

**NCCCLRA Executive Board NCIH Meeting (and Conference Call)**  
**September 21, 2007**  
**11:00 a.m.**

**Attending:**

Myra Blue	Pamlico
Cathy Campbell	Craven
Stephanie Bowers	Pitt
Deborah Foster	Fayetteville
Gena Craig	Central Piedmont
Ruth Bryan	System Office
Mike Crumpton	Wake
Monique Mitchell	Roanoke
Libby Stone	Gaston
Kat Clowers	Lenoir
Michael Rose	Rockingham
Catherine Lee	Cape Fear
Allen Mosteller	Cleveland
Susan Williams	Blue Ridge

To eliminate the need for Board members to travel to a potentially far-distant site for a “face to face” meeting, Myra arranged for us to meet via the North Carolina Information Highway system (NCIH), also known as Interactive Television (ITV). Myra opened the meeting by welcoming the Board members who were able to take advantage of this technology, as well as those who called in via the traditional conference call set-up that had also been made available.

**Previous Minutes:**

Stephanie reported that she was sent no corrections or additions to the posted minutes from the last Executive Board meeting on July 26, 2007. **The motion was made and seconded to accept the minutes as they stand—the motion was carried.**

**Treasurer’s Report:**

Deborah announced the current account balances as follows:

Checking account—\$7082.79

Money Market account—\$5187.13

Scholarship account—\$44,302.78

Share account—\$28.37

Deborah noted that she has been having computer problems, but would get a hard copy of this report out to the Executive Board officers when possible. **The motion was made and seconded to accept the Treasurer's Report as it stands—the motion was carried.**

### **Conference Planning:**

Cathy reported that she had just held the first official Planning Committee meeting on September 20 and that the Committee had decided on a recommendation for a location and date for the 2007-08 conference. She presented this recommendation to the Board: **That the 2007-08 NCCCLRA Conference be held at the Walker Center at Wilkes Community College on April 2, 3, and 4, 2008.** It was further noted that the Walker Center would be made available to us free of charge, and that the dates for the conference would fall on a Wednesday, Thursday, and Friday. **The motion was made and seconded to accept this recommendation—the motion was carried.**

Cathy further reported that the Planning Committee is currently considering ideas for a conference theme; among those that have been suggested are: “Go West, Young Man,” “Westward Ho,” “United We Stand,” “Community of Unity,” and “What Happens Next?” Board members made some additional suggestions such as “Run to the Hills,” and “We're As Fine As the Wine” (this last suggestion prompting discussion on a conference activity involving a wine tasting “field trip”).

A conference site visit is planned for sometime from October 29 to November 2—a few people have already expressed an interest in going but anyone who wants to make the trip is welcome. Cathy will let us know the exact date as soon as it has been chosen.

### **Project Team Reports:**

#### **Bylaws/Constitution Committee**

Mike cited the work that Gena has been doing in getting the officers' positions updated, but a committee conference call has yet to occur. Gena reported that she sent out e-mails asking for officer position updates based on what incumbent officers saw as the current duties of their respective positions. She has had some response on this, but feels that the Bylaws Committee needs to meet as a group to further discuss any changes. In some cases, such as the reinstatement of the Archivist position for example, a vote of the NCCCLRA Membership needs to occur before bylaw changes can be made. Such changes may affect the officers' position descriptions as well.

#### **Membership Committee**

Suvanida Duangudom has created a membership brochure, a sample of which will be mailed out soon. Mention was made of Suvanida's recent acceptance into the North Carolina Community College Leadership Program, and several Board members expressed their desire to forward their congratulations on to her.

Kat reported that she heard from Marilyn Carney on journal/magazine pricing for placing conference ads, the lowest of these was \$600.

E-mails were sent out to potential LRA members in Districts 3 through 6. These targeted not only professional library workers but paraprofessionals as well. Kat said that she had a good response, especially from the paraprofessionals, and received 17 new memberships as a result of these e-mails.

Kat further reported that she has a number of non-community college people asking about membership, among them are people from private colleges, students, and retirees. She is unsure what to tell them at this point. Myra expressed her belief that we had made a decision on this at an earlier meeting; she will check the previous minutes to see what was already discussed. Several Board members felt that we had talked about allowing people outside our system to join as at-large (non-voting) members until we have a chance to vote at the next conference on any bylaw changes that would allow additional membership benefits. Deborah added that anyone interested in joining might want to attend the upcoming conference to find out about any membership changes (e.g. if they are to be awarded voting rights). If anyone wants to join as a “provisional” member at this point, they would still need to pay dues.

Kat also noted that some people with whom she’s corresponded are wondering why they wouldn’t want to just wait until the next conference to pay their dues, but the Board consensus was that if they are interested in joining NCCCLRA, they would need to pay now for the current year so that they would be in good standing at the time of the next conference.

### **Public Relations Committee**

It was mentioned that Calvin Craig was tied up with library instruction classes and so was unable to attend today’s meeting.

### **Archives Committee**

Stephanie reported that she had gotten a clarification on Roxanne Davenport’s reasoning in feeling that a new location for the physical NCCCLRA archives would be in our best interest. According to Roxanne, the file cabinet used to be kept in the Library Services area near their supplies where it was always “in view,” but it is now in a storage area that is not near anyone who might have a personal knowledge of what the cabinet contains. What’s more, this storage area is subject to being cleaned out from time to time. The cabinet itself was donated to us some years ago and so is LRA property.

Ruth was asked to address these issues and noted that she is aware of where the cabinet is and has a key. It is kept locked and it is her feeling that no one would be able to discard anything in the cabinet or move the cabinet itself without her being aware of it.

The question arose as to how long it has been since materials have been added to the cabinet—Ruth felt that it’s been a while, probably since the time that Carolyn Oakley and Dan Swartout were NCCCLRA officers (neither is with the CC system any longer). Stephanie noted that

Roxanne had mentioned that she thought nothing had been added since around 2000 or 2001, largely because subsequent LRA officers were unaware of the file cabinet's existence.

Myra suggested that the Archives Committee make a recommendation to the Board on what they feel should be done.

### **District Reports:**

#### **District 1**

Monique is staying in contact with her officers and is hoping to organize a meeting for next month.

#### **District 2**

Kat reported that a meeting is being set for next month to be hosted by Linda Muir at Coastal Carolina CC—invitations will be going out soon.

#### **District 3**

Michael expects to have a meeting in late January/early February to be hosted by Rockingham CC.

#### **District 4**

Marsha Proctor was not in attendance.

#### **District 5**

Allen reported that he is in the process of planning a meeting to be held on Friday, November 2 at Gaston College.

#### **District 6**

Susan reported that she has nothing in the works as yet.

### **Closing Business:**

Mike reminded the Board that we had discussed having each district present one of the sessions at the April conference, so district directors might want to “plant the seed” at their upcoming district meetings.

Deborah reminded district directors that there is \$100 in LRA funds available to each district for food, etc. for district meetings—receipts need to be sent to Myra for approval and then to Deborah for reimbursement.

Myra announced that she wanted to recognize Mike Crumpton for the dedicated support and outstanding effort he has put forth on behalf of the NCCCLRA in the past few years, and to wish him well as he begins his new position as Assistant Director of Administrative Services at UNC Greensboro on October 1. Other Board members joined her in extending their thanks and good wishes.

Suvanida Duangudom was again recognized for her exceptional achievement on being accepted into the statewide Leadership Program; we will expect to hear a full report of her experiences, possibly at the April conference.

Deborah reported that a recent CCLINC Steering Committee meeting was attempted via the new Elluminate Web conferencing system, but due to a myriad of technical concerns, it did not work “at all.” Conversely, most Board members agreed that the NCIH system (along with the traditional conference calling) seemed to work well for our purposes.

Myra would like to hold our next meeting in early November, after the conference site visit. More details on this are forthcoming.

**The meeting was adjourned at 11:32 a.m.**

Submitted by:  
Stephanie Bowers,  
Secretary