

NCLPA Executive Board Meeting Minutes
Wednesday, February 27, 2008
10:00 A.M. Asheboro Public Library

Members Present:

Meralyn Meadows (Chair), Jackie Frye (Vice Chair), Barbara Torpy (Region 3 Director), Marcia Johnson (Publications Chair), Ellen Dickey (Scholarship Committee Chair), Angela Davis (Secretary)

Members Absent

Malinda Sells (Treasurer), Amanda Davis (Region 1 Director), Harry Frank (Region 2 Director), Jackie Cornette (Region 4 Director)

Approval of Minutes:

Approved as written and distributed.

Treasurer's Report:

A handout with the treasurer's report for Jan. – Dec. 2007 was presented. The report will be posted on the website along with the finalized minutes.

Total income: \$3620.00
Total expenses: \$3061.37
Net income: \$558.63

Business

A. Membership Strategies

- a. Meralyn outlined two goals for NCLPA: 1) increase membership and 2) have the organization become more active.
- b. NCLPA total membership as of December 2007: **92**
- c. At the last meeting, Executive Board members were asked to try to get people at their library to join NCLA/NCLPA. Meralyn asked each member present to give a brief overview of their experiences with asking people at their library to join.
- d. It was suggested that we use the NCLPA Members e-mail list to let those who are not non-members know what we are doing, especially since a lot of the people allowed to join the list are interested in support staff issues, but are not necessarily members of NCLA/NCLPA.
- e. The position of Membership Chair needs to be filled as soon as possible. This person will work with the regional directors to coordinate membership efforts. It was suggested that we try to recruit someone from a larger library. People were identified at the meeting that could be contacted about filling this position. If anyone has any other suggestions of who could be contacted about serving in this position, let Meralyn know.
- f. Jackie Frye suggested that a database with contact information of key library staff who could distribute information to support staff in their area would be helpful for the regional directors.
- g. Suggestions for increasing membership:
 - i. NCLA materials need to include NCLPA info (brochures/bookmarks) whenever they have their display board out at conferences and workshops. Meralyn will

contact Phil Barton about how this can be achieved.

- ii. NCLA wants to increase its overall membership to 2000. Support staff make up 70% of the library workforce in the state. It was suggested that the NCLPA Membership Chair work with the NCLA Membership Chair in an effort to target library support staff in the state in an effort to increase membership of both groups.
- iii. Triple Play Membership Idea – Meralyn said she would talk to Carolina Walters about the possibility of a combined membership deal for joining NCLA, NCLPA, and ALA. If it is not possible to include ALA, then a Double Play deal was suggested. Maybe a reduced fee when joining NCLPA or something along those lines. Other suggestions included giving a free or reduced price (\$2) NCLPA roundtable membership the first year.

B. Leadership Mentoring Program

- a. Meralyn would like to work toward establishing a mentoring program. The idea is to teach NCLA members how to mentor in hopes that those who hold offices in the association would use these skills to train/mentor incoming members who would eventually take on various leadership positions within the organization.
- b. It was decided that the first thing to do would be to sponsor a general mentoring workshop. The Public Library Section had expressed an interest in co-sponsoring such a workshop. The workshop would be open to anyone, but NCLA sections and roundtables would be asked via typed correspondence to send at least one representative to the workshop.
- c. Meralyn has contacted Raye Oldham (State Library of NC), who is currently searching for contacts who could lead a mentoring workshop.
- d. Meralyn asked for any other ideas and it was suggested that it might be a good idea to “trade places” with someone from a different library in order to learn how other libraries do things and to experience various types of libraries.

C. Biennial Report

- a. NCLA roundtables must submit a biennial report.
- b. Angela will put together a biennial report for NCLPA which is due by Friday, March 7. The report is to highlight the accomplishments of NCLPA during the 2005/2007 biennium.

Report of Regional Directors

A. Amanda Davis – Region 1

- The Angier Public Library is at 100% NCLA & NCLPA membership.
- There is a policy that the Dunn City Library and Harnett County Library System maintain 100% NCLA membership.

B. Harry Frank – Region 2 (Absent)

C. Barbara Torpy – Region 3

- Nothing to report.

D. Jackie Cornette – Region 4 (A printed report was distributed.)

- NCLA information was delivered to Ashe, Watauga and Wilkes Libraries.

- Jackie contacted department heads at each library asking for target paraprofessionals and made personal contacts with the recommended staff. These contacts have resulted in four new memberships to NCLA.
- NCLA memberships for department heads are already sponsored by Appalachian Regional Library. Jackie is working on adding the NCLPA roundtable for the next renewal cycle.

Committee Reports

- A. Archives
 - Wendy Barber will remain Archives chair.
- B. Conference
 - Jackie Frye will begin to work on forming a conference committee.
- C. Membership
 - Membership strategies were discussed during the Business part of the meeting.
- D. Nominating
 - No report.
- E. Scholarship
 - Ellen Dickey is chair of the scholarship committee and has asked two people to serve on the committee. She is still waiting to hear back from those people.
 - Angela is to e-mail Ellen an electronic copy of the scholarship application materials.
- F. Program
 - We need to find a Program Committee Chair.
 - Meralyn has an idea of someone to ask and will contact that person.
- G. Publications
 - The "Visions" newsletter was mailed at the end of January and is also posted on the NCLPA website.
 - Many thanks to Jackie Frye and Melanie Collins for their help with the newsletter.
 - Future issues of the newsletter will be online only. A few print copies will be sent to those without web access. A few print copies will be kept on-hand for displays, workshops, etc.
 - Anyone with information or ideas for the newsletter should send them to Marcia.
- H. By Laws
 - No report.

Announcements

- Meralyn stated that committee chairs are non-voting members of the executive board.
- Meralyn gave some highlights from the NCLA Board Meeting:
 - NCLA wants to...
 - increase its membership to 2000.
 - improve their continuing ed. Opportunities.
 - strengthen the NCLA endowment.
 - help library employees enjoy the benefits of pay equity.
 - develop effective library advocates/trustees.
 - The NCLA Board voted to make the part-time NCLA administrative assistant a full-time employee.
 - The future plan for the Leadership Institute is to combine with South Carolina for a joint program.

- The NC Libraries magazine is to include a new section titled "Library Leaders." Paraprofessionals are eligible to be recognized in this new section.
- The State Library wants some ideas about what conferences/workshops paraprofessionals would be interested in attending with grant/scholarship money. The Virginia Library Association's conference was mentioned.
- The following dates should be posted to the blog (Paraprose):
Apr. 15 – National Library Workers Day
May 13-14 – Advocacy Day in Washington D.C.
May 18-20 – Virginia Library Association Paraprofessional Conference
- Angela passed around a list of who was on the current NCLPA Exec Board Google Group. She asked that any corrections or additions be noted on the sheet.
- Angela distributed a copy of the NCLPA web accounts information to Meralyn Meadows (Chair) and Jackie Frye (Vice-Chair).
- The next executive board meeting will be held on Wednesday, May 7th, at the Randolph County Public Library in Asheboro.

Meeting adjourned at 1:45 P.M.

Angela Davis
NCLPA Secretary