

## NCCCLRA EXECUTIVE BOARD MEETING

JULY 26, 2012

In Attendance:

Suvanida Duangudom, Wake  
Sue Henry, Martin  
Libby Stone, Gaston  
Colleen Turnage, System Office

Gail Ambrose, Beaufort  
Stephanie Bowers, Pitt  
Susan Williams, Blue Ridge  
Amy Burns, Central Piedmont

Suvanida called the meeting to order at 2:36 p.m. and the roll call was taken.

### OLD BUSINESS

The minutes were reviewed and corrections were made. Wanda Barker had been listed as being at Lenoir Community College which was in error. Minutes were changed to show that she is Executive Director of Learning Services Technology at the North Carolina Community College System office. Libby Stone clarified the section of the minutes concerning the ad hoc advisory committee meeting held June 12, 2012. Gail had not had opportunity to review the final draft prior to the meeting, so minutes will be approved at the next meeting, after the final version is sent out via email to the executive board members.

Suvanida reported that Michael Rose is in the process of collecting biographical sketches of the people who have been nominated as officers for the North Carolina Community College Learning Resources Association. Deborah Foster is running unopposed for Treasurer. Lisa Shores is running unopposed for the office of secretary. Libby Stone and Alan Unsworth are both running for the office of vice president/president elect. The question was raised about having two officers on the ballot unopposed. Stephanie said that in past years, the majority of the ballots had only one person running for each position with no opposition. The bylaws state that the nominating committee will present the names of two candidates for each of the four officers, but during the last few elections, we have had only one candidate for most of the officers' positions.

### NEW BUSINESS

Suvanida asked if everyone had received the e-mail she sent out dated August 13, 2012 containing the choices for the menu and catering for the NCCC System conference in October at the Raleigh Convention Center. NCCCLRA is planning on having a lunch meeting during that conference. Suvanida pointed out that the box lunches were the easiest and cheapest option. The question was raised about whether our organization would provide lunch from our budget, or whether the conference registration included the cost of lunch. Concerns were brought to light about the fact that there were no vegetarian choices offered on the menu.

Stephanie Bowers asked if we are now having our meeting in conjunction with the conference in Raleigh. Traditionally, this October conference was an instructors' conference. This year, NCCCLRA wanted to be involved, because libraries need to have a visible presence and provide some input to the system office regarding library issues and concerns.

Sue Henry asked if there would be any sessions of specific interest to libraries and the people who staff them. She said she could not justify the \$125.00 registration for the conference plus travel, just to attend a NCCCLRA lunch meeting, unless there will be something beneficial that relates to libraries.

Libby Stone mentioned that Dave Trudeau at Vance Granville had mentioned several sessions that would be offered with a focus on library-related topics. There was a session mentioned on collaborating and support services, but no mention was made of libraries in the title of the session; this session will be presented by Libby Stone and Amy Burns following the business luncheon on Monday, October 8<sup>th</sup>. Suvanida said she would send out a list of the sessions that relate to libraries or are presented by librarians.

Suvanida has to turn in choices for lunch by the August 23, 2012 deadline. She has already coordinated with the convention center for tables for the lunch meeting. Sue Henry thought the sandwich prices were expensive. Discussion ensued about how little difference there was between the selections and cost of the sandwiches vs. the plated lunches. The question was raised about whether the NCCCLRA would be paying for the lunches of members as an organization or whether individuals would bear the cost of their lunches themselves.

Libby Stone suggested that since Deborah Foster's campus is close to Raleigh, that she could be there at the lunch meeting to collect membership fees for anyone interested in joining at the meeting. We could offer lunch at a discount for anyone who is already a member of NCCCLRA and charge them \$15.00. Non-members would pay \$30.00 (full price.) The lunches are all offered by the convention center caterers. Several buffet choices were discussed, (from \$26.00-\$27.95, per person) as were the chilled plates (in the \$19.00- \$24.00 range) and box lunches, (which were \$17.00 per box.) In order to offer options for lunch to our membership, we would need to have some feedback in advance about how many plan to attend.

After some discussion, Sue Henry made a motion that we go with the Italian buffet for the October conference in Raleigh. Libby Stone seconded the motion. Everyone was in favor, and none opposed. The motion carried.

Suvanida will contact Deborah Foster to see if NCCCLRA has adequate funding to pay for lunch for the members. Sue mentioned that the service charge would be about 22% of the meal cost to be added to the expense of the lunches. The executive board estimated, based on past attendance, that we would have approximately thirty members.

The lunch meeting will be held between 11:45 a.m. and 1:30 p.m. During that business meeting, installation of new officers will take place, with lunch and a short discussion on LibGuides. We will also be asking for input from the membership about whether they would be in favor of changing the name of our organization to the North Carolina Community College Library

Association. There has been an ongoing discussion about changing the “Learning Resources Association” part of our name to “Library Association.”

At the last meeting, executive board members had been asked to review the bylaws and the constitution, and no one found anything that restricts us from changing the name of the organization. Sue Henry asked if we could just send out the options for the new name by e-mail to the membership and have them reply by e-mail. Stephanie said that an email of possible names can be sent out to members, so a vote can be done at the business meeting. Members need to be given two weeks prior notice of voting choices before a vote can be taken at the business meeting.

Reference was made to Article 11 of the Association’s constitution which states:

1. Amendments to the Constitution or the Bylaws, far-reaching or controversial decisions, and the election of officers are to be conducted through the Association Newsletter or the mail to all members. Amendments require a two-thirds affirmative vote of those responding for passage. Decisions and elections require an affirmative plurality for passage. All membership ballots will contain accurate and adequate information on which a member should be able to make a sound decision.
2. All amendments, decisions and elections must be submitted to the membership two weeks prior to the vote. (Revised 1996)

Amy Burns said that she could have a draft of a survey ready to send to the membership by the week of August 6<sup>th</sup> regarding the name change options.

Libby announced that the awards committee will be having a meeting next Wednesday, on August 1<sup>st</sup>.

On August 2<sup>nd</sup>, SIRSI is planning to be down from 4-5 hours for an upgrade. Colleen Turnage said she didn’t know what time the upgrade would start. She volunteered that libraries could use their “stand alone function” during that upgrade for check-outs. John Wood will also be running the yearly “Delete Me” report during that time.

Sue Henry mentioned an upcoming directors’ meeting in Greensboro and asked if college presidents usually attend those meetings. Discussion followed.

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

Respectfully submitted,

Gail Ambrose, Secretary