North Carolina Library Association Executive Board Meeting Minutes
Friday, January 28, 2011 — Orange County Public Library— Hillsborough, NC

Attending: Phil Barton (Past President), Evelyn Blount (REMCO), Pauletta Bracey (LIT), Wanda Brown (Vice-President), Robert Burgin (Website), Carol Cramer (Finance), Steve Cramer (BLINC), Mimi Curlee (GRS), Cynthia Dye (YSS), Jackie Frye (NCLPA), M.J. Goodrum (PLS), Jennifer Hanft (Membership), Jennie Hunt (WILR), Lynda Kellam (RASS), Rebecca Kemp (RTSS), Emily King (NMRT), Rodney Lippard (ALA Councilor), Betty Meehan-Black (SELA Representative), Jennifer Noga (CJCS), Timothy Owens (Constitution), Kim Parrott (Admin Asst), Sherwin Rice (President), Dale Sauter (SCS), Ralph Scott (NCL Editor), Mary Sizemore (Treasurer-Elect), Elizabeth Skinner (Director), Andrea Tullos (Treasurer), Carol Walters (Public Policy), Lisa Williams (Scholarships)

The meeting was called to order at 10:04am by Sherwin Rice.

The agenda was approved. The minutes of the October 22, 2011 meeting were also approved.

President’s Report — Sherwin Rice
Rice’s report touched on highlights of the first year of the biennium which has had its challenges and successes. While membership is down, the association is still in the black. Networking dinners have proved extremely successful. Some of the workshops offered had to turn away participants. The Unconference was wonderful. Membership recruiting has been challenging, but the membership committee is doing good work. The website enhancements have been wonderful and Kim is mastering Avectra. Legislative day was a success, thanks to Carol Walters. Overall, NCLA had a good year, thanks to everyone’s work.

Treasurer’s report — Andrea Tullos
Tullos distributed copies of the Budget 2010 4 th Quarter Report, the Fund Accounts 2010 Report, and the December 31, 2010 Financial Report. The reports were carefully reviewed by the board and a brief discussion followed.

Section/Round Table Reports

Business Librarianship Section — Steve Cramer
Full report online.
The next workshop sponsored by the section will be in Wilmington. Online workshops are also planned for the spring via Elluminate or other software.

College and University Section — Lisa Williams for Carolyn Willis
Full report online.
Bibliographic Instruction committee is planning a workshop for 5/20 10-3 at Cameron Village in Raleigh. The Distance Learning Interest Group is also planning a meeting for this spring and a conference program in the fall.

Community and Junior College Libraries Section — Jennifer Noga
Full report online.
The “Instruction at the Point of Need” conference cosponsored with CUS was a success with more than 100 attendees. The Davidson County Community College conference center was a great venue.

Government Resources Section — Mimi Curlee
GRS is working on online workshops.

Library Administration and Management Section — Ruth Ann Copley (not attending)
Full report online

Literacy Roundtable — Pauletta Bracy
Full report online

New Members Round Table — Emily King
Full report online
There are six networking dinners being planned—encourage people to come and get involved. NMRT is also looking for hosts for these dinners. These are events for new and existing members. It was suggested that we also promote them to trustees. A Get to Know NCLA event will be held before the fall conference. Representation from as many sections and roundtables as possible is needed.

NC Association of School Librarians — VACANT

NC Library Paraprofessional Association — Jackie Frye
Full report online
NCLPA is trying to find inexpensive conference programming.

NC Public Library Trustees Association — VACANT

Public Library Section — MJ Goodrum
Full report online
Fabulous Friday mini conferences are planned for the last Friday in March and first two Fridays in April. They will be of interest to paraprofessionals and librarians. PLS is hoping to attract a lot of people.

Reference and Adult Services Section — Mark Sanders
Full report online
RASS is looking at authors for the conference luncheon. They are sending quarterly reminders for membership renewals.

Round Table for Ethnic Minority Concerns — Evelyn Blount
REMCO published a newsletter in November. They are planning a workshop in early May.

Resources and Technical Services Section — Rebecca Kemp
Full report online
RTSS will begin conference planning at the next board meeting. They also plan to review and revise section bylaws.

Special Collections Round Table — Dale Sauter
Full report online
SCS will focus on two things for the year—conference planning and membership recruiting.

Technology and Trends Round Table — Ed Hirst

No report

Women’s Issues in Libraries Round Table — Jennie Hunt

WILR met in November and is focusing on conference planning.

Youth Services Section — Cynthia Dye

Full report online

YSS is looking at ways to increase membership. The fall retreat, while smaller, was successful and generated revenue for the section. They are working on plans for the author breakfast at the fall conference.

Committee Reports

Archives — VACANT

Conference 2011 — Wanda Brown

Full report online

The results of a survey of members regarding conference programming were discussed. (A link to survey results is included in the online report.) The committee needs program details in early spring to promote the conference and will do a call for proposals in February. The proposed theme is Libraries: The next generation. The board reviewed the logo and discussed registration fees. Board members were reminded that NCLA cannot pay honoraria to NC librarians.

Constitution, Codes and Handbook — Timothy Owens

Owens made a motion that the Handbook, Appendix H, section B.3 be revised to state that:

- A benefit for NCLA membership is that current members of the Association pay lower registration fees than non-members for all conferences, workshops, seminars, symposia, and other events sponsored or co-sponsored by the Association and its committees, sections and round tables. The difference in fees shall be as follows: If the member registration fee is $25 or less, the non-member registration fee shall be at least double the member fee. If the member registration fee is greater than $25, the non-member fee shall be at least $25 higher than the member fee.

After discussion about deeper discounting for section/roundtable members, the motion was approved.

Continuing Education — VACANT

Endowment — Phil Barton

No report.

Finance — Carol Cramer

Full report online

Phil Barton made a motion that the principal for the Scholarship funds, which is currently invested in Certificates of Deposit, shall be reinvested with the NCLA Endowment. The reinvestment will take place when each CD matures.
The motion was **approved**. Discussion of the motion addressed how the scholarship funds would be tracked within the investment pool, the purpose of non-scholarship endowment funds, and the security of the investments.

The **proposed 2011 budget** was distributed.

NCLA needs more revenue—either more members or higher dues—to cover expenses. If *North Carolina Libraries* becomes an e-only journal, some subscription revenue will have to be refunded.

A discussion about compensation and benefits for the administrative assistant position followed, with changes recommended in the allocation of existing funds.

Tullos made a **motion** that the board approve reallocation of funds budgeted for health benefits to the salary of the administrative assistant as recommended by the finance committee. The motion was **approved**.

Board discussion then focused on methods and means for retaining and recruiting members through sections and roundtables leadership, reaching out to library directors for support, providing more information on membership benefits, outreach to trustees to become members, and incentives for vendors to become members.

Cost centers in the budget, including publication of *North Carolina Libraries* and *Tarheel Libraries*, membership committee costs, and legislative day costs were discussed. Appropriate use of endowment discretionary funds as considered. Concern about cuts to section and roundtable funds was raised.

Burgin made a **motion** that funds currently allocated to the NC Association of School Librarians and the NC Public Library Trustees Association be used to fund legislative day; that we eliminate *Tarheel Libraries*; that we reduce the budget for *North Carolina Libraries* to $1,000; that we take approximately $2,026.68 of endowment income; and that we propose an increase in membership dues of $5. The motion was **approved**.

Barton made a **motion** that we accept the amended committee report. The motion was **approved**.

Intellectual Freedom — John Harer (not attending)

Leadership Institute — VACANT (Rodney Lippard for Unconference)

The Unconference was well received, with 32 participants. The revenues exceeded the costs.

Membership — Jennifer Hanft

[Full report online]

**Motion**: The NCLA Executive Board approves a transfer of the remaining Conference 2009 logoed merchandise from the 2009 NCLA Conference Store to the Membership Committee for use as membership incentives to recruit new NCLA members at relevant library events around the state. **Approved**.

The membership committee has suggestions for sections and roundtables as they work to engage members. Walters suggested that the committee ask library directors to promote NCLA membership.
Nominating — Phil Barton

The committee is looking for suggestions for positions right away.

Operations — Priscilla Lewis (not attending)

Public Policy — Carol Walters

Full report online

North Carolina is second in the nation in participation in legislative day. May 9-10 is the next legislative day. Senator Burr has been supportive of library initiatives. This is not just an event for public libraries—all types of libraries benefit.

Scholarships — Lisa Williams

The committee is beginning to receive applications—will accept them through June. The decision process begins in July. Curlee suggested communicating with all libraries about the scholarships.

Website — Robert Burgin

Full report online

Motion: Moved that the NCLA Executive Board:

1) Redefine the NCLA Trustees section to include Trustees, Friends, and other advocates of libraries, i.e., anyone who isn’t currently employed in a library.

2) Rename the Trustees section the Trustees, Friends, and Advocates section.

3) Specify that the section will elect one member, associated with a public library, to serve as “the chairman of the North Carolina Association of Library Trustees” and thereby to serve on the Public Librarian Certification Commission.

4) Make other changes to the section by-laws as needed.

After discussion, the motion was tabled to allow time for review of the handbook.

Other Reports

ALA Council — Rodney Lippard

Full report online

Lippard reported on ALA’s Snapshot Day which is intended to show what libraries across the state are doing. There is a toolkit on the ALA website. NCLA needs someone to spearhead the effort. He also reported that FEMA is amending its policies to recognize libraries as essential community organizations, which would allow libraries to qualify for funding in the event of a disaster.

SELA Representative — Betty Meehan-Black

Full report online

Editor, NC Libraries — Ralph Scott

Full report online

State Librarian — Timothy Owens for Mary Boone
LSTA project grant requests are due to the State Library on February 17, with review of the requests happening in March and April. The State Library is working with OCLC and Webjunction on workforce development efforts. IMLS provided a Laura Bush library grant. Ten states will receive training from the State Library on providing workshops to libraries for job seekers and workforce recovery. Not sure about impact of the governor’s request for a 5% budget reduction. There has been discussion on potential cuts to NCLIVE.

The meeting was adjourned at 3:04 pm.