

NCCCLRA EXECUTIVE COMMITTEE CONFERENCE CALL
OCTOBER 27, 2011

IN ATTENDANCE:

Suvanida Duangudom, Wake	Deborah Foster, Fayetteville
Gail Ambrose, Beaufort	Ali Norvell, Blue Ridge
Deana Guido, Nash	Colleen Turnage, Systems Office
Alan Unsworth, Surry	Libby Stone, Gaston
Sue Henry, Martin	Stephanie Bowers, Pitt
Michael Rose, Rockingham	

As members were checking in on the conference call, Deana asked if anyone would be interested in attending a workshop including topics such as: building relationships, personal productivity, time management, and emotional intelligence. There was an informal discussion as members were phoning in. The opinions expressed were mainly that some of those topics had been covered before and most people were not able to travel and spend a day away from their libraries to attend at this point.

Suvanida called the meeting to order at 2:38. The minutes of the September 29th, 2011 meeting were reviewed and corrections were noted. Sue Henry made a motion that the minutes be accepted as revised. Deborah Foster seconded the motion. Minutes approved.

Since we are not having an LRA conference this year, many people were freed up to attend the NCLA conference in Hickory. Deborah said that the discussion about having the NCCLRA conference as bi-annual has been an ongoing discussion in the past. It is important for the schools that have to budget and turn in strategic plans a year in advance to know what meeting dates have been planned, so they can budget accordingly. We did have meetings yearly during 2001-2005. Then in 2005 we got the word that because of budget constraints, “no one goes anywhere.” We may be facing a situation soon when the state curtails any travel again. Libraries are so short staffed, that we have to ask the question, “How do we get professional development credit if we can’t go anywhere?” The answer most people are given is “Webinars.” Libraries are so important that we can’t close to give staff an opportunity to attend. The governor may well freeze all travel in the near future. Several conferences were cancelled in the past, because of budget cuts and freezes on travel.

There was a discussion about the term of office for current officers for the association. Treasurer is a three-year term, the rest of the officers’ terms change yearly, or run from conference to conference.

REDISTRICTING

Michael Rose from Rockingham spoke about the re-districting project. Cathy Campbell was compiling the results of the recent survey. Michael said that the small number of respondents

(only 50 throughout the state) answers the question about interest in re-districting. We needed more feedback than we received, so Michael said he felt that the small response demonstrated that the issue needs not be discussed any further.

CONFERENCE PLANNING

The group discussed ideas about planning next year's conference and whether to skip a year and just have a large event every other year due to travel constraints. Michael felt that if we wait until next fiscal year, we run the risk of making ourselves more irrelevant or invisible. We need to network and interact to keep ourselves motivated.

Ali Norvell said that the issue at Blue Ridge is that they must know in advance what their expenses are going to be. By February their funding is already planned for and gone. Ali was able to attend this year's NCLA conference because of the scholarships available, since Blue Ridge's budget was depleted. Michael Rose was of the opinion that we need a constant presence, something on a regular basis. Libby Stone suggested that we hold a small "Un-conference" (conference meeting without vendors) one year and then have a larger conference with vendors the next year. Deana stated that we definitely need to establish an identity for the association and talk about what our mission is. Michael suggested that we need to make a case for why people should join NCCCLRA as opposed to just joining the community college section of NCLA. We need to develop some solid ideas about marketing to try to increase membership.

Deborah Foster, treasurer, stated that the association has a total of \$63,768.31 in funds available. All accounts are maintained at the State Credit Union. The interest checking account has a balance of \$9,293.36 which is the account that conferences are funded from. That account also funds the district meetings at the rate of \$100.00 per meeting. Speaker fees and refreshments are the main cost of the district meetings. Deborah explained that the money market account has a total of \$5,675.47. The share account funds two scholarships per year. That account contains \$48,769.48. Libby Stone said that at the present we support one scholarship for a professional position and one scholarship for a paraprofessional position. One scholarship is for \$500.00 and the other for \$1,000.00. The goal of the association was to have enough in the account that the interest on the account would pay for the scholarships. We also support a conference grant of \$200.00 for incidental fees up to that amount. One of these conference grants are paid per year.

Deborah cautioned that we must be careful about decisions we make as an association, because we are a non-profit organization and we could make decisions that would jeopardize that status. If we mess up that status, it could result in our having to pay income taxes on the amounts in our accounts. We may need to consult with someone who has training in the area of non-profits and who has some legal training under their belt.

We don't have to decide what to do with the funds we are holding, unless we decide to dissolve the Association. Since we have extra money, Colleen Turnage suggested giving an award for the

best library in the NC community college system. Some organizations, like the Credit Union, offer discounts on tickets to Carowinds, for example.

Sue Henry said she agreed with Michael that we definitely need to have a conference or some kind of gathering at a certain time each year. It was estimated that there are usually 80-125 attendees at conference depending on what is offered, the time of year, and location of the conference. It was agreed that we need to project a couple of years ahead and choose a site and date far enough in advance so that schools can budget for it.

Deana pointed out that vendors and security must be considered along with Wireless set-up charges. Suvanida liked Libby's idea of rotating between the "Un-conference" one year and then having a full-blown conference the next year. Membership now is from conference to conference. Deborah said that was recommended, by the past treasurer to make the dues easier to keep up with. If the council passes alternating conferences and "un-conferences," we could raise the cost of membership and collect for two years, so that the membership could have at least one full conference covered by their dues. Colleen made the suggestion that we could charge \$30.00 for a one year membership and then \$50.00 for two years, to give a discount.

We need to get information about NCCCLRA out to the membership and to potential members. When information is sent to Directors, the information doesn't always dribble down to the rank and file. Suvanida said that she had created an update of a brochure about NCCCLRA membership and thought she still had that. She will try to revise it so we can put it into use.

Sue Henry thought that it would be a good idea to coordinate between NCLA, LRA, and CCLINC and get the leadership of all these organizations together for a planning council. If we meet with the leaders of these other organizations, we can more easily make NCCCLRA's purpose more unique.

Michael Rose said that we need to focus on the purpose of our organization in the brochure we send out so that we market it more effectively. We need to review our mission. Our mission presently states that the NCCCLRA is designed to give a "state-wide voice for learning resources and services, and to promote professional development and unity of purpose for all personnel involved in learning resources programs."

The group reviewed the cost of dues in the CCCLA (Council of Community College Library Administrators) organization. We compared their dues to what NCCCLRA is now charging for membership for library personnel, non-library personnel, professionals, and corporate members (vendors.) Some of the vendors are actually members, like Charlie Snider, from Emery Pratt. Some vendors pick up the tab for one of the breakfasts or refreshments during the conference. Presently conferences for members cost \$30.00 and if dues are paid by the deadline, members are given a \$10.00 discount for conference.

Sue Henry suggested that if we are sitting on an excess of money, maybe we could do a full scholarship for conference, or help toward PDI classes for a few members.

We need to clarify the semantics of what to call the two types of conferences, to eliminate confusion.

Sue Henry suggested that we could designate the “Un-conference” as a state-wide meeting for professional development workshops and no vendors. Then the Full conference could be described as a brain storming session with vendors.

Deborah Foster made a motion that the NCCCLRA committee go forward for planning conferences for the next two years by arranging to have a conference in April, 2012 and a “full conference” with vendors in 2013 with the nomenclature to be established at a later date. The motion was seconded by Libby Stone. Motion carried.

Gail will type up the motion and send it to Suvanida on Friday, October 28th. The motion will be sent out by e-mail. If conference schedule changes take effect, it will be put to a vote for the membership.

With no further business, the meeting was adjourned at 3:55 p.m.

Respectfully Submitted,

Gail Ambrose, Secretary