**North Carolina Library Association Executive Board Meeting Minutes July 27, 2018**

**Appalachian State University/Belk Library Room 421—218 College Street, Boone, NC 28607**

*Attending:*

*Lynda Kellam (ALA Council), Marcellaus Joiner (Archives), Leslie Farison (Business Librarianship), Alisha Webb (College & Jr. College Libraries), Brandy Hamilton (Continuing Education), Dana Eure (Development,) Nora Burmeister (Distance Learning), Ralph Scott (Editor, NC Libraries), Jewel Davis (Ethic & Minority Concerns), Kim Parrott (Executive Assistant), Paul Birkhead (Finance), Renee Bosman (Government Resources), Debbie Shreve (Leadership Institute), LaJauan Pringle (Legislative & Advocacy), Rase McCray (Libraries Build Communities), Brandy Hamilton (Library Administration & Management), Decca Slaughter (Literacy), Joel Ferdon (Marketing), Bitsy Griffin (NC School Media Association), LaNita Williams (NC Library Paraprofessionals), Amanda Glenn-Bradley (New Members), Dale Cousins (Operations), Rodney Lippard (Past President/Nominating), Michael Crumpton (President), Jason Rogers (Public Library Section), Mary Sizemore (Regional Director, Membership), Kate Silton (Resources & Technical Services), Denelle Eads (Secretary), Wanda Brown (SELA), Jennifer Daugherty (Special Collections), Timothy Owens (State Librarian), Karen Grigg (STEM-LINC), Breanne Crumpton (Student Relations), Julie Raynor(Technology & Trends), Siobhan Loendorf (Treasurer), Amy Harris Houk (Treasurer-Elect), Lorrie Russell (Vice-President, President-Elect, 2019 Conference), Hannah Pope (Web and Technologies Support)*The meeting was called to order by President, Mike Crumpton, at 10:01am.  
Motion to adopt the Agenda. Second and Motion carries  
Motion to approve the Minutes of April 27 meeting. Second and Motion approved.   
  
Mike thanked the board for coming. He mentioned that having the meeting at this location, Appalachian State University, was suggested a while back.

The Executive Board was welcomed by the Dean of Libraries, Dr. Dane Ward and the Associate Dean of libraries, Dr. Erika Patillo of Belk Library. Dr. Patillo provided recommendations while the board was in the city of Boone. She spoke of the downtown area and mentioned a few things going on. Mike thanked Jewel Davis for coordinating the meeting.

**Treasure’s Report—Siobhan Loendorf**

Gold handout-Expense Report                                     Total income---$41719.05   
Blue handout-Fund Balances                                       Total Funds---- $276,909.90  
Purple handout—Financial Report      Total Assets-----$392110.64  
Section reports were handed out by Siobhan.   
  
**Finance Report—Paul Birkhead**The committee has not met since our last meeting. He said he is encouraged that the NCLA membership is growing. Rowan County added money in their budget to NCLA memberships for librarians.

There was discussion about the Carolina Foundation.  
  
**President’s Report—Mike Crumpton**  
President Mike says, “Kudos to National Library Legislative Day. A large group attended.” He mentioned and encouraged people to attend Legislative Day. “Kudos to the Marketing Committee. Keep an eye out for the newsletter. The committee continues to tweak it. They’re adding a table of contents, making it more reader friendly.” President Mike says, “Joel and his team are doing a great job. Kudos to the Web and Technologies Committee. Erin couldn’t be here today.” Hannah Pope reported that the Web and Technologies Committee is using focus groups on the designing of the NCLA website. They are also working with Archives. Hannah mentioned that past events would not migrate over to the new site. She says, “there will be a PowerPoint on the new website and that there will be two mock ups for what the site will look like.”

Mike- we talked about using a different type of software for registrations and membership. He says, “I want to pull together a group to revisit this. We’re looking to get a membership software that is more user friendly and we want to improve the website. We’re talking with Marcellaus Joiner about digital archiving and cloud space.”

Mike mentioned the pros and cons of having the 2021 conference in Wilmington. He says, “we have to consider the cost and getting there and if there is a value to going to a conference that is somewhere else. There are no specific recommendations yet.” He plans to put an electronic vote out there to get an idea of how people feel about our conference being held in Wilmington.

Lorrie Russell- The facility is smaller in Wilmington than in Winston. We’re looking at the structure of the conference. We may need additional facilities. Cost is an issue.

Mike- There is an issue with providing coffee at Winston Salem.   
  
Lorrie-Greenville and Hickory were mentioned as possible conference sites. Hickory is small. The last time we had the conference there, some of the walls between the rooms were curtains. We have a lot of different issues to consider when choosing a site. We want the site to be cost effective as well as desirable.

Mike- Wilmington does have solid walls and the space is there.

There was discussion from the board on this topic. It was mentioned that the cost of hotels in Wilmington is higher than the cost in Winston. There was discussion about using an outside source for AV. We are also considering Charlotte for the 2023 conference.

Mike mentioned that he plans to meet separately with the Executive Committee of the Executive Board, The Executive Committee are the elected members of the group.  
 The meeting of the Executive Committee will have a conference call a week before the board meets. The EC will do the following:  
 -review current trends or issues  
 -make recommendations to present at board meetings  
 Notes from the EC meeting of July 13th  
 -new graduates, how to say congratulations to them and to get them to stay with us (Directors)  
 -creation of a Professional Development template for use at home or to implement NCLA professional development credits for members  
 -Support for Wanda going forward; Wanda will be the national voice next year. As an association, we need to pay attention to what’s going on. NCLA will have a voice on the national level. Mike mentioned that he talked with Wanda’s staff and that they are all behind her. He said that we need to be there to support her. Lynda Kellam will need feedback from all of us from NCLA. Jennifer Hanft mentioned that there is an elevator speech out there.   
  
 -Newsletter, offer section profiles to highlight what they do  
 -Promoting the value of advocacy and why it’s important  
 -Further enhancement of web site, i.e., membership software section input of content  
 -Developing themes such as health and wellness, (ALA president) Loida Garcia-Fabo example  
 -Defining how the endowment works what type of things could lead us to effective fundraising  
 -Marketing plan with an elevator speech  
 -Create a dashboard of success factors for our website, such as membership numbers, program attendance, dollars donated, etc.  
 -Biennial changeovers, template for expectations  
 -Common document storage needs/options, cloud based, digital archives  
-Other notes:  
 Linda is sharing info, please read, i.e., issue on rooms, resolution on African Americans who fought segregation (NCLA endorsed)  
 Libraries vs. corporations (what’s our value) (Forbes article)

**Section Reports  
  
Business Librarianship-Leslie Farison**On May 8th the committee had a day long workshop with GRS on Census data at UNCG. On June 30th they had a retirement dinner in Winston-Salem for two ex-chairs (and general socializing). July 13th they had a combined workshop with a new business librarian group CABAL (inspired by BLINC) in Richmond, VA. On Aug. 2nd they will have their quarterly workshop at Elon University. Discussions with ProQuest & Reference USA VIPs flying in to talk about content acquisition, licensing considerations and limitations, future plans, etc. On December 5th the section will have their quarterly workshop at UNC Charlotte on “Selling ourselves as Librarians and Information Professionals” and Outreach for Introverts.”

**College and University**  
No report  
  
**College and Jr. College Libraries-Alisha Webb**The committee is currently collaborating with several sections to plan a virtual conference in late January/early February 2019. They will be sending out a call for presentation proposals in the near future.   
  
**Distance Learning-Nora Burmeister**The section is hosting monthly conversations around specific topics with the members of their section. They are collaborating with the College and University Section for an online conference. The section has taken over the Webinar Wednesdays series from the College and University section and will be continuing the webinar series.

**Government Resources-Renee Bosman**The section had the following workshops: April 18th-Help! Webinar on National Agricultural Library resources; May 8th GRS/BLINC workshop on Census data help at UNCG. NCLA’s Steve Cramer and Michele Hayslett presented. On June 7th they had the workshop on Census Bureau Data Access.   
  
**Library Administration and Management-Brandy Hamilton**The section is taking a look to see how they can better serve our members. They’ll be sending out a survey soon. There is a Steering Committee for “Present Like a Pro.” They hope to see what the focus should be for the program.  
  
**Literacy-Decca Slaughter**  
The section has been emailing back and forth. They plan to meet in August face-to-face. They’ll be working on programs soon. They gained a member. They now have 14 members. President Mike Crumpton mentioned that committees can always use the system through UNCG to meet online.

**New Members-Amanda Glenn-Bradley**The section is doing assessment. They are looking at their bylaws and looking at ways to serve their members. They are also exploring ways to reach out to LIS programs and they are working with other sections/committees. The section will have a poster at an upcoming Fabulous Fridays event.   
  
**NC Library Paraprofessional Association-LaNita Williams**The section has been going to different conferences to promote the section. They went to the Wilmington Conference where they had a table along with a drawing for yellow due date socks. They also attended the East Carolina conference as well as the Triad Academic Library Association Paraprofessional Conference. They met in May for their quarterly meeting in Greenville. The section has regional directors and they plan to start spotlighting paraprofessionals each month. Their first College/University Virtual Conference meeting was held on May 17th.

**Public Library Section-Jason Rogers**The section has had two meetings this past quarter; in person at the South Regional Library of the Durham County Public Libraries on Friday, May 18th and; a phone meeting on Wednesday, June 27th. During these two meetings, they confirmed the dates, times, and schedules for the Fabulous Fridays to take place this fall. September 28th- Pack Memorial Library, Ashville, NC; October 5th- Central Library, Winston-Salem, NC; October 12-Main Library Wilmington, NC. They will have a poster session from UNCG, the State Library North Carolina, and potentially from the other Library schools across the state. The section asked New Members Round Table to take part in the Poster Session. They are offering approximately nine different topics over three concurrent sessions. Timothy Owens has agreed to be the guest speaker as the Assistant State Librarian of North Carolina. TNT, YSS, NCSLMA (North Carolina School Media Association) and RASS have all agreed to partner with PLS on this endeavor and will present at one or more of the sessions being offered.  
  
**Reference and Adult Services-Katy Webb**  
No report   
  
**Round Table for Ethnic Minority Concerns-Jewel Davis**  
May Culture Conversations with REMCo was a success. They had 544 registrants for the series in total which covered topics on inclusive organizations, micro-aggressions, authenticity, and genealogy. They have an upcoming event on September 14, Ask the Professionals, a networking and informational event for LIS student and new professionals with Wanda Brown as keynote, panel presentation featuring LIS professionals, two breakout, small group discussions, and a networking lunch.  
  
**Resources and Technical Services-Kate Silton**On May 22nd, the section held a very successful webinar entitled “Streaming Video: So Many Options, How Do I Choose?” They will do a follow up webinar in August. They are in the midst of planning the 2018 RTSS Fall Workshop around the theme of diversity, equity, and inclusion in technical services, and have secured lone Damasco from the University of Dayton as their keynote speaker. On August 2nd, they will have “Streaming Video 101 for Academic Libraries.”  
 **Special Collections—Jennifer Daugherty**The section has had changes with its board. They are trying to build membership. They have a webinar series, Traveling Archivist, coming up. The first is July 30th. They will focus on digital preservation. They will be doing a membership drive in the fall. The section recently had a presence at SNCA, Society of North Carolina Archivists. They plan to announce their webinars soon.  
  
**STEM—Karen Grigg**  
The section sponsored the webinar, “Providing Health Information Services STAT” in July. They are in the process of planning other topics for webinars. They are interested in having a membership drive. They have a Facebook group now. Lynda Kellam mentioned the YouTube Channel and offered the sections to use it.  
  
**Technology & Trends Round Table-Julie Raynor**  
The section had several webinars. May 16th- “Bootstrap Basics for LibGuides 2.0. Accessibility and Dynamic Design for Libraries,” presented by Amanda Glenn-Bradley, User Engagement Librarian from UNC Asheville and John Michael Bradley, Web Administrator from Asheville-Buncombe Technical Community College. On May 22nd“Streaming Video: So Many Options, How Do I Choose?” presented by Angela Dresselhaus, from East Carolina University, Dianne Ford from Elon University, and Julie Raynor from High Point Public Library. Part I of the webinar was co-sponsored by RTSS and TNT. On August 8th “Streaming Video 101 for Academic Libraries: Choosing, Paying, and Delivering,” will be presented by Winifred Metz, Head, Media Center, UNC-CH and Danette R. Pachtner, Librarian for Film, Video & Digital Media and Women’s Studies, Duke University. Part II of the webinar was sponsored by RTSS and TNT. The section is also planning a Digital Literacy/Wikipedia Edit-a-thon workshop for Spring 2019. They will partner with the Continuing Education Division of the State Library.

**Women’s Issues in Libraries-Report given by Decca Slaughter**  
The section will meet in August to talk more about plans for a spring workshop dealing with gender roles/social change and/or advocacy including self, team, and community advocacy. They are working on a location for the workshop as well as speakers and will work on a framework for the workshop at the next board meeting. The section is also working on a webinar focused on the gender roles session they hosted at NCLA last fall. They are also working on possible sessions and speakers for the 2019 NCLA 2019 Conference.  
  
**Youth Services**   
No report

Break in meeting (10 minutes); meeting called back to order at 11:34   
  
  
**Committee and Liaison Reports**  
  
**Archives- Marcellaus Joiner**  
The Chair and Vice-Chair met earlier in the month of July to reexamine the visitation strategy for the Archives Committee. Their last meeting was cancelled due to renovations to the building, the state library. The archives committee is split between academic and public. The chair mentioned that he was a little ambitious about getting to work on the collection more frequently. The committee chair will have to work out a new and realistic schedule.  
  
**Conference 2019-Lorrie Russell**Lorrie handed out information and requested feedback from the board. The survey asked, “What do you want Conference 2019 to be? Lorrie asked the board to submit responses by the end of the meeting or email the responses to her as soon as possible. Lorrie also provided frequently asked questions related to past NCLA conferences. She shared information on how she is preparing for the next conference. She says, “I went to ALA and PLA this year.” She mentioned that she doesn’t think that NCLA charges enough for conference attendance. Conference fees as well as the theme of the conference has to be approved by the Executive Board. She stressed how important volunteers will be for the success of the conference. The first planning meeting will be in August. Wanda Brown has agreed to be the Ogilvy Lecture Speaker. She announced that Amy Harris Houk will be the conference treasurer. Lorrie mentioned that if members are interested in becoming NCLA president, vice president, etc., it will be crucial that members have been involved with the conference planning committee. Lorrie hopes to vote on a conference theme by August.

Break for lunch; meeting called back to order at 1:02

**Constitution, Codes and Handbook**No report **Development**No report  
 **Intellectual Freedom-**No Report

**Leadership Institute- Debra Shreve**The committee chair reported that the leadership institute committee met in May. They have selected all the mentors and all the participants for the Institute. There will be 24 participants and five mentors. The committee is currently selecting presenters and they contacted local leaders to present. For this institute, they will be hiring an outside facilitator. Right now they are requesting funding and looking into ways for the various sections to get involved with the institute. The committee can use assistance with books, items for the program bags, and financial help. The committee chair distributed a flyer promoting the Leadership Institute and solicitation for sponsorship.  
**Marketing-Joel Ferdon**  
The committee chair mentioned that they are on their fifth newsletter. He says it has been a fantastic opportunity to collaborate with various sections. ”Working with everyone has been great. There have been over 450 members who have viewed the newsletter,” says Joel. The committee chair stated that Wanda’s announcement of becoming ALA president was the most viewed. The committee is looking for a social media coordinator. The chair asked for suggestions. Jewel Davis suggested that the committee look into using a student and turn it into a project for an LIS student. There was a question regarding the distribution of the newsletter. The chair said that the distribution list is made up of active members. He said that NCLA has 1029 members currently and it tends to go up every year. The chair asked for recommendations or ways the newsletter could be improved.

**Membership Regional Directors-Mary Sizemore**The Regional Directors have been doing phone conference calls to keep people engaged, making sure people are on the listserv. The directors have been contacting people in their regions. They have been working with Joel and his marketing committee and have been talking about suggestions for features for the newsletters. Marcellaus Joiner with the High Point Public Library was recently featured. In relation to the next conference, they are considering having a section for people who will be attending an NCLA conference for the first time.

**Nominating Committee-Rodney Lippard**The chair announced that he has a committee and he will be looking for officers for the committee.  
 **Operations-Dale Cousins**The chair mentioned that Kim Parrot helped with Legislative Day and she is helping with the planning of the Leadership Institute. Kim talked about the membership reports and handed out instructions on how to obtain access to the respective membership reports.

**Legislative and Advocacy- LaJuan Pringle**The co-chair mentioned that they had over 30 participants for the Legislative Day. There were people from this Executive Board in attendance as well as student library ambassadors.   
  
**Librarians Build Communities-Rase McCray**The committee chair said that this past quarter the committee focused on intentional recruitment of at least one new member in Winston Salem so that they could more easily coordinate with the community groups they hope to work with at the conference. They have an upcoming meeting next quarter to plan for a fundraiser this fall.

**Scholarships-Amy Funderburk**No report  
  
**Website-Hannah Pope**The committee has created some wire frames for the home page and sent out requests for feedback to the focus group. The focus group is a group of 23 NCLA members that said they wanted to be part of the process when the committee sent out a survey to the NCLA listserv in January. Currently, 77.8% of respondents prefer page 1 over page 2. Section leaders will be receiving a content inventory of each section’s current pages soon. Leaders will be asked to respond and let the committee know anything that needs to be transferred. Past events will not be transferred over, but the web committee is looking into options and best practices for keeping any uploaded content like slideshows and recordings so it can remain available. The committee plans to work with the Archives Committee to determine the best way to archive older digital content.

**Continuing Education-Brandy Hamilton**2017-18 Year in Review-  
965 attendees at 56 in-person/online workshops=average of 24 attendees per workshop; 95 scholarships given for 5 online courses; 5 webinars added to the online portal; 162 Mind Tools accounts made available for public library directors; statewide access made available for Librarian’s Guide to Homelessness course; 80 conference scholarships given to local and national conferences. The committee is planning to launch a needs assessment survey in August/September to get a better idea from NCLA members of what content is desired. The committee is planning to host the next “Present Like a Pro” event in March 2019. The content of the event will be based on feedback from the survey.

**Student Relations-Breanne Crumpton**  
The committee chair reported that the joint membership rate with ALA is increasing. She said they now have a Facebook page. The committee will meet in August to talk about fall events.  
  
**NC School Library Media Association-Bitsy Griffin**The committee chair announced that the NC School Library Media Association will stay on their annual conference schedule. The conference this year will be October 3, 4, and 5th of October. This year’s conference will include a pre-conference on advocacy (boot camp). The association is going paperless this year. The North Carolina association (School Media) will be collaborating with other school library associations, South Carolina and Virginia, in particular. The association was able to send representatives to ALA this summer.  
 **State Library-Timothy Owens**The budget was passed. Project NC Kids was successful. The state library completed the first phase of renovations to their building. The state library received a national leadership grant –ILMS. There were 53 LSTA grants awarded to libraries this year.  
  
**ALA Council-Lynda Kellam**The ALA Annual conference for 2018 was held in New Orleans, LA from June 21-26. Including meeting registrants, exhibits only passes, and exhibitors, total attendance at the conference was 17,563. Resolutions were adopted and actions were taken at one of the three sessions of Council at the 2018 conference.

The ALA Policy Manual was amended to update the process for resolutions with fiscal implications. This allows the Council to debate resolutions with fiscal implication before sending them to the Budget Analysis and Review Committee (BARC).  
  
Council voted to approve the Annual Estimates of Income at $84,304,634 rather than a budgetary ceiling with the goal to focus on three main investment areas: Development , Advocacy, and Information Technology.  
  
The Policy Monitoring Committee (PMC), brought six action items before Council. All were language changes in the ALA Policy Manual based on actions taken by ALA Council at Midwinter.   
The Intellectual Freedom Committee had three action items which passed. All three were (IFC) interpretations of the Library Bill of Rights. After conference, a group on Twitter questioned the “Meeting Room” interpretation because of the inclusion of the term “hate group” in the text. The original draft interpretation was vetted by PLA, ALCTS, and ASCLA as well as reviewed by councilors. Although the original term did not have the term “hate group,” that terminology was added in the final revision. The inclusion was based on requests from libraries for guidance on the issue according to emails that councilors have received. In addition, the Office for Intellectual Freedom issued a statement on the interpretation. As a result of the debate, the IFC is revisiting the document. They formed a working group as of July 14 and will develop a timeline and plan of action.

The Committee on Legislation (COL) brought two resolutions before Council. A resolution recognizing the 25th anniversary of the GPO Access Act and calling for the enactment of the FDLP Modernization Act, and a resolution to reunite detained migrant children with their parents. Both passed.  
  
The Committee on Organization (COO) brought two action items before Council. The first was the redesign of the ALA Council Committee Intern Position to make it more attractive to mid-career professionals, and the second was the creation of the Graphic Novels and Comics Round Table. Both passed.  
  
An ALA Councilor brought the resolution to honor African Americans Who Fought Library Segregation before Council. NCLA was a sponsor of this resolution, and as NC Chapter Councilor, Lynda Kellam endorsed the resolution. The resolution passed unanimously.  
  
GLBTRT brought the resolution on gender inclusive bathrooms at ALA Conferences and Meetings. The resolution was brought because of issues raised with the placement of gender inclusive bathrooms at conferences and the treatment of people using them. This resolution calls for as many gender inclusive bathrooms at ALA conferences as allowed by contracts. There was debate over whether this should be 100% gender inclusive. The language passed “as allowed by current contracts with the goal being 100%.” The final passed resolution is not yet on the Council Docs site.  
  
Other items of interest:  
Discussion on how ALA might organize itself to continue to fulfill its mission in the 21st century.  
The ALA Scholarship and Study Grants Committee created the Lois Ann Gregory-Wood Fellows Program in honor of Lois Ann Gregory-Wood, the ALA Council Secretariat for over 27 years. She retired as of Annual 2018. A fund-raising campaign for the ALA LAGW Endowment is currently underway. The fellows program is a conference scholarship for mid-career members who are interested in governance to enable them to attend a full cycle of ALA. The first award will be funded in 2019-2020.   
  
**SELA-Wanda Brown**No report  
  
**Editor, *NC Libraries-*Ralph Scott**The editor mentioned that he will be releasing the next NC Libraries issue soon. He asked if anyone is interested in serving on the Editorial board to contact him.

President Mike asked that board members submit quarterly reports and if they have written copies of their reports that they leave them with the secretary for assistance with the recording of the minutes.  
President Mike concluded the meeting with acknowledging the great work that Jewel Davis did on coordinating the meeting. “It was a lovely experience,” he said.  
  
President Mike announced that the next meeting would not be in Charlotte, but it will be on October 26.  
  
Meeting adjourn- 1:50pm