

NCCCLRA EXECUTIVE COMMITTEE MEETING

July 26, 2011

IN ATTENDANCE:

Suvanida Duangodom, President (Wake)	Michael Rose, Nominating
Deana Guido, Vice President (Nash)	Libby Stone, Awards
Gail Ambrose, Secretary (Beaufort)	Martin House, Webmaster
Sue Henry, Dist. I Director (Martin)	Stephanie Bowers, Procedures Officer
Alethea Andrew, Dist. II Director (Wayne)	Cathy Campbell, Membership
Ali Norvell (for Susan Williams-Blue Ridge)	

Suvanida called the meeting to order at 2:40 p.m. She asked if everyone had reviewed the minutes of the last meeting with her revisions. Cathy Campbell made a motion that the minutes be accepted as revised and posted to the Website. The motion was seconded by Michael Rose. Minutes accepted as corrected. Martin asked for a copy of the amended minutes.

HANDBOOK/ARCHIVES

Stephanie Bowers explained the way the handbook has been handled up until now. The procedures officer makes the changes and additions, adding to pages any new officers and any items voted on by the executive board. The revisions are usually done around the time of the conference and then are sent to the Webmaster. A discussion took place about whether to send the pages in HTML or PDF format. There was a question about which would be easier to handle. Martin now has it set up as an intermediary web page. He said he could give out a login and text editor and that would enable Stephanie to use whatever she wants to use for editing. Martin explained that he could add a “printer friendly button.” Sue Henry said she thought the printer friendly button would be the easiest to handle. Stephanie and Martin exchanged ideas about what would be easiest. Martin said that it was just a matter of finding a module, and uploading it; after the officer makes any revisions. HTML is literally like just writing in Word.

Stephanie asked about the format of the constitution and the By-Laws. They are now justified to the center, rather than flush to the left. Several people commented about being surprised when they clicked into the website and looked at those documents. Martin is dissatisfied with the way it looks, and he plans to go in and change the “centered” format to something easier to read. He said it would be easier to link to those pages as PDF documents rather than trying to go in and manually edit by tabbing, the way they exist now. Many times, copy and paste doesn’t work out very well. Stephanie has the original documents. She will make adjustments and Martin will re-publish in the handbook. Martin explained that the original documents are also “living” on the old website. Stephanie asked if everyone was good with the proposed changes.

Suvanida reminded everyone that the last meeting we held, it was decided that the Archives and the Re-Districting projects would each be propelled by a Task force.

THE ARCHIVES TASK FORCE is headed by Stephanie Bowers (Pitt) serving as the Chairperson. Other members of the Task force are: Roxanne Davenport from Pitt Community College; Christy Earp, from Wilkes Community College; and Martin House from Central Piedmont who is the Webmaster. Martin will connect all the information to the website.

The first order of business for the Archives task force is to find the cabinet at the systems office. Colleen said that Ruth Bryan had moved the records cabinet before she retired to a locked “closet” across from Colleen’s area. Roxanne used to be the archivist during 1993-94. Colleen said the cabinet is actually the property of NCCCLRA. Colleen’s Dad passed away this week, so she will be taking some time off.

Stephanie announced that there has been a new Director named to the Library at Pitt Community College. He starts on Monday, Aug. 1st, 2011. The Director’s name is Xudong Jin and he is coming from a 4-year private college in Ohio. He is originally from China. Transitions are never easy. Sue Henry pointed out that librarians are a resilient bunch and they can do anything!

RE-DISTRICTING: Michael Rose (Rockingham) from District III spoke about the need for re-districting. He felt we need to devise a way to get more people to come to the district meetings. Usually, the same small number of people show up to attend district meetings on a regular basis. Alan Unsworth (Surry) had to cancel a District III meeting two weeks ago. So many people are traveling or out of school for the summer. He said he would try to re-schedule a meeting in the Fall. We need to look at how many employees are in each library. Michael wasn’t sure if the small attendance is due to the size of the districts and/or travel difficulties. Sue Henry (Martin) said District I had high hopes of having a district meeting this summer, but it just hasn’t happened. Michael Rose stated, “We don’t want to reinvent the wheel, but we do need more representation at these meetings across the districts.”

Sue Henry thought the failure of District I to meet was due to lack of planning. She had e-mailed and asked for input from people about attendance, but heard back from only two people.

District V met last Thurs., June 20th. Only four out of 8 schools were represented. Only seven people total were in attendance. It was held at Isothermal Comm. College in Rutherford County & Polk County. Charles Wiggins, director, was a great host. He hadn’t been able to attend a meeting in a while. He had a great program on “Cloud Computing.” Our district tries to have three meetings per year, but for whatever reason, attendance was off. No one from Mitchell has made it to a District meeting in years. (Who made this comment?)

CCCLA introduced the Mentor/Mentee idea at conference. It pairs up new directors with seasoned directors, offering experience and help to new directors. Ruth Bryan was really good at keeping up with new directors. Colleen and Loretta are the ones at the system office who offer support to NCCCLRA now that Ruth is retired. We won't have Loretta for much longer either. If our districts get smaller, will we then magnify the problem of just seeing the same attendees each meeting?

If we do Re- districting, we will have to change the By-Laws. The By-laws state: "The Association will maintain six districts." (Article 5-2) If we change to eight districts, the By-laws will need to be re-written. Each district has two representatives on the executive committee, also. That means our Executive committee would be larger, too. Michael Rose (Rockingham) spoke up as "devil's advocate." He said from 2004-2010 we had more money and fewer restrictions on travel, but the pattern of tiny attendance was the same then." Directors may not be encouraging their staff to attend these meetings at all. Maybe we need some Lobbying VS. Re-districting. Questions came up about who is invited to the district meetings and whether staff members know about them. Do staff members actually get the message from their directors about meetings? Short staffing may make directors feel that they can't do without their staff for a whole day.

Suvanida suggested an "exploratory kind of survey" to discover WHY people don't attend the meetings. Sue Henry suggested that we create a survey link (using Survey Monkey) inside an e-mail to encourage NCCCLRA membership. She said that Colleen Turnage (System Office) could help with that and we could ask her to send it to directors, catalogers and report runners. We need to get each district on board and have them encourage NCCCLRA membership at their district meetings. Cathy Campbell said that she has a Survey Monkey account and that we can set up as many as 10 questions for free.

Jody Mosteller (Gaston) just compiled a list of District V members. We can also ask the other District Directors to compile a list of their own members. These lists could be passed along to Martin House (web master). Michael sent a list of members to Alan Unsworth (Surry) and he will try to get responses from other district before our next meeting on August 25th. With new semester beginning between now and the next meeting and Colleen being out of work due to her father's passing, the questions for the Survey Monkey may have to wait until the September conference call meeting.

Libby Stone gave an update from the **CCLINC steering committee**. They met with Dr. Sandra Williams on July 12th in Durham, to talk about Sirsi/Dynix contracts, training and upgrades. She stated that we all need to pull together to help Colleen because there's only so much she can do. Libby has volunteered to act as a liaison between the CCLINC ad hoc committee and the LRA Executive Board, at the request of the Ad Hoc committee requested LRA representation. There

was discussion about the different designations for the divisions of professional sharing organizations.

The CCLINC Steering Ad Hoc Committee is made up of Dana Bright(Surry); Dave Trudeau (Vance Granville); Colleen Turnage (Systems Office), Julie Mielish (Wake), Libby Stone (Gaston); Tara Guthrie (Central Carolina) and Deborah Foster (Fayetteville.) A consortium has been formed in which everyone has agreed to share, but our systems office may require that everyone be on the same system. Dr. Williams alluded to having all libraries on the same system. There are schools in the system with unique situations. Charles Wiggins at Isothermal has a catalog which is shared with the public library. Mitchell is a total stand-alone situation, as is Caldwell and Central Piedmont Community College. The Re-Districting idea would affect these schools in some respects. All of this has a degree of overlap. LRA is the umbrella of all the Associations and organizations, but LRA also has people who are not on the CCLINC system. Many Directors or administrators suggest that their staff be involved in LRA, but then the administrators are not involved themselves.

Martin House asked if there is an agenda of having everyone on the same Inter-library loan service. He noted that many seem to be dissatisfied with SIRSI now and want a new system. Sue Henry (Dist. I Director) felt that the meeting in July made it obvious that CCLINC was very aware of the contract negotiations. Ali Norvell asked if there were minutes available from that July meeting. Minutes had been sent out to those in attendance on July 14th.

Sue Henry mentioned Facebook being used from the minutes of the last meeting. She said Learn Central is being used in the same way, for a limited group of people, but it's open to more. LearnCentral.org is sponsored by Elluminate and is free.

Suvanida asked if anyone else had anything else left to discuss.

Cathy Campbell said she had been in touch with Catherine Clowers, the past membership chair and had asked about getting any lists and information she had about the district rolls. Cathy suggested that there be one person in each district who could serve as a contact person to stay in touch with the membership chairperson. Cathy is planning to prepare a flyer that lists the benefits of LRA membership to hopefully drum up new interest in LRA.

The committee discussed the possibility of having an NCCCLRA meeting at the upcoming conference in Hickory scheduled for October 4th-7th, 2011. No program is posted at the present time, but Sue and Suvanida felt that we could find a room available or space in the lobby to hold an "Unofficial Executive Committee Meeting." Sue Henry said that with the distance for her to travel, she would need a compelling reason for her to consider making the trip.

(Stephanie Bowers or Cathy Campbell said) that Libby Stone and Jody Mosteller did a really good session two years ago when the workshop was held in Greenville. There will be round table sessions and poster sessions and the first two days are usually very good. Suvanida said she will be doing a session this year sponsored by the NCLA Community and Junior College Section on "Library A-la-Carte." Sue had attempted to use that in the past.

The next conference call meeting is scheduled for August 25th at 2:30 p.m.

With no further items to be discussed, Suvanida adjourned the meeting at 3:47 p.m.

Respectfully submitted,

Gail Ambrose, Secretary