**NCLPA Executive Board Meeting**
Randolph County Public Library, Asheboro, North Carolina
Thursday, August 6, 2009

**Attending:**
Meralyn Meadows (Chair), Jackie Frye (Vice Chair), Linda Hearn (By-Laws), Jackie Cornette (Treasurer), Marcia Johnson (Publications), Barbara Torpy (Region 3), Dee Daughtridge (Region 4), Gloria Nelson (Region 1), Angela Davis (Secretary/Web)

**Absent:**
Harry Frank (Region 2/Membership), Wendy Barber (Archives), Ellen Dickey (Scholarship), Hannah Winkler (Programs)

**Approval of Minutes:**
Minutes from the April 30 meeting were approved via e-mail on May 12, 2009.

**Treasurer’s Report: Jackie Cornette**
Submitted a written report and copies of the conference project grant worksheets.

March 31, 2009 Balance: $2,231.89
+Membership Dues: $65.00
June 30, 2009 Balance: $2,296.89

*Reminder: A balance of $1000.00 must remain in the NCLPA account.*

Project Grant for the 2009 Conference: $1,270.00

**REGION REPORTS**

**Region 1: No report.**
Gloria Nelson, the new Region 1 Director was welcomed to the meeting.

**Region 2:**
Harry was not present due to car trouble on the way to the meeting. He has an idea about a scholarship raffle that we will talk to him about later.

**Region 3: Barbara Torpy**
Barbara has a lead about a new Region 3 Director. She expressed frustration over the continuing trouble with getting an up-to-date membership list from the NCLA office.

**Region 4: Dee Daughtridge**
Dee contacted 80 libraries by mail, e-mail, and phone and sent packets asking a person at each library to distribute copies to all staff. We now have 16 new members due to these efforts! Dee used her own funds and computer resources to make packets and offered this as a donation to NCLPA.

We still need a Region 4 director for next year. The board will appoint someone per the by-laws.

**COMMITTEE REPORTS**

**Archives: Wendy Barber**
Wendy received a disk from Meralyn M. with NCLPA documents. She has printed a hard copy of the NCLPA webpage to include in the archives.
**Nominations: Marcia Johnson**
Submitted a written report and sample ballot. See appended documents below.

**Scholarship: Ellen Dickey**
Submitted a written report via e-mail. See appended documents below.

Discussion concerning the scholarship followed the reading of the submitted report:
- We received 7 applications in all this year. In past years, we have received as many as 20.
- Discussion followed as to why we may not have gotten as many applications this year:
  - announcement not sent out early enough – should have been submitted to *Tarheel Libraries*
  - library staff may not have been able to be sure that they would be “allowed” to attend the conference especially with the economic crisis and restrictions on travel
- Meralyn noted that the NCLPA Board is supposed to vote on the winner of the scholarship – the scholarship committee is to submit a recommendation.
- Gloria moved to nominate Anna Dulin as the winner of the scholarship and the motion was passed unanimously.

**Publications: Marcia Johnson**
Submitted a written publications report, a sheet with motions made via e-mail from Feb. 10 – May 12, 2009, and a copy of the “Biennial Conference Year Calendar.” See appended documents below.

Marcia wanted to discuss some “talking points” that could be included on a sheet/bookmark to be distributed at NCLA. The idea is that it would point out the accomplishments of NCLPA over the years.

Ideas included:
- LSSIRT
- Mutual Respect Taskforce
- Learning opportunities
- Joint ALA/NCLA membership
- Recognition – Example: LJ’s paraprofessional of the year
- NCLPA Conference Scholarship
- Wording at conferences – Example: library community vs. librarians
- Travel funds for support staff
- NCLPA member has received an honorary membership award

The deadline for newsletter submissions is Sept. 15. Submissions for “talking points” are due by Sept. 30.

Marcia prepared a *Biennial Conference Year Calendar* that will help with planning during conference years.

Angela is to put a link on the NCLPA website about the programs we are sponsoring at the conference.

**By-Laws: Linda Hearn**
The NCLPA handbook has been updated and is now available on the website. A motion was made to accept the new handbook and it was passed unanimously.

There was a discussion about whether or not the by-laws needed to be changed in order to allow for online voting. It was determined that there was nothing in the by-laws that limits us from conducting elections online.

Discussion about reaching quorum at the biennial meeting followed. Per the by-laws, the number of members of NCLPA that are present at that meeting is the quorum.
Awards: Meralyn Meadows
Marcia Johnson (NCLPA Publications Chair) was nominated and will receive the Honorary Membership Award at the NCLA Conference. Discussion followed about whether or not she is the first paraprofessional to receive this honor. Jackie F. will take pictures of the presentation of the award at the conference. Meralyn distributed a copy of the nomination letter to those present.

Report to NCLA Exec. Board: Meralyn Meadows
The ALA Executive Board approved support staff certification on July 13, 2009 at the conference in Chicago. Six libraries will test the program beginning in Jan. 2010. The certification program is a competency-based, voluntary program. The primary focus is on public and academic library support staff. No minimum salary has been mandated for those that complete certification.

Meralyn served on this committee for three years. Barbara Marson (East Carolina University) currently serves on the certification committee.

NCLA Conference: Jackie Frye
Submitted a written report. See appended documents below.

Six programs have been approved. NCLPA only has to pay for the cataloging program ($100 for travel). Jackie has received contracts from everyone.

Conference duties assigned:

1. Marcia to create session evaluations.
2. Wed., Oct. 7, 1:30 p.m. Cataloging…greeter: Jackie F.
4. Thur., Oct. 8, 9:00 a.m. Support staff…greeter: Meralyn M.
5. Thur., Oct. 8, 12:00 noon NCLPA luncheon door greeters: Gloria N. and Linda H.
6. Thur., Oct. 8, 4:15 p.m. Secrets…greeter: Angela D.
7. Fri., Oct. 9:00 a.m. The Sustainable…greeter: Harry F. (Need to confirm this with Harry)
8. Door greeter at NCLPA luncheon/bus. Mtg: Linda H.
9. Pictures of Marcia at Awards ceremony: Jackie C.
10. NCLPA booth design and name tags: Barbara T.
11. Luncheon cost: $25.00
12. Meralyn will look into having an ALA membership raffle at the booth.
13. Travel arrangements for Anna Marie Kehnast: Angela D. will provide a gift basket as well as pick her up from the Greenville airport on Wednesday morning and take her to her hotel. Angela will also pick her up on Thursday morning to take her back to the airport.

Meeting adjourned at 12:25 p.m.

Angela Davis
NCLPA Secretary