

NCLPA Executive Board Meeting Minutes

Thursday, January 15, 2009

10:00 a.m. Asheboro Public Library

Members Present:

Meralyn Meadows (Chair), Jackie Cornette (Treasurer), Marcia Johnson (Publications Chair), Wendy Barber (Archives), Barbara Torpy (Region 3), Angela Davis (Secretary)

Members Absent:

Jackie Frye (Vice-Chair), Amanda Davis (Region 1), Harry Frank (Region 2), Linda Hearn (By-Laws), Ellen Dickey (Scholarship Chair), Hannah Winkler (Program Chair)

Approval of Minutes:

Minutes from the September 18, 2008 meeting could not be approved due to not having quorum. **Approval of these minutes is pending an e-mail vote from all voting board members.**

Treasurer's Report:

Handout – balance of \$2191.89

Jackie (Treasurer) would like for all reimbursement requests to be duplicated and one copy sent to the Chair as well as the Treasurer in order to keep better transaction records. Meralyn (Chair) stated that receipts should be sent to her immediately and she will then forward copies to Jackie (Treasurer).

Regional Director Reports:

Region 1: Absent

Region 2: Absent

Region 3: Nothing to report.

Region 4: Absent

Meralyn is going to ask the Regional Directors who are absent to send a report via e-mail.

Committee Reports

- Archives:
Wendy (Archives) reports that she is still working on gathering materials in order to have them scanned to a CD. She is going to check with Jean (past Archives) and Linda (By-Laws) to see if they had previously scanned any materials. Angela (Secretary) said that she would save the web files to a CD and send them to Wendy as well.
- Conference:
Jackie Frye (Vice-Chair, Absent) sent word via Jackie Cornette (Treasurer) that the committee is still passing ideas around for programming. Discussion among members present resulted in a decision to go with an NCLPA birthday theme no matter what NCLA decides about the conference theme.

MOTION - Jackie Cornette made a motion (pending approval via e-mail by all board members):

Move that the NCLPA conference theme for the 2009 NCLA Conference be a birthday bash and that workshops and the luncheon be centered around that theme.

The motion was seconded by Barbara Torpy (Region 3). Angela (Secretary) will send an e-mail to all board members with the motion for an official vote.

Other discussion revolved around having some sort of evening program or event at the hotel/convention center. Angela (Secretary) suggested that the ECU Jazz Band be contacted about performing at the evening program. She will contact the director to see about pricing and availability.

- **Program:**
Meralyn (Chair) suggested that we need to offer a workshop between now and the conference. Ideas about the workshop centered around money saving ideas (big things on a small budget). Meralyn will contact Hannah (Programs) about starting on this.
- **Publications:**
Marcia (Publications) had packets of current materials printed and distributed to everyone. As soon as we have solidified some program information Marcia would like to send out a new copy of Visions (newsletter). Ideas for a new spotlight person were solicited. Someone suggested an article about certification would be timely since things seem to be moving along with LSIRT. Meralyn has a contact person who may be able to provide an article or information about the current state of certification. Marcia is going to send a copy of the "Brief History" via e-mail. Angela will convert it PDF and redistribute it as well as putting it on the website. Suggestions for the website were listed in the handout packet.
- **Business:**
Meralyn suggested that Marcia be nominated for the Lifetime Membership Award. After Meralyn has submitted the nomination, she wants everyone to send a letter of support. She will let us know when the preliminary paperwork has been submitted. The deadline for nominations is March 16th.
- **Handbook:**
Jackie C. stressed the importance of having outgoing officers train/mentor the incoming officers. She followed this by making a motion (pending approval via e-mail by all board members):

**Move that the following statement be added to the NCLPA Handbook:
All outgoing NCLPA chairs/officers will mentor incoming officers/chairs.**

Miscellaneous:

Angela asked how she should handle incorporating the notes about motions made and passed via e-mail since the last meeting. It was decided that those minutes will be included at the end of the minutes from this meeting.

Angela Davis, NCLPA Secretary
February 4, 2009

NCLPA Exec E-Mail Group Correspondence Notes

October 2008 – November 2008

October 29, 2008 – E-mail from Meralyn Meadows (Chair)

Motion to appoint Jackie Cornette (Region 4 Dir.) as Treasurer:

- The motion is by Jackie Frye (Vice-Chair); seconded by Linda Hearn (By-laws):

MOVED that Jackie Cornette be appointed Treasurer to fill the unexpired term of Malinda Sells. The appointment will begin immediately and will run until the business meeting of the North Carolina Library Paraprofessional Association during the biennial conference in Greenville, NC October 6-9, 2009.

October 31, 2008 – E-mail from Meralyn Meadows (Chair)

Motion to Appoint Jackie Cornette as Treasurer:

- All seven elected officers of NCLPA voted yes to the motion by Jackie Frye (Vice-Chair); seconded by Linda Hearn (By-laws), which read:

MOVED that Jackie Cornette be appointed Treasurer to fill the unexpired term of Malinda Sells. The appointment will begin immediately and will run until the business meeting of the North Carolina Library Paraprofessional Association during the biennial conference in Greenville, NC October 6-9, 2009.

NCLPA Funds:

BEGINNING BALANCE (as of January 1, 2008)	\$1,925.39
INCOME (January 1-September 30)	
(All from Membership Dues)	\$ 305.00
EXPENSES	
January 8, 2008 to Mrs. Pumpkin for Bxd Lunch	\$ 52.50
February 21, 2008 to Marcia Johnson for postage	\$ 41.00

BALANCE (as of October 31, 2008)	\$2,136.89

November 7, 2008 – E-mail from Meralyn Meadows (Chair)

Region 4 Director:

- Jackie Cornette (Region 4 Director) contacted and followed up with Dee Daughtridge about being appointed as Region 4 Director.
- Now we need a motion, and someone to second the motion, that Dee Daughtridge be appointed to fill the unexpired term of Jackie Cornette as Region 4 Director of NCLPA. The appointment will begin immediately and will run until the NCLPA business meeting at the Biennial Conference in Greenville, NC, October 6-9, 2009.

November 7, 2008 – E-mails from Angela Davis (Secretary) and Jackie Frye (Vice-Chair)

Motion from Angela Davis (Secretary):

- I move that Dee Daughtridge be appointed to fill the unexpired term of Jackie Cornette as Region 4 Director of NCLPA and that the appointment should begin immediately and run until the NCLPA business meeting at the Biennial Conference in Greenville, NC, October 6-9, 2009.

Motion seconded by Jackie Frye (Vice-Chair).

November 12, 2008 – E-mail from Meralyn Meadows (Chair)

Motion was approved unanimously by all seven elected members of the Board:

- MOVED that Dee Daughtridge be appointed Region 4 Director of the North Carolina Library Paraprofessional Association (NCLPA) to fill the unexpired term of Jackie Cornette. The appointment will begin immediately and will run until the business meeting of the NCLPA during the biennial conference in Greenville, NC October 6-9, 2009.