who signs the
180 Speaker contracts was discussed. If NCLA is expected to pay a speaker, there must be
181 a contract. The question of funding to pay speakers was raised. Frannie said a grant
182 will be made to the association from LSTA and details will be announced. President
183 Burgin received notice that the State Library will help with funding of speakers. Diane
184 commented that a bulk grant has been administered in past by the Finance Committee.

185 Burgin said would it should go through the project grant process and we should start
186 looking at the process now so it can be sent to the Finance Committee as soon as the
187 money is announced. The turn-around on project grants has been fairly quick in the
188 past. Travel and food can be paid but no honorarium can be paid to NC librarians. The
189 program grid should be voted on at the February 2 meeting. The committee will try to
190 accommodate the speaker's schedule. Poet laureate will open the conference.

191
192 The question of internet access was raised: The conference center is wireless ready
193 and we will have free access to it.

194
195 The question of whether any workshops will be podcast after the conference was
196 raised. The cost of professional filming is prohibitive but let Kevin Cherry know if you
197 know someone who can provide the service because creating what will be broadcast is
198 the expensive part of the process.

199
200 Programs should be set by mid-March and the timeline will be posted on the conference
201 website. If you have a question, start with the website and if you can't find the answer,
202 contact Phil Barton. Kevin commented on conference center's good arrangement, ease
203 of access, etc. The reason for going to Hickory is to cut costs – the conference center
204 staff is very accommodating. Room rates are under \$100. Locations are intended to
205 reach out to different populations – Hickory should bring those in the western part of the
206 state and Greenville in 2009 should bring the eastern.

207
208 There was a break for lunch at which time a presentation was made to Robert Burgin on
209 his marriage.

210
211 **Constitution, Codes...** - Bobby Wynn – The report is not on the web. Please send him
212 any relevant information.

213
214 **Continuing Education Committee** – The committee met in November and is looking at
215 certification and at what other states are doing for certification. At one time librarians
216 received certificates for attending State Library workshops but don't anymore.

217
218 **Endowment Committee** – The report is on the web. David Goble reported that \$5000
219 was received from Linda Willis (Robert's wife) which puts the endowment over \$40,000.
220 Work is continuing on the Barbara Beebe memorial fund and over \$1,100 has been
221 donated already. Discussion on how the Beebe fund will be administered followed.
222 Barbara was so identified with the Leadership Institute and leadership that the plan is to
223 sponsor a scholarship to the Leadership Institute.

224
225 Kevin suggested that a portion of each membership be given to the endowment – 50
226 cents or a dollar. This proposal should be brought to the next meeting for a vote.

227
228 **Finance Committee** – The report is on the web. Wanda was at the meeting briefly.
229 The budget was sent by email to the members. Increases were noted in credit card
230 fees, printing and travel; a pay raise was in October based on Kim's evaluation.

231
232 Diane asked if money withdrawn from the endowment will be paid back. Kevin
233 suggested waiting until after the conference to figure this out. Discussion centered on
234 whether it was a loan or monies the association would have gotten anyway. President
235 Burgin suggested the Endowment Committee look at the issues and bring
236 recommendations to the Board. A clear understanding of the endowment is needed.
237 The budget was unanimously accepted.
238

239 **Financial Vitality Committee** – The committee has not met. Vital signs are good.
240

241 **Intellectual Freedom Committee** – There will be a workshop on April 21 at Cameron
242 Village; the publicity is forthcoming. The committee will meet soon because there have
243 been some intellectual freedom issues around the state.
244

245 **Leadership Institute Committee** - The report is not on the web. Lisa Williams reported
246 that the leadership institute committee will be working with the 2007 conference
247 planning committee in organizing a social for past members of the leadership institute.
248 The social will bring together past members of the institute and offer the opportunity for
249 interested NCLA members to meet and discuss the outcomes and opinions of the
250 institute. This will offer great publicity for the leadership institute. The committee has
251 also been working with the leadership institute committee from Georgia on how they are
252 organizing their program to get ideas and offer suggestions for both leadership
253 programs.
254

255 **Membership Committee** – The report is on the web. The display went to the LAM
256 workshop, YSS retreat & College and University workshop in Mocksville. Please make
257 suggestions to Caroline if you know other conferences, etc. where it can be displayed.
258 The committee is requesting \$800 to create 3 displays
259

260 Membership awards at Conference: distinguished service award; life membership
261 award which goes to a retired librarian and Honorary membership award which will go
262 to a lay citizen. A nomination form will be forwarded to the listserv. The list of award
263 winners will be updated and put on the web.
264

265 Membership survey: Burnette Bell has run with it. The survey will roll out February 1
266 and be active on Survey Monkey for 2 months. Please post throughout your library.
267 Prizes are being offered for everyone who completes survey in Feb; The committee is
268 requesting 2 free memberships – one to a current member and one for new member -
269 and four section and roundtable memberships (all about \$100). The request approved
270 unanimously.
271

272 The Community & Junior College Libraries section is offering a free conference
273 registration to one of its members and the Public Library Section also will offer a free
274 conference registration. Thanks to both sections. Thanks also to PLS for paying for
275 Survey Monkey. The committee is requesting \$40 to pay for 3 more months of the

276 Survey Monkey service to make sure that there is enough time to collect data because
277 once it expires, the information is deleted. The request approved unanimously.

278
279 The committee is requesting \$1300 to replace current Membership card system; this
280 was already voted on as part of budget.

281
282 The committee is requesting \$850 to cover the cost of 500 mugs to be used as
283 membership incentives. The mugs will not be sold. After discussion, the request for
284 mugs was withdrawn; things from the conference store will be used instead.

285
286 **Nominating Committee** – Pauletta Bracy reported there is a discrepancy because ALA
287 limits terms to 3 years and NCLA elects for 4-year terms. Diane is filling an interim term
288 until the conference. The question was raised of whether Diane can succeed herself
289 and it seems nothing prohibits this. An announcement will be posted and the slate is
290 forthcoming. The Committee is responsible for tallying the vote and reporting to Kim.
291 Bracy asked member of their desire to serve.

292
293 Any committees with by-laws should send a copy to Bobby Wynn.

294
295 **Operations Committee** – The report is on the web.

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297 **Public Policy Committee** – May 1 & 2 in Washington, DC is Legislative Day.

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299 **Publications and Marketing Committee** – The committee is working on the
300 conference.

301
302 **NC Libraries** – The report is on the web.

303
304 **ALA Councilor** – Kevin Cherry brought the following issues to the associations
305 attention:

306
307 (a) Fiscal 07 budget; (b) EPA libraries being closed; (c) Network neutrality which the
308 FCC controls; (d) DOPA which is aimed at social networking websites and could kill off
309 library programs on these sites. Congress voted but the Senate never took up the
310 issue;

311 (e) E-government services – many governments are putting their only access on the
312 web – as government services are more on web, libraries needs to pick up the slack; (f)
313 Perfect 10 (a porn company) is suing Google on its retrieval system; (g) Work to sustain
314 e-rate which is under attack from all sides; (h) Support for immigrant rights because the
315 library should serve anyone who comes to the desk.

316
317 Legislative day will focus on reauthorization of LSTA. Two great programs are planned
318 – Lawyers for Libraries and Law for Librarians. ALA APA supports library workers rights
319 including an increase in salaries, etc. and a non-binding minimum salary of \$40K for
320 starting librarians; also supports a certification program including certification of support
321 staff. Pauletta Bracy was recognized for service to ALA.

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SELA Councilor – The report is on the web.

State Library – Available positions were discussed.

New Business – NC legislative day is April 26th. The Paraprofessional Association newsletter is available.

The next meeting of the Board will be held April 20 in Wilmington. The Greenville Board meeting will be the last business meeting because the meeting at the biennial conference will be a non-business meeting.

The meeting adjourned at 2:30pm.