

**NCCCLRA Executive Board
Meeting Agenda
February 11, 2014 2:30 p.m.**

Meeting called to order at 2:35 p.m.

Present

Libby Stone, President
Alan Unsworth, Vice President/Pres.-Elect
Lisa Shores, Secretary
Campbell, Membership
Stephanie Bowers, Procedures Officer
Monica Young, Awards
Melanie Gnau, District 1
Staci Wilson, District 6
Colleen Turnage, NCCCS

Absent

Deborah Foster, Treasurer
Amy Burns, Past President
Catherine Tingelstad, Nominating Cathy
& District 1
Christy Earp, District 3
Nicole Garner, District 4
Grant LeFoe, District 5

Minutes

A motion was made by Staci Wilson to approve the minutes of the previous meeting with a second by Colleen Turnage. The motion passed unanimously.

Old Business

NCCCLRA Handbook Revision task force – Stephanie Bowers

- The task force is continuing to work on position descriptions and procedures.
- They currently have minutes for ten years and have converted them to PDF with plans to put them on the website. They propose possibly putting archived minutes in a separate place on the website in PDF format and having minutes pending approval in another place to avoid confusion as to what constitutes the official record of the association.

Action Item: The task force has set a goal of completing the project by the conference.

Quarterly newsletter – Cathy Campbell

- There was discussion regarding the possibility of a newsletter committee instead of this being the sole responsibility of one person.
- Melanie suggested a blog as an alternative to the newsletter but the group felt that email was the best alternative.
- Cathy posted a request for news on the LRA Facebook page.

Action Item: Cathy plans to have a draft ready by the next board meeting.

NCCCS/Library Services Advisory Council update – Libby Stone

- Colleen reported that the system office would not be able to purchase online access to the DSM-V due to cost.

Facebook page – Alan Unsworth

- NCCCLRA Facebook page currently has 92 followers.
- Alan tries to post items weekly, such as information regarding conference registration and agenda.

Membership renewal notification – Cathy Campbell & Alan Unsworth

- There has been no progress on this to date. Alan will check with his colleague.

CJCLS Liaison report – Catherine Tingelstad

- Angela Davis, NCLA Community and Junior College Section Chair may sit in on our meetings. Libby will check to make sure there is no objection from NCLA.

Action Item: Libby will continue to explore ways for the two groups to collaborate.

NCCCLRA Logo task force – Staci, Amy & Libby

- The task force received sixty responses to the survey sent out to gauge interest in changing the name of the association with more than half of the respondents (41) voting in favor of a name change.
- The North Carolina Community College Library Association (NCCCLA) received the most votes (16).
- One respondent suggested merging with the North Carolina Community College Association for Distance Learning (NC3ADL). The board agreed that we encompass much more than distance learning, and merging with this group wouldn't reflect our diversity.

Action Item: The task force will consult with our treasurer Deborah Foster and continue to investigate the legal and financial ramifications for a name change and bring a recommendation to the board at the next meeting.

New Business

- Libby made an announcement regarding the NCLA Leadership Institute, which will be held this year October 30 – November 2. Libby is on the planning committee this year, which is chaired by Mike Crumpton.

- The NCCCLRA Professional Development Grant could be used toward sponsoring someone for the Leadership Institute.

Reports

Treasurer – Deborah Foster

- No report

Awards – Monica Young

- Mary Lane is currently on medical leave. Libby Stone has appointed Monica Young to chair the Awards Committee in Mary Lane's absence
- A request for nominations has been sent out. There are no responses to date.
- Amy Burns sent the announcement to the library schools.

Membership – Cathy Campbell

- No report

Priorities – Amy Burns

- No report

Nominating – Catherine Tingelstad

- Call for nominations will be going out soon via email.

Webmaster – Alan Unsworth

- Alan updated old or dead links on the website.

Conference Planning – Alan Unsworth

- Planning continues for the upcoming conference. The registration is \$45 for members this year, but there are two lunches, as well as entertainment, which accounts for the slightly higher cost.
- The registration form is available on the conference LibGuide and Facebook page.
- There is a preliminary agenda which should be finalized by the next board meeting.

Next meeting will be February 25 at 2:30 p.m.

The meeting was adjourned at 3:25 p.m.