

**North Carolina Community College Library Association (NCCCLA)
Executive Board Meeting
6/13/2016**

Attending

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

Call to Order

The meeting was called to order by Catherine Tingelstad at 3:05 PM

Approval of Minutes

The minutes of the previous meeting were approved by the board as submitted.. Jerrienne Queen made the motion to approve the minutes, and the motion was seconded by a Melanie Gnau.

Old Business

MemberPlanet Meeting:

Carmen Blanton, Melanie Gnau, and Catherine Tingelstad are meeting on Thursday, June 16 to talk about MemberPlanet to develop procedures and process of working with MemberPlanet.

Lifetime Members and Past Presidents:

Catherine is seeking contact information for NCCCLA lifetime members and past presidents. Catherine would like to invite past presidents to the conference. She asks that people look at

New Business

Corporate Membership:

In researching prices for vendors and exhibitors at the conference Annie discovered that NC3ADL has a vendor affiliate membership. With this membership vendors get certain incentives such as discounts on exhibiting at the conference, being a part of a webinar series, networking, and access to all organization events. In Article III, our Constitution states “Associate membership is for any person with an interest in community college libraries and the goals and purposes of NCCCLA” and includes vendors, though it is called a corporate membership on the Membership Application. Annie and Libby suggested that we take our current corporate membership and increase the rate and add the benefits of: conference exhibitor discounts, networking with library professionals, presenting in the monthly video series, adding

the corporate logo to the NCCCLA website, presentation time at the conference, and attendance at all NCCCLA events at the member rate. **Sally made a motion that we add these benefits as listed to the corporate membership. Deborah seconded motion. The board voted unanimously to accept the motion.**

Membership:

Catherine reports the membership numbers as 63 professional, 11 paraprofessional, 11 lifetime = 85 (74 paid members). There are roughly 407 community college library employees in the state. We have roughly 18% of the community college library employees as members. Member benefits as listed on the website are: staff development and training at reduced cost, statewide networking with colleagues, reduced rates for conferences, membership to NCCCLA listerv, scholarship and award opportunities, and leadership opportunities serving on boards or executive offices. What incentives can we add that add value to membership? Deborah suggested having more activity in the districts and having directors push the benefit of membership and participation. Annie wondered if CCCLA, Library Advisory Council, and Director's Institute could be a part of NCCCLA or the NCCCLA conference. Sally reported that the Director's Institute is coming together with a LibGuide and an agenda. Sally is on the agenda to propose a solution to the problem of the all of the different groups, so that the libraries have a voice at the community college system office. Helen discussed that the current iteration of the Director's Institute could change. Catherine asked if the system office would need to have input on changing the way things are done, and Helen said yes. Sally thinks this is a good opportunity to make the change. Carmen wondered if there would have to be an official dissolution of CCCLA to incorporate Director's Institute into NCCCLA. Director's Institute will also need to select the community college representative to the NC LIVE governance council. Alan reported that NCLA is also looking into increasing membership. He suggested discounts for memberships with multiple organizations like a joint or combination membership. Webinars or presentations that are helpful could be offered. Alan also suggested member-only benefits. Alan has been working on creating a clearing-house of accessibility information which could go out to members first. Sally suggested creating a promotional video that articulates the member benefits. Catherine suggested removing the phrase "at reduced cost" from the benefit of staff development and training. Alan is going to suggest the joint membership at NCLA. Jaxie also suggested joint memberships would be helpful because it is hard to be a part of multiple organizations. Annie mentioned that NC3ADL has an option for institutional memberships. Carmen wondered if there is a connection between CCLINC and membership. She also wondered about specifically contacting the schools from which we have no members. Catherine thinks it is a good idea to reach out to the schools who have no members.

MemberPlanet:

Catherine would like district directors to check to see that all their members are receiving MemberPlanet emails. We checked to see if everyone on the board got the NCCCLA emails. Brenda, Deb, and Retha don't seem to be getting the MemberPlanet emails.

Reports

Archives:

Helen requests pictures, photos, videos from past meetings or conferences because there will be a display to celebrate the 50 year history at the conference.

Awards:

No report.

Conference Planning:

The theme is: Libraries are Golden: NCCCLA Celebrating 50 Years! Libby won the contest for the conference theme. We are working on a logo. We are looking for speakers. We are hoping to get the new president of the community college system to speak. Libby and Annie are working on vendors. We are going to honor past presidents at the conference. We delegated a bunch of responsibilities. Alan has created the LibGuide and it is up on the website. Next conference planning meeting is July 11.

Membership:

No report.

Nominating:

No report.

Priorities:

No report.

Treasurer:

Deborah did not send out the financial statement to Executive Board because she doesn't have an updated statement. She had no issues to report.

Website:

No report.

District Updates

District 1:

Meeting scheduled for Thursday, July 14.

District 2:

Meeting scheduled for Tuesday, August 2.

District 3:

There has been a survey to find a date for a meeting.

District 4:

There has been a first and second survey to find a date for a meeting.

District 5:

District 5 has a meeting scheduled for Thursday, June 16. Retha said the meeting would be about accessibility. District 5 brought up the amount of money provided for district meetings. In our

handbook under “Items Passed by the Executive Board” on March 24, 1997, the \$50 per year funding for district meetings was increased to \$100 per year per district. As this amount hasn’t changed since 1997, District 5 requests that the Board discuss at our next meeting the possibility of increasing this amount.

District 6:

No report.

Additional Notes:

Sally sent a retirement card from the organization to Charlie who retired from Emery-Pratt.

Next Meeting:

Catherine will send out a Doodle poll to schedule the next meeting and will try to offer alternative times than 3:00.

Adjournment:

The meeting was adjourned by Catherine Tingelstad at 4:13 PM

Respectfully Submitted,
Annie Harris (Secretary)

Addenda:

Membership Category Price Changes:

After the meeting, via email, there was a discussion about changing the costs of memberships as a follow up on the vote during the meeting to change the benefits for the corporate membership. Catherine presented the information that the current membership rates listed on the application are:

\$10.00 for retirees, paraprofessionals, and students

\$15.00 for non-library personnel

\$25.00 for professional staff

\$75.00 for corporate membership

Libby made a motion to change the dues amounts listed on the Membership Application Form to the following:

\$10.00 Active Membership for retirees, paraprofessionals, and students

\$25.00 Active Membership for professional staff

\$35.00 Associate Membership for non-library personnel

\$200.00 Associate Corporate Membership

Annie Harris seconded the motion. There were ten votes for yes and three abstentions. **The board passed the motion to change the Membership Application form to the following categories and prices: \$10.00 Active Membership for retirees, paraprofessionals, and students; \$25.00 Active Membership for professional staff; \$35.00 Associate Membership for non-library personnel; and \$200.00 Associate Corporate Membership.**

District Meetings Allotment:

Via email a discussion began about increasing the allotment for district meetings. Catherine stated that she would put this on the meeting agenda for July, and she asked for feedback on whether \$150 would be sufficient or if \$200 would be better. Sally stated that “If we want to promote district meetings with enticing professional development and fun networking opportunities that will attract more people we need to have more funds to support it...I say \$200 minimum.” Libby agreed with the amount of \$200. Deborah asked for clarification that it would be \$200 per year and not per meeting. Catherine and Libby confirmed that the handbook states the allotment is per year. No official vote was taken on this matter during the email conversation.