

**NCLPA Executive Board Spring Quarterly Meeting
Randolph County Public Library; Asheboro, North Carolina
Wednesday, May 30, 2007**

Attending: Linda Hearn (Executive Board Advisor; Interim Chair), Marcia Johnson (Publications Committee; Acting Secretary), Malinda Sells (Treasurer), Angela Davis (Region 2 Director), Barbara Torpy (Region 3 Director), Meralyn Meadows (Historian & ALA/NCLPA Liaison), Jean Wilson Reader (Archives Committee)

NOTE: Jean Wilson is now Jean Reader.

Absent: Anthony Myles (Secretary), Carolyn Hatcher (Region 1 Director; Nominations Committee; Membership Committee), Wendy Barber (Region 4 Director)

Welcome

Linda Hearn called the meeting to order at 10:00 a.m.

Minutes from the February 21, 2007 Meeting

The minutes from this meeting were not available. Marcia Johnson agreed to compose meeting minutes from her notes and submit them to the Board for comment and approval via e-mail. She volunteered to write minutes from the September 28, 2006 meeting in Raleigh, NC as those were also unavailable.

Treasurer's Report

No Treasurer's report.

Chair's Report

Linda Hearn, Interim Chair, reports New Business:

- Annis Barbee was unable to attend today's meeting because of commitments associated with her new job at the N.C. Department of Human and Social Services in Raleigh.
- Secretary Position – Anthony Myles notified Linda Hearn that he would not come to the meeting and provided no minutes from the February 21 meeting. He offered to resign. Linda will ask Annis to accept Anthony's resignation via e-mail. Marcia Johnson agreed to act as Secretary through the NCLA Biennial Conference to be held in Hickory, NC, October 16-19, 2007. Annis will be asked to appoint Marcia as Secretary.
- Carolyn Hatcher submitted a letter of resignation as Region 1 Director, and as Nominations Chair, and Membership Chair. She cited lack of time to perform the duties required. Linda was not certain if the nominations were made as she had not communicated recently with Carolyn. Jean Reader offered to serve as Nominations Chair and to make telephone and e-mail contact with potential candidates. Linda will request that Annis accept Carolyn's resignation from all positions held and appoint Jean as Nominations Chair.
- A slate of candidates to serve on the Executive Board must be finalized by June 15. The ballot will not be ready until after July 1. Linda will contact Kim Parrott to find out when the paper ballot could be mailed to the full NCLPA membership.
- Linda opened the floor for discussion and asked members present to submit names of library personnel for Chair, Vice Chair, Secretary, Treasurer, and four Regional Directors. Jean Reader will use these names as a starting point in forming a roster of nominees. A separate list of names will be given to the new Executive Board Chair for consideration as appointees to Committee Chair positions.

- Angela Davis said that Harry Frank at the East Carolina University Music Library would be pleased to serve as Region 2 Director.
 - Jackie Cornette's name was submitted to replace Wendy Barber as Region 4 Director. Wendy has chosen not to run for another term.
 - Marcia Johnson stated that Amanda Davis, Acting Director of the Angier Public Library, is willing to accept a position on the Executive Board. Amanda did not specify a position.
 - Christian Burris, past Secretary, was recommended for Vice Chair. Christian is Serials Unit Coordinator, Z. Smith Reynolds Library, Wake Forest University, Winston-Salem, NC.
 - Two possibilities for Secretary were advanced: (1) Linda Early, Acquisitions Unit Coordinator, Z. Smith Reynolds Library and (2) Angela Davis, who would continue her duties as NCLPA webmaster as well. Linda Early was also suggested as a possible committee appointee by the new Executive Board Chair in October.
 - Malinda Sells has agreed to be nominated as Treasurer.
 - Jackie Frye's name as Membership Committee Chair was placed on the list of names to be considered for appointment by the new Executive Board Chair.
 - Barbara Torpy will be speaking with a Rowan-Salisbury paraprofessional about a position on the Board.
 - Malinda Sells said that she would think about people she knows as possible nominees.
 - Jean Reader noted that she does not want to continue her position as Archives Committee Chair.
 - Linda Hearn opted for the "continuity approach" in suggesting that Meralyn Meadows be asked to serve as Chair as she is a Past Chair. Meralyn said she would consider chairing the Executive Board if we could not find another qualified candidate. Her concern is that the NCLPA may founder without proper leadership as it did during the 1990's.
- **Other New Business**
 - Linda Hearn requested that Angela Davis prepare an online Google Group list that includes the entire NCLPA membership. It will be modeled after the NCLPA Executive Board Google Group. Linda will ask Annis to turn over management of the current group to Angela.
 - Linda asked Angela to investigate MySpace and Facebook, online social networking sites, to learn if NCLPA would benefit by having a presence on either.
 - A review of NCLPA printed materials resulted in the following edits:
 - Regional Director Map – (1) Shift Alleghany, Stokes, Surry, and Yadkin Counties from Region 3 to Region 4 as libraries in those counties are in the Western North Carolina Library Association. The restructuring will provide better population balance within Regions 3 and 4 as Region 3 includes populous Charlotte, Greensboro, and Winston-Salem. (2) Relocate Greene County from Region 2 to Region 1 because Greene and Lenoir County libraries are in the same system. Barbara Torpy moved that the map be edited to reflect the above changes; Jean Reader seconded the motion. The motion passed by unanimous consent. Marcia Johnson will effect the required changes and send the edited materials electronically to each member of the Executive Board.
 - Angela Davis suggested that the <http://> protocol be removed at the beginning of URLs, "www" being sufficient to direct a user to the appropriate web site.
 - Linda mentioned that Mecklenburg Public Library carries a link to PARAPROSE on their web site.
 - Marcia submitted a request for reimbursement for postage purchased to mail the Winter 2007 issue of the newsletter.
 - **Conference Luncheon** – Linda Hearn, Conference Chair

- To be held on Thursday, October 18, 2007 with special guest Bill Leslie, morning news anchor for WRAL-TV. He is a gifted musician and storyteller known throughout the state. His talents will enhance the overall Conference theme, "Telling Our Story."
 - After discussion on determining the number of people attending the NCLPA business luncheon, it was decided that 40-50 people was the minimum required to break even. The Board sold 85 tickets for the 2005 NCLA luncheon with 79 people attending.
 - The Board agreed to the Apricot-Orange Grilled Chicken buffet lunch at a base price of \$13.19 per person without servers. Angela Davis moved that we charge \$16.50 per person, the break-even price, which includes two servers. Barbara Torpy seconded the motion. The motion was passed unanimously.
- **Door prizes, Basket giveaway, NCLPA name tags, Display board, Evaluations**
 - Four Door Prizes – drawing at each program plus the luncheon
 - Bill Leslie to be asked to donate some CDs and/or DVD as a door prize
 - Two ALA and two NCLA memberships
 - Basket Giveaway – Large basket to be supplied by Angela Davis will be filled with items from each region of the State. Board members will bring donated items to the next meeting. The basket will be placed on the NCLPA display table where conference attendees may sign up for a drawing.
 - Decorating Committee – Barbara Torpy, Chair
 - Decorations themed around Bill Leslie: NC mountains, flowing water, balladeer- style music and dialogue
 - Name tags
 - Display board on a table: (1) Angela's husband to prepare a map of the four NCLPA regions for exhibit; (2) Photos of new NCLPA Executive Board members and scholarship winner
 - Evaluation forms and signup sheet for each program – Marcia Johnson
- **Other Conference Business**
 - Discuss possibilities of gift for each of the five presenters at next meeting
 - Jean Reader update on Meralyn G. Meadows NCLA Conference Paraprofessional Scholarship: Deadline for application July 1, 2007; forms available on NCLA web site at NCLPA link
 - Information packets for new members of Executive Board to include basic printed materials (brochure, map of NCLPA regions, bookmark, NCLA application form, NCLPA history sheet, copy of most recent newsletter) plus copy of By-Laws, member handbook, and welcome letter from outgoing Chair
 - Linda Hearn to contact Frannie Ashburn about including NCLPA bookmark in NCLA goodie bags handed out to all conference attendees
 - Conference issue of Visions, the NCLPA newsletter, to be mailed out in August:
 - Biographies and photos of new members of NCLPA Executive Board
 - Biography and photo of scholarship winner
 - Conference programs list
 - Welcome from new Chair
- **Old Business**
 - NCLA Executive Board meeting to be held July 20 at the Shepherd Public Library in Greenville. Angela Davis will represent NCLPA on behalf of Annis Barbee who cannot attend. Angela will present a motion to the effect that the NCLA Life Member Award for retired

librarians be opened to paraprofessionals. Part two of the motion includes a request for creation of a Distinguished Life Service Award for Paraprofessionals.

○ **Conference Programs**

- Wednesday, October 17 – “Free Legal Information on the Net” presented by Maureen Eggert and Sally Irvin, law librarians at Professional Center Library, Wake Forest University
- Thursday, October 18 – Business Luncheon – Bill Leslie as guest speaker/musician; announcement of NCLPA scholarship winner
- Thursday, October 18 – Repeat of the NCLPA “Work Smarter, Not Harder” workshop presented by the State Library of North Carolina; two sessions on competencies in technology, one morning and one afternoon, by Raye Oldham and Beth Crist.
- Friday, October 19 – “Stress in the Workplace” by Annis Barbee
- Conference packets for attendees at each program plus a sign-up sheet designed to encourage involvement in NCLPA activities
- Host/Hostess from Executive Board to greet program attendees, provide handouts

(Linda noted that Kevin Cherry, NCLA Program Chair, had not acknowledged official approval as of today’s meeting)

- Linda reported that the March 14 “Work Smarter, Not Harder” workshop was a success with 31 attendees representing North Carolina libraries from Elizabeth State University in the east to the Appalachian Regional Library in the west. The workshop made a profit of \$606.99.
- “Beat the Bushes” membership drive was considered a dead issue at present because vacancies on the Board prevented implementation within the October 2006-June 2007 timeline.

Fall Meeting 2007

The next meeting of the NCLPA Executive Board will be Wednesday, September 5, 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