

North Carolina Community College Library Association (NCCCLA)
Executive Board Meeting
12/13/2016

Attending

Catherine Tingelstad, President	Carmen Barnes-Holden, District 6
Absent, Vice President/President-Elect	Helen Colevins, Archivist
Annie Harris, Secretary	Carmen Ellis, Membership
Deborah Foster, Treasurer	Jerrienne Queen, Nominating
Melanie Gnau, Immediate Past President	Libby Stone, Procedures
Absent, District 1	Alan Unsworth, Webmaster
Christine Vasica, District 2	Absent, Awards
Absent, District 3	Absent, NCCCC
Jennifer Seagraves, District 4	Angela Davis, Communications
Retha Hall, District 5	

Call to Order

The meeting was called to order by Catherine Tingelstad at 11:02 AM

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 Libby Stone.

Old Business

Meeting Software:

At the last meeting Catherine asked for a subcommittee to look for meeting software. They decided on a plan of action. Each member of the subcommittee will look into the details of different packages such as cost, number of people, hardware requirements, and capabilities. The subcommittee has a Google doc where they will fill in information to compare the options. They will meet in January to discuss the options and comparisons.

North Carolina Community Foundation:

Deb, Libby, Sally, Monica, and Catherine will meet on 12/14 to decide on a recommendation on whether or not to proceed with the NC Community Foundation. They will report to the board at the January meeting.

New Business

Webinar:

Catherine is interested in adding value to members, and she wants to offer a webinar a couple of times a year as a value-adding activity. Catherine has been talking to Mark Coltrain who has done a lot of work on embedded librarianship. He has a new model in which he works with faculty on co-designing curriculum to embed information literacy into courses. She would like Mark to do a webinar on a scaled version of his model which might be applicable to librarians at different sized institutions. Catherine recommends that Mark do a webinar on February 1 as a

precursor to the conference. Mark will offer the webinar via Webex from his institution; NCCCLA would promote it. Catherine would like to do webinars once or twice a year as a benefit for the members. Catherine will talk about it more in January and may ask others to possibly find colleagues to present.

Conference News:

Sally couldn't make the meeting. Annie reported that there are five vendors. There is one sponsor. There are two corporate members. Sally sent information that there are four people who have turned in proposals for presentations. Poster sessions, roundtable, or panel sessions are welcome. Helen reported on her work on the 50th anniversary cookbook. She will make an electronic version that people can download. Sally wanted to remind the board that they should be thinking about gifts from their institution that they can put into the raffle gift bags. Six past-presidents have registered. Lee Smith is scheduled as the keynote speaker and she will autograph books.

Reports

Archives:

No report.

Awards:

Monica was absent from the meeting. Catherine reported that Monica sent a note saying that she has received one scholarship application.

Communications:

Angela sent out a newsletter in December. The newsletter is getting the highest open rate of anything we send out. The January newsletter will not be sent out until later in January, either the 10th or 11th. Angela will send out an email to members asking for submissions for the newsletter to be sent to her by January 10th. She asked that anyone send her any pertinent information. Jerrienne will send her information about the nominating process.

Conference Planning:

See above.

Membership:

Carmen reported that there are two corporate members: EBSCO and Pronunciator.

Nominating:

Jerrienne will speak to Catherine on January 5 about the process of nominating. There will be two positions available this year: Secretary and Vice President/President-Elect.

Priorities:

No report.

Treasurer:

Deborah Foster sent out the financial statement to Executive Board.

Deborah submitted the following financial report for the dates 11/11/2016– 12/15/2016:

	Acct #	Beg. Balance	Debits	Credits	Ending Bal.
Interest Checking	*****46	8679.81	307.32	179.04	8551.53
Money Market	*****39	5947.00	0.00	4.71	5952.02
Money Market	*****08	59349.28	0.00	47.04	59396.32
Shares	*****81	25.56	0.00	.02	25.58

Colleen suggested that we no longer email out the account numbers, and we discussed removing the account numbers from the public minutes as well. The money that goes into MemberPlanet for payments does have a small fee deducted to pay MemberPlanet for their services.

Website:

Alan has made some posts to Facebook and a few updates to the conference information. He edited the past minutes to hide the account numbers.

District Updates

District 1:

Absent.

District 2:

No report.

District 3:

Absent.

District 4:

No report.

District 5:

No report.

District 6:

No report.

Next Meeting:

Catherine will send out a doodle poll for a January meeting.

Adjournment:

The meeting was adjourned by Catherine Tingelstad at 11:36 AM

Respectfully Submitted,
Annie Harris (Secretary)