

NCCCLRA EXECUTIVE BOARD MEETING  
JUNE 28, 2012

IN ATTENDANCE:

Suvanida Duangudom, Wake  
Colleen Turnage, System Office  
Gail Ambrose, Beaufort  
Michael Rose, Rockingham  
Sue Henry, Martin

Libby Stone, Gaston  
Alan Unsworth, Surry  
Deborah Ashby, Sandhills  
Amy Burns, Central Piedmont  
Cathy Campbell, Craven

As board members were calling in and signing on, Colleen Turnage announced that she is no longer the only librarian at the system office. Helen Colevins has been hired and she will start tomorrow, on June 29<sup>th</sup>.

OLD BUSINESS

Suvanida called the meeting to order at 2:35. Roll call was done and then minutes from the May 31, 2012 conference call were reviewed. Two corrections to the minutes were made. Sue Henry's name had been stated as Sue "Martin." And the NCCCLRA members had been estimated. The number of members was removed from the minutes. A motion was made by Michael Rose to accept the minutes as corrected. Motion was seconded by Cathy Campbell. Minutes approved as submitted and revised.

NEW BUSINESS

Suvanida asked Michael if there were any new nominations for new officers. He told the group that he had sent an e-mail on June 7<sup>th</sup> to ask for additional nominations before he left on vacation. The nominations close on July 13<sup>th</sup>. So far, we have Libby Stone and Alan Unsworth running for the office of vice-president/president-elect. Deborah Foster is running unopposed for treasurer. Lisa Shores is also running un-opposed for the office of secretary.

Libby Stone reported on a meeting of the ad hoc advisory committee on June 12. Wanda Barker, Executive Director of eLearning & Technology Systems at NCCCS, Colleen Turnage, Director of Learning Services Technology at NCCCS, Dave Trudeau, CCCLA Chair, Dr. David Wright, past chair for CCCLA, Tara Guthrie, secretary for CCCLA, Julia Mielish, CCLINC Steering Committee Chair, and Libby Stone, past chair for the CCLINC Steering Committee were all in attendance. The System Office wanted to have the group continue in an advisory capacity and become a permanent group, so the committee decided on a new name, the Library Services Executive Council, which is representative of three distinct groups, CCLINC, CCCLA, and NCCCLRA. The committee now plans to choose one representative from a non-CCLINC

school, so that all schools will have fair representation. Ms. Barker recommended that the group host the first annual Library Director's Institute at the System Office; this is something the Distance Learning group has done for several years and it has worked very well. There will be a SirsiDynix users' group meeting on August 9<sup>th</sup> in Greensboro, so the group felt that it would be good to have the Institute either August 8<sup>th</sup> or August 10<sup>th</sup>. If either one of those dates are chosen for the meeting, it will fall during the time that students are on summer break for most schools, before the new semester begins. The location has been tentatively set for Greensboro, NC. Another option discussed was a "meet me number." Julia Mielish plans to send out a survey to library directors asking for input on a date that will be convenient for the majority.

Amy Burns gave an update for LibGuide training Sessions. The group discussed dates, locations and trainers. Amy said she was pleased that so many responded so quickly to her e-mails and offered their help as trainers. The board members gave Amy a plethora of positive comments about the survey.

Suvanida had sent a list of all library personnel in the state to Amy, but Amy had experienced difficulty with opening the file. Amy wondered if she just sent the survey out to directors only, whether it would be forwarded on to other library employees as she had hoped. Discussion followed. Suvanida will re-send the list to Amy. She will try to send it in a rich-text document and see if she gets better results. There may still be some copy and paste involved. She hopes to have it sent out via email to all by July 9<sup>th</sup> and hopes to have responses back by July 31<sup>st</sup>. She may be limited to sending it to no more than 100 e-mail addresses at one time.

Martin House had sent out some designs he had created for new NCCCLRA Logos and asked for feed-back and suggestions. Sue Henry raised the question about what had become of the suggestion for a logo contest utilizing art students and students enrolled in library curriculum. Discussion ensued. Gail looked up the meetings where criteria for entering the contest had been discussed as well as a monetary award for the winning logo design. The minutes including those discussions were during the November 17, 2011 December 15, 2011 and January 26, 2012 conference call meetings. Due to planning and logistics of getting the information to a key person on each campus for the contest, the logo/ name change had been put on hold. The planning and implementation of the conference in Asheville also was being done at that time and the tentative deadline for the logo contest was too close to the conference date to make the decision prior to conference. Martin felt the process had become stagnant, and sent out e-mails to see if members would like him to do some designs in lieu of the contest. Our main priority must be to decide first if we are going to re-name our organization and then the logo design would be based on the new name.

Cathy Campbell made a motion to table the discussion about the logo and name change until the next meeting in July to give the executive committee members time to examine the

organization's by-laws before a decision is made. Amy Burns seconded the motion. Motion carried.

Stephanie Bowers, our procedures officer, was absent from this call and several felt it would be good to wait until she could be a part of the discussion. Many decisions can, according to the by-laws, be left to the discretion of the executive board, and Stephanie may be able to help guide us. Sue Henry checked the by-laws during the meeting and said she saw nothing regarding the name of the organization or logo changes. We need to re-visit the issue of the non-profit application for NCCCLRA. At this point, we have no paperwork indicating that we are listed as a 501(C-3) non-profit organization. Deborah Foster is researching that issue, but was unable to attend today's call. In terms of financials, changing the name of our organization; would cost us \$75.00 to register a new name with the state and then we would have to also re-vamp the By-Laws and change our check-book, letterhead, etc. Gail suggested review of the December 15, 2011 minutes for the specific details and to refresh everyone's memories.

Cathy Campbell thanked Suvanida for the revised copy of the brochure and said it was great. Cathy voiced a desire to start and maintain a "simple little PDF" newsletter for our organization. She requested that anyone who has news for any of their libraries send it to Cathy to be included. She hopes to (with the help of the membership) produce a newsletter and send the first issue out in August.

Suvanida will send a list of the membership of the NCCCLRA to Cathy Campbell.

Everyone was reminded by Suvanida to review the By-Laws and constitution prior to the next meeting on July 26<sup>th</sup>.

With no further business to discuss, Suvanida adjourned the meeting at 3:49 p.m.

Respectfully submitted,

Gail Ambrose, Secretary