

North Carolina Community College Library Association (NCCCLA)
Executive Board Meeting
1/21/2016

Attending

Melanie Gnau, President	Absent, District 5
Catherine Tingelstad, Vice President/President-Elect	Absent, District 6
Annie Harris, Secretary	Helen Colevins, Archivist
Deborah Foster, Treasurer	Absent, Membership
Alan Unsworth, Immediate Past President	Absent, Nominating
Jaxie Bryan, District 1	Libby Stone, Procedures
Sally Goodman, District 2	Alan Unsworth, Webmaster
Absent, District 3	Absent, Awards
Absent, District 4	

Call to Order

The meeting was called to order by Melanie Gnau at 2:07 PM

Approval of Minutes

The minutes of the previous meeting were approved by the board as submitted.. Deborah Foster made the motion to approve the minutes, and the motion was seconded by a Alan Unsworth.

Old Business

Membership List Subcommittee :

Carmen is absent, but the last thing that was happening was putting the membership list into member planet. We need to have a better plan laid out on how to update list.

Handbook Updates:

This has been removed from Old Business because it has been completed.

New Business

Vacant Nominating Position:

Position is vacant. It is not a committee. Catherine did not ask for nominations for this position. It is an appointed position. We need to find a permanent person so that we can give them a login to Member Planet. We will ask Angela Davis is she is willing to do the job. Jerriane Queen is another option who we will contact.

Task force for constitution and bylaws:

Stephanie Bowers went through the handbook and updated that document. She also looked at the constitution and bylaws and made notes on possible changes. Stephanie is willing to be on a task force with Libby Stone to review and finalize changes to the constitution and bylaws. These changes need to be finalized before the conference because the membership will have to vote on the changes. It would require phone calls or emails to make edits. It would just require reviewing

the document. Sally Goodman offered to be on the task force. Alan Unsworth offered to help as well. The board will need to approve via email before it is presented to the membership at the conference.

Reports

Archives:

No report.

Awards:

Monica is absent. An email was sent out advertising scholarships, but we do not know if we have received any applications.

Conference Planning:

We are getting proposals for sessions, we have 19 proposals currently. We have five or six vendors who have signed up and most are paid. Thursday, March 10 we have three speakers: Julie Todaro, ALA President-Elect; Cal Shepard, State Library; and Rob Ross, NC LIVE. We have sent out postcards, sent call for proposals to library schools, and sent call for proposals to NCLA membership.

Membership:

Carmen is absent, but a membership list was sent out by Deborah. Sally is concerned that some schools may not be receiving Member Planet emails because at her school's system was blocking the Member Planet emails. Sally suggested that we should send an email to the district leaders to see if they can make contact with the schools in their district to see if everyone is getting the MemberPlanet emails.

Newsletter:

The newsletter is on the backburner while we figure out Member Planet

NCCCS/Library Services Advisory Council:

Nothing to report.

Nominating:

We need to fill this vacant position.

Priorities:

Conference is the priority and working on communication. MemberPlanet is a step in the right direction, but it will require some more improvement. The conference is on track.

Treasurer:

Deborah Foster sent out the financial statement to Executive Board.

Deborah Foster submitted the following financial report for the dates 11/15/2015– 12/15/2015:

		Beg. Balance	Debits	Credits	Ending Bal.
Interest		4734.02	1.00	213.51	4946.53
Checking					

Money Market		5892.93	0.00	4.68	5897.61
Money Market		58594.48	0.00	46.57	58641.05
Shares		25.39	0.00	.01	25.40

Deborah ordered checks and deposit slips with the new logo.

Website:

Alan has updated links to direct to the conference information Libguide. The conference registration page has been activated. The conference Libguide is being updated. The schedule is the last item that needs to be added.

District Updates

District 1:

Jaxie will be sending an email to the directors of the district to make sure they are getting the MemberPlanet emails.

District 2:

Sally will also be reaching out to the directors of her district to talk to them about the conference.

District 3:

Absent.

District 4:

Absent.

District 5:

Absent.

District 6:

Absent.

Next Meeting:

Melanie will send out a Doodle poll

Adjournment:

The meeting was adjourned by Melanie Gnau at 2:49 PM

Respectfully Submitted,
Annie Harris (Secretary)