

**NCLPA Executive Board Winter Quarterly Meeting  
Randolph County Public Library; Asheboro, North Carolina  
Tuesday, March 1, 2005**

Attending: Annis Barbee (Chair), Jackie Cornette (Vice Chair/Chair-Elect), Linda Hearn (Past Chair), Christian Burris (Secretary), Jackie Frye (Region 1 Director), Barbara Torpy (Region 3 Director), Wendy Barber (Region 4 Director), Marcia Johnson (Membership Committee Chair), Meralyn Meadows (Programming Committee Chair), Anthony Myles (Archives Committee Chair, Programming Committee), Shirley Hamlett (Nominations Committee Chair)

Absent: Linda Ziglar (Treasurer), Sheila Little (Region 2 Director), Jean Wilson (Conference Committee)

Welcome

Annis called the meeting to order at 11:35 a.m., extending a special welcome to the Nominations Committee Chair Shirley Hamlett.

Minutes from the October 21, 2004 Meeting

The minutes from this meeting were sent by e-mail to the Executive Board before today's meeting. Jackie Frye made a motion to approve the minutes, and it was passed by voice vote.

Treasurer's Report

Presenting on behalf of Linda Ziglar, Christian reported that the balance for NCLPA stands at \$1,755.62 as of March 1. There was an increase of \$360, indicating that 72 new members had joined the roundtable.

Chair's Report

Annis had the following items:

- There were two reports about the Mutual Respect Task Force (MRTF) Survey:
  - Kim Parrott, Administrative Assistant of NCLA, was responsive and helpful with the preparation and mailing of the survey. NCLA President Pauletta Bracey has lent full support to the project, saying that it would serve the purposes of outreach and awareness.
  - The results of the survey will be presented at the support staff workshop at East Carolina University on Friday, March 18. Meralyn will also share the results of the survey on the national level, since ALA is preparing to do a salary survey of library staff in the coming year.
- Although she was unable to attend the NCLA Executive Board meeting on January 21, the quarterly report of the roundtable was submitted and Kim Parrott distributed copies of the MRTF Survey to board members.
- More work is planned for the NCLPA website, including a new logo.
- News about upcoming publications:
  - The next newsletter will be a pre-conference issue and will be printed in July 2005. Information about the conference scholarship will also be included, as well as a notice that new officers for the roundtable will be installed during the business luncheon.

- Meralyn made a motion to authorize up to \$250.00 to cover the purchase of newsletter paper. The motion was passed by voice vote.
- A brochure will be prepared that will feature the nominees for the executive board during the 2005-2007 biennium. According to the by-laws, the list of the nominees should be mailed to the membership by March 15 of the year of the conference.
  - The names of each nominee will be listed along with a summary of their work experience and a personal quote regarding the goal of NCLPA.
  - Shirley will prepare the content for the brochure and Linda Hearn will work on the mailing. Annis will also contact Kim Parrott to determine how NCLA can help with this procedure.
- Important mailing dates:
  - Nominations brochure: Tuesday, March 15
  - Card announcing the NCLA Conference Scholarship: Friday, April 15
  - Ballot for 2005-2007 Officers: Wednesday, June 1
  - Deadline for applications for the NCLA Conference Scholarship: Wednesday, June 1
  - Deadline for Ballot for 2005-2007 Officers: Friday, July 1
  - Pre-conference Newsletter: Monday, July 11

### Committee Reports

The following reports were presented:

- Nominations (Shirley Hamlett):
  - An e-mail will be sent to each nominee to ask for a quote about the goal of NCLPA.
  - Nominees have been found for all offices, except for Vice Chair. To that end, Annis agreed to become Vice Chair again, succeeding Jackie Cornette as Chair for the 2007-2009 biennium.
- Conference (Jackie Cornette):
  - 56 people attended Bill Thompson's program at the SELA conference last November. The overall response to the program was excellent, as noted by the results from the survey distributed afterward.
  - Program sessions for the NCLA Conference in September must be submitted to by Thursday, March 10. After a period of discussion, the Board finalized the date, time, and format for each session. The sessions will be as follows:
    - Wednesday, September 21: Motivational Speaker Al Yountz will speak both at the NCLPA business luncheon and the following session at 1:45 p.m.
    - Thursday, September 22: Jackie Frye will lead a workshop about internal customer service at 9:15 a.m.
    - Thursday, September 22: a panel discussion titled "Who Answers the Next Question?", about paraprofessionals answering questions at the reference desk, will take place at 11:00 a.m. (panelists will be announced later)

- Friday, September 23: Meralyn and Annis will present “Can You Cope?”, a talk about NCLPA as a roundtable and paraprofessional issues on the national level at 9:00 a.m.
- Programs (Meralyn Meadows):
  - A program has been planned to follow the NCLA Conference about paraprofessionals asking reference questions. Details will be resolved at a later date.
  - Meralyn has sent letters to Leslie Burger and Christine Lind Hage, candidates for President Elect of ALA, asking for their views about paraprofessionals. Only Ms. Burger had responded before today’s meeting.

Spring Meeting 2005

The next meeting of the NCLPA Executive Board will be Thursday, April 21, 2005 at the Randolph County Public Library in Asheboro, North Carolina.

After this announcement, the meeting was adjourned at 3:23 p.m.

Respectfully submitted,

Christian J. Burris  
Secretary, NCLPA