

NCCCLRA EXECUTIVE COMMITTEE MEETING

June 30, 2011

Conference Call

IN ATTENDANCE:

Suvanida Duangudom, President

Jody Mosteller, Dist. V

Gail Ambrose, Secretary

Martin House, Web Master

Cathy Campbell, Membership Chair

Aletha Andrew, Dist. II

Deborah Ashby, Dist. IV

Stephanie Bowers, Procedures Officer

Alan Unsworth, Dist. III

As each member phoned in, President, Suvanida Duangudom gave instructions and explained the conference call process. She called the meeting to order at 2:36 p.m.

WEB SITE: The first order of business on the agenda was the NCCCLRA Web site. Suvanida asked Martin to go over the new changes he has made. Martin and Steve Osler (CPCC) have created a page login for each district, so that every director can change or update their district's page. Martin has the entire NCCCLRA handbook on the site now. He hasn't finished adding past NCCCLRA minutes yet, and the awards page has to be updated. Martin will contact Libby Stone (Gaston College) about the most recent awards information. Martin has added the membership application to the web site, so new members can print out the application and send it in.

In the future, members will also be able to register for conferences on the web site. Comments were made about how attractive the site is. The photos that are being used are a wonderful cross-section representing the diverse nature of our state. Martin said he has the site set up so that any news from any of the districts would go directly to the BLOG. Everyone agreed that this would be another great feature.

Martin asked if we want questions about conference to come directly to Suvanida. We need some way to allow users of the site to choose categories. It was decided that General feedback would be routed to Suvanida. Conference inquiries will go to Deana Guido (Nash CC), Vice-President. Cathy will handle issues related to membership. Any questions connected to dues will be sent to Deborah Foster (FTCC), Treasurer. The question was raised about our ability to take payments online in the future for dues. This issue has to be further investigated as it may affect our non-profit status. Any information requested about scholarships and awards will be sent to Libby Stone.

Martin explained that he has an ability to “hide” some content behind a login, so that only members of our organization can access it. Council of Community College Library Administrators (CCCLA) was brought up. They are an organization which is related to us, but not a part of NCCCLRA. It was suggested that a discussion be held with the CCCLA administration about hiding some of our information behind a login, since most of them are members of NCCCLRA. Martin has created a page for CCCLA that is linked to the NCCCLRA web site. The question was raised about whether NCCCLRA would like CCCLA to be an official part of NCCCLRA. Right now, CCCLA has meetings at the NCCCLRA annual conference, but is not an official section or roundtable. The committee will return to this topic – when more information can be obtained.

CCCLA members are made up of library administrators and library directors. Cathy said that there is a history of behind why CCCLA is a separate organization from NCCCLRA, which can probably be found at the system level. Cathy volunteered to try and find out more about the history. Martin also offered to contact Dave Trudeau at Vance-Granville to see if he could provide any additional information.

ARCHIVES: At the North Carolina Community College (NCCC) Systems office, there is a fire-proof file cabinet with the history of the formation of the organization in it. Past-president and past secretary, Cathy Campbell and Stephanie Bowers both confirmed its existence. The NCCCLRA was originally formed in the 1960’s. The Committee discussed options of how to store what’s in the cabinet, once it is located and the contents reviewed. If we decide to digitize the documents, it would take some funding and lots of time.

Martin offered to see if he could house the association’s archives at Central Piedmont Community College (CPCC) starting in Fall 2011. Cathy said that the cabinet contains the original By-Laws and meeting minutes prior to what has been published on the web site. It was not clear how far back the minutes had been archived. Gail reminded the committee that she needs the secretary’s notebooks for the past couple of years. Suvanida committed to making the contact with the last secretary, Marilyn Carney (WTCC), to see about having them sent to Beaufort County Community College (BCCC).

Martin already has minutes back to 2004 and financial statements for 2004-2009 for sure. Conference notes are available for 2005-2007. There is also a collection of original Conference notes and the programs used at conferences. The cabinet also has awards and the bios of the award winners archived. Included in the cabinet also, are photos from conferences and functions. The suggestion was made that with a history so long, we may have to “call in some of the retirees to help identify many of the people in the pictures.” Cathy suggested that a trip to the NCCC Systems Office on Jones Street (in Raleigh) may be in order. Suvanida said that she would contact Colleen at the System Office for assistance in locating the cabinet containing NCCCLRA archives. The system office has been undergoing renovations recently, and no one

is sure where the archives are currently located (and if keys are needed to access the cabinets). Discussion was tabled until next meeting.

Cathy suggested that an archives committee be formed, rather than the entire executive committee being turned into a “Search Committee.” Suvanida will send out an e-mail to ask for any volunteers to help with the search and serve on the archives committee.

Deana Guido from Nash Community College wanted to talk about the North Carolina Libraries Association (NCLA), but was unable to get on the conference call. Suvanida shared with the executive committee what she and Deana had discussed regarding this topic. Since NCLA is coming up in October, Suvanida suggested that Martin publicize community college sessions to be held at NCLA on the NCCCLRA web site. Martin offered to also post open-ended things about meetings. We also could invite informal postings (or a poll) on the web page to see who is planning on attending the upcoming NCLA conference. The web site should be a central place to share information. Martin wants to form a listserv, which would provide another opportunity to send information to members. Everyone thought that a posting on the web site would be a good idea to get a sense of who is planning to come to the NCLA conference, so that an informal NCCCLRA meeting could be held – to begin planning for next year’s NCCCLRA annual conference.

We hope to encourage NCCCLRA registration on the listserv. Cathy thought that this would be a big selling point for the listserv. It was suggested that we could also do NCCCLRA registration using the listserv.

Cathy said that at this point, the only thing on the NCLA site is an announcement about the Biennial speakers who are planned for the conference, but no information about concurrent sessions and times. She thought we could post an announcement on the NCCCLRA site, which says “Hope to see you there October 4-7, 2011 for NCLA in Hickory, NC!”

Suvanida has a list of members who signed up for the last conference. She will send the membership list to Martin. Martin will then send out a mass e-mail to inform everyone about the upcoming NCLA conference and the new NCCCLRA web site; as well as encourage people to join NCCCLRA and/or come to the informal NCCCLRA meeting at NCLA.

REDISTRICTING: Suvanida and Cathy both informed the executive committee that “Redistricting” has been an issue that they have been hearing “kicked around” for probably the last 5 years. They felt like many people would like to see it take place to make travel easier. We all need to consider what we classify “minimum travel distance.” We are all feeling limited budget pinches, which is cutting down on our travel.

Michael Rose, Rocking ham CC, had voiced a desire to talk about re-districting. He was unable to get on the call today. District II meets fairly regularly, which is great, but there are 4 counties just in Beaufort County Community College's service area. District V has also had regular meetings. College of Albemarle, Dare County is a bit isolated. Sometimes we can't get the members in the outer-most corners included because of travel constraints. Due to travel budget restrictions, three hour drives within a district are not possible now for most people. Many people would be more willing to be involved if they didn't have to travel so far. The idea was posed to break down the existing districts to maybe 6 colleges in each district and have more districts. We must also take into consideration that creating more districts also means more representatives to serve each district. The committee talked about the map showing the District divisions on the NCCCLRA web site and how it may change. Martin suggested that we look at the length of travel between community colleges for each district; this may be a way to redistrict so that travel time does not limit members from attending district meetings.

Martin felt it would not be too difficult to have an online discussion forum with anonymous responses; so he suggested that NCCCLRA members have an open window for discussion during a set time period. It would work like a large chat session. Since this is an extensive project, we could ask for feedback from the members to gauge the membership interest on this topic. Based on the interest, a sub-committee can be created to further investigate redistricting – the sub-committee would create a proposal and the Executive Committee would make the final recommendation to the membership. Members would then need to vote (perhaps at the annual conference business meeting) or through electronic ballots.

Suvanida liked the discussion forum idea. She offered to send a spreadsheet of all current NCCCLRA members to Martin. Martin will create the announcement.

Cathy, as the membership chairperson will also send an announcement to the membership. Our members don't have actual membership accounts now, so the discussion will be open to members whose dues have actually been paid. The question was posed about whether to issue membership cards in the future and have them run from conference to conference. We can motivate people to pay their membership dues prior to the conference by offering discounted conference registration fees.

There was a discussion about whether to allow employees of the NC Community College libraries to have a voice in the discussion, even if they are NOT paid members. Cathy Campbell's feeling was that we need the voices of people who have never really been a member of the NCCCLRA, so that we can find out WHY they never felt compelled to take an active part. She said that she thought the best policy would be one which is INclusive and not EXclusive.

One of the items required to create a membership account could read, “Are you an NCCCLRA member now?” and then “If you are not, would you like to be a member?”

Of course, any voting would be restricted to only those who are members with dues paid.

Cathy mentioned that she has several ideas for trying to increase membership. She will send her ideas to Suvanida in a report.

Martin suggested an electronic means for doing the application process. He said he’ll try to have a report prepared and ready by the time we have the next conference call meeting.

Deborah Ashby from Sandhills CC asked if NCCCLRA has considered having an association Facebook page. She thought that the possibility of using Facebook would prompt more interaction. Discussion included things such as: “Is there a moderator required?” “Who would have responsibility and the ability to block people who post? Facebook would also give us a place to talk about library work in North Carolina and a place to make relevant announcements. Cathy asked how many of the executive board committee members already use Facebook. Several of the members on the call already have Facebook accounts, but some expressed no interest in creating an account. Suvanida mentioned that many people have “Facebook Phobia” and just don’t desire to connect to the social network. To avoid excluding anyone from discussions, she suggested that there be an automatic feed from Facebook to the NCCCLRA web site – so non –Facebook users could also participate.

Facebook could be used as an avenue for a “talent bartering system” where we could draw from one another’s strong points and share “know-how.” We could also email, interact and help each other with library related problems. We could make an announcement to our membership and let them know the page is available as a resource. We all need more support in these difficult financial times because of smaller staffs. If we don’t have time to check out helpful web sites ourselves, there may be someone else who has already seen the site, and can share what they have learned and help make our jobs easier.

Instead of posting every single Facebook comment, the idea was presented that we could do a little “Digest” each month. For example, offer the top three sites that might help all the libraries. We could also set it up so that the information from Facebook could be a feed directly into our (membership) newsletter.

An interesting article was brought up that was recently circulated by a library consultant through the NCLA online listserv/mail. The article’s message was similar to “Be more like Lady Gaga than like Lady Bird Johnson.” The committee members who had not had the pleasure of browsing that article expressed interest. It had to do with “tooting our own horns” in our communities to show how vital our libraries are.

Gail offered a quote posted on the Beaufort County Community College (BCCC) library's circulation desk. "Cutting Libraries in a Recession is like Cutting Hospitals during a Plague!" The parallel was enjoyed by all.

Suvanida asked for ideas on how often we should meet. The group decided that once a month would be a good time frame. We decided to have the meeting the last week of each month, unless prevented by holidays.

Next meeting was set for Tuesday, July 26th at 2:30 p.m.

Suvanida will send out a Groupwise appointment to each member with the next dates through December of this year.

Suvanida adjourned the meeting at 3:43 p.m.

Respectfully submitted,
Gail Ambrose, Secretary