

**NCLPA Executive Board Winter Quarterly Meeting
Randolph County Public Library; Asheboro, North Carolina
Wednesday, February 21, 2007**

Attending: Annis Barbee (Chair), Linda Hearn (Executive Board Advisor), Anthony Myles (Secretary), Marcia Johnson (Publications Committee), Jean Wilson (Archives Committee).

Absent: Malinda Sells (Treasurer), Carolyn Hatcher (Region 1 Director; Nominations Committee; Membership Committee), Angela Davis (Region 2 Director), Barbara Torpy (Region 3 Director), Wendy Barber (Region 4 Director), Meralyn Meadows (Historian & ALA/NCLPA Liaison)

Welcome

Annis called the meeting to order at 10:00 a.m. and thanked all for attending.

Minutes from the September 28, 2006 Meeting

The minutes from this meeting were not available. Marcia Johnson and Jean Wilson provided Anthony Myles copies of their notes so he could recreate the meeting minutes.

Treasurer's Report

Linda Hearn reported that the balance for NCLPA stood at \$1360.36 before the start of today's meeting.

Chair's Report

Annis presented the following items:

- Annis initiated Phase I of the NCLPA "Beat the Bushes" campaign during the Wake County Staff Day on February 19 at the Exploris in Raleigh. Her presentation of "Stress in the Workplace" was attended by 65 people. Dale Cousins, Director of the Cameron Village Branch of the library, is very supportive of the NCLPA.
- On January 26, Annis attended the NCLA Board meeting at Fayetteville State University
 - Brynna Coonin, Joyner Library at East Carolina University (ECU), recommended Amy Smith for Vice Chair/Program Chair on the NCLPA Executive Board
 - ECU may look to NCLPA for Keynote speaker at their paraprofessional conference
 - Robert Burgin, NCLA Chair, reported:
 - Net assets of \$200,000 effective December 31, 2006
 - Net income for last year \$13,000
 - Income up 33% above budget; student membership up 3%
 - Budget \$800 for 3 new standing displays
 - No formal inclement weather policy in NCLA - being reviewed by By-Laws Committee regarding refunds if conferences cancelled due to bad weather
 - Reduction of expenditures 20% below budgeted amount
 - Require 2 copies of everything related to workshops to go to NCLA headquarters
 - Project grants – NCLA website forms
 - Ralph Scott – *NC Libraries*: (1) Prison system prints journal; (2) Sells adds
 - Conference Planning Committee –Kevin Cherry, Chair
(October 16-19, 2007, Hickory Convention Center, Hickory, NC)
 - Tight control on programming
 - Fewer programs, more quality
 - Proposals managed by State Library, mid-March deadline
 - "Telling Our Story" theme – want more panel discussions and multispeaker presentations

- Opening Speaker – David Holt, musician
 - State Librarian of University of Arizona
 - Closing Session – Bland Simpson, author
 - Want co-sponsorships among roundtables for better quality programs
 - 2009 NCLA Conference, Greenville, NC
 - SELA Leadership Conference, March 22-24, 2007, Atlanta, GA
- Annis announced our March 14 workshop to be held in Winston-Salem and “Beat the Bushes” campaign. NCLA Board was impressed with effort.
- NCLA awards are as follows:
 - Distinguished Library Service Award – librarians
 - Life Membership Award – retired librarians
 - Honorary Membership Award – lay citizens
 - NCLPA members present agreed that an awards resolution is needed either to include paraprofessionals or to create additional awards for support staff
 - Annis crafted a motion that will be presented at the next NCLA Board Meeting and will request that the NCLA Life Membership award be opened to paraprofessionals and that a new award, NCLA Distinguished Life Service Award for Paraprofessionals, be added to NCLA awards
- Annis said that she applied for two jobs within State Government and will not know until tomorrow whether she is accepted by either agency. Until then, her role in NCLPA activities will be limited.

Committee Reports

- **Program** – (Linda Hearn)
 - “Work Smarter, Not Harder” workshop, March 14, 2007, Worrell Professional Center, Wake Forest University, Winston-Salem, NC
 - March 7 - new deadline for registration (original deadline March 9)
 - Need 20 people attending to pay for expenses
 - Payment for presenters –offer an honorarium to ergonomics presenter; no payment to State Library people as they receive lunch and mileage though their department
 - NCLPA Executive Board members to send information to their respective libraries
- **Conference** – (Linda Hearn)
 - Meralyn G. Meadows NCLA Conference Paraprofessional Scholarship – Annis to update packet materials
 - Application in each information packet handed out to March 14 workshop attendee
 - Scholarship materials mailed to library directors and posted on NCLA web site and on PARAPROSE, the NCLPA blog
 - Conference programs:
 - Legal Resources – presentation by Wake Forest University staff
 - Repeat of “Competencies in Technology” State Library presentation from March 14 workshop
 - “Stress in the Workplace” by Annis Barbee
 - Bill Leslie, WRAL-TV morning news anchor – Thursday business luncheon
 - Information packets for program attendees to include NCLA application, history of NCLPA roundtable, evaluation forms plus printed materials
 - Will seek project grant for Bill Leslie’s fee
 - Annis to send out to NCLA listserv asking for program co-sponsors

- **Membership** (Annis Barbee)
 - John Chrastka, ALA Manager for Membership Development, wants to do a joint ALA/NCLA membership push and a membership drive with NCLPA
- **Publications** (Marcia Johnson)
 - Information packets for workshops, conferences, and other occasions to include the following newly designed printed materials featuring the NCLPA and NCLA logos:
 - Trifold color brochure – “Advancing Library Support Staff Interests!”
 - Wide bookmark – same information as brochure; printed black and white on buff colored, heavy card stock
 - Visions – NCLPA newsletter, black and white print
 - NCLPA regions map – black and white print – 4 Regional Directors, photos and contact information; NC map with regions outlined
 - NCLA membership form – black and white print
 - NCLPA history written by Meralyn Meadows
 - Additional printed materials specifically for March 14 workshop:
 - Two-pocket folders, printed labels on front – Linda Hearn
 - Name tags – Barbara Torpy
 - Bookmarks – Marcia Johnson
 - Scholarship application forms – Annis Barbee and Linda Hearn
 - Workshop evaluation form – Marcia Johnson
- **By-Laws and Handbook** (Linda Hearn): Discussion tabled until later
- **Nominations** (Annis Barbee)
 - Annis will speak to Shirley Hamlett about continuing as Nominations Committee Chair and to Amy Smith about accepting the Vice Chair position for the 2007-2008 NCLA biennium

New Business

Items for consideration at upcoming meetings:

- NCLPA e-mail account
- Resolution regarding NCLA awards
- PowerPoint on NCLPA, online and downloadable
- VHS and DVD – Targets library directors for staff training video

Spring Meeting 2007

The next meeting of the NCLPA Executive Board will be Wednesday, May 30, 2007, 10:00 a.m.-3:00 p.m., at the Randolph County Public Library in Asheboro, North Carolina.

After this announcement, the meeting was adjourned at 2:00 p.m.

Respectfully submitted,

Marcia H. Johnson
Acting Secretary, NCLPA